

# NAPIER PEOPLE AND PLACES COMMITTEE

## Open Minutes

---

Meeting Date: Thursday 28 April 2022

---

Time: 9.00am – 11.21am

---

Venue The Ocean Suite  
East Pier Hotel  
50 Nelson Quay, Napier

---

*Livestreamed via Council's Facebook site*

---

Present Councillor Boag (In the Chair), Mayor Wise, Deputy Mayor Brosnan, Councillors Browne, Chrystal, Crown, Mawson, McGrath, Price, Simpson, Tapine and Taylor

---

In Attendance Chief Executive (Steph Rotarangi)  
Acting Director Community Services (Darran Gillies)  
Director Corporate Services (Adele Henderson)  
Director Programme Delivery (Jon Kingsford)  
Director City Services (Lance Titter)  
Director City Strategy (Richard Munneke)  
Director Infrastructure Services (Debra Stewart)  
Manager Communications and Marketing (Julia Atkinson)  
Acting Pou Whakarae (Hilary Prentice)  
Manager Business & Tourism (Steve Gregory)  
Senior Project Manager (Drew Brown)  
Manager Community Strategies (Natasha Mackie)  
i-Site/Par2 Manager (Jane Libby)

---

In Attendance via Zoom Chief Financial Officer (Caroline Thomson)  
Libraries Manager (Nicola Saunders)  
Community Funding Advisor (Belinda McLeod)  
Childrens Librarian (Kate Powis)  
Health, Safety and Wellbeing Manager (Michelle Warren)  
Māori Partnership Manager - Te Kaiwhakahaere Hononga Māori (Beverly Kemp-Harmer)

---

Administration Governance Advisors (Anna Eady and Carolyn Hunt)

## Karakia

The meeting was opened with a karakia.

## Apologies

---

Councillors Taylor / Price

---

That the apology from Councillor Wright be accepted.

---

Carried

---

## Conflicts of interest

Nil

## Public forum

Nil

## Announcements by the Mayor

Congratulations were extended to Bayden Barber, the new Chair of Ngāti Kahungunu Iwi Incorporated. Also acknowledgement given to the departing Chair, Ngahiwi Tomoana, who has served the organisation as Chair for many years.

## Announcements by the Chairperson

Nominations for the Napier Civic Awards are open until 20 May 2022 and very much encouraged. Information in regards to what the Napier Civic Awards are, nomination criteria, and nomination forms are on the Napier City Council (NCC) website [www.napier.govt.nz](http://www.napier.govt.nz), at the Napier and Taradale libraries, and at the NCC Customer Service centre.

## Announcements by the management

Nil

## Confirmation of minutes

---

Councillors Chrystal / Browne

---

That the Minutes of the meeting held on 17 March 2022 were taken as a true and accurate record of the meeting.

---

Carried

---

# AGENDA ITEMS

## 1. VISITOR INFORMATION CENTRE S17A REVIEW

---

*Type of Report:* Operational

---

*Legal Reference:* Local Government Act 2002

---

*Document ID:* 1423323

---

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

### 1.1 Purpose of Report

The purpose of this report is to receive the recommendations of the S17A service delivery review of the Napier Visitor Information Centre and Par2 Mini Golf, and to approve to proceed with the development of a business case investigating development options for a Tier 1 Visitor Information Centre and Tourism Hub for consideration in the 2024/25 Long Term Plan.

---

#### At the meeting

The Officer spoke to the report, noting that Liz Munroe from Mana Ahuriri is aware that Conservation House, the Department Conservation building owned by Mana Ahuriri, was included in the review.

In response to questions from the Committee it was clarified:

- Up to nine locations around Napier CBD were assessed for suitability in the review, and projected tourism numbers were taken into account.
  - The Marine Parade is an ideal location for a Visitor Information Centre as it is the main route for tour operators and cruise operations. It also lends itself to picking up pedestrian traffic. This location may also encourage people to visit the Marine Parade and in so doing support other businesses along there.
  - All stakeholders, Mana Ahuriri included, will be part of the discussion moving forward in this project. A tier 1 facility will enable local stories to be told in more detail.
  - NCC has indicated it would like to operate as a Tier 1 facility but is waiting for a central Government decision on funding before that can be confirmed. This decision should come in the near future.
  - The budget for the remedial work on the current facility is included in the Long Term Plan's renewal budget.
  - Tourism Hawke's Bay has been kept up to date with the details of this review. Their board is supportive of the Visitor Information Centre upgrade as they realise how important it is for the region.
  - Iwi have not been included in the preliminary discussions, but will be if the business case development is approved.
  - The business case will include business location, design and model. The aim will be to come up with the most affordable model achievable for the desired service delivery. The aim is for Par2 Mini Golf and the i-SITE to be profitable businesses.
  - The budget for a business case has not been finalised as yet, but will be funded through the Chief Executive's Strategic Fund.
-

- 
- Cruise operations are increasing around the world and the demand for future cruises is the highest it has ever been. At this stage the New Zealand Maritime border has not reopened yet, but it is understood this will be opening soon. There are placeholder bookings at Napier Port for 93 cruise ships for next year.
  - The building assessment of the current facility was very thorough, however until work is begun the full extent of damage to the existing wood will not be known. Council is aware that the cost may be higher than the current estimated cost.
  - If the current location needs to be evacuated for remedial work to proceed there is a backup site identified for an eight week period.
  - If a new site was constructed it may be possible to utilise space for tenants to lease. This concept has not been discussed with potential tenants as it is not appropriate until approval to move forward with this project is given.

**ACTION:** Officers to speak to Liz Munroe, Chief Executive of Mana Ahuriri Trust, prior to the 2 June 2022 Council meeting.

---

**COMMITTEE  
RESOLUTION**

Mayor Wise / Councillor Simpson

---

The Napier People and Places Committee:

- a. Approve the S17A i-SITE service delivery review and recommendations
- b. Approve the development of a business case for a Tier 1 Visitor Information Centre for consideration in the 2024/25 Long Term Plan
- c. Approve investigation of building options to accommodate a Tier 1 Visitor Information Centre (remediate, redevelop or new build) for consideration in the 2024/25 Long Term Plan.

---

Carried

---

## 2. WELCOMING COMMUNITIES ACCREDITATION APPLICATION

---

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1448861
<i>Reporting Officer/s &amp; Unit:</i>	Rebecca Peterson, Senior Advisor Policy

---

### 2.1 Purpose of Report

To seek Council agreement to proceed with the Welcoming Communities - Te Waharoa ki ngā Hapori accreditation application.

---

#### At the meeting

The Manager Community Strategies spoke to the report and displayed a video, aimed at those seeking accreditation, about Welcoming Communities (<https://www.youtube.com/watch?v=ABKh060COdg>)

In response to questions from the Committee it was noted:

- There has been a gap in immigrant settlement support after the disestablishment of the Hawke's Bay Settlement Forum; participating in the Welcoming Communities programme will acknowledge that Napier is a multicultural city.
  - Although NCC has been involved in the Advisory Committee for Welcoming Communities since 2017 this is the first time NCC has applied for membership due to priorities on the work programme.
  - Being accredited as a region may come later, Hastings District has just gained their accreditation.
  - The part-time resource for this programme would be employed on a fixed term basis initially and the wider team would support it. This will allow for strategy development and the progression of projects. As the strategy develops there may be an opportunity to gain further external funding and make the role permanent.
  - The Social Monitor survey has been running for a decade, and the questions pertaining to diversity and inclusion will be repeated in the next survey to see how Napier is tracking compared to this year's results.
  - The programme encourages a local response and NCC will have the ability to work with relevant local stakeholders and mana whenua in the application of the strategy.
- 

#### COMMITTEE RESOLUTION

Councillors Brosnan / Tapine

---

The Napier People and Places Committee:

- a. Make a **DECISION OF COUNCIL** under delegated authority to meet the Welcoming Communities application deadline.
  - b. Approve that an application is made to the Welcoming Communities - Te Waharoa ki ngā Hapori accreditation programme.
- 

Carried

---

### 3. NAPIER WAR MEMORIAL RESTORATION PROJECT UPDATE

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1453973
<i>Reporting Officer/s &amp; Unit:</i>	Drew Brown, Senior Project Manager

#### 3.1 Purpose of Report

This report is to provide an update on progress made, and next steps for the Napier War Memorial restoration project.

#### At the meeting

The Officer spoke to the report and showed a Powerpoint presentation (*Doc ID: 1461412*). In response to questions from the Committee it was noted:

- The most desired contractors to carry out the restoration works have very full workloads and are experiencing staff impacts due to the effects of Covid-19.
- Officers will be reviewing a detailed cost estimate for the restoration work, which will indicate the final budget required for the project.
- The tenders for the Roll of Honour work are being evaluated currently, and the successful tenderer will be implementing the recommendations of Council in this work.
- The team have been approached by people on an ad hoc basis about missing names for the Roll of Honour, and the team has then researched the name to confirm it should be added and in what section. Work has started on making this process less ad hoc, which is being supported by Te Waka Rangapū team. There is space for new plaques and new names to be added in the design.
- The Council team have looked at how they can condense the work programme to make it more likely to meet the timeline for the project.
- The detailed final design looks the same as the concept design.
- Council has been working with the Returned Services Association (RSA) around the artworks which will be included in the final build. These include a mauri stone, a Waharoa, where the different service plaques will be hung, where the flag poles will stand, and the delineation of a footpath created with brick-work and etchings. These additions will move straight to tender.
- The main entrance to the War Memorial Centre will remain where it is.

**ACTION:** At the June Council meeting the financials will be available as part of the agenda.

**COMMITTEE** Mayor Wise / Councillor Crown

#### RESOLUTION

The Napier People and Places Committee:

- Receive the update provided on the Napier War Memorial restoration project

Carried

#### Attachments

- War Memorial Presentation

## 4. UPDATE ON CIVIC BUILDING DEMOLITION

---

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1442072
<i>Reporting Officer/s &amp; Unit:</i>	Darran Gillies, Community Services Programme Manager

### 4.1 Purpose of Report

To inform the Council of the progress on the Civic building demolition ahead of the development of the new library and community spaces in accordance with the Library and Civic Area Plan.

---

#### At the meeting

The Officer spoke to the report and in response to questions from the Committee it was noted:

- Work had been carried out to find an alternative location for the Civic Building's large artwork. A suitable building was not found as it would need to have a large suitable wall facing east. The art work will be put in storage.
- Hoardings around the site will display a story of the project, and will be made as attractive as possible. Hoardings need to be put in place during the build to keep the location secure, however officers are looking at opportunities the site may be utilised for prior to construction starting.

---

**COMMITTEE**      Councillors Chrystal / Brosnan  
**RESOLUTION**

The Napier People and Places Committee:

- a. Receive the report titled "Update on Civic Building Demolition".

---

Carried

---

## 5. NAPIER LIBRARIES WINTER AND SUMMER READING PROGRAMMES 2022-23

---

*Type of Report:* Operational

---

*Legal Reference:* N/A

---

*Document ID:* 1444047

---

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

### 5.1 Purpose of Report

To seek approval to apply for external funding from Eastern & Central Community Trust (ECCT), to support the Napier Libraries 2022/23 Winter and Summer Reading Programme.

---

#### At the meeting

Council Officers spoke to the report, noting the update that the winter reading programme will have a Matariki theme.

It was also noted that provision for this service to continue has been made in Council's Long Term Plan for when the Eastern & Central Community Trust funding is no longer available.

---

#### COMMITTEE RESOLUTION

Councillors Crown / McGrath

---

The Napier People and Places Committee:

- a. Make a **DECISION OF COUNCIL** under delegated authority to enable the funding application to Eastern & Central Community Trust be submitted and processed this financial year.
- b. Approve the external funding application of \$19,000 to Eastern & Central Community Trust for the Napier Libraries 2022/23 Winter and Summer Reading Programmes

---

Carried

---

*The meeting adjourned at 10.30am*

*The meeting resumed at 11.13am*



# PUBLIC EXCLUDED ITEMS

Councillors Brosnan / Mawson

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

1. Creative Communitis Funding March 2022

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:

<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>
1. Creative Communitis Funding March 2022	7(2)(c)(i) Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied	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.

*The meeting moved into Committee at 11.13am*

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

Chairperson .....

Date of approval .....