



**NAPIER**  
CITY COUNCIL  
*Te Kaunihera o Ahuriri*

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# EXTRAORDINARY MEETING OF COUNCIL

## Open Agenda

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Meeting Date: Thursday 22 October 2020

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Time: Following scheduled committee meetings

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Venue: Napier War Memorial Centre  
Marine Parade  
Napier

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Council Members Mayor Wise (in the Chair), Deputy Mayor Brosnan, Councillors Boag, Browne, Chrystal, Crown, Mawson, McGrath, Price, Simpson, Tapine, Wright

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Officer Responsible Acting Chief Executive

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Administrator Governance Team

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**Next ordinary Council Meeting  
Thursday 19 November 2020**

# ORDER OF BUSINESS

## Apologies

Councillor Taylor

## Conflicts of interest

## Public forum

Nil

## Agenda items

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# AGENDA ITEMS

## 1. 2021 MEETING SCHEDULE

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1253139
<i>Reporting Officer/s &amp; Unit:</i>	Devorah Nícuarta-Smith, Team Leader Governance

### 1.1 Purpose of Report

To present the proposed meeting schedule for 2021 to Council for adoption in line with Schedule 7, Local Government Act 2002.

#### Officer's Recommendation

That Council:

- a. Adopt the meeting schedule 2021
  - i. Noting that Hawke's Bay Regional Council have confirmed the availability of their Chamber for all but two of the proposed dates
  - ii. Noting that this schedule re-integrates the Māori Committee into the six week meeting cycle as previously directed by resolution of Council
  - iii. Noting that further extraordinary or emergency meetings may be requisitioned as required throughout the year

### 1.2 Background Summary

The Local Government Act 2002 allows for a meeting schedule to be adopted by Council, and this is generally found to be good practice as it provides an element of surety to elected members, staff and suppliers related to meeting provision on when to expect ordinary meetings.

The proposed meeting schedule shown at **Attachment A** takes into consideration a summer break in meetings, the timing of LGNZ events which have been confirmed to date, and the time demands expected in June 2021 through the Long Term Plan project.

Extraordinary or emergency meetings are not precluded by the adoption of a schedule of ordinary meetings and there may be a number requisitioned over the year as required.

### 1.3 Issues

Officers have met with the appropriate representatives from Hawke's Bay Regional Council with the proposed meeting schedule and have confirmed that Council is able to use the Regional Council Chamber for the greater majority of the proposed meetings. Being able to use the Regional Council Chamber frees up the Large Exhibition Hall of the

War Memorial Centre to receive external bookings and re-build revenue following the impacts of the national COVID-19 response.

It is anticipated that there will be an increase in cost for the provision of the Regional Council Chamber, which is still being confirmed with the Regional Council staff. The charges to date have been very low and early indications suggest that the charges will remain very reasonable for the venue and support services provided by the Regional Council.

The videographer who Council works with to provide livestreaming services also has an agreement with Hawke's Bay Regional Council, and there are some cost benefits which flow on to Council from having equipment established in the Chamber.

#### **1.4 Significance and Engagement**

This matter does not trigger Council's Significance and Engagement Policy or any other consultation requirements.

#### **1.5 Implications**

##### **Financial**

The expected increase in venue costs has been prepared for in forward budgets.

##### **Social & Policy**

N/A

##### **Risk**

N/A

#### **1.6 Options**

The options available to Council are as follows:

- a. To adopt the 2021 meeting schedule as proposed
- b. To propose amendments to the proposed meeting schedule,

#### **1.7 Development of Preferred Option**

It is recommended that the 2021 meeting schedule be adopted as proposed, noting that the proposed schedule has taken many factors into account in its construction and there may be impacts to providers being able to supply necessary services with any changes.

#### **1.8 Attachments**

- A Draft 2021 Meeting Schedule [↓](#)

	January	February	March	April	May	June	July	August	September	October	November	December
Mon		1	1								1	
Tue		2 Workshops pm	2 Workshops pm			1 Workshops pm					2	
Wed		3 EQ 90th anniversary	3			2			1 Civic Award ceremony (evening)		3	1
Thu		4 P&P/ Pros. 10am	4 Workshops	1 Workshops		3 Council 10am	1 P&P/ Pros 10am		2 Workshops		4 P&P/ Pros 10am	2 Workshops
Fri	1 New Year	5	5	2 Good Friday		4	2		3 Māori Com 9am	1	5	3
Sat	2	6	6	3	1	5	3		4	2	6	4
Sun	3	7	7	4	2	6	4	1	5	3	7	5
Mon	4 Day after New Year's Day (Obs)	8 Waitangi (Obs)	8	5 Easter Monday	3	7 Queen's Birthday	5	2	6	4	8	6
Tue	5	9 Tenders/ Workshops pm	9 Tenders/ Workshops pm	6 Workshops pm	4 Workshops pm	8 Council extra. LTP	6 Workshops pm	3 Workshops pm	7 Workshops pm	5 Workshops pm	9 Tenders/ Workshops pm	7 Workshops pm
Wed	6	10	10	7	5	9 Council extra. LTP	7	4	8	6	10	8
Thu	7	11 Sust/Future 10am	11 Council 10am	8	6 Sust/Future 10am	10 Council extra. LTP	8 Sust / Future 10am	5 Council 10am	9 Workshops	7 Workshops	11 Sust/ Future 10am	9 Council 10am
Fri	8	12	12	9 Māori Com 9am	7	11 Council extra. LTP	9 Extra. Council re rates setting around this time	6	10	8	12	10 A & R 1 pm
Sat	9	13	13	10	8	12	10	7	11	9	13	11
Sun	10	14	14	11	9	13	11	8	12	10	14	12
Mon	11	15	15	12	10	14 Council extra. LTP	12	9	13	11	15	13
Tue	12	16 Workshops pm	16 Workshops pm	13 Tenders/ Workshops pm	11 Tenders/ Workshops pm	15 Council extra. LTP	13 Tenders/ Workshops pm	10 Tenders/ Workshops pm	14 Tenders/ Workshops pm	12 Tenders/ Workshops pm	16 Workshops pm	14 Tenders/ Workshops pm
Wed	13	17	17 Citizen	14	12 Citizen	16	14 LGNZ hui (Blenheim)	11	15 Citizen	13	17 Citizen	15
Thu	14	18 Workshops	18 P&P/ Pros 10am	15 Workshops	13 Workshops	17	15 LGNZ AGM (Blenheim)	12 P&P/ Pros 10am	16 Council 10am	14	18 Workshops	16 Workshops
Fri	15	19	19	16	14	18	16 LGNZ AGM (Blenheim)	13	17	15 Māori Com 9am	19	17
Sat	16	20	20	17	15	19	17	14	18	16	20	18
Sun	17	21	21	18	16	20	18	15	19	17	21	19
Mon	18	22	22	19	17	21	19	16	20	18	22	20
Tue	19 Reports due Round 1 P&P/P	23 Workshops pm	23 Workshops pm	20 Workshops pm	18 Workshops pm	22 Workshops pm	20 Workshops pm	17 Workshops pm	21 Workshops pm	19 Workshops pm	23 Workshops pm	21 Workshops pm
Wed	20	24	24	21	19	23	21 Citizen	18	22	20	24	22
Thu	21	25 Workshops	25 Sust/Future 10am	22 Council 10am	20 Workshops	24 Workshops	22 Workshops	19 Sust/ Future 10am	23 P&P/ Pros 10am	21 Workshops	25 Workshops	23 Workshops
Fri	22	26 Māori Com 9am	26 A & R 1pm	23	21 Māori Com 9am	25 A & R 1pm	23 Māori Com 9am	20	24 A & R 1 pm	22 HB anniv	26 Māori Com 9am	24
Sat	23	27	27	24	22	26	24	21	25	23	27	25
Sun	24	28	28	25	23	27	25	22	26	24	28	26
Mon	25		29	26 Anzac (Obs)	24	28	26	23	27	25 Labour	29	27 Christmas (obs)
Tue	26 Workshops PM Reports due Round 1 Sust/ Future		30 Workshops pm	27 Workshops pm	25 Workshops pm	29 Workshops pm	27 Workshops pm	24 Workshops pm	28 Workshops pm	26 Workshops pm	30 Workshops pm	28 Boxing Day (obs)
Wed	27		31	28	26	30 Adopt AP by today	28	25	29	27		29
Thu	28 Workshops			29 P&P/ Pros 10am	27 Workshops		29 Workshops SOLGM gov forum?	26 Workshops	30 Sust/ Future 10am	28 Council 10am		30
Fri	29			30	28		30 SOLGM gov forum?	27		29		31
Sat	30				29			28		30		
Sun	31				30			29		31		
Mon					31							
Tue												



Meetings
Workshops
School holidays
Stat
Weekend

Abbreviations:

P & P	Napier People and Places Committee
Pros.	Prosperous Napier Committee
Sust.	Sustainable Napier Committee
Future	Future Napier Committee
A & R	Audit and Risk Committee
Māori	Māori Committee
Citizen	Citizenship ceremony
AP	Annual Plan
AR	Annual Report
LGNZ	Local Government NZ

Notes re other committees:

Hearings (other than Tenders)	as required
CE Contract Committee	as required
DLC	as required. Administration sits with City Strategy team
Grants Sub-committee	set annually. Administration sits with Community Services team
Arts Advisory Panel	ad hoc for all bookings. Administration sits with Community Services team
Joint Committees	set by administrating Council and advised to appointees
External appointments	set by external orgs and advised to appointees

# PUBLIC EXCLUDED ITEMS

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

## Agenda Items

1. Kenny Eriksen Roundabout

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:

<b>General subject of each matter to be considered.</b>	<b>Reason for passing this resolution in relation to each matter.</b>	<b>Ground(s) under section 48(1) to the passing of this resolution.</b>
	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. Kenny Eriksen Roundabout	7(2)(h) Enable the local authority to carry out, without prejudice or disadvantage, commercial activities	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.
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