

Thursday, 1 April 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga Hastings District Council Civic and Administration Subcommittee Meeting

Kaupapataka

Open Agenda

<i>Te Rā Hui:</i> Meeting date:	Thursday, 1 April 2021
<i>Te Wā:</i> Time:	9.00am
Te Wāhi: Venue:	Landmarks Room Ground Floor Civic Administration Building Lyndon Road East Hastings
<i>Te Hoapā:</i> Contact:	Democracy and Governance Services P: 06 871 5000 E: <u>democracy@hdc.govt.nz</u>
<i>Te Āpiha Matua:</i> Responsible Officer:	General Counsel - Scott Smith

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Civic and Administration Subcommittee

A Subcommittee of the Operations and Monitoring Committee.

Fields of Activity

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

- Assisting Council in the allocation of Community Grants by;
 - Reviewing applications for Community Grants.
 - Setting appropriate performance measures to assist in the measurement of delivery of activities funded from Grants.
 - Allocation of grant funding within the budget allocation.
- Assisting Council in its general overview of procurement and tender activity by accepting tenders which exceed the Chief Executive's delegated authority to approve, for projects previously approved by Council or a Standing Committee within the delegated authority.
- Assisting Council by reviewing and considering submissions and deciding applications for temporary closure of roads.
- Recommending to Council the appointment of trustees to Te Mata Park Trust Board.
- Recommending to Council the appointment of directors to Hastings District Holdings Limited.
- Recommending to Council the appointment of List Members to the District Licencing Committee.

Assisting Council by reviewing, considering nominations and recommending recipients of Civic Awards.

Membership

- 8 Councillors.
- 1 Heretaunga Takoto Noa: Māori Standing Committee Member appointed by Council.
- The 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 Licencing Committee.
- The Chief Executive to be a member only when the Committee is making a decision on tendering and procurement matters.
- The Group Manager: Asset Management to be a member only when the Subcommittee is making a decision on tendering and procurement matters.
- The Transportation Manager to be a member only when the Committee is making a decision on applications for temporary closure of roads.
- The Environmental Consents Manager to be a member only when the Committee 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 Committee is making a decision on appointments to the Te Mata Park Trust Board.
- The Group Manager: Corporate to be a member only when the Committee is making a decision on appointments to the boards of any Council Controlled Organisations.
- Chair appointed by Council.
- Deputy Chair appointed by Council.

Quorum - a minimum of 3 members

Delegated Powers

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



Thursday, 1 April 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga Hastings District Council Civic and Administration Subcommittee Meeting

Kaupapataka

Open Agenda

<i>Koromatua</i> Chair: Councillor Malcolm Dixon
Ngā KaiKaunihera Councillors: Damon Harvey, Eileen Lawson, Simon Nixon (Deputy Chair), Henare O'Keefe, Wendy Schollum, Geraldine Travers and Kevin Watkins Tania Eden - Heretaunga Takoto Noa Māori Standing Committee appointee
Transportation Manager, Jag Pannu AND Environmental Consents Manager, Caleb Sutton – for Item 4
Mayor Sandra Hazlehurst (ex-officio)
3 members
General Counsel – Scott Smith
Christine Hilton (Extn 5633)



Te Rārangi Take Order of Business

Apologies & Leave of Absence – Ngā Whakapāhatanga me te Wehenga ā-Hui

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

Minutes of the Civic and Administration Subcommittee Meeting held Thursday 25
 February 2021.

(Previously circulated)

- 4.0 Mangaroa Road 11 April, Tomoana Road 12 18 April, ANZAC Day (Hastings, Havelock North and Clive) 25 April, Mokamoka Road - 2 May 2021
- 5.0 Minor Items Ngā Take Iti

6.0 Urgent Items – Ngā Take Whakahihiri

Thursday, 1 April 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga Hastings District Council: Civic and Administration Subcommittee Meeting

Te Rārangi Take Report to Civic and Administration Subcommittee

^{Nā:} From:	Lynn Burden, Transportation Officer
<i>Te Take:</i> Subject:	Mangaroa Road - 11 April, Tomoana Road - 12 - 18 April, ANZAC Day (Hastings, Havelock North and Clive) 25 April, Mokamoka Road - 2 May 2021

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is to obtain a decision from the Committee in regard to the following temporary road closures as requested below. This request arises from the need to inform and gain Hastings District Council ("the Council") approval in order to comply with the legal process to temporarily close the roads listed below:
 - The Hawke's Bay Car Club (HBCC): **Mangaroa Road** between Maraekakaho Road and Ru Collin Road from 9:00am until 5:00pm Sunday, 11 April 2021. The purpose of this road closure is to hold a motorsport event.
 - The Hastings District Council: **Tomoana Road** between York Road and Fitzroy Avenue. The road closure will be between 5:30pm and 10:00pm (Tomoana Road will reopen after 10:00pm), Monday, 12 April and Sunday, 18 April 2021. The purpose of this road closure is to hold the "Lighting of the Osmanthus Gardens".
 - Clubs Hastings: ANZAC Day
 HASTINGS

Eastbourne Street East between Karamu Road South and Russell Street South Russell Street between Queen Street West and Lyndon Road East The road closures will be between 5:00am and 6:30am, Sunday 25 April 2021

HAVELOCK NORTH

Middle Road from the bank corner to the central roundabout Te Aute Road from Porter Drive to the central roundabout Havelock Road from the motel entrance to the central roundabout Napier Road from Columba Way to the central roundabout Te Mata Road from Columba Way to the central roundabout Joll Road from the movie theatre entrance to the central roundabout The central roundabout These road closures will be from 8:30am until 10:30am, Sunday 25 April 2021

• CLIVE

Clive Terrace between Ferry Road and dead end of the road These road closures will be from 8:30am until 10:30am, Sunday 25 April 2021 The purpose of the above temporary road closures are to hold the ANZAC Day commemorative services.

- HBCC: **Mokamoka Road** from RP No. 1000 to RP No. 9000. The road closure will be between 9:00am and 5:00pm, Sunday, 2 May 2021. The purpose of this road closure is to hold a motorsport event.
- 1.2 This report contributes to the purpose of local government by primarily promoting the cultural and social wellbeing and specifically to the Council's strategic objectives by promoting the appealing visitor destination wellbeing of communities in the present and for the future.
- 1.3 Given that there are no submissions in opposition to the closures and that subject to the recommended conditions the activity can proceed and be undertaken in a safe and controlled environment, the risks associated with these closures can then be minimised and safely managed to Council's satisfaction.

2.0 Recommendations – Ngā Tūtohunga

- A) That the Civic and Administration Subcommittee Meeting receive the report of the Transportation Officer titled Mangaroa Road - 11 April, Tomoana Road - 12 - 18 April, ANZAC Day (Hastings, Havelock North and Clive) 25 April, Mokamoka Road - 2 May 2021 dated 1 April 2021.
- B) That the Civic and Administration Subcommittee <u>approve</u> the following temporary road closures as no submissions have been received in respect of these applications:
 - 1. The Hawke's Bay Car Club (HBCC): **Mangaroa Road** between Maraekakaho Road and Ru Collin Road from 9:00am until 5:00pm Sunday, 11 April 2021.
 - The Hastings District Council (HDC): Tomoana Road between York Road and Fitzroy Avenue. The road closure will be between 5:30pm and 10:00pm (Tomoana Road will reopen after 10:00pm), Monday, 12 April and Sunday, 18 April 2021 2021.
 - 3. Clubs Hastings: ANZAC Day

HASTINGS

Eastbourne Street East between Karamu Road South and Russell Street South Russell Street between Queen Street West and Lyndon Road East The road closures will be between 5:00am and 6:30am, Sunday 25 April 2021

HAVELOCK NORTH

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	CLIVE Clive Terrace between Ferry Road and dead end of the road These road closures will be from 8:30am until 10:30am, Sunday 25 April 2021 The purpose of the above temporary road closures are to hold the ANZAC Day commemorative services.
4.	The Hawke's Bay Car Club (HBCC) Mokamoka Road from RP No. 1000 to RP No. 9000. The road closure will be between 9:00am and 5:00pm, Sunday, 2 May 2021.
closur	he Civic and Administration Subcommittee <u>approve</u> the above temporary road res subject to the following conditions to be complied with to the satisfaction of the Manager: Asset Management:
	These events are conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).
ii.	The Traffic Management Plans including provision for appropriate signage are 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 these events with details of the dates, locations and time frames.
vii.	As per the Traffic Management Plan provisions - all emergency services will be accommodated and access provided through the sites as required.
viii.	The applicant is responsible under the Health and Safety at Work Act 2015 for all health and safety risks associated with this activity and must take reasonably practicable steps to ensure the safety of all persons during these temporary road closures.
	The applicant has 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.
x.	These Hawke's Bay Car Club events shall be conducted in accordance with the requirements of the Motorsport New Zealand Motor Sport Manual, National Sporting Code and Appendices.
	That ti closur Group i. ii. iv. v. vi. vii. vii. vii. x.

3.0 Background – Te Horopaki

- 3.1 This report covers the applications by the following organisations:
 - The HBCC (sporting event) Mangaroa Road
 - The HDC (cultural event) Tomoana Road
 - Clubs Hastings (cultural event) Hastings, Havelock North and Clive

• The HBCC (sporting event) – Mokamoka Road

to temporarily close roads so that the above listed events can be held. The preferred option is to allow the closure of the above roads so that the listed events can be undertaken.

- 3.2 The temporary road closures will be managed in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).
- 3.3 Detailed Traffic Management Plans (TMP) are to be submitted to the Hastings District Council and the TMPs will be approved for implementation, subject to the temporary road closure applications being approved.
- 3.4 The temporary road closure checklist (**Attachment 1**) details the necessary items that the organisers needs to submit as part of their applications for the above proposed temporary road closures.
- 3.5 GIS maps showing the area of the temporary road closures are also attached as part of Attachment 1: (the Hawke's Bay Car Club), Mangaroa Road (the Hastings District Council) Tomoana Road, (Clubs Hastings) ANZAC Day commemorative services: Hastings, Havelock North and Clive, (the Hawke's Bay Car Club) Mokamoka Road.
- 3.6 At the time of writing this report there were no planned road works that will affect or impact the above temporary road closures.

4.0 Discussion – Te Matapakitanga

- 4.1 The above events are being undertaken by the following organisations:
 - HBCC: Mangaroa Road. This will be the first temporary closure of the above road during the 2021 calendar year. The above road has been chosen specifically for its suitability for holding a sporting event.
 - The average daily traffic count for Mangaroa Road is: 800 vehicles per day.
 - HDC: **Tomoana Road.** This will be the first temporary closure of the above road during the 2021 calendar year. The above road has been chosen specifically for its suitability for holding a cultural event.
 - The average daily traffic count for Tomoana Road is: 6000 vehicles per day.
 - Clubs Hastings: **ANZAC Day.** This will be the first temporary closure of the following roads during the 2021 calendar year. The following roads have been chosen specifically for their suitability for holding three separate cultural events.

HASTINGS

Eastbourne Street East. The average daily traffic count is: 6000 vehicles per day. **Russell Street.** The average daily traffic count is: 2800 vehicles per day.

HAVELOCK NORTH

Middle Road. The average daily traffic count is: 5000 vehicles per day. Te Aute Road. The average daily traffic count is: 6800 vehicles per day. Havelock Road. The average daily traffic count is: 5000 vehicles per day. Napier Road. The average daily traffic count is: 6500 vehicles per day. Te Mata Road. The average daily traffic count is: 4600 vehicles per day. Joll Road. The average daily traffic count is: 3429 vehicles per day. The central roundabout. The average daily traffic count (not recorded)

CLIVE

Clive Terrace. The average daily traffic count is: 50 vehicles per day.

- HBCC: **Mokamoka Road**. This will be the first temporary closure of the above road during the 2021 calendar year. The above road has been chosen specifically for its suitability for holding a sporting event.
 - The average daily traffic count for Mokamoka Road is: 20 vehicles per day.

5.0 Options – Ngā Kōwhiringa

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

- 5.1 **Option A** is the preferred option. It recommends the Committee approve the temporary road closures detailed above, subject to conditions that will ensure public safety is maintained.
- 5.2 Temporary road closure options listed below:
 - **Option A: Approve** the temporary road closures detailed above.
 - Advantages: These events can proceed and contribute to the safe use of roads within the district for these proposed events.
 - Disadvantages: Traffic will be impeded for a short period of time.
 - **Option B: Do not approve** the temporary road closures detailed above, or only approve one, two, three, four, five, six, seven, eight, nine, ten, eleven, twelve or thirteen of these temporary road closures.
 - Advantages: Traffic will not be impeded or only traffic on specific roads will be impeded.
 - Disadvantages: Depending on which roads are temporarily closed this may result in the cancellation of some or all of the proposed events.

6.0 Next steps – Te Anga Whakamua

6.1 See above for options related to this proposed temporary road closure:

Attachments:

1. Temporary Road Closures - Checklists and Maps - CG-16-14-00135 Mangaroa Rd - 11 April Tomoana Rd - 12 - 18 April ANZAC Day - Hastings Havelock North and Clive - 25 April Mokamoka Rd - 2 May 2021

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.

The above temporary road closures will be undertaken in accordance with The Local Government Act 1974 Schedule 10, section 11 and section 11(e) which states:

"11. The council may, subject to such conditions as it thinks fit (including the imposition of a reasonable bond), and after consultation with the Police and the Ministry of Transport, close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic)."

"(e) For a period or periods not exceeding in the aggregate 31 days in any year for any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function:

Provided that no road may be closed for any purpose specified in paragraph (e) of this clause if that closure would, in the opinion of the council, be likely to impede traffic unreasonably."

This report contributes to the purpose of local government by primarily promoting the cultural and social wellbeing of the community.

<u>Link to the Council's Community Outcomes</u> – Ngā Hononga ki Ngā Putanga ā-Hapori This proposal promotes the <Enter text> 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 implications for sustainability.

Financial considerations - Ngā Whakaarohanga Ahumoni

The advertising cost for these events is being met by the event organisers: being the HBCC, HDC and Clubs Hastings.

Significance and Engagement - Te Hiranga me te Tūhonotanga

This decision/report has been assessed under the Council's Significance and Engagement Policy as being of low significance.

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

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

The temporary road closure of **Mangaroa Road** has been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on Wednesday, 17 February 2021.

The closing date for submissions for **Mangaroa Road** was 4:00pm, Wednesday, 3 March 2021. No submissions were received.

If the road closure is approved, final formal public notification will be published in the Hawke's Bay Today newspaper on Saturday, 10 April 2021.

The temporary road closure of **Tomoana Road** has been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on Saturday, 27 February 2021.

The closing date for submissions for Tomoana Road was 4:00pm, Monday, 8 March 2021. No

submissions were received.

If the road closure is approved, final formal public notification will be published in the Hawke's Bay Today newspaper on Saturday, 10 April 2021.

The temporary road closures related to the **ANZAC Day** commemorative services have been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on Wednesday, 3 February 2021.

The closing date for submissions for **ANZAC Day** commemorative services was 4:00pm, Wednesday, 17 February 2021. No submissions were received.

If the road closure is approved, final formal public notification will be published in the Hawke's Bay Today newspaper on Saturday, 24 April 2021.

The temporary road closure of **Mokamoka Road** has been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on Saturday, 6 March 2021.

The closing date for submissions for **Mokamoka Road** was 4:00pm, Monday, 15 March 2021. No submissions were received.

If the road closure is approved, final formal public notification will be published in the Hawke's Bay Today newspaper on Saturday, 1 May 2021.

Risks

Opportunity: To seek temporary road closures for the purpose of holding two sporting events (two separate motorsport events) and four cultural events (a lamp lighting event held over four evenings and three separate military commemorative services).

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

Rural Community Board – Te Poari Tuawhenua-ā-Hapori

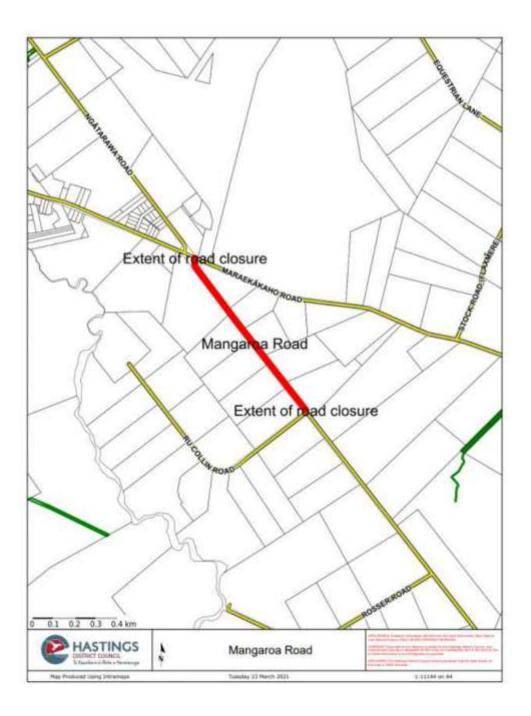
There are no implications for the Rural Community Board. They have been advised of the proposed temporary road closures.

Checklists and Maps - Temporary Road Closures:

 Mangaroa Road between Maraekakaho Road and Ru Collin Road from 9:00am until 5:00pm Sunday, 11 April 2021.

tems Received:	
Temporary Road Closure Application form	~
Traffic Management Plan	~
Road Bond	~
Event Safety Plan	~
Resident Visiting Form / Letter	-

Item 4Mangaroa Road - 11 April, Tomoana Road - 12 - 18 April, ANZAC Day (Hastings, Havelock North and
Clive) 25 April, Mokamoka Road - 2 May 2021Temporary Road Closures - Checklists and Maps - Mangaroa Rd - 11 April Tomoana Rd -
12 - 18 April ANZAC Day - Hastings Havelock North and Clive - 25 April Mokamoka Rd - 2
May 2021Attachment 1
Attachment 1



 Tomoana Road between York Road and Fitzroy Avenue. The road closure will be between 5:30pm and 10:00pm (Tomoana Road will reopen after 10:00pm), Monday, 12 April and Sunday, 18 April 2021.

Items Received:	
Temporary Road Closure Application form	1
Traffic Management Plan	~
Road Bond	N/A
Event Safety Plan	~
Resident Visiting Form / Letter	~

Item 4	Mangaroa Road - 11 April, Tomoana Road - 12 - 18 April, ANZAC Day (Hastings, Havelock North and		
	Clive) 25 April, Mokamoka Road - 2 May 2021		
Temporary Road Closures - Checklists and Maps - Mangaroa Rd - 11 April Tomoana Rd - Attachment 1			
12 - 18 April ANZAC Day - Hastings Havelock North and Clive - 25 April Mokamoka Rd - 2			
May 202	1		

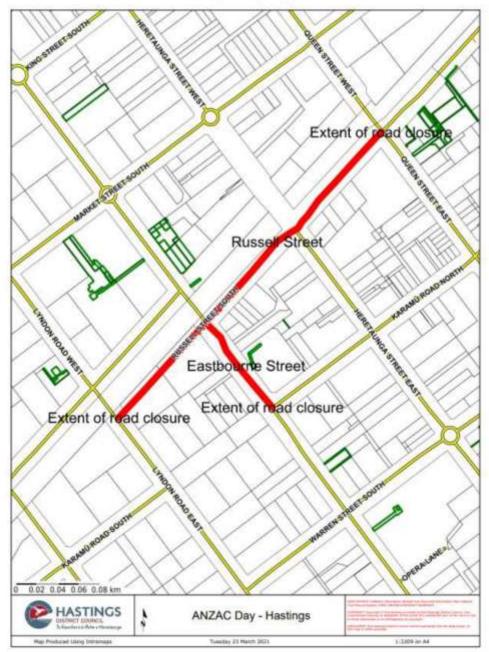


3. ANZAC Day - Commemorative Services

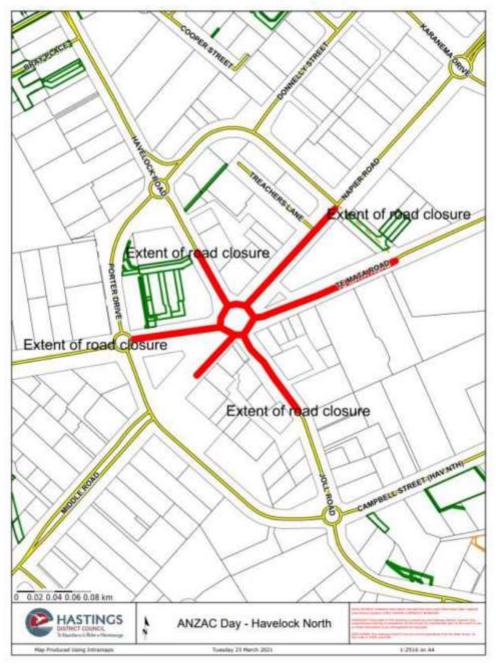
HASTINGS 5:00am and 6:30am, Sunday 25 April 2021 HAVELOCK NORTH 8:30am until 10:30am, Sunday 25 April 2021 CLIVE 8:30am until 10:30am, Sunday 25 April 2021

Items Received:	
Temporary Road Closure Application form	~
Traffic Management Plan	~
Road Bond	N/A
Event Safety Plan	~
Resident Visiting Form / Letter	~

Item 4	Mangaroa Road - 11 April, Tomoana Road - 12 - 18 April, ANZAC Day (Hastings, Havelock North and		
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May 202	1		

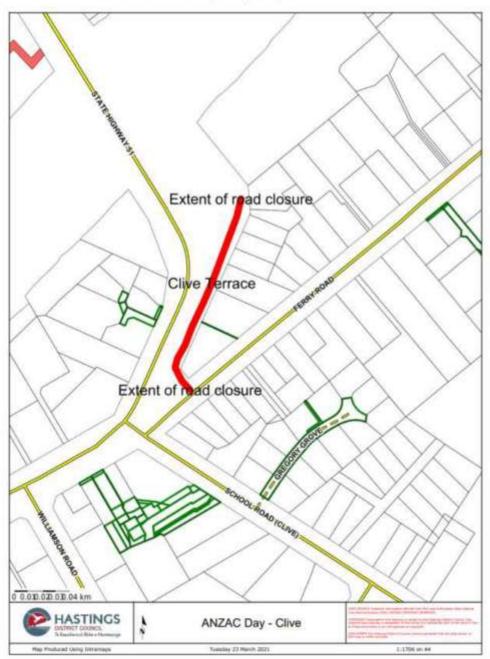


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May 202	1	





Item 4	Mangaroa Road - 11 April, Tomoana Road - 12 - 18 April, ANZAC Day (Hastings, Havelock North and	
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12 - 18 A	pril ANZAC Day - Hastings Havelock North and Clive - 25 April Mokamoka Rd - 2	
May 202	1	



CLIVE 8:30am until 10:30am, Sunday 25 April 2021

 Mokamoka Road from RP No. 1000 to RP No. 9000. The road closure will be between 9:00am and 5:00pm, Sunday, 2 May 2021.

Items Received:	
Temporary Road Closure Application form	~
Traffic Management Plan	-
Road Bond	~
Event Safety Plan	-
Resident Visiting Form / Letter	-

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