
Thursday, 4 May 2023

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

Kaupapataka

Agenda

Te Rā Hui:
Meeting date: **Thursday, 4 May 2023**

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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Thursday, 4 May 2023

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Hastings District Council

Council Meeting

Kaupapataka

Agenda

Tiamana

Chair: Mayor Sandra Hazlehurst

Mematanga:

Membership:

Ngā KaiKaunihera

Councillors: Ana Apatu, Marcus Buddo, Alwyn Corban, Malcolm Dixon, Michael Fowler, Damon Harvey, Henry Heke, Kellie Jessup, Tania Kerr (Deputy Mayor), Eileen Lawson, Renata Nepe, Simon Nixon, Ann Redstone, Wendy Schollum 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 5543)

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 Miniti*

Minutes of the Council Meeting held Tuesday 18 April 2023.
(Previously circulated)

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Item 5

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

Te Rārangi Take

Report to Council

Nā:
From: **Sandra Hazlehurst, Mayor**

Te Take:
Subject: **Mayor's Update**

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

- 1.1 The purpose of this report is to provide the opportunity for a regular verbal update from the Hastings District Council Mayor regarding current activities and events.

2.0 Recommendations - *Ngā Tūtohunga*

That Council receive the report titled Mayor's Update dated 4 May 2023.

Attachments:

There are no attachments for this report.

Thursday, 4 May 2023

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Hastings District Council: Council Meeting

Item 6

Te Rārangi Take

Report to Council

Nā:
From: Kevin Carter, Community Grants and Partnerships Advisor

Te Take:
Subject: Hastings City Business Association 2023-2024 Annual Plan

1.0 Purpose and summary - Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The Purpose of this report is for the Hastings City Business Association (HCBA) to present their 2023-2024 Annual Plan (**Attachment 2**) for the Council to receive and endorse.
- 1.2 Emma Say, Acting General Manager of the HCBA will be in attendance to present the report and speak to the attachments.
- 1.3 The HCBA Draft 2022-2023 Annual Report (**Attachment 1**) is attached to provide context.
- 1.4 The HCBA is a Business Improvement District (BID) which is a partnership between a local authority and a defined local business community to develop projects and services that benefit the trading environment and which align with the local authority's objectives.
- 1.5 A BID is supported by a targeted rate, levied on and collected from non-residential properties within the defined boundary, as per the BID Policy.
- 1.6 Officers have reviewed the Annual Plan and believe that this plan compliments the plans HDC has for the Hastings CBD, with each partner having their own clear complimentary plan that align to the same objectives.
- 1.7 Both the HCBA and HDC are working toward the same goals and this split in work programme ensures costs are shared between the general rating base and the businesses within the targeted rate area.
- 1.8 Councillor Harvey and Councillor Schollum support the HCBA Board as Council appointed advisors alongside the Community Grants and Partnerships Advisor.
- 1.9 As per the Draft 2022-2023 Annual Report (**Attachment 1**), the HCBA are expected to achieve their KPI's.

2.0 Recommendations - *Ngā Tūtohunga*

- A) That Council receive the report titled Hastings City Business Association 2023-2024 Annual Plan dated 4 May 2023.
- B) That Council receive and endorse the Hastings City Business Association 2023-2024 Annual Plan.

Attachments:

- 1 [↓](#) Hastings City Business Association Annual Report 2022-2023 COP-01-02-23-1087
- 2 [↓](#) Hastings City Business Association Annual Plan 2023-2024 COP-01-02-23-1088











ANNUAL REPORT

2022/2023



Completed Initiatives

-  **Free Parking Campaign**
As a result of member discussions with Council in the previous financial year, the CBD received Free Parking for the month of July 2022. We advertised this on parking meters with decals and covers, as well as via radio, print and digital.
-  **CBD Activation - Ice Rink**
Open from the 18th - 31st of July 2022 on the ground floor of the old Westpac building on Heretaunga Street West. This family friendly activation was affordable and fun in Hastings CBD.
-  **Interactive CBD Map**
We sourced software to create an Interactive Map that is embedded on our website, allowing visitors to search specifically for an industry within our membership that brings up their locations and contact links. We can also use this for promotional purposes, such as the Mural locations in the CBD.
-  **Blossom Festival Activation**
We offered additional family friendly activities in Hastings City Mall on Saturday 24th of September as part of the wider Blossom Festival activities as well as contributing funds to street decals organised by Arts Inc. Heretaunga.
-  **AGM**
Held on Wednesday 14th of September, meeting our quorum of 20 financial members and Mayor Sandra Hazlehurst. Our new board was elected, with returning members as well as welcoming John van den Berk from John's Bakery to the board and later co-opting Leah Bernie from Bramwell Bate.
-  **Street Art Vibrancy Campaign - Feast Your Eyes**
Running through the month of October and to co-incide with the Hawke's Bay Arts Festival, we used the CBD murals to create an Art Trail with a competition aspect.
-  **Professional Services Dinner**
On Wednesday 9th of November we hosted Mike Allsop for our professional services networking dinner at Toitoti.
-  **Easter campaign - Hop Hop Hop**
Over Easter (April 7th - 10th) we held an Easter egg hunt around the CBD (Albert Square, Landmarks, Civic Square & City Mall) to go into the draw to WIN a private cinema for up to 40 people max to a screening of a new movie, 'The Super Mario Brothers' at Focal Point Cinema Hastings.

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Item 7

Te Rārangi Take

Report to Council

Nā:
From: Kevin Carter, Community Grants and Partnerships Advisor

Te Take:
Subject: Havelock North Business Association 2023-2024 Annual Plan

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

- 1.1 The Purpose of this report is for the Havelock North Business Association (HNBA) to present their 2023-2024 Annual Plan (**Attachment 2**) for the Council to receive and endorse.
- 1.2 Emma McRobie, General Manager of the HNBA will be in attendance to present the report and speak to the attachments.
- 1.3 The HNBA Draft 2022-2023 Annual Report (**Attachment 1**) is attached to provide context.
- 1.4 The HNBA is a Business Improvement District (BID) which is a partnership between a local authority and a defined local business community to develop projects and services that benefit the trading environment and which align with the local authority's objectives.
- 1.5 A BID is supported by a targeted rate, levied on and collected from non-residential properties within the defined boundary, as per the BID Policy.
- 1.6 Officers have reviewed the Annual Plan and believe that this plan compliments the plans HDC has for the Havelock North CBD, with each partner having their own clear complimentary plan that align to the same objectives.
- 1.7 Both the HNBA and HDC are working toward the same goals and this split in work programme ensures costs are shared between the general rating base and the businesses within the targeted rate area.
- 1.8 Councillor Harvey and Councillor Schollum support the HNBA Board as Council appointed advisors alongside the Community Grants and Partnerships Advisor.
- 1.9 As per the Draft 2022-2023 Annual Report (**Attachment 1**), the HNBA are expected to achieve their KPI's.

2.0 Recommendations - Ngā Tūtohunga

- A) That Council receive the report titled Havelock North Business Association 2023-2024 Annual Plan dated 4 May 2023.
- B) That Council receive and endorse the Havelock North Business Association 2023-2024 Annual Plan.

Attachments:

- 1 [↓](#) Havelock North Business Association Annual Report 2022-2023 COP-01-02-23-1085
- 2 [↓](#) Havelock North Business Association Annual Plan 2023-2024 COP-01-02-23-1086

Thursday, 4 May 2023

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

Item 8

Te Rārangi Take

Report to Council

Nā:
From: **Craig Cameron, Interim Recovery Manager**

Te Take: **Proposed Hastings District 'Friendship Agreement' with Falealili**
Subject: **District in Samoa**

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

1.1 This Report seeks Council decisions to;

- Enter into a formal 'Friendship Agreement' with Falealili District in Samoa,
- Approve the Mayor and Chief Executive to travel to Samoa with a local delegation of business and community leaders to attend the 'WE Summit 2023' in Apia, Samoa on 22-25 May and visit the village of Poutasi to ceremonially launch the Hastings District Friendship Agreement with Falealili District in Samoa.

1.2 Samoa is home to one of the largest contingents of Recognised Seasonal Employer (RSE) workers who come to Hawke's Bay each year. The RSE scheme came into effect in April 2007. The policy allows the horticulture and viticulture industries to recruit workers from overseas for seasonal work when there are not enough New Zealand workers.

2.0 Recommendations - Ngā Tūtohunga

- A) That Council receive the report titled Proposed Hastings District 'Friendship Agreement' with Falealili District in Samoa dated 4 May 2023.
- B) That Council approve the Mayor and Chief Executive to enter into a 'Friendship Agreement' on behalf of Council with Falealili District in Samoa in May 2023.
- C) That Council approve the Mayor and Chief Executive to travel to Samoa to attend the 'WE Summit 2023' in Apia, Samoa on 22-25 May and visit the village of Poutasi to ceremonially launch the Hastings District 'Friendship Agreement' with Falealili District in Samoa.
- D) That Council approve the funding of airfares and accommodation costs of the Mayor and Chief Executive associated with the 'WE Summit 2023' trip in Apia, on 22-25 May and visit to the village of Poutasi, Samoa.

3.0 Background – Te Horopaki

- 3.1 The Government managed RSE Scheme enables New Zealand employers in the horticulture and viticulture sectors to recruit a capped number of workers predominantly from Pacific nations to work up to 7 months per year in New Zealand.
- 3.2 The original cap was 5000 workers in 2007. This cap has risen progressively over the 16 seasons the RSE Scheme has been running to the current cap of 19000 workers in the 2023 season.
- 3.3 The RSE Scheme has provided labour certainty for seasonal industry sectors and thus provided confidence for these industries to invest and expand and create skilled employment and career opportunities for New Zealanders.
- 3.4 The RSE Scheme is designed to be a mutually beneficial partnership between New Zealand and nations participating in the RSE Scheme. The RSE Scheme provides income earning opportunities for workers to repatriate money home to their families and communities and to enable business and economic development.
- 3.5 Hawke’s Bay is the largest RSE employing region in New Zealand (and the largest employer of Samoan RSE workers) and Hastings is the largest RSE employer in the region as the centre of production for Hawke’s Bay.
- 3.6 The RSE Scheme has been recognised by ‘The World Bank’ as the best temporary circular migration programme in the world.
- 3.7 Falealili is a district locality on the island of Upolu in Samoa. It has a population of 3525 (census 2021).
- 3.8 Poutasi is a village on the south east coast of Upolu Island and has a population of 449.
- 3.9 The Paramount High Chief of the village of Poutasi is Tuatagaloa Joe Annadale. Mr Annadale has previously bestowed on the Chief Executive Nigel Bickle his title To’osavilli and has agreed to support the signing of a ‘Friendship Agreement’ in Poutasi.
- 3.10 Poutasi is one of the original RSE Scheme villages with the original relationship in Hastings with the Yummy Fruit Company.
- 3.11 Last season, 150 workers from Falealili were employed in Hawke’s Bay.
- 3.12 In 2022 Fiame Naomi Mata’afa, the Prime Minister of Samoa visited Hawke’s Bay to meet with RSE workers, the local Samoan community, industry leaders, Mayor Hazlehurst and Ngāti Kahungunu Iwi Incorporated. Following the visit she bestowed the title ‘Table of Prosperity’ to Hawke’s Bay.
- 3.13 WE Mana are an accounting and business advisory firm based in Auckland with offices in Samoa. In partnership with NZ Trade and Enterprise and NZ Samoa Trade and Invest, - WE Mana are holding the ‘WE Summit 2023’ in Apia, in Samoa on 22-25 May.
- 3.14 The Graphic below highlights the objectives of the Summit.



- 3.15 The Chief Executive has been in discussions with Mr Fa’avae Gagamoe who is the Chief Executive Officer for WE Mana, and agreed to accompany a local delegation including RSE employers from Hastings and Hawke’s Bay, Ngāti Kahungunu Iwi Incorporated and ‘New Zealand Apples and Pears’.

- 3.16 The Summit will provide the opportunity for a series of meetings with Samoan Government Ministries and businesses.
- 3.17 A sister/friendship city, town or district relationship is a social agreement between two geographically and politically distinct localities for the purpose of promoting cultural and commercial ties. There is no legislation governing these agreements.
- 3.18 The Agreements tend to be drafted in the format of a 'Memorandum of Understanding' expressing Purpose, Principles, Objectives and Commitments.

4.0 Discussion – *Te Matapakitanga*

- 4.1 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 includes the promotion of the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.
- 4.2 Cyclone Gabrielle has caused catastrophic damage to the horticulture sector on the flood plains of the Ngaruroro, Tūtaekurī and Esk Rivers. This has resulted in the destruction of orchards including trees, houses and infrastructure, and loss of field crops and long-term production damage from millions of tonnes of deposited silt. This damage poses a significant risk to business survival in the region.
- 4.3 The Mayor and Chief Executive have and continue to work alongside local business sectors leaderships to advocate for the investment and resources needed to assist with the Recovery from the Cyclone.
- 4.4 The Chief Executive has extensive experience in his previous role as Chief Executive of Immigration New Zealand, working with industry leaders and embedding the RSE Scheme, which has been vitally important for the success of the Hastings rural and horticultural economy. Conversely the economic and social development of the homelands of the RSE workers develops substantially with repatriation of considerable remittances from working in Hastings.
- 4.5 The Chief Executive's career experience has been integral to Recovery planning for the horticultural and rural sectors.
- 4.6 It is proposed to enter into a formal 'Friendship Agreement' between Hastings District and Falealili District.
- 4.7 The purpose of this Agreement will be a commitment to developing friendly relations and co-operation between the people of Hastings District and Falealili District and to promote and foster goodwill and understanding.
- 4.8 The 'Friendship Agreement' will commit to developing the relationship through people to people exchange and the interchange of information in the fields of industry, agriculture, environment, town and reserves planning, tourism, culture, housing, climate change and trade.
- 4.9 It is proposed for the Agreement to come into force in the week of 22 May 2023, and for the 'Friendship Agreement' to be signed by the Mayor and the Council of Chiefs at a ceremony in the village of Poutasi.
- 4.10 The continued development of genuine social, cultural, and economic relationships between Samoa & Falealili District and New Zealand & Hastings District, is considered by Officers as important for the wellbeing's of both Districts – particularly with the consequences of the Cyclone.
- 4.11 If Council resolves the Recommendations, Officers will have an appropriate 'Friendship Agreement' prepared which Councillors will have an opportunity to consider before the Mayors' and Chief Executives' departure.

5.0 Options – Ngā Kōwhiringa

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

5.1 Enter into a 'Friendship Agreement' with Falealili District in Samoa.

Approve the Mayor and Chief Executive to travel to Samoa with a local delegation of business and community leaders to attend the 'WE Summit 2023' in Apia, in Samoa on 22-25 May and visit the village of Poutasi to ceremonially launch the Hastings District 'Friendship Agreement' with Falealili District in Samoa.

5.2 **Advantages**

Promotion of the mutual social, economic, environmental, and cultural wellbeing of communities in the present and for the future in Hastings District and Falealili District in Samoa.

Disadvantages

None identified.

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

5.3 Do not:

Enter into a 'Friendship Agreement' with Falealili District in Samoa

Approve the Mayor and Chief Executive to travel to Samoa with a local delegation of business and community leaders to attend the 'WE Summit 2023' in Apia, in Samoa on 22-25 May and visit the village of Poutasi to ceremonially launch the Hastings District 'Friendship Agreement' with Falealili District in Samoa.

5.4 **Advantages**

Avoid trip related expenditure – cost of airfares and accommodation.

Disadvantages

The advantages in 5.2 are not achieved.

6.0 Next steps – Te Anga Whakamua

6.1 If Council resolves the recommendations, Officers will arrange for the drafting of a suitable 'Friendship Agreement' and organise the trip to Samoa with the local delegation of business and community leaders for the Mayor and Chief Executive.

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 is for the promotion of the mutual social, economic, environmental, and cultural wellbeing of communities in the present and for the future in Hastings District and Falealili District in Samoa.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

Māori representative delegates will travel to Samoa.

Sustainability - *Te Toitūtanga*

Environmental, Social and Economic sustainability are key tenets for the Summit and Social Agreement.

Financial considerations - *Ngā Whakaarohanga Ahumoni*

That the cost of the trip will relate to airfares and accommodation for the Mayor and Chief Executive.

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.

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

Not Applicable

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

The Rural Community Board will be briefed on this Report.

Thursday, 4 May 2023

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Hastings District Council: Council Meeting

Item 9

Te Rārangi Take

Report to Council

Nā:
From: Marius van Niekerk, Transportation Asset Manager

Te Take:
Subject: Transportation Operations and Asset Management Contracts Extensions

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The Council transportation network asset management, operations and maintenance works is supported by ten Contracts with an overall annual value of approximately \$20 million. (Refer table 1). These Contracts typically have a fixed term of three or five years with a discretionary allowance for extension of a further two one-year terms, based on renegotiated rates and subject to Council approval. Contract terms may only be further extended in exceptional circumstances on approval by Waka Kotahi.
- 1.2 All the Contracts listed in Table 1 will expire on 30 June 2023. The procurement process to renew the Contracts was well underway when Cyclone Gabrielle caused widespread flooding and resulting damage across the Hastings transportation network. The tendering of Contracts takes a large amount of work and time commitment from tenderers and Council staff alike.
- 1.3 Shortly after the scale of the Cyclone became clear, Council officers determined that the initial Response and Recovery will require significant effort and focus from all available resources (Council staff, consultants and maintenance contractors). Officers put forward a proposal to Waka Kotahi to extend the existing contract terms for a further three years. This proposal was approved by Waka Kotahi and now requires Council approval. The relevant correspondence is attached (**Attachment 1**).
- 1.4 Works under these Contracts can be prioritised to meet Council’s budgets. Officers will keep suppliers appraised of the likelihood of additional funding being made available from Central Government so that they can resource appropriately.
- 1.5 The initial response and clean-up phase will be followed by a period of reconstruction and repair, and this may continue for some years. It is important that this work continues with minimal disruption and that the necessary support is in place to provide the resources to continue the Recovery process.
- 1.6 The Council is required to give effect to the purpose of Local Government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making

and action (by and on behalf of) communities in the present and for the future. This proposal enables community wellbeing outcomes by provision of good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.

2.0 Recommendations - Ngā Tūtohunga

- A) That Council receive the report titled Transportation Operations and Asset Management Contracts Extensions dated 4 May 2023.
- B) That the Chief Executive be delegated authority to negotiate and approve three-year contract extensions on all Contracts listed in Table 1.
- C) Council notes that Waka Kotahi approval for the contract extensions in Recommendation B are subject to the following conditions;
1. Variations to the term service Contracts in Table 1 to a latest expiry date of 30 June 2026 is considered a 'hard stop date'. (No further extensions).
 2. Council is encouraged to schedule competitive tender activities in the lead-up to the expiry date of 30 June 2026 to ensure that there is sufficient resource both internally and in the supply market to ensure competitive bids.
- D) Council notes that its Resolution made in the Council meeting on 11 October 2022, regards amalgamation of Contracts 7086, 8007, 8024, 8025 into 3 Contracts and the associated procurement process, is void with the adoption of Recommendations B and C as an extension of the current Contracts means Council will not now enter a competitive tender process until 2026.

Table 1

No.	Contract number	Contract name	Total value to June 2023	Contract value 23/24	Contract value 24/25	Contract value 25/26	Total 3 yr extension	Total Estimated Contract Value
1	CON2018001	High speed road condition surveys	\$ 394,989	\$ 79,527	\$ 78,394	\$ 79,337	\$ 237,258	\$ 632,246
2	CON2018002	Asset management	\$ 1,421,900	\$ 346,421	\$ 304,128	\$ 367,270	\$ 1,017,819	\$ 2,439,719
3	CON2018003	Pavement strength measurement	\$ 85,667	\$ 19,128	\$ 21,180	\$ 20,143	\$ 60,450	\$ 146,117
4	CON2018004	Urban roughness measurement	\$ 28,219	\$ 7,982	\$ 6,593	\$ 6,178	\$ 20,753	\$ 48,972
5	CON2018005	Traffic Counting	\$ 203,755	\$ 48,488	\$ 48,488	\$ 48,298	\$ 145,275	\$ 349,030
6	CON2018006	Road rating	\$ 151,317	\$ 28,925	\$ 47,453	\$ 27,967	\$ 104,345	\$ 255,662
7	CON2017086	Rural Road Maintenance	\$ 95,000,000 *1	\$ 10,000,000 *2	\$ 10,000,000 *2	\$ 10,000,000 *2	\$ 30,000,000	\$ 125,000,000
8	CON2018007	Urban / Plains Road Maintenance	\$ 46,000,000	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000	\$ 24,000,000	\$ 70,000,000
9	CON2018025	Roadmarking	\$ 1,800,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 1,500,000	\$ 3,300,000
10	CON2018024	Street Lights and Traffic Signals	\$ 4,000,000	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	\$ 1,500,000	\$ 5,500,000
	*1	Includes estimate of \$10 million /month for TC Gabrielle response until 30 June 2023						
	*2	Excludes probable major variations issued as part of TC Gabrielle recovery works						

3.0 Background – Te Horopaki

- 3.1 Council procures the operational and asset management support required to maintain and manage the transportation network through ten Contracts. Six of the ten Contracts support the asset management of the network and four to operate and maintain the network. All ten Contracts are due to expire on the 30th June 2023.

- 3.2 Work to re-tender the existing contracts was underway with the Rural Maintenance Contract out for tender and planning for the Urban Tender to go out to the market once the Rural Tender has closed.
- 3.3 The Asset Management Support Contract was planned for tender at the end of February 2023. All the data collection contracts were already approved by Waka Kotahi for rollover in the light of the Consistent Data Collection Project that was commencing as part of a Waka Kotahi initiative to centralise data collection contracts.
- 3.4 On 14 February 2023 Cyclone Gabrielle caused widespread flooding and resulting damage across the Hastings transportation network.

Discussion – *Te Matapakitanga*

- 3.5 The impact of the Cyclone has changed the environment in which Council manages and maintains the transportation network.
- 3.6 Council is currently in a clean-up phase across the network resulting in heavy workloads for both Council asset and operations managers, consultants and contractors.
- 3.7 The initial response and clean-up phase will be followed by a period of reconstruction and repair, and this may continue for some years.
- 3.8 It is important that this work continues with minimal disruption and that the necessary support is in place to provide the resources to continue the Recovery process.
- 3.9 Due to the disruption caused by Cyclone Gabrielle in the procurement process for the ten Contracts, it is proposed to extend the contract terms of the Contracts by a further three years. This extension will provide the resources required to support the Recovery process and restore normal operations and maintenance activities across the network.
- 3.10 The normal process for contract term extensions includes the initial contract period followed by a further two plus one-year terms. This approval is subject to discretionary approval by Council subject to the contractor meeting all the contractual requirements. All Contracts in Table 1 are meeting the requirements for extension and under the current environment it is proposed to extend all the contracts for a period of three years.
- 3.11 Council resolved at its meeting on 11 October 2022 to approve the amalgamation of the existing four term maintenance Contracts being,
 - CON2017086 Rural Network Management
 - CON2018007 Urban and Plains Network Management
 - CON2018024 Street Lighting and Traffic Signal Maintenance and Renewals
 - CON2018025 Network Pavement Marking

Into three Contracts namely

- Rural Pavement and Corridor Management Contract
- Urban and Plains Pavement and Corridor Management Contract
- Street Lighting and Traffic Signal Maintenance and Renewals.

And the proposed procurement methodology.

- 3.12 The Council Resolution in 3.11 will be replaced if Council adopts the Recommendations in this Report, as Council will not enter a procurement process until 2026.

4.0 Options – Ngā Kōwhiringa

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

4.1 Three year extensions to existing Contracts.

4.2 To minimise disruption Council officers have consulted with Waka Kotahi seeking their permission to extend the current contracts. Waka Kotahi has approved three-year extensions to all Contracts listed in Table 1 - refer attachments.

Advantages

- Ongoing support for the operations and asset management of the transportation network.
- Council officers and contractor teams have worked together for the last five years and have developed good working relationships which will assist in the Recovery process in streamlining works.
- Familiarity with the transportation network and involvement with the clean-up process to date.

Disadvantages

- No ability to test the market.

Option Two – Status Quo - Te Kōwhiringa Tuarua – Te Āhukatanga o nāianeī

4.3 Do not extend the Contract terms for the proposed three years and commence the retendering process for all Contracts immediately.

4.4 Advantages

- The market is tested.

4.5 Disadvantages

- This will take considerable effort from Council officers to setup and manage the procurement process and may be seen as a major distraction for the Recovery process.

5.0 Financial implications:

5.1 All Contracts have been budgeted for within Council's Long Term Plan as shown in Table 1. Central Government has allocated additional funding to the region to assist with the Recovery from Cyclone Gabrielle. The details of the funding from Central Government are still to be finalised but it is expected some will be allocated to the Contracts listed in Table 1.

5.2 The two road maintenance Contract extensions will exceed the delegated authority of the Chief Executive. In order to expedite the Contract renewal process the Chief Executive seeks delegation from Council to negotiate and approve the Contract extensions.

5.3 Works under these Contracts can be prioritised to meet Councils budgets. Suppliers will be made aware of the likelihood of additional funding being made available from Central Government so they can resource appropriately.

Attachments:

1	Extension to Professional Services term service contracts	prj14-87-0095
2	Endorsement letter Maintenance contracts	PRJ14-87-0096

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](#)

Addressed in the body of the report. (Refer paragraph 1.6)

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

No significant impacts are foreseen as this decision is about efficient response and recovery to the impacts of Cyclone Gabrielle on the transportation network. Where impacts are identified it will be worked through on a case-by-case basis.

Sustainability - *Te Toitūtanga*

Sustainability outcomes are addressed in Councils procurement processes which adhere to policy and legal requirements.

Financial considerations - *Ngā Whakaarohanga Ahumoni*

Addressed in the body of the report. (Refer to paragraph 5.1 – 5.3)

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This decision/report has been assessed under the Council's Significance and Engagement Policy as being not of significance.

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

Consultation and engagement have been completed during the development of the Long Term Plan.

Risks

The main risk is that there is no ability to test the market, but this is mitigated by having negotiations with contractors. Should negotiations fail, a new contractor will be selected through a full tender process. While this process is underway the ongoing maintenance and operations of the network will be negotiated with the incumbent or other available contractors.

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

Not Applicable.

Thursday, 4 May 2023

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

Te Rārangi Take

Report to Council

Nā:
From: James Haronga, Parking Transportation Officer

Te Take:
Subject: Parking controls

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to obtain a decision from Council on changes to parking controls in Windsor Avenue and Hastings Street North.
- 1.2 The report recommends the following changes.

ROAD	EXISTING CONTROLS TO BE REMOVED/CHANGED	PROPOSED CONTROLS
Windsor Avenue	None	No Stopping Zone (Prohibited Parking)
Hastings Street North	P60	Revoke P60 Parking

2.0 Recommendations - *Ngā Tūtohunga*

- A) That Council receive the report titled Parking controls dated 4 May 2023.
- B) That Council resolve pursuant to Clause 5.3.1(a) (i) of Chapter 5 (Parking and Traffic) of the Hastings District Council Consolidated Bylaw 2021, that the grass berm on the western side of Windsor Avenue, commencing approximately from the footpath drop down, as depicted under 4.1 of this report, and extending 137.35 metres in a northerly direction, to become a No Stopping Zone (Prohibited Parking).
- C) That Council resolve pursuant to Clause 5.3.1(a) (i) of Chapter 5 (Parking and Traffic) of the Hastings District Council Consolidated Bylaw 2021, that the three P60 parking spaces located 21.85 metres from the intersecting kerb line point of Avenue Road East and commencing north 17.25 metres, be revoked.

3.0 Background – Te Horopaki

- 3.1 From time to time, it is necessary to introduce parking controls and/or amend those that are already in place.
- 3.2 In order that changes are legally established and enforceable, a formal resolution by Council is required.
- 3.3 The following information provides the context for the changes being proposed.

4.0 Discussion – Te Matapakitanga

4.1 Windsor Avenue – No Stopping Zone (Prohibited Parking) (Recommendation B)

During the cricket season, tournaments are played at Windsor Park. Supporters of these games come to Windsor Park looking to park their vehicles as close as possible to the games. There are chains, bollards and yellow lines, however vehicles are frequently parking on the narrow stretch of grass berm. This causes safety concerns for traffic moving through the area.

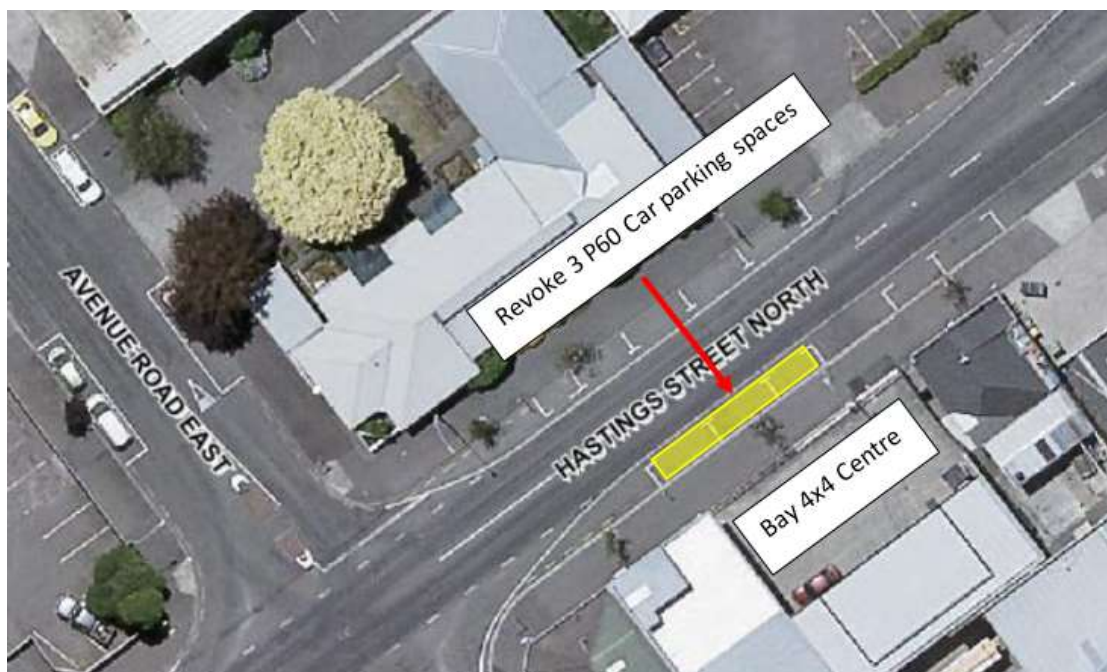
We recommend establishing no stopping (Prohibited Parking) in this area.

Note, parking between the yellow lines and bollards is currently unenforceable.



4.2 Hastings Street North – Revoke 3 P60 Parking Spaces (Recommendation C)

Bay 4x4 Centre have requested the three existing P60 parking spaces, directly outside their business, be removed. The business prior to Bay 4x4 requested the restrictions, however these are no longer necessary.



5.0 Options – Ngā Kōwhiringa

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

5.1 To change the parking controls as discussed in section 4.

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

5.2 Officers see no advantages in maintaining the status quo.

6.0 Next steps – Te Anga Whakamua

6.1 If the recommendations are approved, appropriate painting and signage provisions will be completed or removed.

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 wellbeing of communities in the present and for the future.

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*

This decision does not trigger the threshold of the Significance and Engagement policy.

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

Windsor Avenue – No Stopping Zone (Prohibited Parking)

No consultation was carried out as this is in the interest of road safety.

Hastings Street North – Revoke P60 Parking Spaces

Consultation was carried out with all the surrounding business in the area. All were in favour of the change. Bay 4x4 Centre approached Council and requested the three existing P60 parking spaces directly outside their business be removed and become all day parking.

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

N/A

Thursday, 4 May 2023

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: Changes to the Terms of Reference for the Risk and Assurance Committee and the Schedule of Appointments to Committees, Subcommittees (2022-2025)

1.0 Purpose and Summary - *Te Kaupapa Me Te Whakarāpopotanga*

- 1.1 The purpose of this report is for Council to consider the appointment of Councillor Damon Harvey to the Risk and Assurance Committee for the 2022-2025 triennium and to approve required amendments as a consequence of this appointment to the Risk and Assurance Committee Terms of Reference.
- 1.2 On 8 December 2022, the Council adopted the ‘Committee and Rural Community Board Register of Delegations’ (2022-2025). The Risk and Assurance Committee is included in these delegations (**Attachment 1**) which sets out this committee’s fields of activity; membership; quorum and delegated powers.
- 1.3 To allow for an additional Councillor to be appointed to the Risk and Assurance Committee a change in membership requirements contained in the Terms of Reference is required; from 7 members including 4 Councillors to 8 members including 5 Councillors.
- 1.4 Should the Council agree to the changes to the Risk and Assurance Committee Terms of Reference the ‘Committee and Rural Community Board Register of Delegations’ (2022-2025) will be updated; as set out below:

1.5

Committee	Membership	Appointments
Risk and Assurance Committee	2 Independent members appointed by Council (including Chair) Dep Chair (appointed by Council) 4-5 Councillors	Chair: Jon Nichols (External Independent Chair) Deputy Chair: Cr Nixon Cr Kerr Cr Corban Cr Fowler Cr Harvey

Committee	Membership	Appointments
	1 representative from Heretaunga Takoto Noa Māori Standing Committee (appointed by Council)	Vacancy - Independent External Appointed member Vacancy - (Heretaunga Takoto Noa Māori Standing Committee member)

2.0 Recommendations - *Ngā Tūtohunga*

- A) That Council receives the report titled Changes to the Terms of Reference for the Risk and Assurance Committee and the Schedule of Appointments to Committees, Subcommittees (2022-2025).
- B) That the Risk and Assurance Committee Terms of Reference be amended from 7 members including 4 Councillors to 8 members including 5 Councillors.
- C) That Councillor Damon Harvey be appointed to the Risk and Assurance Committee for the 2022-2025 triennium.

Attachments:

- 1 [↓](#) Risk and Assurance Committee - Terms of Reference CG-17-1-00170

Thursday, 4 May 2023

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

Te Rārangi Take

Report to Council

Nā:
From: Emma James, Youth Lead

Te Take:
Subject: 2023 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 obtain Council’s agreement to the non voting appointment of Youth Council representation to Council Subcommittees and External Organisations Working Groups.

2.0 Recommendations - *Ngā Tūtohunga*

- A) That Council receive the report titled 2023 Youth Council Appointments to Council Subcommittees dated 4 May 2023.
- B) That Council approve the non-voting appointment of the following Youth Council representatives to the following Council Subcommittees and other External Organisations Working Groups during their term of office with the Youth Council in 2023.

COUNCIL SUBCOMMITTEE/BOARD/GROUP	NOMINATED APPOINTEE/S	NUMBER OF APPOINTEE/S
Civic Development Subcommittee	Esta Chaplin and Nikki Mnyanyi	Two Youth Council representatives (non voting)
District Development	Chris Proctor, Elijah Ioane and Halo Siloata (alternate)	Two Youth Council representatives and one alternate (non voting)
Environmental Resilience Subcommittee	Isabella Bradley, Osiris White Munro and Lena Ormsby (alternate)	Two Youth Council representatives and one alternate (non voting)
Community Wellbeing Subcommittee	Lili Williams, Milly Petrie and Swaleen Kaur (alternate)	Two Youth Council representatives and one alternate (non voting)

Hastings District Rural Community Board	Leo Guo	One Youth Council representative (non voting)
Rural Halls Subcommittee	Leo Guo	One Youth Council representative (non voting)
EXTERNAL ORGANISATIONS		
Active Transport Group	Antoni Milewski	One Youth Council representative
Joint Smoke free Working Group	Bowen Steffert	One Youth Council representative

Attachments:

There are no attachments for this report.

Thursday, 4 May 2023

Item 13

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: 2023 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 2023 Local Government New Zealand (LGNZ) Conference and Excellence Awards to be held in Ōtautahi, Christchurch from 26 – 28 July 2023 and the LGNZ Annual General Meeting (AGM).
- 1.2 The report concludes by recommending Council nominate 4 councillors to attend the conference. In light of the extreme workload of officers following Cyclone Gabrielle it is not proposed that Council submit a remit to the AGM this year unless there is something of urgent significance that councillors would like considered.

Conference

- 1.3 The conference is being held at Te Pae, a new Convention Centre which is located in the central city of Christchurch from Wednesday 26 July until Friday 28 July. The AGM will be held in person at the same location on Wednesday 26 July, at 2:30pm just prior to the Conference opening.
- 1.4 LGNZ's 2023 conference 'Super Local 23' promises to be 'Two days of inspiring louder local leadership' that celebrates giving power and decision-making back to communities. Key note speakers include Sophie Howe, the former Future generations Commissioner for Wales, New Zealand's futurist Frances Valintine, David Letele from Brown Buttabean Motivation and Abbas Nazari former Afghan refugee who fled the Taliban. There will be break-out sessions on risk, resilience and recovery, asset management in times of change, funding and financing. There will also be an election-year political debate. Here is a link to view the Conference Programme - <https://www.lgnzconference.co.nz/programme>
- 1.5 The conference dinner will host the LGNZ Excellence Awards where the success of finalists and winners who have demonstrated excellent performance by councils in promoting and growing the wellbeing of their communities.

1.6 The Council has no set rule as to how many councillors will accompany the Mayor and Chief Executive to the LGNZ Conference. As will be seen from the last few years Council has generally agreed on three or four councillors to attend the conference.

- 2019 – Wellington – Councillors Barber, Harvey and Lawson
- 2020 – Conference cancelled
- 2021 – Blenheim - Councillors Corban, Kerr, Nixon and Siers
- 2022 – Palmerston North – Councillors Corban, Redstone and Siers

Remits

- 1.7 The remit application form is contained in **(Attachment 1)**. Proposed remits for consideration at the AGM must be submitted no later than 24 May 2023. Research and preparation of remits can take a significant amount of time by officers or elected members, 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.
- 1.8 In light of the extreme workload of officers following Cyclone Gabrielle it is not proposed that Council submit a remit to the AGM this year unless there is something of urgent significance that councillors would like considered.

2.0 Recommendations - Ngā Tūhunga

- A) That Council receive the report titled 2023 Local Government New Zealand Conference, AGM and Remit Process dated 4 May 2023.
- B) That the following Councillors accompany the Mayor (Presiding Delegate) and attend the LGNZ conference to be held in Christchurch on 26 – 28 July 2023 and Annual General Meeting to be held in person on 26 July 2023. (prior to Conference opening)
- Councillor (Alternate)
- Councillor
- Councillor
- Councillor
- Chief Executive (Second Alternate).

Attachments:

1 [↓](#) LGNZ Remit application

cg-17-1-00182

Thursday, 4 May 2023

Item 14

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:
Subject: Proposed Amendments to Schedule of Meetings

1.0 Purpose and 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 2023 Meetings Calendar which was adopted by Council on 2 March 2023.

This report recommends that the 2023 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 Council receive the report titled Proposed Amendments to Schedule of Meetings dated 4 May 2023.
- B) That Council adopt changes to the 2023 Schedule of Meetings as follows:

Council	New meeting	Thursday 11 May 2023 at 3pm
Council	New meeting	Thursday 18 May 2023 at 3pm
Council	Cancel	Thursday 8 June 2023 at 1pm
Council	New meeting	Thursday 15 June 2023 at 1pm
Council	New meeting	Thursday 20 July 2023 at 3pm
Ōmarunui Refuse Landfill Joint Committee	Postponed	From Friday, 28 April to Friday, 30 June 2023 at 1pm

Attachments:

There are no attachments for this report.

Thursday, 4 May 2023

Item 1:

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

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 and Meetings Act (LGOIMA) 1987 received from 31 January 2023 to 31 March 2023 and the status of those requests.
- 1.2 This issue arises from the provision of accurate reporting of 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 Following Cyclone Gabrielle, it has been challenging for the organisation to meet the legislative timeframes set out in the LGOIMA as requests have increased and officers redeployed to the response and recovery.
- 1.5 There were 5 outstanding responses as at 31 March 2023, the majority of these will be responded to within the required legislative timeframe.
- 1.6 This report concludes by recommending that the LGOIMA requests (as in **Attachment 1**) be noted.

2.0 Recommendations - *Ngā Tūtohunga*

- A) That Council receive the report titled Requests Received under the Local Government Official Information and Meetings Act 1987 (LGOIMA) Update dated 4 May 2023.
- B) That the LGOIMA requests received from 31 January 2023 to 31 March 2023, as set out in **Attachment 1** of the report be noted.

Attachments:

1 [↓](#) LGOIMA - Schedule of LGOIMAs report to Council CG-17-1-00211
31 March 2023

