

Thursday, 18 April 2024

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council**  
**Council Meeting**

## *Kaupapataka* **Agenda**

*Te Rā Hui:*  
Meeting date: **Thursday, 18 April 2024**

*Te Wā:*  
Time: **1.00pm**

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

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

*Te Āpiha Matua:*  
Responsible  
Officer: **Chief Executive - Nigel Bickle**

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**HASTINGS DISTRICT COUNCIL**  
207 Lyndon Road East, Hastings 4122 | Private Bag 9002, Hastings 4156  
Phone **06 871 5000** | [www.hastingsdc.govt.nz](http://www.hastingsdc.govt.nz)  
**TE KAUNIHERA Ā-ROHE O HERETAUNGA**



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Thursday, 18 April 2024

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council**

**Council Meeting**

*Kaupapataka*

# Agenda

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*Tiamana*

**Chair:** Mayor Sandra Hazlehurst

*Mematanga:*

**Membership:**

*Ngā KaiKaunihera*

**Councillors:** Ana Apatu, Marcus Buddo, Alwyn Corban, Malcolm Dixon, Michael Fowler, Damon Harvey, Henry Heke, Kellie Jessup, Tania Kerr (Deputy Mayor), Eileen Lawson, Simon Nixon, Wendy Schollum and Kevin Watkins + 2 x Vacancies

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*Tokamatua:*

**Quorum:**

8 members

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*Apiha Matua*

**Officer Responsible:**

Chief Executive – Nigel Bickle

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*Te Rōpū Manapori me te*

*Kāwanatanga*

**Democracy and**

**Governance Services:**

Louise Stettner (Extn 5543)

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## *Te Rārangi Take*

# Order of Business

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### 1.0 Opening Prayer – *Karakia Whakatūwheratanga*

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

At the close of the agenda no apologies had been received.

Leave of Absences had previously been granted to Councillor Lawson and Councillor Buddo

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### 3.0 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.

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### 4.0 Confirmation of Minutes – *Te Whakamana i Ngā Minitī*

Minutes of the Council Meeting held Thursday 14 March 2024.  
(Previously circulated)

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### 5.0 Gilbertson Road - Request for closing Gilbertson Road at the Pakowhai Road end

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### 6.0 Acknowledgement of Ann Redstone and Renata Nepe

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### 7.0 Tuia 2024

19

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<b>8.0</b>	<b>Mayor's Verbal Update</b>	<b>21</b>
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<b>9.0</b>	<b>Adoption of Long Term Plan 2024/34 and Draft Development Contributions Policy 2024/25</b>	<b>23</b>
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<b>10.0</b>	<b>Closure of Alleyway between Oliphant Place and Bledisloe Street</b>	<b>27</b>
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<b>11.0</b>	<b>Dog Control Fees 2024/2025</b>	<b>35</b>
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<b>12.0</b>	<b>Parking Controls</b>	<b>41</b>
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<b>13.0</b>	<b>Policy for Freedom of the District and Approval of Charter Parade</b>	<b>45</b>
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<b>14.0</b>	<b>2024 Youth Council Appointments to Council Subcommittees</b>	<b>51</b>
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<b>15.0</b>	<b>Charging Policy for Local Government Official Information and Meetings Act 1987 Requests for Information</b>	<b>53</b>
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<b>16.0</b>	<b>Requests Received Under The Local Government Official Information and Meetings Act 1987 (LGOIMA) Update</b>	<b>57</b>
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<b>17.0</b>	<b>Proposed Amendments To Schedule Of Meetings</b>	<b>61</b>
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<b>18.0</b>	<b>Minor Items – <i>Ngā Take Iti</i></b>	
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**19.0 Urgent Items – *Ngā Take Whakahihiri***

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**20.0 Recommendation to Exclude the Public from Items 21, 22, 23 and 24 63**

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**21.0 Commercial Transaction**

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**22.0 Heretaunga House Redevelopment**

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**23.0 Land Negotiations**

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**24.0 Iona Urban Development Area Update**

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Thursday, 18 April 2024

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

*Te Rārangi Take*

# Report to Council

**Nā:**  
**From:** **Bruce Conaghan, Transportation Policy and Planning Manager**

**Te Take:** **Gilbertson Road - Request for closing Gilbertson Road at the**  
**Subject:** **Pakowhai Road end**

## 1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of the report is to seek approval to affect a temporary road closure of Gilbertson Road just east of the Hawke's Bay Regional Council (HBRC) access to the stopbank to address concerns raised through a petition to Council in December 2023 which requested *'That the Hastings District Council permanently remove the road access between Gilbertson Road and Pākowhai Road effectively closing the road at that point'*.
- 1.2 Following discussions with the HBRC Works Group, any temporary road closure should look to minimise impacts on their operations especially regarding access to the stopbank on Gilbertson Road a short distance east of the intersection with Pakowhai Road.
- 1.3 From the overall assessment, it was found that a temporary road closure could be provided with the most appropriate location being just to the east of the HBRC access to the stopbank and the Report recommendation reflects that accordingly.
- 1.4 Council officers will monitor the situation to assess whether a permanent road closure would be appropriate while considering future road network requirements around this area.

## 2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Council receive the report titled Gilbertson Road - Request for closing Gilbertson Road at the Pakowhai Road end dated 18 April 2024.
- B) Council notes that Recommendation C, is a response to a petition received by the Council in December 2023 which requested *'That the Hastings District Council permanently remove the road access between Gilbertson Road and Pākowhai Road effectively closing the road at that point'*.
- C) That the Council approve a temporary road closure pursuant to Schedule 10, Clause 11(d) of the Local Government Act 1974 on Gilbertson Road just to the east of the Hawke's Bay Regional Council stopbank access.

- D) That Council officers monitor the results of the temporary road closure in Recommendation C, to assess whether a permanent road closure would be appropriate, considering future road network requirements.

### 3.0 Background – Te Horopaki

- 3.1 At the Council meeting on the 14<sup>th</sup> of December 2023, Council considered a petition submitted by lead petitioner Evan O’Leery. The petition prayer read *‘That the Hastings District Council permanently remove the road access between Gilbertson Road and Pākowhai Road effectively closing the road at that point’*. Regarding this petition, the Council resolved as follows:
- A) *That Council receive the report titled “Remove Road Access Between Gilbertson Road and Pākowhai Road”.*
  - B) *That the tabled petition “Remove Road Access Between Gilbertson Road and Pākowhai Road” be received.*
  - C) *That officers prepare a report to a future Council meeting on “Remove Road Access Between Gilbertson Road and Pākowhai Road”.*
  - D) *That the lead petitioner Evan O’Leery be invited to speak to the petition, at the future meeting referenced to in C) above.*
- 3.2 To inform the requested report a follow up was undertaken with the lead petitioner to gain more background to the petition so that Council officers could investigate further and respond accordingly. The E-mail response from the lead petitioner was as follows:

*“After the cyclone we had a lot of problem with looters and they could drive in off the bridge so it was closed off and it had made a big improvement as before we had rubbish dumped down by river bank most weeks and people sleeping in cars or drugs use as it was out of site down there or doing burn outs in the cars.*

*The road that loops around is just a race track with cars turning right off bridge what is one way or doing U-turns this is very dangerous and there has been a number of crashes in the past. With the road block it has stopped a lot of illegal behaviour as there is one way in and if police are called they have only one way out i.e. Brookfield Road.*

*The road has no businesses that will be affected and manager from Mr Apple is all for it being closed.*

*Security is a big factor for land owners and the Pakowhai group are working hard to keep land owners property’s safe with cameras going in soon.”*

- 3.3 Prior to Cyclone Gabrielle, concerns had been raised by some residents in Gilbertson Road about illegal rubbish dumping in the vicinity of the intersection and regular burnouts on that section of Gilbertson Road parallel to the stopbank. The activities following Cyclone Gabrielle were primarily oriented around looting of damaged properties and resulted in the temporary road closure at that end of Gilbertson Road closest to Pakowhai Road. The ongoing cost of this temporary road closure with temporary traffic management materials is approximately \$3,500 per month.

### 4.0 Discussion – Te Matapakitanga

- 4.1 Any temporary road closure falls within Schedule 10 of the Local Government Act 1974 “Conditions as to stopping of roads and temporary prohibition of traffic on roads” and more specifically Clause 11(d) 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 New Zealand Transport Agency, close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic) (inter alia):**

*(d) when for any reason it is considered desirable that traffic should be temporarily diverted to other roads.*

- 4.2 With any temporary road closure, it is appropriate that any parties likely to be directly affected by the closure are consulted with. When considering the activities around the area, the only parties that would be affected would be the local residents and the HBRC. Consultation with affected residents could be considered to have been undertaken given that Council has received a petition with 53 signatories from the Pakowhai community. With the HBRC, Council officers have worked with the HBRC Works Group to gain an understanding of their operations to develop an outcome which minimises impacts on their operations.
- 4.3 The idea of the temporary road closure has been discussed with the Police and NZTA as legally required and both parties have no objections to the proposed closure.
- 4.4 With the support for the proposed closure, there is the need to consider where this closure should be located. Under the Local Government Act 1974, all properties are permitted reasonable access from the adjacent road. Where that property has frontage to two roads, the access to that property will be from the road having a lower status in the road hierarchy. The property at 1779 Pakowhai Road, located on the corner of the Pakowhai Road and Gilbertson Road intersection would therefore only be permitted access from Gilbertson Road. The location of the guardrail on the eastern side of Pakowhai Road extends almost to the northern boundary of this property restricting safe access and egress from the property.



Figure 1: Aerial photo showing location of 1779 Pakowhai Road with main access located on Gilbertson Road (indicated by the red arrow) and proposed location for the temporary road closure (indicated by the yellow star).

- 4.5 The next consideration with any temporary road closure is impacts of redirected traffic on the surrounding road network. It is fortunate that the existing temporary closure following Cyclone Gabrielle has provided sufficient evidence to show that any road closure in the vicinity of this location has minimal impact.

- 4.6 Any such closure would be best located to the west of the Gilbertson Road access of 1779 Pakowhai Road and to the east of the HBRC stopbank access. The preferred location would be just to the east of the HBRC stopbank access as it would be clearly visible to any traffic entering Gilbertson Road at the Pakowhai Road end and where there is adequate space to turn around.
- 4.7 Taking all of the above into account, it can be concluded that there would be minimal impact with any further temporary road closure.
- 4.8 If the temporary road closure is approved, Council officers would maintain ongoing monitoring (via CCTV currently in place and via customer complaints) to assess whether a permanent road closure would be more appropriate while considering future road network requirements. There would be CCTV monitoring support given that the local community are looking to have a CCTV on Gilbertson Road.

## 5.0 Options – Ngā Kōwhiringa

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

- 5.1 Provide a temporary road closure on Gilbertson Road at a location just to the east of the HBRC stopbank access.

Advantages

- Reduction in illegal rubbish dumping in the vicinity of the intersection and regular burnouts on that section of Gilbertson Road parallel to the stopbank.
- Ease of monitoring given that there would only be one way in and one way out.
- Removing the existing temporary traffic management at the intersection would enable saving \$3,500 per month for that traffic management.

Disadvantages

- Additional distance for those in Gilbertson Road when travelling towards the east and south.

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

- 5.2 Remove the temporary road closure to allow full access on Gilbertson Road.

Advantages

- Shorter access for those in Gilbertson Road when travelling towards the east.
- Provides an alternative access for emergency vehicles.
- No ongoing costs for temporary traffic management.

Disadvantages

- Potential for illegal rubbish dumping in the vicinity of the intersection and regular burnouts on that section of Gilbertson Road parallel to the stopbank to reoccur.

## 6.0 Next steps – Te Anga Whakamua

- 6.1 If the temporary road closure is approved, Council officers will develop a suitable design and engage the maintenance contractor to complete the necessary physical works.

### Attachments:

1 [📄](#) Pakowhai Area

CG-17-1-00787



## Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

### Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-Rohe*

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

### Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal promotes the local infrastructure wellbeing of communities in the present and for the future through reducing the potential for anti-social activities that impacted on the local community.

### Māori Impact Statement - *Te Tauākī Kaupapa Māori*

N/A

### Sustainability - *Te Toitūtanga*

N/A

### Financial considerations - *Ngā Whakaarohanga Ahumoni*

The costs of providing the existing temporary traffic management and closure at the intersection are approximately \$3,500 per month. The physical measures to provide for a temporary road closure not requiring temporary traffic management would be around \$15,000 and would be able to be accommodated within the Minor Safety budget.

### 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*

Consultation with affected residents could be considered to have been undertaken given that Council has received a petition from a number of members of the local Pakowhai community. Consultation with the NZ Police and NZTA has been undertaken and both parties have no objection to the temporary road closure. Wider consultation would only be required if the closure was to be made permanent.

### Risks

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
Reduce the potential for illegal rubbish dumping in the vicinity of the intersection and regular burnouts on that section of Gilbertson Road parallel to the stopbank.	Potential damage to any measures for the temporary road closure.

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

N/A

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Item 5











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Thursday, 18 April 2024

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

**Item 6**

*Te Rārangi Take*

# Report to Council

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*Nā:*  
**From: Sandra Hazlehurst, Mayor**

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*Te Take:*  
**Subject: Acknowledgement of Ann Redstone and Renata Nepe**

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

- 1.1 Council wishes to formally acknowledge the service that Ann Redstone and Renata Nepe have provided the Hastings community in their role as councillors of the Hastings District Council.
- 1.2 **Ann Redstone - Hastings District Council 2016 – 2024**
- 1.3 We express our sincere appreciation for your dedicated service to the Hastings District as an elected councillor since 2016 and in particular your dedicated service to the communities within the Heretaunga Ward. We wish to acknowledge your steadfast commitment to the wellbeing of our environment and our people.
- 1.4 **Renata Nepe - Hastings District Council 2022 - 2024**
- 1.5 Thank you, Renata, for being one of the inaugural Takitimu Māori Ward Councillors elected in 2022 and your dedicated service to our Māori communities. We wish to acknowledge your commitment to strengthening Te Ao Māori both within Hastings District Council and our community.

## **2.0 Recommendations - *Ngā Tūtohunga***

That the Council receive the report titled Acknowledgement of Ann Redstone and Renata Nepe dated 18 April 2024.

### **Attachments:**

There are no attachments for this report.



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Thursday, 18 April 2024

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Item 7

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

*Te Rārangi Take*

# Report to Council

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*Nā:*  
**From: Emma James, Youth Lead**

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*Te Take:*  
**Subject: Tuia 2024**

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

- 1.1 Harono Hokianga and Shannon Nohokau are this year's 'Tuia'. Harono will be introducing herself to the Council on behalf of them both.
- 1.2 Tuia is a national programme that involves Mayors selecting young Māori rangatahi (young person) from their rohe to mentor on a one-to-one basis, to encourage and enhance leadership skills. The rangatahi is mentored monthly through informal meetings and attends formal occasions that will assist the rangatahi's development as a leader.
- 1.3 The relationship provides both partners with the opportunity to gain a deeper insight into inter-generational issues, cultural values and experiences.
- 1.4 Rangatahi have the opportunity to build peer networks with graduates of the programmes, obtain support, and receive leadership training by attending leadership development wānanga over the course of the year.
- 1.5 Tuia focuses on rangatahi Māori aged 18-25 years old from Heretaunga who are actively contributing to the wellbeing of their community and who have the potential to be a leader in their community.

## **2.0 Recommendations - *Ngā Tūtohunga***

That Council receive the report titled Tuia 2024 dated 18 April 2024.

### **Attachments:**

There are no attachments for this report.



Thursday, 18 April 2024

Item 8

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

*Te Rārangi Take*

# Report to Council

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*Nā:*  
**From: Sandra Hazlehurst, Mayor**

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*Te Take:*  
**Subject: Mayor's Verbal Update**

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

- 1.1 The purpose of this report is to provide the opportunity for a regular verbal update from the Hastings District Council Mayor regarding current activities and events.

## **2.0 Recommendations - *Ngā Tūtohunga***

That Council receive the report titled Mayor's Verbal Update dated 18 April 2024.

### **Attachments:**

There are no attachments for this report.



Thursday, 18 April 2024

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

*Te Rārangi Take*

# Report to Council

*Nā:*  
**From: Nigel Bickle, Chief Executive**

*Te Take:* **Adoption of Long Term Plan 2024/34 and Draft Development**  
*Subject:* **Contributions Policy 2024/25**

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

1.1 The purpose of this report is to obtain a decision from the Council to:

- Adopt the 2024/34 Long Term Plan supporting information and Consultation Document for community consultation;
- Adopt the Financial Strategy and amended Revenue and Financing Policy for community consultation;
- Adopt the Draft Development Contributions Policy for community consultation.

### **Background**

- 1.2 This is an administrative matter and legal requirement. It follows a substantive process to bring this plan together to this point. That process has had to consider multiple challenges to Council's financial settings, particularly the cost of recovery from Cyclone Gabrielle has had to be incorporated in Council budgets and despite receiving some funding from Central Government the net cost to Hastings District ratepayers is unprecedented to the tune of \$230m plus interest. This is proposed to be funded over a 16-year term and has placed considerable pressure on Council debt, its ability to borrow within prudent fiscal limits and the servicing of that debt via rate increases.
- 1.3 Added to the costs of the cyclone are substantive sector wide increases to business-as-usual costs such as (cost of borrowing, insurance, escalations in infrastructure delivery, bitumen prices, and labour inflation).
- 1.4 Due to the disruption caused by Cyclone Gabrielle, the government changed the legislative requirement for Council to produce a Long-Term Plan with a 10-year scope, instead requiring a three-year scope 2024-2027. It also removed the requirement to have our plan audited. This change recognises the effects Cyclone Gabrielle has had on our resources and ability to deliver previously planned projects. Whilst Council is utilising these modified requirements, information on

budgets and plans beyond 30 June 2027 have been provided as best we can to give the community an overall picture of projects in the pipeline and the funding strategy to support this.

### Key Aspects of the Plan

- 1.5 To address the challenges outlined in the previous section the Council are proposing a Three-Year Funding Strategy to get over the substantial costs of the cyclone in addition to the business-as-usual cost pressures. From Year 4 proposed rate increases reduce significantly.
- 1.6 That funding strategy includes a forecast of additional rates revenue as follows across the district:  
 Year 1 – **25% (17% base cost increase + 8% first step to fund Cyclone Gabrielle)**  
 Year 2 – **15% (9% base cost increase + 6% second step to fund Cyclone Gabrielle)**  
 Year 3 - **10%**
- 1.7 In addition to the overall movements and new cyclone targeted rates the plan includes phased increases to a number of other targeted rates that are charged as a fixed amount over the next 5 years (such as drinking water and wastewater). These increases will see some per property rates varying from the overall average.
- 1.8 The Council's debt to revenue ratio would increase and be held at 250% until the mid-term of the plan with a target to get back to the Council's current policy setting of 175% by year 10 of the plan. The calculation of this ratio is to be based on Council business-as-usual revenue and excluding one off or non-recurring revenues. This manages the risk that the Council draws down on Local Government Funding Authority facilities based on one off revenues and finds in subsequent years that revenues drop thereby creating an inadvertent breach of covenants in subsequent years.
- 1.9 Whilst some short-term borrowing is proposed for operations the Council will balance its budget by Year 2 of the plan.
- 1.10 Within the Financial Strategy the Council is working to a modified set of ratios (as opposed to the official legislative ratios). The reason for this being that the official ratios include external revenue (which has a distorting effect on the Council's actual financial position, because that funding is not ongoing). The Council's Financial Strategy takes a longer-term view and accounts for when that one-off crown revenue stops.
- 1.11 A new rate is proposed to be levied for a 16-year duration to fund the costs from the Cyclone (with 50% on a uniform charge basis and 50% on Land Value).
- 1.12 The plan targets substantial completion of the roading recovery program over the first six years of the plan and completion of the property buyout process.
- 1.13 The importance of adherence to Council's Financial Strategy is captured in the resolutions within this report. A Phase-1 savings target of 2.5% is built into the Year 1 budget with progress to be reported during the 2024/25 year. The Council's commitment to identifying a potential Phase-Two suite of further savings by December is also captured in the resolutions to this report.
- 1.14 Whilst the Council created a new activity for Cyclone Recovery (incorporating property buyout) as part of its 2023 LTP Amendment, the Revenue and Financing Policy within this Long-Term Plan contains the updates to give effect to the newly proposed targeted rates.
- 1.15 The Draft Development Contributions Policy contains proposed changes to the schedule of charges as a result of updated costs for projects and also reconsideration of an earlier decision to phase development contribution increases in over an extended period of time.
- 1.16 Changes to the Draft Development Contributions Policy are also proposed in terms of the timing of assessments.

### Community Engagement



- 1.17 The Consultation Document is the legal basis for consultation. This document is proposed to be circulated to all properties (as reasonably practicable). It will also be available on Council's website and at key locations.
- 1.18 The Long-Term Plan Supporting Information, Consultation Document and the Draft Development Contributions Policy will be available on the Council website and at key locations.
- 1.19 A number of information sessions will be scheduled.
- 1.20 The Council's standard media reach tools will be utilised such as print, radio and social media.
- 1.21 Submissions Close on 27 May, prior to Council hearings scheduled for 11 and 13 June 2024.

## 2.0 Recommendations - Ngā Tūtohunga

- A) That Council receive the report titled Adoption of Long Term Plan 2024/34 and Draft Development Contributions Policy 2024/25 dated 18 April 2024
- B) That Council resolves to:
  - i. Delegate to the Chief Executive any inconsequential updates and drafting changes to complete the documentation below.
  - ii. Utilise the special provisions under the Severe Weather Emergency Recovery Legislation Act 2023 (and the Order in Council in respect of Long-Term Plans)
  - iii. Adopt the Supporting Information to the Long-Term Plan and Consultation Document in accordance with section 93G of the Local Government Act 2002.
  - iv. Adopt the Financial Strategy and amended Revenue and Financing Policy within the Long-Term Plan 2024/34 (noting the inclusion of the Section 101 Analysis on Cyclone Recovery funding) with the following additional resolutions:
    - v. *That the maximum debt to revenue ratio of 250% is not exceeded (using the modified ratio which excludes non-recurring revenue);*
    - vi. *That achievement to the Year 10 target of 175% (debt to revenue ratio) is monitored and achieved;*
    - vii. *That Council runs a balanced budget by Year 3 of the LTP (using the modified ratio);*
    - viii. *All capital spending decisions (not initially included in the LTP) be required to receive Council ratification and be assessed against adherence to the Financial Strategy;*
    - ix. *That the Chief Executive report quarterly through 2024/25 on progress toward the budgeted rates saving of 2.5% within Year 1 of the LTP;*
    - x. *That the Chief Executive prepare and present to Council by December 2024 the second phase of potential savings to inform the Council Annual Plan 2025/26 deliberations.*
  - xi. Adopt the Draft Development Contributions Policy in accordance with section 102(1) of the Local Government Act 2002 (noting that an earlier decision in 2023 regarding a phased-in schedule of Development Contribution charges is replaced by the 2024/25 Policy effective 1 July 2024).
  - xii. Adopt the Long-Term Plan Consultation Document (inclusive of changes to the Draft Development Contributions Policy) in accordance with section 93A of the Local Government Act 2002.

## Attachments:

There are no attachments for this report.

Thursday, 18 April 2024

Item 10

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

*Te Rārangi Take*

# Report to Council

*Nā:*  
**From: Bruce Conaghan, Transportation Policy and Planning Manager**

*Te Take:*  
**Subject: Closure of Alleyway between Oliphant Place and Bledisloe Street**

## 1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to obtain a decision from Council on whether to initiate the road stopping process for the alleyway between Oliphant Place and Bledisloe Street, Raureka:
- as stipulated in the Local Government Act 1974, Section 319, Schedule 10,
  - lodge the planned stoppage with the Chief Surveyor, and
  - give public notice of the planned stoppage.
- 1.2 This issue arises from continued complaints of anti-social behaviour from adjoining property owners.

## 2.0 Recommendations - *Ngā Tūtohunga*

- A) That Council receive the report titled Closure of Alleyway between Oliphant Place and Bledisloe Street dated 18 April 2024.
- B) That Council approve the initiation of the road stopping process for the alleyway between Oliphant Place and Bledisloe Street in accordance with Section 319, Schedule 10 of the Local Government Act 1974.

## 3.0 Background – *Te Horopaki*

- 3.1 A number of concerns have been raised with regard to security and safety with the accessway between Oliphant Place and Bledisloe Street. This includes but is not limited to:
- Damage to fences and private property
  - Trespassing and theft / burglary at adjacent properties

- Teasing of dogs
- Decamping from the Police with the alleyway providing a link for such activity
- Litter and graffiti
- Other anti-social behaviour

3.2 The alleyway is located in Raureka and connects the end of Oliphant Place directly to Bledisloe Street as shown in Figure 1 below. There are five properties that adjoin the alleyway.



Figure 1 : Aerial showing the alleyway location and adjoining properties

- 3.3 The accessway is approximately 108 metres long, 1.1 metres wide over the 67 metre length from the Oliphant Place end, and 2.4 metres wide over the remaining 41 metres to Bledisloe Street. There is a bend located about the midpoint of the alleyway meaning that there is no clear sightline from one end to the other or around the bend. The location where the alleyway widens creates a “hide point” where users going from Oliphant Place to Bledisloe Street would not be able to see anyone in this “hide point”. It is also poorly lit and adjacent boundaries have high solid fencing and plantings with no through visibility.
- 3.4 From a desktop assessment, it would appear that the only utility service located in the alleyway is a key stormwater line.





*Figure 2 : View of alleyway from Oliphant Place end*



*Figure 3 : View of alleyway from Bledisloe Street end*





Figure 4 : View of alleyway showing limited visibility at the bend midpoint of the alleyway



Figure 5 : View of alleyway showing "hide spot" at location where alleyway changes width

- 3.5 From information provided by one of the property owners adjacent to the alleyway, there are a very low number of pedestrians (<20 per day on average) that use the alleyway to go to and from Raureka School. From time to time, pedestrian numbers do increase although this is due to the alleyway being used as a route for other illegal purposes.
- 3.6 It does need to be noted that there is an alleyway that links between Wall Road and Bledisloe Street that provides for a good link to get to and from Raureka School. However, the overall layout of the alleyway between Bledisloe Street and Oliphant Place is not conducive to this alleyway being used by students as a safe and accessible route for travel to and from Raureka School.
- 3.7 The closure of the alleyway would add approximately 400 metres additional walking distance via Cobham Street for those that are located at the cul-de-sac end of Walton Way and 300 metres additional walking distance via Cobham Street distance for those at the Bledisloe Street end.
- 3.8 A site assessment using Crime Prevention Through Environmental Design (CPTED) principles was undertaken with a member of the NZ Police. From this assessment, the benefits of closing the alleyway due to the level of anti-social activity and facilitating the commissioning of antisocial or criminal activity outweigh the disbenefits of a low number of pedestrians having to walk a further 300 metres.
- 3.9 Consultation has been undertaken with the adjoining landowners who are agreeable to both having the alleyway closed and to agreeing in principle to take over ownership of the land once the alleyway is closed and stopped. This would involve subdividing the stopped road and amalgamating the agreed land parcels with the adjacent properties to create new land titles for those adjacent properties. With the existing HDC stormwater line through the alleyway, any land transfer agreements will need to provide for an easement to enable access for HDC maintenance purposes.

#### 4.0 Discussion – *Te Matapakitanga*

- 4.1 A range of options to improve the alleyway have been considered, however due to the shape of the alleyway, there are limited opportunities for improvement.
- Widening and straightening of the alleyway, to allow clear sightlines, would require the purchase of a significant portion of private property.
  - The overall alignment of the alleyway means that providing lighting would provide limited benefit other than to assist with night-time surveillance.
  - Efforts to improve passive surveillance, such as with permeable fencing, would further reduce privacy for adjacent properties.
  - Cosmetic improvements to the fences and/or increased maintenance would not address the safety or behaviour issues.
- 4.2 The stopping of roads and public accessways is detailed in the Local Government Act 1974, Section 319, Schedule 10. In summary:
- A plan of the proposed stoppage shall be lodged with the office of the Chief Surveyor.
  - Council shall give public notice of the proposed stoppage, calling for objections, for a period of at least 40 days.
  - If no objections are received Council may declare the road stopped.
  - If any objections are received Council may either allow the objections, keeping the accessway open, or send the case to the Environment Court.
- 4.3 If the road stopping is successful, Council may subdivide and dispose of the land, amalgamating the land parcels with the adjacent properties.

## 5.0 Options – *Ngā Kōwhiringa*

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

### 5.1 Close the Oliphant Place to Bledisloe Street alleyway:

Advantages

- Illegal and antisocial behaviour would no longer be able to occur in the alleyway.
- The alleyway would no longer be available to facilitate the commissioning of antisocial or criminal activity.
- Adjacent property owners would feel safer knowing that there was no public access adjacent to their properties.

Disadvantages

- Accessibility for local walking trips will be reduced, particularly for residents of Walton Place and their visitors.

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

### 5.2 Keep the Oliphant Place to Bledisloe Street alleyway open:

Advantages

- Local walking trips will be unaffected.

Disadvantages

- Illegal and antisocial behaviour will continue to occur in the alleyway.
- The alleyway would be available to facilitate the commissioning of antisocial or criminal activity.
- Adjacent property owners will be unsatisfied and remain affected by antisocial activity.

## 6.0 Next steps – *Te Anga Whakamua*

### 6.1 If Council agrees to initiate the road stoppage and notify the public, the public will be given at least 40 days to raise objections.

### 6.2 Public notices will include:

- Notice on Council's website.
- Two notices in the local newspaper.
- Flyer drop to residents and businesses in the local area.

### 6.3 Council will then need to consider any objections received and decide whether to proceed with the road stoppage or not:

- If no objections are received Council may declare the road stopped.
- If any objections are received Council may either allow the objections, keeping the accessway open, or send the case to the Environment Court.

### 6.4 If Council agrees to stop the road, negotiations may then proceed to subdivide and dispose of the land, amalgamating the land parcels with the adjacent properties.

## Attachments:

There are no attachments for this report.



## Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

### Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-Rohe*

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

### Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal promotes the social wellbeing of communities in the present and for the future. It removes a piece of local infrastructure which is having a negative impact on public safety and security. This should contribute to safer walking facilities and may improve residential development opportunities.

### Māori Impact Statement - *Te Tauākī Kaupapa Māori*

N/A

### Sustainability - *Te Toitūtanga*

N/A

### Financial considerations - *Ngā Whakaarohanga Ahumoni*

The cost to Council to initiate the road stoppage is minor, involving only the publishing of public notices.

Implementing the road stoppage will incur some costs to Council, including legal fees for the subdivision and disposal of the land. This would be offset via the sale of the land.

### 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 moderate significance.

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

Consultation has been undertaken with the adjoining landowners who are agreeable to both having the alleyway closed and to agreeing in principle to take over ownership of the land once the alleyway is closed and stopped.

### Risks

Opportunity: To reduce the opportunity for illegal and antisocial behaviour due to poor public infrastructure.

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
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Improved safety and security for local residents and users of the walking network.
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Reduced accessibility for users of the walking network. Requirement to take any objections to the Environment Court.
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**Rural Community Board** – *Te Poari Tuawhenua-ā-Hapori*

N/A

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Thursday, 18 April 2024

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

**Item 11**

*Te Rārangi Take*

# Report to Council

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

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

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## **1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga***

[//hdcfp1/data/Infocouncil/Templates/report\\_guidance.pdf](https://hdcfp1/data/Infocouncil/Templates/report_guidance.pdf)

- 1.1 The purpose of this report is to set the fees for the dog registration year 1 July 2024 to 30 June 2025. It is proposed that the total collection of dog control fees is increased by 7%, with individual fees rounded up or down to the nearest dollar.
- 1.2 Section 37(1) of the Dog Control Act 1996 requires – the dog control fees payable to a territorial authority shall be those reasonable fees prescribed by resolution for the registration and control of dogs.
- 1.3 Section 37(2)(f) of the Dog Control Act 1996 allows for an additional fee, for the registration on or after the first day of the second month (1 August 2024). Such penalty fees shall not exceed 50%.
- 1.4 The Rural Community Board at their meeting on 26 February 2024, supported the recommendations in this report.

## 2.0 Recommendations - Ngā Tūtohunga

- A) That Council receive the report titled Dog Control Fees 2024/2025 dated 18 April 2024.
- B) That Council adopt the following dog control fees for the 2024/2025 year.

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

- C) That pursuant to sections 37 and 68 of the Dog Control Act 1996, and section 14 of the Impounding Act 1955, Council adopts the following other Animal Control fees increased by 7% where considered appropriate for the 2024/2025 year.

Category	Current Fee	Proposed Fee 2024
<b>Dog Related Fees</b>		
Micro-chip Fee	\$47.00	<b>\$50.00</b>
Relinquishment Fee	\$52.50	<b>\$56.00</b>
Destruction Fee	\$63.00	<b>\$67.00</b>
Seizure Fee	\$63.00	<b>\$67.00</b>
First Impound	\$94.50	<b>\$101.00</b>
Second Impound	\$136.50	<b>\$146.00</b>
Third Impound	\$194.00	<b>\$208.00</b>
Adoption Fee	\$278.00	<b>\$297.00</b>
Daily Sustenance Fee	\$9.50	<b>\$9.50</b>
Application Selected Owner	\$31.50	<b>\$34.00</b>
Application More Than Two Dogs	\$31.50	<b>\$34.00</b>
Animal Control Hourly Rate	\$120.00	<b>\$128.00</b>
Vehicle Rate	\$0.87	<b>\$0.95</b>
Replacement Tag	\$6.50	<b>\$7.00</b>
<b>Stock Related Fees</b>		
Goats	\$16.00	<b>\$17.00</b>
Sheep	\$16.00	<b>\$17.00</b>
Pigs	\$26.00	<b>\$27.00</b>
Deer	\$47.00	<b>\$50.00</b>
Horse	\$47.00	<b>\$50.00</b>
Cattle	\$47.00	<b>\$50.00</b>
Daily Sustenance Fee	Actual Costs	<b>Actual Costs</b>

- D) Council notes the Chief Executive will have a Review completed of current Council Policy/s related to fees for management of Dog Control and bring any recommendations back to Council latter in 2024.

### 3.0 Background – *Te Horopaki*

- 3.1 Dog Control is a community safety activity, Council seeks to recover the costs of providing the services in accordance with its Revenue and Financing Policy.
- 3.2 There has been a decrease of 341 dogs registered in the current year. There could be several reasons why, for example dogs lost through cyclone Gabrielle, or the current financial climate makes dog ownership less affordable.

**Table 1**

Year	Registered
2021/2022	13,339
2022/2023	13,317
2023/2024	12,976

- 3.3 The different categories of dogs are Rural, Urban, Special Owner, dogs classified Dangerous and Special Purpose dogs.

**Table 2**

Category	Number
Rural	6,002
Urban	2,121
Dangerous	31
Special Owner	4,798
Special Purpose	24
<b>TOTAL</b>	<b>12,976</b>

- 3.4 The current charging method is determined by allocating the costs into two components, **registration**, and **enforcement**. The registration component is divided equally amongst all dogs and the enforcement component is based on the level of work.
- 3.5 A Report was put to the Rural Community Board on 26 February 2024. The Board supports the recommendations in this report.

### 4.0 Discussion – *Te Matapakitanga*

- 4.1 Council currently subsidises the adoption of dogs from the dog registration fees. The adoption fee would need to increase to \$400 to cover costs. This may result in a reduction of the number of suitable dogs being adopted out.
- 4.2 When determining the registration fee, fine recoveries and impound fees have been calculated based on dog control management costs and allocated at 73% user pays via fees and 27% rate funding as per Councils current Policy settings.
- 4.3 The Local Government Act 2002 requires the adoption of a Revenue and Financing Policy, which details Council policy regarding the funding of operating and capital expenditure from various revenue sources as detailed in the Act (Section 103).
- 4.4 Section 101 of the Act requires more specific analysis in deciding the most appropriate funding source for each activity. Council must consider the following:
- The community outcomes to which the activity primarily contributes,
  - The distribution of benefits between the community, any identifiable part of the community, and individuals,

- The period in or over which those benefits are expected to occur,
- The extent to which the actions or inaction of individuals or a group contribute to the need to undertake the activity; and
- The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.

- 4.5 This section of the Act requires Council to consider the overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental, and cultural wellbeing of the community.
- 4.6 Costs relating to dog registrations and associated activities are funded from Fees and Charges through annual registration fees. Fees/Fines are also charged to those who should bear the cost for unregistered dogs and impounded dogs with the balance of funds required coming from general rates. A uniform targeted rate differentiated by location reflects the service provision element of the activity with the balance funded through the general rate and differentiated based on a property's relative location to urban based facilities.
- 4.7 Special purpose dogs are (no fees are applied):
- Aviation Security
  - Department of Conservation
  - Department of Corrections
  - Ministry of Agriculture
  - Ministry of Defence
  - Ministry of Fisheries
  - New Zealand Customs
  - New Zealand Defence Force
  - New Zealand Police
  - Disability Assist dogs (as listed in Schedule 5 of the Dog Control Act 1996).

## 5.0 Options – *Ngā Kōwhiringa*

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

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

Advantages

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

Disadvantages

- Increases costs to dog owners.

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

- 5.2 Leave the fees as they currently are:

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

## 6.0 Next steps – *Te Anga Whakamua*

- 6.1 If Council adopts the proposed fees, these will be publicly advertised the month proceeding the start of the dog registration year (June) and will apply from the start of the 2024/2025 registration year (1 July).

**Attachments:**

There are no attachments for this report.

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## Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

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### **Fit with purpose of Local Government** - *E noho hāngai pū ai ki te Rangatōpū-ā-Rohe*

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

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### **Māori Impact Statement** - *Te Tauākī Kaupapa Māori*

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

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### **Sustainability** - *Te Toitūtanga*

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

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### **Financial considerations** - *Ngā Whakaarohanga Ahumoni*

The fees are reviewed annually on a cost recovery basis in accordance with Council Policy.

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### **Significance and Engagement** - *Te Hiranga me te Tūhonotanga*

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

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

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

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### **Risks**

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
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The revenue from registration fees funds the dog control activity.	Insufficient funds may result in a drop in the level of service which may have an impact on community safety.
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### **Rural Community Board** – *Te Poari Tuawhenua-ā-Hapori*

This report has been to the Rural Community Board for endorsement prior to coming to Council. Forty six percent of the district's dogs are in rural communities.

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Thursday, 18 April 2024

Item 12

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

*Te Rārangi Take*

# Report to Council

*Nā:*  
**From: James Haronga, Parking Transportation Officer**

*Te Take:*  
**Subject: Parking Controls**

## 1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to obtain a decision from Council on changes to parking controls on King Street South and the Northern Carpark.
- 1.2 This proposal arises from a number of requests for changes in existing parking controls in and around the Hastings District.
- 1.3 The report recommends the following changes.

ROAD	EXISTING CONTROLS TO BE REMOVED/CHANGED	PROPOSED CONTROLS
King Street South	5 Paid P120 to remain	Clearway – 11pm to 6am
Northern Carpark	Revoke 4 Metered all day carparks	Replace with 4 Leased carparks

- 1.4 Amendments to Bylaws require a resolution of Council.

## 2.0 Recommendations - *Ngā Tūtohunga*

- A) That Council receive the report titled Parking Controls dated 18 April 2024.
- B) That Council resolve pursuant to Clause 5.3.1(a)(i) of Chapter 5 (Parking and Traffic) of the Hastings District Council Consolidated Bylaw 2021, that the existing five paid parking P120 parking spaces located 17 metres from the intersecting point of Eastbourne Street West and extending 29.65 metres north on the western side of King Street South become a Clearway Area from 11pm until 6am 7 days a week.

- C) That Council resolve pursuant to Clause 5.3.1(a) (i) of Chapter 5 (Parking and Traffic) of the Hastings District Council Consolidated Bylaw 2021, that the existing four metered parking spaces located in the Northern Carpark be revoked and replaced with leased parking.

### 3.0 Background – *Te Horopaki*

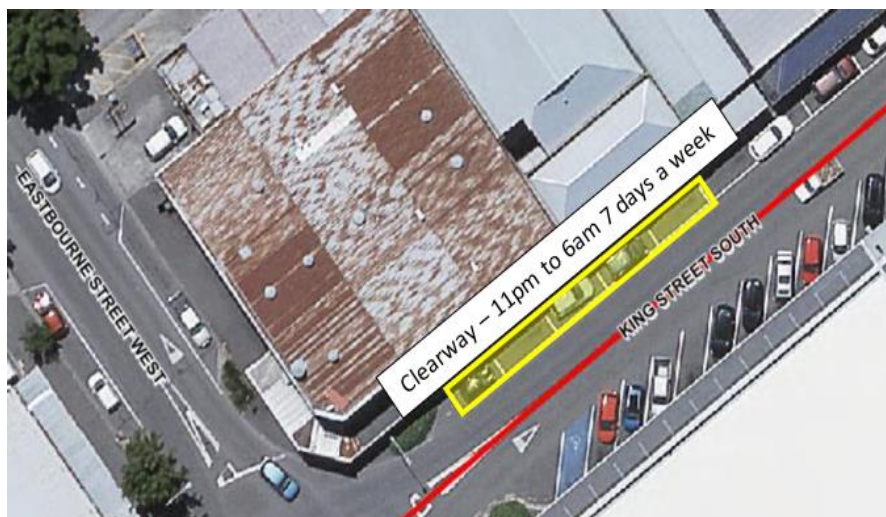
- 3.1 From time to time, it is necessary to introduce parking controls and/or amend those that are already in place.
- 3.2 In order that the changes are legally established and enforceable, a formal resolution by Council is required.
- 3.3 The following information provides the background and current situation relevant to the changes being proposed.

### 4.0 Discussion – *Te Matapakitanga*

#### 4.1 King Street South – Clearway (Recommendation B)

Police have requested that the area outside the Cru Bar become a Clearway area between 11pm and 6am, 7 days a week. This will,

- Give Police the ability to move people who are aiming to incite disorder while sitting in their cars.
- Allow for more taxi vehicles to move people away efficiently and safely from the area.
- Allow a better view of the area, lessening the incidence of concealed liquor ban breaching or public disorder.



#### 4.2 Northern Carpark – Revoke 4 Metered Spaces - Establish Leased carparks (Recommendation C)

With a growing waiting list for leased carparks, an occupancy survey in the Northern Carpark was done and showed that parking was steady at 85.3% but also showed there was still free parking spaces available. It is recommended that 4 metered parking spaces in the Northern Carpark be changed to leased carparks.



## 5.0 Options – Ngā Kōwhiringa

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

- 5.1 To change the Parking Controls to allow the parking arrangements as outlined at the sites in section 4.
- 5.2 The advantages of implementing the changes as recommended include enhanced public and private sector services provisions and better utilisation of carpark assets.

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

- 5.3 To continue current arrangements.

## 6.0 Next steps – Te Anga Whakamua

If the recommendations are approved, appropriate paint and signage provisions will be completed or removed.

### Attachments:

There are no attachments for this report.

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## Summary of Considerations - He Whakarāpopoto Whakaarohanga

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### 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

Reducing public nuisance and threats to public health and safety.

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Moving people and goods around safely and efficiently, furthermore improving economic and social wellbeing.

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**Māori Impact Statement - *Te Tauākī Kaupapa Māori***

N/A

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**Sustainability - *Te Toitūtanga***

N/A

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**Financial considerations - *Ngā Whakaarohanga Ahumoni***

N/A

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**Significance and Engagement - *Te Hiranga me te Tūhonotanga***

This decision does not trigger the threshold of the Significance and Engagement policy.

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

**King Street South – Clearway**

The licensee for The Cru Bar and the Hastings District Council Security Manager support the proposal from the Police.

No other consultation was needed as the proposed changes will not affect other businesses in the area during normal business hours.

**Northern Carpark – Leased Carparks**

No consultation was necessary.

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**Risks**

N/A

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

N/A

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Thursday, 18 April 2024

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

**Item 13**

*Te Rārangi Take*

# Report to Council

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**Nā:** Charles Ropitini, Principal Advisor: Relationships, Responsiveness  
**From:** & Heritage

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**Te Take:**  
**Subject:** Policy for Freedom of the District and Approval of Charter Parade

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## 1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to recommend to Council the adoption of a policy to effectively coordinate the administration of the Council's granting and exercising of Freedom of the District of Heretaunga Hastings in the two forms of:
- **Charters Granting Freedom of Entry (FoE)** bestowing rights to military units, ships, and establishments who have long standing and significant links to the Heretaunga Hastings community and/or District of Heretaunga Hastings in accordance with military law and tradition, and;
  - **Keys to the District** bestowing rights to the above-mentioned military entities, or to other individuals or groups from Heretaunga Hastings that have made a profound contribution in their field of endeavour, or to individuals or groups from elsewhere that have made a profound contribution to Heretaunga Hastings.
- 1.2 As knowledge of Charter Parades and civic ceremonial protocols become rare, it is important for Council to have policies and procedures to appropriately guide these significant Civic events.
- 1.3 At a Ceremonial Parade on 7<sup>th</sup> September 1958, Hastings formally adopted the Royal New Zealand Armoured Corps (R.N.Z.A.C.) entitling them to receive the Freedom of the City. In recognition of the special relationship between the City of Hastings and the R.N.Z.A.C., in August 1959 the Regimental Guidon of the 9<sup>th</sup> Wellington East Coast Mounted Rifles (9<sup>th</sup> W.E.C.M.R.) was placed in the Hastings City Council Chambers for public display and safekeeping.
- 1.4 In 2003 the New Zealand Army undertook a significant reorganisation which also resulted in a directive from the Chief of Army for the 9<sup>th</sup> Wellington East Coast Mounted Rifles Regimental Guidon to be formally laid up and kept in the preserve of the Hastings District Council.
- 1.5 A policy is required for the ongoing care, maintenance, and remembrance of the Guidon and its significance to Hawke's Bay:

- **Policy for the Custodianship of the 9<sup>th</sup> Wellington East Coast Mounted Rifles Regimental Guidon** to ensure Council uphold active kaitiakitanga *custodianship* of the Guidon as a significant gift from the Royal New Zealand Armoured Corps to the District of Heretaunga Hastings.

- 1.6 These Policies in draft form were presented to both the Heretaunga Takoto Noa Māori Standing Committee and the Civic Development Subcommittee in November 2023. Feedback from both these Committees has been reflected in the Policies being considered by the Council today. Both the Heretaunga Takoto Noa Māori Standing Committee and the Civic Development Subcommittee recommend that Council adopt these Policies.
- 1.7 This report also seeks Council approval for the Queen Alexandra's Mounted Rifles (Q.A.M.R.) Regiment to exercise Freedom of Entry and laying up of the 9 W.E.C.M.R. Guidon with a Charter Parade on Friday 7 June 2024 in Hastings.
- 1.8 The Guidon is currently in the possession of the Q.A.M.R. and is being housed in the Officer's Mess at Linton Army Camp. The Guidon is to be formally laid-up (retired) as a part of the Charter Parade on Friday 7 June 2024 in the Council Chambers.
- 1.9 In preparation for the Charter Parade on Friday 7 June 2024, approval is sought to revise the wording of the Charter to include the name of the current Mayor and Council Chief Executive.

## 2.0 Recommendations - Ngā Tūtohunga

- A) That Council receive the report titled Policy for Freedom of the District and Approval of Charter Parade dated 18 April 2024.
- B) That Council adopt the following policies:
  - Policy for Granting Freedom of the District of Heretaunga Hastings (**Attachment 1**).
  - Policy for the Custodianship of the 9th Wellington East Coast Mounted Rifles Regimental Guidon (also contained in **Attachment 1**).
- C) That Council approve the Queen Alexandra's Mounted Rifles Regiment to exercise Freedom of Entry and laying up (in the Council Chambers) of the 9th Wellington East Coast Mounted Rifles Guidon with a Charter Parade on Friday 7 June 2024 in Hastings.
- D) That Council approve the revision of the Charter wording to include the name of the current Mayor and Chief Executive.

## 3.0 Background – Te Horopaki

- 3.1 The tradition of Granting Keys dates back to medieval times, when many cities were enclosed with walled fortifications. The key symbolised the political relationship between cities or a ruler of the land on which the city was located allowing a visiting hero or dignitary freedom to enter and leave the city at will.
- 3.2 Charters Granting Freedom of Entry are an ancient honour bestowed to a military unit with historic ties to the area governed by an authority. The Charter bestows upon military units the right to parade through the streets of the District on ceremonial occasion, and to be present at official functions and ceremonies.
- 3.3 In accordance with military law and tradition this gives the unit the right to march through the streets with swords drawn, bayonets fixed, and drums beating, bands playing, and colours flying. The unit may carry out this privilege without a police escort.



- 3.4 Military Units that hold a current Charter for the Freedom of Entry are the Queen Alexandra's Mounted Rifles Regiment, R.N.Z.A.C.
- 3.5 The historical relationship with the Queen Alexandra's Mounted Rifles stems from the 9<sup>th</sup> Wellington East Coast Mounted Rifles Regiment raised on 17<sup>th</sup> March 1911 as one of 12 regionally based mounted rifles regiments. Sir Andrew Russell was the units first Commanding Officer.
- 3.6 On 1<sup>st</sup> April 1956 the unit was renamed the 4<sup>th</sup> Armoured Regiment (Wellington East Coast) R.N.Z.A.C. with its headquarters based in Hastings.
- 3.7 On being granted Freedom of the City of Hastings on 7<sup>th</sup> September 1958 the unit name was adjusted to 4<sup>th</sup> Armoured Regiment (Wellington East Coast – City of Hastings Own) R.N.Z.A.C.
- 3.8 Through successive reorganisations of the New Zealand Army, the relationship with the R.N.Z.A.C. has been maintained by the Mayor on behalf of the people of Heretaunga Hastings.
- 3.9 Exercising Freedom of Entry is in the form of a Charter Parade, which in the past has been a regular annual occurrence. In recent times Charter Parades have become rare events, and knowledge around the structure, ceremonial protocol, and organisation of Charter Parades now requires policy and procedural guidance to moving forward.

#### **Civic Development Subcommittee Feedback**

- 3.10 At the Civic Development Subcommittee meeting on 7 November 2023 officers provided an overview and a copy of the draft Policy for Charters Granting Freedom of Entry. At this meeting the Chairperson suggested the inclusion of a policy statement for revoking Keys to the District as follows:
- 3.11 Revoking Keys to the District: Keys to the District may be revoked in instances where individuals or groups do not uphold the dignity and respect of this highest acknowledgement. Revoking Keys to the District is at the discretion of the Mayor in consultation with the Council and Heretaunga Takoto Noa Kōmiti, and is formalised by a resolution of Council.
- 3.12 At its meeting on 7 November 2023, the Civic Development Subcommittee endorsed and recommended to Council the adoption of the policies.

#### **Heretaunga Takoto Noa Māori Standing Committee Feedback**

- 3.13 The Heretaunga Takoto Noa Kōmiti Committee received a presentation overview and a copy of the draft Policy for Charters Granting Freedom of Entry at its meeting on 15 November 2023. The Kōmiti requested the inclusion of the decision-making partnership of the Kōmiti in the Roles and Responsibilities section of the policy, and to replace reference of the Articles of the Treaty of Waitangi with the Principles of the Treaty of Waitangi:
- 3.14 **Roles and Responsibilities: Heretaunga Takoto Noa Kōmiti:** The Heretaunga Takoto Noa Kōmiti, as representatives for Mana Whenua, also have an opportunity to raise any issues relating to the nomination.
- 3.15 **Te Tiriti o Waitangi The Treaty of Waitangi:** Decision making regarding Freedom of the District is underpinned by the principles of the Treaty of Waitangi: Participation, Protection and Partnership.
- 3.16 At its meeting on 15 November 2023, the Heretaunga Takoto Noa Māori Standing Committee endorsed and recommended to Council the adoption of the policies.

## **4.0 Discussion – *Te Matapakitanga***

- 4.1 Policy for Charters Granting Freedom of Entry and for Granting Keys to the District:
  - Freedom of Entry is granted to military units, ships, and establishments who have long standing and significant links to the District of Heretaunga Hastings.



- Granting Keys to the District is the highest Civic Honour bestowed by the Mayor to non-military groups and/or individual from Heretaunga Hastings that have made a profound contribution to Heretaunga Hastings.
- The granting of Freedom of Entry and Keys to the District is a joint decision by Council and the Heretaunga Takoto Noa Kōmiti by recommendation of the Mayor. The granting of Freedom of the District has no legal bearing, however is a significant decision of the District and requires the partnership of the Heretaunga Takoto Noa Kōmiti.

4.2 Policy for the Custodianship of the 9<sup>th</sup> Wellington East Coast Mounted Rifles Regimental Guidon:

- The policy ensures public access to the Guidon for ongoing remembrance.
- The policy makes clear to the public that the military tradition of retired Regimental Colours means the Guidon is laid up in perpetuity, is not to be removed, will not be conserved to museum standards, and is to decay in its permanent encasement.
- The policy outlines the steps Council will take to maintain the memory of the Guidon through active remembrance of the World War One battles and campaigns honoured on the Guidon.

## 5.0 Options – Ngā Kōwhiringa

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

5.1 **Option One:** is the preferred option. It recommends that the Council adopt the Policies:

- Advantages: Council has a clear set of policies and procedures to carry out Civic ceremonial protocols to a standard expected when working with the New Zealand Defence Force.
- Disadvantages: Charter Parades and Civic Ceremony in the public realm has an impact to traffic on specified roads for a short period of time.

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

5.2 **Option Two:** Do not approve the Policies:

- Advantages: None identified.
- Disadvantages: Council does not have a clear set of policies and procedures to carry out Civic ceremonial protocols to a standard expected when working with the New Zealand Defence Force.

## 6.0 Next steps – Te Anga Whakamua

6.1 Pending Council's agreement, Officers will continue to make necessary arrangements in preparation for the Charter Parade on the 7<sup>th</sup> of June in close collaboration with the Queen Alexandra's Mounted Rifles (Q.A.M.R) Regiment and in accordance with the adopted Policies.

### Attachments:

1⇒	Policy for the Freedom of the District & Policy for the Custodianship of the Guidon	CG-17-1-00786	Under Separate Cover
2⇒	2024 Charter (Bilingual)	CG-17-1-00782	Under Separate Cover

## 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.

In the context of the Freedom of the District and maintaining historical relationships, the Local Government Act 2002 Section 41A in part states:

- The role of the Mayor is to provide leadership to the people in the District.

In the context of this policy the leadership is the carrying out of civic and ceremonial duties on behalf of the people in the District while maintaining custodianship of historic relationships significant to the District.

### Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal promotes the cultural and social wellbeing of communities in the present and for the future, inclusive of upholding and promoting the heritage of the District.

### Māori Impact Statement - *Te Tauākī Kaupapa Māori*

Granting Freedom of the District, is a decision that should be made jointly with Heretaunga Mana Whenua through the Heretaunga Takoto Noa Kōmiti. Charters Granting Freedom of Entry are bestowed to military units, who, as well as having Freedom of Entry to the District, also gives permission for Freedom of Entry to Mana Whenua areas of interest and therefore joint decision making is important.

Local Government Act 2002 Section 4: The Treaty of Waitangi in part:

To maintain and improve opportunities for Māori to contribute to local government decision-making processes.

### Sustainability - *Te Toitūtanga*

There are no known impacts for Sustainability.

### Financial considerations - *Ngā Whakaarohanga Ahumoni*

There are financial considerations for ceremonies associated Freedom of the District:

- Hospitality and Gift Exchange
- Traffic Management Plans for Road Closures
- Advertising
- Event Management

### 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.

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

Consultation and input has been gained from:

- Royal New Zealand Returned and Services Association National Headquarters
  - Clubs Hastings
  - Queen Alexandra's Mounted Rifles
- 

### Risks

Opportunity: To uphold the historic and enduring relationships held between Council, the New Zealand Defence Force, and high profile, high contributing groups and/or individuals who have excelled in their field of expertise for the betterment of the District.

REWARD – <i>Te Utu</i>	RISK – <i>Te Tūraru</i>
Council maintain a positive reputation for delivering effective and meaningful ceremonial civic events that uphold the integrity of Heretaunga Hastings in the eyes of the community.	Reputational risk for not being able to maintain the expectations demanded of civic ceremonial protocols alongside military law and traditions.

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

There are no implications for the Rural Community Board.

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Thursday, 18 April 2024

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

Item 14

*Te Rārangi Take*

# Report to Council

*Nā:*  
**From: Emma James, Youth Lead**

*Te Take:*  
**Subject: 2024 Youth Council Appointments to Council Subcommittees**

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

- 1.1 The purpose of this report is to obtain Council's appointment of Youth Council representation to Council Subcommittees and External Organisations Working Groups. Youth Councillors do not have voting rights on Council subcommittees.

## 2.0 Recommendations - *Ngā Tūtohunga*

- A) That Council receive the report titled 2024 Youth Council Appointments to Council Subcommittees dated 18 April 2024.
- B) That Council approve the non-voting appointment of the following Youth Council representatives to the following Council Subcommittees and other External Organisations and Working Groups during their term of office with the Youth Council in 2024.

COUNCIL SUBCOMMITTEE/BOARD/GROUP	NOMINATED APPOINTEE/S	NUMBER OF APPOINTEE/S
Civic Development Subcommittee	Keaton Pitcher Sophie Webber Taylor Bevan	Two Youth Council representatives (non voting) and one alternate (non voting)
District Development	Chris Proctor Bella Bridson Apache Hanara-Ngaheu	Two Youth Council representatives and one alternate (non voting)
Community Wellbeing	Phaizon Parkes Peter Hannah	Two Youth Council representatives

	Keaton Pitcher	and one alternate (non voting)
Hastings District Rural Community Board	Theo King	One Youth Council representative (non voting)
Rural Halls Subcommittee	Theo King	One Youth Council representative (non voting)
<b>WORKING GROUP</b>		
Multicultural Strategy working group	Ariel Sajar Savannah Ogborn	Two Youth Council representatives

### Attachments:

There are no attachments for this report.

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Thursday, 18 April 2024

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Item 15

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

*Te Rārangi Take*

# Report to Council

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

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*Te Take:*  
Subject: **Charging Policy for Local Government Official Information and Meetings Act 1987 Requests for Information**

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

- 1.1 This report seeks Council endorsement of an internal Council 'Charging Policy for Local Government Official Information and Meetings Act 1987 Requests for Information' contained in **Attachment 1**.
- 1.2 Councils can charge for the supply of information in accordance with s 13 (1A) of the Local Government Official Information and Meetings Act (LGOIMA). Any charge must be 'reasonable' and 'regard may be had to the cost of the labour and materials involved in making the information available'.
- 1.3 In addition to the LGOIMA, councils are informed by the Ombudsman's Guidance when considering the appropriateness of charging. Charges can be made for making the information available; including time spent retrieving and collating the information and preparing it for release. However, charges cannot be made for time spent or any expenses incurred in deciding whether to release the information.
- 1.4 Key points of the internal Council Policy 'Charging Policy for Local Government Official Information and Meetings Act 1987 Requests for Information' include:
  - If the request is not onerous Council will generally not charge for supplying the information.
  - If the request is for a significant amount of information and/or requires considerable labour and materials, or Council has received numerous requests from the same person/entity in a short timeframe which when aggregated requires considerable staff resource to respond to, Council may consider imposing a charge.
  - In certain cases, charges can be reduced or cancelled if:
    - there is a compelling public interest (e.g., requests from the media are likely to come within the 'public interest') in making the information available; and/or

- Meeting the charge would be likely to cause hardship to the requester.

1.5 Subject to Council endorsement the Council internal policy as attached in **Attachment 1**, will be made available to the public.

## 2.0 Recommendations - *Ngā Tūtohunga*

- A) That Council receive the report titled Charging Policy for Local Government Official Information and Meetings Act 1987 Requests for Information dated 18 April 2024.
- B) That Council endorse the Council Charging Policy for Local Government Official Information and Meetings Act 1987 Requests for Information (**Attachment 1**).

### Attachments:

1 [↓](#) LGOIMA Charging Policy for Council Endorsement CG-17-1-00792



## Charging Policy for Local Government Official Information and Meetings Act 1987 Requests for Information

### Purpose

The purpose of this policy is to set out Hastings District Council's charging policy for providing information under the Local Government Official Information and Meetings Act 1987 (LGOIMA).

### Background

The LGOIMA allows people to request official information held by local government agencies. It contains rules for how such requests should be handled and provides a right to complain to the Ombudsman in certain circumstances.

The principle of availability underpins the whole LGOIMA. The Act states that:

*The question whether any official information is to be made available... shall be determined, except where this Act otherwise expressly requires, in accordance with the purposes of this Act and the principle that the information shall be made available unless there is good reason for withholding it.*

This principle will be applied when Hastings District Council is considering how to best respond to a request for official information.

Councils can charge for the supply of information under the LGOIMA (s 13(1A)). Any charge fixed must be 'reasonable' and 'regard may be had to the cost of the labour and materials involved in making the information available'.

### Charging for LGOIMA

Council will not generally charge for information requests. If a request is for a significant amount of information and/or requires considerable labour and materials, or Council has received numerous requests from the same person in a short timeframe which aggregated requires a large amount of staff resource to respond to the party, Council may consider imposing a charge.

Charges can be made for making the information available; including time spent retrieving and collating the information and preparing it for release. However, charges cannot be made for the time spent or any expenses incurred in deciding whether to release the information.

This Policy is based on the Ministry of Justice Guidelines for Official Information Requests and the Ombudsman's Guide to Charging for Official Information under the Official Information Act and LGOIMA.

- The first one hour of time will not be charged for.
- The first twenty pages of photocopying will not be charged for.
- Hastings District Council can recover any other actual costs relating to providing a response:
  - \$38 per half hour of staff time more than one hour; and
  - \$0.20 per page for photocopying more than 20 pages
  - Additional charges can be made for labour, materials, and other direct costs.

Further details are available in the Ministry of Justice's publication [Charging Guidelines for OIA Requests](#) and the Office of the Ombudsman publication [A guide to charging for official information under the OIA and LGOIMA](#).

If Council considers a charge is necessary, Council will advise the requestor of the maximum estimated cost of processing their request before Council begins working on it. The requestor will be asked to pay this cost in advance. The requestor can decide if they want to continue, withdraw, or refine the request.

In certain cases, charges can be reduced or cancelled if:

- there is a compelling public interest (e.g., requests from the media may come within the 'public interest') in making the information available; and/or
- meeting the charge would be likely to cause hardship to the requester.

Requestors can make a complaint to the Office of the Ombudsman regarding the proposed charge.

Thursday, 18 April 2024

Item 16

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

*Te Rārangi Take*

# Report to Council

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

*Te Take:*  
**Subject: Requests Received Under The Local Government Official Information and Meetings Act 1987 (LGOIMA) Update**

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

- 1.1 The purpose of this report is to inform the Council of the number of requests under the Local Government Official Information and Meetings Act 1987 (LGOIMA) received from 20 February 2024 to 20 March 2024 and the status of those requests as at the 20<sup>th</sup> of March 2024.
- 1.2 This issue arises from the provision of accurate reporting of information to enable effective governance.
- 1.3 This is an administrative report to ensure that Council is aware of the number and types of information requests received and to provide assurance the Council is meeting its legislative obligations in relation to the LGOIMA.
- 1.4 This report concludes by recommending that the LGOIMA requests (as in **Attachment 1**) be noted.

## 2.0 Recommendations - *Ngā Tūtohunga*

- A) That Council receive the report titled Requests Received Under The Local Government Official Information and Meetings Act 1987 (LGOIMA) Update dated 18 April 2024.
- B) That the LGOIMA requests received from 20 February 2024 to 20 March 2024, as set out in **Attachment 1** of the report be noted.

## Attachments:

1 [📄](#) LGOIMA response Report for Council April 2024 CG-17-1-00780



Local Government Official Information and Meetings Act 1987

LGOIMA – Report to Council – 21 February 2024 – 20 March 2024

	Requests Received	Responses to requests	Responses with information fully released	Responses with information partially withheld	Responses with information fully withheld or declined	Average number of working days to respond	Requests resulting in a complaint to Ombudsman
	11	6	6	0	0	4.5	0

Requests received since last reported to Council

Completed	6		
Outstanding	5		
Month	From	Subject	Estimated Time(hours)
From 21 February 2024	Samuel Tranter	Water services #4	2
	Jessica Maxwell	Birdbath at Keirunga Gardens	
March	Nadine Roberts, Stuff	Closure of Napier/Taihape Rd 13 & 14 Feb 2023	
	Jessica Maxwell	Havelock North streams Questionnaire	
	Brandon Tan	Easter trading advice	1
	Robyn Gibbs	Property inquiry	2.5
	Meg Stewart Ward, Labour Office	Rates	1
	Jessica Maxwell	Annual Dam Safety Reviews	
	Marty Sharpe, Media	Sale of Council land	
	Antony DeGreat	Rainbow Storytime costs	1
	Abby Johnson, Parliament	Amotai payments	1





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Thursday, 18 April 2024

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Council Meeting**

**Item 17**

*Te Rārangi Take*

# Report to Council

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

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*Te Take:*  
**Subject: Proposed Amendments To Schedule Of Meetings**

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

- 1.1 The purpose of this report is to consider amendments to the schedule of Council and Committee Meetings for the 2024 Meetings Calendar which was adopted by Council on 14 November 2023.

This report recommends that the 2024 Meeting Schedule as amended below be adopted.

The Local Government Act 2002, Schedule 7, Clause 19 states:

*“A local authority must hold meetings at the times and places that it appoints”.*

*If a local authority adopts a schedule of meetings-*

*a) The schedule-*

*i) may cover any future period that the local authority considers appropriate, and*

*ii) may be amended.*

*Although a local authority must hold the ordinary meetings appointed, it is competent for the authority at a meeting to amend the schedule of dates, times and number of meetings to enable the business of the Council to be managed in an effective way.*

- 1.2 It is proposed that the meeting schedule be amended as outlined in the recommendations of this report.

## 2.0 Recommendations - Ngā Tūtohunga

- A) That Council receive the report titled Proposed Amendments To Schedule Of Meetings dated 18 April 2024.
- B) That Council adopt changes to the 2024 Schedule of Meetings as follows:

Tuesday 30 April, 8:30am	New Meeting	Council
Thursday 2 May 2024, 9am	New Meeting	Strategy and Recovery Committee
Tuesday 4 June 2024, 2pm (Was Monday 27 May)	Postponement	Rural Community Board
Wednesday 19 and Thursday 20 June	New meeting	Civic Development Subcommittee (Community Grants)
Friday 21 June, 1pm (Was Friday 3 May)	Postponement	Ōmarunui Refuse Landfill Joint Committee
Wednesday, 16 October, 10am	New Meeting	HB Crematorium Committee

### Attachments:

There are no attachments for this report.

# HASTINGS DISTRICT COUNCIL

## COUNCIL MEETING

THURSDAY, 18 APRIL 2024

Item 20

### RECOMMENDATION TO EXCLUDE THE PUBLIC

#### SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

THAT the public now be excluded from the following part of the meeting, namely:

- 21 Commercial Transaction
- 22 Heretaunga House Redevelopment
- 23 Land Negotiations
- 24 Iona Urban Development Area Update

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:

GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION
21 Commercial Transaction	<p><b>Section 7 (2) (h)</b> The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p><b>Section 7 (2) (i)</b> The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). Protect Councils negotiation position and the business information of 3rd parties.</p>	<p><b>Section 48(1)(a)(i)</b> 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.</p>

**22 Heretaunga House  
Redevelopment**

**Section 7 (2) (g)**

The withholding of the information is necessary to maintain legal professional privilege.

**Section 7 (2) (h)**

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.

**Section 7 (2) (i)**

The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). Protect Council's negotiation position and confidentiality of respondents commercially sensitive 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.

**23 Land Negotiations**

**Section 7 (2) (i)**

The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). To enable Council to acquire land from affected landowner.

**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.

**24 Iona Urban Development Area  
Update**

**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 7 (2) (i)**

The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). To protect third party commercial contract negotiations.

**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.