



## Meeting of the Corporate and Strategic Committee

**Date:** Wednesday 14 March 2012  
**Time:** 9.00 am  
**Venue:** Council Chamber  
Hawke's Bay Regional Council  
159 Dalton Street  
NAPIER

### Agenda

| ITEM   | SUBJECT   | PAGE |
|--|---|------|
| 1.   | Welcome/Notices/Apologies   |      |
| 2.   | Conflict of Interest Declarations   |      |
| 3.   | Confirmation of Minutes of the Corporate and Strategic Committee held on 25 January 2012      |      |
| 4.   | Matters Arising from Minutes of the Corporate and Strategic Committee held on 25 January 2012 |      |
| 5.   | Action Items from Previous Corporate and Strategic Committee meetings                         | 3    |
| 6.   | Call for General Business Items   |      |
| <b>Decision Items</b>                        |   |      |
| 7.   | Environmental Awards  | 7    |
| 8.   | Kairakau Community Scheme   | 11   |
| <b>Information or Performance Monitoring</b> |   |      |
| 9.   | Hawke's Bay Museum Re-development Update ( <b>10am</b> )                                      | 15   |
| 10.  | Peter Winder Presentation - Shared Services Report ( <b>1130am</b> )                          | 17   |
| 11.  | General Business  | 19   |
| <b>Decision Items (Public Excluded)</b>      |   |      |
| 12.  | 159 Dalton Street ( <b>1030am</b> )   | 21   |
| 13.  | Enforcement Proceedings   | 23   |



**HAWKE'S BAY REGIONAL COUNCIL  
CORPORATE AND STRATEGIC COMMITTEE**

**Item 5**

**Wednesday 14 March 2012**

**SUBJECT: ACTION ITEMS FROM PREVIOUS CORPORATE AND STRATEGIC  
COMMITTEE MEETINGS**

**Introduction**

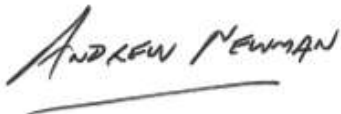
1. **Attachment 1** lists items raised at previous meetings that require actions or follow-ups. All action items indicate who is responsible for each action, when it is expected to be completed and a brief status comment. Once the items have been completed and reported to Council they will be removed from the list.

**Decision Making Process**

2. Council is required to make a decision in accordance with Part 6 Sub-Part 1, of the Local Government Act 2002 (the Act). Staff have assessed the requirements contained within this section of the Act in relation to this item and have concluded that as this report is for information only and no decision is required in terms of the Local Government Act's provisions, the decision making procedures set out in the Act do not apply.

**Recommendation**

1. That the Committee receives the report "Action Items from Previous Corporate and Strategic Committee Meetings".



**Andrew Newman  
CHIEF EXECUTIVE**

**Attachment/s**

- 1 Items from Previous Corporate and Strategic Committee Meetings



**Actions from Corporate and Strategic Committee Meetings****25 January 2012**

| <b>Agenda Item</b>                                    | <b>Action</b>  | <b>Person Responsible</b> | <b>Due Date</b> | <b>Status Comment</b>   |
|---|--|---------------------------|-----------------|---|
| 4. Matters arising from the meeting held 14 September | Determine whether majority of Councillors wish to invite Peter Winder to speak to his Shared Services report, and if the result is yes then invite Mr Winder to do so. | EAL/AN                    |                 | Mr Winder scheduled to speak to his report at March Corporate & Strategic meeting |

**Item 5****Attachment 1**



**HAWKE'S BAY REGIONAL COUNCIL**  
**CORPORATE AND STRATEGIC COMMITTEE**

**Wednesday 14 March 2012**

**SUBJECT: ENVIRONMENTAL AWARDS**

1. The purpose of this paper is to list the major award/ events where Hawke's Bay Regional Council takes a key or lead role, to define the criteria for HBRC involvement and to confirm HBRC's continuing investment in these major events.

**Background**

2. HBRC established the *Hawke's Bay Environmental Awards* in 1996, extending our initial ownership of the awards to include Napier and Hastings councils in 2002. The partnership with Central Hawke's Bay and Wairoa councils was a later inclusion.
3. The popularity of this event waned leading up to 2009. After a break of one year, a revised **Environmental Action Awards** was held in 2011, involving all five councils and the Department of Conservation. The event is now to be held biennially, with Hastings District Council due to take the lead in 2013. Napier City Council has recently withdrawn its funding (\$5,000) from the Environmental Action Awards.
4. HBRC became a category sponsor of the **Westpac Hawke's Bay Chamber of Commerce Business Awards** in 2010, introducing the *Business Innovation* category.
5. In 2011, HBRC co-sponsored with Gisborne District Council the inaugural **East Coast Ballance Farm Environment Awards**.
6. HBRC developed the Lifestyle Block Field Day event in 2004. This evolved to the Small Block Field Day in 2010, now led by the HB A&P Society and renamed the Eastern Field Day in 2011. In 2012 this event retains HBRC as the lead sponsor and becomes the **Eastern Horticultural Field Day** – a consolidation of the annual horticultural ICE Expo and the Eastern Field Day.

**Summary of Major HBRC Events**

| EVENT  | INVESTMENT   | DESCRIPTION   |
|--|--|---|
| HB Environmental Action Awards [EAA]                   | \$5,000 from HBRC, HDC (and NCC), \$2.5k DOC, \$500 CHB and Wairoa | Biennial; rural, school and community groups; involves most councils; 6 categories; shared judging responsibilities<br>-significant staff input |
| Westpac HB Chamber of Commerce Business Awards [CoCBA] | \$4,000 from HBRC for Business Innovation category                 | Annual; business sector; 10 categories; independent judging panel<br>-minimal staff input   |
| East Coast Ballance Farm Environment Awards [BFEA]     | \$20,000 from HBRC, \$5,000 from Gisborne District Council         | Annual; rural sector; 5 categories; judging panel includes HBRC<br>-significant staff/ Cr input   |
| Eastern Horticultural Field Day [EHFD]                 | \$10,000 sponsorship by HBRC                                       | Annual; horticultural sector public event; involves HBRC speakers & exhibits<br>-significant staff input  |

## Award Event Overview

7. Events have been selected based on their fit with HBRC objectives and their ability to reach specific audiences within the regional community. Typically events afford a significant opportunity for councillors, executive and staff to engage directly with a given audience. Each event adheres to its own structured approach.
  - 7.1. The biennial *Hawke's Bay Environmental Action Awards* opens for nominations September - October. The award event is held in November (150-250 attendees). Winners are further nominated for entry into the national *Green Ribbon Awards*.
    - Several Councillors are invited to represent HBRC on the judging panel and all Councillors are invited to attend the awards event.
  - 7.2. The annual *Westpac Hawke's Bay Chamber of Commerce Business Awards* stage a launch function (June), a finalist cocktail party (September) and an awards ceremony/ gala dinner (November; 650 attendees)
    - There are three opportunities for HBRC as a category sponsor to engage with active and influential members of the business community.
  - 7.3. The annual East Coast Ballance Farm Environment Awards opens with nominations August - September. The award event is held in March (130-150 attendees), with an on-site field day for the winner mid-April. The East Coast winner is pitted against eight other regional winners at the national awards (June).
    - Councillors, Executive and staff are invited to the awards dinner and field day events. Staff participate on the judging team.
  - 7.4. The annual Eastern Horticultural Field Day has HBRC representation on the event advisory group, with the expectation of HBRC content and presentations for the seminar programme. The event is held in June.
    - Councillors represent HBRC with appropriate staff and executive attending.

## Award Event Criteria

8. The criteria for partnering in events ensures that HBRC aligns with organisations that connect and engage positively in the region, that have an equally strong brand and reputation and an organisational fit with HBRC and our communication objectives.

| CRITERIA   | ACHIEVES |       |      |      | COMMENT  |
|--|----------|-------|------|------|--|
|  | EAA      | CoCBA | BFEA | EHFD |  |
| Fit with HBRC objectives                                   | ✓        | ✓     | ✓    | ✓    |  |
| Quality brand association                                  | ✓        | ✓     | ✓    | ✓    | High-quality event and presentation of HBRC logo                             |
| Return on investment                                       | ✓        | ✓     | ✓    | ✓    | Award event elements justify expenditure and staff time                      |
| Councillor & staff engagement (opportunities)              | ✓        | ✓     | ✓    | ✓    | Justifiable time commitment and community profile                            |
| Communicates HBRC's purpose and direction to the community | ✓        |       | ✓    | ✓    | Aligns to HBRC purpose and direction   |
| Opportunities for community involvement and engagement     | ✓        | ✓     | ✓    | ✓    | Engages its target audience  |
| Delivers information that is relevant to (target) audience | ✓        | ✓     | ✓    | ✓    | Pitches to the right audience, is informative, delivers messages effectively |



## Decision making process

Council is required to make a decision in accordance with Part 6 Sub-Part 1, of the Local Government Act 2002 (the Act). Staff have assessed the requirements contained within this section of the Act in relation to this item and have concluded the following:

- 8.1. Sections 97 and 98 of the Act do not apply as these relate to decisions that significantly alter the service provision or affect a strategic asset.
- 8.2. Sections 83 and 84 covering special consultative procedure do not apply.
- 8.3. The decision does not fall within the definition of the Council's policy on significance.
- 8.4. The persons affected by this decision are ratepayers, and organisations involved in the development and promotion of the various awards..
- 8.5. The options considered are to retain sponsorship and involvement in the awards as outlined in the paper, or to amend them.
- 8.6. Section 80 of the Act covering decisions that are inconsistent with an existing policy or plan does not apply.
- 8.7. Council can exercise its discretion under Section 79(1)(a) and 82(3) of the Act and make a decision on this issue without conferring directly with the community or others having given due consideration to the nature and significance of the issue to be considered and decided, and also the persons likely to be effected by or have an interest in the decisions to be made.

## RECOMMENDATIONS

The Corporate and Strategic Committee recommends that Council:

1. Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted policy on significance and that Council can exercise its discretion under Sections 79(1)(a) and 82(3) of the Local Government Act 2002 and make decisions on this issue without conferring directly with the community and persons likely to be affected by or to have an interest in the decision due to the nature and significance of the issue to be considered and decided.
2. Approves the proposal to continue partnerships with the Hawke's Bay Environmental Action Awards, the Westpac Chamber of Commerce Business Awards, the East Coast Balance Farm Awards and the Eastern Horticultural Field Day.



**Drew Broadley**  
COMMUNITY ENGAGEMENT AND  
COMMUNICATIONS MANAGER



**Liz Lambert**  
GROUP MANAGER  
EXTERNAL RELATIONS

## Attachment/s

There are no attachments for this report.



**HAWKE'S BAY REGIONAL COUNCIL**  
**CORPORATE AND STRATEGIC COMMITTEE**

**Wednesday 14 March 2012**

**SUBJECT: KAIRAKAU COMMUNITY SCHEME**

**Reason for Report**

1. In April 2011 the Kairakau community suffered significant damage from:
  - 1.1. flooding and siltation from a small stream that runs through the community
  - 1.2. Erosion of the banks of the Mangakuri River impacting on the Public Reserve area
  - 1.3. Loss of their boat launching ramp
  - 1.4. Damage to the seawall protecting public reserve land.
2. Council staff have been working with the Kairakau Development Society since that storm to assist them in the repairs and reinstatement of those assets.
3. The majority of the funding for the repairs has been sourced through the Central Hawke's Bay District Council, however significant funding has come from community donations and the small financial resources of the Kairakau Development Society, which runs the Kairakau Beach camping ground.
4. The Kairakau Development Society has expressed their desire to have an additional funding source through a levy imposed by HBRC on each individual property in the community to assist them with the necessary funding to enable them to undertake repairs on sea and flood protection works in the future.
5. This paper sets out the proposed scheme, and the process necessary to work with the community in order that a scheme be established.

**Background**

6. While the area is included within the Central and Southern Scheme administered by HBRC that Scheme is for the management of trees within waterways that have the potential to impact on roads and other infrastructure. Minor works only are possible through Council's subsidised works programme, which provides a 30% subsidy for work where there is a benefit to the wider community. In the past Council has subsidised repairs to the Kairakau seawall using this provision, with the balance of the funding being sourced from the community.
7. A number of meetings have been held with representatives of the Kairakau Community since April 2011. The attached Statement of Proposal has been reviewed by a number of those representatives, who are now keen to have that circulated to all Kairakau community property owners.
8. The attached proposal seeks agreement from the community for a uniform rate of \$50.00 + GST to be charged through HBRC rating on each of the 80 properties in the community. This money would be administered by Council but be available for community contributions towards repairs and improvements to works protecting the community from the sea and the river, as well as the maintenance as necessary of the stream through the community.
9. It is proposed that, subject to approval by Council, this Statement of Proposal be sent to each property owner, together with a covering letter inviting them to a public meeting at Kairakau, on a date yet to be agreed with the community. That public meeting will explain the proposed scheme and advise attendees how they make a submission on the proposal.

10. Staff have not included specific reference to this scheme in the Draft 2012-22 Long Term Plan, as agreement has only just been reached with the community to progress the concept.
11. The attached Statement of Proposal will form the basis of special consultative process to be undertaken directly with the community. This will allow submissions to be received and considered prior to finalising the 2012/22 LTP.
12. Subject to Council agreeing to the establishment of this scheme, and in order to carry out a special consultative process, Council is required to adopt the attached Statement of Proposal in accordance with section 83 and 87 of the Local Government Act 2002.
13. Once Council adopts the Statement of Proposal it must then be made available to all affected parties. A period of one month within which submissions on the proposal may be made is required.
14. Staff suggest that a Hearing Panel be formed to consider and hear all submissions received, and report back to Council.

### **Decision Making Process**

15. Council is required to make a decision in accordance with the requirements of the Local Government Act 2002 (the Act). Staff have assessed the requirements contained in Part 6 Sub Part 1 of the Act in relation to this item and have concluded the following:
  - 15.1. The decision does not significantly alter the service provision or affect a strategic asset.
  - 15.2. The use of the special consultative procedure is prescribed by legislation under sections 83 and 84.
  - 15.3. The decision does not fall within the definition of Council's policy on significance.
  - 15.4. The persons affected by this decision are the members of the Kairakau community.
  - 15.5. Options that have been considered include proceeding with the proposed scheme as set out in this briefing paper, or not establishing such a scheme.
  - 15.6. The decision is not inconsistent with an existing policy or plan.
  - 15.7. Given the nature and significance of the issue to be considered and decided, and also the persons likely to be affected by, or have an interest in the decisions made, Council can exercise its discretion and make a decision without consulting directly with the community or others having an interest in the decision.

### **Recommendations**

The Committee recommends that Council:

1. Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted policy on significance and that Council can exercise its discretion under Sections 79(1)(a) and 82(3) of the Local Government Act 2002 and make decisions on this issue without conferring directly with the community and persons likely to be affected by or to have an interest in the decision due to the nature and significance of the issue to be considered and decided.
2. Adopts the attached Statement of Proposal for the establishment of the Kairakau Community Scheme, subject to any changes the Committee and Council may wish to make, for the purpose of distribution to the Kairakau Community and the special consultative process.
3. Requests that the Hearings Committee appoints a Hearing Panel to hear and consider all submissions received and reports back to Council.
4. Instructs staff to liaise with the Hearing Panel members as appointed to set a date for hearing of submissions in accordance with the Local Government Act 2002.



**Mike Adye  
GROUP MANAGER ASSET  
MANAGEMENT**

**Attachment/s**

- 1 Kairakau Scheme Proposal Under Separate Cover



**HAWKE'S BAY REGIONAL COUNCIL  
CORPORATE AND STRATEGIC COMMITTEE**

**Item 9**

**Wednesday 14 March 2012**

**SUBJECT: HAWKE'S BAY MUSEUM RE-DEVELOPMENT UPDATE**

**Reason for Report**

1. The Hawke's Bay Regional Council has set aside funding to assist in the development of regional infrastructure. Generally these are community facilities with a capacity to host regional events, or at a scale to attract visitors to the region are important for a vibrant region. Over the life of the Ten Year Plan HBRC has approved significant expenditure to assist in the development of community facilities which have regional or sub-regional benefit.
2. The most significant financial commitment to date has been the \$2.5M contributed towards the redevelopment of the Hawke's Bay Art Gallery and Museum. The Museum is now closed to the public until 2013 as building works progress at the Marine Parade/Herschell Street site.
3. The Museum's Director, Mr Douglas Lloyd-Jenkins, will make a brief presentation to the Committee on the progress of the redevelopment and is available to answer questions about the physical re-development and any other matters relating to the Hawke's Bay Museum and Art Gallery

**Decision Making Process**

4. Council is required to make a decision in accordance with Part 6 Sub-Part 1, of the Local Government Act 2002 (the Act). Staff have assessed the requirements contained within this section of the Act in relation to this item and have concluded that, as this report is for information only and no decision is to be made, the decision making provisions of the Local Government Act 2002 do not apply.

**Recommendation**

1. That the Committee receives the report.



**Liz Lambert  
GROUP MANAGER  
EXTERNAL RELATIONS**



**Andrew Newman  
CHIEF EXECUTIVE**

**Attachment/s**

There are no attachments for this report.





**HAWKE'S BAY REGIONAL COUNCIL  
CORPORATE AND STRATEGIC COMMITTEE**

**Wednesday 14 March 2012**

**Item 10**

**SUBJECT: PETER WINDER PRESENTATION - SHARED SERVICES REPORT**

**Reason for Report**

1. On 8 June 2011 the Regional Council resolved to:  
*"Carry forward in project 840-001 \$50,000 from 2010/11 to 2011/12 to provide funding for efficiency and effectiveness studies in relation to Regional Council Activities."*
2. Subsequently, at the 27 July Council meeting a further resolution was made:  
*"To engage McGredy Winder & Co to prepare a report on the advantages of shared services and how best this should be structured with references, if any, in joining another LASS, specifically the Manawatu/Whanganui LASS or with joining a Hawke's Bay LASS should one be formed."*
3. \$10,000 from the project 840-001 fund was allocated to this study.
4. The McGredy Winder Report is now available and is attached. Peter Winder will be at the meeting to present the report.

**Decision Making Process**

5. Council is required to make a decision in accordance with Part 6 Sub-Part 1, of the Local Government Act 2002 (the Act). Staff have assessed the requirements contained within this section of the Act in relation to this item and have concluded that, as this report is for information only and no decision is to be made, the decision making provisions of the Local Government Act 2002 do not apply.

**Recommendation**

1. That the Corporate and Strategic Committee receives the report.



**Liz Lambert  
GROUP MANAGER  
EXTERNAL RELATIONS**



**Andrew Newman  
CHIEF EXECUTIVE**

**Attachment/s**

- 1 McGredy Winder Shared Services Report      Under Separate Cover



**HAWKE'S BAY REGIONAL COUNCIL  
CORPORATE AND STRATEGIC COMMITTEE**

**Wednesday 14 March 2012**

**Item 11**

**SUBJECT: GENERAL BUSINESS**

**Introduction**

This document has been prepared to assist Councillors note the General Business to be discussed as determined earlier in Agenda Item 6.

| <b>ITEM</b> | <b>TOPIC</b> | <b>COUNCILLOR / STAFF</b> |
|-------------|--------------|---------------------------|
| 1.          |              |                           |
| 2.          |              |                           |
| 3.          |              |                           |
| 4.          |              |                           |
| 5.          |              |                           |
| 6.          |              |                           |
| 7.          |              |                           |
| 8.          |              |                           |
| 9.          |              |                           |
| 10.         |              |                           |



**HAWKE'S BAY REGIONAL COUNCIL  
CORPORATE AND STRATEGIC COMMITTEE**

**Wednesday 14 March 2012**

**Item 12**

**SUBJECT: 159 DALTON STREET**

That Council excludes the public from this section of the meeting, being Agenda Item 12: 159 Dalton Street with the general subject of the item to be considered while the public is excluded; the reasons for passing the resolution and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution being as follows:

**GENERAL SUBJECT OF THE  
ITEM TO BE CONSIDERED**

159 Dalton Street

**REASON FOR PASSING THIS RESOLUTION**


7(2)(b)(ii) That the public conduct of this agenda item would be likely to result in the disclosure of information where the withholding of that information is necessary to protect information which otherwise would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.

**FOUNDATIONS UNDER SECTION 48(1) FOR  
THE PASSING OF THE RESOLUTION**

The Council is specified, in the First Schedule to this Act, as a body to which the Act applies.



**Mike Adye  
GROUP MANAGER  
ASSET MANAGEMENT**



**Andrew Newman  
CHIEF EXECUTIVE**



**HAWKE'S BAY REGIONAL COUNCIL  
CORPORATE AND STRATEGIC COMMITTEE**

**Wednesday 14 March 2012**

**Item 13**

**SUBJECT: ENFORCEMENT PROCEEDINGS**

That Council excludes the public from this section of the meeting, being Agenda Item 13 Enforcement Proceedings with the general subject of the item to be considered while the public is excluded; the reasons for passing the resolution and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution being as follows:

**GENERAL SUBJECT OF THE  
ITEM TO BE CONSIDERED**

Enforcement Proceedings

**REASON FOR PASSING THIS RESOLUTION**

7(2)(g) That the public conduct of this agenda item would be likely to result in the disclosure of information where the withholding of the information is necessary to maintain legal professional privilege.

**FOUNDATIONS UNDER SECTION 48(1) FOR  
THE PASSING OF THE RESOLUTION**

The Council is specified, in the First Schedule to this Act, as a body to which the Act applies.



**Iain Maxwell  
GROUP MANAGER  
RESOURCE MANAGEMENT**