

Monday, 5 December 2022

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

**Hastings District Council**

**Hastings District Rural Community Board Meeting**

*Kaupapataka*

# Agenda

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*Te Rā Hui:*  
Meeting date: **Monday, 5 December 2022**

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*Te Wā:*  
Time: **2.00pm**

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

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

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*Te Āpiha Matua:*  
Responsible  
Officer: **Transportation Manager - Jag Pannu**

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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](http://www.hastingsdc.govt.nz)  
**TE KAUNIHERA Ā-ROHE O HERETAUNGA**

## Hastings District Rural Community Board – Terms of Reference

The Community Board is a separate entity to the Council. The role of the Community Board is set out in Section 52 of the Local Government Act 2002. The Council is authorised to delegate powers to the Community Board.

### **Membership (7 members)**

Chair (elected by the Board)  
Deputy Chair (elected by the Board)  
4 Elected Community Board Members  
1 Mōhaka Ward Councillor  
1 Kahurānaki Ward Councillor  
1 Takitimu Māori Ward Councillor

**Quorum** – 4 members

### **DELEGATED POWERS**

#### **General**

1. To maintain an overview of services provided by the Council within the Community Board's area.
2. To represent, and act as an advocate for, the interests of the community represented.
3. To consider and report on all matters referred to the Board by the Council, or any matter of interest or concern to the Community Board.
4. To communicate with community organisations and special interest groups within the community;
5. To undertake any other responsibilities that are delegated to it by the Council.
6. To appoint a member of the Community Board to organisations approved by the Council from time to time.

### **LONG TERM PLAN/ANNUAL PLAN/POLICY ISSUES**

7. Authority to make a submission to the Long Term Plan/Annual Plan process on activities, service levels and expenditure (including capital works priorities) within the Board's area or to make a submission in relation to any policy matter which may have an effect within the Board's area.

### **ROADING AND TRAFFIC**

8. Authority to exercise the Council's powers and functions in relation to roads within the Board's area under the following sections of the Local Government Act 1974:
  - Section 335 (vehicle crossings);
  - Section 344 (gates and cattle stops);
  - Section 355 (overhanging trees).
9. Authority to exercise the Council's statutory powers (including any relevant powers conferred by bylaw) over roads within the Board's area in respect of:
  - (i) Road user behaviour at intersections;
  - (ii) Controls on stopping or overtaking
  - (iii) Controls on turning
  - (iv) Pedestrian safety,
  - (v) Footpath maintenance and improvements.
  - (vi) Accident investigation studies, lighting and other safety works
10. For the avoidance of doubt, nothing in this delegation authorises a Community Board to deal with a matter, in the exercise of delegated authority, in a manner which is conflict with any policy or decision of the Council or any standing committee of the Council in relation to the same matter.

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**Hastings District Council**

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*Kaupapataka*

# Agenda

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	<i>Heamana</i>
<i>Mematanga:</i>	<b>Chair:</b> Jonathan Stockley
Committee Members:	<b>Deputy Chair:</b> Isabelle Crawshaw
	Vicki Scoular and Abby Morley
	Councillors Ana Apatu, Marcus Buddo and Tania Kerr

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<i>Tokamatua:</i>	
Quorum:	4 members

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<i>Apiha Matua:</i>	<i>Kaiwhakahaere Rōpū</i>
Officer Responsible:	Transportation Manager: Jag Pannu

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<i>Te Rōpū Manapori me te</i>	
<i>Kāwanatanga:</i>	
Democracy & Governance	Louise Stettner (Ext 5018)
Services:	

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## Te Rārangī Take

# Order of Business

### Apologies – Ngā Whakapāhatanga

- 1.0** 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.

### 2.0 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.

### Confirmation of Minutes – Te Whakamana i Ngā Minitī

- 3.0** Minutes of the Hastings District Rural Community Board held Thursday 3 November 2022.  
*(Previously circulated)*

- 4.0 Rural Recycling Update** **7**

- 5.0 Rural Transportation Activity Report** **11**

- 6.0 Rural Community Board Meeting Schedule for February 2023** **15**

- 7.0 Rural Community Board appointments to Council Committees and Subcommittees** **17**

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## 8.0 Minor Items – *Ngā Take Iti*

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## 9.0 Urgent Items – *Ngā Take Whakahihiri*

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**Hastings District Council: Hastings District Rural Community Board**

*Te Rārangi Take*

# Report to Hastings District Rural Community Board

*Nā:*  
**From: Danny McClure, Solid Waste Operations & Contract Manager**

*Te Take:*  
**Subject: Rural Recycling Update**

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

- 1.1 The purpose of this report is to provide an update on the rural recycling stations including community participation.
- 1.2 Additional historical reports for the new Rural Community Board Members' reference.
- 1.3 This is to ensure the Rural Community Board members are up to date with what is working and what is not working in their respective community areas.

## **2.0 Recommendations - *Ngā Tūtohunga***

- A) That the Hastings District Rural Community Board receive the report titled Rural Recycling Update dated 5 December 2022
- B) That the Rural Community Board provides feedback on the initiatives outlined in this report.
- C) That the Rural Community Board note that officers are continuing to work with the rural communities to identify suitable recycling site options and reinforce community education about recycling.

### 3.0 Site Updates

3.1 Rural recycling stations provide a drop off service for common recyclables; glass, plastics, cans, paper and cardboard.

3.2 No contact or requests have been received from rural communities on any initiatives.

3.3 Active Rural Recycling Stations update:

3.3.1 Maraekākaho – The community are proactively reporting contamination, with very little issues occurring since the last update.

3.3.2 January to October 2022 tonnages:

Glass – 23t

Plastics/Cans – 4.02t

Cardboard/Paper – 7.56t

3.3.3 Pukehāmoa – The rural community are proactively reporting any/all issues, with HDC being in regular contact with the community champion. No significant issues to report.

3.3.4 January to October 2022 tonnages:

Glass – 20t

Plastics/Cans – 3.22t

Cardboard/Paper – 6.26t

3.3.5 Poukawa – No issues to report.

3.3.6 January to October 2022 tonnages:

Glass – 5.92t

Plastics/Cans – 1.54t

Cardboard/Paper – 1.84t

3.3.7 Waimārama – No significant issues to report on this site and it continues to be well used.

- The site will continue to be reviewed and updates provided at the next Rural Community Board meeting.
- The Community are continuing to report full bins more regularly and taking a more proactive interest in their site.
- An extra bin is provided during the peak holiday season – December to February, being an open cell bin for plastics and cans placed on the grass area opposite the current recycling site.

3.3.8 January to October 2022 tonnages:

Glass – 10.40t

Plastics/Cans – 2.26t

Cardboard/Paper – 4.28t

3.3.9 Blackbridge continues to see increased usage from the Havelock North and surrounding community, and we have seen a decrease in levels of contamination.

- The site will continue to be reviewed and an update provided at the next Rural Community Board meeting.
- We have recently applied a “magnetic sweep” of the site, due to reports of screws and nails being apparent within the recycling area – Council officers will review this regularly.



### 3.3.10 January to October 2022 tonnages:

Glass – 37.6t

Plastics/Cans – 5.24t

Cardboard/Paper – 18.34t

### 3.3.11 Tūtira site remains very good with only one significant issue reported.

- There have been no significant issues with this site.
- The community champion continues to report when the bin is full and if/when the site has been poorly treated (illegal dumping).

### 3.3.12 January to October 2022 tonnages:

Glass – 8.14t

Plastics/Cans – 1.20t

Cardboard/Paper – 1.48t

### 3.3.13 Henderson Road recycling station continues to be well used, based on the location within a manned Refuse Transfer Station environment, however some minor contamination was reported. This occurs when the site becomes busy and staff are occupied with other activities.

- Recent contamination has highlighted names and addresses. Council officers have met and educated the residents of what can and what cannot be placed in the recycling bins.

### 3.3.14 Staff are aware of the challenges when the site is busy and will monitor the behaviour of residents.

### 3.3.15 January to October 2022 tonnages:

Glass – 148.12t

Plastics/Cans – 23.96t

Cardboard/Paper – 109.56t

### 3.3.16 Total Rural Recycling Depots combined within the region – January to October 2022:

**Glass – 811.16t**

**Plastics/Cans – 226.52t**

**Cardboard/Paper – 443.97t**

## 4.0 Rural Community Board Reports – Historical Reports

### 4.1.1 Historical reports have been attached to provide insights into the significant amount of work that Council officers undertake when looking to establish a Rural Recycling Site, based on requests from rural communities.

### 4.1.2 This information and subsequent recommendations provide the information required for the Rural Community Board to make informed decisions.

## 5.0 National Updates and Changes

### 5.1 Officers will continue to keep the board informed of any new announcements that will have an effect on the recycling services for rural residents.

### 5.2 Earlier this year the Government undertook the Transforming Recycling consultation which included a proposed Container Return Scheme. To date there have been no further updates or new consultations announced. Any update will likely be early/mid 2023.

## Attachments:

1 ➞	RCB Meeting 5/12/22 Rural Recycling Stations Update - Background Information	CG-17-7-00010	Separate Document
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1.

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Item 5

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

**Hastings District Council: Hastings District Rural Community Board**

*Te Rārangi Take*

# Report to Hastings District Rural Community Board

**Nā:**  
**From: Adam Jackson, Transportation Operations Manager**

**Te Take:**  
**Subject: Rural Transportation Activity Report**

## **1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga***

- 1.1 This report is to update the Rural Community Board with the Rural Transportation Programmed Project Status and Activities Report.
- 1.2 This report concludes by recommending that the report be received.

## **2.0 Recommendations - *Ngā Tūtohunga***

That the Hastings District Rural Community Board receives the report titled Rural Transportation Activity Report dated 5 December 2022.

## **3.0 2022/2023 Major Works Programme**

- 3.1 The 2022/23 financial year is the second portion of the 2021-24 Long Term Plan programme.
- 3.2 The following is the status of the final Area Wide Pavement Treatment programme for the 2022/23 financial year and beyond.

Road	Section	Status/Impact
Kererū Road	Kererū Road – Section 3	Designed – to be done pending confirmation of available funds.
Mt Erin Road	School Road to Te Aute Road	Construction has started and works are expected to be complete by February 2023.
Kahurānaki Road	Km7 to km9	AWPT project. Survey is complete and design is underway. Build now likely to be in 2023/24.
Waimārama Road	Before quarry hill	AWPT project. Survey is complete and design is underway. Costs on other projects has meant this work will be deferred until the 23/24 season.

- 3.3 The following is the status of the low cost/low risk (old minor safety), and Road to Zero programme for the 2022/23 financial year.

Road	Section	Status/Impact
Taihape Road	Various sites	Two bridges are designed for guardrail. Design is complete, and works have been issued to contractor to price. Build will be done in the new year.
Kererū Road	Various	Crash reduction study complete. Quick wins* being delivered through maintenance contract.
Dartmoor Road	Various	Crash reduction study complete. Quick wins* being delivered through maintenance contract.
Kahurānaki Road	Various	Crash reduction study complete. Quick wins* being delivered through maintenance contract.

\*Quick wins are a variety of very low cost items that require no design. Examples are the replacement of edge marker posts, replacing faded signs, road marking etc.

## 4.0 Bridge Update

- 4.1 Peach Gully Bridge strengthening works on Waimārama Road (near Waitangi Road intersection) have started and all works are expected to be completed before Christmas. Most of the works is under the bridge so will have little disruption to traffic.
- 4.2 Rosser Road Bridge strengthening works have been designed, and price has been accepted. These works will begin in February 2023.
- 4.3 The Overweight Permit Memorandum is complete and Waka Kotahi have now taken over managing these.

## 5.0 Maintenance Contract Rewrite

- 5.1 The existing maintenance contract with Fulton Hogan expires on 30 June 2023. HDC officers are working on the next contract and will be implementing learnings from the last 4+ years as well as incorporating industry changes.
- 5.2 Rewrite is now complete with tenders to close in February 2023.
- 5.3 Key changes are:
- 5.3.1 Increased term – 4+3+4 up to a maximum of 10 years. Longer initial terms mean contractors invest with confidence in the contract (people/plant/resources etc). We are working with Waka Kotahi to gain approval to extend the contracts past a maximum of 5 years which is currently prescribed in their Procurement Manual.
- 5.3.2 Department of Conservation roads included.

- 5.3.3 National initiative changes – i.e. Traffic Management guideline changes, Waka Kotahi guideline changes (recording unplanned road closures, One Network Framework etc).
- 5.3.4 Progressive Procurement, i.e. investigating opportunities to incorporate the four wellbeings into our contracts (Social, Cultural, Economic and Environmental).

## 6.0 2025-28 Long Term Plan

- 6.1 Verbal update provided by Marius van Niekerk

## 7.0 Waka Kotahi Update

- 7.1 Verbal update provided by Waka Kotahi staff.

## 8.0 Works Update

- 8.1 Attachment 1 will provide the Board with a photographic snapshot of activities undertaken between August 2022 and October 2022.

### Attachments:

1⇨	17_RCB Photos - August 2022 to October 2022	CG-14-26-00156	Separate Document
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## Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

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### 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 report promotes the performance of regulatory functions for the purpose of providing safe, reliable and efficient transport networks.

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### Māori Impact Statement - *Te Tauākī Kaupapa Māori*

No known impacts for tangata whenua over and above the impact on the rural district as a whole.

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### Sustainability - *Te Toitūtanga*

This is a progress report and sustainability issues are not addressed.

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### Financial considerations - *Ngā Whakaarohanga Ahumoni*

The works identified within this report are within existing budgets.

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### **Significance and Engagement - *Te Hiranga me te Tūhonotanga***

This report has been assessed under the Council's Significance and Engagement Policy as being of minor significance. Individual projects will have been addressed under the significance and engagement policy during the planning and decision making phase of those projects.

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

No consultation is required as part of this report.

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### **Risks**

Risk management and mitigation issues have been addressed in project planning and organisational health and safety policies. The major risk noted in this report is the potential for increase in tender costs in the maintenance contract rewrite. There are many ways to manage this risk such as decreased level of service, increased funding (and rate take), loan funding projects and negotiations with successful tenderer.

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

The Rural Community Board will have an interest in the operations and transportation activities within the DRA2 rating area.

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Item 6

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

**Hastings District Council: Hastings District Rural Community Board**

*Te Rārangi Take*

# Report to Hastings District Rural Community Board

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

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**Te Take:**  
**Subject:** Rural Community Board Meeting Schedule for February 2023

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

1.1 The purpose of this report is to confirm the dates for the first Rural Community Board meetings of 2023; as follows:

- Monday 13 February 2023, Council Chamber, 2pm.

1.2 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.*

## 2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Hastings District Rural Community Board receive the report titled Rural Community Board Meeting Schedule for February 2023 dated 5 December 2022.
- B) That Board agree that the first Rural Community Board meeting of 2023 will be:
  - Monday 13 February 2023, Council Chamber at 2pm

### Attachments:

There are no attachments for this report.



Monday, 5 December 2022

Item 7

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

**Hastings District Council: Hastings District Rural Community Board**

*Te Rārangi Take*

# Report to Hastings District Rural Community Board

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

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**Te Take:**  
**Subject:** Rural Community Board appointments to Council Committees and Subcommittees

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

- 1.1 The purpose of this report is for the Board to recommend to Council the appointment of a Rural Community Board member to:
- the Performance and Monitoring Committee;
  - the Strategy and Policy Committee Subcommittees– Community Wellbeing; Environmental Wellbeing and District Development; and
  - the District Planning and Bylaws Subcommittee.
- 1.2 The Hastings District Council acknowledges the importance of working in collaboration with the Rural Community Board and the value that a “rural lens” brings to the wider strategic thinking of Council. One practical way that Council leverages this relationship is the appointment of Rural Community Board representation to the Strategy and Policy Committee; Performance and Monitoring Committee; the Subcommittees of the Strategy and Policy Committee and the District Planning and Bylaws Subcommittee.
- 1.3 At its meeting on 8 December 2022, the Council will consider the adoption of the 2022-2025 Committee and Rural Community Board Register of Delegations; and the Schedule of Appointments to Committees, Subcommittees and other External Organisations 2022-25. The Draft Register of Delegations identifies Rural Community Board representation on: the three Subcommittees/Working Groups of the Strategy and Policy Committee - Community Wellbeing; Environmental Wellbeing and District Development; the Performance and Monitoring Committee and the District Planning and Bylaws Subcommittee. The Delegations note that the Chair of the Rural Community Board will be appointed to the Strategy and Policy Committee. Draft delegations

for the Performance and Monitoring Committee; the Subcommittees of the Strategy and Policy Committee and the District Planning and Bylaws Subcommittee that identify Rural Community Board representation will be circulated prior to this meeting.

- 1.4 The Council meeting schedule for 2023 is yet to be confirmed. However, it is envisaged that the Standing Committees and the District Planning and Bylaws Subcommittee will continue to meet on a quarterly basis. The Council is providing an opportunity for the Rural Community Board to make appointments to these Committees and Subcommittees however these appointments are optional.

## **2.0 Recommendations - Ngā Tūtohunga**

- A) That the Hastings District Rural Community Board receive the report titled Rural Community Board appointments to Council Committees and Subcommittees dated 5 December 2022.
- B) That the Board recommend to Council that a Rural Community Board member be appointed to the Performance and Monitoring Committee.
- C) That the Board recommend to Council that a Rural Community Board member be appointed to the District Planning and Bylaws Subcommittee.
- D) That the Board recommend to Council that a Rural Community Board member be appointed to each of the following Subcommittees of Strategy and Policy Committee:
  - i. District Development Subcommittee/Working Group
  - ii. Environmental Wellbeing Subcommittee/Working Group
  - iii. Community Wellbeing Subcommittee/Working Group

### **Attachments:**

There are no attachments for this report.