

Thursday, 20 March 2025

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Performance and Monitoring Committee Meeting

Ngā Minitī

Minutes

Te Rā Hui:
Meeting date: **Thursday, 20 March 2025**

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

Time start - end **9:00 AM – 12.01pm**

Ngā Minitī

Minutes

Te Rārangi Upoko

Table of Contents

| Item | Page No. |
|---|----------|
| 1. Opening prayer - <i>Karakia</i> | 2 |
| 2. Apologies & Leave of Absence - <i>Ngā Whakapāhatanga me te Wehenga ā-Hui</i> | 2 |
| 3. Conflicts of Interest - <i>He Ngākau Kōnatunatu</i> | 2 |
| 4. Confirmation of Minutes - <i>Te Whakamana i Ngā Minitī</i> | 3 |
| 5. Foodeast-Haumako Half-year Report and Draft Statement of Intent 25/26 | 3 |
| 6. Hawke's Bay Airport Ltd Draft Statement of Intent and half year report to 31 December 2024 | 3 |
| 7. Hawke's Bay Museums Trust Half Year Report to 31 December 2024 and Draft 2025/26 Statement of Intent | 4 |
| 8. Toitōi Review | 4 |
| 9. Health, Safety & Wellbeing Policy | 6 |
| 10. Financial Report for the six months ended 31st December 2024 | 6 |
| 11. Performance and Monitoring Report for the quarter ended 31 December 2024 | 7 |
| 12. Minor Items - <i>Ngā Take Iti</i> | 7 |
| 13. Urgent Items - <i>Ngā Take Whakahihiri</i> | 8 |

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Kua Tae ā-tinana:

Present:

Chair: Councillor Michael Fowler

Councillors: Ana Apatu, Marcus Buddo (Deputy Chair) (*present via Zoom*), Alwyn Corban, Malcolm Dixon, Damon Harvey, Henry Heke, Kellie Jessup, Tania Kerr, Hana Montaperto-Hendry, Simon Nixon, Wendy Schollum, Heather Te Au-Skipworth and Kevin Watkins

Mayor Sandra Hazlehurst

Kua Tatū:

In attendance:

Chief Executive - Nigel Bickle

Deputy Chief Executive – Bruce Allan (Lead)

Group Manager: Infrastructure - Craig Thew

Interim Group Manager: Waste, Parks & Cemeteries - Martin Jarvis

Transportation Manager - Jag Pannu

Chief Financial Officer – Graham Watson

Financial Controller – Aaron Wilson

Group Manager: Planning & Regulatory Services - John O'Shaughnessy

Group Manager: People & Capability - Bronwyn Bayliss

Group Manager: Community Wellbeing & Services – Rebekah Dinwoodie

Manager – Aquatics, Sports & Recreation - Tom Page

Group Manager: Marketing, Communications & Engagement – Naomi Fergusson

Legal Counsel - Scott Smith

Building Consents Manager - Tony Manunui

Strategic Financial Advisor – Jess Noiseux

Health, Safety & Wellbeing Manager – Jennie Kuzman

Manager – Arts & Culture - Megan Peacock-Coyle

Business Manager – Arts & Culture - Coltan Wright

Presenter Services Manager – Glen Pickering

Strategic Financial Systems Analyst - Rudi Britz

3 Waters Manager - Steve Cave

Project Delivery Manager - Anthony Van Rensburg

Wastewater Manager – David Mackenzie

Principal Advisor: Essential Services - Brett Chapman

Director – Growth & Development - Raoul Oosterkamp

Manager, Recovery & Special Projects - Gus Charteris

Manager, Commerce Projects & Relationships - Kim Herrick
Procurement & Corporate Services Manager - Angela Hirst
Finance Operations Manager - Megan Taylor
Business Analyst - Cambell Thorsen
Waste Manager - Angela Atkins
Manager: Democracy & Governance Services – Louise Stettner
Democracy & Governance Advisor - Christine Hilton
Democracy & Governance Advisor – Caitlyn Dine

Kei Konei: Nicky Solomon (Chair) and Tony Gray (Board member) of Foodeast-Haumako (Item 5)
Also present: Nick Flack (CE) and Rochelle Ham (CFO) of HB Airport Ltd (Item 6)
Dr Richard Grant (Chair) of HB Museums Trust

1. OPENING PRAYER - KARAKIA

The opening prayer was given by Councillor Heke.

2. APOLOGIES & LEAVE OF ABSENCE - NGĀ WHAKAPĀHATANGA ME TE WEHENGĀ Ā-HUI

Councillor Dixon/Councillor Apatu

That an Apology for Absence from Hastings District Rural Community Board appointee: Jonathan Stockley; and an Apology for Lateness from Councillor Harvey be accepted.

CARRIED

Leave of Absence had previously been granted to Councillor Lawson.

It was also noted that Councillors Jessup and Te Au-Skipworth would both be attending a Local Government Conference on 3 and 4 April 2025 and therefore did not need to seek Leave of Absence to attend.

Councillor Corban joined the meeting at 9.05am.

3. CONFLICTS OF INTEREST - HE NGĀKAU KŌNATUNATU

There were no declarations of conflicts of interest.

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

Councillor Kerr/Councillor Schollum

That the minutes of the Performance & Monitoring Committee Meeting held Tuesday 12 November 2024 be confirmed as an accurate record.

CARRIED

5. FOODEAST-HAUMAKO HALF-YEAR REPORT AND DRAFT STATEMENT OF INTENT 25/26

(Document 25/58) (Three attachments circulated in separate attachment document – Vol 1)

The Chief Financial Officer, Graham Watson, spoke to the agenda report and gave an overview of this item.

Nicky Solomon (Chair) and Tony Gray (Board member) of Foodeast-Haumako spoke to the three attachments that had been circulated with the agenda. They gave an apology from the CEO, Michael Bassett-Foss who had been unable to attend.

Ms Solomon and Mr Gray addressed a power point presentation (CG-17-4-00205), highlighting and expanding on the main points, including the establishment of a Fermentation Centre of Excellence. They responded to questions from the Committee.

Councillor Kerr/Councillor Schollum

- A) That the Performance and Monitoring Committee receive the report titled Foodeast-Haumako Half Year Report and Draft Statement of Intent 25/26 dated 20 March 2025.
- B) That the Performance and Monitoring Committee receive and note the Foodeast-Haumako Limited Partnership Annual Report for the 6 months to December 2025.
- C) That the Performance and Monitoring Committee provide any feedback to the Board of Foodeast-Haumako on the Draft Statement of Intent which will be presented at the Limited Partners meeting on 20 March 2025.

CARRIED

6. HAWKE'S BAY AIRPORT LTD DRAFT STATEMENT OF INTENT AND HALF YEAR REPORT TO 31 DECEMBER 2024

(Document 25/99) (Three attachments circulated in separate attachment document – Vol 1)

Nick Flack (CE) and Rochelle Ham (CFO) of HB Airport Ltd spoke to the three attachments that had been circulated with the agenda. They responded to questions from the Committee and also addressed a power point presentation (CG-17-4-00206).

Councillor Dixon/Councillor Kerr

- A) That the Performance and Monitoring Committee receive the report titled Hawke's Bay Airport Ltd Draft Statement of Intent and half year report to 31 December 2024 dated 20 March 2025.
- B) That the Committee receive the Hawke's Bay Airport Limited Half Year report to 31 December 2024.
- C) That the Committee receive the Hawke's Bay Airport Limited draft 2025-26 Statement of Intent and provide any feedback as required.

CARRIED

7. HAWKE'S BAY MUSEUMS TRUST HALF YEAR REPORT TO 31 DECEMBER 2024 AND DRAFT 2025/26 STATEMENT OF INTENT

(Document 25/101) (Three attachments circulated in separate attachment document – Vol 1)

The Deputy Chief Executive, Bruce Allan, made some initial comments speaking to the Statement of Intent and noting that further work was needed to separate out some of the financial details relating to the process of relocating the collection into the new building next year.

Mr Allan suggested that at this point, the Draft Statement of Intent be left to lie on the table for the reasons he had noted – i.e. so there was more clarity regarding what costs were “business as usual” and what figures related to the transition costs of relocating the regional collection.

Dr Richard Grant (Chair) of HB Museums Trust addressed the meeting, noting the three attachments that had been circulated with the agenda. He and Mr Allan also responded to questions from the Committee.

Councillor Schollum/Mayor Hazlehurst

- A) That the Performance and Monitoring Committee receive the report titled Hawke's Bay Museums Trust Half Year Report to 31 December 2024 and Draft 2025/26 Statement of Intent dated 20 March 2025.
- B) That the Committee receives the Hawke's Bay Museums Trust Half-Year Report to 31 December 2024.
- C) That the Draft 2025-28 Statement of Intent be left to lie on the table and be brought back to the Performance and Monitoring Committee to be received, once further work had been undertaken to clarify the costs relating to day to day operating costs versus the transition costs of relocating the regional collection.

CARRIED

8. TOITOI REVIEW

(Document 25/51) (The attachment had been circulated in separate attachment document – Vol 1)

The Manager Arts & Culture, Megan Peacock-Coyle, spoke to the agenda report, together with Business Manager, Arts & Culture, Coltan Wright; Presenter Services Manager, Glen Pickering and Strategic Financial Systems Analyst, Rudi Britz. They each responded to questions from the Committee and also addressed a power point presentation (CG-17-4-00209).

Councillor Harvey joined the meeting at 10.09am.

The meeting noted that Recommendations 1 - 12, referred to in Section 15 of the Draft Toitoti Review attachment to the agenda report, had not been included in the documentation circulated for this meeting. Those recommendations (CG-17-56) would be circulated separately to the members following the meeting.

The meeting adjourned at 10.30am and resumed at 10.50am

Councillor Kerr/Councillor Schollum

- A) That the Performance and Monitoring Committee receive the report titled Toitoti Review dated 20 March 2025.
- B) That the Committee support the Recommendations 1 – 12 as detailed in Section 15 of the Draft Toitoti Review – March 2025 (CG-17-55) as set out below to be actioned, and where appropriate cultural enrichment is enhanced by taking into account a weighting based on mana whenua cultural values.

Financial

1. Report on and analyse Toitoti's financial position in two components - Toitoti Building Asset and Toitoti Operations to better understand where efficiencies can be made.
2. Increase financial sustainability and continue optimising revenue streams through innovative event models (such as shared risk models), efficient cost management, and targeted digital marketing campaigns in order to reduce ratepayer contribution. This includes reporting on and analysing profitability of individual events using new processes established. Noting that profitability is not a core outcome for Toitoti, but increasing sustainability is.
3. Diversify revenue streams by exploring corporate sponsorships, grants (CNZ), or partnerships with educational institutions (EIT) to support community engagement initiatives. Implementation of a naming rights policy and funding strategy that includes a membership and patron's programme to cultivate long term financial resilience and promote the advocacy and community engagement of Toitoti.
4. Prioritise the completion of ongoing remedial works through detailed capital expenditure planning in the next LTP.

Audience Development

5. Implement comprehensive audience development, programming, naming rights policy, and funding and marketing strategies to enhance the visibility of Toitoti and attract diverse audiences.
6. The above will include addressing remaining accessibility issues, such as additional accessible seating in the Opera House. Engage with accessibility experts to identify and implement necessary modifications.

Partnerships and Collaboration

7. Leverage existing and actively seek new partnerships with local, national, and international organisations to diversify event offerings and share best practices. Use collective impact model to develop partnerships to leverage resources and expertise, enhancing the quality and variety of events.
8. Strengthen collaborations with local businesses and organisations to co-promote events and enhance community engagement initiatives.
9. Strengthen partnerships with neighbouring hospitality businesses to offer integrated experiences and promote local economic growth.
10. Strengthen partnerships with local artists, local, national and international arts organisations, and educational institutions to enrich programme offerings.

Workforce Development

11. Participate in workforce development, education initiatives and support training and career pathways for youth in Hastings in the event and entertainment industry.

Strategic

12. Complete an updated strategic plan building on the successes and achievements of the original strategy whilst balancing a challenging financial environment with the needs of the Heretaunga and wider Hawke's Bay communities.

CARRIED

9. HEALTH, SAFETY & WELLBEING POLICY

(Document 25/57)

The Health, Safety & Wellbeing Manager, Jennie Kuzman, spoke to the agenda report. She responded to questions from the Committee.

Councillor Schollum/Councillor Heke

That the Performance and Monitoring Committee endorse the Overarching Health, Safety and Wellbeing Policy.

CARRIED

10. FINANCIAL REPORT FOR THE SIX MONTHS ENDED 31ST DECEMBER 2024

(Document 25/71)

The Chair, Councillor Fowler, made some initial comments by way of an introduction to this item. The Chief Financial Officer, Graham Watson also made some comments. He and the Financial Controller, Aaron Wilson, and the Finance Operations Manager, Megan Taylor, spoke to the agenda report. Officers responded to questions from the Committee and also addressed a power point presentation (CG-17-4-00208).

Overview update reports on some ancillary projects were then presented by officers for information.

Building Consents Manager, Tony Manunui, showed and spoke to two slides titled “Building Control Net Result” (*Part CG-17-4-00204*). He and the Group Manager: Planning & Regulatory Services, John O’Shaughnessy, responded to questions from the meeting.

Group Manager, Infrastructure, Mr Thew, and the Principal Advisor: Essential Services, Brett Chapman both spoke to the Puketapu Bridge project and the Paharakeke Watermain project. Some slides (*Part CG-17-4-00204*) were shown in regard to these projects and officers responded to questions from the meeting.

Councillor Dixon/Councillor Nixon

That the Performance and Monitoring Committee receives the report titled Financial Report for the six months ended 31st December 2024.

CARRIED

11. PERFORMANCE AND MONITORING REPORT FOR THE QUARTER ENDED 31 DECEMBER 2024

(Document 25/105) (An attachment was circulated in separate attachment document – Vol 2)

Due to time constraints at this meeting, the presentation of this item was abridged and an accompanying presentation on Recovery matters (*CG-17-4-00207*) would be circulated, rather than shown and addressed at the meeting.

The Deputy Chief Executive, Bruce Allan, spoke to the agenda report and responded to questions from the meeting.

The Manager, Recovery & Special Projects, Gus Charteris; Group Manager: Community Wellbeing & Services, Rebekah Dinwoodie; 3 Waters Manager, Steve Cave; and Group Manager: Infrastructure, Craig Thew, each gave a brief high level overview regarding progress on their respective areas of responsibility and responded to any questions from the meeting.

Councillor Corban withdrew from the meeting at 12 noon.

Councillor Schollum/Councillor Jessup

That the Performance & Monitoring Committee Meeting receive the report titled Performance and Monitoring Report for the quarter ended 31 December 2024 dated 20 March 2025.

CARRIED

12. MINOR ITEMS - NGĀ TAKE ITI

There were no additional business items.

13. URGENT ITEMS - NGĀ TAKE WHAKAHIHIRI

There were no extraordinary business items.

The meeting closed at 12.01pm

Confirmed:

Chairman:

Date: