



# ORDINARY MEETING OF COUNCIL

## Open Minutes

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Meeting Date: Thursday 21 April 2022

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Time: 9.00am – 9.40am (*Open*)  
9.41am – 9.50am (*Public Excluded*)

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Venue Via Zoom Audio Visual Link

*Livestreamed via Council's Facebook site*

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Present **Chair:** Mayor Wise  
**Members:** Deputy Mayor Brosnan, Councillors Boag, Browne, Chrystal, Crown, Mawson, McGrath, Price, Simpson, Tapine and Wright

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In Attendance Chief Executive (Steph Rotarangi)  
Director City Services (Lance Titter)  
Director City Strategy (Richard Munneke)  
Acting Director Community Services (Darran Gillies)  
Director Corporate Services (Adele Henderson)  
Director Infrastructure Services, (Debra Stewart)  
Manager Communications and Marketing (Julia Atkinson)  
Pou Whakarae (Mōrehu Te Tomo)  
Team Leader Governance (Helen Barbier)  
Team Leader Transportation (Robin Malley)  
Senior Advisor Policy (Michele Grigg)  
Māori Partnership Manager - Te Kaiwhakahaere Hononga  
Māori (Hiliary Prentice)

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Administration Governance Advisor (Carolyn Hunt)

## Karakia

Mayor Wise gave the opening karakia.

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## Apologies

### COUNCIL RESOLUTION

Councillors Crown / Boag

That the apology from Councillor Taylor be accepted.

Carried

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## Conflicts of interest

Nil

## Public forum

Nil

## Announcements by the Mayor

**Anzac Day Commemorations** to be held on Monday 25 April 2022 and look forward to seeing many of you at the various ceremonies that will be held.

**Congratulations** and thank you to the Tamatea and Taradale High Schools for the incredible Taradale and District Schools Spirit of Anzac Commemoration that was held at the Taradale Town clock last week. This was supported by the Greendale Services Association but was organised by the students including the speeches and the commemoration service. Councillor Tapine's son Rhys Tapine was the Master of Ceremonies and did a fantastic job at running the whole commemoration service honouring our service people past and present ensuring their stories are passed on to future generations.

## Minor Matters

Nil

## Announcements by the management

Nil

## Confirmation of minutes

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### COUNCIL RESOLUTION

Councillors McGrath / Price

That the Draft Minutes of the Ordinary meeting held on 10 March 2022 be confirmed as a true and accurate record of the meeting.

Carried

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### COUNCIL RESOLUTION

Councillors Chrystal / Tapine

That the Draft Minutes of the Extraordinary meeting held on 31 March 2022 be confirmed as a true and accurate record of the meeting.

Carried

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# AGENDA ITEMS

## 1. CHIEF EXECUTIVE'S REPORT

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<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1449446
<i>Reporting Officer/s &amp; Unit:</i>	Steph Rotarangi, Chief Executive

### 1.1 Purpose of Report

The Chief Executive's Report is brought to Council, for your information, every six weeks.

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#### At the meeting

The Chief Executive, Dr Rotarangi took the paper as read however drew attention to the following points:

- In last two months there had been 433mm of rainfall with the annual rainfall being approximately 800mm.
- There have been improvements made to Council's systems and a better understanding that the roadways are part of the stormwater network and during rainwater events hold stormwater. The community responded well by driving cautiously during these events.
- Notification is due at the end of this month whether Council has been successful in its application for \$12m from the Infrastructure Acceleration Fund to improve the stormwater around Maraenui.

The numbers of people affected or impacted by Covid at Council is dropping and business continuity has managed well.

It was noted that a report and update on progress made, and next steps for the Napier War Memorial restoration project would be presented to the Napier People and Places Committee meeting on 28 April 2022. This report was also available on Council's website.

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**COUNCIL** Councillors Boag / Wright

#### RESOLUTION

That Council:

- a. **Receive** and note the Chief Executive's report for April 2022.

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Carried

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## 2. AMENDMENTS TO THE 2022 COUNCIL/COMMITTEE MEETING SCHEDULE

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<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1446926
<i>Reporting Officer/s &amp; Unit:</i>	Helen Barbier, Team Leader Governance

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### 2.1 Purpose of Report

The purpose of this report is to consider amendments to the schedule of Council and Committee meetings for the 2022 Meetings Calendar, which was originally adopted by Council on 28 October 2021.

It is proposed that the meeting schedule be amended as follows:

- Modify Council and Standing Committee meeting start times from 9am to 9.30am.

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#### At the meeting

The report was taken as read.

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#### COUNCIL RESOLUTION

Councillors Price / Crown

That Council:

- a. **Adopt** the following amendment to the schedule of meetings for 2022 effective from 1 May 2022 as below:

- |   |                |                             |
|---|----------------|-----------------------------|
| • Modify Council and Standing Committee meeting start times | Change of time | Meetings to start at 9.30am |
|---|----------------|-----------------------------|

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Carried

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## 3. RETIREMENT OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT POLICY

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<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Official Information and Meetings Act 1987
<i>Document ID:</i>	1449450
<i>Reporting Officer/s &amp; Unit:</i>	Helen Barbier, Team Leader Governance

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### 3.1 Purpose of Report

The purpose of this report is to formally retire the Local Government Information and Meetings Act (LGOIMA) Policy which was due for review in March 2022.

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### At the meeting

The Team Leader Governance, Ms Barbier spoke to report which related to eliminating one level of administration that is not actually required in our processes. The organisation follows the Local Government Official Information and Meetings Act and uses the support documents from the Office of the Ombudsman for the guidelines, templates etc.

The Policy itself did not add any additional information and appeared unnecessary to retain it and therefore sought approval to retire this policy.

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**COUNCIL** Dep. Mayor Brosnan / Councillor Chrystal

**RESOLUTION**

That Council:

- a. **Approve** retirement of the Local Government Official Information and Meetings Act Policy.
- b. **Instruct** Officers to retire the policy, including removing it from the Council website.

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Carried

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## 4. UPDATE ON ACTIONS ARISING FROM LONG TERM PLAN 2021-31 DELIBERATIONS

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<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1449461
<i>Reporting Officer/s &amp; Unit:</i>	Adele Henderson, Director Corporate Services

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### 4.1 Purpose of Report

The Hearings for the Long Term Plan 2021-31 were held from 8 June 2021. During Hearings, a number of actions were captured in the minutes and delegated to Council officers. This report updates Council on progress with these actions.

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### At the meeting

The Director Corporate Services, Ms Henderson advised that there were a number of actions captured as part of the Long Term Plan and delegated to officers to progress. The report provided an update on where Council officers were at on the various actions.

In response to questions the following was clarified:

- In regard to the time taken to progress a Memorandum of Understanding the Te Taiwhenua o Te Whanganui a Orotū have indicated they do not believe a MoU is needed.
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- Other arrangements are in place, particularly in respect to working together and how resource can be provided to Te Taiwhenua o Te Whanganui a Orotū to assist Council in work programmes.
  - This action will be formally reported on in the future.
  - In regard to identified Traffic Management Plans named in programmes and consideration given to in the Long Term Plan officers were currently working with Waka Kotahi to identify the most suitable areas and obtain joint funding from them through their Road to Zero banner and then work with the community.
  - There were some areas where there is more budget than work identified for that particular year and Douglas McLean Avenue would be transitioned next year.

**ACTION:** *Officers to provide a Traffic Safety Management Plans priority list to elected members.*

- In regard to infill lighting and tree removal this work was ongoing and has been an issue for sometime. Much of the lighting in Maraenui is mounted on Unison power poles and not installed at a spacing designed for street lighting.
- Full assessment was unable to be completed until the rollout of LED luminaries was complete on the affected streets. The LED roll out began in 2018 – 2021 and Maraenui was first in the roll out for LEDs however, there were two categories of street lights so there was a staggered approach.
- The programme that is being compiled will have to come back to council before the financial year as it will require additional budget for filling in the gaps where removal and trimming of trees or improved luminaires has not had the desired effect.
- Some trees removed have been replaced with tall narrow trees called Hornbys.
- Budget requirements relating to continued work to remaining trees highlighted for removal will be included in a report to the Sustainable Napier Committee meeting on 5 May 2022.

**ACTION:** *Officers to report back to elected members on progress made on developing a framework for Community Plans for various ward communities and when the timeframe will be completed.*

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**COUNCIL** Councillors Tapine / Mawson

**RESOLUTION**

That Council:

- a. **Note** the progress made with actions arising from the 2021 Long Term Plan Hearings, as detailed in this report.

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Carried

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## 5. REGIONAL TRANSPORT COMMITTEE UPDATE - 11 MARCH 2022

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Type of Report: Operational

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Legal Reference: Enter Legal Reference

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Document ID: 1451544

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Reporting Officer/s & Unit: Robin Malley, Team Leader Transportation

### 5.1 Purpose of Report

To provide a summary of the Regional Transport Committee meeting held on 11 March 2022.

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#### At the meeting

The report was taken as read and the Team Leader Transportation, Mr Malley responded to questions.

- It was noted that the Regional Transport Committee were continuing to pressure Waka Kotahi at every meeting for them to demonstrate that they are progressing and delivering.
- In regard to the active transport walking and cycling brief the Regional Transport Committee were proposing that a member of the Regional Cycling Group be appointed to the Committee with voting rights.
- The RTC have held a number of workshops to determine what form that representation could take. The RTC does not have any boundaries in regard to modes of transport it represents or funds.

**ACTION:** *Officers to provide an update on the Safety Feasibility Study for State Highway 5 which was to have been completed in March 2022.*

The Mayor on behalf of the meeting thanked staff for compiling a very clear and concise submission on road user charges which was currently underway.

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**COUNCIL** Councillors Price / Mawson

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#### RESOLUTION

That Council:

- a. **Receive** the update report on the proceedings of the Regional Transport Committee meeting of 11 March 2022.

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Carried

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## 6. MEETING SUMMARY - CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

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<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Local Government Official Information and Meetings Act 1987
<i>Document ID:</i>	1451781
<i>Reporting Officer/s &amp; Unit:</i>	Debra Stewart, Director Infrastructure Services

### 6.1 Purpose of Report

To provide Council with the notes summarizing the Clifton to Tangoio Coastal Hazards Strategy Joint Committee meeting held on 22 February 2022 (*Doc Id 1447060*) and the presentation by Dr Shane Kelly (*Doc Id 1447061*).

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#### At the meeting

It was highlighted that Council are currently consulting as part of the draft Annual Plan on Coastal Hazards and the proposal is that the management of Coastal Hazards going forward is transferred to the Hawke's Bay Regional Council from Napier City and Hastings District Council. It is considered that they are better placed to be able to manage the Strategy and implementation along the coastline which straddles both Napier and Hastings. This particular item is cost neutral and means the Hawke's Bay Regional Council will start rating for what has previously been rated individually by each Council.

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**COUNCIL** Dep. Mayor Brosnan / Councillor Simpson

#### RESOLUTION

That Council:

- a. **Receive** the summary notes from the Clifton to Tangoio Coastal Hazards Strategy Joint Committee meeting held on 22 February 2022.

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Carried

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# REPORTS / RECOMMENDATIONS FROM THE STANDING COMMITTEES

Note: The Māori Committee Recommendations in relation to the Standing Committees items are recorded with each specific item.

## REPORTS FROM NAPIER PEOPLE AND PLACES COMMITTEE HELD 17 MARCH 2022

### 1. THE MEKE METER INITIATIVE - FUNDING SUPPORT

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*Type of Report:* Operational

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*Legal Reference:* N/A

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*Document ID:* 1431458

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*Reporting Officer/s & Unit:* Belinda McLeod, Community Funding Advisor

#### 1.1 Purpose of Report

To seek approval for Council to apply for funding from the Eastern and Central Community Trust (ECCT) on behalf of L W Confederation Ltd who operate the mobile fitness POD under the Meke Initiative project.

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#### At the meeting

A Decision of Council had been resolved at the Napier People and Places Committee meeting on 17 March 2022.

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**COMMITTEE** The Napier People and Places Committee:

- RESOLUTION**
- a) Make a **DECISION OF COUNCIL** under delegated authority to enable the funding application to Eastern & Central Community Trust to be submitted and processed this financial year.
  - b) Approve an external funding application of \$25,000, to Eastern & Central Community Trust on behalf of L W Confederation Ltd to assist with the lease of the mobile fitness container and trainer costs.
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## 2. NAPIER SOCIAL MONITOR REPORT 2021

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<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1385225
<i>Reporting Officer/s &amp; Unit:</i>	Michele Grigg, Senior Advisor Policy

### 2.1 Purpose of Report

To provide an overview of the findings from the 2021 Napier Social Monitor report.

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#### At the meeting

It was noted that the Social Monitor Report would also be included in a report on "Welcoming Communities" being presented at the Napier People and Places Committee meeting on 28 April 2022.

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**COMMITTEE** Councillors Boag / Wright

#### RESOLUTION

That Council:

- a. **Receive** the Napier Social Monitor report 2021.

Carried

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## REPORTS FROM PROSPEROUS NAPIER COMMITTEE HELD 17 MARCH 2022

### 1. QUARTERLY REPORT FOR THE SIX MONTHS ENDED 31 DECEMBER 2021

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<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1421309
<i>Reporting Officer/s &amp; Unit:</i>	Caroline Thomson, Chief Financial Officer

#### 1.1 Purpose of Report

To consider the Quarterly Report for the six months (*Doc Id 1439805*) ended 31 December 2021.

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#### At the meeting

There was no discussion at the meeting

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**COMMITTEE** Councillors Crown / Simpson

**RESOLUTION**

That Council:

- a. **Receive** the Quarterly Report for the six months ended 31 December 2021.

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Carried

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## 2. HAWKE'S BAY AIRPORT LIMITED INTERIM REPORT FOR THE SIX MONTHS ENDED 31 DECEMBER 2021

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*Type of Report:* Legal and Operational

*Legal Reference:* Local Government Act 2002

*Document ID:* 1436783

*Reporting Officer/s & Unit:* Caroline Thomson, Chief Financial Officer

### 2.1 Purpose of Report

To receive the interim report for the six months ended 31 December 2021 from Hawke's Bay Airport Limited.

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#### At the meeting

Recommendations for the three reports were taken altogether, including the Public Excluded Shareholders report which was brought into the Open Session.

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**COMMITTEE** Councillors Crown / Simpson

**RESOLUTION**

That Council:

- a. **Receive** the Hawke's Bay Airport Limited interim report for the six months ended 31 December 2021 (*Doc Id 1439100*).
- b. **Receive** the Hawke's Bay Airport Limited Draft Statement of Intent for the 2022/23 year (*Doc Id 1442854*)
- c. **Receive** the Hawke's Bay Airport Limited half year report to shareholders, to December 2021 (*Doc Id 1439102*).

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Carried

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## 3. HAWKE'S BAY AIRPORT LIMITED - DRAFT STATEMENT OF INTENT 2022/23

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*Type of Report:* Legal and Operational

*Legal Reference:* Local Government Act 2002

*Document ID:* 1442532

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*Reporting Officer/s & Unit:* Adele Henderson, Director Corporate Services

### 3.1 Purpose of Report

To present the Hawke's Bay Airport Limited Draft Statement of Intent for the 2022/23 year.

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#### At the meeting

The recommendation to receive the report was included in the above recommendation for Item 2.

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## 4. HAWKE'S BAY AIRPORT LTD HALF YEAR REPORT TO SHAREHOLDERS TO 31 DECEMBER 2021

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*Type of Report:* Operational

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*Legal Reference:* Local Government Act 2002

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*Document ID:* 1421310

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*Reporting Officer/s & Unit:* Caroline Thomson, Chief Financial Officer

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**Reason for Exclusion** *Section 7(2)(h) Enable the local authority to carry out, without prejudice or disadvantage, commercial activities.*

### 4.1 Purpose of Report

To receive the half year report to shareholders from Hawke's Bay Airport Limited to 31 December 2021.

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#### At the Meeting

As confirmed in the Open Section of the Prosperous Napier Committee meeting the Shareholders Report was addressed in the presentation by Wendie Harvey and Stephanie Murphy from the Hawke's Bay Airport Limited. It was noted that the Hastings District Council had included this report in the Open section of their Agenda and details had been released in the media.

The recommendation to receive the report was included in the above recommendation for Item 2.

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## REPORTS FROM SUSTAINABLE NAPIER COMMITTEE HELD 24 MARCH 2022

### 1. INTEGRATED TRADE WASTE AND WASTEWATER BYLAW: CONSULTATION PROPOSAL

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<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1417631
<i>Reporting Officer/s &amp; Unit:</i>	Caitlin Egan, Environmental Compliance Officer

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#### 1.1 Purpose of Report

The purpose of this report is to outline a proposal to promulgate a new Integrated Trade Waste and Wastewater Bylaw under ss146 (1)(a)(iii) and 146(1)(b)(iii) of the Local Government Act 2002 (LGA).

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#### At the meeting

A Decision of Council had been resolved at the Sustainable Napier Committee meeting on 24 March 2022.

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**COMMITTEE** The Sustainable Napier Committee:

**RESOLUTION** The Sustainable Napier Committee make a **DECISION OF COUNCIL** under delegated authority to:

- Endorse** the content of this report including *Attachment 1 Statement of Proposal (Doc Id 1458369)*.
- Agree** that pursuant to s155(2)(b) and 155(3) of the LGA, the proposed bylaw is not inconsistent with the New Zealand Bill of Rights Act 1990 (NZBORA).
- Adopt** the proposal and the draft Integrated Trade Waste and Wastewater Bylaw for the purposes of public consultation *Attachment 2 (Doc Id 1458375)*
- Approve** the commencement of the special consultative procedure in accordance with s83(1) of the LGA in relation to the proposal.

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### 2. WATER SUPPLY BYLAW STATEMENT OF PROPOSAL

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<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1441447
<i>Reporting Officer/s &amp; Unit:</i>	Russell Bond, Manager Water Strategy Lance Groves, Water Planning Lead

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## 2.1 Purpose of Report

The purpose of this report is to:

- 1) Outline a proposal to re-promulgate the Napier City Water Supply Bylaw that was revoked pursuant to s 160A of the Local Government Act 2002 (LGA) on 26 June 2019 (the proposal); and
- 2) To recommend that the Napier City Council (the Council) commence the special consultative procedure in accordance with s 83(1) of the LGA in relation to the proposal.

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### At the meeting

A Decision of Council had been resolved at the Sustainable Napier Committee meeting on 24 March 2022.

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**COMMITTEE** The Sustainable Napier Committee:

- RESOLUTION**
- a. **Make** a **DECISION OF COUNCIL** under delegated authority to enable public consultation to occur at the same time as the Trade Waste and Wastewater Bylaw public consultation.
  - b. **Endorse** the content of this report (including Attachment 1 *Statement of Proposal*).
  - c. **Endorse** that pursuant to ss 155(2)(b) and 155(3) of the LGA, the proposed Bylaw is not inconsistent with the New Zealand Bill of Rights Act 1990 (NZBORA).
  - d. **Adopt** the proposal and the proposed Water Supply Bylaw for the purposes of public consultation.
  - e. **Approve** the commencement of the special consultative procedure in accordance with s 83(1) of the LGA in relation to the proposal.
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## 3. REPORT ON THREE WATERS REFORM PROGRAMME

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<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1442095
<i>Reporting Officer/s &amp; Unit:</i>	Rebecca Huckle, Three Waters Reform Programme Manager Russell Bond, Manager Water Strategy

### 3.1 Purpose of Report

To inform the Council on the progress of the Three Waters Reform Programme within Napier.

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### At the meeting

There was no discussion at the meeting.

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**COMMITTEE** Councillors Price / Chrystal

**RESOLUTION**

That Council:

- a. **Endorse** the report on the Three Waters Reform Programme.

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Carried

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## 4. DECORATIVE PAVING SHOP ENTRANCE POLICY

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*Type of Report:* Procedural

*Legal Reference:* Local Government Act 2002

*Document ID:* 1431134

*Reporting Officer/s & Unit:* Robin Malley, Team Leader Transportation

### 4.1 Purpose of Report

To seek approval to withdraw the *Decorative Paving Shop Entrances Policy* which is considered by Officers to be surplus to requirements.

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### At the meeting

There was no discussion at the meeting.

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**COMMITTEE** Councillors Price / Chrystal

**RESOLUTION**

That Council:

- a. **Approve** the withdrawal of the Decorative Paving Shop Entrances Policy.

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Carried

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## 5. CAPITAL PROGRAMME DELIVERY

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*Type of Report:* Information

*Legal Reference:* N/A

*Document ID:* 1440069

*Reporting Officer/s & Unit:* Jon Kingsford, Director Programme Delivery

### 1.1 Purpose of Report

To provide Council with information on the 2021 Long Term Plan Capital Programme and initiatives underway to improve Capital Programme Delivery.

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#### At the meeting

There was no discussion at the meeting.

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**COMMITTEE** Councillors Price / Chrystal

**RESOLUTION**

That Council:

- a. Receive the report titled "Capital Programme Delivery".

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Carried

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## 6. LEASE OF RESERVE - DANISH DELIGHT

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*Type of Report:* Legal

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*Legal Reference:* Reserves Act 1977

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*Document ID:* 1440552

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*Reporting Officer/s & Unit:* Bryan Faulknor, Manager Property  
Jenny Martin, Property and Facilities Officer

### 6.1 Purpose of Report

To obtain approval to grant a new lease to Danish Delight HB Limited in the mid to southern end of the Marine Parade Foreshore Reserve for a three year term plus two rights of renewal of two years.

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#### At the meeting

There was no discussion at the meeting.

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**COMMITTEE** Councillors Price / Chrystal

**RESOLUTION**

That Council:

- a. **Agrees** to grant a new lease, under Section 54(1)(d) of the Reserves Act 1977, for Danish Delight HB Limited to continue to occupy an area in the mid to southern end of the Marine Parade Foreshore for a three year term plus two rights of renewal of two years.
- b. **Notes** that Council is acting under delegated authority from the Minister of Conservation in granting this lease.

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Carried

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## REPORTS FROM FUTURE NAPIER COMMITTEE HELD 24 MARCH 2022

### 1. RESOURCE CONSENT ACTIVITY UPDATE

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<i>Type of Report:</i>	Enter Significance of Report
<i>Legal Reference:</i>	Enter Legal Reference
<i>Document ID:</i>	1438421
<i>Reporting Officer/s &amp; Unit:</i>	Luke Johnson, Team Leader Planning and Compliance

#### 1.1 Purpose of Report

This report provides an update on recent resource consenting activity. The report is provided for information purposes only, so that there is visibility of major projects and an opportunity for Elected Members to understand the process.

Applications are assessed by delegation through the Resource Management Act (RMA); it is not intended to have application outcome discussions as part of this paper.

This report only contains information which is lodged with Council and is publicly available

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#### At the meeting

There was no discussion at the meeting.

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**COMMITTEE** Dep. Mayor Brosnan / Councillor Mawson  
**RESOLUTION**

That Council:

- a) **Note** the resource consent activity update for period 18 January 2022 to 27 February 2022.
- b) **Note** the change to a Key Account Manager (KAM) model for managing significant consenting projects.

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Carried

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### 2. DOG CONTROL BYLAW AND POLICY STATEMENT OF PROPOSAL

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<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1439107
<i>Reporting Officer/s &amp; Unit:</i>	Paulina Wilhelm, Manager City Development

#### 2.1 Purpose of Report

The purpose of this report is to:

1. Present a revised Dog Control Bylaw and Policy, including associated Statement of Proposal (**the proposal**); and
2. Recommend that the Napier City Council (**the Council**) commence public consultation in accordance with sections 83 and 156(1)(b) of the Local Government Act 2002 in respect of the proposal.

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### At the meeting

It was noted that the Statement of Proposal had been updated with revised maps for Lagoon Farm and Ahuriri Estuary.

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**COMMITTEE** Dep. Mayor Brosnan / Councillor Mawson

### RESOLUTION

That Council:

- a. **Confirm** that pursuant to sections 155(2)(b) and 155(3) of the Local Government Act 2002 (LGA), the proposed bylaw and policy are not inconsistent with the New Zealand Bill of Rights Act 1990 (NZBORA).
- b. **Adopt** the Statement of Proposal and Proposed Dog Control Bylaw and Policy (*Doc ID 1457298*) for the purposes of public consultation.
- c. **Authorise** public consultation in respect of the proposal in accordance with sections 83 and 156(1)(b) of the LGA.
- d. **Note** the timeframe for consultation release to be in the next twelve months at the discretion of the Chief Executive Officer to allow flexibility in working with the existing consultation schedule.
- e. **Note** minor amendments to the Lagoon Farm and Ahuriri Estuary maps following Committee's discussion.

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Carried

### Attachments

- 1 Statement of Proposal and Proposed Dog Control Bylaw and Policy (*Doc ID 1457298*)
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## REPORTS FROM AUDIT AND RISK COMMITTEE HELD 25 MARCH 2022

### 1. HEALTH AND SAFETY REPORT

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*Type of Report:* Operational

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*Legal Reference:* N/A

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*Document ID:* 1439109

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*Reporting Officer/s & Unit:* Sue Matkin, Manager People & Capability

## 1.1 Purpose of Report

The purpose of this paper is to provide the Audit & Risk Committee with an overview of Health & Safety activity for the period Quarter 2 FY22.

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### At the meeting

Staff were acknowledged and thanked for performing exceptionally well during a rapidly evolving time during the last 18 months with Covid, external and internal threats and continual reviews of policies that had been through the Audit and Risk Committee for governance oversight.

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**COMMITTEE** Mayor Wise / Councillor Simpson

### RESOLUTION

That Council

- a. **Receive** the Health and Safety report for the period October 2021 to March 2022.

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Carried

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## 2. RISK MANAGEMENT

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*Type of Report:* Operational

*Legal Reference:* N/A

*Document ID:* 1439033

*Reporting Officer/s & Unit:* Jane Klingender, Manager Business Excellence & Transformation

Adele Henderson, Director Corporate Services

### 2.1 Purpose of Report

To provide the Audit and Risk Committee (Committee) with an update on risk management with reference to responsibilities listed in the Audit & Risk Charter; to report on high and extreme strategic risks; and to note emerging risks.

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### At the meeting

There was no discussion at the meeting.

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**COMMITTEE** Mayor Wise / Councillor Simpson

### RESOLUTION

That Council:

- a. **Receive** the Risk Management Report dated 25 March 2022;
  - b. **Note** the progress against the agreed action plan to progress towards organisational risk maturity and to review statutory compliance at least
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- annually, including identifying progress against the top five risks agreed by Council;
- c. **Note** the business continuity planning actions in response to the threat of COVID-19 Delta and Omicron variants; and
  - d. **Note** the emerging risks.
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Carried

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### 3. BUSINESS CONTINUITY PLANNING IN RESPONSE TO COVID-19

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*Type of Report:* Information

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*Legal Reference:* N/A

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*Document ID:* 1444463

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*Reporting Officer/s & Unit:* Jane Klingender, Manager Business Excellence & Transformation  
Adele Henderson, Director Corporate Services

#### 3.1 Purpose of Report

To provide a summary of the Audit and Risk Committee workshop on Business Continuity Planning for Covid-19 held 15 March 2022.

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#### At the meeting

There was no discussion at the meeting.

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**COMMITTEE** Mayor Wise / Councillor Simpson

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#### RESOLUTION

The Council:

- a. **Receive** the Business Continuity Planning in Response to Covid-19 report dated 25 March 2022.
  - b. **Note** the actions taken for business continuity planning.
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Carried

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### 4. SENSITIVE EXPENDITURE - MAYOR AND CHIEF EXECUTIVE

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*Type of Report:* Procedural

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*Legal Reference:* N/A

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*Document ID:* 1439112

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*Reporting Officer/s & Unit:* Caroline Thomson, Chief Financial Officer

#### 4.1 Purpose of Report

To provide the information required for the Committee to review Sensitive Expenditure of the Mayor and Chief Executive for compliance with Council's Sensitive Expenditure Policy.

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##### At the meeting

There was no discussion at the meeting.

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**COMMITTEE** Mayor Wise / Councillor Simpson

##### RESOLUTION

That Council:

- a. **Receive** the 31 December 2021 quarterly report of Sensitive Expenditure for the Mayor and Chief Executive and review for compliance with the Sensitive Expenditure Policy.

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Carried

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## 5. INTERNAL AUDIT: BUILDING & RESOURCE CONSENTS REVIEW

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*Type of Report:* Operational

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*Legal Reference:* Local Government Act 2002

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*Document ID:* 1440724

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*Reporting Officer/s & Unit:* Caroline Thomson, Chief Financial Officer

#### 5.1 Purpose of Report

To table to the Committee the internal audit on Building and Resource Consents undertaken by Council's internal auditors, Crowe.

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##### At the meeting

There was no discussion at the meeting

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**COMMITTEE** Mayor Wise / Councillor Simpson

##### RESOLUTION

That Council:

- a. **Receive** the report from Crowe titled "Building & Resource Consents Review".

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Carried

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## 6. EXTERNAL ACCOUNTABILITY: ANNUAL PLAN 2022/23 UNDERLYING DOCUMENTS

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*Type of Report:* Operational

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*Legal Reference:* Local Government Act 2002

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*Document ID:* 1441854

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*Reporting Officer/s & Unit:* Caroline Thomson, Chief Financial Officer

### 6.1 Purpose of Report

That the Committee review and provide feedback to Council on the Annual Plan 2022/23 underlying financial information prior to the final adoption of the reports.

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#### At the meeting

There was no discussion at the meeting.

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**COMMITTEE** The Audit and Risk Committee:

- RESOLUTION** a. **Receive** the underlying information as the basis for the Annual Plan consultation document 2022/23:
- i. Capital plan changes
  - ii. 10 year revised capital plan
  - iii. Financial information
  - iv. Fees and charges
- b. **Provided** no feedback from the review of the draft Annual Plan 2022/23 underlying financial information to the Council meeting on 31 March 2022.
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# REPORTS UNDER DELEGATED AUTHORITY

## 1. TENDERS LET

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<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1422901
<i>Reporting Officer/s &amp; Unit:</i>	Debbie Beamish, Executive Assistant to the Chief Executive

### 1.1 Purpose of Report

To report the Tenders let under delegated authority for the period 18 February – 1 April 2022.

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#### At the meeting

There was no discussion at the meeting.

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**COUNCIL** Councillor Simpson / Dep. Mayor Brosnan

**RESOLUTION**

That Council:

- a. **Receive** the Tenders Let for the period 18 February – 1 April 2022.

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Carried

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# PUBLIC EXCLUDED ITEMS

## COUNCIL RESOLUTION

Councillors Chrystal / Boag

That the public be excluded from the following parts of the proceedings of this meeting.

Carried

## Reports from Prosperous Napier Committee held 17 March 2022

- Hawke's Bay Airport Ltd Half Year Report to Shareholders to 31 December 2021  
*(This item had been taken out of Public Excluded and addressed in the Open Session of the Prosperous Napier Committee meeting)*
- Doubtful Debt

## Reports from Audit and Risk Committee held 25 March 2022

- HRIS & Payroll Project

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:

## Reports from Prosperous Napier Committee held 17 March 2022

1. Hawke's Bay Airport Ltd Half Year Report to Shareholders to 31 December 2021	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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2. Doubtful Debt	7(2)(a) Protect the privacy of natural persons, including that of a deceased person	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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**Reports from Audit and Risk Committee held 25 March 2022**

1. HRIS & Payroll Project	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)(i)) of the Local Government Official Information and Meetings Act 1987.
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*The Open meeting adjourned at 9.40am and would reconvened in the Public Excluded session at 9.41am.  
The meeting closed with a karakia at 9.50am*

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

Chairperson .....

Date of approval .....