

CENTRAL HAWKE'S BAY



I hereby give notice that a Meeting of Council will be held on:

Date: Thursday, 22 February 2018
Time: 9.00 am
Location: Council Chamber
28-32 Ruataniwha Street
Waipawa

A G E N D A

Council Meeting
22 February 2018

Monique Davidson
Chief Executive

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1 PRAYER

*“We dedicate ourselves to the service of the District of
Central Hawke’s Bay/Tamatea and its people.
We ask for God’s help
to listen to all
to serve all
and to lead wisely.
Amen.”*

2 APOLOGIES**3 DECLARATIONS OF CONFLICTS OF INTEREST****4 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.

5 CONFIRMATION OF MINUTES

Ordinary Council Meeting - 8 February 2018

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 8 FEBRUARY 2018 AT 9.00AM**

PRESENT: Mayor Alex Walker, Cr Ian Sharp (Deputy Mayor), Cr Shelley Burne-Field, Cr Kelly Annand, 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 PRAYER

2 APOLOGIES

APOLOGY

RESOLVED: 18.11

Moved: Mayor Alex Walker
Seconded: Cr Gerard Minehan

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

CARRIED

3 DECLARATIONS OF CONFLICTS OF INTEREST - NONE

4 STANDING ORDERS

RESOLVED: 18.12

Moved: Cr Shelley Burne-Field
Seconded: Cr Tim Chote

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

RESOLVED: 18.13

Moved: Cr Shelley Burne-Field
Seconded: Cr Tim Chote

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

CARRIED

5 CONFIRMATION OF MINUTES – SEE 7.1.**6 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.

RESOLVED: 18.15

Moved: Cr Ian Sharp

Seconded: Cr Brent Muggeridge

THAT Council has read the reports associated with items 7.1, 7.2 and 8.1 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

7 REPORT SECTION**7.1 MINUTES OF THE COUNCIL MEETING 14 DECEMBER 2017****PURPOSE**

Attached are the minutes of the Council Meeting held on 14 December 2017.

RESOLVED: 18.16

Moved: Cr Kelly Annand

Seconded: Cr Brent Muggeridge

THAT the minutes of the Council Meeting held on the 14 December 2017, as circulated be confirmed as true and correct.

CARRIED

- Cr Tennent advised he would like a minor addition of wording on Pg 8 to add 'Albiet it took 12 months to happen'.

7.2 ADOPTION OF THE SUPPORTING INFORMATION AND CONSULTATION DOCUMENT FOR THE 2018-28 LONG TERM PLAN FOR PUBLIC CONSULTATION

PURPOSE

Obtain a decision from Council to adopt the Supporting Information and Consultation Document for the 2018-28 Long Term Plan for public consultation.

RESOLVED: 18.17

Moved: Cr David Tennent

Seconded: Cr Shelley Burne-Field

That COUNCIL

- Adopt the Draft Revenue and Financing Policy and Statement of Proposal in accordance with section 102(1) of the Local Government Act 2002.
- Adopt the Draft Rates Remission Policy in accordance with section 102(1) of the Local Government Act 2002.
- Adopt the Supporting Information for the 2018-28 Long Term Plan to support the consultation process in accordance with section 93G of the Local Government Act 2002.
- Adopt the Consultation Document for the 2018-28 Long Term Plan to support the consultation process in accordance with section 93G of the Local Government Act 2002.
- Delegate responsibility to the Chief Executive and Group Manager – Corporate Support and Services to approve the final edits required to the Supporting Information and Consultation Document in order to finalise the documents for printing and distribution.
- Approves the public consultation approach for the Long Term Plan.

CARRIED

- Cr Sharp would like noted that he is very impressed with the #TheBigWaterStory information in the consultation document. It is very clear and well layed out
- Some minor wording changes required. Bronda to update the documentation with the changes supplied.
- Cr Tennent thanked the staff for such a visionary document.
- Cr Burne-Field also thanked the staff but mentioned she would like to see some work done around the environment and climate change.
- Mayor Walker advised it has been a culmination of work over the past 12 months. There is always room for improvement.
- Mayor Walker thanked the CEO and her staff for all their hardwork to get the consultation document ready.

8 PUBLIC EXCLUDED BUSINESS**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLVED: 18.18**

Moved: Cr Kelly Annand
 Seconded: Cr Tim Chote

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
8.1 - PE MINUTES OF THE COUNCIL MEETING 14 DECEMBER 2017	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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**RESOLVED: 18.19**

Moved: Mayor Alex Walker
 Seconded: Cr Ian Sharp

That Council moves out of Closed Council into Open Council.

CARRIED

12 DATE OF NEXT MEETING

RESOLVED: 18.20

Moved: Cr David Tennent

Seconded: Cr Ian Sharp

THAT the next meeting of the Central Hawke's Bay District Council be held on 22 February 2018.

CARRIED

13 TIME OF CLOSURE

The Meeting closed at 10.59am.

The minutes of this meeting were confirmed at the Council Meeting held on 22 February 2018.

.....
CHAIRPERSON

6 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 7.1, 8.1, 9.1, 9.2, 9.3, 10.1 and 10.2 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

7 MAYOR'S REPORT**MAYORAL UPDATE**

File Number: COU1-1400
Author: Alex Walker, Mayor
Authoriser: Monique Davidson, Chief Executive
Attachments: Nil

EXECUTIVE SUMMARY

Welcome to 2018 and to our first “ordinary” Council meeting. Of course we met two weeks ago to finalise the consultation document of our proposed Long Term Plan to be released to our community. The culmination of more than 12 months of listening, learning, questioning and prioritising – I am proud of brave approach of our team and am looking forward to talking with our community about the ins and outs of it.

RECOMMENDATION

That the Mayor's Report dated 22nd February 2018 be received.

MAYORAL UPDATE

I thought I would take the opportunity to outline some of the opportunities and challenges that I see facing us as we kick into 2018.

1. LTP Consultation

As part of our commitment to keeping people at the heart of what we do, this process will be really important for us to share information, answer questions and hear feedback to support our final decision making. Open-minds and open-ears are crucial!

2. District Plan

The target is for release of a draft plan in October 2018. We have a huge amount of work to do and are on-track for our milestone. Thank you to the members of the subcommittee who are putting in so many extra hours, and a reminder to our other elected members to occasionally pop your head into some of the reports we are considering.

3. Waste Water and Drinking Water

So thrilled to have had so many “thank yous” and appreciation from the residents of Mt Herbert Road for the work done in Waipukurau to alleviate odour issues before Christmas. Thank you to the staff that worked so hard to get aerators and odour neutraliser equipment in place. The priority in 2018 is to get through a process which gives us concepts for resolution of waste water treatment in Waipukurau and Waipawa – and in the context of a district-wide strategy. We must lead strongly in this work.

#thebigwaterstory is a key part to our proposed LTP – but water in the wider context will be important in 2018 as well. The ongoing implementation of the Tukituki Catchment Plan, Havelock Water Enquiry recommendations, and regional water challenges will all be hot topics which we will need to represent strongly in.

4. Strategy work

With the basis of our key governance documents either being approved or released over 2018, it is now up to us to make sure that the strategies and policies are in place to lead and guide expectations. This is where we can truly lead the integration of our visionary thinking across the

business activities. It is also a key step for creating action in some areas which this council has previously neglected – in particular in economic development, and environmental strategies. We are well-placed with the new executive leadership forming over the next few weeks to really make gains from our committees. Patience, leadership and vision required!

5. Funding and affordability

External funding and support must be a key theme for us as we work through such large issues and capital investment requirements in our infrastructure. This will be the priority of my work at regional and national level of local government, and with our MPs, Ministers and government agencies. Again, patience, leadership and vision required!

Activities:

2x District Plan Subcommittee Meetings

CE Performance Committee Meetings

15th December – MTFJ Core Group Meeting

18th December – Meeting with MP Alastair Scott

18th December – Meeting with Mayor Sandra Hazlehurst and CE Ross McLeod

22nd January – Meeting with Hon Nanaia Mahuta – Minister for Local Government

24th January – Regional launch of Tools for Teenage Years

26th January – Visit from MPs Alastair Scott, Lawrence Yule and Simon Bridges

26th January – Community Splash Out

1st February – Business After 5 Golf with Helloworld

10th February – Tour de Beautiful CHB Meet-n-Greet event

11th February – Blessing of hotspot project site at Makiriri Stream and blessing of Mahaki Marae rebuild site

15th February – HB Primary Sector Awards Sponsors event

20th February – Visit from Rangitane tu mai ra Trust

8 CHIEF EXECUTIVE REPORT

8.1 CHIEF EXECUTIVE UPDATE

File Number: COU1-1400

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

Attachments: Nil

1.0 PURPOSE

The purpose of this report is to give an update on Council activities for the months of December 2017 and January 2018.

2.0 EXECUTIVE SUMMARY

This report outlines an update on a number of matters that do not require a stand-alone report. The decisions or matters in this report are considered to be of low significance in accordance with the Council's Significance and Engagement Policy.

RECOMMENDATION

That Council note the contents of the Chief Executive report.

3.0 MULTISPORT TURF PROJECT

A sod-turning ceremony held at Russell Park on Friday 2nd February 2018 marked the start of construction of CHB's new multi-sport turf at Russell Park and the announcement that local lines company, Centralines will be naming sponsor.

In the pipeline for over three years, this facility is spearheaded by the Central Hawke's Bay District Community Trust and is part of an overall vision for Central Hawke's Bay Sporting Hub at Russell Park.

Central Hawke's Bay District Council is a key supporting partner for the project. In addition to provision of the land, and a grant of \$250,000, Council is now as previously committed doing the following to ensure the project's success:

- Council will disconnect and remove all utilities that are within the area to be used for construction of the project.
- Council will strip the topsoil from the facility to the depth agreed on the plans from the contractor.
- Council will remove stormwater from the project boundary. This will include any installation of soak pits, sumps and drainage pipes as required. May also include some surveying to determine drainage.
- Council will provide a project manager during the construction phase of the project whose role is as follows:
 - Act as a liaison between the Contractor and the Trust should any questions or communications arise that are not covered in the contract the Trust has with the Contractor.
 - Sign off on completed work and make recommendations to the Trust for payment to the Contractor.
- Council will provide the 2 containers that were used for storage at the Memorial Hall (during its re-build) free of charge to the Trust.
- Council will provide water access to the location of the water fountains as decided by the Contractor and approved by the Trust.

The project includes a full sized hockey turf and three asphalt netball courts with fencing and lights. This compliments the already existing facilities at Russell Park which includes playing fields, a playground, a fitness trail, public toilets, Skate Park and the adjacent AW Parsons Pool and Memorial Hall.

The turf construction will take approximately 9 months, with Council beginning work on preparing the site as at the 12th February 2018.

4.0 ORGANISATION RECRUITMENT

Following an organisation restructure, I am pleased to announce that all of the new roles have been appointed. I am extremely proud to announce the appointment of the following roles, and am excited to see the positive contribution these talented individuals will have in delivering on our organisation goals and values. The appointments are as follows:

Group Manager Community Infrastructure and Development – Josh Lloyd
Group Manager Customer and Community Partnerships – Doug Tate
Organisation Transformation Lead – Lisa Harrison
People and Capability Manager – Nicola Bousfield
Customer Experience Lead – Gina McGrath
Consents Lead – Alison Francis
BCA Lead – Murray Lougher
Governance and Support Officer – Leigh Collecutt

5.0 MINISTER OF LOCAL GOVERNMENT

On the 22nd January 2018, Mayor Alex Walker and I travelled to Martinborough to meet with the new Minister of Local Government, Hon. Nanaia Mahuta. This was an extremely worthwhile visit where we discussed the challenges and opportunities facing Central Hawke's Bay District Council and the community we served. We expect a follow up from the Ministers office in due course regarding on going engagement.

6.0 CENTRAL GOVERNMENT ENGAGEMENT – TRANSPORT POLICY

The new Government has indicated new priorities for Government Transport policy. On 20 November 2017 the new Minister of Transport, Hon. Phil Twyford, wrote to the Chairperson of each Regional Transport Committee (RTC) advising them of the Government's priorities that it has requested the Ministry of Transport to take into account in revising the GPS. The priorities include: support for regional development; Increasing the Use of Rail and Mode Neutrality in Freight Transport Planning; Delivering Health, Safety and Environmental Improvements; Giving Public Transport Greater Priority in Cities; and Support for Active Modes – Walking and Cycling. It is expected that a revised GPS for engagement will be available early in the New Year.

The Labour Party's manifesto signalled an intent to increase funding available for transport projects of regional importance by doubling the funding range from \$70 - \$140m to \$140 - \$280m per year and re-open moth-balled railway lines where community and business support exists, and there is evidence that the service would be sustainable.

For walking and cycling it is expected the Government will renew the current \$100m Urban Cycleways Fund for a further three years and establish a new 'Active Neighbourhoods' Fund to complement the Urban Cycleways Fund with \$15m a year to invest. This is expected to invite contestable applications for smaller community level projects that will encourage walking or cycling at the local level, for example around schools, shopping areas and community facilities, or public transport hubs. The Government will also investigate a Green Transport Card as part of work to reduce the cost of public transport, prioritising people in low income households and people on a benefit.

It is expected that NZTA will be focussing on reviewing the draft Government Policy Statement on land transport (GPS), finalising regional land transport plans and the National Land Transport Programme (NLTP) for the next three years.

As a result of the change in priorities, and the focussing on reviewing the Transport GPS – it is unclear as to what impact this may have on our local Land Transport activity. We will keep elected members update on progress.

7.0 TOOLS FOR TEENAGE YEARS LAUNCH

Central Hawke's Bay District Council in partnership with Wairoa District Council, Napier City Council and Hastings District Council launched the tools for teenage years resource in Waipawa on the 24th January. This is a regional resource kit for Whanau, parents and caregivers of teens called "Tools for the Teenage Years. The four Hawkes Bay local authorities have worked together on this valuable resource aimed at helping parents through the sometimes tricky teenage years. The resource includes a range of topics to assist parents and caregivers when raising teenagers. It also provides helpful tips and information along with details of agencies and websites to help parents navigate these years with their teen. I would like to acknowledge the financial contribution Council received from the Health Promotion Agency to delivery this project.

8.0 TOGETHER WE THRIVE AWARDS

At the end of 2017 Council staff joined by Elected members celebrated the years achievements with a Christmas Breakfast and the Inaugural Together we Thrive Awards. These awards aim to celebrate excellence and while the whole organisation is to be acknowledged for their hard work and commitment to the roles I have included the winners of each category within this report to allow their success to be publically acknowledged.

<i>Te Kaunihera of Tamatea Award for Customer Excellence</i>	Debbie Dooney & Lee Withers
<i>The Bruce McLaren Creative Solutions Award</i>	Karen Bothwell
<i>The Dame Te Atairangikaahu Award</i>	Christine Renata
<i>The Jake Bailey Award for Inspiring the Spirit of CHBDC</i>	Ethna Renner
<i>The Jean Batten Award</i>	Helen O'Shaughnessy
	Harry Robinson
<i>The Lorde Award</i>	Ben Swinburne
<i>The Nancy Wake Award</i>	Miriam Squire
	David Stiles
<i>The Sir Edmond Hillary Award</i>	Ethna Renner

9.0 SPLASH OUT

Central Hawke's Bay (CHB) District Council hosted the Community Splash Out day on Friday 26th January 2018 at Nelly Jull Park in Waipawa. The free event was held as a gesture of goodwill towards the community in recognition of the loss of the use of the Waipawa Pool for the summer of 2017/18.

The event, which attracted over 500 people from all across Central Hawkes Bay was well received and achieved its intended objective of providing a fun, community event for CHB residents.

The afternoon began at 2pm with 3 hours of fun, water based activities for children and their families. These activities included a mist tent, bubble machines, paddling pools, and coloring in, face-painting and of course the very popular water slides. The event concluded with a concert where a number of local artists performed to an appreciative crowd. IVAN the caravan provided entertainment and activities and Youth Council members were in attendance. Wai our very own Water Drop Mascot also attended and could be seen out and about amongst the crowd.

Feedback from the public, via social media and face to face, was overwhelmingly positive and there were follow up articles in the HB Today and CHB Mail.

10.0 VISIT FROM SIMON BRIDGES, LAWERENCE YULE AND ALISTAIR SCOTT

On the 26th January 2018, Mayor Alex Walker and I hosted representatives from the National Party. This was a great opportunity to show off parts of the District and again discuss key issues and opportunities. The visit included a drive down rural roads, a stop off to Patangata Tavern, the newly built swing bridge finished with a visit to the Waipukurau Wastewater Treatment Plant.

11.0 CITIZENSHIP CEREMONY

A Citizenship Ceremony was held in the Council Chambers on the 14 December 2017 to swear in twelve new New Zealanders, this included nine British, one Australian, one South African and one American, with two being staff members, Harry Robinson and Jesse Singson.

It was a lovely evening with good attendance from councillors, staff and guests.

12.0 LONG TERM PLAN 2018-2028

On the 8 February 2018, Council adopted the Long Term Plan 2018-2028 Consultation Document and supporting documentation. Formal consultation opens on the 19th February 2018.

13.0 SECOND HAND SUNDAY

What is Second-Hand Sunday?

It's a chance to give away items you no longer want and collect items you can use from others around CHB for FREE! Participants register their property with Council and we send them an information pack.

Records set this year!

- Second-Hand Sunday first started in 2005 with 36 participants and has continuously grown over the years.
- This year we've had a record 61 registered properties registered (we have many that don't register but still get involved).
- Every year we attract a few new participants however this year we set a record with 33 new participants.

Overall Second-Hand Sunday is a great community event. It provides opportunities for people to meet, see other parts of the district, offload their unwanted items and others get them for free. It helps reduce the waste going to our Landfill and really reinforces the philosophy of '*reduce, reuse, recycle*'.

14.0 LONG GRASS

At the last Council meeting, information was sought on the issue of long grass and how Council deals with this issue. The Local Government Act 2002 Section 183 allows us to, in writing, 'require' an occupier or a landowner to "to cut down, eradicate, or remove" anything that might become "a source of danger from fire" on their land. The notice they are given must give them 30 days to comply or appeal (within days) to the Court to have the 'notice' set aside. If they fail to do either, under Section 184, Council can enter the land and carry out the work required by the notice. Any such work is a charge against the land. Generally here we have acted on complaints made by a member of the public *if it is deemed to be justified, i.e. a fire hazard exists*. Council Officers have not gone looking for sections with hazards and a lot of complaints don't meet the 'fire hazard' threshold and are made because they are simply 'untidy'. However in saying that there are a list of sections that Council Officers have been serving notices on for a number of years after initially receiving a complaint some years ago. Every year there is at least 1 or 2 new complaints that are looked at. This past summer 13 notices were issued and 6 of those didn't comply and a contractor was engaged to carry out the work and an invoice was sent to the property owner. All are sections in a residential area. Most are empty sections although 2 are sections with houses and people living in them. This mechanism will be removed from the LGA 2002 on 1 July this year and will transfer to the Fire & Emergency NZ Act 2017 Section 63 after that date

This will leave the only mechanism to deal with long grass as through the Health Act 1956 Section 29 , which deals with 'nuisances'. Long grass could be deemed a 'nuisance' under the Act but the criteria is very strict making it difficult to use this route.

15.0 HARKER STREET OVERBRIDGE

The design for this project is completed and the project is now out to the market for tender. This work is expected to be completed at the end of April.

16. MONITORING REPORT

The CEO will provide to Council an update on the future template to monitor progress of Council resolutions.

The key areas of focus over February and March are as follows:

- Induction of new staff to the organisation
- FM Contract Procurement Process
- Professional Services Contract Procurement Process
- Section 17a Work Programme
- Wastewater Activity (Investigation of Options and Waipawa Enforcement Order)
- Financial Reporting with a focus on capital projects
- Long Term Plan Consultation

9 REPORTS FROM COMMITTEES**9.1 MINUTES OF THE FINANCE AND PLANNING COMMITTEE MEETING HELD ON 8 FEBRUARY 2018****File Number:** COU1-1400**Author:** Monique Davidson, Chief Executive**Authoriser:** Monique Davidson, Chief Executive**Attachments:** 1. Minutes of the Finance and Planning Committee Meeting held on 8 February 2018**RECOMMENDATION**

1. That the minutes of the meeting of the Finance and Planning Committee held on 8 February 2018 be received.

The Committee refers the following recommendations to Council:

9.1.1 PROFESSIONAL SERVICES CONTRACT PROCUREMENT APPROACH**RECOMMENDATION**

THAT

1. The Committee recommend to Council that Council adopt Procurement Option 5 – Selected In-house Resources and a Professional Services Contract.
- and
2. That the Committee recommend to Council that Council adopt the Supplier Selection Model – Quality Based to obtain the required services.

**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 Muggerridge

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 disappointed 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

Unconfirmed

9.2 MINUTES OF THE RISK AND AUDIT COMMITTEE MEETING HELD ON 8 FEBRUARY 2018

File Number: COU1-1400

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. **Minutes of the Risk and Audit Committee Meeting held on 8 February 2018**

RECOMMENDATION

1. That the minutes of the meeting of the Risk and Audit Committee held on 8 February 2018 be received.

Unconfirmed

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
RISK AND AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 8 FEBRUARY 2018 AT THE CONCLUSION OF THE FINANCE AND
PLANNING COMMITTEE MEETING AT 1.21PM**

PRESENT: Mayor Alex Walker, 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), Brona Smith (Group Manager, Corporate Support and Services), Lisa Harrison (Organisation Transformation Lead), Cr Tim Chote, Cr Kelly Annand, Cr Shelley Burne-Field, Roger Maaka (Maori Consultative Representative)

1 ORDER OF BUSINESS

MOTION

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker
Seconded: Cr David Tennent

That the order of business be transferred to the next Risk and Audit Committee Meeting.

CARRIED

2 DATE OF NEXT MEETING

RECOMMENDATION

THAT the next meeting of the Audit and Risk Committee be held on 22 March 2018.

3 TIME OF CLOSURE

The Meeting closed at 1.23pm.

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

.....
CHAIRPERSON

9.3 MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD ON 8 FEBRUARY 2018**File Number:** COU1-1400**Author:** Monique Davidson, Chief Executive**Authoriser:** Monique Davidson, Chief Executive**Attachments:** 1. Minutes of the Community Development Committee Meeting held on 8 February 2018**RECOMMENDATION**

1. That the minutes of the meeting of the Community Development Committee held on 8 February 2018 be received.

The Committee refers the following recommendations to Council:

9.3.1 COMMUNITY WELLBEING STRATEGY UPDATE**RECOMMENDATION**

THAT the Community Development Committee endorses the four Action Plans associated with the Community Wellbeing Strategy with the intention of bringing these Action Plans back to the April Council Meeting for Adoption following amendments.

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
COMMUNITY DEVELOPMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 8 FEBRUARY 2018 AT THE CONCLUSION OF THE RISK AND AUDIT
COMMITTEE MEETING AT 1.27PM**

PRESENT: Mayor Alex Walker, Cr Ian Sharp (Deputy Mayor), Cr Tim Aitken, Cr Kelly Annand, Cr Shelley Burne-Field, Cr Gerard Minehan

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), Cr Tim Chote, Cr David Tennent, Cr Brent Muggeridge, Roger Maaka (Maori Consultative Representative)

1 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION

Moved: Cr Ian Sharp

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 Ian Sharp

Seconded: Mayor Alex Walker

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 Ian Sharp

Seconded: Mayor Alex Walker

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: Cr Shelley Burne-Field

Seconded: Cr Gerard Minehan

THAT Council has read the reports associated with items 6.1, 6.2, 6.3 and 6.4 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 SPORT HAWKE'S BAY REPORT - JULY TO DECEMBER 2017****PURPOSE**

Inform Council on Sport Hawke's Bay's 6 monthly report for the period July to December 2017, which is provided as part of the partnership between the two organisations.

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Cr Gerard Minehan

THAT the Sport Hawke's Bay Report – July to December 2017 be received.

CARRIED

- CEO, Monique Davidson spoke to the report.
- Mayor Walker asked how is Sport HB connected with Regional Sports initiatives? CEO addressed this question. This is a work in progress.

6.2 CHB PROMOTIONS INC. CHAIRMAN'S REPORT AND FINANCIAL STATEMENTS TO 30 JUNE 2017**PURPOSE**

Inform the Council on CHB Promotions Inc. Financial Report to 30 June 2017.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Mayor Alex Walker

THAT the Central Hawkes Bay Promotions Inc. Chairman's Report and Financial Statements for the year ended 30 June 2017 be received.

CARRIED

- CEO, Monique Davidson spoke to the report.
- CEO advised that they will be holding some workshops to discuss the direction forward

- Cr Burne-Field would like more information before the workshops are held so they have the information available to help with their decision making.
- Cr Chote asked are we getting value for money. CEO advised that this will be looked at as part of the bigger picture.
- Cr Burne-Field advised there may be some feedback from Thrive in this space.
- Mayor Walker advised we should be looking at this from a region wide perspective.
- Cr Minehan, would like to see what the breakdown is of who walks in and what they are after vs online. Are they local or out of town. This information to be provided To the Committee.

6.3 COMMUNITY WELLBEING STRATEGY UPDATE

PURPOSE

Update the Council on the Community Wellbeing Strategy and the development of the associated four Action Plans.

COMMITTEE RESOLUTION

Moved: Cr Shelley Burne-Field

Seconded: Cr Gerard Minehan

THAT the Community Development Committee endorses the four Action Plans associated with the Community Wellbeing Strategy with the intention of bringing these Action Plans back to Council for Adoption.

CARRIED

- CEO Monique Davidson spoke to this Report.
- Dr Roger Maaka noted that under the Positive Ageing Action Plan there was a missed opportunity to look at how we could harness the skills/knowledge that the older generation could impart in a practical way. Cr Annand advised that we could look at what other Community Organisations do in this space and how we could tap into those resources/databases to help with this.
- Youth Action Plans to add Mayors Taskforce for Jobs. Community Development Committee agreed that they were happy to endorse the Action Plans on the proviso that the minor changes discussed could be made before being adopted at the next Council Meeting.

6.4 SAFER CHB UPDATE

PURPOSE

Update the Council on Safer CHB.

COMMITTEE RESOLUTION

Moved: Cr Ian Sharp

Seconded: Cr Shelley Burne-Field

THAT the Safer CHB minutes dated Thursday 12th October 2017 and Tuesday 5th December 2017 and be received.

CARRIED

- CEO Spoke to the Report.

- The Committee agreed that they were concerned about the impact that Methamphetamine is having in the Community. To look at, from an advocacy level as part of the Community Wellbeing Strategy.

7 DATE OF NEXT MEETING

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker
Seconded: Cr Shelley Burne-Field

THAT the next meeting of the Community Development Committee Meeting be held on 3 May 2018.

CARRIED

8 TIME OF CLOSURE

The Meeting closed at 2.13pm.

The minutes of this meeting were confirmed at the Community Development Committee Meeting held on 3 May 2018.

.....
CHAIRPERSON

10 REPORT SECTION

10.1 CLASS 4 GAMBLING AND BOARD VENUE POLICY

File Number: COU1-1400

Author: Monique Davidson, Chief Executive

Authoriser: Monique Davidson, Chief Executive

Attachments: 1. Class 4 Gambling and Board Venue Policy

1.0 PURPOSE

The purpose of this report is to obtain a decision from the Council on the adoption of the Draft Class 4 Gambling and Board Venue Policy, incorporating amendments following the hearing of submissions and subsequent deliberations on 14th December 2017.

2.0 EXECUTIVE SUMMARY

Council is required under the Gambling Act 2003, and the Racing Act 2003, to have a Class 4 Gaming and Board Venue Policy. This policy must be reviewed every three years and released for public consultation. Council released a Draft Class 4 Gambling and Board Venues Policy for public consultation in 2017, and following public submissions and hearing, Council requested a further amendment to the policy. This report seeks the adoption of the Draft Class 4 Gambling and Board Venue Policy.

RECOMMENDATION

That the report entitled Class 4 Gambling and Board Venue Policy be received.

That the Draft Class 4 Gambling and Board Venue Policy, as amended, be adopted.

3.0 BACKGROUND / PREVIOUS COUNCIL DECISIONS

Council is required under the Gambling Act 2003, and the Racing Act 2003, to have a Class 4 Gaming and Board Venue Policy. This policy must consider the social impact of gambling within the Central Hawke's Bay District and specify whether or not Class 4 venues with gaming machines and Board venues such as a TAB may be established in the District, and, if so, where they may be located.

This policy must be reviewed every three years and released for public consultation using the special consultative procedure as prescribed in the Local Government Act 2002.

Council released a Draft Class 4 Gambling and Board Venues Policy for public consultation between 19th October and 24th November 2017, with an amendment made to "Section 6 – Number of Gaming Machines Allowed District Wide, sub-section 6.1, increasing the ratio of one machine per 200 residents, to one machine per 400 residents.

Council received nine submissions. A Hearing of Submissions, verbal and written, was held on Thursday 14th December.

Following deliberation of all submissions received, Council resolved to amend to the ratio of machines per resident to one machine per 300 (1/300).

4.0 DISCUSSION

While the current policy does not specifically preclude the relocating of licensed venues, Council also requested that provision be made in the policy under section 6, for the relocation of licensed

venues within existing geographical boundaries. The policy was to be brought back to Council with amendments for adoption.

The amended Draft Class 4 Gambling and Board Venues Policy is attached as Appendix 1.

The purpose of this policy is to:

- Provide for the continued availability of Class 4 Gambling within Central Hawke's Bay District in accordance with the purpose and intent of the Gambling Act 2003.
- Establish an appropriate maximum level of opportunities for Class 4 Gambling activities in the Central Hawke's Bay District in order to avoid or minimise the harm caused by problem gambling.
- Ensure Gambling venue operators act responsibly and promote harm minimisation.
- Qualify requirements for approval of relocation of existing venues with machines.
- Facilitate community involvement in decisions about the provision of gambling.

5.0 ASSESSMENT OF OPTIONS

The Gambling Act 2003 and Racing Act 2003 required Council to follow the Special Consultative Procedure when adopting, amending, or replacing a Class 4 Venues or Board Venues Policy.

Council adopted and released a Statement of Proposal and Draft Class 4 Gambling and Board Venues Policy for public consultation between 19th October and 24th November 2017. Following a Hearing of Submissions on 14th December 2017, Council resolved to amend to machine per person ratio to 1/300 and make provision for relocation of existing licensed venues.

The amended Draft Policy is attached for Council adoption.

Option 1

Council adopt the amended Draft Class 4 Gambling and Boards Venue Policy. Further consultation is not required as amendments resulted from Council's deliberations following the Hearing of Submissions on the above policy at the conclusion of public consultation.

Option 2

Council adopts the current policy without amendment. Adopting the current policy would result in the machine per person ratio remaining at 1/200 and require Officers of Council to make a decision on permitting the relocation of existing venues, in the absence of defined criteria under section six.

Preferred Option

Option 1 is the preferred option. It is the preferred option following the public hearing of submissions.

5.1 COST

The review and public consultation of this policy is currently being delivered by internal resources within approved expenditure for the 2017/2018 financial year.

5.2 RATE IMPACT

The review and public consultation of this policy has no further rating impact that what is already approved within the 2017/2018 financial year.

5.3 SOCIAL AND ECONOMIC IMPACT

The policy must consider the social impact of gambling within the Central Hawke's Bay District and specify whether or not Class 4 venues with gaming machines and Board venues such as a TAB may be established in the District, and, if so, where they may be located. During the development of this policy, and throughout public submissions and hearings the social and economic

5.4 ENVIRONMENTAL IMPACT

There are no further environmental impact issues for consideration.

5.5 CONSENTING ISSUES

There are no further consenting issues for consideration.

5.6 LTP INTEGRATION

Section 102(1) of the Gambling Act 2003 and 65E of the Racing Act 2003 set requirements that gambling policies must be reviewed in accordance with section 83 of the Local Government Act 2002; and in accordance with subsection (1)(e) of that section, the territorial authority must give notice of the proposed policy, in a manner that the territorial authority considers appropriate, to:

- a) the Racing Board and each society that holds a Class 4 venue license for a venue in the territorial authority district; and
- b) organisations representing Māori in the territorial authority district.

The Council has now complied with all of the above requirements.

5.7 ALIGNMENT TO THRIVE

Gambling affects the wellbeing of our community and people. This policy direction has considered the linkages to Councils 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. This policy decision specifically relates to the following Thrive community outcomes:

- A proud district
- A prosperous district
- Strong communities
- Connected citizens

6.0 SIGNIFICANCE AND ENGAGEMENT

This policy has been consulted on in accordance with the special consultative procedure as prescribed in the Local Government Act 2002.

Consultation occurred between Thursday 19th October, and Friday 24th November 2017. The hearing and/or deliberation of submissions received was held on 14th December 2017.

7.0 LEGAL CONSIDERATIONS

The Council is required by the Gambling Act 2003 and Racing Act 2003 to review its gambling policy every three years.

52 Clause 32, Schedule 7 of the Local Government Act 2002 states that only the Council has the power to adopt policies required to be adopted and consulted on under this Act.

8.0 FINANCIAL CONSIDERATIONS

There are no further financial considerations for Council to consider in approving the adoption of the Class 4 Gambling and Board Venues Policy.

9.0 OTHER CONSIDERATIONS

There are no other considerations.

10.0 NEXT STEPS

If Council resolved to adopt the Draft Class 4 Gambling and Board Venues Policy as recommended, the Policy would become effective as at the date of adoption. The final requirement stipulated by the Gambling Act and Racing Act 2003 is that once a gambling policy or policies are adopted, amended or replaced, the territorial authority must provide copies to the Secretary of Internal Affairs and the New Zealand Racing Board. The Council will comply with these requests once the policy is adopted.

Council are required to review the policy every 3 years. A future review date will be captured in future Council work programmes.

Central Hawke's Bay District Council	POLICY MANUAL	
		Document #
CLASS 4 GAMBLING AND BOARD VENUE POLICY	Approved by:	Council
	Adoption Date:	22-02-2018
	Last Amended:	14-12-2017
	Review Date:	February 2020
	Page:	Page 35 of 42

1. Introduction

The Gambling Act 2003 was enacted on 18 September 2003. The Act requires the Central Hawke's Bay District Council to adopt a Class 4 Gambling Venue Policy for the District. The Act also amended the Racing Act 2003 so that territorial consent is required to establish a new TAB (called a *Board Venue* in the Act). Under that amendment Council is required to adopt a Board Venue Policy for the District.

Both policies must be adopted in accordance with the Special Consultative Procedure set out in the Local Government Act 2002.

The Gambling Act 2003 and the Racing Act 2003 together state that the Gambling Venue and Board Venue Policies:

- Must specify whether or not Class 4 Venues (hereafter referred to as Gambling Venues) may be established in the District, and if so, where they may be located.
- May specify any restrictions on the maximum number of Gaming Machines that may be operated at any Gambling Venue. The Gambling Act establishes a maximum limit of nine (9) machines for new venues and those venues that obtained a licence after 17 October 2001.
- In the development of this policy Council must have regard for the social impacts of gambling on the Central Hawke's Bay district community.

2. Definitions

Class 4 Gambling: Gambling that utilises or involves electronic gaming machines, otherwise known as "pokie machines".

Class 4 Gambling Venue: Any venue that conducts Class 4 Gambling activities outside a casino.

Community Facility: Land or buildings which are used in whole or in part for the assembly of persons for such purposes as deliberation or social entertainment or similar purposes and including buildings used for clubrooms, arts, museum and cultural community premises, cinemas, theatres, conference rooms, church halls, marae and meeting rooms, but not including a chartered club or building designed specifically for indoor recreation.

Pedestrian Distance: the shortest distance a person on foot would take as opposed to the same distance in a straight line.

Problem Gambler: A person whose gambling causes harm or may cause harm, as defined in the Gambling Act 2003.

TAB: Totalisator Agency Board [*now known as the New Zealand Racing Board (NZRB)*].

3. Purpose of Policy

The objectives of the Gambling Act are to control the growth of gambling and to prevent and minimise harm, including problem gambling. The purpose of the Central Hawke's Bay District Council's Class 4 Gambling Venue and Board Venue Policy is:

- 3.1 To provide for the continued availability of Class 4 Gambling within Central Hawke's Bay District in accordance with the purpose and intent of the Gambling Act 2003.
- 3.2 To establish an appropriate maximum level of opportunities for Class 4 Gambling activities in the Central Hawke's Bay District in order to avoid or minimise the harm caused by problem gambling.
- 3.3 To ensure Gambling Venue Operators act responsibly and promote harm minimisation.
- 3.4 To facilitate community involvement in decisions about the provision of gambling.

4. Location of New Class 4 Gambling Venues and TAB (NZRB) Venues

- 4.1 No new Class 4 Gambling Venue shall be established where the total number of Gaming Machines in Central Hawke's Bay District exceeds the number of machines specified under Section 6 of this Policy.
- 4.2 A new Class 4 Gambling Venue and/or TAB (NZRB) Venue shall not be established in any zone other than within the Business Zones of Waipukurau and Waipawa as defined in the Central Hawke's Bay District Plan.
- 4.3 Consent will not be granted for a new Class 4 Gambling Venue or TAB (NZRB) Venue where the location of the proposed venue is not incompatible with other predominant uses of the proposed premises.
- 4.4 Consent will not be granted for a new Class 4 Venue at which the primary activity is associated with family dining, family activities (e.g. cinemas) or children's activities.
- 4.5 No new Class 4 Gambling Venue or TAB (NZRB) Venue may be closer than 100 metres pedestrian distance of any school, early childhood centre, kindergarten, place of worship or other community facility.

5. Predominant Activity of Class 4 Venues

- 5.1 A new Class 4 Gambling Venue and/or TAB (NZRB) Venue shall only be established in a premises having an on-licence (where the principal purpose is the sale of liquor and that the area is designated restricted) or club licence for the sale of liquor.
- 5.2 Every application must be able to satisfy Council that the primary purpose of the proposed venue is not the provision of Class 4 Gambling activities.
- 5.3 Any venue which operates as a brothel, as defined in Section 4 of the Prostitution Reform Act 2003, will not be granted a venue consent.
- 5.4 Subject to the provisions above, Class 4 Gambling Venues may be established in locations commonly used for organised sporting or other recreational non-profit purposes.

6. Number of Gaming Machines Allowed District Wide

- 6.1 The total number of Gaming Machines in Central Hawke's Bay District, as specified by the Department of Internal Affairs, may not exceed the ratio of one machine per 300 residents, as determined by the latest Census data.
- 6.2 The cap on total numbers of Gaming Machines specified in Section 6.1 will only apply from 22 February 2018.
- 6.3 Council may grant consent under s 98(c) of the Act to relocate a venue to which a Class 4 Venue Licence currently applies. Generally the conditions to be met for a transfer of venue conditions to be considered, in addition to those contained elsewhere within this policy, are:
 - The existing physical venue must be ceasing to operate as a licensed premises;
 - The relocated venue must be in the same geographic area as the existing venue. Venues will not be allowed to move from one town within the District to another town under this provision;
 - The relocated venue must be operated by the same corporate society operating the existing venue;
 - The relocated venue will be permitted to have the same number of machines as the existing venue, subject to any restrictions applicable under the Gambling Act 2003;
 - The merging of existing venue conditions and transferred venue conditions is not permitted.
- 6.4 This section does not affect any new Class 4 Gambling Venue where a licence to operate Gaming Machines was held for the same premises by any operator within the previous six months. A venue that has been licensed to operate Gaming Machines but has either relinquished that licence or otherwise no longer

operates Gaming Machines will not be subject to the provisions of Section 6 of this policy.

7. Number of Gaming Machines Allowed Per Venue

- 7.1 This section does not affect any Class 4 Gambling Venue established on or before 17 October 2001.
- 7.2 Class 4 Gambling Venues established between 18th October 2001 and 18th March 2004 shall be allowed a maximum of nine (9) Gaming Machines.
- 7.3 Class 4 Gambling Venues established after 18th March 2004 shall be allowed a maximum of nine (9) Gaming Machines, subject to Section 6.
- 7.4 Should two (2) or more existing Class 4 Gambling Venues merge; the merged venue shall be allowed a maximum of nine (9) Gaming Machines, subject to Section 6.
- 7.5 In all circumstances the number of Gaming Machines proposed for the venue will not result in the total number of Gaming Machines in the Central Hawke's Bay District exceeding the number of machines specified under Section 6 of this Policy. If this limit is exceeded, the number of machines will not be approved accordingly.
- 7.6 Any venue wishing to increase the number of Class 4 Gaming Machines additional to the number of machines operated as at 22 February 2018 may not do so if the proposed increase results in the total number of machines in the Central Hawke's Bay District exceeding the number of machines specified under Section 6 of this Policy.

8. No Advertising Using the Word "Casino" or Similar

New Class 4 Gambling Venues may not advertise themselves using the word "casino" or similar.

9. Other Matters to be Considered

- 9.1 Every application must be able to satisfy Council that a policy is in place to ensure a minimum risk of persons under the age of 18 years having access to the machines.
- 9.2 Every application must be able to satisfy Council that adequate policies are in place to ensure gambling harm minimisation, including a staff training programme.
- 9.3 Every proposed venue must meet all planning provisions as required in the Central Hawke's Bay District Plan.
- 9.4 Every applicant must meet all application and fee requirements.

10. Applications

Applications for Council consent for a new Class 4 Gambling Venue or TAB (NZRB) Venue must be made on an approved form and must provide:

- 10.1 Name and contact details for the application.
- 10.2 Street address of premises proposed for the Class 4 Gambling Venue consent or TAB (NZRB) Venue consent.
- 10.3 The names of all owners and managers.
- 10.4 Details of liquor licence(s) applying to the proposed premises (if applicable).
- 10.5 Evidence of Police approval for owners and managers to apply for consent to establish a Class 4 Gambling Venue or TAB (NZRB) Venue consent.
- 10.6 A copy of the proposed gambling harm minimisation policy and staff training programme.
- 10.7 A site plan covering both Class 4 Gambling activities and other activities proposed for the venue, including details of each floor of the venue.
- 10.8 Evidence of the pedestrian distance to the nearest school, early childhood centre, kindergarten, place of worship or other community facility.

11. Application Fees

Application fees will be set by Council and shall include consideration of:

- 11.1 The cost of processing the application, including any consultation and hearings involved.
- 11.2 A contribution to the cost to Council of inspecting Class 4 Gambling Venues and Board Venues to ensure compliance with consent or licence conditions.
- 11.3 Fees will be reviewed together with the Policy on a three-yearly basis.

12. Policy Review

- 12.1 This policy will be reviewed on a three-yearly basis.
- 12.2 This policy may be reviewed at any time where there is an urgent concern or request from the community.

10.2 MAYORAL FUND UPDATE REPORT

File Number: COU1-1400
Author: Bronda Smith, Chief Financial Officer
Authoriser: Monique Davidson, Chief Executive
Attachments: Nil

1.0 PURPOSE

The purpose of this report is to provide Council with Mayoral Expenses update on expenses paid for the period 8 October 2016 to 31 December 2017.

RECOMMENDATION

That the report on Mayoral Expenses for the period 8 October 2016 to 31 December 2017 be noted.

2.0 BACKGROUND / PREVIOUS COUNCIL DECISIONS

Council policy Special Fund Accounts Policy 7.20 states:

MAYOR'S FUND

To provide for payments to worthy individuals or groups at the sole discretion of the Mayor.

Income for this fund comes from public donations, and if required, an allocation of interest from Special Fund Investments.

The balance of the Fund will be maintained at a minimum of \$5,000 as at each 30th June.

The Mayor will report to Council on a 6 monthly basis on expenditure from this Fund.

3.0 DISCUSSION

Below is the table of expenses from the fund for the period 8 October 2016 to 31 December 2017.

MAYORAL FUND			
From 8 October 2016 to 30 June 2017			
Date	Recipient	Details	Amount
15-Dec-16	Age Concern	Donation	\$1,000.00
20-Dec-16	Te Taitimu Trust	Sponsorship for Trust Camp	\$625.00
10-Mar-17	Waipukurau Jockey Club	Donation	\$500.00
22-Jun-17	CHB Community Trust	Foundation Support Multi Sports Turf	\$500.00
22-Jun-17	Rotary Pathway	Rivers Sponsorship for Swing Bridge	\$250.00
27-Jun-17	Nikela Franklin	Sponsorship for Tuia Workshop (Petrol Voucher)	\$200.00
Total			\$3,075.00

MAYORAL FUND			
From 1 July to 31 December 2017			
Date	Recipient	Details	Amount
27-Aug-17	Nikela Franklin	Sponsorship for Tuia Workshop (Petrol Voucher)	\$104.35
30-Oct-17	Nikela Franklin	Sponsorship for Tuia Workshop (NIA Auckland Nov 17)	\$406.00
3-Jul-17	Inspiring Stories (Fight for the Future)	Sponsorship for 10 people to FFTF	\$2,500.00
19-Dec-17	CHB Building Consent Deposit	Donation Deposit for St Mary's restrengthening Project	\$1,195.00
		Total	\$4,205.35

4.0 ASSESSMENT OF OPTIONS

Preferred Option

That the report on Mayoral Expenses for the period 8 October 2016 to 31 December 2017 be noted.

11 PUBLIC EXCLUDED BUSINESS

Nil

12 DATE OF NEXT MEETING

RECOMMENDATION

THAT the next meeting of the Central Hawke's Bay District Council be held on 5 April 2018.

13 TIME OF CLOSURE