

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council
Community & Civic Futures Subcommittee Meeting

Kaupapataka

Agenda

Te Rā Hui: **Wednesday, 4 February 2026**
Meeting date:

Te Wā:
Time: **9:00 AM**

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

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

Te Āpiha Matua: **Group Manager: Community Wellbeing & Services - Rebekah**
Responsible Officer: **Dinwoodie**

Community & Civic Futures Subcommittee

A Subcommittee of the Strategy and Policy Committee.

Fields of Activity

The Community & Civic Futures Subcommittee is responsible for making delegated decisions and advising the Strategy and Policy Committee by;

- 1) Assisting Council in the allocation of Community Grants by;
 - a) Reviewing applications for Community Grants.
 - b) Setting appropriate performance measures to assist in the measurement of delivery of activities funded from Grants.
 - c) Allocation of grant funding within the budget allocation.
- 2) Assisting Council by reviewing and considering submissions and deciding applications for temporary closure of roads.
- 3) Recommending to Council the appointment of trustees to Te Mata Park Trust Board.
- 4) Recommending to Council the appointment of directors to Hastings District Holdings Limited.
- 5) Recommending to Council the appointment of List Members to the District Licensing Committee.
- 6) Assisting Council by reviewing, considering nominations and recommending recipients of Civic Awards.
- 7) Providing guidance and oversight to Council officers in the development of strategies and delivery of activities in the community that deliver improved wellbeing outcomes.
- 8) 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.
- 9) Providing guidance and oversight to Council Officers in the delivery of major Council and Council enabled Events.
- 10) Providing guidance and oversight to Council Officers in the active promotion of Hastings as a Visitor Destination.

Membership

- 10 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 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 the Mayor or Council.
- 2 Youth Council Members appointed by Council (non-voting)

Quorum

A minimum of 4 members - for Subcommittee meetings where the agenda items only address proposed temporary road closure applications (when there are no submitters).

A minimum of 7 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) 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.
- 3) 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.
- 4) 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.
- 5) Recommend to Council the recipients of Civic Awards.
- 6) 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.

Wednesday, 4 February 2026

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council
Community & Civic Futures Subcommittee Meeting

Kaupapataka **Agenda**

Mematanga:
Membership:

Koromatua
Chair: Councillor Hana Montaperto-Hendry

Ngā KaiKaunihera

Councillors: Alwyn Corban, Siiam Daniel, Stephen Gibson, Kellie Jessup, Yvonne Lorkin, Elisha Milmine, (Deputy Chair), Henare O'Keefe, Nicholas Ratcliffe, Heather Te Au-Skipworth

Mayor Wendy Schollum

Transportation Manager, Jag Pannu AND
Environmental Consents Manager, Caleb Sutton – Subcommittee members for Item 4

Two (non-voting) Youth Council appointees: vacancies

Heretaunga Takoto Noa Māori Standing Committee appointee: vacancy

Tokamatua:
Quorum:

4 members - for meetings where the agenda items only address proposed temporary road closure applications (if no submitters).
7 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 Rārangi Take **Order of Business**

Opening Prayer – Karakia Whakatūwheratanga

Apologies – Ngā Whakapāhatanga

1.0 At the close of the agenda an apology had been received from Councillor Te Au-Skipworth. Leave of Absence had previously been granted to Councillor Jessup.

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 previous Community & Civic Futures Subcommittee Meeting held Thursday 11 December 2025 – not to be confirmed at this meeting.
(Minutes not yet completed)

Summer Festival Update - Date Change Meatball Festival to 6 March 2026

4.0 and addition of Backup Date on 20 March 2026. Cancellation February 9
Alfresco Friday on 27 February 2026

Hastings District Council Waste Minimisation Fund - Large Grant Applications (Funding Round One, September - October 2025)

5.0 Attachment 1 to this report is confidential in accordance with the Local Government Official Information and Meetings Act 1987 Section 7 (2) (b) (ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information. 15

6.0 Review of Civic Honours Awards Criteria

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7.0 Minor Items – *Ngā Take Iti*

8.0 Urgent Items – *Ngā Take Whakahihiri*

Te Rārangi Take

Report to Community & Civic Futures Subcommittee

Nā:
From: **Cat Hancock, Network Controls Manager**

Te Take: **Summer Festival Update - Date Change Meatball Festival to 6 March 2026 and addition of Backup Date on 20 March 2026.**
Subject: **Cancellation February Alfresco Friday on 27 February 2026**

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

[//hdcfp1/data/Infocouncil/Templates/report_guidance.pdf](http://hdcfp1/data/Infocouncil/Templates/report_guidance.pdf) The purpose of this report is to obtain a decision from the Community & Civic Futures Subcommittee regarding the following temporary road closure/s as requested below. This request arises from the need to inform and gain the approval of Hastings District Council (“the Council”) in order to comply with the legal process to temporarily close the road/s listed below:

Changes proposed to the Hastings Summer Festival Events previously approved by the former Civic Development Subcommittee on 2 September 2025:

Event Cancellation – Alfresco Friday on 27 February 2026. Roads affected are **Heretaunga Street East (200 and 300 blocks Karamu Road to Hastings Street) and Warren Street (Queen Street to Eastbourne Street).** The purpose of the road closure was to hold a Public Event. Officers involved in organising this 27 February 2026 event had confirmed in writing that this event date was not going ahead now. The previously approved associated road closures need to be revoked.

Public Event change of date - Meatball Festival – Date Change (from 27 March 2026) to Friday, 6 March 2026 and addition of a backup date on Friday, 20 March 2026. Roads affected are **Heretaunga Street East (200 and 300 blocks Karamu Road to Hastings Street) and Warren Street (Queen Street to Eastbourne Street).**

1.1 **Change of date and alternate date for the Meatball Festival Event** was advertised on Saturday 18 October 2025. Submissions closed Friday 31 October 2025. There were 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.

Due to the timing of the Local Authority Election in late 2025, this item was not able to be addressed until this first meeting in 2026.

- 1.2 As part of the notification process for the proposed temporary road closure/s, representatives visited each of the persons deemed to be affected by the proposed closure/s. 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 closure/s are set out under the consultation section of this report.
- 1.3 Officers also track the number of times that each section of a road is temporarily closed for an event in each calendar year.
- 1.4 The approvals process has already been completed in regard to each of the above proposed changes to the Hastings Summer Festival dates.

2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Community & Civic Future Subcommittee receive the report titled Summer Festival Update - Date Change Meatball Festival to 6 March 2026 and addition of Backup Date on 20 March 2026. Cancellation February Alfresco Friday on 27 February 2026- dated 4 February 2026.
- B) That the Community & Civic Futures Subcommittee approve the following changes to temporary road closure applications, received from the Hastings District Council, previously approved by the former Civic Development Subcommittee, subject to no submissions or objections having been received in respect of the application changes being approved:
 - i. Temporary Road Closures – **Summer Festival Events - Heretaunga Street East (Blocks 200 and 300) from Karamu Road to Hastings Street; and Warren Street East and West, from Queen Street (100 Block) to Eastbourne Street East (100 Block).** The purpose of the road closures is **to hold Public Events as follows:**
– 12:00pm to 10:00pm – on Friday, 6 March 2026 – Meatball Festival (backup date Friday, 20 March 2026).

Subject to the following conditions to be complied with to the satisfaction of the Group Manager: Asset Management:

- i. The events are to be 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 organisers.
- 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 applicants 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 the temporary road closures.
- ix. The applicants 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.

C) That the Community & Civic Futures Subcommittee revoke the temporary road closures associated with the following event on 27 February 2026, which had been previously approved by the former Civic Development Subcommittee and was now being cancelled:

- i. **Event Cancellation – Alfresco Friday on 27 February 2026.** Roads affected are **Heretaunga Street East (200 and 300 blocks Karamu Road to Hastings Street) and Warren Street (Queen Street to Eastbourne Street).**

3.0 Background – *Te Horopaki*

3.1 This report covers the application to hold the following event/s on the amended and backup date, being:

Temporary Road Closure (change of date) - Meatball Festival – to Friday, 6 March 2026 and addition of a backup date on Friday, 20 March 2026. Roads affected are Heretaunga Street East (200 and 300 blocks Karamu Road to Hastings Street) and Warren Street (Queen Street to Eastbourne Street).

3.2 In the 2 September 2025 report to the former Civic Development Subcommittee the following was noted:

In italics are noted the number of times these sections of road would have been temporarily closed during the 2026 calendar year. (The average daily traffic count on each section of road is also noted and set out in brackets).

Heretaunga Street East (Blocks 200 and 300) – *three times in the calendar year (Daily count 13,272 vehicles)*.

Warren Street East and West, from Queen Street (100 Block) to Eastbourne Street East (100 Block) – *three times in the calendar year (Daily count 2,004 vehicles)*.

3.3 With the cancellation of the event on 27 February, the number of closures of each section of the roads involved will be reduced to two times in the calendar year.

3.4 The proposed change of date and alternate date outlined above will not affect the number of closures (as these only involve date changes not additional/total number of temporary road closures).

4.0 Options – *Ngā Kōwhiringa*

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

4.1 Option A is the preferred option. It recommends the Subcommittee approve the temporary road closures detailed above, subject to conditions that will ensure public safety is maintained.

Temporary road closure options listed below:

- **Option A:** Approve the temporary road closures detailed above.

- Advantages: The event can proceed and contribute to the safe use of roading within the district for the proposed events.
- Disadvantages: Traffic will be impeded for a short period of time on specific roads.
- **Option B:** Do not approve the temporary road closures detailed above.
- Advantages: Traffic will not be impeded.

4.2 Disadvantages: The proposed events may need to be cancelled.

5.0 Next steps – Te Anga Whakamua

5.1 See above for options related to the proposed temporary road closures.

Attachments:

1[1](#) Advertisement for date change Meatball Festival in CG-18-11-00011
March 2026 - Community & Civic Futures
Subcommittee meeting on 4 February 2026

Summary of Considerations - *He Whakarāpopoto Whakaarohangā*

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 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 Whakaarohangā Ahumoni*

The advertising cost for these events is being met by the organisers of the events: Hastings District Council.

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 proposed 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 the applications are set out at the end of this section.

The proposed changes to the temporary road closures have been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper as follows:

Saturday 18 October 2025. Submissions closed Friday 31 October 2025.

If the road closures are approved, final formal public notification will be published in the Hawke's Bay Today newspaper.

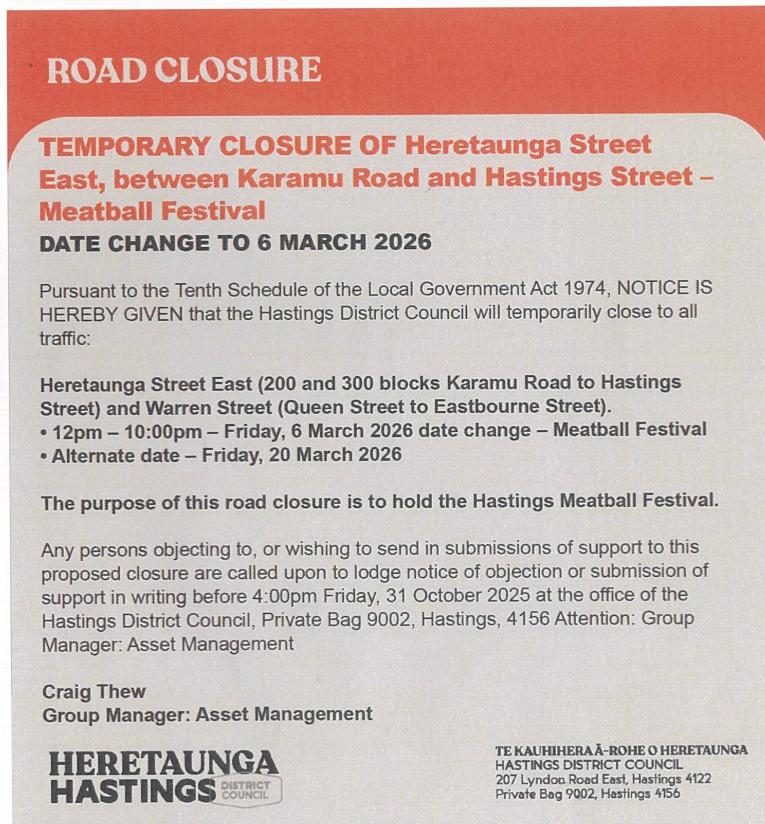
Risks

Opportunity: To seek a temporary road closure for the purpose of a public 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 temporary road closures to ensure the safety of the public during the events.	That without the proposed safety measures there may be a risk to public safety – including possible safety risks to pedestrians and motorists.

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

There are no implications for the Rural Community Board:



Te Rārangi Take

Report to Community & Civic Futures Subcommittee

Nā:
From: **Angela Atkins, Waste Manager**

Te Take: **Hastings District Council Waste Minimisation Fund - Large Grant**
Subject: **Applications (Funding Round One, September - October 2025)**

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

The purpose of this report is to obtain decisions from the Community & Civic Futures Subcommittee regarding the allocation of grants from Hastings District Council's Waste Minimisation Fund.

- 1.1 The aim of the fund is to support projects that develop innovative solutions for reducing waste in the Hastings District. It provides financial assistance to local waste minimisation initiatives that contribute to achieving the goals outlined in Hastings District Council's current Waste Management and Minimisation Plan (WMMP hereafter).
- 1.1 This report relates to the first of two funding rounds for the 25/26 financial year (08 September 2025 – 27 October 2025). There is \$200,000 available this round.
- 1.2 Applications have been assessed by the waste minimisation team using the assessment criteria set out in the HDC funding framework.
- 1.2 This report recommends that funds be allocated to the applications assessed by this subcommittee as best achieving the purposes of the Waste Minimisation Fund.

2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Community & Civic Futures Subcommittee receive the report titled Hastings District Council Waste Minimisation Fund - Large Grant Applications (Funding Round One, September - October 2025) dated 4 February 2026.
- B) That the Community & Civic Futures Subcommittee approve the reallocation of \$120,000 of the schools' waste minimisation fund to the community waste minimisation fund for the 2025/2026 financial year.

C) That having reviewed the applications against the criteria for the Waste Minimisation Fund – Large Grants, the Community & Civic Futures Subcommittee allocates funds to those applicants whom it considers will best assist Council to achieve the purposes of the fund and its desired community outcomes, from the total funding available of \$200,000.00; as set out below:

Applicant name	Project Description	Amount requested	Total Granted
Waste-Ed With Kate Limited	Enhancing Food Waste Reduction Through Cultural Outreach.	\$18,650.00	
Dr. Louise Trent	Improving Resource Stewardship and environmental sustainability in Te Matau a Māui Hawke's Bay Hospital.	\$50,000.00	
Moteo Marae	Para-Kore Marae Coordinator	\$20,000.00	
TOTAL FUNDING ALLOCATED			\$

3.0 Background – *Te Horopaki*

3.1 The Waste Minimisation contestable fund has two streams with a total pool of \$150,000 available this financial year. Those streams are:

- The large waste minimisation contestable fund, for grants over \$10,000 and up to \$50,000 with a maximum of two funding rounds per year. The latest funding round was 08 September – 27 October 2025.
- The small waste minimisation contestable fund, for grants under \$10,000 are accepted year-round and assessed by council officers monthly.

3.2 There is another waste minimisation fund for kura, schools, kohanga and kindergartens. This fund has a total pool of \$150,000. This is a new fund and due to slow uptake for the 25/26 financial year, only \$3,902.21 has been applied for.

3.3 The remaining school waste fund can be allocated to supplement the Waste Minimisation contestable large and small fund.

3.4 If these funds were combined, the current balance of the waste minimisation fund budget is \$270,000. There is no requirement to allocate all the funds during this funding round. Any unspent budget will be returned to the waste disposal levy fund reserve to be spent on other waste minimisation activities identified in the Joint WMMP.

3.5 This round of funding was advertised via social media channels, Council's website, Council's monthly printed newsletter (My Hastings) local radio stations and Council's Landfill Comes Last newsletter.

3.6 In this funding round, four large applications were received.

3.7 Both the Waste Minimisation Contestable Fund and Schools Waste Minimisation Fund are funded by the waste disposal levy revenue Council receives from Ministry for the Environment.

3.8 The Waste Disposal Levy, established under the Waste Minimisation Act 2008, applies to all waste sent to landfill. fifty per cent of the revenue generated from this levy is allocated to councils to support activities that reduce waste and promote resource recovery as detailed in the WMMP.

3.9 HDC Waste Minimisation Fund

3.10 This fund was approved for establishment by the Joint Waste Futures Project Steering Committee utilising a portion of the HDC waste disposal levy funds to support waste minimisation initiatives across the district under the WMMP.

3.11 The following eligibility criteria was created to give effect to the Waste Minimisation Act and in line with the criteria of other Territorial Authorities who operate similar funds.

3.12 Eligibility

3.13 Hastings District Council prioritises support for projects that aren't already happening or expand on existing activities in a new or different way. It also prioritises initiatives that avoid creating waste rather than just managing it.

3.14 Eligible projects or initiatives must:

- Align with one of the goals in the current Joint WMMP.
- Divert or reduce a waste stream that is currently being disposed of at landfill or deliver education or research that contributes to this.
- Be a new project/initiative to reduce waste or expand on an existing initiative. (i.e. funding will not be awarded for existing activities or running costs.)
- Fit with one of the six priority areas outlined below.
- Have clear goals that will be monitored, measured and evaluated, leading to clear community and environmental benefits.
- Take place within the Hastings District boundary.
- Demonstrate a clear timeline with results achieved within one year. In some cases, multi-year funding may be awarded, with milestones and reporting requirements throughout the funded period.
- Show genuine commitment to waste minimisation outcomes, i.e. include specific action that aim to reduce waste or change behaviours towards waste creation.
- Provide follow up reporting if the funding application is successful.

3.15 Co-funding requirements

- Applications from a registered business require a minimum of 50% contribution/co-funding of the project's total cost from applicant(s).
- For applications from a charity or community group, projects with a total value greater than \$50,000 require a minimum of 25% contribution/co-funding from the applicant.

3.16 The priority areas in order are:

- Minimisation, avoidance and/or reduction of waste creation
- Reuse, repair and repurposing of waste materials
- Resource recovery infrastructure and/or waste minimisation support for marae and community facilities, community organisations and registered charities.
- Alignment with national waste minimisation policy or locally identified priorities.

- Recovery of waste materials (such as recycling, composting or generating energy).
- Waste minimisation education programmes, workshops, data collection, feasibility studies, monitoring and waste audits.

4.0 *Discussion – Te Matapakitanga*

4.1 In this latest funding round, HDC received applications from the following applicants.

Applicant name	Basic project description	Amount requested
Waste-Ed With Kate Limited	Enhancing Food Waste Reduction Through Cultural Outreach.	\$18,650.00
Dr. Louise Trent	Improving Resource Stewardship and environmental sustainability in Te Matau a Māui Hawke's Bay Hospital.	\$50,000.00
Mai Kai	Mai Kai Waste Minimisation Project	\$35,000.00
Moteo Marae	Para-Kore Marae Coordinator	\$20,000.00

4.2 The application from Mai Kai was withdrawn on 12 January 2026.

4.3 Copies of the eligible applications received and a summary for this funding round are attached (in **Public Excluded Attachment 1**).

4.4 Councillors can view the full applications and attachments via their Smarty Grants login. They can also see the scores for each assessment given by the Council officer panel.

4.5 The applications are scored against a criteria looking at priority level, likelihood and impact that the proposed initiative will deliver.

4.6 The likelihood criteria consider: the idea, technical feasibility, proposed process and timeline, monitoring and reporting approach, the relevant skillset of the organisation to deliver the project, level of stakeholder engagement and financial information.

4.7 The impact criteria consider the level of, waste diversion, public engagement or education, potential for ongoing diversion and Māori or cultural outcomes.

4.8 All applications must align with the current Joint WMMP and divert or reduce a waste stream that is currently being disposed of at landfill or deliver education or research that contributes to this. Applications for projects that don't divert materials away from landfill (i.e. materials that are currently diverted for alternative use) do not meet this criteria.

4.9 Officers will present a verbal summary of the applications at the meeting.

5.0 *Options – Ngā Kōwhiringa*

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

5.1 That the Community & Civic Futures Subcommittee considers the applications for the Waste Minimisation Fund against the criteria and approves the allocation of funds to those applications that best achieve the purposes of the Waste Minimisation Fund from the annual pool available including the reallocation of \$120,000 of the schools funding.

5.2 Decisions may take into account/consideration, the recommendations in **Public Excluded Attachment 1**.

Option Two – Status Quo - Te Kōwhiringa Tuarua – Te Āhuatanga o nāianei

5.3 That the Community & Civic Futures Subcommittee reviews the applications for funding from the Waste Minimisation Fund, considers the applications against the criteria and does not allocate the total requested from the funding available of \$200,000 which can be allocated to future funding rounds.

Attachments:

1 Overview of applications received, HDC Large Waste Minimisation Fund, October 2025 SW-29-3-26-209
Confidential in accordance with Section 7 (2) (b) (ii) of the Local Government Official Information and Meetings Act 1987

Summary of Considerations - *He Whakarāpopoto Whakaarohangā*

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-Haporī*

This proposal promotes the local infrastructure wellbeing of communities in the present and for the future.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

There are likely to be positive impacts for mana whenua, as for the wider community, such as access to waste minimisation programmes offered by the applicants. The impact/s on mana whenua is an assessment criteria against which all applications are assessed.

Sustainability - *Te Toitūtanga*

Waste minimisation initiatives will by their nature have benefits regarding sustainability.

Financial considerations - *Ngā Whakaarohangā Ahumoni*

These applications are to be funded from this financial year's Waste Minimisation Fund. The current balance is \$200,000 (inclusive of the remaining schools waste minimisation fund) and only funding up to that amount can be considered.

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 has been no external consultation except that the grant round has been open and transparent inviting all community organisations to apply.

Risks

Opportunity: The recommendation being proposed is the best option to ensure an accountable and transparent governance process. Using the established and approved HDC Waste Minimisation Fund processes ensures security of applicants' data, supports a fair review process and established monitoring and reporting process.

There are no significant risks to the initiatives detailed in the report.

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

There are no implications for the Rural Community Board.

Te Rārangi Take

Report to Community & Civic Futures Subcommittee

Nā:

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

Te Take:

Subject: **Review of Civic Honours Awards Criteria**

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

- 1.1 The purpose of this report is for the Community & Civic Futures Subcommittee (subcommittee) to review the criteria by which Civic Honours are awarded and to recommend to the Council any amendments that the subcommittee wishes to make.
- 1.2 In previous years the subcommittee members have asked that the Criteria for the Civic Honours Awards be reviewed following each annual Civic Honours event to ensure that they remain relevant.
- 1.3 The current Civic Honours Awards criteria is attached (**Attachment 1**).
- 1.4 Officers have reviewed the current criteria and recommend the following updates as highlighted with tracked changes in **Attachment 2**:
 - Updated the name of the subcommittee (from Civic Development Subcommittee to Community & Civic Futures Subcommittee) and the relevant year.
 - Removed discretion for the subcommittee to receive/consider nominations for meritorious voluntary service in the Hastings District to the Community Response and Recovery from the effects of Cyclone Gabrielle.
 - Included the maximum number of individual awards to ensure the event can be delivered within the allowable budget.
 - Clarify that meritorious voluntary service includes long service of 10 years' or more.
- 1.5 The 2024 Civic Honours event included a significant focus on acknowledging Cyclone Gabrielle volunteers. Although the intention of the subcommittee was to restrict this to that year's event, last year the criteria allowed for the subcommittee to exercise their discretion and include Cyclone

Gabrielle volunteers should they wish to. Given that the cyclone was 3 years ago officers consider it may be timely to revert to the original categories.

1.6 Timeframes for the Civic Honours Awards work this year are:

- March – April – nominations period.
- May - Community & Civic Futures Subcommittee consider nominations and make recommendations to Council.
- June – Council considers and makes decisions on the recommendations from the Community & Civic Futures Subcommittee.
- June – August – officers organise event including collateral.
- August – Civic Honours Awards ceremony.

1.7 This year's Civic Honours Awards event will be held at Toitoi on Thursday the 13th of August.

2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Community & Civic Futures Subcommittee receive the report titled Review of Civic Honours Awards Criteria dated 4 February 2026.
- B) That the Community & Civic Futures Subcommittee recommend to Council the adoption of the Criteria for the Civic Honours Awards 2026 as contained in **Attachment 2** (CG-18-11-00010) with any amendments agreed to by the subcommittee.

Attachments:

1 <u>l</u>	Civic Honours Criteria 2025	CG-03-02-24-713
2 <u>l</u>	Civic Honours Criteria 2026 with tracked changes	CG-18-11-00010

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**CRITERIA FOR THE HASTINGS CIVIC HONOURS AWARD
FOR VOLUNTARY COMMUNITY SERVICE BY AN INDIVIDUAL**

The following conditions apply to nominations in respect of awards for Voluntary Community Service:

1. Any person who has carried out meritorious voluntary service in the Hastings District in **one (1)** of the following categories of Community Service:
 - **Arts and Culture**
 - **Education and Youth**
 - **Health and Welfare**
 - **Recreation and Sport**
 - **New Volunteer or**
 - **Youth Volunteer**is eligible for nomination by any two (2) citizens of New Zealand. If only one nominator is stated, the nomination will not be accepted.
2. Notwithstanding Section 1 of the 'Criteria for Hastings Civic Honours Award' the Civic Development Subcommittee may exercise their discretion in receipt and consideration of nominations for 'meritorious voluntary service in the Hastings District to the Community Response and Recovery from the effects of Cyclone Gabrielle' for the 2025 Civic Honours Awards.
3. The definition of voluntary to include service hours which are over and above paid work and Honoraria payments.
4. Bona fide organisations, associations, societies or clubs may make nominations – any such group can nominate more than one person for consideration. Two (2) executive officers of the nominating organisation, association, etc are required to sign the nomination form and record the titles of their office alongside their signatures.
5. Information given concerning nominees needs to include details of the merits of nominees so that the Civic Development Subcommittee appointed to decide the recipients of awards may exercise its function with full knowledge of the qualifications of the nominees. We emphasise that details sought are not merely those of offices held. Information needs to be supplied concerning actual voluntary work or activities carried out, together with length of service in each category. The impact of the voluntary work to be considered alongside length of service. Hastings District Council staff may contact nominees for more information if required.
6. Video blogs and presentations in addition to written forms, will be accepted as part of the application process.
7. It will be necessary for the consent of the nominee to be obtained after selections are made and have been confirmed by Council.
8. Nominations which are not successful in any one year may be re-submitted for consideration in subsequent years.

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9. Previous recipients of a Civic Honours Award are ineligible to receive a future award for the same type of voluntary service.
10. As a general rule, nominees must be residents of the Hastings District. However in exceptional circumstances the Civic Development Subcommittee may make an award to a non-resident of the Hastings District, if the voluntary community service has been carried out in the Hastings District.
11. Past councillors are eligible for this award and will be given consideration based on their voluntary community service. Please note; sitting councillors are ineligible for nomination.
12. If, after a person has been nominated, that person dies, the nomination in respect of the deceased shall be duly considered on its merits and, if successful, a Civic Award can be awarded posthumously.
13. In cases where an individual is nominated by a family member the second nominee must be an independent.
14. The recommendations of the Civic Development Subcommittee shall be submitted to a meeting of full Council for final decision.

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**CRITERIA FOR THE HASTINGS CIVIC HONOURS AWARD
FOR VOLUNTARY COMMUNITY SERVICE BY A GROUP/ORGANISATION**

The following conditions apply to selection of groups/organisations in respect of awards for Voluntary Community Service within the Hastings District Council boundaries:

1. Any group/organisation that has provided outstanding, or meritorious, **voluntary** service within the Hastings District in **one (1)** of the following categories of Community Service:
 - **Arts and Culture**
 - **Education and Youth**
 - **Health and Welfare**
 - **Recreation**
 - **Sport**
 - **New Voluntary Organisations,**
 - **Youth Volunteers**is eligible for nomination by any two (2) citizens of New Zealand. If only one nominator is stated, the nomination will not be accepted.
2. Notwithstanding Section 1 of the 'Criteria for Hastings Civic Honours Award' the Civic Development Subcommittee may exercise their discretion in receipt and consideration of nominations for 'meritorious voluntary service in the Hastings District to the Community Response and Recovery from the effects of Cyclone Gabrielle' for the 2025 Civic Honours Awards.
3. The Civic Development Subcommittee will select a maximum of three (3) community groups/organisations a year for an award from the nominations received.
4. Groups/organisations considered for recognition should have a significant proportion of voluntary contribution, i.e. on the basis of receiving no wages.
5. It will be necessary for the consent of the group/organisation to be obtained for receipt of an award, after the Selection Panel has selected it for recognition.
6. In exceptional circumstances the Civic Development Subcommittee may, by majority, make an award to a group/organisation based outside of the Hastings District, if the voluntary service was carried out within the Hastings District.
7. A group/organisation may only be selected for recognition once within a ten (10) year period.
8. Nominations which do not receive an award in any one year may be re-submitted for consideration in subsequent years.
9. The Council will advertise, within its publicity, for nominations for the group/organisation category.

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10. The recommendations of the Civic Development Subcommittee shall be submitted to a meeting of full Council for final decision.

**CRITERIA FOR THE HASTINGS CIVIC HONOURS AWARD
FOR VOLUNTARY COMMUNITY SERVICE BY AN INDIVIDUAL**

The following conditions apply to nominations in respect of awards for Voluntary Community Service:

1. Any person who has carried out meritorious voluntary service in the Hastings District in **one (1)** of the following categories of Community Service:
 - Arts and Culture
 - Education and Youth
 - Health and Welfare
 - Recreation and Sport
 - New Volunteer or
 - Youth Volunteer

is eligible for nomination by any **two (2)** citizens of New Zealand. If only one nominator is stated, the nomination will not be accepted.

2. ~~Notwithstanding Section 1 of the 'Criteria for Hastings Civic Honours Award' the Civic Development Subcommittee may exercise their discretion in receipt and consideration of nominations for 'meritorious voluntary service in the Hastings District to the Community Response and Recovery from the effects of Cyclone Gabrielle' for the 2025 Civic Honours Awards.~~
2. The definition of voluntary to include service hours which are over and above paid work and Honoraria payments. The definition of 'meritorious' voluntary service includes long service; indicatively 10 years or more.
3. The Community and Civic Futures Subcommittee will select a maximum of 10-12 individuals a year for an award from the nominations received.
4. Bona fide organisations, associations, societies or clubs may make nominations – any such group can nominate more than one person for consideration. Two (2) executive officers of the nominating organisation, association, etc are required to sign the nomination form and record the titles of their office alongside their signatures.
5. Information given concerning nominees needs to include details of the merits of nominees so that the Community and Civic Futures Development Subcommittee appointed to decide the recipients of awards may exercise its function with full knowledge of the qualifications of the nominees. We emphasise that details sought are not merely those of offices held. Information needs to be supplied concerning actual voluntary work or activities carried out, together with length of service in each category. The impact of the voluntary work to be considered alongside length of service. Hastings District Council staff may contact nominees for more information if required.

6. Video blogs and presentations in addition to written forms, will be accepted as part of the application process.
7. It will be necessary for the consent of the nominee to be obtained after selections are made and have been confirmed by Council.
8. Nominations which are not successful in any one year may be re-submitted for consideration in subsequent years.
- 8.9. Previous recipients of a Civic Honours Award are ineligible to receive a future award for the same type of voluntary service.
- 9.10. As a general rule, nominees must be residents of the Hastings District. However in exceptional circumstances the Community and Civic Futures~~Development~~ Subcommittee may make an award to a non-resident of the Hastings District, if the voluntary community service has been carried out in the Hastings District.
- 10.11. Past councillors are eligible for this award and will be given consideration based on their voluntary community service. Please note; sitting councillors are ineligible for nomination.
- 11.12. If, after a person has been nominated, that person dies, the nomination in respect of the deceased shall be duly considered on its merits and, if successful, a Civic Award can be awarded posthumously.
- 12.13. In cases where an individual is nominated by a family member the second nominee must be an independent.
- 13.14. The recommendations of the Community and Civic Futures~~Development~~ Subcommittee shall be submitted to a meeting of full Council for final decision.

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**CRITERIA FOR THE HASTINGS CIVIC HONOURS AWARD
FOR VOLUNTARY COMMUNITY SERVICE BY A GROUP/ORGANISATION**

The following conditions apply to selection of groups/organisations in respect of awards for Voluntary Community Service within the Hastings District Council boundaries:

1. Any group/organisation that has provided outstanding, or meritorious, **voluntary** service within the Hastings District in **one (1)** of the following categories of Community Service:
 - **Arts and Culture**
 - **Education and Youth**
 - **Health and Welfare**
 - **Recreation**
 - **Sport**
 - **New Voluntary Organisations,**
 - **Youth Volunteers**is eligible for nomination by any **two (2)** citizens of New Zealand. If only one nominator is stated, the nomination will not be accepted.
2. Notwithstanding Section 1 of the 'Criteria for Hastings Civic Honours Award' the **Community and Civic Future—Development** Subcommittee may exercise their discretion in receipt and consideration of nominations for 'meritorious voluntary service in the Hastings District to the Community Response and Recovery from the effects of Cyclone Gabrielle' for the 202~~6~~⁵ Civic Honours Awards.
3. The **Community and Civic Futures—Development** Subcommittee will select a maximum of three (3) community groups/organisations a year for an award from the nominations received.
4. Groups/organisations considered for recognition should have a significant proportion of voluntary contribution, i.e. on the basis of receiving no wages.
5. It will be necessary for the consent of the group/organisation to be obtained for receipt of an award, after the Selection Panel has selected it for recognition.
6. In exceptional circumstances the **Community and Civic Futures—Development** Subcommittee may, by majority, make an award to a group/organisation based outside of the Hastings District, if the voluntary service was carried out within the Hastings District.
7. A group/organisation may only be selected for recognition once within a ten (10) year period.
8. Nominations which do not receive an award in any one year may be re-submitted for consideration in subsequent years.
9. The Council will advertise, within its publicity, for nominations for the group/organisation category.

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10. The recommendations of the Community and Civic Futures-Development Subcommittee shall be submitted to a meeting of full Council for final decision.