

CENTRAL HAWKE'S BAY



I hereby give notice that a Finance and Planning Committee Meeting will be held on:

Date: Thursday, 22 March 2018
Time: 9.30 am
Location: Council Chamber
28-32 Ruataniwha Street
Waipawa

AGENDA

Finance and Planning Committee Meeting

22 March 2018

Our vision for Central Hawke's Bay is a proud and prosperous district made up of strong communities and connected people who respect and protect our environment and celebrate our beautiful part of New Zealand.

Monique Davidson
Chief Executive

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CENTRAL HAWKE'S BAY DISTRICT COUNCIL

Notice is hereby given that a meeting of the Finance and Planning Committee will be held in the Council Chamber, 32 Ruataniwha Street, Waipawa on **Thursday 22 March 2018** commencing at **9.00am**.

PRESENT: Councillor I G S Sharp (Chairman)
Councillors T H Aitken, K R Annand, S M Burne-Field, T R Chote,
G A Minehan, B W Muggeridge, D N Tennent and Her Worship the Mayor Walker

IN ATTENDANCE: M R Davidson Chief Executive
J Lloyd Group Manager, Community Infrastructure and Development
B M Smith Group Manager, Corporate Support and Services
L Collecutt Governance and Support Officer
Roger C A Maaka Maori Consultative Committee Representative

1 APOLOGIES

2 DECLARATIONS OF CONFLICTS OF INTEREST

3 STANDING ORDERS

RECOMMENDATION

THAT the following standing orders are suspended for the duration of the meeting:

- 20.2 Time limits on speakers
- 20.5 Members may speak only once
- 20.6 Limits on number of speakers

RECOMMENDATION

THAT 21.4 Option C under section 21 General procedures for speaking and moving motions be used for the meeting.

4 CONFIRMATION OF MINUTES

Finance and Planning Committee Meeting - 8 February 2018

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
FINANCE AND PLANNING COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 8 FEBRUARY 2018 AT 11.00AM**

PRESENT: Mayor Alex Walker, Cr Ian Sharp (Deputy Mayor), Cr Kelly Annand, Cr Shelley Burne-Field, Cr Tim Chote, Cr Gerard Minehan, Cr Brent Muggeridge, Cr David Tennent

IN ATTENDANCE: Joshua Lloyd (Group Manager, Community Infrastructure and Development), Monique Davidson (CEO), Harry Robinson (Utilities Engineer), Shawn McKinley (Land Transport Manager), Bronda Smith (Group Manager, Corporate Support and Services), Lisa Harrison (Organisation Transformation Lead), Roger Maaka (Maori Consultative Representative)

1 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan
Seconded: Cr Shelley Burne-Field

That the apology received from Cr Aitken be accepted and leave of absence granted.

CARRIED

2 DECLARATIONS OF CONFLICTS OF INTEREST - NONE

3 STANDING ORDERS

COMMITTEE RESOLUTION

Moved: Cr David Tennent
Seconded: Cr Gerard Minehan

THAT the following standing orders are suspended for the duration of the meeting:

- 20.2 Time limits on speakers
- 20.5 Members may speak only once
- 20.6 Limits on number of speakers

CARRIED

COMMITTEE RESOLUTION

Moved: Cr David Tennent
Seconded: Cr Gerard Minehan

THAT 21.4 Option C under section 21 General procedures for speaking and moving motions be used for the meeting.

CARRIED

4 CONFIRMATION OF MINUTES - NONE**5 LOCAL GOVERNMENT ACT COMPLIANCE – PLANNING, DECISION MAKING AND ACCOUNTABILITY**

Council is required to make decisions in accordance with the requirements of Part 6 Subpart 1 of the Local Government Act 2002.

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Cr Kelly Annand

THAT Council has read the reports associated with items 6.1, 6.2, 6.3, 6.4, 6.5 and 7.1 and considers in its discretion under Section 79(1)(a) that sufficient consultation has taken place in addition to the Councillors knowledge of the items to meet the requirements of Section 82(3) in such a manner that it is appropriate for decisions to be made during the course of this meeting.

CARRIED

6 REPORT SECTION**6.1 QUARTERLY ACTIVITY REPORTING - SEPTEMBER TO DECEMBER 2017****PURPOSE**

Provide Council with a summary of Council's quarter activity reporting for period of 1 September to 31 December 2017.

COMMITTEE RESOLUTION

Moved: Cr Kelly Annand

Seconded: Mayor Alex Walker

THAT the quarterly activity reporting from 1 September to 31 December 2017 be received.

CARRIED

- CEO, Monique Davidson spoke to the report.
- Discussion around Landfill and Leachate Storage.

6.2 DECEMBER 2017 QUARTER FINANCIAL REPORT**EXECUTIVE SUMMARY**

Provide Council with a summary of Council's Second Quarter financial performance for the 2017/18 financial year

COMMITTEE RESOLUTION

Moved: Cr Brent Muggeridge

Seconded: Mayor Alex Walker

THAT the report on Council's Second Quarter financial performance for the 2017/18 financial year be received.

CARRIED

- Group Manager, Corporate Support and Services Bronda Smith spoke to the Report.
- Some minor changes to be made to the quarterly report to make it easier to read.

- Any feedback on the report layout changes to be expressed to the Group Manager, Corporate Support and Services directly.
- Cr Sharp found the Project Tables very informative.
- CEO, Monique Davidson advised the only area that she expects to be over budget at year end is Waste Water.

6.3 DRINKING WATER UPDATE

PURPOSE

Update Council on the supply of drinking water and an overview of how we are achieving the recommendations from the Havelock North enquiry.

COMMITTEE RESOLUTION

Moved: Cr David Tennent

Seconded: Cr Tim Chote

THAT the Drinking Water Update be received.

CARRIED

- Utilities Engineer, Harry Robinson spoke to the report.
- Cr Sharp expressed his thanks to Harry for the relationship that has been built between the HBRC and CHBDC.

6.4 DISTRICT PLAN REVIEW UPDATE

PURPOSE

Update the Committee on the District Plan Review.

COMMITTEE RESOLUTION

Moved: Cr David Tennent

Seconded: Cr Shelley Burne-Field

THAT the report on the update of the District Plan is received.

CARRIED

- Senior Planner, Helen O'Shaughnessy spoke to the report.
- Crs would like to receive more regular updates on the District Plan.

6.5 WASTEWATER UPDATE

PURPOSE

Update Council on the District wastewater treatment.

COMMITTEE RESOLUTION

Moved: Cr Kelly Annand

Seconded: Cr David Tennent

THAT the wastewater treatment update be received.

CARRIED

- CEO, Monique Davidson spoke to the report.
- Mayor, Alex Walker was dissatisfied in the quality of this report.

- Update from the Mayor on the meeting held at HBRC.
- CEO, advised that a working party is going to be set up and that the TOR will be brought back to the Environment and Regulatory Committee Meeting.
- Cr Muggeridge asked about the testing at Ovation. CEO advised that all of the actions required from the independent review received have been implemented.
- Cr Annand asked if the Survey going out to the residents on the database that have raised concerned or complained could be sent to all of the residents in the area for feedback. CEO will follow up on this.

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Cr David Tennent

Seconded: Mayor Alex Walker

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
7.1 - PROFESSIONAL SERVICES CONTRACT PROCUREMENT APPROACH	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

8 DATE OF NEXT MEETING

COMMITTEE RESOLUTION

Moved: Cr Shelley Burne-Field

Seconded: Mayor Alex Walker

THAT the next meeting of the Finance and Planning Committee be held on 22 March 2018.

CARRIED

9 TIME OF CLOSURE

The Meeting closed at 12.51pm.

The minutes of this meeting were confirmed at the Finance and Planning Committee Meeting held on 22 March 2018.

.....

CHAIRPERSON

5 LOCAL GOVERNMENT ACT COMPLIANCE – PLANNING, DECISION MAKING AND ACCOUNTABILITY

Council is required to make decisions in accordance with the requirements of Part 6 Subpart 1 of the Local Government Act 2002.

RECOMMENDATION

THAT Council has read the reports associated with items 6.1, 6.2, 6.3, 6.4, 6.5, 6.6, 6.7 and 6.8 and considers in its discretion under Section 79(1)(a) that sufficient consultation has taken place in addition to the Councillors knowledge of the items to meet the requirements of Section 82(3) in such a manner that it is appropriate for decisions to be made during the course of this meeting

6 REPORT SECTION

6.1 WASTE WATER REPORT

File Number: COU1-1410

Author: Josh Lloyd, Group Manager - Community Infrastructure and Development

Authoriser: Monique Davidson, Chief Executive

Attachments: Nil

PURPOSE

The purpose of this report is to provide the Finance and Planning Committee with an update on the status, and performance, of CHBDC' waste water assets as well as an update on key programmes of work specific to waste water.

EXECUTIVE SUMMARY

CHBDC is maintaining a level of service for the treatment of waste water that has come to be expected. In short; business is as usual.

Awareness of the importance of effective treatment solutions remains high, as does a focus on the rectification of known issues at Waipukurau and Waipawa. Programmes of work are in the early stages to develop long term solutions for these two systems; however these programmes are on track with terms of reference to be presented to Council in April. Work carried out at Waipukurau in March 2018 has seen dissolved oxygen levels in the pond increase as desired.

Work at Otane is planned and in the process of allocation and scheduling to meet new resource consent requirements and the application for a consent renewal at Takapau is expected to bring additional focus and potentially the requirement to seek alternate solutions for that site.

Planned maintenance and renewal programmes are on track with some minor deferrals and movements of projects however overall there has been an increase in physical works and subsequently a paper will be presented to Council to seek additional funding.

RECOMMENDATION

That the content of this report is received as read.

BACKGROUND / PREVIOUS COUNCIL DECISIONS

CHBDC's treats waste water in six communities across the district to meet listed objectives including:

1. Protection of public health;
2. Protection of the natural environment;
3. Continuity of service within the reticulated areas;
4. Minimal interruptions during maintenance and extension works;
5. Sustainable and enduring provision of service;
6. Compliance with Resource Consent conditions set by HBRC;

The performance of treatment systems directly affects the ability of CHBDC to deliver on the above listed objectives. This has become overwhelmingly apparent as CHBDC continues to experience problematic performance of key systems.

DISTRIBUTED NETWORK

This section provides an overview on the status of CHBDC's distributed (pipe and pump) network for the six treatment systems.

CHBDC's distributed network of pipes and pumps continues to maintain acceptable levels of performance. Recent extreme rain events have reaffirmed the need to improve the security of these systems by controlling infiltration and inflow.

Tree root blockages on the Waipawa gravity main continue to cause problems during extreme rain. This critical piece of pipe will be re-lined in 2019.

TREATMENT PLANTS

This section provides an overview on the status of four of CHBDC's waste water treatment plants (WWTPs). Waipukurau and Waipawa are covered in following sections.

Otane

The Otane treatment plant is performing reliably despite recently exceeding compliance limits for outflow volumes. Planning and design work has begun at Otane to meet new resource consent requirements. In March 2018 jar testing was carried out to determine future chemical dosing requirements. Design has been finalised and the tendering process is expected to commence on 7th May 2018 with work on target for commissioning at the end of December.

Porangahau / Te Paerahi

The Porangahau and Te Paerahi plants are performing reliably although they have also recently exceeded limits for outflow volumes. Both continue to have higher than designed suspended solid levels however this is being monitored and not causing significant concern.

Takapau

On 7th March 2018, CHBDC received confirmation from HBRC of its application for resource consent renewal. HBRC have requested an extension in time to process CHBDC's consent application. It is anticipated that any new consent received will require the investigation of alternate methodologies for discharge, including land-based.

WAIPUKURAU WWTP

The Waipukurau plant continues to be improved and closely monitored. In March 2018, two new aquarators were installed to improve oxygen levels in the ponds. Short term work has also been signalled as needed to remove gas from below pond covers. Challenges securing and maintaining competent and qualified resources to carry out maintenance and provide technical support are causing concern.

Public feedback was sought on odour issues in February 2018 with a marked reduction in odour noted across all submissions. The public continue to provide informal feedback through social media and through the community.

In March 2018, two new aerators were installed in the Waipukurau balance pond, the new aerators have proven effective already with dissolved oxygen (DO) levels increasing significantly. DO levels are a direct contributor to suppressing H₂S odour.

Major upgrades to investigate further future solutions of the Waipukurau plant form a key part of a joint project that establishes a wider wastewater strategy for Central Hawke's Bay. Terms of reference for this project and a reference group have been drafted and will be presented to Council on 5th April for consideration.

WAIPAWA WWTP

Similar to Waipukurau, Waipawa continues to be closely monitored. In March 2018 a joint memorandum created by CHBDC and the HBRC will be presented to the Environment Court seeking the cessation of stage 2 of the Waipawa enforcement order. This will aim to direct focus and resource onto developing long term solutions that will form the core of the joint project with Waipukurau (see reference to Terms of reference in development above).

WORK PROGRAMMES

This section provides an overview of key programmes of work designed to maintain and improve the operations of CHBDC's waste water treatment network.

CHBDC's planned maintenance programme for all waste water systems consists of inspections, testing and monitoring and routine minor maintenance tasks. These programmes are on track.

CHBDC's capital programme for waste water typically consists of larger planned upgrade and replacement works. The key project identified for 2017/18 are on track with a key milestone of the Waipukurau aquarator installation being completed last week.

6.2 WASTEWATER FINANCIAL UPDATE

File Number: COU1-1410

Author: Bronda Smith, Group Manager, Corporate Support and Services

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Wastewater FIS and Project Update

PURPOSE

The purpose of the report is to update the Finance and Planning Committee on the Forecast Wastewater Financials for the year ending 30 June 2018.

EXECUTIVE SUMMARY

This report details the forecast for the Wastewater Financials for the year ending 30 June 2018 based on analysis by officer on expected expenditure left to come for the remaining 5 months of 2017/18. This analysis is based on the best estimation of the officers. It is anticipated that Operational Expenditure will be exceeded by \$151K and Capital Expenditure will be exceeded by \$256K. Officers will be monitoring and, where possible, save on expenditure required for the remaining of the financial year. As part of the Interim Results for year end, a report will come to Council with recommendation for the funding of the shortfall once the final results is known.

RECOMMENDATION

That the report on the Wastewater Financial Report be noted.

BACKGROUND / PREVIOUS COUNCIL DECISIONS

As part of the December Quarterly Financial Reporting to the Finance and Planning committee on 8 February 2018, officers advised the Committee that the budget for both Operational and Capital Expenditure was forecast to be exceeded for full year to 30 June 2018.

It was reported that, as at December 2017, the Operational Expenditure exceeded Year To Date budget by \$201k and that Capital Expenditure exceeded Year To Date budget by \$164K.

Officers indicated that further analysis on the total Opex and Capex expenditure for Wastewater was underway to forecast the full year anticipated expenditure.

DISCUSSION

Operational Expenditure

During this financial year there has been unbudgeted operational expenditure, primarily as a requirement of the Enforcement Order for the breaches at Waipawa Wastewater Plant and the odour issue at the Waipukurau Wastewater Plant.

Officers have reviewed the spending and have anticipated unbudgeted expenditure for the full year of \$261K. This includes

- Wastewater reviews (Beca, The Wastewater Specialists, Legal Costs)
- Extra Laboratory costs to provide quality results to prepare the review
- Deodoriser and neutraliser for the misting system and desludging at Waipukurau to help odour reduction

- Clearing Waipawa Gravity main of roots between Shanly and Johnson Streets

This is expected to be offset increased Fees and Charges for Trade Waste for the year of \$110k.

It has been estimated that the Operational Expenditure will be over budget by \$151k for the year.

Capital Expenditure

On 30 November 2017, officers updated the Finance and Planning Committee on the Capital Projects that had arisen during the financial year. This included a reprioritisation of budget to deliver works at the Waipukurau Treatment Plant.

During December and January due to the odour issue, Officers completed the installation of the misting system and the additional Aeration at Waipukurau. This was unexpected and unbudgeted expenditure.

The unbudgeted Waipukurau Stormwater Aeration & Misting Project is estimated to be \$272K for the year. With Carry Forward Funding of \$16k, this has a shortfall in funding of \$256k.

Shortfall Funding

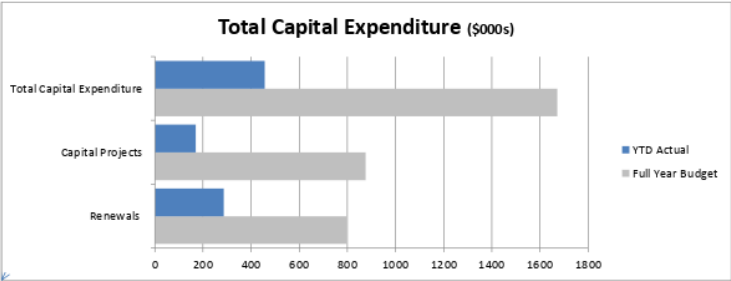
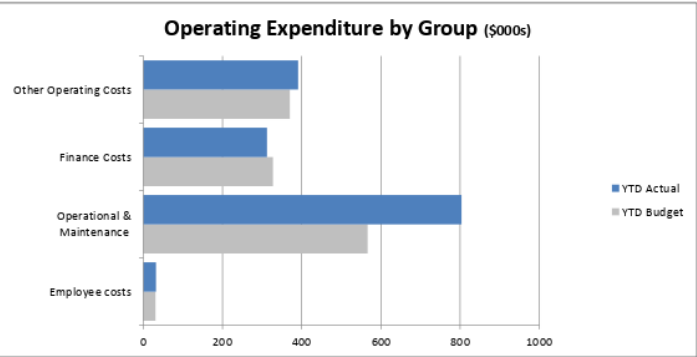
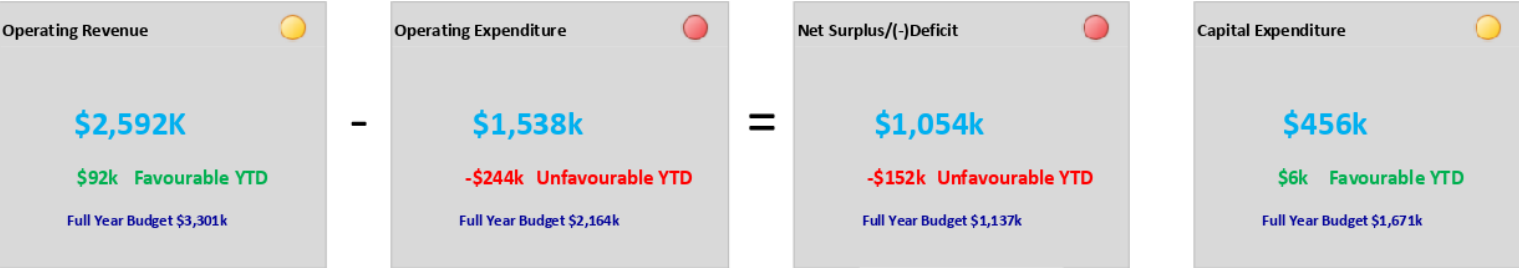
There are a number of options to consider as part of the funding of shortfalls in expenditure.

- Use current Rates Renewal expected to be carried forward and use the following year's rates to fund the projects not completed this year.
- Loan funding the shortfall for either Operational or Capital or both.

Officers' advice is to continue to monitor and update the Finance and Planning Committee to the expected full year forecast for the remainder of the year.

At year end a report would then come to Council with recommendation the funding of the shortfall as part of the Interim Results and Carry Forward report at year end when the full year results are known.

Wastewater
As at 31 January 2018



Central Hawke's Bay District Council: Funding impact statement 2017/18
Wastewater
As at 31 January 2018

	Full Year Actuals	Annual Plan	Total Operating Budget	YTD Operating Budget	YTD Actuals	YTD Variance	YTD Variance %	Forecast Year End	Full Year Variance
	2017 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000
Sources of operating funding									
General rates, uniform annual general charges and rates penalties	0	0	0	0	0	0	0%	0	0
Targeted rates	2,813	2,944	2,944	2,208	2,219	11	0%	2,944	0
Subsidies and grants for operating purposes	0	0	0	0	0	0	0%	0	0
Fees, charges	266	157	157	91	173	81	89%	267	110
Interest and dividends from investments	0	0	0	0	0	0	0%	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	200	200	200	0	0%	200	0
Total operating funding	3,079	3,101	3,301	2,499	2,592	92		3,411	110
Applications of operating funding									
Payments to staff and suppliers	1,155	1,116	1,116	682	927	(245)	-36%	1,353	(237)
Finance costs	503	560	560	327	312	15	5%	560	0
Other operating funding applications	483	488	488	284	299	(14)	-5%	512	(24)
Total applications of operating funding	2,141	2,164	2,164	1,293	1,538	(244)		2,425	(261)
Surplus (deficit) of operating funding	938	937	1,137	1,206	1,054	(152)		986	(151)
Sources of capital funding									
Subsidies and grants for capital expenditure	0	0	0	0	0	0	0%	0	0
Development and financial contributions	19	10	10	6	21	15	250%	10	0
Increase (decrease) in debt	1,380	348	487	(226)	(220)	7	-3%	(287)	(774)
Gross proceeds from sale of assets	0	0	0	0	0	0	0%	0	0
Lump sum contributions	0	0	0	0	0	0	0%	0	0
Total sources of capital funding	1,399	358	497	(220)	(199)	22		(277)	(774)
Applications of capital funding									
Capital expenditure	0	0	0	0	0	0	0%	0	0
to meet additional demand	1,986	736	875	191	170	20	10%	101	(774)
to improve the level of service	590	548	796	272	286	(14)	-5%	693	(103)
to replace existing assets	(240)	10	(37)	73	73	0	0%	(37)	0
Increase (decrease) in reserves	0	0	0	0	0	0	0%	0	0
Increase (decrease) of investments	0	0	0	0	0	0	0%	0	0
Total application of capital funding	2,336	1,294	1,634	536	529	6		757	(877)
Surplus (deficit) of capital funding	(937)	(936)	(1,137)	(756)	(728)	16		(1,034)	103
Funding balance	1	1	0	450	326	(136)		(48)	(48)

Explanation of changes between Annual Plan and Total Operating Budget

Changes between Annual Plan and Operation Budget are

Debt Change

Increase in Debt funding

Otane Development \$80k

Carry Forward Loan to 18/19 for Great North Road \$59k

Capital Expenditure

Inclusion of the Carry Forwards approved by Council that will be spent this year of \$127k.

Additional capital costs of \$200k for the Otane development

Carry Forward to 18/19 for Great North Road \$59k

Explanation of Variance to YTD Budget

Operating Funding

Income is higher in Fees and Charges due to increased trade waste income. \$66k.

Operating Expenditure

Payment to Staff and Suppliers is over budget and includes

Costs for the review of the Waipawa and Waipukurau

Wastewater of \$53k

Extra sampling charges for review 37k

Extra operational charges for Waipukurau 97k and for Waipawa \$84k

These are offset by savings as expenses are managed.

For the full year it is anticipated that Operating Funding will be in deficit of \$151k.

Capital Expenditure

Details of the Capital Projects is included in the Projects Update following.

Overall the Capital Expenditure will have a shortfall of \$257k for projects that are detailed on the Project Update.

It is recommended that this is monitored for the remainder of the financial year and the funding of the final exceedence of budgets be recommend to Council as part of the Annual Report Interim Results.

Central Hawke's Bay District Council: Project Update 2017/18

Wastewater

At 31 January 2018

Project	LTP Project Budget	Reforecast Budget	Total Cost to Date	This Year Actual	Forecast for June 30 2018	Under/ (Over) By Year End	Status	Comments or Risks
	\$000	\$000	2018 \$000	2018 \$000				
Waste Water 16 Otane Resource Consent	0	176	154	59	176	0	●	Carry forward of \$80k previous years capital expenditure to finish the project. This is on track to be completed this year.
WW 18 Otane Treatment Plant Upgrade	841	841	3	3	50	791	●	Working on tender documents for Upgrade construction. The loan of \$630k and rate funding of \$161k will be carried forward.
WW 17 Waipawa Great North Road Upgrade	0	237	237	26	237	0	●	Completed
WW 17 Waipawa Great North Road Stage 2		120	0	0	0	120	●	This will be deferred. The loan funding of \$59k and \$61k of rates funding will be carried forward to complete the project next year.
WW 18 Takapau Resource Consent	105	105	14	14	20	85	●	Environmental assessment underway. Progressing with Regional Council who have indicated this will be reviewed in May. Based on this it is estimated that \$20k will be spent with the balance of \$85k loan funding to be carried forward.
WW 18 Otane Land Development	0	200	0	0	200	0	●	Likely to be completed by the end of the financial year.
WW 18 Waipukurau Stormwater Aeration Project	0	272	192	192	272	0	●	This project arose from the issues at the Waipukurau and Waipawa treatment plants. Work based on short term actions from the Review. Will be completed this year.
WW 18 Waipukurau Mt Herbert Landscaping	0	160	100	95	122	38	●	This is the final planting and fencing plus minor improvements for the completion of the Mt Herbert Pump Station completed last year. Will be completed this year
District Wide renewals	338	122	68	68	122	0	●	This includes some equipment purchases for the review (\$27k), Te Paerahi pump and other work as required
Total	1,285	2,233	768	456	1,199	1,034		

Less Previous Year Capital Expenditure in WIP

' WW 17 Waipawa Great North Road Upgrade

' Waste Water 16 Otane Resource Consent

211

95

Loan Funding

Rates Funding

Total

774

260

1034



Achieved



On track



May not be met



Deferred

Total Funding Requirement

1,927

Capital Funding Available Total Operation Budget - FIS

1,671

Shortfall

256

6.3 DRINKING WATER UPDATE

File Number: COU1-1410

Author: Harry Robinson, Utilities Engineer

Authoriser: Josh Lloyd, Group Manager - Community Infrastructure and Development

Attachments: 1. Effective Treatment Letter

PURPOSE

Update Council on the supply of drinking water and an overview of how we are achieving the recommendations from the Havelock North enquiry.

RECOMMENDATION

That the Drinking Water Update report be received as read.

BACKGROUND / PREVIOUS COUNCIL DECISIONS

Council supplies drinking water to the communities of Otane, Waipawa, Waipukurau, Takapau, Porangahau, Te Paerahi and Kairakau.

Central Hawke's Bay District Council (CHBDC) is responsible for providing drinking water to the community that meets the 2008 Drinking Water Standards (DWS) and the various Resource Consents. The Hawke's Bay District Health Board (HBDHB) are responsible for ensuring that CHBDC meet the DWS and the Hawke's Bay Regional Council (HBRC) are responsible for ensuring that CHBDC achieve the Resource Consent.

The Havelock North Water Enquiry Stage 2 findings have been published and it is expected that all the government's recommendations will be adopted. This will mean significant requirements for all parties involved in the supply of compliant potable water.

DISCUSSION

Delivery of Potable (Drinking) Water

CHBDC has always had a good reputation for water quality, because most of our water networks take water from river galleries which have an inherent natural filtering effect through the river gravels. Also because the potable water produced and supplied from all our water networks is chlorinated. However, chlorination alone is no longer satisfactory and other methods of Protozoa protection are required. CHBDC has elected to use UV filtration as a method to gain Protozoa compliance where possible and to use UF filtration where UF filters are already installed.

Cooperation/Communication

Quarterly meetings between HBDHB and CHBDC have been organised to discuss relevant drinking water operational issues and the most recent of these meetings was held at the CHBDC offices on 1st March 2018. Topics covered at the meeting included the introduction of a new Drinking Water Assessor, a discussion about the possible changes to the Drinking Water Standards as a result of the Havelock North Enquiry, bringing Water Safety Plans up to date with the inclusion of Critical control points and Bacterial and Protozoa Compliance reporting.

A Regional Operational Drinking Water meeting was held on 5th March 2018 in Havelock North and delegates from Wairoa, Napier, Hastings, Taranaki and Central Hawkes Bay attended.

Presentations were made on the following topics:

- Fluoridation by Robin Whyman, Clinical Director for Oral Health Services
- Source Protection Zones by Tony Cussins, Principal Consultant – Tonkin+Taylor
- Joint Working Group (JWP) / TANK by Nick Jones, Medical Officer of Health, HBDHB
- WSP's – What they should contain by Peter Wood, Technical Manager Central North Island Drinking Water Unit
- Critical Control points (CCP's) Update by Carly Price, Water Engineering Consultant

There was also a general discussion on the Future Direction for Drinking Water after Havelock North Inquiry.

Water Safety Plans

Following the Havelock North enquiry, Water Safety Plans have taken on a higher level of importance and one of the additions to the Plans is the inclusion of Critical Control Points. These are a series of pre-set levels which serve to give plant operators early warnings of a process going out of control and thereby allowing the operator sufficient time to make adjustments to rectify the situation or shut the plant down, in required.

The Waipawa WSP has been updated to include Critical Control Points and has been forwarded to the DHB for assessment.

An implementation assessment was done on the Takapau WSP on the 9th May 2017 and was found to have two non-conformances and a recommendation. These have been rectified and the Water Safety Plan updated and forwarded to the DHB for assessment.

Water Restrictions

Water restrictions across the district were lifted on the 8th March 2018. We usually lift them at Easter, but because of the recent wet weather we have been able to lift them earlier, this year.

Around the District

Waipukurau: The new building for the UV treatment plant at Pukeora has been completed and some of the equipment has arrived to be installed. We are currently waiting for some valves to arrive before installation commences. The project is on course to be completed by the end of June. The first stage report on the viability of a Second Water Supply has been received from the Hydrologist Engineers and they have asked for clarification on a few issues. We are currently supplying them with the required information. The final layout for the upgrade to the Water Pumping Station at SH2 has been decided and we are currently going through the initial preparation stages for tendering.

Waipawa: We were having problems meeting the compliance requirements for Turbidity at Johnson St Treatment plant. The readings that we were receiving from our continuous monitoring equipment were saying that the water contained high levels of turbidity while at the same time; the manual testing that we were doing was saying it contained low levels and was compliant. This has been an ongoing issue at this plant for some time and we have now discovered that it was being caused by UPS (Uninterruptable Power Supply) unit interfering with the continuous monitoring equipment. The UPS was replaced on 19th February 2018 and to date the turbidity results have been compliant.

Takapau: Since the replacement of the UF filters before Christmas, there have been no reported manganese related quality problems. We did, however, have a false positive ecoli result from a sample taken from the treatment plant on the 19th January 2018. The DHB was informed immediately and we followed due protocol as dictated by our Water Safety Plan and three subsequent samples all returned negative results. A Transgression Report has been completed

and returned to the DHB who were very satisfied with the way in which we, as a council, dealt with the situation.

Porangahau: Like Takapau, since the replacement of the UF filters before Christmas, there have been no reported quality problems. The trial with the media filter was paused, waiting for the arrival of a new batch of UF filter cartridges to enable us to connect one to the end of the trial media filter. This has just been done and we are currently sampling and will be in a position to report the results in the next update.

Kairakau: There were no problems over the Christmas period. Full water restrictions were in force and there were no reported problems in terms of quality or delivery.

Corporate Services



2 February 2018

Monique Davidson
Chief Executive
Central Hawke's Bay District Council
P O Box 127
WAIPAWA 4240

Email: Monique.davidson@chbdc.govt.nz

Dear Monique

Effective Treatment of Water Supplies

The "Report of The Havelock North Drinking Water Inquiry: Stage 2" released last year included a number of recommendations including a recommendation that DHB Chief Executive Officers advise water suppliers of the need to provide effective treatment. I am in complete support of this recommendation and note that the recommendation is closely aligned to the inquiry finding that the secure water source classification system should be abolished. In the light of this finding it is clear that water suppliers should not rely on the security of ground water sources to assure the safety of water supplies.

This letter therefore advises that effective and appropriate treatment is necessary for all supplies.

This advice also aligns with a recent statement issued by the Director-General of Health under section 69ZZZC of the Health Act 1956. The Director-General of Health has advised all drinking-water suppliers and drinking-water assessors that:

- Protection of drinking-water sources is of paramount importance and a founding principle of drinking-water safety;
- Every drinking-water supplier must contribute to the protection of drinking-water sources;
- The risk to the public is increased if drinking-water is untreated;
- To provide adequate protection to public health, suppliers providing drinking-water to untreated networked supplies should consider implementing appropriate and effective treatment without delay; and
- Drinking-Water suppliers should reconsider their reliance on secure bore water status as a means of providing safe drinking-water.

It may be necessary to re-assess current water treatment when the Government's response to the recommendations of the Inquiry is formally announced.

Yours sincerely

Dr Kevin Snee
CHIEF EXECUTIVE OFFICER

CHIEF EXECUTIVE'S OFFICE

Hawke's Bay District Health Board

Telephone 06 878 8109 Fax 06 878 1648 Email: ceo@hbdhb.govt.nz, www.hawkesbay.health.nz
Corporate Office, Cnr Omaha Road & McLeod Street, Private Bag 9014, Hastings, New Zealand

6.4 LAND TRANSPORT REPORT

File Number: COU1-1410

Author: Shawn McKinley, Land Transport Manager

Authoriser: Josh Lloyd, Group Manager - Community Infrastructure and Development

Attachments: Nil

PURPOSE

The purpose of this report is to provide Council with an update on the performance of the Land Transport team as well as an update on key activities within the team.

RECOMMENDATION

That this report is received as read

BACKGROUND / PREVIOUS COUNCIL DECISIONS

The Land Transport team manage the maintenance and renewal of the Council's roads, bridges and other road infrastructure. It is the objective of the team to ensure that road infrastructure under CHBDC's control is safe, reliable, free from defects and managed effectively and efficiently. The main activities of the land transport team are:

1. Road maintenance which includes surfaces (sealed & metal), pavements, drains, culverts, footpaths, mowing and response to customer requests and complaints; and
2. Road & structural renewals which includes replacing pavements that are worn out, re-sealing, structural maintenance and renewals (large culverts, bridges and retaining walls); and
3. Minor activities which include line marking, street lighting and spraying.

PERFORMANCE

This section comments on the performance of the land transport team viewed through three lenses;

1. Programme delivery
2. Network status and condition
3. Areas for improvement

Programme delivery.

The renewals programme has run well with the re-seal programme completed and the area wide pavement treatment contract is progressing on schedule in the rural area. There have been minor issues with quality but these have been addressed with the contractor.

The Area Wide Pavement Treatment Contract for re-building a section of Peel Street has been evaluated and will be awarded to the successful tenderer.

The Harker Street Overbridge contract has been awarded to Lattey's Civil and Precast Ltd. Work will begin within the next 3 weeks

Network Status and Condition.

CHBDC's network of roads and bridges is in good condition relative to other networks and as can be expected for its age. CHBDC is challenged in maintaining vast rural road networks and continues to rely as heavily on feedback from the public as we do our contractors to inform us of road condition.

During the recent storm our road network performed as expected. Most of the normal places that close did close notably Porangahau Road at Flaxmill Bridge however detours were put in place quickly. The maintenance contractor responded well to the situation and will be providing an overall response cost. There were a few minor dropouts which will be assessed and the appropriate repair completed. It is expected now that costs from the event will surpass \$150,000. NZTA have been notified that we are going to make a claim and as we have already reached the allowed threshold for 80% all work to complete (if claim accepted by NZTA) will be subsidised at 80%. The Council's share of 20% will be funded from GL 7101141 – Unsubsidised Annual Emergency Re-instatement Renewal.

Areas for Improvement.

The routine road maintenance contract continues to present the greatest opportunities for improvement for CHBDC. Capturing, recording and actioning (in a timely fashion) minor road repairs requires improvement. CHBDC has worked closely with Downer's through February and March and is seeking to implement a new mobile solution for capturing and recording defects.

During the flood event we had one positive response on Facebook complimenting the staff on how quickly the tree blocking Limpus Road was removed allowing the children to go to school

PROFESSIONAL SERVICES CONTRACT

CHBDC's professional services contract is currently being reviewed and will be put to market in an altered form early in April. It is the objective of the review to ensure that CHBDC is receiving value for money from contracted professional works. The review will look wider than road infrastructure assets and seeks to align with the values and objectives of project thrive and the big water story. It is possible therefore that the re-created contract will include provisions for professional support across CHBDC's three waters.

6.5 DISTRICT PLAN REVIEW UPDATE

File Number: COU1-1410

Author: Helen O'Shaughnessy, Senior Planner

Authoriser: Monique Davidson, Chief Executive

Attachments: Nil

PURPOSE

The purpose of this report is to:

Update the Committee on the District Plan Review.

RECOMMENDATION

That the report on the update of the District Plan is received as read.

UPDATE FOR COUNCIL

The review of the District Plan commenced in August 2017 and the process is now approximately half way to completion in October 2018. To date all milestone reporting dates have been achieved and the project schedule is in line with the timelines applying to the review.

Work is now well progressed on the Rural Environment which is the second phase of the review. The Sub-committee are meeting at least twice every month in order to address the multiple issues and complexities involved in reviewing the Rural Environment.

In particular the Subcommittee have been considering and deliberating on the recommendations from the Land Vision Report, Assessment on the Need for a New Rural Zone for Subdivision in the Central Hawke's Bay District (24th January 2018). This report, prepared by Lachie Grant, identifies and comments on the significance of the soils of Central Hawkes Bay and makes recommendations regarding how these soils could effectively be protected from the effects of reverse sensitivity, fragmentation and loss of rural character and amenity.

The Report recommends the creation of three new zones for the Rural Environment to replace the one single Rural Zone that currently applies to the rural District. These zones are:

- a) Plains Production Zone
- b) Rural Production Zone
- c) Rural Living Zone

The creation of a new zone, to be referred to as the Plains Production Zone, is recommended to be introduced into the review as a method of identifying and protecting the versatile soils of the District.

This zone will capture the Land Use Capability Classes 1 – 3 and also includes a buffer of 100 metres to provide for the effects of reverse sensitivity. Small areas of land that is not classified as LUC 1 – 3 is also included where these soils are interspersed between the LUC's 1 – 3 to provide an area of land that is contiguous and logical for mapping purposes.

Mapping of the versatile land and definition of boundaries for this proposed zone has been undertaken with an emphasis on using natural features, (roads and rivers) and property boundaries to define the boundaries of the Plains Production Zone. A map of the proposed boundaries of the Plains Production Zone was presented to Councillors on the update of the Rural Review on March 7th.

In addition it is also recommended that a new zone to provide for rural lifestyle is provided for. Referred to as the Rural Living Environment this zone is specifically for those members of the community who wish to enjoy a rural lifestyle without the need to own and operate a commercial farm. Generally the Rural Living Environment Zone is located around the periphery of the urban centres of Waipawa and Waipukurau and capture areas of land where large scale fragmentation has already occurred.

Growth nodes are also included to indicate where future demand for rural residential lifestyle development will be directed. The growth node areas include Lindsay Road, Tapairu Road and Racecourse Road (Waipawa).

The remainder of the district which is not captured by the Plains Zone or the Rural Living Zone is recommended to be included in a third new zone called the Rural Production Zone. This zone will be made up of Land Use Capability Classes 4 – 8 and recognises that these soils are also productive but not of the same versatility as the soils included in the Plains Production Zone.

The Review has also addressed the proposed approach to the management of landscape and amenity values, natural heritage values and the riparian margin and public access values in the District Plan. The Council is required to consider these matters under the Resource Management Act, the New Zealand Coastal Policy Statement and the Hawkes Bay Regional Policy Statement.

Currently the District Plan provides three overlays with special control that apply to the Coastal Margin Area, Areas of Significant Conservation Value and Outstanding Landscape Views. Areas where esplanade reserves or strips may be taken to provide riparian and public access are also addressed.

The need to strengthen the District Plan approach to significant landscapes, vegetation and fauna, and riparian margins was initially highlighted as part of the Central Hawkes Bay Rural Review Discussion Document. Given that the sites identified through the landscape and ecological assessments span both rural and coastal areas, and the need for the District Plan to better address section 6 “Matters of national importance” and section 7 “other matters” a new District Wide Activity is proposed comprising three new/replacement plan sections under the following headings:

- a) Landscape Values;
- b) Indigenous Vegetation and Habitats of Indigenous Fauna; and
- c) Riparian Values and Public Access.

To assist the Council in determining and understanding the nature and extent of the Districts important landscapes and riparian margins the following landscape assessments were completed:

1. Coastal Zone Landscape Assessment, Assessment of Natural Character, Assessment of Natural Features and Landscapes and Assessment of Amenity Landscapes. terraforme Landscape Architecture 2013
2. Rural Landscape Assessment, Assessment of Natural Features and Landscapes & Assessment of Amenity Landscapes. terraforme Landscape Architecture in conjunction with Development Nous Ltd, with mapping provided by Cardno, 2016.

Neither report identified any outstanding natural features or landscapes, amenity landscapes in either the rural or coastal environments. The reports did however identify a number of features that contribute to the amenity landscapes and landscape features of significance to the district. No natural landscapes were identified that are considered to be of significance to the district.

In addition an assessment of the district’s natural heritage was undertaken by Kessels Ecology. This report, Assessment of Natural Heritage for the Review of the Central Hawkes Bay District Plan, Working Draft 2018, Kessels Ecology, provided a set of best practise criteria for natural feature significance assessments.

The report also analysed Areas of Significant Nature Conservation identified in the District Plan and made recommendations for identification of features which were previously not identified based on sites that potentially met the newly developed criteria.

A full report back on the matters discussed above as well as the formulation of Issues, Objectives and Policies, Rules and Performance Standards for the proposed new zones and new chapters is scheduled to be presented to the Subcommittee on March 28th 2018.

In addition the compilation of a new definitions section and Assessment Matters for the Rural Environment completes the review of the Rural Environment. It is anticipated that the completed review of the Rural Environment will be presented to the full Council for adoption in April 2018.

6.6 ELECTED EXPENSES UPDATE JULY TO DECEMBER 2017**File Number:** COU1-1410**Author:** Bronda Smith, Group Manager, Corporate Support and Services**Authoriser:** Monique Davidson, Chief Executive**Attachments:** Nil**PURPOSE**

The purpose of this report is to update Council on the Elected Members Expenses for the six month period of July to December 2017.

RECOMMENDATION

That the Elected Members Expenses update for the six month period of July to December 2017 be received as read.

BACKGROUND / PREVIOUS COUNCIL DECISIONS

Council policy Elected Member Expenses and Allowances Policy 1.21 states:

“Transparency is achieved through the six monthly publication on the Council’s website of all expenses for elected members over the past six months”

The expenses included in the totals below are mileage reimbursement, Councillor iPad data charges, meeting and conference expenses including accommodation and meals.

DISCUSSION

In the below table is the Elected Member Expenses for the period July to December 2017

	Mileage	Conferences, Meetings & Training	Phone and Ipads	Total
Mayor Alex Walker	2,265.19	8,215.42	231.49	10,712.10
Cr Ian Sharp		2,772.49	30.00	2,802.49
Cr Kelly Annand	166.58	250.20	30.00	446.78
Cr Shelley Burne-Field	1,250.49	25.00	30.00	1,305.49
Cr Tim Chote		25.00	30.00	55.00
Cr Gerald Minehan		25.00	30.00	55.00
Cr Brent Muggeridge		431.22	30.00	461.22

Cr David Tennent	443.26	2,653.85	30.00	3,127.11
Cr Tim Aitken		3,199.20	30.00	3,229.20
Roger Maaka	1,006.50		30.00	1,036.50

5,132.02 17,597.38 501.49 23,230.89

ASSESSMENT OF OPTIONS

Preferred Option

That the report for the Elected Members Expenses for the six month period of July to December 2017 be received as read.

6.7 HAWKE'S BAY DRINKING WATER JOINT GOVERNANCE COMMITTEE TERMS OF REFERENCE**File Number:** COU1-1410**Author:** Leigh Collecutt, Governance and Support Officer**Authoriser:** Monique Davidson, Chief Executive**Attachments:** 1. Hawke's Bay Drinking Water Joint Governance Committee Terms of Reference**PURPOSE**

To obtain a decision regarding the updated Hawke's Bay Drinking Water Joint Governance Committee Terms of Reference.

EXECUTIVE SUMMARY

Following the initial joint committee meeting held on 24th October 2017, the updated Terms of Reference have been circulated to agencies involved for adoption.

Adoption of these terms is necessary in order for the committee to proceed with their work programme.

RECOMMENDATION

1. That the updated Terms of Reference for the Hawke's Bay Drinking Water Governance Joint Committee be adopted.

BACKGROUND

The Havelock North water contamination event highlighted the need for greater collaboration between health, environment and water supply agencies in work to ensure drinking water safety. This is particularly important with the 'multiple barrier' approach required by legislation, and which is international best practice, where multiple agencies need to work together to ensure multiple risks are comprehensively managed. At the initiative of the Chief Executive of the HBDHB, a JWG was established between the HBDHB, the HBRC and HDC to help normalise and drive greater collaboration on drinking water safety matters. NCC also joined the group once it was established.

The JWG has been working effectively since late 2016 under the leadership of Mr Chris Tremain, the independent chairperson appointed by the parties. The JWG has overseen implementation of Government Inquiry recommendations, and is addressing a number of policy and coordination matters relating to drinking water safety, agency collaboration, catchment protection and effective use of statutory policy and planning tools.

PREVIOUS COUNCIL DECISIONS

In July 2017 council agreed to the establishment of a region wide joint committee. Councillors Aitken and Burne-Field were appointed to represent the council on the committee, with Mayor Alex Walker as alternate.

In August 2017 a resolution was passed by council to adopt the initial Terms of Reference which had been circulated prior to the inaugural meeting of the joint committee.

Suggested amendments from various parties were agreed by the committee on 24th October 2017. This report seeks resolution of the updated terms.

SUMMARY OF CHANGES TO THE TERMS OF REFERENCE

A summary of the amendments to the Terms of Reference is outlined below:

- The addition of a Drinking Water Assessor to the Joint Working Group
- Emphasis on monitoring as opposed to governance oversight as the purpose of the joint committee
- Consolidation of provisions for providing recommendations to decision makers
- Clarification that decision makers include bodies responsible for regional and district level planning
- Terms around the appointment of the Chairperson
- Changing *iwi* representation to *Maori* representation to broaden the scope of organisations who may wish to be represented in the committee in future
- Clarification that the joint committee is to be considered a committee of the member local authorities
- Provision that the committee can include members who are not local authorities by agreement
- Addition of the words *quantity* and *reliability* in both the Purpose and Delegated Authority sections of the document
- Changes to quorum provisions from 8 members to half of membership representation plus one, provided that each member organisation has a member present as well as the Chairperson being present
- Clarification around voting rights
- Clarification on the ability to recommend changes to the terms of Reference with the addition of being able to review these terms every three years
- Formatting, numbering and administrative changes

Hawke's Bay Drinking Water Governance Joint Committee**Terms of Reference****1. Background**

- 1.1. In August 2016 a significant water contamination event occurred that affected the Hawke's Bay community of Havelock North. The Government established an Inquiry into the Havelock North water supply.
- 1.2. It became apparent during the Government Inquiry that in order to achieve a systematic approach to ensuring safe and reliable drinking water, there was a need to strengthen interagency working relationships, collaboration and information sharing pertaining to drinking water.
- 1.3. The Inquiry asked a Joint Working Group (JWG) initially comprising staff representatives of the Hawke's Bay District Health Board, Hawke's Bay Regional Council and the Hastings District Council to implement its 17 initial recommendations. As this group has evolved it has become apparent that many drinking water issues will require an ongoing forum for regional collaboration and decision making. Napier City Council has also joined the Joint Working Group, as well as a Drinking- Water Assessor from the Central North Island Drinking Water Assessment Unit.
- 1.4. Ngāti Kahungunu Iwi Incorporated has called for the agencies involved in water management to view water as a taonga, the lifeblood of the land and people. They consider that drinking water should be set as the number one priority for water use in decision-making processes related to water.
- 1.5. It is within this context that the Hawke's Bay Drinking Water Governance Joint Committee has been established. The principal focus of the Committee is on drinking water, however drinking water cannot be considered in isolation from other fresh water management issues. For that reason the focus of the Committee will be twofold:
 - 1.5.1. To provide governance oversight for planning and decision making on regional drinking water matters; and
 - 1.5.2. To consider and make recommendations where appropriate to decision-making bodies with responsibility for broader freshwater management issues or planning, or infrastructure issues that have implications for drinking water and/or drinking water safety.

2. Purpose

- 2.1. The parties agree that water is a taonga, the lifeblood of the land and people. They further agree that the Joint Committee established under this Terms of Reference is intended to give practical meaning and effect to this agreement.
- 2.2. The Committee is established to provide governance oversight to the existing JWG regarding the implementation of recommendations from the Inquiry Panel and then the evolution of the JWG into a more permanent officials working group.
- 2.3. In the context of this agreement including 2.1 and 2.2 above, the purpose of the Hawke's Bay Regional Drinking Water Governance Joint Committee is to give governance oversight and direction in respect of:
 - 2.3.1. Programmes and initiatives to protect and enhance drinking water quality, quantity, safety and reliability
 - 2.3.2. Improving and maintaining effective inter-agency working relationships relating to drinking water, including monitoring the extent and effectiveness of cooperation, collaboration and information sharing between the agencies, monitoring mechanisms to achieve these desired outcomes, and encouraging member parties to give adequate

consideration to the safety and reliability of drinking water in the carrying out of their range of functions

- 2.3.3. strategies, priorities and implementation monitoring related to drinking water management, including drinking water sources, infrastructure matters and drinking water emergency response
- 2.3.4. recommending to relevant decision making fora (including bodies with responsibility for regional and district level planning), initiatives and priorities affecting drinking water and changes to strategies and work programmes to protect and enhance drinking water quality, quantity, safety and reliability, having regard to the needs of the region for adequate and secure water resources suitable for the supply of safe drinking water.
- 2.4. The geographic scope of the Joint Committee's jurisdiction shall be over drinking water related matters on the land and catchment areas within territorial authorities who elect to be members of the Joint Committee (the participating territorial authorities) plus such other land and catchment areas within the authority of the Hawke's Bay Regional Council that have an impact upon drinking water within the participating territorial authorities.

3. Members/Parties

- 3.1. If they elect to take up membership and establish the Joint Committee, each of the following shall be a Member Organisation of the Hawke's Bay Drinking Water Governance Joint Committee and a party to this document and the establishment of the Joint Committee:
 - 3.1.1. Hawke's Bay District Health Board
 - 3.1.2. Hawke's Bay Regional Council
 - 3.1.3. Central Hawke's Bay District Council
 - 3.1.4. Hastings District Council
 - 3.1.5. Napier City Council
 - 3.1.6. Wairoa District Council
- 3.2. Each member organisation may appoint two (2) representatives.
- 3.3. To ensure the work of the joint Committee is not unreasonably disrupted by absences each party may appoint alternative representatives.
- 3.4. The Joint Committee shall appoint an Independent Chairperson of the Joint Committee, at the beginning of each triennium. The Independent Chairperson shall be appointed for that term of the Joint Committee but is not precluded from a subsequent term as Independent Chairperson if so appointed.
- 3.5. Water is of particular importance to Māori, and Māori have certain statutory rights in respect of decision making relating to water under the Resource Management Act 1991 and the Local Government Act 2002. Some iwi representatives have been involved in discussions leading to the proposal for this Joint Committee but have not determined whether or not they wish to formally participate on the Joint Committee. Provision is made for Māori representation to be added to the Committee should Māori organisations with authority in respect of the geographic areas over which this Joint Committee has jurisdiction indicate that they wish to formally join the Committee.
 - 3.5.1. Notwithstanding any decision by Māori organisations under 3.5 above, the member organisations will take steps to consult with, and take into account the interests of, Māori as appropriate in terms of local authority decision making requirements in respect of matters before the Joint Committee.

4. Name

- 4.1. The Hawke's Bay Drinking Water Governance Joint Committee shall be known as the **Hawke's Bay Drinking Water Governance Joint Committee (HBDWGJC)**.

5. Status

- 5.1. By agreement of the local authority members, the Hawke's Bay Drinking Water Governance Joint Committee is established as a Joint Committee under clause 30 and clause 30A of Schedule 7 of the Local Government Act 2002. It is a Committee of each of the member local authorities.
- 5.2. By this agreement between the parties, the Committee shall also include members who are not local authorities.

6. Delegated Authority

- 6.1. The Hawke's Bay Drinking Water Governance Joint Committee shall have authority to undertake such steps as are necessary to give effect to the purpose of the Hawke's Bay Water Governance Joint Committee including:
- 6.1.1. Reviewing and amending as necessary the Terms of Reference for the Joint Working Group that comprises officers working for the member organisations
 - 6.1.2. Receiving reports from and giving direction to the officials Joint Working Group that leads interagency cooperation and work programmes on drinking water quality, quantity, safety and reliability and/or the Chief Executives of the member agencies
 - 6.1.3. Commissioning reports and studies
 - 6.1.4. Making recommendations to member organisations about strategies, priorities and work programmes relating to the quality, quantity, safety and reliability of drinking water
 - 6.1.5. Making recommendations to appropriate parties on matters within the purpose of the Joint Committee.
- 6.2. For avoidance of doubt, the Hawke's Bay Drinking Water Governance Joint Committee shall have authority to make recommendations to Member Organisations, but has NOT been delegated and does not bear any legal responsibility for:
- 6.2.1. Any power or function that cannot be delegated by a local authority in accordance with clause 32 Schedule 7 of the Local Government Act 2002; and
 - 6.2.2. Directing, instructing or committing any Member Organisation to a particular course of action, operational activity, strategy or work programme relating to the quality, quantity, safety and reliability of drinking water.

7. Administering Authority and Servicing

- 7.1. The members of the Hawke's Bay Drinking Water Governance Joint Committee shall work with the JWG established to lead interagency cooperation and work programmes on drinking water quality, quantity, safety and reliability. The JWG, together with the Chief Executives of the member agencies, will provide reports and information to the Joint Committee.
- 7.2. The Administering Authority of the Joint Committee shall be the Hawke's Bay Regional Council.

8. The Remuneration

- 8.1. Each member organisation of the Hawke's Bay Drinking Water Governance Joint Committee shall be responsible for the cost of its participation on the Joint Committee.
- 8.2. The Joint Committee shall agree on the apportionment of the costs of the Independent Chairperson on the recommendation of the JWG.
- 8.3. The JWG shall agree, by consensus, the apportionment of any costs arising from the work approved by the Joint Committee.

9. Meetings

- 9.1. The Standing Orders of the Hawke's Bay Regional Council will be used to conduct Joint Committee meetings.
- 9.2. The Joint Committee shall meet not less than 6 monthly or at such other times and places as agreed for the achievement of the purpose of the Joint Committee.

10. Quorum

- 10.1. The quorum at any meeting shall be not less than half of the member representatives on the Joint Committee plus one representative, provided that each of the member organisations shall have at least one representative present, and the number present includes the Independent Chairperson.

11. Voting

- 11.1. The membership shall strive at all times to reach a consensus.
- 11.2. Each representative and the Independent Chairperson shall be entitled to one vote on any item of business.
- 11.3. There shall be no casting vote.

12. Chairperson and Deputy Chairperson

- 12.1. Member representatives shall appoint, by agreement, an Independent Chairperson who shall be entitled to one vote, and in the case of an equality of votes does **not** have a casting vote.
- 12.2. The Joint Committee shall also appoint, every three years, by simple majority vote from among the representatives, a Deputy Chairperson.

13. Variations

- 13.1. Any Member may propose an amendment (including additions or deletions) to the Terms of Reference which may be agreed to by the Joint Committee as a recommendation for consideration by the member organisations.
- 13.2. Once agreed to by the Joint Committee, amendments to the Terms of Reference shall have no effect until each member organisation has agreed to the amendment.

14. Review

- 14.1. The member organisations agree that these Terms of Reference shall be formally reviewed at least once every three years

15. Good Faith

- 15.1. The parties to this Terms of Reference agree to act in good faith towards each other and to give effect to the purpose of the Joint Committee.

Dated: -----

Signed on behalf of the Hastings District Council

Signed on behalf of the Napier City Council

Signed on behalf of the Central Hawke's Bay District Council

Signed on behalf of the Wairoa District Council

Signed on behalf of the Hawke's Bay District Health Board

Signed on behalf of the Hawke's Bay Regional Council

6.8 TEMPORARY ROAD CLOSURE FOR TARGA HAWKE'S BAY 2018 EVENT**File Number:** COU1-1410**Author:** Miriam Squire, Services Administration Officer**Authoriser:** Josh Lloyd, Group Manager - Community Infrastructure and Development**Attachments:**
1. Targa Maps 2018
2. Tenth Schedule of Local Government Act 1974 Section 11e**PURPOSE**

To obtain a decision for the temporary road closure for the Targa Hawkes Bay 2018 Event.

RECOMMENDATION

That the Finance and Planning Committee resolves to allow the temporary road closures For the Targa Hawke's Bay 2018 Event

BACKGROUND / PREVIOUS COUNCIL DECISIONS

The Event Manager for Club Targa has applied for a Temporary Road Closure Permit under the Local Government Act 1974 for permission to use Central Hawkes Bay District roads to hold a car rally on Saturday 19 May 2018 and Sunday 20 May 2018.

The Targa New Zealand Motoring Event takes the form of a timed trial event, with cars leaving at 30 second and one minute intervals, (slowest car first). Each car is timed from start to finish. The closed roads will be under the control of experienced officials at the start and finish venues. All side roads will be taped and marshalled to ensure all vehicles and or spectators remain off the closed stage. Only tarmac roads are used with all competing vehicles road legal (ie: rally tyres are not permitted).

DISCUSSION**Conditions set by Council before application was submitted:**

- Any damage caused on any section of the proposed route be completely repaired and reinstated to Central Hawke's Bay District Council's satisfaction and at no cost to the Council. Motorsport New Zealand has been asked to provide a Road Damage Bond for \$10,000. Club Targa to provide bond documentation before a permit is issued.
- Club Targa to supply a fencer on site at the running of the rally to repair fences immediately if required.
- All roads are to be inspected with our Roading Department and one of the organisers before and after the event to ascertain the extent of damage (if any) caused as a result of the event and agreed the liability. The organisers are to contact the Council, Waipawa, to arrange a time for inspection.
- Club Targa to submit as required a Traffic Management Plan and Safety Plan for Council's approval before the event takes place. They are also required to have a current public liability insurance of \$1,000,000.00. A certificate must be submitted signed by their insurance broker to prove that they have the public liability insurance in place for the period of the event.

The use of the following roads has been requested:**Stage 11: Saturday 19 May 2018 : Elsthorpe Road – 1.10pm to 5.10pm**

ELSTHORPE ROAD starting in the Hastings District on Kahuaranaki Road then right into Elsthorpe Road at Kairakau Road intersection to finish on Elsthorpe Road at intersection with St Lawrence Road

ADJOINING ROADS: Kenderdine Road, Atua Road.

Stage 12: Saturday 19 May 2018 Tod/Middle Road - 2.20pm to 6.20pm

Start on **TOD ROAD** at **Pourerere Road** intersection to finish in the Hastings District on Middle Road

ADJOINING ROADS: Evans Road, Elsthorpe Road, Te Kura Road, Middle Road, Te Aute Trust Road

Stage 14: Sunday 20 May 2018 : Elsthorpe Road – 7.55am to 11.55am

ELSTHORPE ROAD starting in the Hastings District on Kahuaranaki Road then right into Elsthorpe Road at Kairakau Road intersection to finish on Elsthorpe Road at intersection with St Lawrence Road

ADJOINING ROADS: Kenderdine Road, Atua Road.

Stage 15: Sunday 20 May 2018: Motere/Farm Road – 9.10am to 1.10pm

Start on **LONG RANGE ROAD** 300mts from its intersection with Mangaraurau Road into Motere Road to finish 300mts from its intersection with Farm Road

ADJOINING ROADS: Te Manuiri Road (No exit)

Stage 18 : Sunday 20 May 2018 Ashley Clinton – 1.10pm to 6.10pm

ASHLEY CLINTON starting on Ashley Clinton Road at intersection with Black Road, left into Mill Road, right into Clinton-Makaretu Road, right into TukiTuki Road to finish at intersection with Eastwood Road.

ADJOINING ROADS: Wilson Cutting Road, Church Road, Severinsen Road, Makaretu Road, Pleasant Valley Road.

Stage 19: Sunday 20 May 2018 : Argyll - 1415 – 2.15pm – 6.15pm

ARGYLL ROAD starting from intersection with State Highway 2 to finish on Raukawa Road in the Hastings District

ADJOINING ROADS: Hickey Road, College Road, Range Road and The Brow Road..

Note: To assist with the stage security, the closures also include 50 metres of each adjoining road, from where it intersects with the road.

- Public notice has been given of the intention to consider temporarily closing the roads and calling for written objections. Objections closed on Tuesday 2 March 2018 with no objections being received.

ASSESSMENT OF OPTIONS**Option 1**

Council agrees to allow the use of the District roads as listed for the Targa Hawkes Bay 2018 Event on the conditions that any work required to repair any damage caused will be paid for by Club Targa

Option 2

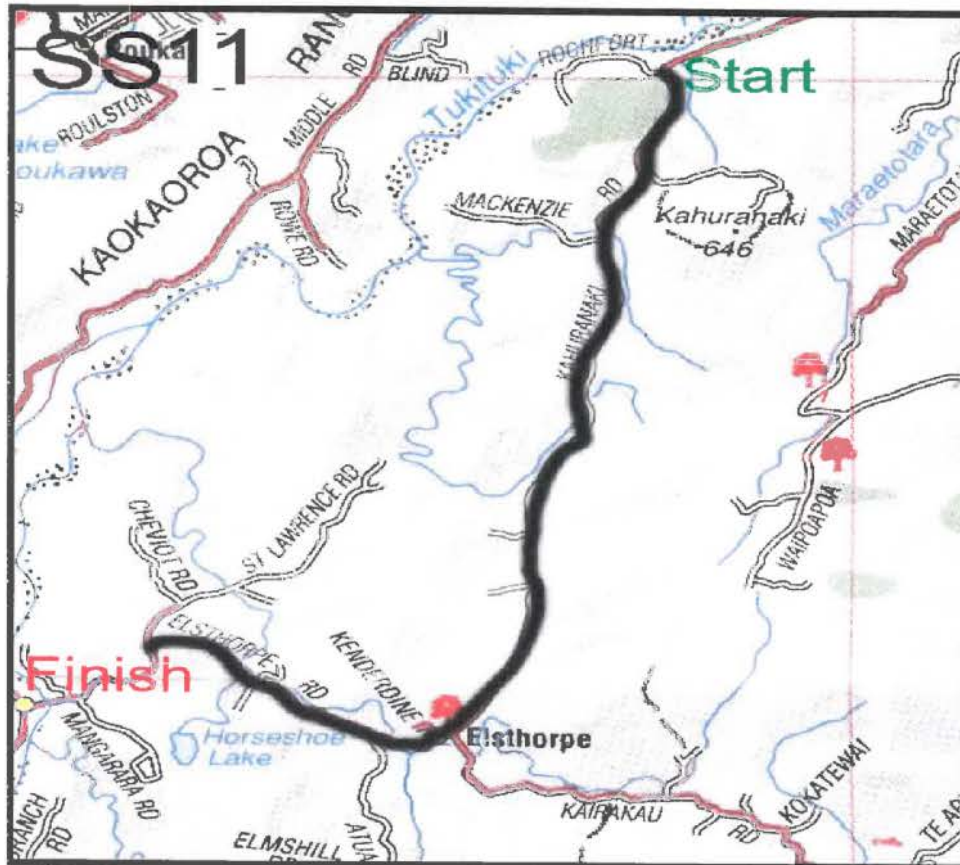
Council does not allow the use of the District roads for Targa Hawkes Bay 2018 Event and so notifies the applicant.

Preferred Option

Option 1

Leg 2 – Saturday 19th May 2018

Stage 11: Elsthorpe – 22.40km
Road Closure Time: 13:10 - 17:10hrs
(CHBDC/ Hastings DC)
Start: On Kahuranaki Road, 300mts from its intersection with Rochfort Road
Past Mackenzie Road (no exit)
Right into Elsthorpe Road at Kairakau Road intersection
Past Kenderdine Road (no exit)
Past Atua Road (no exit)
Finish: On Elsthorpe Road, 300mts from its intersection with St Lawrence Road



Stage 12: Tod/Middle Rd – 37.6km
Road Closure Time: 14:20 - 18:20hrs
(CHBDC/ Hastings DC)

Start: On Tod Rd, 300mts from its intersection with Pourere Road

Past Evan Road

Right into Elsthorpe Road

Past Evan Road

Past Te Kura Road

Left into Middle Road

Past Te Kura Road

Past Te Aute Trust Road

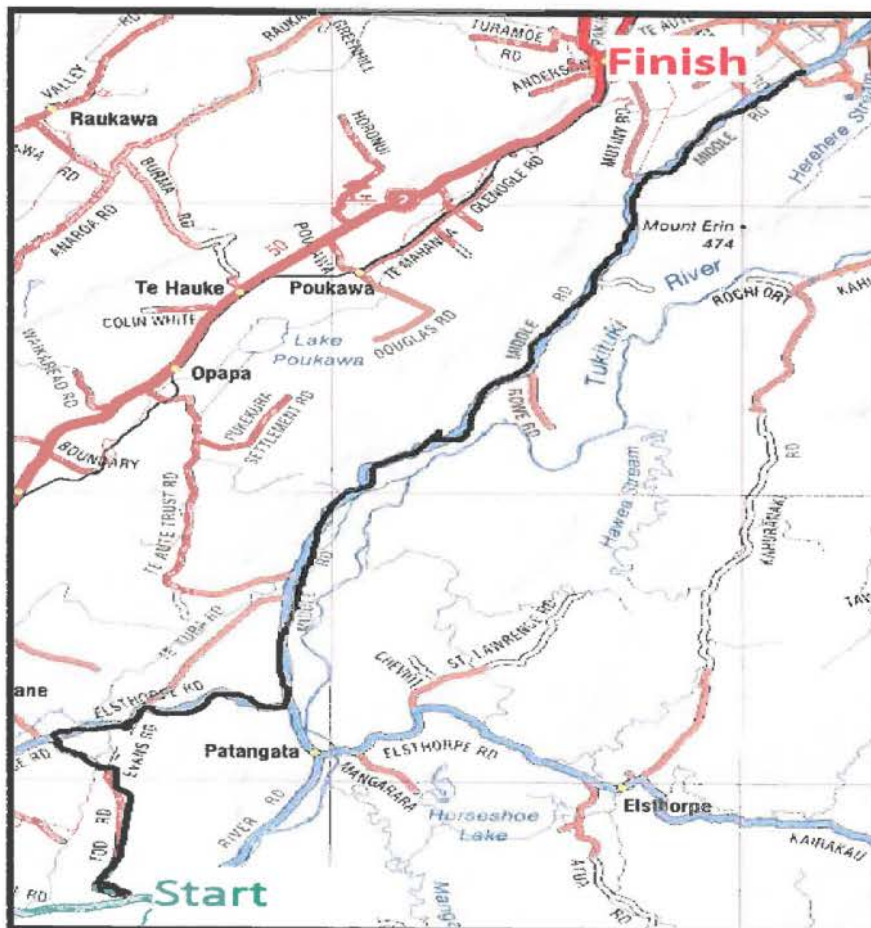
Past Rowe Road (no exit)

Past Blind Road (no exit)

Past Mutiny Road

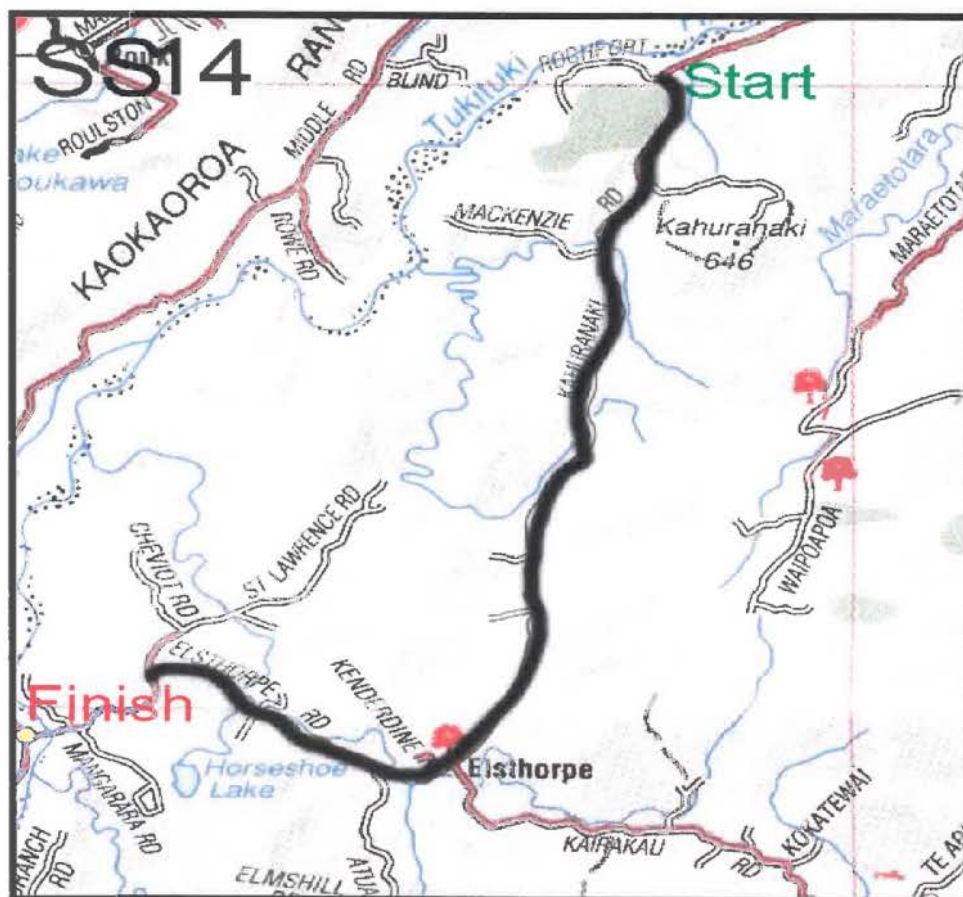
Past Crystall Road

Finish: On Middle Road, 300mts from its intersection with Endsleigh Road (southern end)



Leg 2 – Sunday 20th May 2018

Stage 14: Elsthorpe – 22.40km
Road Closure Time: 7:55-11:55hrs
(CHBDC/ Hastings DC)
Start: On Kahuaranaki Road, 300mts from its intersection with Rochfort Road
Past Mackenzie Road (no exit)
Right into Elsthorpe Road at Kairakau Road intersection
Past Kenderdine Road (no exit)
Past Atua Road (no exit)
Finish: On Elsthorpe Road, 300mts from its intersection with St Lawrence Road

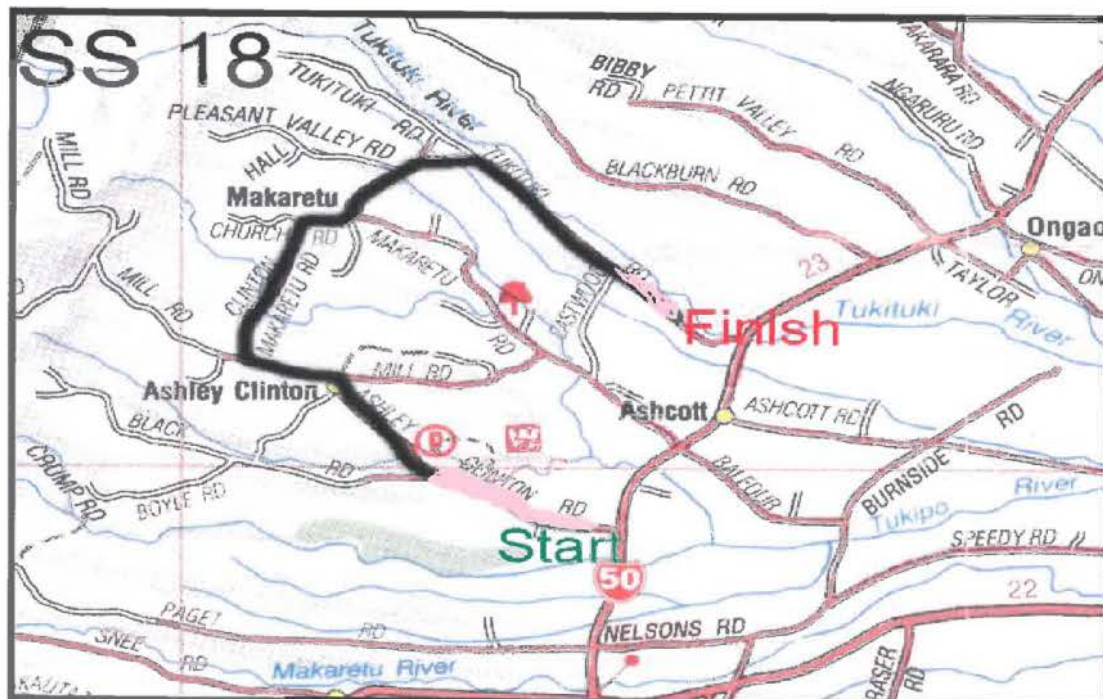


Sunday

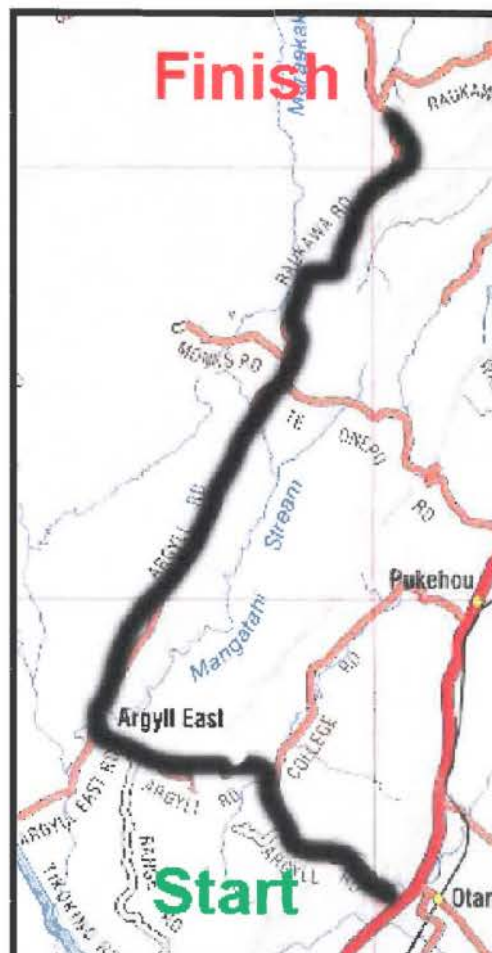
Stage 15: Motere/Farm Rd – 30kms Road Closure Time: 09:10 – 13:10hrs (CHBDC)
Start: On Long Range Road, 300mts from its intersection with Mangaraurau Road
Past Te Manuiri Road (no exit)
Right into Motere Road
Finish: On Motere Road, 300mts from its intersection with Farm Road



Stage 18: Ashley Clinton – 14.11kms Road Closure Time: 13:10 – 17:10hrs (CHBDC)
Start: On Ashley Clinton Road, 300mts from its intersection with Black Road
Past Wilson Cutting Road
Left into Mill Road at its intersection with Ellingham Road
Right into Clinton Makertu Road
Past Church Road (no exit)
Past Severinsen Road (no exit)
Left into Tukituki Makaretu Road at its intersection with Makaretu Road
Past Pleasant Valley Road (no exit)
Right into Tukituki Road
Finish: On Tukituki Road, 300mts from its intersection with Eastwood Road



Stage 19: Argyll/Raukawa Rd– 37.50kms
Road Closure Time: 14:15-18:15hrs
(CHBDC/ Hastings DC)
Start: On Argyll Road, 300mts from its intersection with SH50 SH2
Past Hickey Road (no exit)
Past College Road
Past Range Road
Past The Brow Road (Argyll East Road)
Continue into Raukawa Road
Past Te Onepu Road
Past Monks Road (no exit)
Past Taheke Road
Finish: On Raukawa Road, 300mts from its intersection with Whakapirau Road



LOCAL GOVERNMENT ACT 1974

342. Stopping and closing of roads—

- (1) The Council may, in the manner provided in the Tenth Schedule to this Act,—
- (b) Close any road to traffic or any specified type of traffic (including pedestrian traffic) on a temporary basis in accordance with that Schedule and impose or permit the imposition of charges as provided for in that Schedule.

TENTH SCHEDULE

CONDITIONS AS TO STOPPING OF ROADS AND THE TEMPORARY PROHIBITION OF TRAFFIC ON ROADS

Temporary Prohibition of Traffic

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

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

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

- 11A. The Council shall give public notice of its intention to consider closing any road or part of a road under clause 11(e) of this Schedule; and shall give public notice of any decision to close any road or part of a road under that provision.

- 11B. Where any road or part of a road is closed under clause 11(e) of this Schedule, the council or, with the consent of the council, the promoter of any activity for the purpose of which the road has been closed may impose charges for the entry of persons and vehicles to the area of closed road, any structure erected on the road, or any structure or area under the control of the council or the promoter on adjoining land.

- 11C. Where any road or part of a road is closed under clause 11(e) of this Schedule, the road or part of a road shall be deemed for the purposes of—

- (a) The Transport Act 1962 and any bylaws made under section 72 of that Act;
 - (b) The Traffic Regulations 1976;
 - (c) The Transport (Drivers Licensing) Regulations 1985;
 - (d) The Transport (Vehicle and Driver Registration and Licensing) Act 1986;
 - (e) The Transport (Vehicle Registration and Licensing) Notice 1986;
 - (ea) The Land Transport Act 1998;
 - (f) Any enactment made in substitution for any enactment referred to in paragraphs (a) to (ea)] of this clause—
- not to be a road; but nothing in this clause shall affect the status of the road or part of a road as a public place for the purposes of this or any other enactment.

- 16. No person shall—

- (a) Use a vehicle, or permit a vehicle to be used, on any road which is for the time being closed for such vehicles pursuant to clause 11 of this Schedule; or

- (aa) Without the consent of the council or the promoter of any activity permitted by the council, enter or attempt to enter, or be present, on any road or part of a road that is for the time being closed to pedestrian traffic pursuant to clause 11 of this Schedule.

6.9 TEMPORARY ROAD CLOSURE - PATTISON ROAD, WAIPUKURAU**File Number:** COU1-1410**Author:** Miriam Squire, Services Administration Officer**Authoriser:** Josh Lloyd, Group Manager - Community Infrastructure and Development**Attachments:**

1. Application attachments
2. Pattison Road Map
3. Tenth Schedule Local Government Act 1974 section 11e

PURPOSE

To obtain a decision for the temporary road closure of Pattison Road, Waipukurau for a gravel sprint event.

EXECUTIVE SUMMARY

The Hawke's Bay Car Club Inc has made application to Council to allow them to temporarily close Pattison Road, Waipukurau for their event. Council has the authority to do this under the Local Government Act 1974. A process to ensure the proper, safe and acceptable running of this event will need to be agreed to.

RECOMMENDATION

That the Finance and Planning Committee resolves to allow the temporary road closure of Pattison Road, Waipukurau.

BACKGROUND / PREVIOUS COUNCIL DECISIONS

The Event Organiser for the Hawke's Bay Car Club Inc has applied for permission to use Pattison Road, Waipukurau to hold a motor sport event on Sunday 22 April 2018 from 9am to 5pm. The club has applied for the last three years for the use of Pattison Road which has been approved and a permit issued. This road is capable of supporting a motor sport event without negative impact on the pavement structure.

DISCUSSION**Conditions set by Council before a formal application was made:**

- Any damage caused on any section of the proposed route be completely repaired and reinstated to Central Hawke's Bay District Council's satisfaction and at no cost to the Council. Motorsport New Zealand has been asked to provide a Road Damage Bond for \$10,000. Hawke's Bay Car Club Inc to provide bond documentation before a permit is issued.
- All Safety Services to be informed of the proposed temporary road closure.
 - 1.
- All roads are to be inspected with our Land Transport Department and one of the organisers before and after the event to ascertain the extent of damage (if any) caused as a result of the event and agree the liability. The organisers are to contact the Council, Waipawa, to arrange a time for inspection.

- Hawke's Bay Car Club Inc has submitted as required:
 - A Traffic Management Plan and Safety Plan for approval before the event takes place.
 - A copy of their current public liability insurance of \$10,000,000. A certificate has been submitted signed by their insurance broker to prove that they have the public liability insurance in place for the period of the event.
 - A copy of their residents visiting form.

At the time that this report was authored, we are still waiting for their Motorsport NZ Road Bond Documents (\$10,000) bond; this has been submitted to Motorsport NZ for signing.

ASSESSMENT OF OPTIONS

Option 1

Under Section 342(b) and the Tenth Schedule of the Local Government Act 1974, Council agrees to allow the use of Pattison Road for a motor sport event on Sunday 22 April 2018 on condition that any work required to repair any damage caused to Council infrastructure will be paid for by the Hawkes Bay Car Club Inc and there will be no costs to the Council.

Option 2

Council does not allow the use of Pattison Road, Waipukurau and so notifies the applicant.

Preferred Option

Option 1



HAWKES BAY CAR CLUB Inc



Hawkes Bay Car Club Inc.
P O Box 323
Hastings

PROPOSED TEMPORARY CLOSURE OF PUBLIC ROADS

Dear Resident,

It is our intention to apply to the local authority to close the road, so the Hawkes Bay Car Club Inc. can run a Gravel Sprint Event. We are in the process of applying to the Local Council for permission to close the Road to Ordinary Vehicular Traffic to enable the Cars to safely use the Road for the Event.

The Road/Roads affected by this application are:

Pattison Road –the entire road.

The Closure time would be from; **0900hrs to 1700hrs On Sunday 22nd April 2018**

In the case of an emergency during the Closure time contact our Event Organizers' and they will be able to pause the event for the Emergency Services to gain access.

Start Line Caravan Number on the Day

Phone: 027 5313555

We ask for your co-operation in filling out the form our Representative has. This is to give us your postal address to show the Council we have visited you, to answer any of your questions. This information will only be used for the purposes of organising and running the event and in particular, so we can contact you with further updates.

This is the only personal visit you will get. If you are not home when we called this letter will have been left at your property. Should you require further information do not hesitate to call one of the phone numbers listed below.

It is very important that we contact all land owners / residents, if you are aware of any absentee land owners who do not reside on the road, we would appreciate it if you could phone or email the Club Secretary, with their contact details so we can, contact them.

The payment for, or fixing of, any property damage is guaranteed by the Hawkes Bay Car Club Inc.
Road damage repaired by the Council after the event is also charged to the Club.

If you wish to object to this temporary road closure would you please lodge notice of objection in writing to the following address:

Central Hawkes Bay District Council
P O Box 127
Waipawa 4240
Attention: Shawn McKinley

Would you also indicate in your letter if you wish to speak to your objection at the Road Closure Meeting.

THANK YOU FOR YOUR CO-OPERATION

Club Event Secretary – Donna Elder 021 773266 Email elderclubsport15@gmail.com



HAWKES BAY CAR CLUB INC RESIDENT VISITING



I / we have been visited by members of the Hawkes Bay Car Club, who have advised me / us of their intention to temporarily close our road for the purpose of their forth coming event. We believe this information is to be used only for the purpose of the event organization.

ROAD DESCRIPTION – Pattison Rd – the entire road.

ROAD CLOSURE TIMES: From 0900 hrs to 1700 hrs on 22nd April 2018

Name	Address	Email Address (so we can send out a reminder closer to the event)	Phone	Signature	Message left
	209 Pattison Rd				✓
	272 Pattison Rd				✓
Garry Myerem	394 Pattison Rd No number At start of Pattison Rd.	the_milennia@yahoo.co.nz	0273586114	Garry	✓
27.2.18 Charles Pattison	1436 Farm Rd RD4 Waipukurau	letter posted to these residents		see attached letter P8000 - D. Elder HBCC Event Secretary	
Stratton Giblin	1225 Farm Rd RD4 Waipukurau				

IF YOU ARE AWARE OF ANY LAND OWNERS WHO DO NOT RESIDE ON THE ROAD, CAN YOU PLEASE ADVISE THE CLUB REPRESENTATIVE THEIR DETAILS SO WE CAN MAKE SURE THEY GET CONTACTED.

Club Representative: _____

Date visited: _____

24 February 2018



HAWKES BAY CAR CLUB Inc

Hawkes Bay Car Club Inc.
P O Box 323
Hastings 4156



27th February 2018

Charles Pattison
1436 Farm Rd
WAIPUKURAU

PROPOSED TEMPORARY CLOSURE OF PUBLIC ROADS

Dear Charles,

A representative from the HB Car Club carried out resident visiting on Pattison Rd on the 24th February. I noted when the paperwork was returned to me you weren't visited. I would like to apologise for this. This letter is to advise you of our intention to apply to the local authority to close the road, so the Hawkes Bay Car Club Inc. can run a Gravel Sprint Event.
We are in the process of applying to the Local Council for permission to close the Road to Ordinary Vehicular Traffic to enable the Cars to safely use the Road for the Event.

The Road/Roads affected by this application are: **Pattison Road** –the entire road.

The Closure time would be from; **0900hrs to 1700hrs On Sunday 22nd April 2018**

In the case of an emergency during the Closure time contact our Event Organizers' and they will be able to pause the event for the Emergency Services to gain access.

Start Line Caravan Number on the Day

Phone: 027 5313555

We ask for your co-operation in filling out the form our Representative has. This is to give us your postal address to show the Council we have visited you, to answer any of your questions. This information will only be used for the purposes of organising and running the event and in particular, so we can contact you with further updates.

This is the only personal visit you will get. If you are not home when we called this letter will have been left at your property. Should you require further information do not hesitate to call one of the phone numbers listed below.

It is very important that we contact all land owners / residents, if you are aware of any absentee land owners who do not reside on the road, we would appreciate it if you could phone or email the Club Secretary, with their contact details so we can, contact them.

The payment for, or fixing of, any property damage is guaranteed by the Hawkes Bay Car Club Inc.
Road damage repaired by the Council after the event is also charged to the Club.

If you wish to object to this temporary road closure would you please lodge notice of objection in writing to the following address:

Central Hawkes Bay District Council
P O Box 127
Waipawa 4240
Attention: Shawn McKinley

Would you also indicate in your letter if you wish to speak to your objection at the Road Closure Meeting.

THANK YOU FOR YOUR CO-OPERATION

Club Event Secretary – Donna Elder 021 773266 Email elderclubsport15@gmail.com



HAWKES BAY CAR CLUB Inc

Hawkes Bay Car Club Inc.
P O Box 323
Hastings 4156



27th February 2018

**Stratton Giblin
1225 Farm Rd
RD4
WAIPUKURAU**

PROPOSED TEMPORARY CLOSURE OF PUBLIC ROADS

Dear Stratton,

A representative from the HB Car Club carried out resident visiting on Pattison Rd on the 24th February. I noted when the paperwork was returned to me you weren't visited. I would like to apologise for this. This letter is to advise you of our intention to apply to the local authority to close the road, so the Hawkes Bay Car Club Inc. can run a Gravel Sprint Event. We are in the process of applying to the Local Council for permission to close the Road to Ordinary Vehicular Traffic to enable the Cars to safely use the Road for the Event.

The Road/Roads affected by this application are: **Pattison Road** –the entire road.

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In the case of an emergency during the Closure time contact our Event Organizers' and they will be able to pause the event for the Emergency Services to gain access.

Start Line Caravan Number on the Day

Phone: 027 5313555

We ask for your co-operation in filling out the form our Representative has. This is to give us your postal address to show the Council we have visited you, to answer any of your questions. This information will only be used for the purposes of organising and running the event and in particular, so we can contact you with further updates.

This is the only personal visit you will get. If you are not home when we called this letter will have been left at your property. Should you require further information do not hesitate to call one of the phone numbers listed below.

It is very important that we contact all land owners / residents, if you are aware of any absentee land owners who do not reside on the road, we would appreciate it if you could phone or email the Club Secretary, with their contact details so we can, contact them.

The payment for, or fixing of, any property damage is guaranteed by the Hawkes Bay Car Club Inc.
Road damage repaired by the Council after the event is also charged to the Club.

If you wish to object to this temporary road closure would you please lodge notice of objection in writing to the following address:

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Waipawa 4240
Attention: Shawn McKinley

Would you also indicate in your letter if you wish to speak to your objection at the Road Closure Meeting.

THANK YOU FOR YOUR CO-OPERATION

Club Event Secretary – Donna Elder 021 773266 Email elderclubsport15@gmail.com



Vero Liability Insurance Limited
 Level 32 ANZ Centre
 23-29 Albert Street
 Private Bag 92055
 Auckland
 New Zealand
 Telephone 09 306 0350
 Facsimile 09 306 0351

INSURANCE CERTIFICATE		
	Client No	Agent No
Public & Products Liability	6001271	8000063

We, the Insurers, Vero Liability Insurance Limited confirm that Public & Products Liability insurance has been effected on the following basis:

POLICY NUMBER	HO-LPL-6003042		
THE INSURED	Motorsport New Zealand Inc and Member Clubs in respect of Permitted Events Only		
BUSINESS DESCRIPTION	Administration, Governance and Regulation of Motor Sport in New Zealand		
POLICY PERIOD	From	31 December 2017	at 4.00pm
	To	31 December 2018	at 4.00pm
LIMIT OF INDEMNITY	\$ 10,000,000	any one Occurrence and for any one Period of Insurance in respect of Products Hazard	
EXCESS	\$ 3,500	per Occurrence	
POLICY WORDING	VL POL PL-082017		

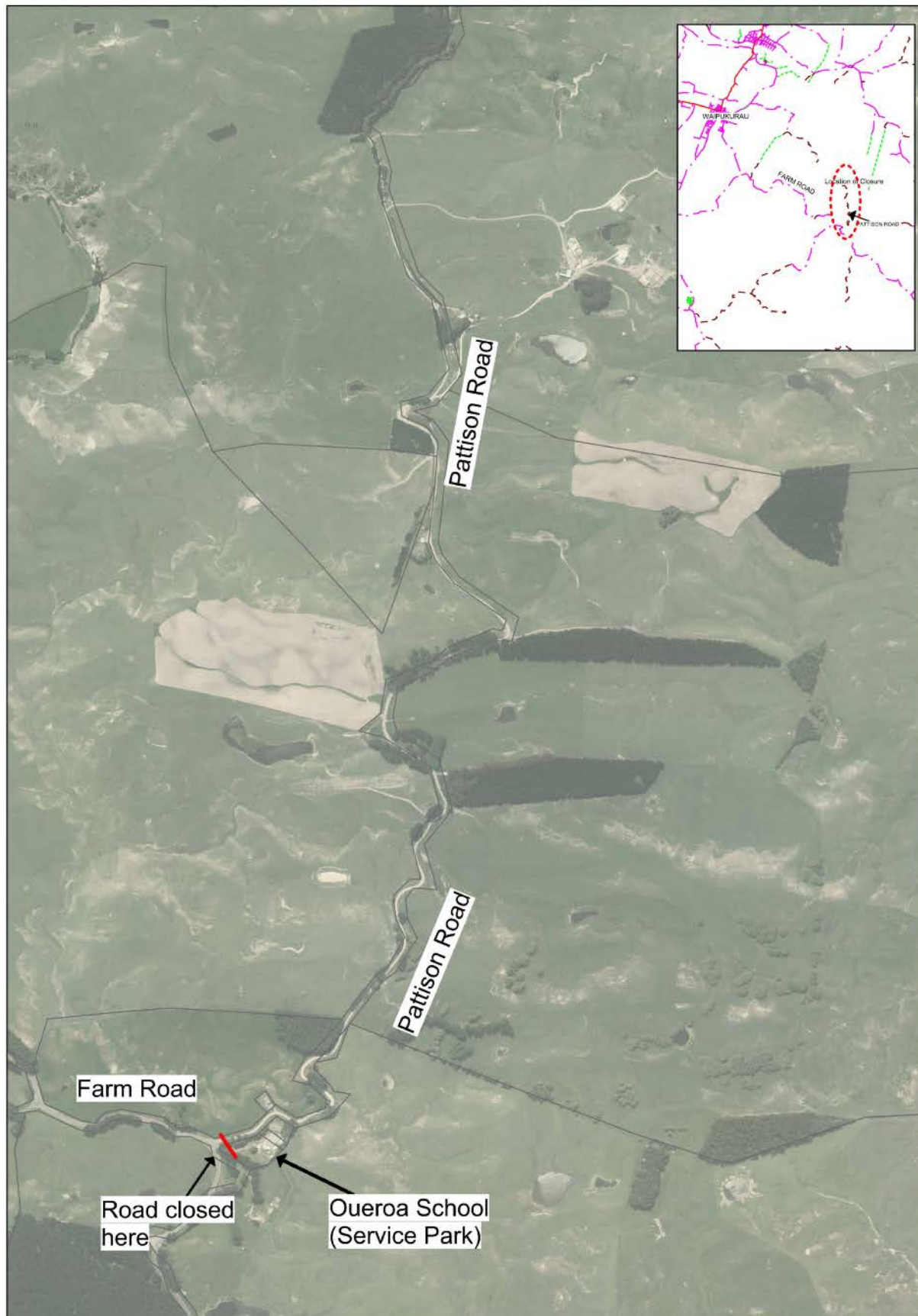
Signed for and on behalf of Vero Liability Insurance Limited

Authorised Officer

JCS



21 December 2017



LOCAL GOVERNMENT ACT 1974

342. Stopping and closing of roads—

- (1) The Council may, in the manner provided in the Tenth Schedule to this Act,—
- (b) Close any road to traffic or any specified type of traffic (including pedestrian traffic) on a temporary basis in accordance with that Schedule and impose or permit the imposition of charges as provided for in that Schedule.

TENTH SCHEDULE

CONDITIONS AS TO STOPPING OF ROADS AND THE TEMPORARY PROHIBITION OF TRAFFIC ON ROADS

Temporary Prohibition of Traffic

- 11. The Council may, subject to such conditions as it thinks fit (including the imposition of a reasonable bond), and after consultation with the Police and the Ministry of Transport, close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic)
 - (e) For a period or periods not exceeding in the aggregate 31 days in any year for any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function:

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

- 11A. The Council shall give public notice of its intention to consider closing any road or part of a road under clause 11(e) of this Schedule; and shall give public notice of any decision to close any road or part of a road under that provision.

- 11B. Where any road or part of a road is closed under clause 11(e) of this Schedule, the council or, with the consent of the council, the promoter of any activity for the purpose of which the road has been closed may impose charges for the entry of persons and vehicles to the area of closed road, any structure erected on the road, or any structure or area under the control of the council or the promoter on adjoining land.

- 11C. Where any road or part of a road is closed under clause 11(e) of this Schedule, the road or part of a road shall be deemed for the purposes of—

- (a) The Transport Act 1962 and any bylaws made under section 72 of that Act;
- (b) The Traffic Regulations 1976;
- (c) The Transport (Drivers Licensing) Regulations 1985;
- (d) The Transport (Vehicle and Driver Registration and Licensing) Act 1986;
- (e) The Transport (Vehicle Registration and Licensing) Notice 1986;
- (ea) The Land Transport Act 1998;
- (f) Any enactment made in substitution for any enactment referred to in paragraphs (a) to (ea)] of this clause—
not to be a road; but nothing in this clause shall affect the status of the road or part of a road as a public place for the purposes of this or any other enactment.

- 16. No person shall—

- (a) Use a vehicle, or permit a vehicle to be used, on any road which is for the time being closed for such vehicles pursuant to clause 11 of this Schedule; or

- (aa) Without the consent of the council or the promoter of any activity permitted by the council, enter or attempt to enter, or be present, on any road or part of a road that is for the time being closed to pedestrian traffic pursuant to clause 11 of this Schedule.

7 DATE OF NEXT MEETING

RECOMMENDATION

THAT the next meeting of the Central Hawke's Bay District Council be held on 3 May 2018.

8 TIME OF CLOSURE