



EXTRAORDINARY MEETING OF COUNCIL

Open Minutes

Meeting Date: Thursday 21 May 2020

Time: 10.03am – 12.08pm

Venue Zoom livestreamed via Facebook

Present Mayor Wise, Deputy Mayor Brosnan, Councillors Boag, Browne, Chrystal, Crown, Mawson, McGrath, Price, Simpson, Tapine, Taylor, Wright

In Attendance Interim Chief Executive, Director Corporate Services, Director Community Services, Director Infrastructure Services, Director City Services, Director City Strategy
Marketing Manager
Manager Business & Tourism
Chief Financial Officer
Investment and Funding Manager
Team Leader Parks, Reserves, Sportsgrounds
Conference Centre Manager
Manager Business Excellence and Transformation
Economic Development Manager

Administration Governance Team

Apologies

Nil

Conflicts of interest

Nil

Public forum

Nil

Announcements by the Mayor

Nil

Announcements by the management

The Business Response fund was launched on Thursday and six applications have already been received. The intent of the fund is to provide support for business activation opportunities. A schedule of grants will be made available publicly.

The Annual Plan timeframes have had to be adjusted due to the national COVID-19 response. Consultation will now open on 18 June 2020 and will run through to 15 July 2020. It is intended to hold hearings for submissions on 12 and 13 August 2020, and adoption is scheduled for late August.

The revised time frames proposed for the Annual Plan have been reviewed by Council's auditors who have indicated comfort with the proposal.

Minor Matter discussion (if any)

Nil

AGENDA ITEMS

1. NAPIER CONFERENCE CENTRE RENAMING

Type of Report: Operational

Legal Reference: N/A

Document ID: 919760

Reporting Officer/s & Unit: Steve Gregory, Manager Business & Tourism

1.1 Purpose of Report

To provide Council with background information on the history of the name and branding of the current Napier Conference Centre and to propose a name change that will respect and complement the Napier War Memorial Centre.

At the Meeting

The Manager Business and Tourism spoke to the report, speaking to the unintended confusion created through having a building and a business in the same location with “Centre” in the name. This is being addressed through a proposed update to the name of the conference and events business.

It was noted that the Conferences and Events business does not purely operate out of the Napier War Memorial Centre but also manages a variety of other venues, all of which will be promoted on the business website. The business branding is strong and the intention is to maintain the ‘look and feel’ while updating the business name. A variety of collateral is used to promote the business and will be updated to clarify the differentiation between the business and the Napier War Memorial Centre venue.

In response to questions from councillors it was clarified that:

- The collateral will reflect the venue in question. Napier Conferences and Events can manage bookings for all sites but the business branding may not be included on the collateral for all venues as they have their own (for example the MTG).
 - All collateral and advertising will very clearly distinguish between the Conferences business and the Napier War Memorial Centre venue.
 - The website will include all bookable venues, with links to their own sites and rates. The intention is to make things as easy as possible for people to access information and make bookings for a venue.
 - The logo associated with Napier Conferences and Events will be associated with marketing collateral of the business activity.
 - A separate unique logo for the Napier War Memorial Centre has been identified as desirable piece of work by the War Memorial Working Group.
 - The business has experienced very few actual cancellations; most clients have adjusted the timing of their bookings instead. It is also expected that bookings will pick up as clarity about a less restricted Level 2 and Level 1 is received.
 - The conference business logo will not just be associated with the War Memorial Centre
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- The Conferences and Events staff are currently based in the War Memorial Centre.
 - Not all events in our bookable venues will necessarily be booked by the business, but where an event takes place over several venues the Conferences and Events team will oversee this.
 - The conferences team are working closely with Council's Communications team to actively promote the venues. The brand is strong and well-respected.
 - The Napier War Memorial Centre itself has never made a profit.
 - The business provides employment for 10 staff and a local contractor provides catering.
 - The renaming of the business will be reflected in documents such as the Annual Plan and Annual Report (i.e. regarding fees and charges).
 - The draft War Memorial Policy is expected to be received in one to three months time.

Officer's Recommendation

That Council:

- a. Approve the business activity name change from Napier Conference Centre to 'Napier Conferences and Events'.
- b. Note the War Memorial working group is working to make a recommendation to Council on the memorial elements reinstatement design expected this calendar year.
- c. Note a management policy for the Napier War Memorial Centre will be developed to protect the site's heritage, recognising the commemorative elements and community use of the facility post adoption of the design mentioned in point b.

Substitute Motion Mayor Wise / Councillor Chrystal

Council resolution

That Council:

- a. Approve the business activity name change from Napier Conference Centre to 'Napier Conferences and Events'.
- b. Note the War Memorial working group is working to make a recommendation to Council on the memorial elements reinstatement design expected this calendar year.
- c. Note a management policy for the Napier War Memorial Centre will be developed to protect the site's heritage, recognising the commemorative elements and community use of the facility post adoption of the design mentioned in point b.
- d. That a separate website be established for the Napier War Memorial Centre to tell the story of the Centre and our fallen heroes and this is incorporated into the War Memorial Design Working Group process.
- e. That the rooms and halls in the Napier War Memorial Centre be re-named after battles and/or fall heroes of significance to Napier and this is incorporated into the War Memorial Design Working Group process

Carried

2. PARK ISLAND NORTHERN SPORTS HUB - TARADALE BRIDGE CLUB

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	913748
<i>Reporting Officer/s & Unit:</i>	Debra Stewart, Team Leader Parks, Reserves, Sportsgrounds

2.1 Purpose of Report

To seek approval in principal for the Taradale Bridge Club locate at the Park Island Northern Sports Hub subject to detailed feasibility and design including consideration of co-location with Napier Pirates and the Napier Bridge Club.

At the Meeting

The Team Leader Parks, Reserves, Sportsgrounds spoke to the report, reviewing the background to the request from the Taradale Bridge Club to locate at Park Island. Representatives of the Club spoke directly to Council earlier this year.

While some work is required to align with other groups in the area, officers believe that the preferred location could work well. It is anticipated that the required design solutions would be sought by the Club itself.

In response to questions from councillors it was clarified:

- Plan Change 11 allows for this activity and has addressed matters such as lighting and placement of buildings in relation to residential areas. Consent may be required for some earthworks.
- Design work for the Northern Hub would be triggered by this matter if it proceeds. It will take some time to liaise with all the Clubs in the area. Officers will work to ensure that the process is as streamlined as possible.
- Funding is not currently available in the existing LTP for the Northern Hub until 2021/22 so some money may need to be brought forward. Officers will assess what may be required in this space.
- The Hub is intended to bring a variety of sports and activities together. The requirements of different age groups and active and passive recreation activities are always juggled and Council works with all groups to facilitate the best solutions possible. There are always benefits to Clubs working together as it can reduce their operational costs.
- The Bridge Club has been receptive to the concept of being in the same building as a Rugby Club, and open to working through the different requirements of each group.
- It is intended that even if the Rugby Club were not ready to move immediately, that a staged development could take place in order to facilitate the Bridge Club's initiative.
- It can be challenging when groups being negotiated with have different levels of asset or cash availability. Every group needs to be able to anticipate financial success.
- There are situations where Council's participation as a mediator between groups can be useful.
- Council is always working with groups in the community to make sure provision of spaces takes a long term and relatively flexible view.

Officer's Recommendation -

That Council:

- a. Approve in principal the Taradale Bridge Club locating at the Park Island Northern Sports Hub. This approval is given subject to the Taradale Bridge Club in conjunction with Council Officers working through stakeholder engagement, detailed design and confirming the club has sufficient funds to meet the full cost of the development.

Substitute Motion Councillors Boag / Taylor

**Council
resolution**

That Council:

- a. Approve in principal the Taradale Bridge Club locating at the Park Island Northern Sports Hub. This approval is given subject to the Taradale Bridge Club in conjunction with Council Officers working through stakeholder engagement, detailed design and confirming the club has sufficient funds to meet the full cost of the development.
- b. Facilitate the Taradale Bridge Club and other interested clubs to work together in order to consider how they could possibly share a facility.
- c. Direct Officers to bring to Council options and costings to bring funding forward to progress this project.

Carried

3. PARKS, RESERVES AND SPORTSGROUNDS WATER CONSERVATION STRATEGY

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	912628
<i>Reporting Officer/s & Unit:</i>	Debra Stewart, Team Leader Parks, Reserves, Sportsgrounds

3.1 Purpose of Report

To advise Council of the Parks, Reserves and Sportsgrounds Water Conservation Plan for endorsement prior to its presentation in a paper at the World Urban Parks International Congress Event, Green Pavlova in Rotorua, May 2020 (now postponed to May 2021 in light of Covid-19).

At the Meeting

The Team Leader Parks, Reserves, Sportsgrounds spoke to the report noting that efficiencies and ways to reduce water take are being looked at for the parks and reserves network.

This item was laid on the table to provide an opportunity for Council to view the Conservation Plan in full.

LAI D ON TABLE **Officer's Recommendation**

That Council:

- a. Approve the Parks, Reserves and Sportsgrounds Water Conservation Plan for presentation at the World Urban Parks International Congress Event, Green Pavlova in Rotorua, May 2020 (now postponed to May 2021 in light of Covid-19).
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4. RATES POSTPONEMENT POLICY REVIEW

Type of Report: Legal and Operational

Legal Reference: Local Government (Rating) Act 2002

Document ID: 921868

Reporting Officer/s & Unit: Garry Hrustinsky, Investment and Funding Manager

4.1 Purpose of Report

To review and update the policy to include better definition around financial hardship resulting from Significant Extraordinary Circumstances. Some minor clarification of Criteria wording.

At the Meeting

The Investment and Funding Manager spoke to the report noting that this policy allows for rates to be postponed in certain circumstances. The proposed amendment would allow Council to better define what “significant extraordinary circumstances” means. The Policy has also been updated for better clarity in some areas.

Significant discussion took place in relation to the current expectation in the Policy that an applicant have owned the property for at least five years.

It was agreed that this item would be laid on the table, that the Policy would be reviewed further and brought back to Council for consideration as soon as possible.

ACTION The word “elderly” is to be replaced by the term “older persons” in the Policy as the more appropriate term used in the sector to refer to those over 65 years. The Policy will be grammatically reviewed to ensure this term embeds well in the sentences.

LAID ON TABLE **Officer’s Recommendation**

That Council:

- a. Approve the proposed amendments to the Rates Postponement Policy to include Significant Extraordinary Circumstances.
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5. RATES REMISSION POLICY REVIEW

Type of Report: Legal and Operational

Legal Reference: Local Government (Rating) Act 2002

Document ID: 925181

Reporting Officer/s & Unit: Garry Hrustinsky, Investment and Funding Manager

5.1 Purpose of Report

To review and update the policy to include definition around financial hardship resulting from Significant Extraordinary Circumstances. Some minor clarification of Criteria wording.

At the Meeting

The Investment and Funding Manager spoke to the report noting that this Policy provides Council with the opportunity to allow for discounts to rates in certain circumstances.

This item was also laid on the table for further review of the Policy, as it deals with similar subject matter to the previous item.

LAI D ON TABLE **Officer's Recommendation**

That Council:

- a. Approve the proposed amendments to the Rates Remission Policy to include Significant Extraordinary Circumstances.
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6. INVESTMENT POLICY REVIEW

Type of Report: Legal and Operational

Legal Reference: Local Government Act 2002

Document ID: 921741

Reporting Officer/s & Unit: Garry Hrustinsky, Investment and Funding Manager

6.1 Purpose of Report

Triennial review of Investment Policy including any proposed amendments.

At the Meeting

The Investment and Funding Manager spoke to the report noting that the Policy already allows for participation in Local Government Funding Agency investments, so no amendments have been proposed.

Council resolution Councillors Wright / Mawson

That Council:

- a. Adopt the current Investment Policy without amendment.

Carried

7. LIABILITY MANAGEMENT POLICY REVIEW

Type of Report: Legal and Operational

Legal Reference: Local Government Act 2002

Document ID: 921745

Reporting Officer/s & Unit: Garry Hrustinsky, Investment and Funding Manager

7.1 Purpose of Report

Triennial review of Liability Management Policy including any proposed amendments.

At the Meeting

The Investment and Funding Manager spoke to the report noting that the review has been triggered by Council's consideration of participating in the Local Government Funding Agency. The Policy in its current form allows for this and so no amendments are proposed.

Council resolution

Councillors Price / Tapine

That Council:

- a. Adopt the current Liability Management Policy without amendments.

Carried

8. STATEMENT OF PROPOSAL TO JOIN THE LOCAL GOVERNMENT FUNDING AGENCY

<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	925601
<i>Reporting Officer/s & Unit:</i>	Garry Hrustinsky, Investment and Funding Manager

8.1 Purpose of Report

With a need for Council to borrow in the near future, the purpose of this report is review the options available if Council decides to join the Local Government Funding Agency (LGFA) and identify the most appropriate option. If approved, the second purpose of this report is to commence the process of joining the LGFA through the release of a Statement of Proposal.

At the Meeting

The Investment and Funding Manager spoke to the report noting a correction to the wording of the recommendation part b is required regarding how Option 4 is characterised.

To date Napier residents have enjoyed comparatively low rates, and external borrowing has not been required. Due to unexpected circumstances including the national COVID-19 response, it is anticipated that Council may be required to borrow externally in the future. Membership of the Local Government Funding Agency (LGFA) is one way Council can continue to operate as prudently as possible.

The LGFA has no joining fees for membership and there is no obligation to borrow. If a council does borrow through this mechanism there are a number of benefits through the combined investment power of many councils. The LGFA's credit rating is AA+. To date none of the LGFA-style bodies internationally have ever defaulted; some have existed for 200 or more years. Member councils apply to the LGFA for how much they wish to borrow and the term for the loan.

Council resolution

Councillors Crown / Simpson

That Council:

- a. Approve Napier City Council proceeding with public consultation to join the Local Government Funding Agency (LGFA).
- b. Endorse Option 4 (join the LGFA as an unrated guaranteeing local authority) as Council's preferred membership option.

Carried

PUBLIC EXCLUDED ITEMS

Council resolution	Councillors Tapine / Taylor
	That the public be excluded from the following parts of the proceedings of this meeting.
	Tapine/ Taylor
	Carried

Agenda Items

1. 274 Guppy Road HBRC Land Proposal
2. Waipatiki Land Purchase Proposal

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.
	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 where the withholding of the information is necessary to:	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:

Agenda Items

1. 274 Guppy Road HBRC Land Proposal	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
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		Government Official Information and Meetings Act 1987.
2. Waipatiki Land Purchase Proposal	<p>7(2)(a) Protect the privacy of natural persons, including that of a deceased person</p> <p>7(2)(h) Enable the local authority to carry out, without prejudice or disadvantage, commercial activities</p> <p>7(2)(i) Enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>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:</p> <p>(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.</p>

The meeting moved into Committee at 12.08pm

Approved and adopted as a true and accurate record of the meeting.

Chairperson

Date of approval