



NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

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FINANCE COMMITTEE

Open Agenda

Meeting Date:	Wednesday 6 December 2017
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Time:	3pm
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Venue:	Large Exhibition Hall Napier Conference Centre Marine Parade, Napier
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Council Members	Councillor Wise (In the Chair), Mayor, Councillors Boag, Brosnan, Dallimore, Hague, Jeffery, McGrath, Price, Tapine, Taylor, White and Wright
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Officer Responsible	Director Corporate Services, Adele Henderson
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Administrator	Governance Team
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**Next Finance Committee Meeting,
20 March 2018**

ORDER OF BUSINESS

Apologies

Nil

Conflicts of interest

Public forum

Nil

Announcements by the Mayor

Announcements by the Chairperson

Announcements by the management

Confirmation of minutes

That the Minutes of the Finance Committee meeting held on Wednesday, 13 September 2017 be taken as a true and accurate record of the meeting (page 98 refers).

Notification and justification of matters of extraordinary business

(Strictly for information and/or referral purposes only).

Agenda items

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AGENDA ITEMS

1. REVALUATION OF NAPIER CITY 2017

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	Local Government (Rating) Act 2002
<i>Document ID:</i>	415248
<i>Reporting Officer/s & Unit:</i>	Ian Condon, Revenue and Treasury Manager

1.1 Purpose of Report

Quotable Value NZ (QV), Council's contractor for rating valuation services, will make a presentation to Council on the triennial revaluation of Napier City recently undertaken.

Officer's Recommendation

That Council

- a. Receive the presentation.

Chairperson's Recommendation

That the Council resolve that the officer's recommendation be adopted.

1.2 Attachments

Nil

2. SETTING GENERAL RATES - OVERVIEW

<i>Type of Report:</i>	Legal
<i>Legal Reference:</i>	Local Government (Rating) Act 2002
<i>Document ID:</i>	412497
<i>Reporting Officer/s & Unit:</i>	Ian Condon, Revenue and Treasury Manager

2.1 Purpose of Report

To provide background information on the underlying basis and process for applying general rate differentials. The information will enable a better understanding of the purpose of other rating related items on the agenda, and how each relates to the rate setting process.

Officer's Recommendation

That Council

- a. Receive the report titled *Setting General Rates – Overview*.

Chairperson's Recommendation

That the Council resolve that the officer's recommendation be adopted.

2.2 Background Summary

Within the Napier City Council rating system, general rates (inclusive of Uniform Annual General Charges) are set in such a way as to recover the assessed cost of general rate-funded services supplied to each of the main property categories – Residential, Commercial/ Industrial and Rural.

The allocation of costs results in six differentials applying for general rates. The six differential rating categories are:

Group 1	City Residential
Group 2	Commercial/Industrial
Group 3	Miscellaneous (includes Lodge Rooms, Halls, Homes for the Elderly, Private Hospitals, Public Utilities, Miscellaneous Crown Properties, Pensioner Flats, Sports Clubs, Non Profit-Making Organisations, Vacant Substandard Sections)
Group 4	Rural – ex City (mainly Awatoto, Guppy Road and Puketapu Road)
Group 5	Rural – other (Mainly Meeanee, Jervoistown, Brookfields Rd, Poraiti)
Group 6	Bay View Differential Rating Area (Township and Coastal)

Groups 5 and 6 relate to properties which came into Napier City from the HB County Council in 1989 following Local Government Reform.

In establishing the differentials for general rates the following process is followed:

- a. The benefits arising from general rate-funded services are assessed for each service between residential and non-residential properties. The results are consolidated to determine the overall allocation of general rates between

residential and non- residential properties. The current allocation is 69% residential and 31% non –residential. The assessment is reviewed every 3 years to coincide with the revaluation of Napier City. For this exercise, residential properties include the Bay View Differential Rating area.

- b. The cost of services supplied to Bay View is assessed. For most services Bay View's share is based on the ratio of rateable properties in Bay View to total rateable residential properties, however for roading services, actual costs are assessed, as the level of service provided is deemed to differ from city residential properties.
- c. The balance of residential costs, after deducting the Bay View assessed costs, is deemed to be the assessed cost of services provided to city residential properties.
- d. The cost of services supplied to rural properties is assessed. While for most of the services, including roading services, the rural share is based on the ratio of rateable rural properties to total rateable properties, actual costs are assessed for those services where the level of service provided is deemed to differ from the cost that would otherwise have resulted from the proportion of properties approach. Those services affected are cemeteries and building consents.
- e. Council policy is to rate properties in the Miscellaneous Differential rating category at city residential rates. The assessed cost of services supplied to these properties is determined by applying the total rateable value of these properties to the residential rate.
- f. The balance of costs to be recovered from non-residential properties, after allowing for the recovery of assessed costs from rural and miscellaneous properties, is deemed to be the assessed cost of services supplied to commercial/industrial properties.
- g. The general rates to be recovered for each differential category is the balance of general rate funded costs remaining after deducting the amount to be collected from the Uniform Annual General Charge for each category.
- h. The percentage differentials are determined by calculating the general rate per dollar of land value applying to each differential category, then relating that rate per dollar to the city residential rate per dollar on a percentage basis, with the city residential percentage being 100%. Differentials to apply for 2018/19 will be based on the 2017 revised land values.

Attachment A is a flow diagram of the process for calculating general rates and establishing general rate differentials.

2.3 Issues

Following the 2017 revaluation of Napier City, differentials for general rates need to be reviewed and revised. The following agenda reports relate to the revaluation and the process for setting general rate differentials.

- a. Rating – 2017 Revaluation of Napier City
- b. Allocation of general rate-funded costs
- c. Costs of Services Supplied to Bay View
- d. Cost of Services Supplied to Rural Properties

2.4 Implications

Financial

There are no financial implications to Council arising from this item.

Social & Policy

N/A

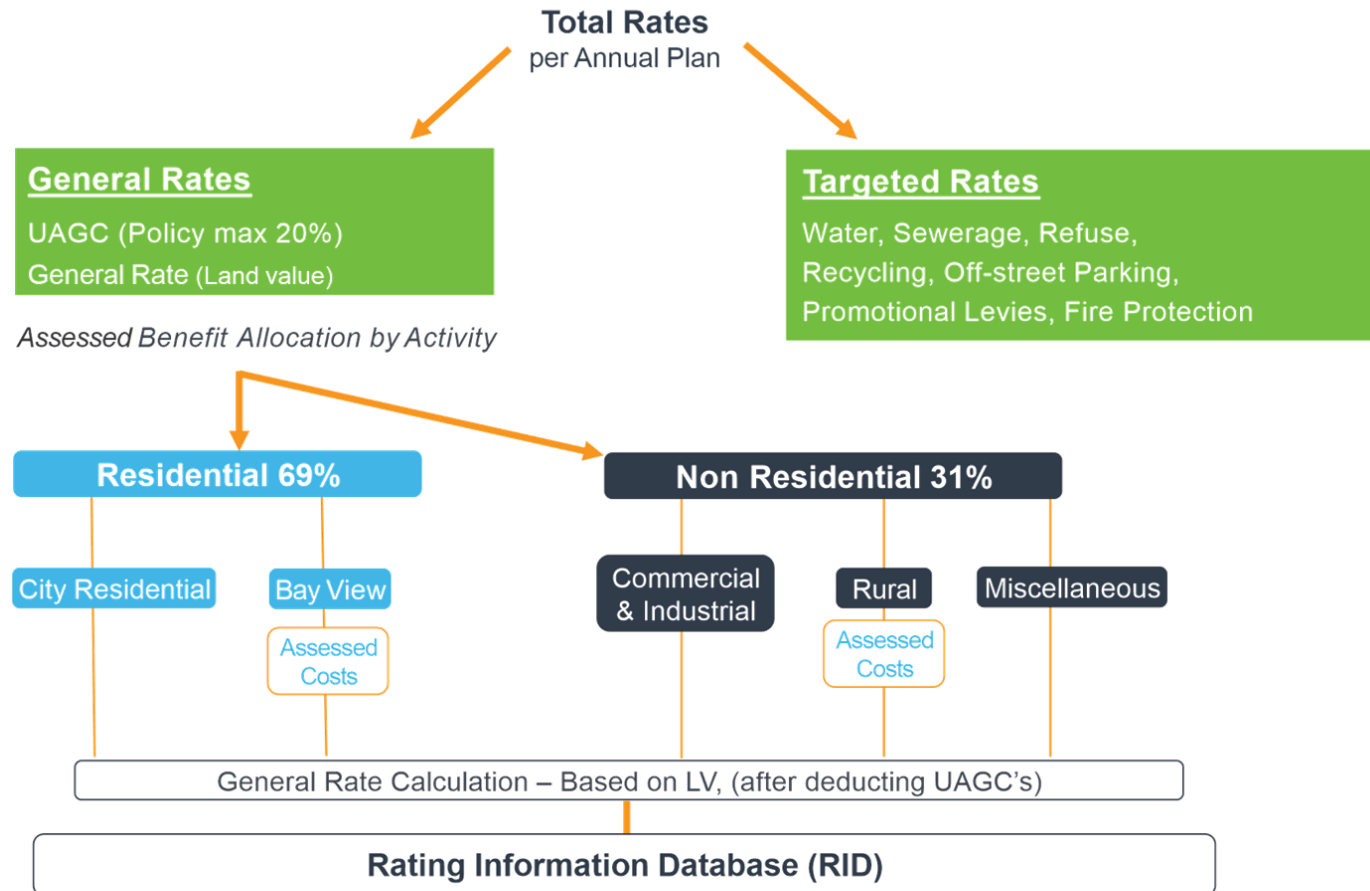
2.5 Options

This item is provided for information only and does not require the consideration of options.

2.4 Attachments

A Rating System Diagram 2017-18 [↓](#)

Napier City Council Rating System



3. RATING - 2017 REVALUATION OF NAPIER CITY

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	Local Government (Rating) Act 2002
<i>Document ID:</i>	412911
<i>Reporting Officer/s & Unit:</i>	Ian Condon, Revenue and Treasury Manager

3.1 Purpose of Report

To summarise the changes in rateable value resulting from the triennial revaluation of Napier City in 2017, and to outline the rating effect of the revaluation on broad property categories, and on a range of selected residential, commercial and industrial properties.

Officer's Recommendation

That Council

- a. Receive the report titled *Rating – 2017 Revaluation of Napier City*.

Chairperson's Recommendation

That the Council resolve that the officer's recommendation be adopted.

3.2 Background Summary

Napier City was revalued by Quotable Value Ltd as at 1 September 2017. The revised values apply to Napier City Council's rating system with effect from 1 July 2018 for the 2018/19 rating year.

In preparing the information contained within this report, rates modelling has been based on the current 2017/18 budget, rating policy and rating levels.

To ensure this report identifies only the rating effect of the revaluation, the following have been excluded:

- a) Proposed changes to the current allocation of general rate funded costs between residential and non-residential properties, and to the cost of services supplied to Bay View and Rural Properties. These are the subject of separate reports on this agenda.
- b) Proposed budget or rating changes that may apply for 2018/19.

The following documents are attached:

Attachment 1: Land Values – Rateable for General Rate

- summarises the change in rateable land value by Council's differential rating categories

Attachment 2: Rating Impact on Properties

- outlines the rating effect of the revaluation on residential properties by suburb using average values, plus the impact on a range of selected residential, commercial and industrial properties.

Attachment 3: Map of Residential Land Value Percentage Changes

- maps residential land value movements by percentage.

Grouped by percentage bands, the colour tone indicates the extent of variance of land value change from the average, across residential areas of the city.

Pale yellow indicates a spread of 5% above and below the city average (35% - 45% LV increase). The rating impact on these properties is generally minimal, below 2%.

Green shading indicates land value increases below the average range (<35%), while brownish / red shading indicates land value increases above the average range (>45%).

3.3 Issues

- a) The percentage increases shown in Attachment 1 reflect the average movement within each differential rating group. Significant variations from the average will occur between some individual properties and suburbs within the city.
- b) The percentage change in rates shown in Attachment 2 is directly influenced by the percentage change in land value.

For residential properties (Diff Group 1) the average land value has increased by about 39%. Generally, properties with an increase in land value below 39% will see rate reductions, while properties with land value increases above 39%, will see rate increases.

Areas within Ahuriri and Taradale have seen the greatest increase in land values (average increase for Ahuriri is 46.1%) while land values for Napier Hill are showing the lowest increase (average 12.3%).

For commercial / industrial properties (Diff Group 2) the overall average LV has increased by 23%. Greater increases are showing for industrial land (36.6%) while the average for commercial land has increased by 11.5%. For much of the CBD and Taradale business areas, land values have not changed.

Generally, increases in commercial / industrial land below 23% will result in rate reductions, while land value increases greater than 23% will result in rate increases.

Pockets of industrial land around Onekawa, Pandora and Ahuriri are showing the greatest level of increase, some in excess of 45%. These properties will see larger rate increases.

3.4 Significance and Consultation

N/A

3.5 Implications

Financial

There are no financial implications to Council arising from this item.

Social & Policy

N/A

Risk

N/A

3.6 Options

This item is provided for information only and does not require the consideration of options.

3.7 Attachments

- A Land Values - Rateable for General Rate [↓](#)
- B Rating Impact on Properties [↓](#)
- C Residential Land Value Percentage Change [↓](#)

LAND VALUES**RATEABLE FOR GENERAL RATE**

	2014 Values		2017 Values		Change %
	\$	%	\$	%	
Diff Group 1 (Residential)	3,337,584,200	72.9%	4,628,253,300	74.3%	38.7%
Diff Group 2 (Commercial / Industrial)	651,819,900	14.2%	801,965,900	12.9%	23.0%
Diff Group 3 (Miscellaneous)	63,130,300	1.4%	78,791,300	1.3%	24.8%
Diff Group 4 (Rural Ex-City)	18,555,000	0.4%	31,196,000	0.5%	68.1%
Diff Group 5 (Other Rural)	409,357,300	8.9%	556,667,500	8.9%	36.0%
Diff Group 6 (Bay View)	99,028,000	2.2%	131,676,500	2.1%	33.0%
Total	4,579,474,700	100%	6,228,550,500	100%	36.0%

Rating Impact on Properties - Revaluation 2017

No.	Diff Code	Suburb / Property Type	Location	Capital Value		Land Value		Land Value	Current Rates	Adjusted Rates	Change in	
				2014	2017	2014	2017	Change	2017/18	2017/18	Rates	
								%			\$	%
City Residential - Average Value by Suburb												
		Ahururi		530,000	742,700	286,800	419,000	46.1%	2,863	2,963	100	3.5
		Westshore		533,400	703,000	288,400	375,200	30.1%	2,873	2,757	-116	-4.0
		Napier Hill		470,000	635,500	231,700	260,200	12.3%	2,501	2,214	-287	-11.5
		Napier Central, South, Marewa		271,500	399,700	135,800	195,000	43.6%	1,864	1,895	31	1.7
		Maraenui		152,700	235,600	61,700	86,600	40.4%	1,374	1,379	5	0.4
		Pirimai, Onekawa		256,300	375,000	120,100	170,300	41.8%	1,760	1,778	18	1.0
		Parklands		483,500	684,700	171,400	246,000	43.5%	2,109	2,148	39	1.8
		Tamatea, Greenmeadows		333,300	465,000	154,400	221,000	43.1%	1,989	2,021	32	1.6
		Taradale		352,100	494,700	168,900	245,300	45.2%	2,084	2,136	52	2.5
		City Residential Average		322,000	459,000	154,000	214,000	39.0%	1,985	1,987	2	0.1
City Residential - Selected Properties												
1	111	Westshore	Ferguson Ave	750,000	990,000	520,000	660,000	26.9%	5,356	5,070	-286	-5.3
2	111	Westshore	Charles St	900,000	1,180,000	600,000	770,000	28.3%	4,924	4,634	-290	-5.9
3	111	Westshore	Charles St (Hazard Zone)	1,700,000	2,200,000	620,000	800,000	29.0%	5,109	4,829	-280	-5.5
4	111	Westshore	The Esplanade	580,000	780,000	330,000	425,000	28.8%	3,147	2,994	-153	-4.9
5	111	Ahururi	Battery Rd	270,000	370,000	170,000	240,000	41.2%	2,086	2,106	20	1.0
6	111	Ahururi	Battery Rd	390,000	515,000	155,000	210,000	35.5%	1,996	1,973	-23	-1.2
7	111	Ahururi (Beach front)	Hardinge Rd	910,000	1,170,000	690,000	920,000	33.3%	5,510	5,338	-172	-3.1
8	111	Napier Hill	Fitzroy Rd	1,275,000	1,680,000	425,000	470,000	10.6%	3,812	3,252	-560	-14.7
9	111	Napier Hill	Thompson Rd	495,000	670,000	285,000	315,000	10.5%	2,849	2,473	-376	-13.2
10	111	Onekawa	Menin Rd	285,000	395,000	160,000	230,000	43.8%	2,022	2,060	38	1.9
11	111	Onekawa	Gallipoli Rd	345,000	480,000	165,000	235,000	42.4%	2,058	2,087	29	1.4
12	111	Napier South	Nelson Crescent	425,000	640,000	144,000	210,000	45.8%	1,927	1,976	49	2.5
13	111	Pirimai	Downing Ave	265,000	385,000	126,000	175,000	38.9%	1,799	1,800	1	0.1
14	111	Pirimai	Bill Hercock St	220,000	360,000	104,000	146,000	40.4%	1,653	1,662	9	0.5
15	111	Maraenui	Geddis Ave	155,000	240,000	71,000	99,000	39.4%	1,434	1,437	3	0.2
16	111	Maraenui (Flat)	Lister Crescent	123,000	185,000	23,000	32,000	39.1%	1,120	1,120	0	0.0
17	111	Tamatea	Southwark Ave	285,000	395,000	129,000	185,000	43.4%	1,820	1,849	29	1.6
18	111	Greenmeadows West	Auckland Road	410,000	590,000	230,000	330,000	43.5%	2,485	2,537	52	2.1
19	111	Greenmeadows East	Spiggs Cres	300,000	425,000	130,000	185,000	42.3%	1,828	1,850	22	1.2
20	111	Taradale	Church Rd	380,000	550,000	265,000	375,000	41.5%	2,711	2,746	35	1.3
Commercial & Industrial - Selected Properties												
21	211	CBD Rental < 500 sq.m	Emerson St	970,000	970,000	350,000	350,000	0.0%	8,275	7,191	-1,084	-13.1
22	211	CBD Rental < 500 sq.m	Hastings St	650,000	720,000	420,000	420,000	0.0%	9,575	8,274	-1,301	-13.6
23	211	CBD Rental < 500 sq.m	Tennyson St	335,000	370,000	210,000	210,000	0.0%	5,328	4,678	-650	-12.2
24	232	Suburban Rental < 500	Gloucester St - Taradale	620,000	670,000	290,000	290,000	0.0%	7,813	6,915	-898	-11.5
25	244	Suburban Rental < 500	Kennedy Rd - Marewa	560,000	620,000	280,000	280,000	0.0%	5,961	5,094	-867	-14.5
26	221	CBD Fringe - Petrol Stn	Tennyson St	1,800,000	2,050,000	1,380,000	1,380,000	0.0%	23,954	19,680	-4,274	-17.8
27	232	Suburban Petrol Stn	Lee Rd - Taradale	920,000	1,010,000	560,000	560,000	0.0%	12,093	10,358	-1,735	-14.3
28	221	CBD Fringe - Supermkt	Station St	8,200,000	9,450,000	4,380,000	4,380,000	0.0%	74,650	61,085	-13,565	-18.2
29	241	Suburban Supermarket	Gloucester St - Gnmwds	10,650,000	13,900,000	4,380,000	5,250,000	19.9%	73,870	71,809	-2,061	-2.8
30	271	Motel	Meeanee Quay	1,230,000	1,030,000	800,000	1,000,000	25.0%	15,111	15,278	167	1.1
31	271	Motel / Tavern	West Quay	9,500,000	12,200,000	2,400,000	3,360,000	40.0%	42,212	47,473	5,261	12.5
32	261	Industrial - Onekawa	Austin St	2,720,000	3,720,000	850,000	1,190,000	40.0%	15,119	16,982	1,863	12.3
33	261	Industrial - Onekawa	Wakefield St	1,300,000	1,820,000	470,000	660,000	40.4%	8,725	9,781	1,056	12.1
34	261	Industrial - Pandora	Thames St	2,380,000	3,320,000	1,300,000	1,820,000	40.0%	22,417	25,267	2,850	12.7
35	261	Industrial - Awatoto	Waitangi Rd	2,580,000	3,460,000	1,030,000	1,330,000	29.1%	17,513	18,290	777	4.4
36	261	Industrial - Ahuriri	Waghorne St	1,700,000	2,500,000	1,700,000	2,500,000	47.1%	28,490	33,803	5,313	18.6
37	261	Commercial - Ahuriri	Wright St	3,260,000	5,000,000	1,270,000	1,780,000	40.2%	23,057	25,867	2,810	12.2
38	271	Hotel / Restaur - Ahuriri	Waghorne St	3,380,000	3,600,000	780,000	939,000	20.4%	14,132	13,819	-313	-2.2



4. ALLOCATION OF GENERAL RATE-FUNDED COSTS

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	Local Government (Rating) Act 2002
<i>Document ID:</i>	412969
<i>Reporting Officer/s & Unit:</i>	Ian Condon, Revenue and Treasury Manager

4.1 Purpose of Report

To review the allocation of general rate-funded costs between residential and non residential properties as part of the process of establishing the differential to apply to general rates following the 2017 revaluation of Napier City.

Officer's Recommendation

That Council

- a. Approve the allocation of general rate funded costs on the basis of 70% residential / 30% non-residential, to apply from 1 July 2018.

Chairperson's Recommendation

That the Council resolve that the officer's recommendation be adopted.

4.2 Background Summary

General rates recover the rating requirement not collected from targeted rates, and include a general rate, set on land values and a fixed uniform annual general charge (UAGC).

Under the current rating system, the allocation of general rate-funded costs is reviewed three-yearly to coincide with the revaluation of Napier City and preparation of the LTP. The last revaluation and review of assessed benefits was undertaken in 2014.

A 69% residential, 31% non-residential allocation was adopted, and phased-in on a transitional basis over 2 years, 2015/16 and 2016/17.

4.3 Issues

As Napier has just been revalued, the allocation has again been reviewed by re-examining the benefits available to these property categories. The results of the review, with an outline of assessed benefits by activity are shown at **Attachment A**. The overall result provides for a revised allocation for general rates of 70% to residential properties and 30% to non-residential properties.

There is only one change proposed in the allocation split. This relates to Building Consents which have been revised from an 80/20 split to 88/12, reflecting the average volume of building consents issued for the last three years. While this change is not significant, there has been a change in the overall allocation split

because of budget changes and budget realignments since 2014. The largest general rate funded increases have tended to impact more on activities with high residential allocations such as Democracy & Governance, Grants and MTG, while several activities with high non-residential splits have seen reductions in their rate funded budgets such as the Aquarium, i-site, Kennedy Park and the Conference Centre – see **Attachment B** for the residential funding split.

The overall result is a change in the allocation from 69/31 to 70/30. This will result in a minor rating shift from non-residential to the residential sector but will more accurately reflect the assessed benefits based on current operations.

Based on the 2017/18 rating levels, the reallocations from 69/31 to 70/30 would add about \$18pa (0.9%) to average residential rates, and reduce Commercial/Industrial rates by between 2% to 3.5%.

Currently residential properties represent 88% of total rateable properties and 75% of rateable land and rateable capital value within the city.

As the benefit assessment is showing a 70% allocation to residential/ 30% non-residential, this indicates that property values alone will not provide an accurate basis for the recovery of assessed costs / benefits of general rate funded services. For this reason, a differential approach is applied for setting general rates to enable the assessed costs to be fully recovered from each property category.

Rating Considerations

Residential

The residential rating comparison from Council's 2016/17 Annual Report confirms that Napier has a lower level of average residential rates in comparison to others within the group.

A shift in the allocation split as proposed would result in Napier's average residential rate for 2017/18 increasing from \$1985 to \$2003, an increase of \$18 or 0.9%. At this level Napier would remain amongst the lowest rated provincial Councils.

Commercial

Commercial rating is more difficult to compare due to a variety of factors, such as location, property size and commercial values. However, from the review undertaken in 2014 where Napier rated slightly above the commercial average for similar Councils, a change in the allocation split as proposed would benefit the commercial sector and continue the shift applied over recent years in lowering the level of commercial rating, without impacting significantly on the residential sector.

The change in allocations is not significant and is consistent with Council's Strategic priorities of maintaining rates affordability for citizens, while supporting the business sector and contributing to the economic wellbeing of the city.

4.4 Significance and Consultation

N/A

4.5 Implications

Financial

There are no financial implications to Council arising from this review.

Social & Policy

N/A

Risk

N/A

4.6 Options

The options available to Council are as follows:

1. To not apply differentials for general rates.
2. To retain the cost allocation at 69% residential / 31% non residential.
3. To change the allocation to 70% residential / 30% non residential, as indicated by the current review, and apply it fully from 2018/19.

4.7 Development of Preferred Option

Council rating policy is to apply rates to categories of properties as closely as possible to the benefits the properties received from Council supplied services. This will require the continuation of a differential system for general rates. Option 1 is not therefore favoured.

Retention of the current benefit allocation would result in no transfer of rating burden between the residential and non residential property categories. However, it would not reflect the policy to apply rates as closely as possible to the benefits the properties receive from Council supplied services. As this option does not best reflect the Council's current rating policy, it is not favoured.

The triennial review of the allocation following revaluation of the City is part of Council's rating policy. Although there will be some shift in the rating burden, it would seem appropriate to adjust the allocation to reflect the outcome of the review, as this will reflect Council policy to apply rates to categories of properties as closely as possible to the benefits the properties receive from Council supplied services.

Option 3 is therefore the preferred option.

4.8 Attachments

- A Assessed Benefits Allocation [↓](#)
- B Funding Residential Split [↓](#)

Assessed Benefits Allocation of General Rates Funded Activities

Activity	Rate Funded Cost 2017/18	Allocation %		Cost Allocation		Changes from 2014 Allocation
		Residential	Non Residential	Residential	Non Residential	
Democracy & Governance	3,320,100	74	26	2,456,874	863,226	
Sportsgrounds	2,870,600	75	25	2,152,950	717,650	
McLean Park	489,000	75	25	366,750	122,250	
Napier Aquatic Centre	1,658,800	95	5	1,575,860	82,940	
Marine Parade Pools	192,700	70	30	134,890	57,810	
Par2	-115,700	70	30	-80,990	-34,710	Excluded in 2014
Bay Skate	135,500	70	30	94,850	40,650	New for 2017
Reserves	3,410,100	90	10	3,069,090	341,010	
Inner Harbour	264,600	77	23	203,742	60,858	
Libraries	3,369,500	90	10	3,032,550	336,950	
Napier Conference Centre	-158,200	40	60	-63,280	-94,920	
Municipal Theatre	301,800	80	20	241,440	60,360	
MTG Hawke's Bay	2,130,100	70	30	1,491,070	639,030	
Community Strategies	1,000,100	90	10	900,090	100,010	
Grants	730,800	90	10	657,720	73,080	
Housing	63,500	95	5	60,325	3,175	Excluded in 2014
Halls	284,000	90	10	255,600	28,400	
Cemeteries	472,000	95	5	448,400	23,600	
Public Toilets	902,400	88	12	794,112	108,288	
Emergency Management	524,200	69	31	361,698	162,502	
City & Business Promotion	890,300	40	60	356,120	534,180	
City Promotion Grants	68,500	10	90	6,850	61,650	
Events Promotion & Marketing	783,100	40	60	313,240	469,860	
National Aquarium of NZ	538,900	20	80	107,780	431,120	
Napier i-Site Visitor Centre	253,600	30	70	76,080	177,520	
Kennedy Park Resort	-1,038,300	30	70	-311,490	-726,810	
Property Holdings	-797,500	74	26	-590,150	-207,350	
City Development	1,220,800	20	80	244,160	976,640	
Regulatory Consents	603,300	66	34	398,178	205,122	
Building Consents	509,900	88	12	448,712	61,188	80% / 20% (2014)
Environmental Health	435,100	84	16	365,484	69,616	
Animal Control	216,600	95	5	205,770	10,830	
Transportation	11,286,300	50	50	5,643,150	5,643,150	
Waste Minimisation	694,100	82	18	569,162	124,938	
Stormwater	4,095,000	80	20	3,276,000	819,000	
Total	41,605,600			29,262,787	12,342,813	
				70%	30%	

Basis of Allocation

KEY: R = Residential, in Napier City and Bay View.

NR = Non Residential, including rural properties and properties in Meeanee and Jervois town.

Democracy & Governance

Based on the total rateable capital value of each of the property categories.

Sportsgrounds

The non-residential portion was assessed on the commercial benefits of sportsgrounds, in particular Park Island.

The balance was allocated as residential.

McLean Park

The non-residential portion was assessed on the commercial benefits of McLean Park (including Rodney Green Centennial Events Centre).

The balance was allocated as residential.

Napier Aquatic Centre

The non-residential portion is based on use by non-residential users, including users from outside Napier.

Marine Parade Pools

The non-residential portion is based on use by non-residential users, including users from outside Napier and the assessed commercial benefits of the Marine Parade Pools.

Par2 MiniGolf

The non-residential portion is based on use by non-residential users, including users from outside Napier and the assessed commercial benefits of Par2 MiniGolf.

Bay Skate

The non-residential portion is based on use by non-residential users, including users from outside Napier and the assessed commercial benefits of Bay Skate.

Reserves

The non-residential portion was assessed on:

- a visitor promotion component on expenditure on foreshore reserves and major greenbelt reserves; and
- a visitor promotion component, particularly on expenditure for the City's high profile public gardens.

The balance was allocated as residential.

Inner Harbour

12.5% of cost reflects benefits to direct commercial users such as fishing companies and other fishing industry servicing companies. Remaining costs reflect general benefits to the community and are allocated on the number of rateable properties (88% R, 12% NR).

Libraries

Non-residential portion assessed on a share of general benefit to the community (5%) and to a share of membership (5%). The balance is allocated as residential.

Napier Conference Centre

The majority of use is by corporate/commercial businesses. A smaller percentage of use relates to ratepayer residential purposes such as weddings.

Napier Municipal Theatre

The majority of usage benefits the local and regional community through residents attending theatrical events, etc. The remainder relates to commercial hire and the benefits of this to non-residential beneficiaries.

MTG Hawke's Bay

Residential based on the benefits to residential ratepayers through cultural enrichment from an important community/public facility. The balance is allocated as non-residential to reflect the tourism economic impact.

Community Strategies

Based on an assessed allocation of the services provided to the categories of beneficiaries.

Grants

Based on an assessed allocation of community related benefit.

Housing

Services provided by the Housing activity are primarily of benefit to residential. The maintenance and operation of the complexes provides a small commercial benefit.

Halls

Based on the current usage

Cemeteries

Based on the number of residential and rural properties.

Public Toilets

Based on the number of rateable properties.

Emergency Management

Based primarily on the value of improvement to properties, but adjusted to recognise the priority of restoring the business and commercial activities of the City following an emergency.

City and Business Promotion

Based on an assessed allocation of the services provided.

City and Promotion Grants

Based on an assessment of the beneficiaries of the grants.

Events and Marketing

Based on an assessed allocation of the services provided.

National Aquarium of NZ

The majority of people visiting are from outside of Napier, with benefits to the commercial tourism support sector. The Napier residential community benefits from visits and various functions.

Napier i-Site Visitor Centre

Based on usage. Local residents source local and national information especially for visiting friends and relatives. Commercial activity and accommodation operators use the Centre to advertise their products and receive bookings.

Kennedy Park Resort

Residential benefits include accommodation for friends and family, quality of life/tourism benefits and employment opportunities. Non-residential benefits include commercial opportunities for local goods and service providers and commercial sector benefits from tourism activity generally.

Property Holdings

Based on the total rateable land value of each of the property categories.

City Development

Based on the proportion of the District Plan related to the various categories of properties.

Regulatory Consents

Based on the average number of subdivision, non-notified and notified consents issued over the last three years for the various categories of properties.

Building Consents

Based on the average volume of building consents for the last three years.

Environmental Health

Based on actual time and effort and materials on each type of activity, and the following assessment of benefit by function:

- General Licences 30% R 70% NR
- Liquor Licensing 10% R 90% NR
- General Activities 100% R
- Monitoring 90% R 10% NR

Animal Control

Based on the number of residential and rural properties.

Transportation

Allocation for traffic related costs (76% of roading expenditure) based on network analysis of the number and reasons for trips.

Allocation for amenity related costs (24% of roading expenditure) based on the number of rateable properties.

Waste Minimisation

Based on the number of rateable properties, with a multiplier of two for commercial/ industrial properties to allow for litter generation.

Stormwater

Based on a combination of:

- costs for maintenance and reticulation allocated between urban and rural areas on an actual expenditure basis - urban areas reallocated to residential and non-residential for disposal costs based on run off determined from land area and run off coefficient obtained from the building code; and
- infrastructural asset renewal costs fully allocated to urban areas, with allocation between residential and non-residential based on run off (see above).

Apportionment of other costs based on number of rateable properties.

5. COST OF COUNCIL SERVICES SUPPLIED TO BAYVIEW

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	Local Government (Rating) Act 2002
<i>Document ID:</i>	414420
<i>Reporting Officer/s & Unit:</i>	Ian Condon, Revenue and Treasury Manager

5.1 Purpose of Report

To review the assessed cost of general rates funded services provided to Bay View as part of the process of establishing the differential to apply to general rates following the 2017 revaluation of Napier City.

Officer's Recommendation

That Council

- a. Approve that the differential applying to the Bay View Rating Area be adjusted for 2018/19 to enable the assessed cost of supplying general rate funded services to Bay View properties be fully recovered collectively from these properties.

Chairperson's Recommendation

That the Council resolve that the officer's recommendation be adopted.

5.2 Background Summary

The current rating system provides for a differential on general rates between city residential properties and Bay View properties. The differential recognises that the level of some general rate-funded services to Bay View differs from city residential properties. Currently, transportation/ roading is the only service affected where an adjustment is made to recognise the assessed direct cost to Bay View.

In all other respects Bay View properties are considered to benefit from general rate-funded services to the same extent as city residential properties.

5.3 Issues

As Napier has just been revalued, the assessed cost of services to Bay View funded from general rates has been reviewed. **Attachment A** shows a summary of the assessed costs. With the exception of transportation costs, which are based on a calculation model, the costs have been assessed on the basis of the proportion of rateable properties in Bay View to the total number of residential properties, applied to the general rate-funded costs allocated to residential properties as identified in the earlier report on this agenda. The allocation of other items such as investment income, the contingency provision, remissions etc., have been apportioned based on Bay View's share of total rateable properties. It should be noted that the assessed costs relate only to services funded from general rates and do not include those costs funded from targeted rates.

The review indicates an assessed cost of services, based on budgeted costs for 2017/18 of \$658,661 including GST. General rates actually charged to the Bay View Rating Area for 2017/18 total \$639,121. The difference indicates an under-recovery of \$19,540, and requires an increase of 3.1% of general rates to enable costs to be fully recovered.

This under-recovery does not represent a shortfall of rates to Council, but indicates a reallocation of general rates is required between the City residential area and the Bay View rating area.

This situation arises as the differentials applied for setting the general rate are adjusted on a three yearly basis at the time of revaluation. Between reviews, the level of general rates collected is influenced by various factors that can affect differentials.

Examples include an increase in the overall amount collected under UAGCs as a result of growth in the number of City Residential properties, changes to the mix of rateable properties between City Residential and Bay View, and changes arising from the split of general rate funded costs between residential and non-residential properties, as reported separately.

The adjustment required is not a significant movement and confirms that the three yearly review period aligned with the general revaluation is an appropriate timeframe for this exercise.

Attachment B shows a comparison of rates between City Residential properties and Bay View, based on the average land value for each group. This shows the current level of rates for 2017/18 together with the effect of the proposed increase which would apply for 2018/19.

5.4 Significance and Consultation

N/A

5.5 Implications

Financial

There are no financial implications to Council arising from this item.

Social & Policy

N/A

Risk

N/A

5.6 Options

The options available to Council are as follows:

- a. Provided Council wishes to continue with a differential system for general rates to recognise the assessed costs and differing level of benefit between City residential properties and properties in the Bay View Differential Rating Area, an assessment along the lines covered in this report is necessary.

- b. The other option is not to apply differentials for general rates. This would result in the assess benefits from general rate funded services not being correctly recovered from properties in the Bay View Differential Rating Area.

5.7 Development of Preferred Option

Council rating policy is to apply rates to categories of properties as closely as possible to the benefits the properties received from Council supplied services. Accordingly continuation of a differential system for general rates is the preferred option.

5.8 Attachments

- A Bay View Share of General Rate Funded Costs [↓](#)
- B Bay View / City Residential Rates [↓](#)

**GENERAL RATE FUNDED COSTS - TO BE RECOVERED FROM
BAY VIEW PROPERTIES**

(No. of Bay View Properties 532 = 2.4% of all residential properties)

Output	Rate Funded Cost 2017/18	Residential Share		Bay View Share	
		%	\$	%	\$
Waste Minimisation	694,100	82%	569,162	2.40%	13,660
Stormwater	4,095,000	80%	3,276,000	2.40%	78,624
Sportsgrounds	2,870,600	75%	2,152,950	2.40%	51,671
McLean Park	489,000	75%	366,750	2.40%	8,802
Reserves	3,410,100	90%	3,069,090	2.40%	73,658
Napier Aquatic Centre	1,658,800	95%	1,575,860	2.40%	37,821
Marine Parade Pools	192,700	70%	134,890	2.40%	3,237
Libraries	3,369,500	90%	3,032,550	2.40%	72,781
Halls	284,000	90%	255,600	2.40%	6,134
Napier Conference Centre	-158,200	40%	-63,280	2.40%	-1,519
Municipal Theatre	301,800	80%	241,440	2.40%	5,795
MTG Hawke's Bay	2,130,100	70%	1,491,070	2.40%	35,786
Inner Harbour	264,600	77%	203,742	2.40%	4,890
Regulatory Consents	603,300	66%	398,178	2.40%	9,556
Environmental Health	435,100	84%	365,484	2.40%	8,772
City Development	1,220,800	20%	244,160	2.40%	5,860
Community Strategies	1,000,100	90%	900,090	2.40%	21,602
Grants	730,800	90%	657,720	2.40%	15,785
Housing	63,500	95%	60,325	2.40%	1,448
City & Business Promotion	890,300	40%	356,120	2.40%	8,547
City Promotion Grants	68,500	10%	6,850	2.40%	164
Events Promotion & Marketing	783,100	40%	313,240	2.40%	7,518
National Aquarium of NZ	538,900	20%	107,780	2.40%	2,587
Kennedy Park Resort	-1,038,300	30%	-311,490	2.40%	-7,476
Property Holdings	-797,500	74%	-590,150	2.40%	-14,164
Napier i-Site Visitor Centre	253,600	30%	76,080	2.40%	1,826
Par2	-115,700	70%	-80,990	2.40%	-1,944
Bay Skate	135,500	70%	94,850	2.40%	2,276
Democracy & Governance	3,320,100	74%	2,456,874	2.40%	58,965
Cemeteries	472,000	95%	448,400	2.40%	10,762
Building Consents	509,900	88%	448,712	2.40%	10,769
Animal Control	216,600	95%	205,770	2.40%	4,938
Public Toilets	902,400	88%	794,112	2.40%	19,059
Emergency Management	524,200	69%	361,698	*	2,484
Transportation	11,286,300	50%	5,643,150	*	90,279
Other Items / Revenue Offsets	-3,701,100			**	-78,204
TOTAL	37,904,500		29,262,787		572,750
Plus GST					85,912
Total Assessed Costs (Incl GST)					658,661
Less: Actual General Rates Charged 2017/18					639,121
Increase Required					19,540 3.1%

* assessed direct costs

** Investment income and other rate funded items apportioned on the basis of Bay View's share of total rateable properties.

City / Bay View Rates

		<u>City</u> <u>Residential</u> 2017/18)	<u>Bay View</u> (2017/18)	<u>Bay View</u> (Proposed Increase)
Average Land Value		154,000	186,000	186,000
Average Capital Value		322,000	408,000	408,000
<u>Rates</u>	<u>Basis</u>			
<u>General Rates</u>				
UAGC	Fixed	366	366	366
General Rate	LV	1,001	819	819
Proposed Increase (3.1%)				37
		1,367	1,185	1,222
<u>Targeted Rates</u>				
Water	Fixed	175	175	175
Sewerage	Fixed	337	337	337
Refuse	Fixed	66	66	66
Kerbside Recycling	Fixed	18	18	18
Fire Protection	CV	22	28	28
		618	624	624
<u>Total Rates</u> (Incl GST)		1,985	1,809	1,846
Increase %				2.0%
Savings compared to City Residential			176	139

6. COST OF COUNCIL SERVICES SUPPLIED TO RURAL PROPERTIES

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	Local Government (Rating) Act 2002
<i>Document ID:</i>	414427
<i>Reporting Officer/s & Unit:</i>	Ian Condon, Revenue and Treasury Manager

6.1 Purpose of Report

To review the assessed cost of general rates funded services provided to rural properties as part of the process of establishing the differential to apply to general rates following the 2017 revaluation of Napier City.

Officer's Recommendation

That Council

- a. Approve that the differentials applying to rural properties be adjusted for 2018/19 to enable the assessed costs of supplying general rate funded services to rural property to be recovered collectively from these properties.

Chairperson's Recommendation

That the Council resolve that the officer's recommendation be adopted.

6.2 Background Summary

For the 2017/18 rating year, Napier has 1,276 rating units within the rural rating category. This represents 5.07% of total rateable properties within the city.

The current rating system provides for a differential on general rates for rural properties to enable rates recovered from these properties to reflect the assessed cost of general rate funded services provided to rural properties. The differential applied ensures that the assessed cost of these services is collected as general rates irrespective of the overall land value movement for the rural sector, and recognises that rural properties are considered to benefit from general rate funded services to the same extent as other properties.

The assessed costs were last reviewed during 2014/15 and Council agreed that the general rates differentials applying to rural properties be adjusted for 2015/16 to enable the assessed cost of supplying services to rural properties be recovered collectively from these properties.

6.3 Issues

As Napier has just been revalued, the assessed cost of services to rural properties funded from general rates has been reviewed. **Attachment A** shows a summary of the assessed costs. Generally the costs have been allocated to the rural sector in the proportion to which total rural rateable properties relate to total rateable properties. It should be noted that the assessed costs relate only to services funded from general rates and do not include those costs funded from targeted rates.

The review indicates an assessed cost of services, based on budgeted costs for 2017/18 of \$2,240,782 (including GST). General rates actually charged to rural properties for 2017/18 totaled \$2,228,805. The difference indicates an under-recovery of approximately \$11,977 and would require an increase of 0.5% to enable costs to be fully recovered. This under-recovery does not represent a shortfall of rates to Council, but indicates a minor reallocation of general rates is required between rural and non-rural rating areas.

Adjustments are required as the differentials applied for setting the general rate are reviewed on a three yearly basis at the time of revaluation. Between reviews the level of general rates collected is influenced by various factors that can affect differentials. Examples include changes to the general rate / UAGC funding mix as a result of growth in the number of rating units, and changes to the mix of rateable properties between rural and non-rural properties as a result of subdivision and growth within the city.

The adjustment required is minor and confirms that the three yearly review period aligned with the LTP preparation and general revaluation is an appropriate timeframe for this exercise.

6.4 Significance and Consultation

N/A

6.5 Implications

Financial

There are no financial implications to Council arising from this item.

Social & Policy

N/A

6.6 Options

The options available to Council are as follows:

- a. Provided Council wishes to continue with a differential system for general rates to recognise the assessed cost of services between rural properties and non-rural properties, an assessment along the lines covered in this report is necessary.
- b. The other option is not to apply differentials for general rates. This would result in the assessed costs of general rate funded services not being correctly recovered from rural properties.

6.7 Development of Preferred Option

Council rating policy is to apply rates to categories of properties as closely as possible to the benefits the properties received from Council supplied services. Accordingly, continuation of a differential system for general rates is the preferred option. Applying the proportion of rateable properties as the basis for allocation will require an adjustment to the differentials for 2018/19 to enable full recovery of the assessed cost of general rate funded services supplied to rural properties, and an increase of 0.5% in the total general rural rates for 2018/19.

6.8 Attachments

A Assessed Rural Costs [↓](#)

**GENERAL RATE FUNDED COSTS - TO BE RECOVERED FROM
RURAL PROPERTIES**

Output	Rate Funded Cost 2017/18	Rural Share %	Assessed Rural Costs
Roading	11,286,300	5.07	572,215
Stormwater	4,095,000	5.07	207,617
Refuse - Litter Control	535,600	5.07	27,155
Sportsgrounds	3,359,600	5.07	170,332
Napier Aquatic Centre	1,658,800	5.07	84,101
Marine Parade Pools	192,700	5.07	9,770
Reserves	3,410,100	5.07	172,892
Libraries	3,369,500	5.07	170,834
Conference Centre	-158,200	5.07	-8,021
Municipal Theatre	301,800	5.07	15,301
MTG Hawke's Bay	2,130,100	5.07	107,996
Halls	284,000	5.07	14,399
Inner Harbour	264,600	5.07	13,415
Regulatory Consents	603,300	5.07	30,587
Building Consents	509,900	5.07	25,852
Environmental Health	435,100	5.07	22,060
City Development Planning	1,220,800	5.07	61,895
Community Development	1,000,100	5.07	50,705
City & Business Promotion	890,300	5.07	45,138
City Promotion Grants	68,500	5.07	3,473
Grants	730,800	5.07	37,052
Events & Marketing	783,100	5.07	39,703
Democracy & Governance	3,320,100	5.07	168,329
Animal Control	216,600	5.07	10,982
Property Holdings	-797,500	5.07	-40,433
Other Items / Activities	-1,936,300	5.07	-98,170
Emergency Management	524,200	*	7,605
Cemeteries	472,000	*	25,724
TOTAL	38,770,900		1,948,506
Plus GST			292,276
Total Assessed Costs (Incl GST)			2,240,782
Less: Actual General Rates Charged 2017/18			2,228,805
Increase Required			11,977
* assessed direct costs			0.5%

7. REPRESENTATION REVIEW: ENGAGEMENT UPDATE

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	406865
<i>Reporting Officer/s & Unit:</i>	Jane McLoughlin, Team Leader Governance

7.1 Purpose of Report

To provide an update on the Representation Review project, data-gathering and pre-consultation phase.

Officer's Recommendation

That Council:

- a. Receive the report titled 'Napier City Council Representation Review Survey' prepared by SIL Research.
- b. Note the summary report from Officers on the engagement undertaken during the pre-consultation phase of the Representation Review project.
- c. Note that Officers will next report to Council early next year once modelling options have been prepared for consideration.

Chairperson's Recommendation

That the Council resolve that the officer's recommendation be adopted.

7.2 Background Summary

Introduction

At the 30 August Strategy and Infrastructure Committee, Council was provided with an initial update on the representation review project. Napier City Council is undertaking its review in line with the Local Government Commission, *Guidelines for local authorities undertaking representation reviews*, 6th Edition, June 2017. As previously advised to Council, Napier City Council will follow the key steps outlined below and broad timeframes.

The broad steps are:

Step 1: Data-gathering and pre-consultation (Aug-Nov 2017)

Step 2: Analysis of fair and effective representation (Nov 2017 – Feb 2018)

Step 3: Statutory Process: Council decision, submissions, appeals process (commencing in March 2018).

Council have made decisions on the electoral system and Maori Wards, which are not formally part of the Representation Review, but necessary precursors to it.

Progress Update

An update on the progress made with the Representation Review project follows.

Step 1. Data-gathering and pre-consultation (August – November 2017)

As outlined in the Local Government Commission guidelines (Guidelines 2017), pre-consultation is considered best practice; it is not mandatory and is not a substitute for consultation within the formal statutory steps. The results of the pre-consultation is one way to inform the development of the representation model to be presented as a formal proposal, and can assist in the identification of issues relevant to the review process:

“The review must seek to achieve fair and effective representation for all individuals and communities of interest of the district/region, and not be limited to reflecting community views on particular aspects of arrangements”. (Local Government Commission Guidelines, 2017)

Between September and November, Officers undertook pre-consultation to seek views from the public on options of representation and current communities of interest. The summary report from Officers (Attachment A) provides detailed information on the types of engagement undertaken.

The public was asked to fill out a survey. As a result, 618 responses from individuals were received, with 598 useable responses. This exceeded the target of 400, which was determined as a statistically sound sample target for Napier's population of 61,000 people. The Representation Review Survey report is provided in Attachment B.

Key findings from the survey included:

1. Three-out-of-four (74.6%) respondents were able to name the ward they live in.
2. Most respondents identify their main community of interest as 'Napier'.
3. 41.3% of respondents preferred the status quo electoral system, 'a mix of wards and at large', which is consistent with previous years (2009-2011).
4. Over half of respondents indicated that the size of Council should stay the same (52.4%).
5. 30.3% of respondents wanted community boards in Napier, 42.6% stated 'No' to this question.

Step 2: Analysis of fair and effective representation (Nov 2017 – Feb 2018)

Now that pre-consultation is complete, the next step is to analyse all relevant information to identify any communities of interest and consider fair and effective representation options. As per sections 9.8-9.19 of the Guidelines 2017, consideration will be given to a variety of factors, including, but not limited to:

- Accessibility, size, and configuration of the district
- The existence of community boards
- Single versus multi-member wards
- The wider statutory role of local authorities encompassing overall community wellbeing, sustainability and the interests of future generations
- Increasing diversity of the population and the physical location of particular communities of interest
- Improved communications mechanisms

Council will be provided with a report in early 2018, which outlines the analysis of fair and effective representation and provides options for representation models.

Any changes to the current representation arrangements need to be based on analysis of relevant information, including up-to-date statistics from the Local Government Commission, and the results of the pre-consultation.

7.3 Issues

N/A

7.4 Significance and Consultation

Representation arrangements are relevant for the entire population of Napier, and may extend to those people that use service and facilities in Napier but reside outside of Napier's boundaries.

Once the next steps of analysis and options for models of representation are developed, the formal statutory process will commence, which includes public notification, submissions, and an appeals process.

7.5 Implications

Financial

There are no financial implications currently.

Social & Policy

N/A

Risk

The Local Government Commission Guidelines are being followed which will ensure that Council's legislative obligations are being met.

7.6 Attachments

- A Engagement Report [↓](#)
- B Pre-consultation report [↓](#)

PRE-CONSULTATION ENGAGEMENT: REPRESENTATION REVIEW

November 2017

Prepared by: Natasha Carswell – Manager, Community Strategies

ENGAGEMENT SUMMARY

The purpose of the Representation Review pre-consultation engagement was gain feedback from the community on how they wish to be represented in the future so Council can consider this when develop a representation proposal for formal consultation early in 2018.

Engagement activity was undertaken from 14 September to 1 November and focused on channeling people to fill in a survey either online or by hardcopy.

Information was provided to the community about the current system and other representation options in order for them to provide informed feedback on future representation arrangements. A variety of collateral was used including fact sheets, reports (on website), bookmarks and advertising.

The primary engagement activities were pop-up events in shopping centres (Soap Box series), a focus group, meetings with Maori and Disability groups and social media. The Library and Customer Service staff were also briefed, so they could encourage people to fill in surveys.

The engagement activities were effective in channeling people to fill in the survey with 598 responses provided (target 400). The survey results are reported separately.

ENGAGEMENT ACTIVITIES

The table below lists the engagement activities undertaken for this project.

Date (2017)	Engagement Activity	Council/ Project team members involved
21 September	Library / Customer Services Staff Briefing	
	<p>9-10am, Library Seminar Room</p> <p>Staff were briefed on the Representation Review and their role in engagement. Staff were provided with a fact sheet.</p> <p>The team were enthusiastic about having a role in engagement. Hard copy surveys were made available in both libraries and at customer services, with ipads also placed in the libraries for online survey responses. Information Bookmarks were also provided.</p> <p>Mainly hard copy surveys were completed through this activity. Staff noted that customers were more focused on</p>	<p>Engagement Team</p> <p>Library staff</p> <p>Customer Services team</p>

Date (2017)	Engagement Activity	Council/ Project team members involved
	<p>the pending Library move at this time.</p> <p><i>See Fact Sheet Appendix 1</i></p>	
13 October to 24 October	Pop-up Events (Soap Box Series)	
	<p>Several Councillors took part in presenting the Soap Box Series in four locations across Napier:</p> <ul style="list-style-type: none"> • 13 October – Onekawa Shopping Centre (Cr Brosnan, Cr White) • 13 October – CBD (Cr Wise, Cr Price) • 17 October – Taradale Shopping Centre (Cr Wise, Cr Taylor) • 24 October – EIT Maraenui (Cr Boag, Cr Tapine) <p>At these events, Councillors presented on the different representation systems and canvassed what people thought an appropriate number of Councillors should be. Staff encouraged people to fill in surveys.</p> <p>At these events, people engaged in conversations about the current system and gave their feedback via the survey. The ipads were an effective tool at the shopping centres.</p> <p><i>See Soap Box Series notes guide Appendix 2</i></p>	Councillors and Engagement Team
26 October	Focus Group	
	<p>3.30-5:00pm, MTG Education Suite</p> <p>Invitations were made to the following groups to provide participants for the focus group:</p> <ul style="list-style-type: none"> • Positive Ageing Reference Group (2) • Napier Youth Council (2) • Te Kupenga Hauora • Napier Ability Plus (3) <p>In total, 7 participants attended representing Maori, Pacific People, Youth, Seniors, Disability and were across 3 Wards. Most participants identified their community as where they lived. The pros and cons of each system were discussed and shared. Generally, the group did not support Community</p>	Engagement Team members

Date (2017)	Engagement Activity	Council/ Project team members involved
	<p>Boards but did see the need for minority groups to have a voice. The point was made that if Councillors understand the communities they serve, the need for special interest groups, or specific areas to be represented was diminished.</p> <p>The group considered the Council size to be adequate at the moment with some suggesting one or two less, and others suggesting one or two more.</p> <p>All participants completed the survey.</p> <p><i>See Focus Group Guide and Notes in Appendices 3 and 4.</i></p>	
	Meetings with Maori organisations / groups	
Engagement period	<p>The meetings with Maori organisations covered a number of subjects and while the Representation Review was identified more interest was shown towards the option to establish Maori Wards in these meetings.</p> <p>The Maori Consultative Committee received the initial update to Council on the review.</p> <p>Further consultation with Maori will be undertaken when the representation proposal is developed.</p>	Maori Strategic Advisor, Team Leader Governance
	Safer Napier Event	
28 October	Two team members attended the Celebrate Safer Napier event and approached attendees to fill in surveys either on the ipads or on hardcopy. Over 70 surveys were completed on the day.	Engagement Team

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APPENDIX 1: STAFF FACT SHEET

Representation Review Factsheet for NCC Staff

21 September 2017

The details

Every six years we need to review the Council's make-up.

Currently Napier's residents are represented by 12 Councillors in a mixed system – this is made up of six at large councillors elected by the entire city, and six ward councillors elected by residents in the four wards (two in the Taradale ward, two in Napier South, one in Onekawa-Tamatea, and one in Ahuriri).

Should we have ward councillors, at large councillors or a mix of both – and how many councillors should we have?

Should we have community boards or not, and where?

What we need you to do

We want to know if people feel well represented on Council, and if it could be any different.

To do this, we're encouraging people to complete a survey. That's where you come in – please let library visitors know about the survey, answer any queries they may have and encourage them to complete the survey.

Refer people to our website www.napier.govt.nz search keyword #repreview. Alternatively, the survey is also available as a hard copy for people to fill out while they are in the library, or they can do it on a tablet.

The survey

We're running the survey over the next few weeks. The survey opens on Monday 25 September and closes on 31 October 2017.

People who complete the survey have the option of going into a random draw for a \$50 Prezzie card. (Staff are encouraged to complete the survey but are not eligible to enter the prize draw.)

Other events

Councillors and staff will be out and about at a series of pop-up "soap box" events, where they will talk about the current arrangement and other possible options.

People will have the opportunity to do the survey at these pop-ups:

- CBD Flowerpot, cnr Market and Emerson Streets, 12.30-1.00pm Friday 13 October

- Onekawa shopping centre, by Fish n Chip shop, 3.00-3.30pm Friday 13 October
- Taradale shopping centre, near Bay Espresso café, 2.30-3.00pm Tuesday 17 October
- Maraenui EIT, Tu Tangata Meeting, 5.30-6.00pm Tuesday 17 October.

What does the Council look like currently?

See our website www.napier.govt.nz search keyword #councillors.

<https://www.napier.govt.nz/our-council/mayor-and-councillors/councillors/>

How do people find out what ward they live in?

Refer people to our website www.napier.govt.nz search keyword #councillors, where they can click on a special link to find out their ward and suburb.

<https://napier-city.maps.arcgis.com/apps/SimpleViewer/index.html?appid=f8ff032a2cba47f78849ae4b7c20c4dd>

Who decides what changes will be made?

The results of the survey will be presented to Council and will help info the development of an option to go through a formal consultation process early next year.

When will any changes happen?

Following consultation, Council will decide what, if any changes will be made to Napier's system of representation. The Local Government Commission will then confirm the decision, which will take effect from the election in 2019.

How can people have a say?

For more information and to complete the survey online, go to www.napier.govt.nz search keyword #repreview. Or do the survey while visiting the library.

<https://www.research.net/r/sil-NCCrep2017w>

Any queries?

Contact Jane McLoughlin, Team Leader Governance, jane.mcloughlin@napier.govt.nz, extn 8755.

APPENDIX 2:

Representation Review – Soap Box Series

Soap Box Series – Schedule			
Date/Time	Where	Ward presenter	At Large Presenter
Friday 13 October 10:30am to 11am	Onekawa Shopping Centre (fish n chip shop)	Annette	Faye
12:30 – 1pm	CBD (Flower pot)	Kirsten	Keith
17 October 2017 2:30 – 3pm	Taradale Shopping Centre (bay expresso)	Kirsten	Graeme
24 October 2017 5:30 to 6pm	Tu Tangata Maraenui Meeting	Maxine	Api

Talking Points

Key outcomes for the event – to explain:

- what representation arrangements are and what the review is about
- what the current Council make-up is
- the difference between an At-large and Ward councillor
- what Councillors actually do
- get people to fill in the survey

We will try to gather a small group of people together – then we will get you started. Your talk should be about 3-5 mins each. Remember this is about sharing information and getting community opinion.

At Large Councillor

- **Introduce self and Councillor colleague**
- We are here today to get your opinion on how the Council is made up – if you have any other questions we are happy to talk with you at the end.
So - do we have enough Councillors? Too many? Should everyone elect all the Councillors or should we have Councillors who are elected according to where you live – or a mixture? Do you want community boards? We look at this every 6 years.
- In Napier's history we have had a whole raft of different systems. At election time at we have over 20 candidates vying for one of 12 councillor spots. The Mayor is extra. Currently we have a mixed system – 6 ward councillors and 6 at-large councillors. I am going to talk more about what an at large councillor is and xxxx will cover what a ward councillor is.
- **At-large councillors** are elected by everyone in the city – you could think of them as city-wide councilors. Pretty straight forward.
- What do councillors actually do? Well we have 2 hats – one is to 'govern' the city – make decisions for the overall benefit of Napier – it is a mix of big picture, long term planning and also guiding what happens across the city on an ongoing basis. The second hat is that we represent our community - making sure we are in touch with what the community view might be on any particular issue or our general direction.
- **I have some questions for you –**
 - Who thinks we should have less councilors? More? The same? (ask someone why they think that)
 - Who knows the name of one of the at large councillors?
 - Who thinks we should only have at large councillors?

Handover to Ward Presenter

Ward Councillor

- **Introduce self (again)**
- I am going to talk about Wards and community boards
- As xxx said, we have some ward councillors (half the Council in fact). The city is spilt into 4 wards – 2 bigger ones with 2 ward councillors each and 2 smaller ones with 1 ward councillor each.
- **Who can name 1 or more of the wards?** (*Ahuriri, Nelson Park, Taradale, Onekawa-Tamatea*)
- **Do you know which ward you are in?**
- So what is the difference between a ward councillor and an at-large councillor?
 - Ward councillors are elected by the people living in the ward they are standing in – e.g if you live in Marewa you vote for a candidate standing in the Nelson Park ward (*substitute for where you are*).
 - You might think that ward councillors represent their ward – but all councillors have to act in the best interests of the city – so in that way they are no different from at-large councillors. They do have a responsibility to bring the views of their ward at the Council table – so in this way they do have regard for the interests of their area. Because of this, they often network within their ward community so they have the understanding they need about the views of the ward community. **Has anyone heard about a ward meeting happening?** (*if anyone says yes – did they go?*)
- Community Boards – so Napier has never had a community board, but some councils do – typically larger cities or areas with isolated or distinct communities – Hastings has a community board for rural Hastings. If there is a community board, the council may or may not give it some powers e.g. some might get a budget to spend in the area and they can make recommendations to the full council. They are funded either by everyone (general rate) or by the community they represent (targeted rate).

Does anyone think we should have a community board? Why / why not?

Finally – if you haven't already, please go and see the team and fill in the survey – guess the lolly jar or grab a bookmark so you can do the survey at home.

The survey results will give the Council good information for when we look at how the Council should be made up for the next 6 years. (early next year).

Thank you for your attention!

Further Notes:

- This review does not include whether or not to establish Māori Wards – this is done separately (and before this decision) – if Māori Wards are established, that will be part of the mix for the rep review.
- You are likely to get other questions about what Council is and isn't doing – it is up to you if you want to answer them or whether you want to talk to the person separately – BUT we don't want the session to get off track too much.
- Our main aim is to get people to fill in the survey – this is where it counts. The team will be looking after this.
- Jane (governance) will be on hand at all events for any questions

APPENDIX 3: FOCUS GROUP GUIDE

Representation Review
Focus Group Guide

Thursday
26 October 2017
3.30 – 5pm
MTG Education Centre

Participants

[REDACTED]	[REDACTED]	PAS Ref Group
[REDACTED]	[REDACTED]	PAS Ref Group
[REDACTED]	[REDACTED]	PAS Ref Group
[REDACTED]	[REDACTED]	PAS Ref Group
[REDACTED]	[REDACTED]	YCON
[REDACTED]	[REDACTED]	YCON
[REDACTED]	[REDACTED]	NAPS
[REDACTED]	[REDACTED]	NAPS
[REDACTED]	[REDACTED]	Tiare Ahuriri PACIFICA
[REDACTED]	[REDACTED]	Via NAPS
		Te Kupenga Hauora
		Te Kupenga Hauora

Focus Group Team

Natasha Carswell
Michele Grigg

Welcome – Natasha

Intros, afternoon tea

Health and Safety / Housekeeping - Natasha

Introduction – Natasha

- Representation Review – what is it?
 - Ward / At Large / Mix – what is your Ward? (i-pad, look up)
 - Community Boards
 - How many Councillors
 - Engagement focus
- Purpose of the focus group – our roles
- Topics for today
 - What is your community?
 - The options
 - The survey

Exercise – What is your community?

Place, community of interest etc – prompts: work, travel, visiting friends, family, services

Map – draw your connections

Discussion – Wards / Community Boards

The Options

Split in three groups

Q: How should we be represented	Q: How many Councillors?
G1: Wards – pros and cons	G1: more – how many – why?
G2: At large – pros and cons	G2: less – how many – why?
G3: Mixed – pros and cons	G3: the same – why?

All together:

- Wards – if we are to have Wards, what should they be – the boundaries, the size etc?
- Community Boards – if we have Community Boards – how should they be made up?

Survey

Complete the survey – ipads / paper

Wrap-up

Final thoughts / questions – thanks and koha

APPENDIX 4: FOCUS GROUP NOTES

Representation Review Focus Group

MTG Education Room

26 October 2017, 3.30pm-5.00pm

7 participants

Natasha, Michele, Jane from NCC

Background of project – described by Natasha.

Community of interest exercise (with the maps)

- [REDACTED] - started with where I live, *which is Tamatea – more than that – it's where our life happens*, where the kids go to school, family live there, shop there, like living there, on BOT of high school. But also part of Cook Island community and our hall is in Flaxmere. Plus I work out of town – community is on the plane most weeks, cause I'm flying to Auckland, Wellington, Rarotonga. Also connected on social media.
- [REDACTED] – basic locality is as far as I can walk – Pandora Pond, Marewa, town, Marine parade. But still feel close to Clive as that's where I was born and raised. But it's part of Hastings. Blind sport – involved in that but that's based in Hastings. *Still love Napier. Overall I go back to where I am now.*
- [REDACTED] – realised that Tamatea is my main hang out spot – schools, family, shopping, doctors, community stuff in the churches. With blind sport – I'm limited in what I can do. *Realise how limited we become in where we can go.* Mainly based in Tamatea but like the whole of Napier.
- [REDACTED] – now live in Parklands, but Pirimai is mainly my home. I attend the church there, friends there, primary school there, *where I established myself.* It's my community. Spent my high school life in Taradale. *My memories* are in Pirimai.
- [REDACTED] – born in Taradale and moved back when 7. I feel like it's my community. School is down the road, go to church in Taradale. Don't have a licence. *It's where I have my independence. Freedom.* Go the bus to places. Walk a lot. Sometimes come into town to see Mum.
- [REDACTED] – live in Tamatea and love it there. Daughter is 6 houses up, son is 6 houses down. But as a Cook Islander we spend a lot of time in Hastings and Flaxmere; where our hall is. Come into Te Awa sometimes. *Main area is Tamatea; everything we want is there.* Church is there too.
- [REDACTED] – born in Onekawa South. Grew up there. Left in teens. Don't connect with that area much. Visit sister there. Live in Taradale – live with daughter and her kids, 4 and 2. With Jasper and the grandkids, *Napier is my playground.* Go for walks along river and Marine Parade – go for safe places to walk.

Wards and/or at large system

Ward Councillor awareness? Two people (out of seven) know who their ward councillors are.

Awareness of wards? Three of seven not aware what ward they live in.

Group 1: Ward Only System

- Pro: if you had only ward reps you would feel they have care for and take responsibility for the area they work in – only if they are accessible and known though
- Pro: Ward councillors can live out of the area, so that gives them a bit of objectivity
- Con: discourages people from having the interests of the city as a whole
- Only works well if the communities of interest within a ward can be strongly identified - often lots of groups within the ward, of different identities
- Overall, they only work well if there's a good decision making process at the Council table and they fairly weigh up all the views. Otherwise it's the loudest voice or the majority voice.

Group 2: At Large System

- Geographical location of councillors may not be well represented – e.g. they could all live on the hill and the other communities would feel left out. Their views wouldn't think about other smaller communities.

Group 3: Mixed Ward and At Large System

- Ward represents different communities, different people reside in each area (eg, elderly and families in Taradale); more intimate – you might know the people in the ward or they've been in the area and you've connected with them. At large – opportunity to have reps across the whole area. If only wards they would all be fighting for their own corner and not thinking about the whole of Napier.

Community Boards

Would these be good for Napier?

Any community not well represented at the moment?

- Maori aren't well represented. I have watched the debates in Rotorua and Taranaki with interest, and we have a high population of Maori and yet, we have only one Maori Councillor.
- Who's the voice for people with disabilities? Mental, intellectual, physical? At least one person so people know who to go to if they have an issue etc. [talking here about how other groups are represented or advocated for by Council.]
- Should we be thinking about Maori or more multicultural?
- If you try and represent all views, it's quite difficult. Need to make sure Council (members) understands the community they serve – doesn't mean they all have to represent different special interest groups. They need to understand the community in its entirety.
- Community Boards: sometimes there are issues that come up, where you could pull a group together to consider things on an issue-by-issue basis rather than standing boards. Regular turnover too, to give people an opportunity to participate.

Number of Councillors

Group 1: more Councillors

- Don't want to see more Councillors
- Could have one more perhaps – so they can help with the workload of the others!

Group 2: less Councillors

- If we had less might be too big of a job for the rest of the Councillors
- Fewer people making decisions, so quicker to make decisions and get on with things.
- No magic number. Maybe 8, 10.

Group 3: same number of Councillors

- If it ain't broken don't fix it
- It seems ok at the moment – City seems to be going ahead, things happening.
- About quality not quantity.

Other comments

Would like to have a better understanding of Councils, what they do and why they make decisions.

I've been on the Youth Council almost a year and never met any Councillors. Need more visibility and more interaction. The YCON Chair could attend a Council meeting, or vice versa.

Instead of the ward system, could you have a community board that reflected the make up of that community and they could give their views to the Council? At large plus community boards.

Information given about People's Panel and Civic Councils consultation.

All participants completed Representation Review survey.

Napier City Council Representation review survey

Prepared by Dr Virgil Troy © SIL Research 2017

November 2017

This research was undertaken to the highest possible standards and in accord with the principles detailed in the Research Association of New Zealand (formerly MRSNZ) Code of Practice, which is based on the ESOMAR Code of Conduct for Market Research. All methodologies and findings in this report are provided solely for use by the Napier City Council.

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Executive summary

The purpose of this research was to assist Napier City Council (NCC) with their 2017 representation review, via a public survey.

SIL Research, together with NCC, developed a Representation review survey questionnaire. Initial drafting of the survey was based on research previously carried out for NCC, in 2005, 2009, and 2011.

A total of n=618 respondents were surveyed by Ward, with n=598 of completed responses used in the final analysis.

1. **Three out of four (74.6%) respondents were able to name the Ward they live in.**
2. **Most respondents identify their main community of interest as 'Napier'.**
3. **41.3% of respondents preferred the status quo electoral system 'a mix of Wards and at large', which was consistent with the previous years (2009-2011).**
4. **Over half of respondents indicated that Council size should stay the same (52.4%).**
5. **30.3% of respondents wanted community boards in Napier; 42.6% stated 'No'.**

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Methodology

Research purpose

The purpose of this research was to assist Napier City Council (NCC) with their 2017 representation review, via a public survey.

The 2017 study was focused on obtaining Napier City residents' views and opinions on the following:

- The community which residents associate themselves with
- Ward awareness based on living area
- Preferred electoral system
- What size the Council should be
- Whether residents feel there should be Community Boards.

Survey development

Improved survey instruments, research methodology, and approach

SIL Research, together with NCC, developed a Representation review survey questionnaire. Initial drafting of the survey was based on research previously carried out for NCC, in 2005, 2009, and 2011. The questionnaire went through several iterations before the final version used in this survey was agreed upon; the survey was tested internally at SIL Research by a team member not involved in the initial questionnaire development.

The survey aimed to investigate public opinion on issues relating to the Council structure and electoral system.

Using a questionnaire comparable to that used in 2005, five key questions were asked:

- Ward awareness: *"What Ward are you in?"*
- Community of interest: *"When you tell people where you are from, do you most associate yourself with ...?"*
- Electoral system: *"Councillors can be elected over the city as a whole (at large), by Ward only, or a mix of both at large and Wards. Currently, Napier has 6 councillors elected via FOUR Wards including Ahuriri, Onekawa-Tamatea, Nelson Park, and Taradale, and 6 councillors elected at large. Which of these options do you prefer to be represented by?"*
- Council size: *"The Council in Napier City is currently made up of 12 Councillors and a Mayor. The Council is considering how many representatives there should be. Do you think the size of the Council should be smaller, the same size, or larger?"*
- Community Boards: *"A community board is an elected body that works on local issues under the direction of the Council. Napier City has never had community boards, but some councils do, typically in large cities or areas with isolated communities, to ensure the public are well represented. Should Napier have community board(s)?"*

An open ended *"other comments"* option was included along with a selection of demographic questions focussing on residents' age, gender, living area, property ownership, time living in Napier, and income.

Survey distribution, collection, and analysis

To introduce a statistically robust sampling methodology, SIL Research determined that a minimum sample size of n=400 be used, based on Statistics New Zealand usually resident population figures from the 2013 Census.

A total of n=618 respondents were surveyed across Wards, with n=598 of completed responses used in the final analysis. Weightings were applied to the survey data to reflect the gender and age group proportions in the area as determined by the Statistics New Zealand 2013 Census. Data collection began the week commencing 18 September 2017, through to 05 November 2017. Once data collection was completed, the complete dataset was cleaned, weighted, and then analysed. Survey responses were collected using three different methods: online (NCC Facebook page, via smartphone/tablets, emails, and i-site kiosks), CATI (Computer-assisted telephone interviewing), and paper-based questionnaires distributed in libraries and community groups. The proportion of replies based on source of the survey can be found in the table below (Table 1).

Table 1 Number of surveys based on source

Source aggregated	Number of surveys
Online	249
CATI	156
Paper-based	193

The relevant telephone directory was used for the telephone interviews with numbers selected in a systematic, randomised way. To reduce non-response error, all respondents not contactable, i.e. no answer or answerphone, were re-called up to four times.

Responses from people living outside of NCC's catchment area and uncompleted surveys were excluded from the final analysis.

All respondents were asked what Ward they live in. To enable group analysis based on Ward system all 'Unsure' responses have been checked and assigned with the matching Ward based on area. 'Other' responses (n=33) included areas that could not be clearly identified (See Table 2).

Table 2 Ward system

Ward	Survey responses (Ward awareness)	Used in the analysis (group analysis by Ward)
Ahuriri	108	141
Onekawa-Tamatea	101	114
Nelson Park	82	101
Taradale	155	209
Unsure/Other	152	33

*NOTE: number of Wards may differ in the overall findings due to weighting method applied to the sample data.

The comparison between 2005, 2009, 2011, and 2017 survey results was conducted were applicable.

Statistical significant vs. practical relevance

During the analysis stage of this report, two sets of statistical testing were employed while reviewing data findings. Chi square tests were used when comparing group results in tables and Anova tests were used when comparing statement means across groups. The threshold for reporting any statistically significant differences was a p-value of 0.05 (corresponding to a confidence level of 95%). Where differences were outside this threshold (less than 95%), no comments were made; where differences were within this threshold, comments have been made within the context of their practical relevance to NCC.

For small sample sizes within the results (<30), the estimates of results were not statistically reliable due to potentially high margins of errors.

Using Statistics New Zealand population projections for the NCC catchment area, a sample size of n=598 across 44,376 18 years and over residents allows for a 95% confidence level +/- 3.98% where residents are split 50/50 on any given issues, and a 95% confidence level +/- 3.18% where residents are split 80/20.

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SIL Research is a member of the RANZ and therefore is obliged to comply with the RANZ Code of Practice. A copy of the Code is available from the Executive Secretary or the Complaints Officer of the Society.

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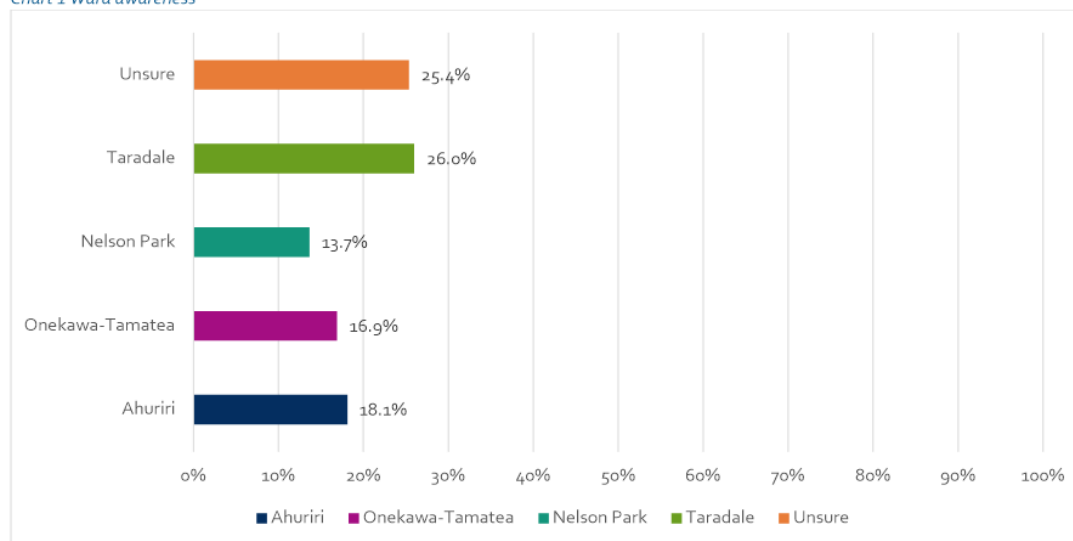
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Findings

Ward awareness

Respondents were asked: "What Ward are you in?"

Chart 1 Ward awareness



As presented in the charts and tables in this section: **Three out of four (74.6%) respondents were able to name the Ward they live in;** only a quarter (25.4%) of all Napier residents could not name the Ward they live in.

There were statistically significant differences between age, ethnicity groups, and ratepayers vs. non-ratepayers.

Younger residents (specifically 35-44 years old), respondents within the 'other' ethnicity group and non-ratepayers showed lower Ward awareness. NOTE: This question was included as an option at NCC request in 2017.

Table 3 Ward awareness by group

		Ahuriri	Onekawa-Tamatea	Nelson Park	Taradale	Unsure
Age	18-24	22.6%	23.1%	12.0%	17.1%	25.3%
	25-34	15.4%	26.9%	13.8%	14.8%	29.1%
	35-44	11.7%	17.4%	13.9%	24.6%	32.3%
	45-64	19.4%	12.7%	16.4%	26.2%	25.3%
	65+	20.2%	14.5%	10.3%	36.3%	18.7%
Gender	Male	22.1%	13.6%	14.7%	25.5%	24.1%
	Female	14.7%	19.7%	12.8%	26.4%	26.4%
Ratepayer	Ratepayer	20.5%	16.0%	13.7%	27.8%	22.0%
	Non-ratepayer	10.1%	19.7%	13.4%	19.9%	36.8%
Residence	Less than 10 years	15.2%	18.7%	15.1%	23.9%	27.2%
	10 years and more	18.4%	16.2%	13.3%	26.5%	25.6%
	Not stated	33.8%	16.9%	10.8%	31.5%	7.0%
Ethnicity	NZ European/ Pākehā	19.1%	16.8%	12.0%	28.3%	23.7%
	Māori	10.5%	29.3%	19.4%	16.2%	24.6%
	Other	17.8%	16.5%	17.0%	17.5%	31.2%
Total		18.1%	16.9%	13.7%	26.0%	25.4%

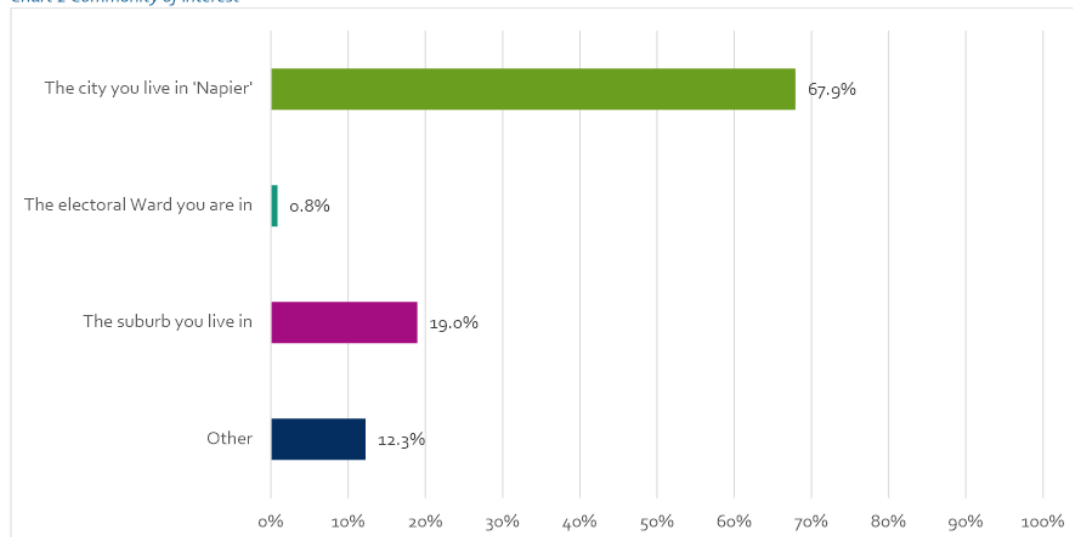
*Note: may not add to 100% due to rounding

Community of interest

Respondents were asked: "When you tell people where you are from, do you most associate yourself with..."

Respondents were able to provide a reason for their choice. Larger groups of open-ended responses were aggregated into categories. All other comments can be found in the Appendix beginning from page 19.

Chart 2 Community of interest



As presented in the charts and tables in this section: **More than two thirds of all respondents identified their community of interest as 'Napier'.**

The main reason for this answer was 'Easier/More well-known'.

The only statistically significant difference was recorded between age groups and Wards. Younger residents were more likely to identify themselves with the city 'Napier' as a whole. More Taradale residents identified themselves with the suburb.

Table 4 Community of interest - reasons for selected answers (aggregated open-ended comments)

Community of interest	Aggregated categories *NOTE: table represents number of comments within each group; one comment can be in different groups due to several topics mentioned	N
The city you live in 'Napier'	Easier/More well-known	119
	No answer/ D/K	72
	That's where I live/Was born/My home	69
	Napier as a whole/Single community/Lived in different parts	58
	Depends on who is asking	33
	Unspecified/Generally like the city	29
	Other	26
The suburb you live in	That's where I live/Easier	50
	No answer/ D/K	21
	More specific/Well known	19
	Other	13
	It depends who talking to	13
	It is a separate community	6

Table 5 Community of interest by group

		Other	The suburb you live in	The electoral Ward	The city you live in 'Napier'
Age	18-24	10.8%	17.1%	0.0%	72.1%
	25-34	8.8%	15.4%	0.0%	75.8%
	35-44	10.7%	17.6%	0.0%	71.7%
	45-64	13.7%	16.8%	1.0%	68.5%
	65 +	13.7%	25.8%	2.0%	58.5%
Gender	Male	10.2%	16.3%	0.8%	72.7%
	Female	14.1%	21.2%	0.9%	63.9%
Ratepayer	Ratepayer	11.8%	19.5%	1.1%	67.6%
	Non-ratepayer	13.7%	17.2%	0.0%	69.0%
Ward	Ahuriri	11.0%	17.9%	0.0%	71.1%
	Onekawa-Tamatea	8.9%	17.3%	0.0%	73.9%
	Nelson Park	10.1%	14.3%	2.0%	73.6%
	Taradale	16.0%	25.8%	1.5%	56.7%
	Other	13.9%	4.8%	0.0%	81.3%
Residence	Less than 10 years	10.7%	15.0%	2.4%	71.9%
	10 years and more	13.0%	20.0%	0.3%	66.7%
	Not stated	8.4%	29.0%	0.0%	62.6%
Ethnicity	NZ European/ Pākehā	11.8%	20.1%	0.7%	67.4%
	Māori	15.4%	12.4%	0.7%	71.5%
	Other	12.5%	16.1%	1.1%	70.3%
Total		12.3%	19.0%	0.8%	67.9%

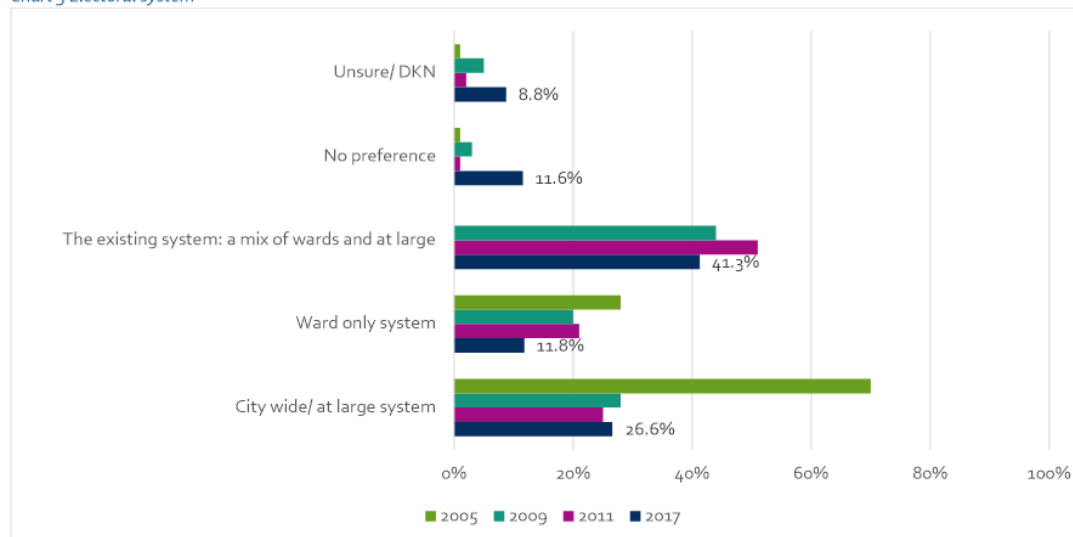
*Note: may not add to 100% due to rounding

Electoral system

Respondents were asked: "Councillors can be elected over the city as a whole (at large), by Ward only, or a mix of both at large and Wards. Currently, Napier has 6 councillors elected via FOUR Wards including Ahuriri, Onekawa-Tamatea, Nelson Park, and Taradale, and 6 councillors elected at large. Which of these options do you prefer to be represented by?" Respondents were able to provide a reason for their choice. Larger groups of open-ended responses were aggregated into categories.

All other comments can be found in the Appendix beginning from page 21.

Chart 3 Electoral system



As presented in the charts and tables in this section: **41.3% of respondents preferred the status quo electoral system 'a mix of Wards and at large', which was consistent with the previous years (2009-2011).**

The main reason behind the existing system choice in 2017 was 'a good mix/good representation/representing unique needs and a city as a whole'.

There were some statistically significant differences between demographic groups; more younger residents and non-ratepayers were 'Unsure' or had 'No preference'. With statistical significance, Ahuriri was the only Ward giving preferences towards 'city wide/at large' electoral system. NOTE: there was a different set of answers in the 2005 survey with no 'mix of Wards and at large' option.

Table 6 Electoral system - reasons for selected answers (aggregated open-ended comments)

Electoral system	Aggregated categories *NOTE: table represents number of comments within each group; one comment can be in different groups due to several topics mentioned	N
City wide/ at large system	Napier is small/Wholistic view/City as a whole	50
	Fair/Clear/Better	39
	No answer/D/K	25
	Other	21
	To be able to vote for anyone	12
	We are one	11
Ward only system	Other	26
	Better representation/Work better	25
	More local/personal/Knowing who represents the area	14
	No answer/D/K	6
The existing system: a mix of Wards and at large	A good mix/Good representation/Representing unique needs and city as a whole	119
	It works well/Good/Fair	61
	Other	46
	No answer/ D/K	28

Table 7 Electoral system by group

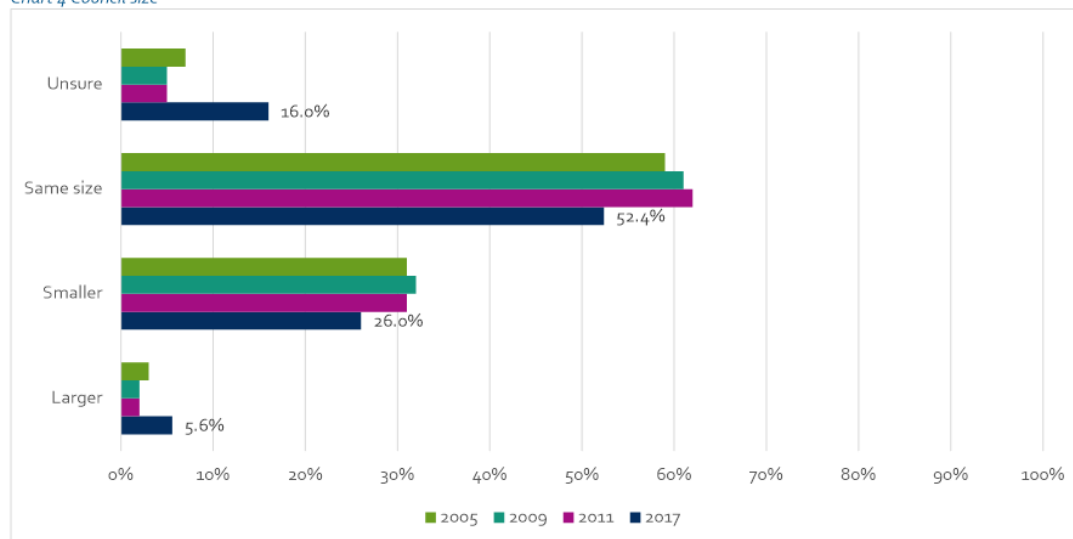
		City wide/ at large system	Ward only system	The existing system	No preference	Unsure/ D/K
Year	2017	26.6%	11.8%	41.3%	11.6%	8.8%
	2011	25%	21%	51%	1%	2%
	2009	28%	20%	44%	3%	5%
	2005	70%	28%	-	1%	1%
Age	18-24	27.7%	9.8%	30.6%	6.6%	25.3%
	25-34	21.3%	4.6%	42.5%	17.8%	13.8%
	35-44	25.6%	10.4%	34.2%	21.5%	8.4%
	45-64	30.4%	14.5%	39.4%	10.8%	4.9%
Gender	65 +	24.1%	13.6%	52.6%	4.7%	4.9%
	Male	27.9%	12.5%	44.7%	7.8%	7.1%
Ratepayer	Female	25.5%	11.2%	38.4%	14.8%	10.1%
	Ratepayer	26.7%	14.0%	42.0%	10.0%	7.3%
Ward	Non-ratepayer	26.2%	4.5%	38.8%	17.0%	13.6%
	Ahuriri	38.4%	12.0%	36.7%	8.4%	4.5%
	Onekawa-Tamatea	18.3%	15.9%	38.6%	14.7%	12.5%
	Nelson Park	20.9%	14.0%	46.9%	9.3%	8.9%
Residence	Taradale	24.9%	10.0%	44.3%	13.3%	7.6%
	Other	30.7%	2.1%	34.6%	11.6%	21.0%
	Less than 10 years	24.5%	11.9%	39.7%	12.1%	11.8%
	10 years and more	27.0%	12.1%	42.5%	11.3%	7.1%
Ethnicity	Not stated	35.6%	4.5%	21.8%	14.2%	23.9%
	NZ European/ Pākehā	25.1%	11.7%	42.4%	12.7%	8.1%
	Māori	26.7%	13.8%	42.1%	8.8%	8.6%
	Other	35.4%	9.7%	29.7%	10.4%	14.9%
Total		26.6%	11.8%	41.3%	11.6%	8.8%

*Note: may not add to 100% due to rounding

Council size

Respondents were asked: "The Council in Napier City is currently made up of 12 Councillors and a Mayor. The Council is considering how many representatives there should be. Do you think the size of the Council should be..." Respondents were able to provide a reason for their choice. Larger groups of open-ended responses were aggregated into categories. All other comments can be found in the Appendix beginning from page 23.

Chart 4 Council size



As presented in the charts and tables in this section: **More than a half of all respondents indicated that Council size should stay the same (52.4%).**

This year's survey results, again, were on par with the 2005-2011 findings. Although in 2017 there was a higher percent of 'Unsure' responses.

Two main reasons for the Council to have the same size were 'Good number/balanced/good for the city size/representative' and 'It works well'.

There were some statistically significant differences between demographic groups. More non-ratepayers, younger residents and people who spent less than 10 years in Napier were uncertain, at the same time they had higher percent of those stating that Council should be larger. Although every Ward overall preferred the current Council size, there were more residents in Ahuriri and Onekawa-Tamatea Wards who favoured smaller size.

Table 8 Council size - reasons for selected answers (aggregated open-ended comments)

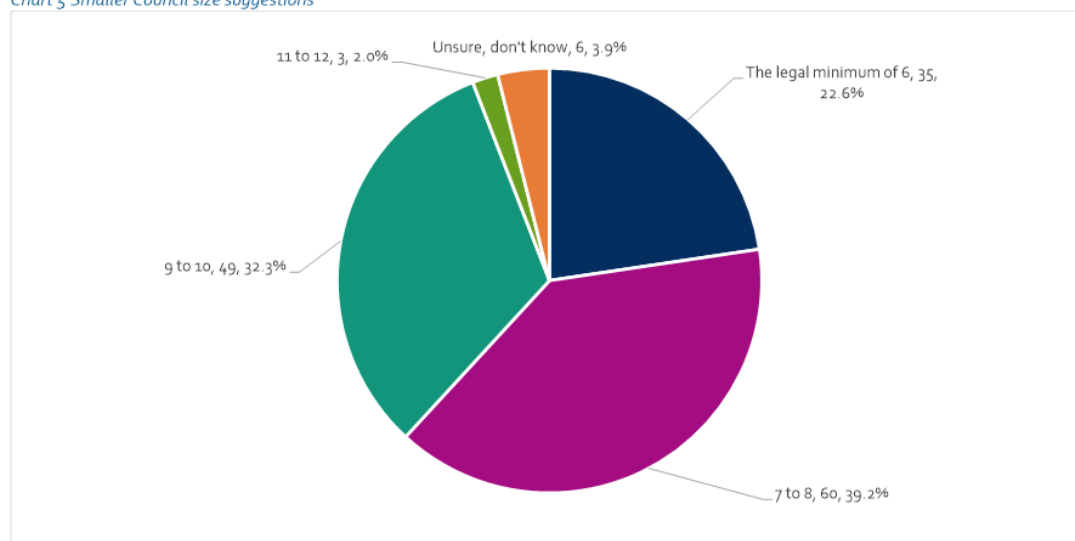
Council size	Aggregated categories *NOTE: table represents number of comments within each group; one comment can be in different groups due to several topics mentioned	N
Smaller size	Less cost	37
	Will do better job/More accountability/Easier decision making	36
	Other	27
	Balanced number/Effective/Corresponds with the city size	27
	No answer/D/K	24
Stay the same size	Too many now/Don't need that many	19
	Good number/Balanced/Good for the city size/Representative	121
	It works well	104
	No answer/ D/K	38
	Other	23
	Too many might be disruptive	21
	Don't need more	19
	Cost concern	8

Table 9 Council size by group

		Larger	Smaller	Same size	Unsure
Year	2017	5.6%	26.0%	52.4%	16.0%
	2011	2%	31%	62%	5%
	2009	2%	32%	61%	5%
	2005	3%	31%	59%	7%
Age	18-24	18.8%	22.7%	29.7%	28.8%
	25-34	7.9%	20.9%	51.9%	19.2%
	35-44	7.2%	26.8%	44.8%	21.3%
	45-64	3.8%	29.6%	53.0%	13.5%
	65 +	0.5%	24.4%	66.1%	9.0%
Gender	Male	6.4%	27.4%	55.7%	10.5%
	Female	4.9%	24.8%	49.5%	20.8%
Ratepayer	Ratepayer	4.8%	26.7%	55.6%	12.9%
	Non-ratepayer	8.2%	23.7%	41.5%	26.7%
Ward	Ahuriri	5.5%	33.7%	49.4%	11.3%
	Onekawa-Tamatea	1.9%	27.8%	48.6%	21.7%
	Nelson Park	5.9%	18.5%	60.6%	15.0%
	Taradale	8.2%	23.1%	55.1%	13.6%
	Other	2.0%	27.6%	37.1%	33.2%
Residence	Less than 10 years	6.3%	25.9%	48.5%	19.2%
	10 years and more	4.6%	26.2%	54.1%	15.1%
	Not stated	29.4%	23.4%	39.8%	7.4%
Ethnicity	NZ European/ Pākehā	5.7%	26.2%	53.2%	14.9%
	Māori	7.4%	16.0%	54.3%	22.3%
	Other	8.2%	29.0%	45.9%	16.9%
Total		5.6%	26.0%	52.4%	16.0%

*Note: may not add to 100% due to rounding

Chart 5 Smaller Council size suggestions

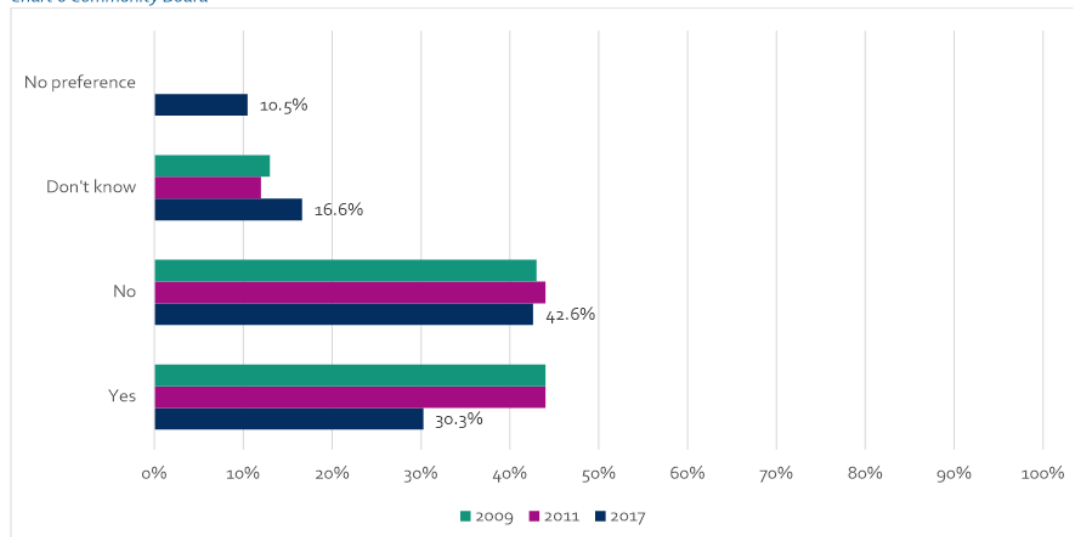


As presented in the charts and tables above: Just over a quarter of respondents suggested 'Smaller' Council size with the preferences given to '7 to 8' councillors. The main reasons for smaller Council size were 'Less cost' and 'Will do better job/More accountability/Easier decision making'.

Community boards

Respondents were asked: "A community board is an elected body that works on local issues under the direction of the Council. Napier City has never had community boards, but some councils do, typically in large cities or areas with isolated communities, to ensure the public are well represented. Should Napier have community board(s)?"

Chart 6 Community Board



As presented in the charts and tables in this section: **30.3% of respondents wanted community boards in Napier; 42.6% stated 'No'.**

The 2017 results were similar to the 2009-2011 survey findings. Of those respondents who were positive about establishing community boards, 40.0% selected Maraenui as an area to be represented. 75% of people who mentioned Maraenui live outside of the Nelson park ward in which Maraenui is situated (please see Appendix on page 18).

Again, there were some statistically significant differences between demographic groups. Younger residents (specifically 18-24 years old) and non-ratepayers were likely to support the idea of community boards. With statistical significance, respondents identifying themselves as Māori were more positive about establishing community boards. More Nelson Park residents wanted to have community boards. NOTE: 'No preference' was included as an option at NCC request in 2017.

Chart 7 Community Boards Top 5 choices in 2017

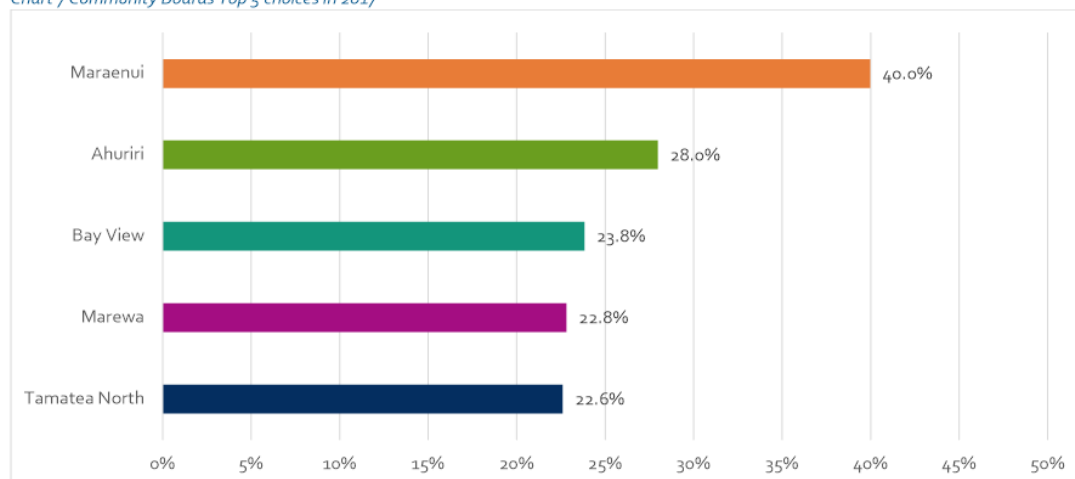


Table 10 Community Boards by group

		Yes	No	Don't know	No preference
Year	2017	30.3%	42.6%	16.6%	10.5%
	2011	44%	44%	12%	0%
	2009	44%	43%	13%	0%
Age	18-24	52.6%	13.8%	8.4%	25.2%
	25-34	41.8%	25.9%	19.2%	13.0%
	35-44	31.7%	24.7%	29.0%	14.5%
	45-64	25.8%	51.3%	16.9%	6.0%
	65 +	19.8%	64.0%	9.7%	6.6%
Gender	Male	25.2%	50.3%	16.7%	7.9%
	Female	34.7%	35.9%	16.6%	12.8%
Ratepayer	Ratepayer	25.1%	48.0%	16.4%	10.5%
	Non-ratepayer	47.6%	24.7%	17.3%	10.4%
Ward	Ahuriri	31.1%	46.9%	14.1%	7.9%
	Onekawa-Tamatea	33.4%	37.1%	15.4%	14.1%
	Nelson Park	36.9%	34.1%	21.6%	7.4%
	Taradale	22.5%	50.3%	14.7%	12.6%
	Other	40.0%	26.5%	25.8%	7.7%
Residence	Less than 10 years	36.0%	30.6%	21.0%	12.4%
	10 years and more	28.6%	47.2%	14.8%	9.4%
Ethnicity	Not stated	11.3%	26.6%	32.2%	29.8%
	NZ European/ Pākehā	27.4%	46.4%	16.3%	9.9%
	Māori	49.6%	20.2%	23.4%	6.7%
Total	Other	36.5%	30.4%	16.0%	17.1%
		30.3%	42.6%	16.6%	10.5%

*Note: may not add to 100% due to rounding

Appendix

Demographics (Unweighted)

Chart 8 Age groups aggregated

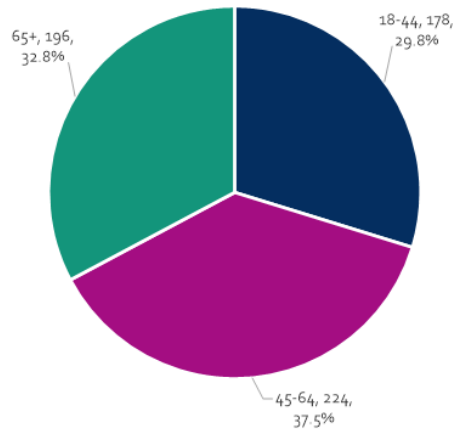
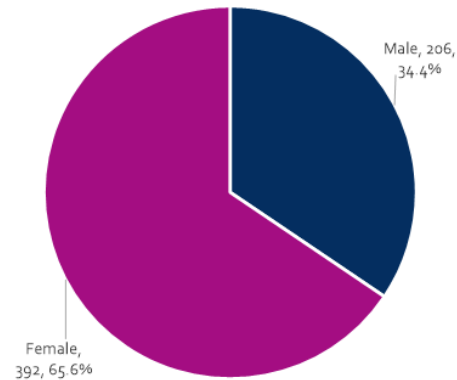
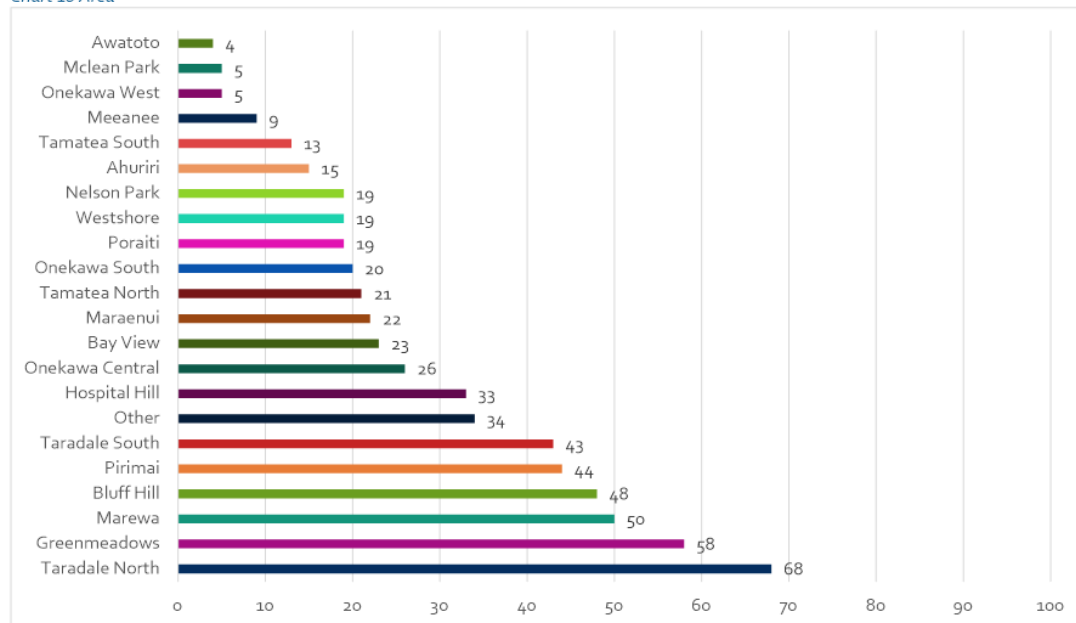


Chart 9 Gender



37.5% (n=224) of survey participants were between 45 and 64 years old; 32.8% (n=196) were 65+; and 29.8% (n=178) were 18 to 44 years old. Females dominated the survey, comprising 65.6% (n=392) of all respondents.

Chart 10 Area



Survey participants came from different parts of Napier assuring a good mix of area representatives.

Chart 11 Ratepayer vs. non-ratepayer

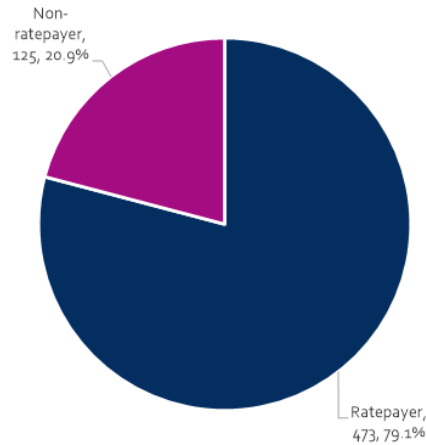
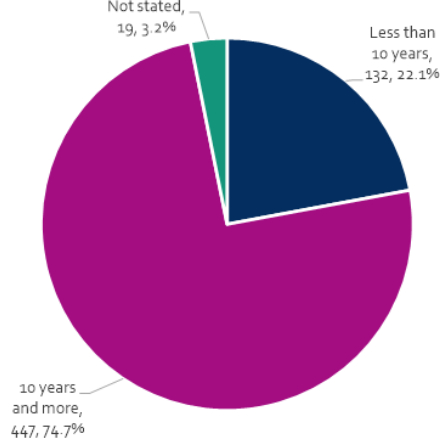
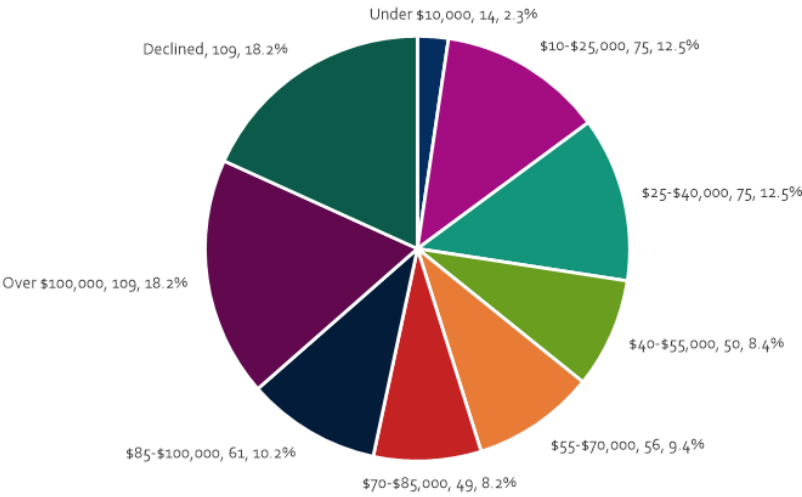


Chart 12 Residence in Napier (aggregated)



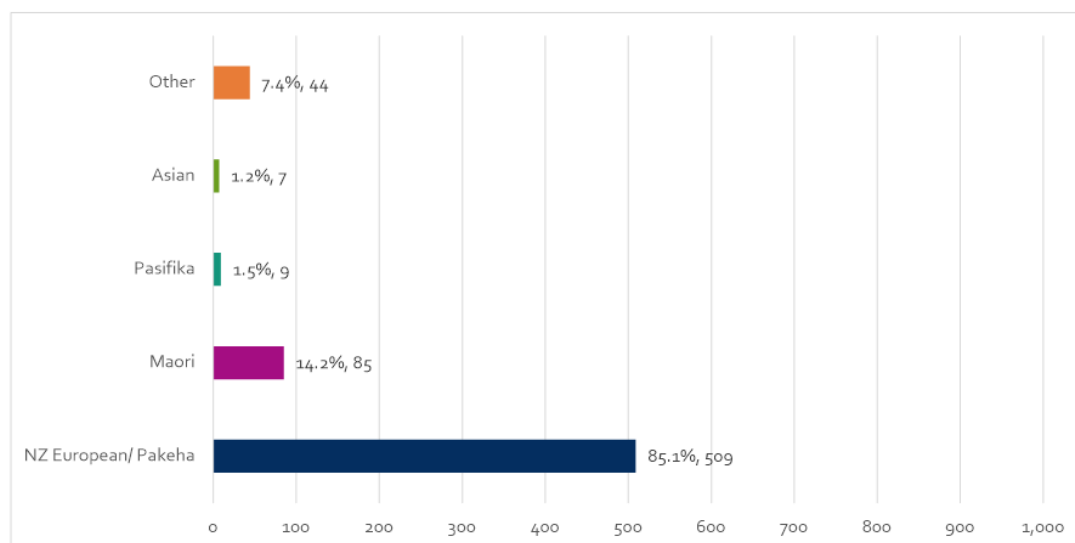
Across all respondents 79.1% (n=473) were ratepayers, and 74.7% have lived in Napier for 10 years or more.

Chart 13 Income



Survey respondents' income varied with a good distribution between the groups.

Chart 14 Ethnicity



Across all respondents, 85.1% (n=509) identified themselves as NZ European/ Pākehā, and 14.2% (n=85) were Māori. NOTE: totals may exceed 100% owing to multiple responses for each option.

Additional information

Table 11 Respondents selected Maraenui Community board by Ward

	Count	Percent (%)
Ahuriri	15	23.3
Onekawa-Tamatea	11	16.2
Nelson Park	17	25.4
Taradale	16	24.8
Other	7	10.4
Total	66	100

*Note: may not add to 100% due to rounding

Other open-ended comments

Table 12 Community of interest – 'Other' choice option

Other comments (verbatim):

The hill
Something else
Pandora
If I'm out of town I say Napier otherwise locally it's Westshore
To out of townees I say Napier. To N appropriate I say Ahuriri
Depends who I'm talking to
Nelson park ward
Depends on if its a local or not, or if you are local here or not
Hawkes bay
Hawke's bay
I'm from Lower Hutt Wellington
Napier, Onekawa
Depends on where I am - answer could be Street, Suburb of City
Depends where I am
3 and Whakapapa - Opotiki Whakatohea
Depends on who is asking and what for
Pirimai, Napier
Where I was born/grew up
Napier south
King country
Hawke's bay
Hawkes bay
No
I say I'm from Ahuriri
Read below
If local I say "Pirimai", If not I say "Napier"
I say Napier South but you haven't given me that option
Hawke's bay all day
Hawkes bay
Hawke's bay
Rotowhenua road
Depends on who I'm talking to
2 ways
If its local the suburb
Greenmeadows, Napier
Depends on who I'm talking to and whether they know where the suburbs
Where I grew up - Wairoa
Napier, Taradale
Either Napier or Poraiti depending if it's a local person or not.
Depends whether I am in Napier or out of Napier
Depends on if its a local or not, or if you are local here or not
If local people - Taradale - If non local - Napier
Depends who I'm talking to
Taradale-Napier
Both
Hawkes bay
Depends on who I'm talking to
Depends who I'm talking to
Depends on who is asking and what for
Depends who you talk to
Depends who I'm talking to
Either or,
Usually say HB
I come from England. If I say where I currently live, I would say Napier or Hawke's Bay
Depends where they are from
Depends on who I'm talking to
Napier on the east coast
It depends on who is asking and where I am at the time
Depends on who is asking and what for
Depends on who I'm talking to
It depends on who is asking and where I am at the time
I use the terms 'I am from Napier' or I say I am from where my mother is originally from 'Mohaka'

Other comments (verbatim):

City and suburb
 Hawkes bay
 Depends who I'm talking to
 Depends on if its a local or not
 Depends where they are from
 Depends where they are from
 Depends
 Depends on who I'm talking to
 Depends on who I'm talking to
 Depends on who I am talking to
 Depends on if its a local or not, or if you are local here or not
 Ohope, whakatane
 Hawkes bay
 3 and Other - Hawke's bay
 Both

*Table 13 Community of interest – 'the city you live in 'Napier' other comments***The city you live in 'Napier' – Other open-ended comments (verbatim)**

Only Aucklanders care about suburbs. I live in Napier
 We're losing a lot of things like our hospital and police station, it's an art deco city
 We live in Parklands not Poraiti. Courier firms and even the Police get it mixed up. Please sort it out
 To go to Taradale high school
 Think of Napier as opposite to Hastings
 They changed the suburbs after we moved here
 The suburb doesn't matter really
 Sometimes I'm embarrassed I live in Maraenui
 Originally from Wellington
 No need to elaborate on suburbs...
 New to city. Don't know wards
 My family history goes back to the 1850's. Marewa didn't exist then.
 More specific
 Maraenui still has a bad name
 Maraenui has a bad reputation. People look at you sideways if you say you live in Maraenui
 Its that or Napier South
 It's my first thought, then I say Hawke's Bay
 I think suburbs are meaningless
 I say both Napier and the suburb
 I am proud of Napier first and then Hospital Hill next
 Electoral ward is irrelevant when telling someone where you are from, and often the suburb means nothing to the other person.
 Don't use the wards,
 Don't have much to do with suburb or ward
 Because of the name Maraenui has.
 Because I don't bother being specific
 Because I actually don't personally want anyone to know what suburb I live in unless they are my friends family or professionals

*Table 14 Community of interest – 'the suburb you live in' other comments***The suburb you live in – Other open-ended comments (verbatim)**

We have quite a few of our activities here
 Was not in Napier city when we moved there
 Usually say Taradale Napier or Taradale, Hawkes Bay
 The idea of 'wards' is only relevant to election time.
 Taradale is a great place
 Proud to be from Taradale
 Makes sense
 Just came naturally
 It's just what I've always said.
 It's a nice suburb
 I usually say Tamatea, Napier
 Because of our close proximity to Maraenui
 Because as a family we live in a community

Table 15 Electoral system – 'city wide/at large system' other comments

City wide/ at large system – Other open-ended comments (verbatim)

1. There are very few specific - if any - ward issues as against Napier as a whole issues so the rational for having ward representatives is absent. 2. The councillors I may want to vote for may not be standing in my ward. 3. Napier is so small that it is easy to learn/have personal experience of anything of importance in the other wards.

You don't always know the person in your ward

Why do they need to split? What do they actually do for us?

We only have 1 for Marewa and she doesn't do anything for us. No meetings either.

Too many cooks can sometimes lead to disarray and lack of decisiveness and decisions. Less is sometimes more. A few focused good Councillors is better than a dozen mixed bag.

The wards only have a certain amount of councillors,

The current electoral system is way too complicated for a lot of people - so either all at large or all wards, NOT a mix.

Preferring

Mix things up a bit

It's important that all councillors feel responsible for all communities within the city - but regardless of the system it all boils down to the quality and skills of the people and the decision-making system.

It creates equity for the whole of Napier city & as we have experienced projects are executed on a priority basis and by a popular ward demand so there does not seem to be slit of benefit to a ward councillor?

I think I know those people and they've been around

I think all Councillors should be considerate of and responsible for the whole of Napier. Soloing out to Wards causes inequity. For instance look at the difference in the outer parts tge more scenic parts of Napier compared to the more deprived parts. Improving environments improves mentality and a sense of connection

I don't think the ward system creates the best outcomes for council. We have wards where we have had no competition for seats on council

Hoping it would make them work for the people a bit more! Force them to get out and ACTUALLY meet and interact...be nice to see without the cameras etc when they do it...otherwise it's all just a facade!

Expensive

Cut out the middle man aka ward counsellors. Too many people ultimately making the same decisions. Councillors at Large should be full time and focus on the big picture to make decisions quicker for the rate payer

Because having most ward councillors do nothing for your area, with the exception of Maraenui area

Allows for more independent thinking.

A mixed system doesn't seem to enhance accountability, but a ward-only system would seem to encourage a fractionated approach to the city's concerns, so opting for an at-large approach.

Should not separate people based on where they live

Table 16 Electoral system – 'Ward only system' other comments

Ward only system – Other open-ended comments (verbatim)

Ward does fairly represent

The way everyone get a consultation who can represent the area as well as looking after the city as whole

The at large councillors have no real accountability to the electorate. Also, different socio-economic areas can end up be over represented and others under represented. For example, the circumstances of people typically resident in Taradale or Napier Hill may mean they are more able and inclined to run as a councillor as opposed to people from Maraenui. This means that through the 'at large' councillors, the more affluent areas end up with more representation. Similarly, with economic demographics. More affluent people tend to be better placed to run for public office and the council ends up with less socio-economic diversity. I'd much rather have a local councillor who lives in our area and who I can hold directly accountable for representing our issues.

Suits me

Set smaller area to be responsible for = manageable workload = quality time for ward.

People who are in the ward identify the area with it, I don't agree with at large, the place should be represented by the wards

Not sure what they other people do

Never see the Councillors at large and how do we know that they are consulting with people. At least we see the Ward Councillors on a frequent basis.

Less is more we don't need lots of councillors

It's local and things would get done quicker

It would seem councillors have different roles- some representing wards and others representing the whole city- seems to be a mix of two systems

I want my ward council member to focus on my ward. The entire council as a whole can focus on the city.

I want my councillor working for the best interest of the people in our suburb

I think we need council to look at how well localities are doing for services. I appreciate we need to promote and improve Napier as a whole but seems over weighted to CBD, and tourism, with minimalist attention to some of the suburbs

I think a ward only system will mean more councillors for each ward. Currently, my ward only has one councillor. A ward only system will mean I will have more councillors to represent me and more to choose from to represent my specific ward. Hopefully more candidates will stand in my ward too so I have more choice to elect someone.

I have no idea who the others are and who they are standing for. I think sometimes its for themselves and purely for their own recognition. What to they actually do for the people.

I guess because I would want to know what is happening in my area not just the city.

Had an issue and the ward councillor was better

Ward only system – Other open-ended comments (verbatim)

Ensures each community need is heard, and councillors need to work collectively to work forward

Do more for own area - ward

Councillors can stay focused on just their area plus they build rapport with the people

Councillors are more likely to get things done in your area with ward only

Councillors can then be focused on their 'constituents', and really get into detail about an area's needs. For example, Nelson Park ward covers a huge area and has a variety of needs. It crosses the social spectrum, and some parts need more support than other parts.

Council should be responsible for a particular ward

Because am not sure what or whom Councillors at large represent

Because all councillors are elected to represent and advocate for ratepayers, it would be best to share this load

Table 17 Electoral system – 'the existing system' other comments

The existing system: a mix of wards and at large – Other open-ended comments (verbatim)

This system seems to represent our city well. By making it all at large, you risk shutting out every day people from running. Too expensive to fund a campaign and you get the likes of 'a better hawked bay' type lobby group stepping in.

We want both the best overall people there: but its also important that each part of the city is represented and lower socio economic areas need a good voice of their own.. There is a tendency for business interests to dominate

We really like being represented by our ward councillor. Annette is very approachable she fought for a letter box in Tamatea to won

We need to be a part of a whole

We have quite active local ward councillors that tend to be active and that works for us well, more affluent areas might not notice the difference.

Wards get a voice at the table, rather than be wrapped up with everyone else. Each ward is unique, and so are some of the issues facing it.

Variety tends to resilience.

There's always a contact person for our suburb or area

There are specific focuses that people can focus on

There are some issues that are local to an area, for which the local councillor is best suited to pick up and advocate. On the other hand there are some 'at large' councillors for whom I would really want to vote, but live in other wards of the city.

There are options, if you are not happy with the local councillor you can still vote for an at large candidate

Theoretically means that councillors can promote issues from their own suburbs. In practice it's not really working that way- it's the luck of the draw whether you get someone who is really interested in local issues. There is a lot of noise around CBD items with a Mayor and CEO who are not very interested in public priorities to put it mildly.

The Wards give us (Pirimai) a focus, through the councillor. But it is very wide considering it is the Nelson Park ward and I think needs another person for this area or ward.

The ward councillors here, they're readily available to us and we can see and talk to them

The ward Councillor will focus on issues only affecting them. Hopefully the 'at large' Councillors will take a whole city wide view.

The only councillor who has made contact is one of the at large guys. He was also very good

The city is small enough to be governed by one council and we come to a decision a lot quicker

Suburbs in Napier are quite strongly segregated along race and class lines, and to ensure we have representation of marginalised groups, I support wards. I haven't read into the subject enough to know if I would support an entirely ward-based system (not sure what the pros and cons are) so have ticked the status quo of a mix.

Some words definitely need more fixcussed assistance

Share power

Probably fairer, person from your ward will identify with your concerns.

Overall preference in Ahuriri

Most of the voters would come from Taradale and the hill so other areas like Tamatea doesn't get represented

Local representative is current with local needs and problems.

It's nice to be able to speak to someone about specific 'ward' issues, while at the same time I appreciate that all councillors need to represent the best interests of the entire City.

Its good to be able to change people when they need to be

Its familiar to me

It would be great to have a councillor for each ward and an equal number of "at large" this way the public is able to identify with the councillor for their own area whilst being balanced in meetings by the "at large" councillors, hopefully providing a fair system for the whole city.

It will give me an option for me to vote, if I don't agree with a particular person I can have an alternative

It was the closest to my preference.

If I choose someone it would be nice if they lived around in my suburb, they would know the issues in my area but also we get the at large representation

I think all the councillors do and should represent Napier as a whole. However, I feel the ward system allows councillors to be elected by the area in which they are effective. For example, If a person works hard for their community and is well known and respected in that area, they may easily win that ward and continue to work for Napier. But in a system of all at large councillors they are relying on the whole city and we may miss out on some great people in our future council.

I might know someone in the other ward and cant vote for them, with the at large system there is a chance to vote for them

I firmly believe that ward councillors understand the wards they represent and are likely to fight for these wards more than if at large

I feel that someone who lives in the same area as me will have a better understanding of the needs of our community.

I feel my words best interests will be attended too at Napier as a whole

The existing system: a mix of wards and at large – Other open-ended comments (verbatim)

However I do feel you need more than one councillor per suburb. As Pirimai is a big suburb
 For the overall wellbeing of Ahuriri Napier?
 Certain suburbs need a strong voice in council eg Maraenui
 Certain groups benefit from having a nominated person dedicated to their cause.
 Can get some good councillors and better than having just one in one area
 Because that is what I prefer
 Because Napier is the main group but Taradale can have their say for the area as well
 Because I like to have specific local representation from my location
 Because I care about representation for all and in masse representation doesn't do that
 Associate with local councillor.

*Table 18 Council size – 'Larger' option preferred size***Preferred Council size – Larger option (all comments, verbatim):**

Enough to more properly represent each district so e.g Bay View doesn't get lumped in with Ahuriri etc
 Unsure, but the suburbs should not be lumped into large groups (e.g. Bay view within ahuriri)
 13 is a good number because it's an odd number and it adds just slightly more but not too much more
 Few more people
 16
 And extra person per suburb.
 Another maybe 2, depends on the areas of the other wards.
 Don't know number, but going by diversity of the ward I live in, it would be good if there were more representatives in council.
 Way larger, we need more options - activities for children
 Unsure but needs to reflect population at Napier. I don't believe 12 councillors and a mayor does that.
 One for each Ward - ensuring all areas are in a ward (even if there needs to be population based ward changes) and an equal number for the balance - so if the city can be split into six wards then remain the same but if not then increase to ensure all areas are represented. From my calculations a maximum of 14 (7 Ward and 7 at large) and one mayor to always have the deciding vote is about right.
 Two more people
 2-4 more voices, more views better decision making.
 17
 Another 2 Māori representatives on the existing council
 24 councillors and one mayor
 More brains more ideas
 15 councillors and a different mayor

*Table 19 Council size – 'Larger' option reasons***Reason for selecting Larger option for the Council size (all comments, verbatim):**

See answer above
 For better representation of our communities
 Seems more helpful to the people of Napier
 For the malt of people that we have in this city it needs to be bigger
 The councils can go to the community and get all the feedback, more options for the community
 Larger variety of opinions
 I think we should keep 6 at large, but redraw our wards and have 10 ward councillors.
 I personally think I do not see our councillor active enough in our area of Pirimai I realise the Nelson Ward is big and has 2 people but feel that we need more for each areas. And more ward meetings so our community knows what is actively happening within our community
 Our councillor(s) has(have) a huge area to represent. Expansion of areas into new housing-more people.
 See above
 For the children
 As above - more representation for groups
 Pretty much explained above.
 Allow a more diverse range of opinions in with more people
 As above
 Larger to take in a Māori representation
 Makes the decision making more democratic
 Better voice for the people
 A mix is better for everyone
 Better choice

Table 20 Council size – 'Smaller' option reasons

Reason for selecting Smaller option for the Council size – Other open-ended comments (verbatim)

6-8 get a better wage for councillors to get a better quality council, also lets people get things done better, fewer people gets more things done

10. As this number still enables a good range of views around the council table. And there might be some cost savings for reducing the amount of councillors which could be put towards bringing in outside expertise to help inform decision-making in any technical areas.

12 seems a lot for a city of Napier's size. Can't remember them all. What they do, ect.

If your composition moved to all councillors being st large with clear responsibility to shift inequity of higher deprived areas you wouldn't need as many councillors. This in turn would save meeting fee costs.

Too many thick people on council. Hopefully we would get more intelligent people on council paying a bit more

Too many people causes more problems

They employ most people from outside the council anyway

The more people and ideas you have the conclusions differ too much, they should have an odd number rather than an even number

That will be enough people to cover the issues. There are always complex issues getting 12 people to agree to anything. Bring the numbers down to a manageable level.

Spread the work load around as i said fresh views and eyes can make change to an area.

Small government is good. Bloat is bad.

One from each ward is enough

One from each ward and 4 at large for a total of 8

My preferred size would be even smaller but change would need to be brought in gradually.

Less outgoings

Less hangers on

I'm not sure of an exact number. I just feel the candidates make promises, get elected, then a lot of them you never hear any more about it feel their not active in the community trying to push what they got elected on

If combined in community boards won't need a large amount of councillors

I think there could be less councillors at large

I say 9: 4 ward members + 4 at large members plus the mayor. That would be the most equitable make-up of the council.

I like smaller government

I don't think you need that many chiefs, we need a few more indians

Depends on the work to be done in terms of meetings and hearings etc - i do not just see it as a board of directors

Because they bring people from outside to do specialized tasks anyway

Because everyone knows Hastings has the more centralised agencies.

8 including the mayor

7 plus the mayor

Table 21 councils size – 'stay the same' option reasons

Reason for selecting stay the same option for the council size – other open-ended comments (verbatim)

Seems efficient. However need to ensure youth + Māori representation

Seems to be working fine. However want to see more Māori representation, i understand there was another poll showing resistance to that (don't think a poll is the appropriate way to gauge meeting your obligations though).

You need a spread of councillors with different ideas and concerns to develop dept in the councillors. 12 seems large enough to get that in dept of types and stop factions farming or at least have same rebel factions.

Would like to see a Māori ward included. Apart form that this number works.

With ward representation, this would provide a good representation from across the city

While 12 is - proportionately - many more councillors than, say, Auckland, any fewer risks becoming a cabal.

Too many people being paid to push paper and not doing a job, we don't need more doing nothing

They work hard less people would be too much work

The most of the councillors do not appear to do much. Where are the ward meetings? Why are they not held frequently? Why are we not notified about them? Are they afraid of meeting real people?

Smaller group will limit diversity

Save all the humbug that we have to put up with

Roles now established- less would be preferable if ratepayers money could be used more efficiently

No particular reason. However I do believe that less fortunate communities like Maraenui, should have better representation. The lower socio-demographic are consistently unheard. Not just in Napier, but as a rule of thumb.

Need to allow for not all councillors attending all meetings. With often a few away there should still be enough councillors for different views to be voiced in discussions and for casting votes

Napier is progressive and there is a lot of work going on

More controlled decisions

Majority vote

I feel it is even with ward at large councillors if we have to many they become distant from what is going on over the city as a whole.

And get into only what interest them

For represent them

Familiarity with system.

Reason for selecting stay the same option for the council size – other open-ended comments (verbatim)

Democracy

Can see development with the city.

Because I like that size

Questionnaire

1. Firstly, we need to ensure we survey a cross section of the community. Which of the following age groups do you fit into? (please select your answer)
 - 1.1. 18-24
 - 1.2. 25-34
 - 1.3. 35-44
 - 1.4. 45-64
 - 1.5. 65 or over

2. I am a... (please select your answer)
 - 2.1. Male
 - 2.2. Female

3. What part of Napier do you live in? (please select your answer)

<ol style="list-style-type: none"> 3.1. Bay View 3.2. Poraiti 3.3. Meeanee 3.4. Awatoto 3.5. Westshore 3.6. Ahuriri 3.7. Onekawa Central 3.8. Onekawa West 3.9. Onekawa South 3.10. Marewa 3.11. Maraenui 3.12. Hospital Hill 	<ol style="list-style-type: none"> 3.13. Bluff Hill 3.14. Nelson Park 3.15. Mclean Park 3.16. Tamatea North 3.17. Tamatea South 3.18. Greenmeadows 3.19. Taradale North 3.20. Taradale South 3.21. Pirimai 3.22. I don't live in the Napier City Council area 3.23. Other (if unsure, please enter your street)
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4. Is the home where you live owned by someone who lives in the household, or is it rented? (please select your answer)
 - 4.1. Owned
 - 4.2. Rented
 - 4.3. Other (please specify)

5. Which ethnic group(s) do you identify with (please select all that apply)
 - 5.1. NZ European/ Pākehā
 - 5.2. Māori
 - 5.3. Pasifika
 - 5.4. Asian
 - 5.5. Other (please specify)

6. What Ward are you in? (please select your answer)
 - 6.1. Ahuriri
 - 6.2. Onekawa-Tamatea
 - 6.3. Nelson Park
 - 6.4. Taradale
 - 6.5. Unsure

7. When you tell people where you are from, do you most associate yourself with... (please select one)
 - 7.1. The suburb you live in
 - 7.2. The electoral Ward you are in (Ahuriri, Onekawa-Tamatea, Nelson Park or Taradale)
 - 7.3. The city you live in "Napier"
 - 7.4. Or some other way (please specify)

8. Why did you select that option? (please enter your answer)
9. Councillors can be elected over the city as a whole (at large), by ward only, or a mix of both at large and wards. Currently, Napier has 6 councillors elected via FOUR wards including Ahuriri, Onekawa-Tamatea, Nelson Park, and Taradale and 6 councillors elected at large. Which of these options do you prefer to be represented by? (please select one)
- 9.1. City wide/ at large system
 - 9.2. Ward only system
 - 9.3. The existing system: a mix of wards and at large
 - 9.4. No preference
 - 9.5. Unsure/ don't know
10. You stated your preference was '{{ Q9 }}', why did you choose this? (please enter your response)
11. The Council in Napier City is currently made up of 12 Councillors and a Mayor. The Council is considering how many representatives there should be. Do you think the size of the Council should be... (please select your answer)
- 11.1. Larger
 - 11.2. Smaller
 - 11.3. Same size
 - 11.4. Unsure
12. You stated Council should be "Larger", how much larger than 12 Councillors and a Mayor would you prefer Council to be? (please enter your response)
13. Why do you want a Larger Council? (please enter your response)
14. You indicated you would like Council to be "Smaller", what size would you like it to be? (please select your response)
- 15. The legal minimum of 6
 - 16. 7 to 8
 - 17. 9 to 10
 - 18. 11 to 12
 - 19. Unsure, don't know
20. Why is that your preferred Council size? (please enter your response)
21. You indicated you would like Council to remain the "Same" size, why is that? (please enter your response)
22. A community board is an elected body that works on local issues under the direction of the Council. Napier City has never had community boards, but some councils do, typically in large cities, or areas with isolated communities to ensure the public are well represented. Should Napier have community board(s)? (please select your response)
- 22.1. Yes
 - 22.2. No
 - 22.3. Don't know
 - 22.4. No preference

23. Which community(s) in Napier should have a community board? (please select all that apply, if not listed, enter in 'other')

- | | | | |
|--------|-----------------|--------|----------------|
| 23.1. | Bay View | 23.12. | Hospital Hill |
| 23.2. | Poraiti | 23.13. | Bluff Hill |
| 23.3. | Meeanee | 23.14. | Nelson Park |
| 23.4. | Awatoto | 23.15. | McLean Park |
| 23.5. | Westshore | 23.16. | Tamatea North |
| 23.6. | Ahuriri | 23.17. | Tamatea South |
| 23.7. | Onekawa Central | 23.18. | Greenmeadows |
| 23.8. | Onekawa West | 23.19. | Taradale North |
| 23.9. | Onekawa South | 23.20. | Taradale South |
| 23.10. | Marewa | 23.21. | Pirimai |
| 23.11. | Maraenui | | |

24. Community boards can be made up of at least 4, to a maximum of 12, members. How many members should the Community board(s) have? (please select your answer)

- 24.1. The minimum 4
- 24.2. 5
- 24.3. 6
- 24.4. 7
- 24.5. 8
- 24.6. 9
- 24.7. 10
- 24.8. 11
- 24.9. The maximum 12
- 24.10. Don't know
- 24.11. Other (please specify)

25. Finally, how long have you lived in Napier? (please select your answer)

- 25.1. Less than 1 year
- 25.2. 1 year to just under 2 years
- 25.3. 2 years to just under 5 years
- 25.4. 5 years to just under 10
- 25.5. 10 years or more
- 25.6. Other (please specify)

26. Which of the following best describes your household's annual income before tax? (please select your answer)

- 26.1. Under \$10,000
- 26.2. \$10-\$25,000
- 26.3. \$25-\$40,000
- 26.4. \$40-\$55,000
- 26.5. \$55-\$70,000
- 26.6. \$70-\$85,000
- 26.7. \$85-\$100,000
- 26.8. Over \$100,000
- 26.9. Declined

8. QUARTERLY REPORT FOR SEPTEMBER 2017

Type of Report:	<i>Procedural</i>
Legal Reference:	<i>Local Government Act 2002</i>
Document ID:	<i>423027</i>
Reporting Officer/s & Unit:	Caroline Thomson, Chief Financial Officer

8.1 Purpose of Report

To consider the Quarterly Report on performance by Activity Group for the period 1 July 2017 to 30 September 2017.

Officer's Recommendation

That the Committee

- a. Receive the Quarterly Report for the period 1 July 2017 to 30 September 2017.

CHAIRPERSON'S RECOMMENDATION

That the Committee resolve that the officer's recommendation be adopted.

8.2 Background Summary

The Quarterly Report summarises the Council's progress in the first quarter of 2017/18 towards fulfilling the intentions outlined in the Annual Plan. Quarterly performance is assessed against Income, Total Operating Expenditure, and Capital Expenditure.

8.3 Issues

No issues

8.4 Significance and Consultation

N/A

8.5 Implications

Financial

N/A

Social & Policy

N/A

Risk

N/A

8.6 Attachments

- A Quarterly Report September 2017 (*Under Separate Cover*) ➡

9. SIGNIFICANCE AND ENGAGEMENT POLICY

<i>Type of Report:</i>	Legal
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	426034
<i>Reporting Officer/s & Unit:</i>	Adele Henderson, Director Corporate Services Natasha Carswell, Manager Community Strategies

9.1 Purpose of Report

1.1. The Local Government Act 2002, Section 76AA requires every local authority to adopt a policy setting out how the local authorities determine significance of proposals and decisions in relation to issues, assets and other matters. The policy determines how the criteria or procedure are applied and how the community engagement and/or consultation will be carried out.

Officer's Recommendation

That Council:

- a. approve and adopt the Significance and Engagement Policy as attached.

Mayor's/Chairperson's Recommendation

That the Council resolve that the officer's recommendation be adopted.

9.2 Background Summary

As noted above the Significance and Engagement Policy is required by all Local Authorities.

Section 76AA requires the following to be included within the Policy itself

- 1) Every local authority must adopt a policy setting out:
 - (a) that local authority's general approach to determining the significance of proposals and decisions in relation to issues, assets, and other matters; and
 - (b) any criteria or procedures that are to be used by the local authority in assessing the extent to which issues, proposals, assets, decisions, or activities are significant or may have significant consequences; and
 - (c) how the local authority will respond to community preferences about engagement on decisions relating to specific issues, assets, or other matters, including the form of consultation that may be desirable; and
 - (d) how the local authority will engage with communities on other matters.

(2) The purpose of the policy is—

(a) to enable the local authority and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities; and

(b) to provide clarity about how and when communities can expect to be engaged in decisions about different issues, assets, or other matters; and

(c) to inform the local authority from the beginning of a decision-making process about

(i) the extent of any public engagement that is expected before a particular decision is made; and

(ii) the form or type of engagement required.

(3) The policy adopted under subsection (1) must list the assets considered by the local authority to be strategic assets.

(4) A policy adopted under subsection (1) may be amended from time to time.

(5) When adopting or amending a policy under this section, the local authority must consult in accordance with section 82 unless it considers on reasonable grounds that it has sufficient information about community interests and preferences to enable the purpose of the policy to be achieved.

(6) To avoid doubt, section 80 applies when a local authority deviates from this policy.

1.3 Issues

Each decision, proposal or issue requires consideration of significance. Ongoing monitoring of the assessment of significance in Council papers will be put in place to provide an objective assessment of significance and the associated level of engagement required for every Council decision. This process will need to demonstrate a consistency of application and be a demonstrably robust process.

Each agenda item will need to advise Council of the significance of the project/proposal/decision requested and the level of engagement required for each project/proposal/decision.

Adoption of this policy does not require special consultation. When adopting or amending a policy under this section, the local authority must consult in accordance with Local Government Act Section 82 unless it considers on reasonable grounds that it has sufficient information about community interests and preferences to enable the purpose of the policy to be achieved.

9.3 Significance and Consultation

Adoption of this policy does not require special consultation.

9.4 Implications

Financial

NA

Social & Policy

NA

Risk

NA

9.5 Options

The options available to Council are as follows:

- a. Continue with existing policy
- b. To approve revised policy as attached

9.6 Development of Preferred Option

The preferred option is to approve the revised policy as attached. The revised policy provides greater clarity, includes tools and guidance to determine significance and levels of engagement, and aligns with international best practice.

9.7 Attachments

- A Significance and Engagement Policy 2017 [↓](#)



NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

Napier City Council Significance and Engagement Policy



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Significance and Engagement Policy



Significance and Engagement Policy



1 Purpose

This policy provides clarity on how and when the community can expect to be engaged in Napier City Council's decision-making processes, and lets the Council and the community identify the degree of significance attached to particular issues, proposals, assets, decisions and activities.

2 Rationale

Community engagement is important to enable the community to participate and have confidence in the decision making process and to help council understand varied points of view to make better decisions and deliver better services for Napier, reflecting the aspirations of mana whenua, residents, ratepayers, community groups and businesses.

At times, engagement and consultation is a requirement of legislation.

3 Principles

We align with the following principles in our approach to engagement:

Open and transparent

We will:

- interact in an open, honest and respectful way
- be clear about why and how we are engaging
- provide clear and relevant information
- provide enough time for feedback to be provided
- be open to and consider all feedback received
- advise the community of the decisions made

Inclusive and accessible

We will:

- consider the engagement preferences of the community, while reflecting the appropriate level of engagement needed
- ensure information is understandable and accessible to a range of people
- consider a range of ways people can express their views
- provide opportunities for Māori to contribute to our decision-making processes in a meaningful way, through engagement and/or partnership approaches

Significance and Engagement Policy



4 Policy Statement

On every issue requiring a decision, Council will consider the degree of significance and the most appropriate level of engagement. Officers will use the criteria for significance to help identify matters, issues or proposals that are significant. The appropriate level and type of engagement will be determined using the engagement spectrum.

5 Significance

General Approach

An assessment of the degree of significance of proposals and decisions, and the appropriate level of engagement, will be considered in the early stages of a proposal before decision making occurs. Significance means the degree of importance of the matter, issue, proposal or decision, relating to its likely impact on and consequences for:

- Parts of the city, the city as a whole, or the region
- Any persons who are likely to be particularly affected by or interested in the matter, issue, proposal or decision
- The achievement of, or means to achieve, Council's stated levels of service as set out in the current Long Term Plan
- The capacity of the Council to perform its role and carry out its activities, now and in the future
- The financial, resource and other costs of the decision, or whether these are already included in an approved Long Term Plan.

Criteria for Significance

- the level of community interest
- the impact or consequences for affected individuals and groups in the city or region
- consistency with current Council policy, strategy, outcomes or priorities
- impact on levels of service
- financial impact on Council's overall resources and rating levels
- the cost of the decision
- the involvement of a strategic asset
- the extent to which the decision can be reversed

The criteria to assess significance are outlined in Schedule 3. The criteria are a guide to help Council identify whether a matter is likely to be significant. Ultimately, in assessing the significance of a decision, Council will need to have regard to all relevant circumstances.

Significance and Engagement Policy

Strategic assets

Our strategic assets or groups of assets are those physical assets vital for delivering services to Napier and/or are important to achieve or promote any outcome that is important to the current or future well-being of our community. Strategic assets are the group of assets or the asset as a whole entity and not the individual elements of the asset. We also have some iconic assets of significance that are dealt with through heritage requirements. Council's strategic assets are listed in Schedule 2.

Any decision that transfers ownership or control of a strategic asset to or from Council, can only be taken if explicitly provided for in the Long Term Plan and consulted on in accordance with section 93E of the LGA 2001.

Engagement or consultation on other decisions regarding strategic assets will be determined by the level of significance of any proposal (see section on significance above).

6 Engagement approach

Community engagement is a process, involving all or some of the community and is focussed on decision-making or problem solving. Council will engage when a matter, issue, proposal or decision is significant or when legislation requires that consultation is undertaken.

Engagement will be proportionate to the matter being considered. In general, the more significant the issue, the greater the need for community engagement. Even if not required to by legislation, we may decide to use a Special Consultative Procedure (outlined below) if the matter is of high significance, or we may choose to use another form of appropriate consultation. A low level of engagement does not mean the quality of the engagement is diminished.

Council uses the Engagement Spectrum, based on the International Association of Public Participation (IAP2), to assess the approach we might take to engage with the community on a case by case basis. A combination of approaches may be used on any given engagement process. The detailed Engagement Spectrum (Schedule 4) outlines approaches, methods and tools. The approach and methods will be outlined in an engagement plan. Engagement processes will be documented and reported to Council to inform their decision-making.

Engagement will be carried out in line with our principles outlined in the first section of this policy.

Engagement spectrum – overview

Significance and Engagement Policy

Engagement with Māori

Council acknowledges the unique status of Māori, with particular regard to mana whenua. We will continue to build and strengthen our relationships with mana whenua representative entities and engage in a range of ways to ensure their views are appropriately represented in the decision-making process.

Council will engage with mana whenua where any matter involves a significant decision in relation to land or a body of water to ensure that the relationship of mana whenua and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna and other tāonga is considered.

Council recognises that there are differences between mana whenua and tāngata whenua and that different approaches are needed for Māori who live in Napier but do not have genealogical connections to mana whenua hapū. Council will engage with tāngata whenua where any matter involves a significant decision in relation to matters concerning community wellbeing.

Engagement with Māori will follow the principles set out in Council's Maori Engagement Framework.

Special Consultative Procedure

A Special Consultative Procedure (SCP) is required by the Local Government Act (Part 6) to be undertaken for some plans and processes, including:

- long-term plan (and any amendments)
- bylaws of significant public interest or significant impact on the public – including changes or revocation


If other legislation instructs use of SCP to consult then the SCP must be used regardless of this policy. If other legislation instructs consultation apart from the SCP, that process must be used regardless of this policy, for example, the Resource Management Act or the Reserves Act.

Council may choose to use the SCP for other matters.

When the SCP is used, we will:

- prepare and adopt a statement of proposal in accordance with Part 6 of the LGA), and in some cases a summary of the statement of proposal (section 83AA)
 - the statement of proposal will include:
 - the reason for the proposal
 - an analysis of the options
 - other relevant information including any plans or policies (or any amendments if relevant)
 - For bylaws – the statement of proposal will include:

Significance and Engagement Policy

- 
- a draft of the proposed bylaw, or the proposed amendment of the bylaw
 - the reasons for the proposal
 - a report on any determinations made under the Act on whether a bylaw is appropriate
- make the following information available to the public
 - the statement of proposal
 - advise how people how they can present their views
 - state how long the proposal is open for submissions
 - make the summary of the statement of proposal and/or the statement of proposal widely available
 - provide a reasonable opportunity for people to present their view to the Council through spoken interaction (or using sign language). This can be done via audio link or audiovisual link

Council may request advice or comment from a Council officer or any other person.

When Council may not engage

There may be situations when engagement is impractical or unnecessary because:

- of time constraints e.g. failure to make a decision urgently would result in unreasonable or significant damage to property, or risk to people's health and safety¹, or the loss of a substantial opportunity to achieve the Council's strategic objectives
- the matter is not significant and/or is regarded as business as usual
- the Council considers that the views of the community are already known
- the timing of the decision means it would be better dealt with through the Long Term Plan

¹ this includes any physical alterations to strategic assets that are required to:

- prevent an immediate hazardous situation arising
- repair an asset to ensure public health and safety

Significance and Engagement Policy

Schedule 1: Definitions

Community

A group of people living in the same place or having a particular characteristic in common (i.e. community of interest). This includes interested parties, affected people and key stakeholders.

Engagement

The process of sharing information and seeking feedback or input to inform and assist decision-making.

Long Term Plan

Council's 10 year plan. The plan is reviewed every three years for the following 10 years. Any significant amendments to the plan must take place either every three years or by an additional process requiring consultation.

Significance

Significance, in relation to any issue, proposal, decision, or other matter that concerns or is before a local authority, means the degree of importance of that matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for –

- a) the district or region;
- b) any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter;
- c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.

Significant

Any matter that is determined by Council as having a high degree of significance.

Strategic Asset

As defined in Section 5 of the LGA 2002, in relation to the assets held by a local authority, means an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community; and includes –

- (a) any asset or group of assets listed in accordance with section 76AA(3) by the local authority; and
- (b) any land or building owned by the local authority and required to maintain the local authority's capacity to provide affordable housing as part of its social policy; and
- (c) any equity securities held by the local authority in –
 - i. a port company within the meaning of the Port Companies Act 1988;
 - ii. an airport company within the meaning of the Airport Authorities Act 1966

Significance and Engagement Policy

Schedule 2: Strategic Assets

Refer to section on Strategic Assets (p3 and p6)

Assets Council owns that are strategic assets under Section 5 of the Local Government Act 2002:

- Share of Hawke's Bay Airport Ltd
- Rental housing (as a whole)

Assets Council has determined to be strategic assets and strategic group of assets:

Strategic Group of Assets:

- Sewage conveyance, treatment and disposal system, including the sewer network, pump stations and treatment works
- Water supply distribution systems, including reservoirs, pump stations and reticulation
- Land drainage system, including the storm water pipe network, waterways, and retention areas and pump stations
- Roading network
- Sportsgrounds and reserves
- Cemeteries
- Commercial property investments
- Swimming pool facilities
- Literary collections held by the Libraries (as a whole)

Strategic Assets:

- Refuse transfer station
- Share of Omarunui Landfill
- McLean Park (land and buildings)
- Inner harbour
- Napier Municipal Theatre (building only)
- Kennedy Park Resort (land only)
- MTG Hawke's Bay (building only)
- Civic Building
- Napier Conference Centre (building only)
- Napier i-Site (building only)
- Bay Skate (grandstand only)
- National Aquarium of New Zealand (building only)

Significance and Engagement Policy

Schedule 3: Significance criteria and factors

Criteria	Degree of Significance	
	LOW	HIGH
Residents or ratepayers affected	Small impact on large proportion Or Moderate impact on small proportion	Moderate impact on large proportion Or Large impact on moderate proportion
Particular grouping in the community affected	No particular group affected	Large impact on specific group(s) e.g. youth, Māori, suburb
Financial impact on Council's overall resources and rating level Including cost of the decision	Small impact <0.05% increase on rates and/or < \$500,000 external borrowing	Large impact >1% increase on rates and/or debt cap exceeded
Impacts to levels of service	No change to an activity group Little or no change to levels of service	Creates or ceases an activity group Large spending increase on activity group Large reduction in levels of service
Strategic Asset	Involves minor changes to a strategic asset	Involves changes to ownership or control of strategic assets
Consistency with Policy/Strategy	Consistent	Large inconsistency
Community interest	General agreement	Large divisions in the community Disagreement from large proportion of community
Reversibility	Ability to reverse Has low to medium impact on future generations	Is irreversible and/or will impact negatively on future generations to a high degree
Legal requirements	Has no legal obligation to consult	Has specific legal obligation to consult

Significance and Engagement Policy

Schedule 4: Engagement Spectrum

		INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
Approach		Provide information	Obtain feedback	Have dialogue	Partner	Community decides
When the community can expect to be involved		Informing once a decision has already been made	Seek ideas or input on options already developed	Community participate in the process and input into the matter before a decision is made	Work together to develop options and identification of preferred solutions	The final decision is made by the community
Types of issues		<ul style="list-style-type: none"> Annual report Updates on significant projects Council papers Annual Plan where there are no significant changes from LTP 	<ul style="list-style-type: none"> Long Term Plan Significant amendments to Annual Plan Bylaw –including changes 	<ul style="list-style-type: none"> Policy development Long Term Plan development Some major projects 	<ul style="list-style-type: none"> Community plans Sector-wide issues Projects with significant community focus/impact or implementation 	<ul style="list-style-type: none"> Local body elections Locally based policies and initiatives
Tools	INFORMAL	Social media Newsletters Radio Posters	Social media Focus groups Informal meetings Roadshows Expos	Interactive digital platforms Workshops Forums Panels (peoples panel) Engagement events	Advisory groups	Community-led groups
	FORMAL	Fact sheets Public notices publications	Surveys Formal submissions Hearings	Public meetings Expert panels	Project teams Steering groups Technical experts	Referenda Ballots

Significance and Engagement Policy

Schedule 5: Strategic Asset linkage to Council Outcomes

Strategic Asset	Link to Outcomes
Share of Hawke's Bay Airport Ltd Commercial property investments Kennedy Park Resort (land only)	Sustainability
Cemeteries Sewage conveyance, treatment and disposal system, including the sewer network, pump stations and treatment works Water supply distribution systems, including reservoirs, pump stations and reticulation Land drainage system, including the storm water pipe network, waterways, and retention areas and pump stations Refuse transfer station Share of Omarunui landfill Bay Skate (grandstand only) Swimming pool facilities Rental housing (as a whole)	Health and Wellbeing
Roading network Sportsgrounds and reserves Inner harbour	Infrastructure
Literary collections held by the Libraries (as a whole) Marine Parade Attractions (as a whole) McLean Park (land and buildings) Napier Municipal Theatre (building only) MTG Hawke's Bay (building only) Napier Conference Centre (building only) Napier I-Site (building only) National Aquarium of New Zealand	Vibrancy and Innovation
Civic Building	Engagement

Significance and Engagement Policy



PUBLIC EXCLUDED ITEMS

That the public be excluded from the following parts of the proceedings of this meeting, namely:

AGENDA ITEMS

1. Re-appointment of independent members to the Audit and Risk Committee

The general subject of each matter to be considered while the public was excluded, the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were 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(1) to the passing of this resolution.
1. Re-appointment of independent members to the Audit and Risk Committee	7(2)(g) Maintain legal professional privilege	48(1)A That the public conduct of the whole or 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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.

Finance Committee

OPEN MINUTES

Meeting Date: **Wednesday 13 September 2017**
Time: **3.30pm-3.51pm**
Venue: **School Hall, Napier Girls' High School**
Clyde Road, Bluff Hill
Napier

Present: The Mayor, Councillor Hague (In the Chair), Councillors Boag, Brosnan, Dallimore, Jeffery, McGrath, Price, Tapine, Taylor, White, and Wright

In Attendance: Chief Executive, Director City Infrastructure, Director Corporate Services, Director Community Services, Director City Strategy, Manager Communications and Marketing, Manager Community Strategies, Chief Financial Officer, Manager City Development, Strategic Planning Lead, Business Transformation Lead

Administration: Governance Team

Apologies

APOLOGIES

COMMITTEE'S RECOMMENDATION

Councillors Jeffery / Boag

That the apology from Councillor Wise be accepted.

CARRIED

CONFLICTS OF INTEREST

Nil

Public forum

Nil

Announcements by the Mayor

Nil

Announcements by the Chairperson

Expressed gratitude to Napier Girls' High School for hosting the meeting today.

Announcements by the Management

The Chief Executive provided Councillors with a brief update on tentative dates for the relocation from the Civic Building; and acknowledged the great feedback received on the Ahuriri Masterplan seminar delivered by staff to Hawke's Bay Regional Council's Elected Members and representatives from Mana Ahuriri.

Confirmation of Minutes

Councillors Brosnan / Wright

That the Minutes of the meeting held on 2 August 2017 were taken as a true and accurate record of the meeting.

CARRIED

Notification and Justification of Matters of Extraordinary Business

(Strictly for information and/or referral purposes only).

AGENDA ITEMS

1. STATEMENT OF PROPOSAL - CIVIC SITE OPTIMISATION

Type of Report:	<i>Procedural</i>
Legal Reference:	<i>Local Government Act 2002</i>
Document ID:	<i>383441</i>
Reporting Officer/s & Unit:	<i>Fleur Lincoln, Strategic Planning Lead</i>

1.1 Purpose of Report

The purpose of this report is to approve the Statement of Proposal that provides Council with the option to divest, by way of sale or long-term lease, the site currently occupied by the Civic Administration Building to a private developer for commercial development. The Statement of Proposal contains an outline of what is proposed; the reasons for the proposal; the options being considered their advantages and disadvantages; and the feasibility of the preferred option.

The Business Case contains the detailed information and analysis supporting the option put forward in the Statement of Proposal.

An Engagement Plan summary and methodology is also provided for Council approval.

At the Meeting

In response to questions from Councillors, it was clarified that:

- Occupancy rates are exclusive of WINZ clients
- Today's decision is about the statement of proposal; the next stage is that feedback from the engagement will be presented to Council for consideration of the best use of the Civic site and options around the land.
- Staff will look at how to increase pedestrian traffic.
- HB Tourism is promoting visitors to Napier which will help bring in more people so that the impact on similar hotels will be mitigated.
- The visitors that a new hotel would be trying to tap into are a new market that is not prevalent currently in Napier.

Staff were congratulated on the comprehensive information provided and the clear rationale as to why this piece of work is being done now rather than delaying it as part of the Long Term Plan. Staff were also congratulated on the great presentation on the topic they have provided and their offer to provide this to any community group that is interested.

COMMITTEE'S RECOMMENDATION

Councillors Jeffery / Wright

- a. That the Statement of Proposal – Civic Site Optimisation be approved for consultation in accordance with the Engagement Plan Summary.
- b. That the Statement of Proposal is notified to the public on the 4th October 2017, with submissions closing 3 November 2017.

2. LOAN RAISING 2017/18

Type of Report:	<i>Procedural</i>
Legal Reference:	<i>Local Government Act 2002</i>
Document ID:	<i>371199</i>
Reporting Officer/s & Unit:	<i>Ian Condon, Revenue and Treasury Manager</i>

2.1 Purpose of Report

To approve new loan authorities and loan raising for 2017/18.

At the Meeting

It was clarified that these loans have already been approved by Council and then the work is undertaken and reported on in arrears.

COMMITTEE'S RECOMMENDATION

Councillors Jeffery / Price

That the Council resolve as follows:

- a. That Council borrow such amounts and enter into such incidental arrangements on such terms and conditions as any of the Authorised Persons named in Resolution d. below may determine from time to time.
- b. That every borrowing or incidental arrangement incurred or entered into by the Council on the terms and conditions determined by any of the Authorised Persons shall:
 - i. Be for the purposes specified below, or for general working capital purposes of the Council, subject, in each case, to the financial limitations contained in the Liability Management Policy.

NAME	PURPOSE	AMOUNT
Roading Loan 2017	Embankment Road Bridge	1,050,000
CBD Development Loan 2017	CBD Development	833,000
Whakarire Loan 2017	Whakarire Ave Groyne	500,000
Park Island Loan 2017	Park Island Expansion	1,260,000
Sportsgrounds Loan 2017	Sportsgrounds Infrastructure	2,268,000

Sportsgrounds Growth Loan 2017	Sportsgrounds Development	657,000
City General Loan 2017	General Borrowing	400,000
CBD Stormwater Loan 2017	CBD Stormwater Upgrade	355,000
Taradale Stormwater Loan 2017	Taradale Stormwater Upgrade	350,000
Conference Centre Loan 2017	Conference Centre Upgrade	1,115,000
		\$8,788,000

- ii. Be secured by and have the benefit of a Debenture Trust Deed, creating a charge over rates.
- c. That the Council considers that the financial limitations contained in the Ten Year Plan and Liability Management Policy address the risks and benefits of the proposed loan and security to be given by the Council.
- d. That the persons holding the following offices with the Council be designated as "Authorised Persons":
 - i. Director Corporate Services
 - ii. Chief Financial Officer
 - iii. Revenue and Treasury Manager
- e. That any of the Authorised Persons are hereby authorised, empowered and appointed, on behalf of the Council, (but subject to Resolutions a. and b. above) to:
 - i. Negotiate and approve the specific terms and conditions of the borrowing in accordance with the financial limitations contained in the Liability Management Policy;
 - ii. Negotiate, execute and deliver such documents and take all actions as any of the Authorised Persons may consider necessary for the purpose of giving effect to the borrowing and the security which may be given in respect thereof; and
 - iii. Sign, despatch, any letter, acknowledgement, notice, certificate, authority, approval, payment, or other document on behalf of the Council as any of the Authorised Persons may consider necessary or desirable in connection with, or incidental to, the matters referred to or authorised in paragraphs i or ii above.
- f. That all further actions, documents, agreements, authorities, letters, payments, approvals or notices required in connection with the matters approved and authorised by these Resolutions be from time to time undertaken, executed, entered into, or given on behalf of the Council by any Authorised Persons, such further matters to be in the form and/or on the terms and conditions approved by an Authorised Person and the execution of any document/s relating to such matters by an Authorised Person shall be conclusive evidence of the agreement to and authorisation, approval and confirmation of that matter by the Council and the Authorised Persons.

- g. That the authorisations set out in Resolutions d. to f. inclusive above shall remain in full force and effect until written notice of their revocation by resolution of the Council has been received by the Authorised Persons, provided that any person dealing with the Authorised Persons shall be entitled to assume that the Authorisations have not been revoked and remain in full force and effect and, in so assuming, shall be protected unless and until he or she has actual notice of such revocation
- h. That the Council provides for the repayment of loans through the establishment of Redemption Funds or by such other mechanisms that are in accordance with the Liability Management Policy.
- i. That copies of this resolution and all other resolutions, orders and documents relating to the said loans, certified by the Mayor and Chief Executive as correct extracts from the minutes of all proceedings of the Council may from time to time be sealed with the Common Seal of the Council as evidence of the same and issued as required.

CARRIED

3. BUDGETS TO BE CARRIED FORWARD TO 2017/18

Type of Report:	<i>Enter Significance of Report</i>
Legal Reference:	<i>Enter Legal Reference</i>
Document ID:	384406
Reporting Officer/s & Unit:	Mary Quinn, Senior Management Accountant Caroline Thomson, Chief Financial Officer

3.1 Purpose of Report

To seek Council approval to carry forward budgets into 2017/18.

At the Meeting

In response to questions from Councillors, it was clarified that:

- The skate ramps are currently being installed.
- Budget for the war memorial flame will be included later once costs are known.

COMMITTEE'S RECOMMENDATION

Councillors Hague / Brosnan

That Council

- a. Approve carrying forward budgeted expenditure of \$1,499,000 from 2016/17 into 2017/18.
- b. Approve the release of additional budget of \$200,000 for the skate ramps at Bay Skate funded from the capital reserve.

- c. Approve unbudgeted expenditure of \$35,000 for street lighting for safety purposes at the Dickens Street West carpark, funded from the parking fund.

CARRIED

4. CHRISTMAS CHEER FUNDING APPLICATIONS

Type of Report:	<i>Operational</i>
Legal Reference:	<i>N/A</i>
Document ID:	<i>382414</i>
Reporting Officer/s & Unit:	<i>Belinda McLeod, Community Funding Advisor</i>

4.1 Purpose of Report

To seek approval to apply for external funding to support the Christmas Cheer Appeal for 2017.

At the Meeting

It was clarified that Council has previously applied for this funding from external funders.

COMMITTEE'S RECOMMENDATION

Councillors Wright / McGrath

- a. That the Council apply to external funders as outlined in **Table a**.

Table a

Funder	Up To
Returned Service Association Napier	6,000
Returned Service Association Taradale	6,000
Infinity Foundation	6,000
Total	\$18,000

That a **DECISION OF COUNCIL** is required as the funders close dates are before the next Council meeting. This will require the following resolution to be passed before the decision of Council is taken:

That, in terms of Section 82 (3) of the Local Government Act 2002, that the principles set out in that section have been observed in such manner that the Napier City Council considers, in its discretion, is appropriate to make decisions on the recommendation.

CARRIED

DECISION OF COUNCIL

Councillors Wright / Taylor

That, in terms of Section 82 (3) of the Local Government Act 2002, that the principles set out in that section have been observed in such manner that the Napier City Council considers, in its discretion, is appropriate to make decisions on the recommendation.

CARRIED

**COUNCIL
RESOLUTION**

Councillors Brosnan / Price

That the Council apply to external funders as outlined in **Table a**.

Table a

Funder	Up To
Returned Service Association Napier	6,000
Returned Service Association Taradale	6,000
Infinity Foundation	6,000
Total	\$18,000

CARRIED

PUBLIC EXCLUDED ITEMS

Councillors Tapine / Wright

That the public be excluded from the following parts of the proceedings of this meeting, namely:

1. Service Delivery Review (17A) for Transport
2. Service Delivery Review for Waste Minimisation
3. Council Projects Fund - Applications

CARRIED

The general subject of each matter to be considered while the public was excluded, the reasons for passing this resolution in relation to each matter, and the specific grounds under

Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were 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(1) TO THE PASSING OF THIS RESOLUTION
1. Service Delivery Review (17A) for Transport	7(2)(b)(ii) Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information 7(2)(i) Enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)A That the public conduct of the whole or 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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(ii)) of the Local Government Official Information and Meetings Act 1987.
2. Service Delivery Review for Waste Minimisation	7(2)(h) Enable the local authority to carry out, without prejudice or disadvantage, commercial activities 7(2)(i) Enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)A That the public conduct of the whole or 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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(ii)) of the Local Government Official Information and Meetings Act 1987.
3. Council Projects Fund - Applications	7(2)(b)(ii) Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	48(1)A That the public conduct of the whole or 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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(ii)) of the Local Government Official Information and Meetings Act 1987.

The meeting concluded at 3.51pm.

APPROVED AND ADOPTED AS A TRUE AND ACCURATE RECORD OF THE MEETING

CHAIRPERSON:_____

DATE OF APPROVAL:_____