

Wednesday, 4 February 2026

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Community & Civic Futures Subcommittee Meeting

Ngā Minitī

Minutes

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

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

Time start - end **9:00 AM – 9:57 AM**

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Kua Tae ā-tinana: **Chair:** Councillor Hana Montaperto-Hendry

Present:

Ngā KaiKaunihera

Councillors: Alwyn Corban, Siam Daniel, Stephen Gibson, Yvonne Lorkin, Elisha Milmine, (Deputy Chair), Henare O’Keefe and Nicholas Ratcliffe

Mayor Wendy Schollum

Environmental Consents Manager, Caleb Sutton – Subcommittee member for Item 4

Kei Konei:

Also present:

Group Manager: Community Wellbeing & Services – Rebekah Dinwoodie

Network Controls Manager – Cat Hancock (Item 4)

Transportation Policy & Planning Manager - Bruce Conaghan (Item 4)

Events Operations Manager - Andrea Taafe (Item 4)

Manager: Democracy & Governance Services – Louise Stettner (Item 6)

Interim Group Manager: Waste, Parks & Cemeteries – Martin Jarvis (Item 5)

Waste Manager – Angela Atkins (Item 5)

Waste Community Engagement Specialist - Emily Hosford (Item 5)

Waste Minimisation Specialist - Jordy Wiggins (Item 5)

Democracy & Governance Advisor – Caitlyn Dine (Item 6)

Democracy & Governance Advisor - Christine Hilton

The meeting opened with a Karakia from Councillor Henare O’Keefe who also noted the recent passing of two Hawke’s Bay locals.

1. **APOLOGIES – NGĀ WHAKAPĀHATANGA**

Councillor Daniel/Councillor Ratcliffe

That an Apology for Absence from Transportation Manager, Jag Pannu (Subcommittee member for Item 4) be accepted.

CARRIED

Leaves of Absence had previously been granted by Mayor Schollum to both Councillor Te Au-Skipworth and Councillor Jessup.

2. CONFLICTS OF INTEREST - HE NGĀKAU KŌNATUNATU

Councillor Ratcliffe declared a conflicts of interest in relation to one of the applications under Agenda Item 5 and also part of the recommendations under that item.

3. CONFIRMATION OF MINUTES - TE WHAKAMANA I NGĀ MINITI

The minutes of the previous meeting had not yet been completed.

4. 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

(Document 26/30)

The Network Controls Manager, Cat Hancock, spoke to the agenda report and responded to queries from the meeting.

Councillor Ratcliffe/Councillor Milmine

- A) That the Community & Civic Futures 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: Infrastructure:

- 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).**

CARRIED

5. HASTINGS DISTRICT COUNCIL WASTE MINIMISATION FUND - LARGE GRANT APPLICATIONS (FUNDING ROUND ONE, SEPTEMBER - OCTOBER 2025)

(Document 25/444) (Public Excluded attachment circulated in separate attachment document)

As noted earlier in the minutes, Councillor Ratcliffe had declared an interest in one of the applications being considered under this item and part of the recommendations under this item. Therefore, he took no part in discussion or voting in regard to this item.

The Waste Manager, Angela Atkins, and Waste Community Engagement Specialist, Emily Hosford, spoke to the agenda report. Officers provided an overview of the establishment of Council's Waste Minimisation Fund, waste disposal levy and how they are used/operate. They also noted that the Waste Minimisation Act was currently under review. Officers highlighted the main points in the report, advising that four applications had initially been received, with one being withdrawn.

It was noted that as members had not been able to access the Smarty Grants system, which contained details of these applications, officers would need to give a verbal overview of each of the funding applications being addressed under this item - but this would need to be addressed in Public Excluded (Confidential) Session at this meeting. The applications contained information that would be likely to unreasonably prejudice the commercial position of the applicants involved. This was why a summary of the applications had been circulated with the agenda in a separate Public Excluded attachment document.

Councillor O'Keefe withdrew from the meeting at 9.15am.

Officers responded to queries from the meeting, including advising that they made contact with schools at the beginning of each funding round and encouraged them make applications to the schools’ waste minimisation funding pool.

Part Item 5 RECOMMENDATION TO EXCLUDE THE PUBLIC FROM PART OF ITEM 5

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987
Councillor Lorkin/Councillor Milmine

**THAT the public now be excluded from the following parts of the meeting, namely;
Part of Item 5 Hastings District Council Waste Minimisation Fund - Large Grant Applications (Funding Round One, September - October 2025)**

The general subject of the matter to be considered while the public is excluded, the reason for passing this Resolution in relation to the matter and the specific grounds under

Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this Resolution is as follows:

<i>GENERAL SUBJECT OF THE MATTER TO BE CONSIDERED</i>	<i>REASON FOR PASSING THIS RESOLUTION IN RELATION TO THE MATTER, AND PARTICULAR INTERESTS PROTECTED</i>	<i>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION</i>
Part Item 5 Hastings District Council Waste Minimisation Fund - Large Grant Applications (Funding Round One, September - October 2025)	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.	Section 48(1)(a)(i) Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.

CARRIED

Councillor Ratcliffe withdrew from the meeting at this point and left the room during Public Excluded (Confidential) discussion on the applications that had been received and questions of the officers (this discussion is not included in these Open Minutes).

The meeting later resumed discussion on this item in Open Session, following a resolution to do so had been passed in the Public Excluded Session. Councillor Ratcliffe then rejoined the meeting but took no part in discussion or voting in regard to this item.

The meeting agreed that Parts A) and B) of the recommendations would be put separately, then the meeting addressed Part C).

Councillor Corban/Councillor Lorkin

- 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.

CARRIED

Councillor Milmine/Councillor O'Keefe

- 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 and that the funding be awarded to the applicants, subject to all appropriate external approvals having been received where required:

Applicant name	Project Description	Amount requested	Total Granted
Waste-Ed With Kate Limited	Enhancing Food Waste Reduction Through Cultural Outreach.	\$18,650.00	\$18,650.00
Dr. Louise Trent	Improving Resource Stewardship and environmental sustainability in Te Matau a Māui Hawke's Bay Hospital.	\$50,000.00	\$50,000.00
Moteo Marae	Para-Kore Marae Coordinator	\$20,000.00	\$20,000.00
TOTAL FUNDING ALLOCATED			\$88,650.00

CARRIED

6. REVIEW OF CIVIC HONOURS AWARDS CRITERIA

(Document 26/28)

The Manager: Democracy & Governance Services, Louise Stettner, spoke to the agenda report. She and Democracy & Governance Advisor, Caitlyn Dine, responded to queries from the meeting.

A number of points/suggestions were raised by the meeting regarding proposed amendments to be made to the Criteria for future Civic Honours Awards by both Individuals and Groups/Organisations (as shown via track changes in Attachments 1 and 2 to this agenda report). These suggested amendments were discussed with officers responding to questions and clarifying proposed wording in the Attachments.

The amended wording of the Criteria for future Civic Honours Awards agreed to at this meeting are not detailed in these minutes, as they were subsequently addressed at the Council meeting on 19 February 2026 as set out in the attachment to the report to that meeting (CG-18-01-00090).

Councillor Corban/Councillor Milmine

- 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 as set out below:
- Update the name of the Subcommittee (from Civic Development Subcommittee to Community & Civic Futures Subcommittee) and the relevant year.
 - Include two new categories – the ‘Environment’ and ‘Civic Pride’.
 - Remove 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.
 - Include the maximum number of individual awards (12) to ensure the event can be delivered within the allowable budget.
 - Clarify that meritorious voluntary service includes long service of 10 years duration or more.
 - Clarify that Civic Honours awards can be awarded up to two years posthumously.

CARRIED

7. MINOR ITEMS - *NGĀ TAKE ITI*

There were no additional business items.

8. URGENT ITEMS - *NGĀ TAKE WHAKAHIHIRI*

There were no extraordinary business items.

The closing Karakia was given by Cr Daniel.

The meeting closed at 9.57am

Confirmed:

Chair:

Date: