

Tuesday, 6 June 2023

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council

Civic Development Subcommittee Meeting

Kaupapataka

Agenda

Te Rā Hui:
Meeting date: **Tuesday, 6 June 2023**

Te Wā:
Time: **9.00am**

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: **Rebekah Dinwoodie – Group Manager: Community Wellbeing & Services**

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www.hastingsdc.govt.nz**

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

Civic Development Subcommittee

A Subcommittee of the Performance and Monitoring Committee.

Fields of Activity

The Civic Development Subcommittee is responsible for making delegated decisions and advising the Performance and Monitoring Committee by;

- Assisting Council in the allocation of Community Grants by;
 - Reviewing applications for Community Grants.
 - Setting appropriate performance measures to assist in the measurement of delivery of activities funded from Grants.
 - Allocation of grant funding within the budget allocation.
- Assisting Council in its general overview of procurement and tender activity by accepting tenders which exceed the Chief Executive's delegated authority to approve, for projects previously approved by Council or a Standing Committee within the delegated authority.
- Assisting Council by reviewing and considering submissions and deciding applications for temporary closure of roads.
- Recommending to Council the appointment of trustees to Te Mata Park Trust Board.
- Recommending to Council the appointment of directors to Hastings District Holdings Limited.
- Recommending to Council the appointment of List Members to the District Licencing Committee.
- Assisting Council by reviewing, considering nominations and recommending recipients of Civic Awards.
- Assisting Council by remaining cognisant of activities in the Community that deliver improved wellbeing and safety outcomes and advising Council how it can appropriately enable these activities.
- Providing guidance and oversight to Council Officers in the delivery of Council safety and security investments & initiatives to improve community wellbeing and sense of feeling safe and welcome.
- Providing guidance and oversight to Council Officers in the delivery of major Council civic development capital projects (projects as assigned to the Subcommittee).
- Providing comprehensive six monthly (and as required) Council civic development capital project progress reports to the Performance and Monitoring Committee.
- Providing guidance and oversight to Council Officers in the delivery of major Council and Council enabled Events.

Providing guidance and oversight to Council Officers in the active promotion of Hastings as a Visitor Destination.

Membership

- 8 Councillors.
- 1 Heretaunga Takoto Noa Māori Standing Committee Member appointed by Council.
- Group Manager: Planning and Regulatory Services to be a member only when the Subcommittee is recommending the appointment of List Members to the Hastings District Licensing Committee.
- The Chief Executive to be a member only when the Subcommittee is making a decision on tendering and procurement matters.
- The Group Manager Asset Management to be a member only when the Subcommittee is making a decision on tendering and procurement matters.
- The Transportation Manager to be a member only when the Subcommittee is making a decision on applications for temporary closure of roads.

- The Environmental Consents Manager to be a member only when the Subcommittee is making a decision on applications for temporary closure of roads.
- The Chair of the Te Mata Park Trust Board to be a member only when the Subcommittee is making a decision on appointments to the Te Mata Park Trust Board.
- The Chief Financial Officer to be a member only when the Subcommittee is making a decision on appointments to the boards of any Council Controlled Organisations.
- Chair appointed by Council.
- 2 Youth Council Members appointed by Council (non-voting)

Quorum

- A minimum of 3 members - for Subcommittee meetings where the agenda items only address proposed temporary road closure applications (when there are no submitters).
- A minimum of 5 members for all other meetings of the Subcommittee.

DELEGATED POWERS

- 1) Authority to exercise all Council's powers, functions and authorities (except where prohibited by law or otherwise delegated) in relation to the allocation of grant funding within the budget allocation.
- 2) Authority to accept tenders for individual projects previously approved by the Council or a Standing Committee of the Council up to a value of \$10,000,000.
- 3) Responsibility to provide oversight and direction on tendering processes in general and/or specific issues relating to a particular project.
- 4) All the Council's powers and functions in respect to temporary prohibition of traffic under Section 342(1)(b) and clause 11(e) of Schedule 10 of the Local Government Act 1974.
- 5) Recommend to Council the appointment of Trustees to Te Mata Park Trust Board in accordance with the policy on Appointment of Trustees for Te Mata Park Trust Board, and the provisions of section 57 of the Local Government Act 2002.
- 6) Recommend to Council the appointment of director positions for Hastings District Holdings Limited in accordance with the Council's Policy on Appointment and Remuneration of Directors for Council Organisations.
- 7) Recommend to Council the recipients of Civic Awards.
- 8) Recommend to Council the appointment of List Members to the Hastings District Licensing Committee in accordance with the policy on the appointment of members for the District Licensing Committee, and the provisions of Sections 192 – 194 of the Sale and Supply of Alcohol Act 2012.

Tuesday, 6 June 2023

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council

Civic Development Subcommittee Meeting

Kaupapataka

Agenda

Mematanga:

Membership:

Koromatua

Chair: Councillor Malcolm Dixon

Ngā KaiKaunihera

Councillors: Michael Fowler, Damon Harvey, Henry Heke, Kellie Jessup, Renata Nepe, Wendy Schollum and Kevin Watkins

Mayor Sandra Hazlehurst

Transportation Manager, Jag Pannu AND

Environmental Consents Manager, Caleb Sutton – for Item 4

Heretaunga Takoto Noa Māori Standing Committee appointee: Vacancy

Two Youth Council appointees: Esta Chaplin and Nikki Mnyanyi

Tokamatua:

Quorum:

3 members - for meetings where the agenda items only address proposed temporary road closure applications (if no submitters).

5 members - for all other meetings of the Subcommittee.

Apiha Matua

Officer Responsible:

Rebekah Dinwoodie – Group Manager: Community Wellbeing & Services

*Te Rōpū Manapori me te
Kāwanatanga*

Democracy &

Governance Services:

Christine Hilton (Extn 5633)

Te Rārangī Take

Order of Business

Apologies – Ngā Whakapāhatanga

1.0 Apologies had been received from the Youth Council appointees: Esta Chaplin and Nikki Mnyanyi.

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 previous Civic Development Subcommittee meetings held 2 May; 16 May and 30 May 2023 still to be completed.

4.0 **Temporary Road Closure/s - Motorsport Event, Hawke's Bay Car Club - Gimblett Road - 25 June 2023**

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5.0 Minor Items – Ngā Take Iti

6.0 Urgent Items – Ngā Take Whakahihiri

Tuesday, 6 June 2023

Item 4

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Civic Development Subcommittee Meeting

Te Rārangi Take

Report to Civic Development Subcommittee

Nā:
From: **Alf Johnson, Network Controls Manager**

Te Take: **Temporary Road Closure/s - Motorsport Event, Hawke's Bay Car Club - Gimblett Road - 25 June 2023**
Subject:

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to obtain a decision from the Civic Development Subcommittee in regard to the following temporary road closure as requested below. This request arises from the need to inform and gain Hastings District Council (“the Council”) approval in order to comply with the legal process to temporarily close the road/s listed below:

Motor Sport Sprint Event: Hawke’s Bay Car Club - Gimblett Road from State Highway 50 to End of Road. The road closure will be between **9.00am to 5.00pm on Sunday, 25 June 2023**. The purpose of this event is to hold a Motor Sport Sprint Event.

- 1.2 Given that there are no submissions in opposition to the closures and subject to the recommended conditions the activities can proceed and be undertaken in a safe and controlled environment. The risks associated with these closures can then be minimised and safely managed to Council’s satisfaction.
- 1.3 As part of the notification process for this proposed temporary road closures, each of the persons deemed to be affected by the proposed closures was visited. This is an important part of each proposed temporary road closure and is undertaken by the respective applicant involved. Details of the consultation undertaken in regard to the above proposed temporary road closures are set out under the consultation section of this report.

2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Civic Development Subcommittee receive the report titled Temporary Road Closure/s – Motorsport Event, Gimblett Road – 25 June 2023.

B) That the Civic Development Subcommittee approve the following temporary road closure/s subject to no submissions or objections having been received in respect of these application/s:

- i. **Motor Sport Sprint Event: Hawke's Bay Car Club - Gimblett Road from State Highway 50 to End of Road.** The road closure will be between **9.00am to 5.00pm on Sunday, 25 June 2023**. The purpose of this road closure is to hold a Motor Sport Sprint 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 organiser/s.
- 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.

3.0 Background – *Te Horopaki*

3.1 This report covers the application to hold events, being:

Motor Sport Sprint Event: Hawke's Bay Car Club - Gimblett Road from State Highway 50 to End of Road. The road closure will be between **9.00am to 5.00pm on Sunday, 25 June 2023**.

3.2 The above temporary road closure/s will be managed in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).

3.3 Traffic Management Plans (TMP) are to be submitted to the Hastings District Council and the TMPs will be approved for implementation, subject to the temporary road closure application/s being approved.

3.4 A temporary road closure checklist, set out under the consultation section of the report, details the necessary items that the organiser/s need to submit as part of their application/s for the above proposed temporary road closure/s.

- 3.5 GIS maps showing the extent of the proposed temporary road closures are attached (**Attachments 1 to 4**).
- 3.6 At the time of writing this report there were no planned road works that will affect or impact the above proposed temporary road closures.

4.0 Discussion – *Te Matapakitanga*

Motor Sport Sprint Event – This will be the First temporary closure of this section of Gimblett Road during the 2023 calendar year. (The average daily traffic count on this road is 35 vehicles).

The above roads have been chosen specifically for their suitability for holding the respective events or services.

5.0 Options – *Ngā Kōwhiringa*

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

- 5.1 Option A is the preferred option. It recommends the Subcommittee approve the temporary road closure/s detailed above, subject to conditions that will ensure public safety is maintained.

Temporary road closure options listed below:

- **Option A:** Approve some or all of the temporary road closure/s detailed above.
- Advantages: These events can proceed and contribute to the safe use of roads within the district for these proposed events.
- Disadvantages: Traffic will be impeded for a short period of time on specific roads.
- **Option B:** Do not approve any of the temporary road closure/s detailed above.
- Advantages: Traffic will not be impeded.
- Disadvantages: The proposed events may need to be cancelled.

6.0 Next steps – *Te Anga Whakamua*

- 6.1 See above for options related to these proposed temporary road closure/s.

Attachments:

1↓	Gimblett Road - road damage bond 25 June SIGNED(2)	CG-17-14-00076
2↓	Safety Plan Gimblett Rd Quarter Mile Sprint June 2023	CG-17-14-00077
3↓	Gimblett Resident Visiting Form June 23 COMPLETED	CG-17-14-00078
4↓	Gimblett Road TMD - Attachment for report	CG-17-14-00079

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 cultural and social wellbeing of communities in the present and for the future.

Māori Impact Statement - Te Tauākī Kaupapa Māori

There are no known impacts for Tangata Whenua.

Sustainability - Te Toitūtanga

There are no known impacts for sustainability.

Financial considerations - Ngā Whakaarohanga Ahumoni

The advertising cost for these events are being met by the organiser/s of the events: Motor Sport Event – Hawke's Bay Car Club.

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

The organisers of the above events have been in contact with affected parties/residents. They advise that no issues have been raised to date regarding the above proposed temporary road closures.

Documents received in regard to each of the applications are set out at the end of this section.

1. Motor Sport Event – Hawke's Bay Car Club

The above proposed temporary road closure/s have been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on Saturday, 24 May 2023.

The closing date for submissions was 4:00pm, Friday, 2 June 2023. No submissions were received at the time of writing this report.

If the road closure/s are approved, final formal public notification will be published for the Motor Sport Sprint Event in the Hawke's Bay Today newspaper.

Items received: Car Club Sprint

Temporary Road Closure application Yes

Traffic Management Plan Yes

Road Bond	Yes
Resident Visiting Form	Yes
Event Safety plan	Yes

Risks

Opportunity: To seek temporary road closures for the purpose of holding a cultural event and a sports event.

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
Following an assessment of the risks involved in holding an event of this type organisers have applied for a temporary road closure to ensure the safety of the public.	Safety (public)

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

There are no implications for the Rural Community Board. They have been advised of the proposed temporary road closures.



BY THIS BOND we HAWKES BAY CAR CLUB INC (hereinafter called "the Organiser") and **MOTORSPORT NEW ZEALAND (INCORPORATED)** (hereinafter called "Motorsport") are jointly and severally held bound to **Hastings District Council** in the maximum sum of ten thousand dollars (\$10,000) to be paid to the Road Owner as hereinafter provided for which payment well and truly to be made we bind ourselves and each of us and each of our respective successors firmly by these presents.

DATED this 23rd day of April 2023

THE COMMON SEAL of HAWKES BAY CAR CLUB INC)

as Organiser was hereunto)

affixed in the presence of:)



*all
Event Secretary*

THE COMMON SEAL of **MOTORSPORT**)

NEW ZEALAND (INCORPORATED))

was hereunto affixed in the presence of:)



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WHEREAS the Organiser has requested the Road Owner to permit certain of its roads or portions thereof to be used for a 1/4 mile sprint proposed to be run by the Organiser on the 25th day of June 2023 on Gimblett Rd (which said road or parts of road to be used for the ¼ mile sprint are hereinafter called "the sprint event roading").

AND WHEREAS the Road Owner has agreed to permit the sprint event roading to be so used subject to the Organiser and Motorsport entering into this Bond and the agreement recorded in the Schedule hereto being performed. Now the condition of the above written obligation is such that if the Organiser do and shall perform its obligations hereinafter in the Schedule provided then the obligations of the Organiser and Motorsport hereinbefore provided shall be void and of no further effect but otherwise shall remain in full force and effect.

SCHEDULE

1. At such time after the event as shall be appropriate in the circumstances and reasonably convenient to the Road Owner and agreed with the Organiser (but in any event not more than seven (7) days after the event), representatives of the Road Owner and the Organiser shall inspect the special stage roading to assess any damage to the property of the Road Owner caused by vehicles competing in the rally and wear and tear on the special stage roading resulting from the event (hereinafter together referred to as "the road damage").
2. At such inspection as aforesaid the Road Owner shall advise on the repairs, if any, to be carried out. Such repairs are to be carried out by the Road Owner at a time convenient to the Road Owner at the expense of the Organiser.
3. The Organiser shall forthwith upon demand made within two (2) months after the latest date by which repairs were to be undertaken by the Road Owner pay to the Road Owner the reasonable costs incurred by the Road Owner in repairing such of the road damage.



Safety Plan Gimblett Rd Quarter Mile Sprint Sunday 25 June 2023

Organised by the Hawkes Bay Car Club Inc

1. INTRODUCTION

1.1 Authority: In accordance with the current New Zealand Motorsport Manual, Appendix Two Schedule H this plan sets out the systems that are in place and specifies the processes to use in the event of any injury accident for competitors, officials and the public.

1.2 Event Control headquarters: This will be the Hawkes Bay Car Club Caravan situated on Gimblett Rd, just before the start line as indicated on the attached map. The following officials of the event will be in or close by the caravan at all times:

Clerk of Course: Trevor Corbin ph: 027 293 5505

1.3 Safety Services Contact Details:

In event of an emergency phone 111

For non urgent calls:

(a) Police: Hastings Station 06 873 0500

(b) Ambulance: Ambulance Control 0800 102111

(c) Fire Service: Hastings Station 06 876 6110

(d) Medical Services: There will be a qualified First Aider on site.

1.4 Event Intervention:

A vehicle with a towrope, fire extinguisher and radio will be situated by the HQ Caravan.

1.5 Communication Network:

The Hawkes Bay Car Club Radios will be in use at the radio points designated on the attached map.

2. VENUE

2.1 Location: Gimblett Road, Roys Hill, Hastings 1.6km from SH50/Fernhill turn off on SH50, Hawkes Bay.

2.2 Course - Length and Surface;

The course is quarter mile in length and the surface is tar seal

2.3 Vehicle access and egress to venue: Emergency Services vehicles are to gain access to the event from SH50, Roys Hill, Hastings.

2.4 Venue Security:

(1) Road Closure:

The Road Closure is authorized by the Hastings District Council.

(a) **Road closure schedule and conditions:** Gimblett Rd will be closed from beginning of road off SH50, under the 10th Schedule of the Local Government Act, from 0900 hrs to 1700 hrs.

(b) **Road closure marshal requirements:**

The Marshall points are shown on the attached map.

2.5 Competition manning levels:

(a) **Clerk of Course will have overall control of the event**

(b) **Start line: Starter** – is in contact with the caravan at all times.

(b) **Finish line:** is in radio contact with the caravan at all times.

(c) **Intermediate Marshal post:** will be in radio contact with the caravan at all times

(d) **Marshal:** at the far end of the course is in radio contact with the caravan at all times.

2.6 Course Clearance:

The Clerk of Course will check and give clearance for the event start or restart.

2.7 Venue Layout:

Attached to this Safety Plan is a Layout Plan detailing the areas open for public viewing, the course layout and any safety features added to the venue.

3. Safety of Officials and Competitors

3.1 Officials and Marshal Training / Briefings:

A marshal briefing will be undertaken to ensure that all officials controlling the event and particularly those at spectator viewing points are fully aware of safety requirements.

3.2 Competitors Safety:

The event will be conducted in accordance with the requirements of the current MSNZ Manual Appendix Four Schedule C Part 1.



HAWKES BAY CAR CLUB INC RESIDENT VISITING



I / we have been visited by members of the Hawke's Bay Car Club, who have advised me / us of their intention to temporarily close our road for the purpose of their forth coming event. We believe this information is to be used only for the purpose of the event organization.

ROAD DESCRIPTION – Gimblett Rd - The full length of the Road is to be closed

ROAD CLOSURE TIMES: From 0900 hrs to 1700 hrs on Sunday 25th June 2023

Name	Address	Email address – so we can send further event information	Phone	Signature	Message left
Trinity Wines	125 Gimblett Road		0211738153	Douw Growber	✓
Robert Newton	49 Gimblett Road	bob@gimblettroad.co.nz	0272030957	Robert Newton	✓
Babich Vineyard	55 Gimblett Road	tonysmith@babichwines.co.nz	0272311392	Tony Smith	✓
Murdock Wines	119 Gimblett Road	bret@williammurdock.co.nz	0274928027	William Murdock	✓
Blair Oderings Husband	167 Gimblett Road	blair@oderings.co.nz	0274420539	Blair Oderings	✓
Delegates Wines	169 Gimblett Road	Sandy Mowat	021552680	Sandy Mowat	✓
Pask Wines	132 Gimblett Road		021962882	Graeme Bee	✓
Mission Estate	115 Gimblett Road	steve.wheeler@missionestate.co.nz		Steve Wheeler	✓
Villa Maria Wines	166 Gimblett Road	adette@villamaria.co.nz	021725914	Odette Preston	✓

ARE YOU AWARE OF ANY LAND OWNERS WHO DO NOT RESIDE ON THE ROAD, IF SO CAN YOU PLEASE ADVISE THE CLUB REPRESENTATIVE THEIR DETAILS SO WE CAN MAKE SURE THEY GET CONTACTED.

Club Representative: Trevor Conkin

Date visited: 4/5/2023

