

Monday, 26 February 2024

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council

Hastings District Rural Community Board Meeting

Kaupapataka

Agenda

Te Rā Hui:
Meeting date: **Monday, 26 February 2024**

Te Wā:
Time: **10.30am**

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: **Transportation Manager - Jag Pannu**

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 Kahuranaki Ward Councillor.
- 1 Takitimu Ward Councillor.
- 1 non-voting Youth Council appointee.

Quorum – 4 members

DELEGATED POWERS

General

- 1) To maintain an overview of services provided by 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 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 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

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

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 (overhanding trees).

Authority to exercise the Council's statutory powers in accordance with Council policy (including any relevant powers conferred by bylaw) over roads within the Board's area in respect of;

- Road user behaviour at intersections.
- Controls on stopping or overtaking.
- Controls on turning.

- Pedestrian safety.
- Footpath maintenance and improvements.
- Accident investigation studies, lighting and other safety works.

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 in conflict with any policy or decision of Council or any standing committee of Council in relation to the same matter.

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Hastings District Council

Hastings District Rural Community Board Meeting

Kaupapataka

Agenda

Heamana

Chair: Jonathan Stockley

Deputy Chair: Isabelle Crawshaw

Vicki Scoular and Abby Morley

Mematanga:

Committee Members:

Ngā KaiKaunihera

Councillors: Ana Apatu, Marcus Buddo and Tania Kerr

Youth Council appointee: - appointee position is currently vacant

Tokamatua:

Quorum:

4 members

Apiha Matua:

Officer Responsible:

Kaiwhakahaere Rōpū

Transportation Manager: Jag Pannu

Te Rōpū Manapori me te

Kāwanatanga:

Democracy & Governance

Services:

Louise Stettner (Ext 5543)

Te Rārangi 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 Miniti

- 3.0** Minutes of the Hastings District Rural Community Board held Monday 4 December 2023.
(Previously circulated)
-

- 4.0 Dog Control Fees 2024/2025** **9**
-

- 5.0 Amendment to the Rural Halls Maintenance Fund Policy for 2024** **13**
-

- 6.0 Rural Recycling Update** **23**
-

- 7.0 Rural Transportation Activity Report** **29**
-

8.0 Community Emergency Hub Programme update **75**

9.0 Tutira Reserve - Unison Request to Relocate Substation **81**

10.0 Minor Items – *Ngā Take Iti*

11.0 Urgent Items – *Ngā Take Whakahihiri*

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Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Hastings District Rural Community Board

Item 4

Te Rārangi Take

Report to Hastings District Rural Community Board

Nā:
From: **John Payne, Regulatory Solutions Manager**

Te Take:
Subject: **Dog Control Fees 2024/2025**

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to set the fees for the dog registration year 1 July 2024 to 30 June 2025. It is proposed that the total collection of dog control fees is increased by 7%, however rounded to the nearest dollar.
- 1.2 Section 37 of the Dog Control Act 1996 requires – the dog control fees payable to a territorial authority shall be those reasonable fees prescribed by resolution for the registration and control of dogs.

2.0 Recommendations - Ngā Tūhunga

- A) That the Hastings District Rural Community Board receive the report titled Dog Control Fees 2024/2025 dated 26 February 2024.
- B) That the Hastings District Rural Community Board supports the proposed dog control fees for the 2024/2025 registration year

Category	Fee Paid Before 1 Aug 2024 7% increase	Fee Paid After 1 Aug 2024 7% increase
Urban	\$124 to \$132	\$185 to \$198
Selected Owner	\$84 to \$90	\$126 to \$135
Rural	\$60 to \$64	\$90 to \$96
Special Purpose	\$0	\$0

- C) That pursuant to sections 37 and 68 of the Dog Control Act 1996, and section 14 of the Impounding Act 1955, Council adopts the following other Animal Control fees increased by 7% where considered appropriate:

Category	Current Fee	Proposed Fee 2024
Dog Related Fees		
Micro-chip Fee	\$47.00	\$50.00
Relinquishment Fee	\$52.50	\$56.00
Destruction Fee	\$63.00	\$67.00
Seizure Fee	\$63.00	\$67.00
First Impound	\$94.50	\$101.00
Second Impound	\$136.50	\$146.00
Third Impound	\$194.00	\$208.00
Adoption Fee	\$278.00	\$297.00
Daily Sustenance Fee	\$9.50	\$9.50
Application Selected Owner	\$31.50	\$34.00
Application More Than Two Dogs	\$31.50	\$34.00
Animal Control Hourly Rate	\$120.00	\$128.00
Vehicle Rate	\$0.87	\$0.95
Replacement Tag	\$6.50	\$7.00
Stock Related Fees		
Goats	\$16:00	\$17.00
Sheep	\$16.00	\$17.00
Pigs	\$26:00	\$27.00
Deer	\$47.00	\$50.00
Horse	\$47.00	\$50.00
Cattle	\$47.00	\$50.00
Daily Sustenance Fee	Actual Costs	Actual Costs

3.0 Background – Te Horopaki

- 3.1 Dog Control is a community safety activity which does not function to make a profit.
- 3.2 The current charging method is determined based on breaking the costs into two components, **registration** and **enforcement**, then dividing the registration component equally amongst all dogs and dividing the enforcement component based on the level of work.

4.0 Discussion – Te Matapakitanga

- 4.1 When determining the registration fee, fine recoveries and impound fees have been calculated and rate funding as per the funding policy 27/73 split.

4.2 Special purpose dogs are:

- Aviation Security
- Department of Conservation
- Department of Corrections
- Ministry of Agriculture
- Ministry of Defence
- Ministry of Fisheries
- New Zealand Customs
- New Zealand Defence Force
- New Zealand Police
- Disability Assist dogs (as listed in Schedule 5 of the Dog Control Act 1996).

5.0 Options – *Ngā Kōwhiringa*

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

5.1 Support the proposed fees as set out in the recommendation section of the report:

Advantages:

- Will help to meet the costs associated with the Animal Control function

Disadvantages:

- Increased costs to dog owners

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

5.2 Leave the fees as they currently are:

- No increase will create a budget shortfall resulting in either a level of service adjustment or costs will need to be funded from another source

6.0 Next steps – *Te Anga Whakamua*

6.1 The Rural Community Board’s position on this issue will be reflected in a report to Council next month.

6.2 If Council adopts the proposed fees, these will be publicly advertised the month preceding the start of the dog registration year and will apply from the start of the 2024/2025 registration year.

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 the performance of regulatory functions for the purpose of reducing public nuisance and threats to public health and safety through appropriate animal control activities for the wellbeing of communities in the present and for the future.

Māori Impact Statement - Te Tauākī Kaupapa Māori

No known impacts for mana whenua / iwi / tangata whenua above and beyond the general community population:

Sustainability - Te Toitūtanga

Fees are charged each year pursuant to section 37 of the Dog Control Act 1996 to reflect the costs associated with the Animal Control activity.

Financial considerations - Ngā Whakaarohanga Ahumoni

The fees are reviewed annually on a cost recovery basis:

Significance and Engagement - Te Hiranga me te Tūhonotanga

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

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

Although the fees have been included in the annual plan consultation process, they are required to be adopted by Council and registration notices dispatched mid-May, before the annual plan process is finalised:

Risks

Opportunity:<Enter text> :

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

Rural Community Board – Te Poari Tuawhenua-ā-Hapori

46 percent of the district's dogs are in rural communities:

Monday, 26 February 2024

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: Kevin Carter, Community Lead - Recovery

Te Take:
Subject: Amendment to the Rural Halls Maintenance Fund Policy for 2024

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The Hastings District Council Rural Halls Maintenance Funding scheme is designed to assist with the building maintenance of halls in the rural and plains areas of Hastings.
- 1.2 Post cyclone over \$2,400,000 of non-council funding has been used to enhance the rural halls from various funders including Red Cross and MPI.
- 1.3 Officers are recommending that the current scope of the Rural Halls Maintenance Funding scheme be amended to provide all halls with a smaller, equal grant of \$2,000 to enable them to meet the specific needs of their individual Hall.

2.0 Recommendations - Ngā Tūtohunga

- A) That the Hastings District Rural Community Board receive the report titled Amendment to the Rural Halls Maintenance Fund Policy for 2024 dated 26 February 2024.
- B) That the Board agree to include the Waiwhare and Puketapu Halls in the Policy.
- C) That the Board recommend to Council that they adopt the amended Rural Halls Maintenance Fund Policy for 2024.
- D) That the Board agree to review the policy again in 12 months' time.

3.0 Background – *Te Horopaki*

- 3.1 Hastings District Council (HDC) currently identifies 21 Rural Halls across the District. Officers are suggesting Waiwhare and Puketapu Halls be added to the network and included within the Policy, this would bring the total to 23.
- 3.2 The Rural Halls in the Hastings District are important to the communities around them in terms of providing a venue for social and cultural events, emergency response and a focal point or meeting place for the community.
- 3.3 All the Halls (with the exception of the Haumoana Hall) are in community ownership, this takes many different forms including Trusts, Incorporated Societies and Charitable Organisations.
- 3.4 Haumoana Hall is owned by Hastings District Council but operated by a community organisation.
- 3.5 This amended funding allocation is designed to cover basic ongoing operational costs and enable the Hall Committee to apply for future funds from other organisations for projects including large capital development.
- 3.6 The Rural Halls Subcommittee currently has an annual allocation of \$50,000. Staff are recommending this to be distributed equally to the Rural Halls with each Hall receiving \$2,000 per year.
- 3.7 If all 23 halls collect their \$2,000 this would equal a total investment of \$46,000.
- 3.8 The remaining budget (\$4,000) would be ringfenced for group trainings and workshops.
- 3.9 This annual payment will be paid after 1 July upon receiving the relevant information from the Hall Committee. Applicants generally have 12 months to use their grants. However, Committees could hold funding if planning a larger expense in upcoming years.
- 3.10 Funding would be provided directly to the Hall Committee's legal entity. The Hall Committee can then use the funding to support the ongoing operational expenses of the Hall.
- 3.11 To receive their allocated funding each hall committee will need to provide the following:
 - The current usage of the hall over the last 12 months and annual accounts.
 - A long term or strategic plan for the future of the hall including projected usage, planned works and projects for the Hall.
 - An updated building and asset maintenance plan (where rural halls do not have a long-term maintenance plan it is expected that this plan be developed as a priority).

4.0 Discussion – *Te Matapakitanga*

- 4.1 Post cyclone over \$2,400,000 of non-council funding has been used to enhance the rural halls from various funders including Red Cross and MPI. Some halls have also received funding directly from other funders.
- 4.2 There is an assumption that the additional \$11.7m Lottery Community Funding that we are expecting to be available in the next few months can also be accessed by our Rural Halls for further upgrades.
- 4.3 Of the current 21 Rural Halls, 17 have or will receive significant investment for recovery related funding. We understand 4 have not received additional funding.
- 4.4 5 Halls have also been shortlisted for funding from MBIE to install solar.
- 4.5 Given the large amount of capital investment into these Halls it is recommended that all the Halls should develop a robust building and asset maintenance plan.

- 4.6 Providing each Hall with a \$2,000 operational grant may also support the Halls with increases in basic costs such as power and insurance.

5.0 Options – Ngā Kōwhiringa

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

- 5.1 The Rural Community Board agrees to amend the current Hastings District Council Rural Halls Maintenance Funding Scheme to provide each Hall with an annual grant of \$2,000 and include Waiwhare and Puketapu Halls in the network.

Advantages

- Provides a small amount of funding to each hall to support the ongoing costs related to running a facility and asset management.
- Including Waiwhare and Puketapu Halls helps to strengthen the network.

Disadvantages

- The Rural Halls Subcommittee will not be able to support any larger capital projects as extra funding will not be available.

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

- 5.2 The Rural Community Board agrees to continue with the current contestable funding model for the Hastings District Council Rural Halls Maintenance Funding Scheme.

Advantages

Rural Halls can apply for a larger contestable grant.

Disadvantages

Only a small number of Halls will benefit, and this does not help with the ongoing and increasing operational costs of running a Rural Hall.

6.0 Next steps – Te Anga Whakamua

- 6.1 If the Rural Community Board agrees to amend the current Hastings District Council Rural Halls Maintenance Funding Scheme to provide each Hall with an annual grant of \$2,000 the Community Grants and Partnership Advisor will progress with this request pending a Council resolution.

Attachments:

- [1↓](#) 2024 Rural Halls Maintenance Fund Policy (draft) CG-10-3-24-00089

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, 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 Socail wellbeing of communities in the present and for the future.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

There is no significant impact

Sustainability - *Te Toitūtanga*

There is no significant impact

Financial considerations - *Ngā Whakaarohanga Ahumoni*

This funding is currently budgeted for, pending LTP considerations.

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*

There is no significant impact

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

This report has gone to the Rural Community Board.



DRAFT Rural Halls Maintenance Fund Policy 2024

1 Introduction

- 1.1 The Hastings District Council Rural Halls Maintenance Fund scheme has been designed to assist with the ongoing costs of running community halls in the rural and plains areas of Hastings.
- 1.2 The rural halls in the Hastings District are important to the communities around them in terms of providing a venue for social and cultural events, and a focal point or meeting place for the community.
- 1.3 The Rural Halls Maintenance Fund is non contestable and therefore does not connect with the council wide [Contestable Grants, Sponsorship and Funding Framework and Policy 2023--2026](#)
- 1.4 The Hastings District Council Rural Halls Maintenance Fund Scheme is allocated by the Rural Halls Subcommittee, as per the Committee and Rural Community Board Register of Delegations; the details of the subcommittee are;

Rural Halls Subcommittee

A subcommittee of Council to administer the Rural Halls Maintenance Fund.

Fields of Activity

The Rural Halls Subcommittee is responsible for assisting the Rural Community Board [by](#):

- Reviewing applications for grants from the Rural Halls Community Fund.
- Recommending to Council the allocation of grants within the funding available.
- Recommending Council changes in criteria for grants.

Membership (9 Members)

- The Chair is also the Chair of the Rural Community Board.
- Members of the Rural Community Board
- 2 Heretaunga Ward Councillors.
- 1 non-voting Youth Council appointee

Quorum – 5 members

DELEGATED POWERS

- 1) Review Applications for Grants from Rural Halls Maintenance Fund.
- 2) Recommending to Council the allocation of grants within the allocated funding.
- 3) Recommending to Council changes in criteria for grants from the Rural Halls Maintenance Fund.

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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

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 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.

Recommendations - *Ngā Tūtohunga*

- A) That the Hastings District Rural Community Board receive the report titled Rural Recycling Update dated 26 February 2024.
- 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, identifying risks associated and providing options on mitigation of these risks.

Site Updates

- 3.1 Rural recycling stations provide a drop off service for common recyclables, glass, plastics, cans, paper and cardboard.
- 3.2 A Te Pōhue resident has requested a recycling container be located on their private property for the local community – council officers are exploring costs and feasibility.
 - 3.2.1 Costs have been confirmed for a site to be established by an engineer at **\$19,944.00 Plus Gst** – these works consist of a frame and rail system that the Container would site on with static platforms and steps in place (no concrete pad is required as is cost prohibitive).
 - 3.2.2 No works have been undertaken at this stage until input and approval has been obtained by the Rural Community Board and rural recycling budgets reviewed. Site set up would be funded through the Waste Minimisation Fund if approved.
 - 3.2.3 Access to private property has been highlighted as “private road” access so any potential truck servicing will require property owner indemnity sign off if project is to go ahead.
- 3.3 Active Rural Recycling Stations update:
- 3.4 **Maraekākaho** – The community are proactively utilising this site, with very little issues occurring since the last update.
- 3.5 **Pukehomoamo** – The rural community are proactively reporting any/all issues, with HDC being in regular contact with the community champion. No significant issues to report.
- 3.6 **Poukawa** – No contamination reported since the last update.
- 3.7 **Waimārama** – No significant issues to report on this site and it continues to be well used, contamination has reduced overall, with minor contamination highlighted.
 - The extra bin is provided during the peak holiday season – December to February has now been removed from site
 - **Blackbridge** continues to see increased usage from the Havelock North and surrounding community, and we have seen an increase in levels of contamination – this remains consistent.
 - The site servicing is being reviewed and an update provided at the next Rural Community Board meeting.
- 3.8 **Tūtira** site remains very good with no recent contamination reported.
 - The community champion reports when the bin is full and if/when the site has been poorly treated (illegal dumping).
- 3.9 **Henderson Road** recycling station continues to be well used, based on the location within a manned Refuse Transfer Station environment, however contamination has been 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.

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


Rural Community Board Reports – Historical Reports

- 4.1 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.
- 4.2 This information and subsequent recommendations provide the information required for the Rural Community Board to make informed decisions.

National Updates and Changes

- 5.1 Officers will continue to keep the board informed of any new announcements that will influence the recycling services for rural residents.
- 5.2 Recently a new Government has been voted in, and with the last governments “Transforming Recycling” consultation which included a proposed Container Return Scheme may change the direction of this initiative. To date there have been no further updates or new consultations announced. Any update will likely be early/mid 2024 in reference to the Container Return Scheme (CRS). No update from Central Government.
- 5.3 Standardisation of recycling product has been applied in a national campaign with all regions now expected to collect all Plastics 1, 2 and 5 (trays and containers).
- 5.3.1 Hastings District Council had this methodology in practice prior to standardisation being applied nationally and there are no changes to what products Council currently accept at the Rural Recycling Facilities.

Attachments:

- 1  Potential Te Pohue - Private site 242 Rukumoana PRJ20-1-0361
Road Te Pohue

1.

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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

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 Tūhunga

- A) That the Hastings District Rural Community Board receive the report titled Rural Transportation Activity Report dated 2 February 2024.
- B) That's the Hastings District Rural Community Board approves the local share funding portion for the dust sealing on Blind Road of approximately \$37,000.

3.0 2023/2024 Major Works Programme

- 3.1 The 2023/24 financial year is the third and final 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 2023/24 financial year and beyond.

Road	Section	Status/Impact
Kererū Road	Kererū Road – Section 3	Large section of this affected by TC Gabrielle. Once the new bridge is built, section will be reassessed.
Kahurānaki Road	Km7 to km9	AWPT project. This section of road has been several affected by TC Gabrielle. Design is on hold pending the slips being repaired.
Waimārama Road	Before quarry hill	AWPT project. Build commenced with due date for completion Autumn 2023.

- 3.3 The following is the status of the low cost/low risk (old minor safety), and Road to Zero programme for the 2023/24 financial year.

Road	Section	Status/Impact
Taihape Road	Guardrail on bridges	Works started. Due for completion end of February
Various Rural Settlements		Puketapu Road between pub and school complete.

4.0 Speed Limit Review

- 4.1 The annual speed limit review process is now on hold.
- 4.2 A directive from the Minister of Transport resulting in the revocation of the need for RCAS to develop speed management plans (School Speed Management Plans and Regional Speed Management Plans) within the deadlines and targets within the Setting of Speed Limits Rule. However there appears the flexibility to do so within bounds of using Variable Speed Limits.
- 4.3 The general philosophy adopted by HDC with its speed management approach for the rural areas is to have variable speed limits so that any lower speed limit would only be in operation at the times of greatest risk to road users. This is not inconsistent with the intent of what the Minister is looking at. HDC is working with NZTA to see how we can effect this.

5.0 Bridge Update

- 5.1 Waikoau Gorge design to strengthen is progressing. The consultants have changed the programme to stage the design and construction which will allow for the contractors to begin work earlier. Currently works are projected to begin in August and be completed in the new year. The programme will be expedited where possible.
- 5.2 Kaiwaka main structural works were completed before the summer break.

6.0 Dust Sealing

- 6.1 Two applications have been received to undertake dust sealing on gravel roads. The applicants have been advised of HDC's Dust Mitigation Policy 2017. The Huiarangi Road applicant has advised they are not willing to pay their share of the costs.
- 6.2 The Policy requires the applicant to pay what would be NZTA's share of the costs if the work was a subsidised activity (47% of the costs). Council pays the remaining value (53%) as though the work was subsidised.
- 6.3 The policy requires approval by the Rural Community Board to fund each application, which this report recommends. In past years \$50,000 was put aside for this activity, but this ceased in 2021

after many years of non use. The last dust mitigation sealing as done in 2022 on Hawkston Road using available monies from unsubsidised budgets. Available unsubsidised budgets that can be used for this activity is approximately \$35,000

- 6.4 Huiarangi Road: The length of Huiarangi Road request is 200m, and estimated costs are \$92,000, of which HDC's share would be approximately \$50,000. Huiarangi Road currently has significant logging activity on it, and the pavement design has been done with this in mind. The reason for the high costs are due to the depth of pavement required to cope with this traffic loading.
- 6.5 Blind Road: The length of Blind Road request is 170m, and estimated costs are \$70,000, of which HDC's share would be \$37,000.
- 6.6 NZTA's General Circular 16/04 provides a matrix to determine the dust risk category, and potential benefit from mitigation. Both of these sites are classed as medium risk when using this matrix. When further reviewing the site dust risk factors and scores, neither site has potential to increase their score to be a high dust risk category that would then warrant NZTA considering for funding.
- 6.7 Council officers recommend that Blind Road is progressed this year provided the applicant pays their share in advance. Huiarangi Road can be further considered in 2024/2025 financial year if local share funds are available and the applicants agree to pay their share as per Councils policy.

7.0 Ex TC Gabrielle Recovery programme prioritisation framework

7.1 Rebuild Bridges

During the response phase the main priority was to restore access to cut off communities. Moving into the recovery phase officers applied a thorough prioritisation methodology considering a variety of factors.

These factors included:

- Immediate needs
 - Rebuild required
 - Temporary structure in place
 - Robustness of temporary structure
 - Availability of alternative routes
- Priority roads
 - Lifelines
 - Agricultural needs such as transporting livestock and produce
- Traffic volumes
- Readiness
- Funding availability
- Ongoing cost of temporary structures.

The prioritised list of rebuild bridges is below:

1	Puketapu Bridge
2	Matapiro Bridge
3	Redclyffe Bridge
4	Arapawanui Low level Bridge
5	Dartmoor Bridge
6	Rissington Bridge

7	Mangatutu Low Level Bridge
8	Moeangiangi Bridge
9	Ellis Wallace Bridge
10	Follies Bridge
11	Whanawhana Bridge
12	Brookfields Bridge
13	Darkey Spur #1 Bridge

Where feasible and practical, options to fast-track lower priorities will be considered.

7.2 Slips and bridge repairs

As with destroyed bridges the main priority during the response phase was to open access to cut off communities. To date hundreds of less complex slips have been repaired throughout the district. The more complex slips had been prioritised based on lifeline routes. It is planned to implement up to four parallel streams of repair works.

The prioritised list of major slip repairs in the four planned streams is below:

Taihape Road	Dartmoor Road	Puketitiri Road	Kereru Road
Glengarry Road	Matahorua Road	Apley Road	Waimārama Road
Waitara Road	Pohokura Road	Waihau Road	Kahurānaki Road
Waipunga Road		Price – Cockburn Road	Maraetōtara Road
		Whanawhana Road	Salisbury Road
		Matapiro Road	
		Crownthorpe Settlement Road	

Similar to the complex slips, bridge repairs had been prioritised based on lifeline routes. However, consideration is also applied to significance of bridges in terms of alternative routes, should any main access routes be compromised due to the frail status of our road network.

The damaged bridges are being monitored regularly to allow both temporary and permanent repairs to be prioritised in order to maintain these connections. Connectivity and safety are our primary concerns.

7.3 Procurement strategy

The procurement strategy for the implementation of the Transportation Recovery programme has been adopted by Council during December 2024. The outline of the strategy will be presented for information.

8.0 Waka Kotahi Update

8.1 Verbal update provided by Waka Kotahi staff.

9.0 Works Update

9.1 **Attachment 1** will provide the Board with a photographic snapshot of activities undertaken between December 2023 and February 2024.

Attachments:

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

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

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

Sustainability - *Te Toitūtanga*

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

Financial considerations - *Ngā Whakaarohanga Ahumoni*

The works identified within this report are within existing budgets.

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.

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

No consultation is required as part of this report.

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.

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.

Monday, 26 February 2024

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: **Regan Smith, Chief Risk Officer**

Te Take:
Subject: **Community Emergency Hub Programme update**

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

1.1 The purpose of this report is to provide the Rural Community Board with an update on the implementation of Community Emergency Hubs (CEH) in rural areas and seek feedback on the role of the Board members, including communication protocols, during the response to an event.

1.2 Programme Overview

1.3 To deliver on the learnings from Cyclone Gabrielle the Group Manager: Community Wellbeing & Services was able to secure external funding from the Ministry for Primary Industries (MPI) to establish rural community hubs. This funding enabled a programme to be initiated in collaboration with Hawke's Bay Civil Defence Emergency Management (HBCDEM) Group that has delivered the following outcomes:

- Adoption of the Wellington Regional Emergency Management Office (WREMO) model for Community Emergency Hubs (CEHs). The WREMO model has been developed over several years and provided a mature platform for establishing CEH, which includes creating communications links with HBCDEM.
- Establishment of 10 CEH that have each now received; approximately \$100,000 of funding for relevant facility upgrades to improve the resilience of the sites (refer sections below for detail), provision of VHF radios to locations that did not have an existing radio set, and delivery of an emergency hub coordination kit and basic equipment useful in the initial setup of a CEH.
- A series of regular meetings of community leaders has been established to support knowledge sharing between communities and with Council.

- Two training sessions have been run for CEH leaders covering the CEH model, including a short exercise to illustrate how the model is intended to work.
- 1.4 The programme of rolling out CEHs is now embedded in the Community Wellbeing & Services and Risk & Resilience team work programmes. This has developed much stronger relationships between Council and rural communities, which addressed a weakness that existed pre-Cyclone that created challenges in the response. In the short term this work is being funded by a further external funding grant from the Red Cross, which will support the setup of a further 15 CEHs. Going forward Council will need to consider the service level, and associated funding, that is dedicated to community resilience building. This is to be covered in a subsequent report to Council.
- 1.5 A key part of the CEH model is the connection with the Emergency Operations Centre during a response. This communication link is vital to ensure information on the local community's needs is communicated to the Incident Management Team for action. Considering that each hub will have a structured channel to communicate with emergency management services, feedback on the Board member's role in a response is sought to ensure support the appropriate support is provided to the elected members during emergencies. A workshop to confirm the Board member's role and to define the communication protocols needed as a result, is considered the most appropriate way to provide Officers with the information needed.
- 1.6 **Ministry of Primary Industries Funded Hubs**
- 1.7 The following has been taken from the Hastings District Council final funding report to the Ministry of Primary Industries on the North Island Weather Events Fund and provides a brief summary of the work completed at each location.
- 1.8 It should be noted that the responsibility for these assets, including future maintenance, will be handed over to the local communities once the work has been completed. To clarify the responsibilities between Council, Hawkes Bay Civil Defence Emergency Management Group and Communities the intention is to establish a Memorandum of Understanding (MOU) associated with each CEH. The content of the MOU is still being developed and will be shared once finalised.
- **Kereru Hub:** Kereru Hall has a new roof in place for both the older component of the original community hall and the newer adjacent structure that cover the kitchen, bathrooms and Tots and Dots kindy facilities. The Hall Committee chair commented in the last rain that it was the first time in a number of years the roof hasn't leaked. Building works are underway to reconfigure the toilet facilities to include an accessible bathroom, replacement of rotten weatherboards and a full re-paint of the hall exterior. When the contractor removed the cladding the water damage was considerably worse than expected so the MPI funding has resulted in a huge difference to the health and safety of the building. The electrical switchboards have been upgraded and generator will be in place at the hall.
 - **Sherenden Hub:** Sherenden Hall has been subject to a Detailed Seismic Assessment (DSA) that has indicated further work was needed to ensure this facility is resilient for the future. The Hall committee chose to prioritise the seismic work to the underfloor piles to ensure its future resilience and access to the community. The engineers who had conducted the original DSA are completing site designs, these have already been costed with the building company and expected to proceed to building consent within the next couple of months. The hall roof has been repainted, an electrical upgrade, generator and water resilience improvements have also been prioritised with the funding.
 - **Puketitiri Hub:** Hutchinson Domain Committee considered that because this is a rural community close to the ranges and people have been trapped on the road before in adverse weather that the following was required to best support the future proofing of this venue; 2 heat pumps, 2 new water tanks with pump and UV treatment plant, septic tank improvements and electrical upgrades. The funding also included a defibrillator.

- **Patoka Hub:** Patoka Memorial Hall had issues with accessibility due to the proximity to the road boundary and very old bathroom facilities. The Hall Committee were very grateful to work with the Council building team and engineers to improve the safety and accessibility of the building, this work triggered the need for a building consent which was lodged just before Christmas and will provide much improved bathroom facilities with showers, access ramps, exit lighting and electrical upgrades.
- **Te Pōhue Hub:** The funding has enabled this hall to undertake a lot of deferred maintenance to ensuring it is up to a good standard to support the community in the next emergency. Works including upgrading the Kitchen equipment, a comprehensive upgrade of the electrics and switchboard to allow generator connection. Plumbing works were also completed to improve the resilience of the overall building. a new Civil Defence radio provides further resilience to communication channels to ensure they can contact the Civil Defence team in an emergency.
- **Waikare Hub:** The Waikare & District Sports Club in Putorino needed some maintenance on the roof and skylight that had been leaking. The hall received some upgrades to the plumbing to improve water quality and will provide a more reliable water storage in an emergency. Replacing the vinyl in the catering area has made that area more functional and the ability to power the complex via generator has been installed.
- **Waikoau Hub:** The Waikoau Hall is possibly the most run down of all our Rural Halls. The Hall has not had running water for over 10 years after the bore was not maintained. The funding enabled in the install of two large rainwater tanks a new roof and filtration equipment ensuring the community had access to safe drinking water in an emergency. Upgraded wiring and switchboard has also improved the resiliency of the building. the community will also have access to a civil defence radio for the first time.
- **Tūtira Hub (Hall, Kaiwaka & School):** The Tūtira community decided to split their funding across three sites. Funding enabled roofing repairs to be completed at the Tūtira Hall. The electrical supply at the hall was also improved to allow the building to be powered by a generator. A container filled with emergency equipment will be located at the school to provide another emergency hub point. The Community decided that it would be wise to utilise some of the funding to also improve the resilience of the Kaiwaka Hall.
- **Mōteo (container, Timi Kara & Mōteo Marae):** The community decided that the best way to improve their resilience was to split their funding across two marae, which involved establishing an offsite container of equipment. Funding has enabled Mōteo Marae to upgrade their kitchen and the neighbouring Timi Kara Marae now has the ability to sleep 50 people with new beds and bedding. These two locations have been complimented with a container of emergency equipment that can also be accessed by the community.



Regional map of CEH being established

1.9 The following table provides further detail on the works being completed by CEH location with approximate budget allocations:

Location	Detail	Budget
Building Work		
Keruru Hub	Roof-old Hall	\$105,000.00
	Roof - mono pitch part	
	Interior - toilet upgrade	
	Exterior weatherboard	
	Exteriors repaint	
	Generator	
	Plumbing/Electrical	
Sherenden Hub	Roof	\$100,000.00
	Seismic Building	
	Plumbing	
	Electrical/switchboard and generator	
	Roof Painting	
	Geo Report and works	
	Building and Seismic Design	
Puketitiri Hub	Electrical	\$90,000.00
	Plumbing (includes water storage)	
	Building Upgrades	
	Heating	
Patoka Hub	Builder and Plumber	\$110,000.00
	Electrical	
	Design for building consent	
Te Pohue Hub	Kitchen equipment	\$90,000.00
	Generator	
	Electrical/alarm	
	Electrical/switchboard	
	Plumbing	
	Security	
	Pipeline	
	Kitchen bench	
Pipe work		

	Spouting	
Waikare Hub	Skylight	\$90,000.00
	Plumbing	
	Vinyl	
	Power	
Waikoau Hub	Roof Works	\$90,000.00
	Bathrooms	
	power / generators	
	Flooring	
	Building works	
	Equipment	
	Extra Building Equip	
	LPG Gas	
	Plumbing (includes water storage)	
Tutira Hub (Hall)	Water and Power	\$30,000.00
	Generator	\$5,000.00
Tutira Hub (Kaiwaka)	Water and Power	\$30,000.00
Tutira Hub (School)	Container	\$30,000.00
	Equipment	
Te Haroto Marae	Water Bore	\$60,000.00
	Contractor budget	\$30,000.00
Moteo (container)	Container 1	\$90,000.00
	Container 2	
	Starlink	
	Equipment	
	Generator	
	Bathroom Equipment	
	Storage	
	Health & Safety Equipment	
Moteo (Timi kara)	Welfare Equipment	\$25,000.00
	Welfare Beds	
	Welfare Furniture	
	Storage	
Moteo (Moteo Marae)	Kitchen	\$50,000.00
Subtotal		\$1,025,000.00
Equipment/Supplies		
Multi Hub	Basic Resilience Kits (10)	\$30,000.00
Multi Hub	Extra Resilience equipment	\$5,000.00
Multi Hub	Hub Kits (0)	\$10,000.00
Multi Hub	Hub Kits extra (10)	
Multi Hub	Deliberators & Case (10)	\$30,000.00
Multi Hub	Coms/Radio (10)	\$30,000.00
Mobile Unit	Trailers (x2)	\$30,000.00
Mobile Unit	Trailers Delivery	
Mobile Unit	Trailers Kit	\$3,500.00

2.0 Recommendations - Ngā Tūtohunga

- A) That the Hastings District Rural Community Board receive the report titled Community Emergency Hub Programme update dated 26 February 2024.
- B) That the Hastings District Rural Community Board hold a workshop to confirm the Board member's role during an emergency and the communication protocols required to support the agreed function.

Attachments:

There are no attachments for this report.

Monday, 26 February 2024

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Hastings District Rural Community Board

Item 9

Te Rārangi Take

Report to Hastings District Rural Community Board

Nā:
From: **Colin Hosford, Public Spaces and Building Assets Manager**

Te Take:
Subject: **Tutira Reserve - Unison Request to Relocate Substation**

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 Cyclone Gabrielle has impacted adversely on Unison’s infrastructure at Tutira. In order to build a more resilient network, they have approached Council to discuss the potential of utilising a small portion of the Tutira Hall Reserve to relocate and upgrade the Tutira substation.
- 1.2 While the proposal will ultimately need to meet the requirements of the Reserves Act 1977, initial community feedback to the proposal has been positive.
- 1.3 To advance the proposal to the next stage, Unison seeks approval in principle from the Rural Community Board so that more detailed investment can be made on planning and design to produce a workable proposal for community engagement, prior to following the requisite Reserves Act 1977 processes.
- 1.4 The proposal offers positive outcomes for the Tutira community and would ultimately benefit the whole community with the provision of an improved and more resilient power network.

2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Hastings District Rural Community Board receive the report titled Tutira Reserve - Unison Request to Relocate Substation dated 26 February 2024
- B) That the Committee approve in principle Unison's proposal to rebuild a replacement substation on approximately 1000m² of land at the rear of the Tutira Hall Reserve.
- C) That once a detailed proposal, including plans are produced, that the local community be fully consulted as per the requirements of the Reserves Act 1977 and that their feedback be reported back to Council prior to making its final decision on changing the reserves classification and/or granting a lease.

3.0 Background – *Te Horopaki*

- 3.1 As a result of the adverse impacts of Cyclone Gabrielle, Unison have been reviewing the resilience of their infrastructure.
- 3.2 One of their at-risk locations is their substation located on the intersection of SH 2 and Waikoau Road, Tutira.
- 3.3 The site is low lying and sits in an overlying flow path that is susceptible to flooding in heavy rain events. In order to safeguard vital community infrastructure and to build more sustainable and resilient infrastructure, Unison have been exploring more suitable nearby sites.
- 3.4 One site that potentially offers a number of advantages as an alternative site is the Tutira Hall Reserve, located nearby and above the substation at S.H. 3847.

4.0 Discussion – *Te Matapakitanga*

- 4.1 The Tutira Reserve covers 8094 m² and contains the Tutira Hall. This hall is a well-used multi-function community facility which is home to the local playcentre. The building is owned and maintained by the local community but sits on a Council owned Local Purpose Reserve – community uses. The balance of the site is largely undeveloped and previously had a small pine plantation which was felled a few years ago. It is currently bare land with numerous stumps.
- 4.2 The proposed use of a portion of the site for a substation is not a permitted activity envisaged under the current community use classification. As such, the proposal would need to follow Reserve Act processes to separate off a portion of land to have a separate classification allowing for a network utility. This publicly notified process has been followed more recently with the setting aside of land for water works plant at Flaxmere and Frimley Parks.
- 4.3 In order to commence initial community engagement, Council officers and Unison staff met with the local Tutira Hall Committee in December 2023 to discuss the idea of utilising a small part of the site for a new substation and to gauge the likely feeling of the community for such a development.
- 4.4 While Unison's proposal was at a very basic level, it really sought to test the waters on whether the proposal was likely to gain traction and to tease out the why, what, where and how questions.
- 4.5 As a result of feedback from the meeting, which was encouraging and supportive, Unison have now developed an initial layout plan that includes a substation site of approximately 1000m² located at the rear of the site and would ideally include access via the adjoining site to the south. This access option is subject to separate negotiations. **(Attachment 1)**

- 4.6 Should this draft proposal proceed further, the current substation would be decommissioned. While Unison is keen to help with rehabilitation of the site and potentially re-purpose it, it needs to be noted that the site is the property of the New Zealand Transport Agency (NZTA) and therefore its future will be a separate item for discussion between NZTA, Council and Unison.
- 4.7 In, summary, the hall committee understands and supports the need for a resilient power supply for the Tutira community and are therefore supportive of repurposing a piece of unused reserve for this purpose. Unison similarly are happy to work with the hall committee in enhancing the reserve and its related activities.

5.0 Next steps – *Te Anga Whakamua*

- 5.1 Before committing to additional expenditure, Unison first seek approval in principle for the proposal, from the Rural Community Board.
- 5.2 With this initial positive signal, Unison will commence further design work for a new sub-station and pursue new access to the rear of the reserve from the adjoining site's owners.
- 5.3 Once plans and a proposal that present a clearer picture are developed, it will be presented to the hall committee for their support and then shared with the wider local community. The feedback from this consultation will be reported back to Council for final decision making, including following all Reserves Act 1977 requirements.
- 5.4 Assuming there are no major objections, a lease will need to be completed with Council, once all the necessary consultation and process requirements are complete. In addition, discussions with the New Zealand Transport Agency on the future of the existing site will also need to be progressed.

Attachments:

- 1 [↓](#) Attachment 1 Unison Land Discussion CG-17-7-00060

