



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

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# FINANCE COMMITTEE

## Open Agenda

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Meeting Date: Tuesday 27 November 2018

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Time: 3.00pm

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Venue: Council Chamber  
Hawke's Bay Regional Council  
159 Dalton Street  
Napier

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Committee Members Councillor Wise (In the Chair), Mayor Dalton, Councillors Boag, Brosnan, Dallimore, Hague, Jeffery, McGrath, Price, Tapine, Taylor, White and Wright

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Officer Responsible Director Corporate Services

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Administration Governance Team

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**Next Finance Committee Meeting  
Tuesday 2 April 2019**

# ORDER OF BUSINESS

## Apologies

Nil

## Conflicts of interest

## Public forum

Steph Kennard – Napier Business Inc.

## 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 Tuesday, 16 October 2018 be taken as a true and accurate record of the meeting. ....34

## Agenda items

- 1 Three Waters Review .....3
- 2 District Plan Review Funding Options.....9
- 3 Budgets to be carried forward to 2018/19 .....12
- 4 Rating Outturn Surplus 2017/18.....15
- 5 Leases of Reserve - Napier Free Kindergarten Association Incorporated .....17
- 6 Fire Hydrant Use Policy 2018.....22

**Public excluded** .....33

# AGENDA ITEMS

## 1. THREE WATERS REVIEW

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	667489
<i>Reporting Officer/s &amp; Unit:</i>	Wayne Jack, Chief Executive

### 1.1 Purpose of Report

This report seeks Council approval to develop a regional business case assessing options to improve the management of drinking water, storm water and wastewater ("Three Waters") in the Hawkes Bay region and in doing so, address Central Government concerns associated with these activities. This review will develop recommendations for performance improvements to our Regional Three Waters systems with a view to guiding Central Governments Three Waters strategy.

#### Officer's Recommendation

That the Finance Committee:

- a. Endorse the development of a regional business case on Three Waters management.
- b. Note the cost of the review is apportioned across the Hawkes Bay Councils as follows:
  - 35% NCC, 35% HDC, 15% HBRC, 7.5% WDC, 7.5% CHBDC
- c. That a **DECISION OF COUNCIL** is required urgently to enable the review to be commenced and completed within the required timeframe.

#### Chairperson's Recommendation

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

### 1.2 Background Summary

The Government is investigating options on how to improve the management of drinking water, stormwater and wastewater ("Three Waters") to better support New Zealand's prosperity, health, safety and environment. Local Government Minister Nanaia Mahuta has announced a reform programme to transform drinking, storm and wastewater. It is focused on the challenges facing the sector, including funding pressures, rising environmental standards, climate change, seasonal pressure from tourism, and the recommendations of the Havelock North Inquiry. The review is in its second stage.

**Stage One** – This stage explored the issues and opportunities with three waters services by gathering and analysing information. This was completed at the end of 2017.

**Stage Two** – This stage commenced in March 2018. It is looking at options for improving the three waters system, including the management, service delivery, funding, and regulatory arrangements.

Central Government has advised that they will work closely with councils, Iwi and all stakeholders with an interest in three waters services in order to develop options and recommendations.

There is an opportunity to provide the Hawke's Bay's perspective into the Central Government review on developing options to address the key concerns on how we can improve the management of drinking water, storm water and wastewater ("Three Waters") to better support our community's prosperity, health, safety and environment.

The Minister has advised she is supportive of our region's proposal to complete this review and other Councils are interested in our approach and how it may be adopted as part of the wider government review.

The purpose of the Hawke's Bay review is to have developed recommendations for regional performance improvements to our Three Waters systems to help guide Central Government's thinking to deliver:

- Safe, NZDWS compliant and reliable drinking water
- Better environmental performance for our water services
- Efficient, sustainable, resilient, and accountable water services
- Achieving these aims in ways that are efficient and effective for our communities.

This review will need to address the following challenges for our water systems and communities:

- Meeting community expectations for each of the Three Waters across quality, treatment and management
- Meeting regulatory requirements for the Three Waters for quality, treatment and management
- The ability to replace infrastructure as it ages, and or fund and manage new infrastructure to meet changing customer and regulatory requirements.
- Declining rating bases in some areas, high growth in others
- High seasonal demand in small tourism centres
- Adapting for climate change and adverse natural events.

The review will identify and develops options for structure and governance models that:

- Develop and confirm 'Key Principles' of approach that are shared and agreed by the respective council's
- Identify service and delivery model opportunities through joint provision of all or some elements of the Three Waters services. In identifying a range of models these shall be compared to the status quo including clustering of sub-regional entities. The model's must be flexible enough to future proof for the inclusion of private water suppliers.
- Develop strategic capacity and resilience across the water network

- Provide excellence in strategic and management capability to ensure safe, secure efficient drinking water, waste water and storm water service outcomes to our communities.
- Provide economic value and be able to demonstrate how well and why the identified models meet each of the objectives including benefits analysis, cost of service delivery, funding requirements, how fees and charges are levied and where the costs are distributed, and processes.
- Provide capital efficiency current and future Three Waters assets
- Deliver operational and maintenance excellence through the most effective service delivery model
- Improve customer service
- Provide greater environmental, community and cultural focus
- Recommend the next steps to enable the entire objectives to be met including a programme and cost/resource estimates to do this – this should also include transition plans/costs and timetables for such a transition.

In order to undertake the review, it will be necessary to engage the services of an external agency to support its delivery. We will be seeking a fixed cost engagement via our procurement processes. It is proposed that costs will be attributed on the following basis:

- NCC 35%,
- HDC 35%,
- HBRC 15%,
- WDC 7.5%,
- CHBC 7.5%.

### 1.3 Issues

No issues

### 1.4 Significance and Engagement

In accordance with Council's Significance and Engagement Policy, this matter has been assessed as of some importance. The persons who are affected by or interested in this matter are Councillors, Council staff, Rate Payers, Community Members, LGNZ and Central Government.

This review has been identified as requiring specific engagement with Māori.

### 1.5 Implications

#### Financial

No further funding will be required to complete the review. Re-allocation of funding from the Chief Executive's contingency budget will ensure no changes to overall budgets or Long Term Plan figures.

The review will be outsourced to an external consultancy to deliver the report; however, there will be a resourcing impact on council staff to provide information to complete the analysis and participate in workshops throughout the review process.

#### Social & Policy

N/A

## Risk

Undertaking the review is considered the lowest strategic risk option. This option would contribute the Hawke's Bay regional perspective into the Central Government review on how we can improve the management of drinking water, storm water and wastewater ("Three Waters").

## 1.6 Options

The options available to Council are as follows:

### a. **Option 1: Council confirms its support for the project.**

#### *Financial and Resourcing Implications*

- No further funding will be required to complete the review. Re-allocation of funding from the Chief Executive's contingency budget will ensure no changes to overall budgets or LTP figures.
- The review will be outsourced to an external consultancy to deliver the report, however there will be a resourcing impact on council staff to provide information to complete the analysis and participate in workshops throughout the review process.

#### *Risk Analysis*

- This option is considered the lowest strategic risk option. This option would contribute the Hawke's Bay regional perspective into the Central Government review on how we can improve the management of drinking water, storm water and wastewater ("Three Waters").

#### *Promotion or Achievement of Community Outcomes*

- This review demonstrates our commitment to making sustainable investment in durable infrastructure that promotes smart growth and ensures we are environmentally responsible.

#### *Statutory Responsibilities*

- Will contribute towards meeting our Three Waters standards and legal obligations.

#### *Consistency with Policies and Plans*

- The project is not part of the latest Long Term Plan, and the budget available is from the Chief Executives contingency budget.

#### *Community Views and Preferences*

- This option has been identified as requiring specific engagement Māori

#### *Advantages and Disadvantages*

- The advantage of this option is the provision of the Hawkes Bay's regional perspective into the Central Government review to shape their thinking

working together as a region to develop the best regional model to deliver a strategic and sustainable approach to Three Waters.

- There are no perceived disadvantages of this option relative to option 2.

b. **Option 2: Not approve the project to complete the review and wait for Central Government outcome without considered Hawkes Bay regional input.**

*Financial and Resourcing Implications*

- There are no financial or resourcing implications in choosing to do nothing in the short term.

*Risk Analysis*

- By doing nothing, the Government may mandate a new regime that does not consider the specific requirements and concerns of the Hawke's Bay region & our communities.

*Promotion or Achievement of Community Outcomes*

- The Council would continue progressing against its Long Term Plan whilst noting that the Government has a Three Waters review which is subject to change that plan.

*Statutory Responsibilities*

- Not applicable - other than where we may be in breach of meeting standards and obligations.

*Consistency with Policies and Plans*

- Not adhering to our principles in the Long Term Plan.

*Community Views and Preferences*

- This is an opportunity for the Hawke's Bay to develop a regional approach and contribute to Central Government's review process. If we act independently, then the review will still need to occur in accordance with our Long Term Plan, or a Central Government imposed regime. It will cost significantly more than this combined regional approach to the review.

*Advantages and Disadvantages*

- Disadvantages are significant and preclude us from developing solutions for our region to deliver:
  - Safe, NZDWS compliant and reliable drinking water
  - Better environmental performance for our water services
  - Efficient, sustainable, resilient, and accountable water services
  - Achieving these aims in an affordable manner

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

Should Option 1 be approved our next steps are as follows:

- Commence procurement process for a suitable consultant to lead the review across the respective Councils with the expectation that this is completed in late December
- Confirm scope and draft project and communications plan with a view to completing review by the end of June 2019.

### **1.8 Attachments**

Nil

## 2. DISTRICT PLAN REVIEW FUNDING OPTIONS

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	669135
<i>Reporting Officer/s &amp; Unit:</i>	Paulina Wilhelm, Manager City Development

### 2.1 Purpose of Report

The purpose of this report is to allow the use of the funds available in the Financial Contributions Special Fund to enable the production of Structure Plans and other work streams for servicing development in Napier. The Structure Plans will inform any future rezoning decision for the Napier District Plan and enable the city to grow.

#### Officer's Recommendation

That the Finance Committee:

- a. Approve \$1.2m from the Financial Contributions Special Fund to fund the District Plan Review work programme which will allow future city growth.

#### Chairperson's Recommendation

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

### 2.2 Background Summary

#### District Plan Review

The Council is preparing for the release of the new Napier District Plan in 2020. The new plan aims to achieve a series of strategic outcomes which will enable the city to grow in a sustainable way and meet the principles of the City Vision and the Ahuriri Estuary and Coastal Edge Master Plan.

In preparation for setting the policy direction, a series of research pieces, analysis and consultation needs to be completed to cement the policy direction and provide the correct justification for any changes made.

One significant piece of research required is related to the undertaking of Structure Plans in growth areas to demonstrate that the city has the ability to provide development infrastructure in an efficient and affordable way. Structure Planning is an expensive exercise as it involves information such as stormwater and traffic modelling tools which are costly to develop by nature.

#### National Policy Statement for Urban Development Capacity (NPS-UDC)

The Ministry for the Environment (MfE) together with the Ministry of Business, Innovation and Employment (MBIE) released the NPS-UDC in 2016 as a measure to avoid future house shortages and rapid increases in property prices; in other words, to provide sufficient development capacity to meet the needs of people and communities now and in the future. Urban areas throughout New Zealand were classified as High, Medium and Low population growth areas and each of these warranted a different response according to the NPS-UDC. Napier City was identified as a medium growth area reaching a 6.4% change in projected population growth 2013-2023 period. This new

classification has imposed a series of implementation and monitoring requirements which have to be met in order to give effect to the NPS-UDC. For example, Napier has to assess the current house consumption patterns, the latent demand for housing and the future demand. A similar requirement is needed for business land. Napier also has to demonstrate it has enough land zoned for development, and most importantly, serviced with development infrastructure. Napier must also demonstrate that sufficient “market feasible” development potential is available to meet anticipated demand. To be able to provide infrastructure services, and to assess the feasibility of providing the required infrastructure for development, local authorities must conduct a structure planning exercise for each identified growth area. This is costly but essential for making good planning decisions and justifying any rezoning of land.

#### Development and Financial Contributions Policy

The Financial Contributions Special Fund is collected from developers on the subdivision of land and various other land use activities. The purpose of this fund is to fund capital works and services to enable the rezoning of land and consequently growth in the city.

The review of the District Plan will require looking at the land available for residential, commercial and industrial growth in the city for the next 10 to 15 years. We are proposing using the special Financial Contribution Funds to deliver a robust District Plan which will meet the strategic objectives and outcomes for the City. This will make Napier a great and vibrant place to live and work.

### **2.3 Issues**

The District Plan review work programme has been set up and requires enough budget to conduct the research needed. To avoid increasing Council rates to fund this work programme we propose the use of the financial contributions special fund. Within the Long Term Plan 2018-28, Council set aside \$100k per annum over three years, which is short of the requirements to undertake the identified projects to achieve the outcomes associated with the District Plan Review.

### **2.4 Significance and Engagement**

The use of the fund for the District Plan review does not trigger any special consultative procedure.

### **2.5 Implications**

#### **Financial**

The Financial Contribution Special Fund will be used for the purpose of enabling the future growth of the city and meeting the legislative requirement of the NPS-UDC. Using this fund will not impose any further impact on Council rates with the exception of the loss of revenue from holding these funds. It is estimated that the budget needed for the research projects is in the order of \$1.2 Million within the next two years and can be met solely by the Financial Contribution Fund.

#### **Social & Policy**

Supporting planning decisions with the correct information will enable the sustainable future growth of the city. The use of the financial contributions special fund for the purpose of enabling the review of the Napier District Plan is supported by the Development and Financial Contribution Policy.

**Risk**

No major risks identified by the use of the special funds toward the production of the District Plan. The major risk for the organisation and the city is to make planning decisions without holding the right level of information to support these decisions. This will cause similar scenarios as already experienced in Te Awa with an area zoned for residential development but due to the nearly prohibited cost of providing infrastructure is deemed unfeasible for development by the development sector. In the industrial context a similar example occurred at Awatoto where zoned land has not been developed for several decades (40 years).

**2.6 Options**

The options available to Council are as follows:

- a. Not fund the District Plan research programme. This translates to not changing the current zones (residential and commercial/industrial) within the city. Another potential outcome will be to change the zoning of land within the city without understanding key important constraints which will support making the right decisions. A consequence of this is that NCC will prevent future feasible growth as land would be rezoned in paper but could be unable to be serviced due to high costs.
- b. To use the Financial Contributions Special Fund to conduct the research needed for the District Plan review. This will include the development of Structure Plans, to provide a robust planning framework for the next 10 to 15 years. This will enable the sustainable growth of the Napier City and meet the legislative requirements of the NPS-UDC.

**2.7 Development of Preferred Option**

The preferred option is to make planning decisions well informed about the costs of providing suitable infrastructure for the various growth areas identified within our city. Considerations such as 3 waters, transport, hazards amongst others are important to enable residential and commercial growth. To fund this research via the use of the financial contributions special fund is therefore the preferred option.

**2.8 Attachments**

Nil

### 3. BUDGETS TO BE CARRIED FORWARD TO 2018/19

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	637309
<i>Reporting Officer/s &amp; Unit:</i>	Caroline Thomson, Chief Financial Officer

#### 3.1 Purpose of Report

To seek Council approval to carry forward budgets into 2018/19.

##### Officer's Recommendation

That the Finance Committee:

- a. Approve carrying forward budgeted expenditure of \$3,796,408 from 2017/18 into 2018/19.

##### Chairperson's Recommendation

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

#### 3.2 Background Summary

Provision is made at the end of a financial year to carry forward project expenditure budgeted but not incurred either fully or in part. The provision relates only to expenditure of a project nature. Requests are subject to approval by Council.

#### 3.3 Issues

No issues.

#### 3.4 Significance and Engagement

N/A

#### 3.5 Implications

##### Financial

The proposed carry forward amounts have been reviewed by Council management.

The carry forward amounts are based on the final general ledger figures at 30 June 2018 and total \$3,796,408.

The following table summarises by activity group carry forward expenditure that was budgeted but not incurred in 2017/18:

Activity	Carry Forward Request
Roading	\$311,000
Water Supply	\$475,000
Stormwater	\$175,000
Wastewater	\$80,000
Public Toilets	\$113,517

Sportsgrounds	\$929,211
Reserves	\$537,446
Halls	\$70,785
C.I.T	\$125,000
Leases	\$102,000
Planning Policy	\$53,765
City & Business Promotion	\$131,843
Marketing	\$25,841
Property Holdings	\$74,000
Inner Harbour	\$592,000
<b>TOTAL</b>	<b>\$3,796,408</b>

The following table sets out the funding source for the carry forward amounts:

<b>Funding</b>	<b>Request</b>
Buildings project fund	\$55,000
Financial contributions	\$361,000
HB Endowment Land Income	\$592,000
IT Renewal fund	\$125,000
L/Farm Res Dev (Parklands) Fund	\$31,430
Loan - Rates	\$778,088
Loans - Growth	\$80,000
Milliscreen IAR	\$80,000
Prior Years Project Funding	\$132,785
Public Toilets IAR	\$75,772
Rates - Capital	\$636,868
Rates - Operating	\$211,449
Reserves IAR Fund	\$285,290
Sportsgrounds IAR	\$76,000
Stormwater Catchment IAR	\$96,000
Stormwater Pipes IAR	\$43,000
Technology Equip Renewal	\$102,000
Tourism Capital Fund	\$34,726
<b>TOTAL</b>	<b>\$3,796,408</b>

### Social & Policy

N/A

**Risk**

N/A

**3.6 Options**

The preferred option available to Council is:

- a. Approve carrying forward total project expenditure of \$3,796,408 to 2018/19.

**3.7 Development of Preferred Option**

N/A

**3.8 Attachments**

Nil

## 4. RATING OUTTURN SURPLUS 2017/18

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	637305
<i>Reporting Officer/s &amp; Unit:</i>	Caroline Thomson, Chief Financial Officer

### 4.1 Purpose of Report

To report on the Rating Account to 30 June 2018, and to approve allocations from the Rating Surplus

#### Officer's Recommendation

That the Finance Committee:

- a. Approve transferring the 2017/18 net rating surplus of \$926,578 to the Capital Reserve Account where it is available for future commitments.

#### Chairperson's Recommendation

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

### 4.2 Background Summary

An integral part of preparing the Annual Report is establishing the year end outturn position of the Rating Account. It has been Council's practice to apply year-end surpluses to fund one-off items committed against the surplus, with any remaining surplus transferred to the Capital Reserve Account for allocation by Council.

### 4.3 Issues

#### Rating Summary to 30 June 2018

Net Rating Surplus (after allowing for budgets to carry forward) is \$926,578.

In arriving at the above surplus, interest income has been allocated to special funds in line with Council's policy for allocating interest; however, similar to recent years, there has been no allocation of interest to the Infrastructural Renewals or Financial Contribution Accounts.

The rating surplus arises primarily from additional interest income from general treasury funds, additional rates penalties and savings in loan servicing costs.

### 4.4 Significance and Engagement

N/A

### 4.5 Implications

#### Financial

With contingency funding now provided within the Long Term Plan/ Annual Plan, the rating surplus is available to transfer to the Capital Reserve Account for future allocation.

The balance of the Capital Reserve at 30 June 2018 was \$5,150,000 (prior to adding the rating surplus and existing approved commitments).

Commitments currently identified and approved against the Capital Reserve include:

<b>2018/19</b>	
McLean Park Branding & Way Finding	\$49,000
IT projects	\$300,000
LIM administration (property scanning) tbc by 28/10	\$100,000
Complete implementation of all Sycle modules	\$52,000
Water initiatives	\$125,000
Sustainability initiatives	\$200,000
3 Waters Review	\$100,000
<b>Total 2018/19</b>	<b>\$926,000</b>

#### **Social & Policy**

N/A

#### **Risk**

N/A

#### **4.6 Options**

The options available to Council are as follows:

- a. Transfer the rating surplus of \$926,578 to the Capital Reserve Account.
- b. Allocate the rating surplus directly for one-off items with any remaining surplus transferred to the Capital Reserve Account.

#### **4.7 Development of Preferred Option**

Transferring the surplus to the Capital Reserve for allocation is more transparent and consistent with recent practice. Option a. is the preferred option.

#### **4.8 Attachments**

Nil

## 5. LEASES OF RESERVE - NAPIER FREE KINDERGARTEN ASSOCIATION INCORPORATED

<i>Type of Report:</i>	Legal
<i>Legal Reference:</i>	Reserves Act 1977
<i>Document ID:</i>	665671
<i>Reporting Officer/s &amp; Unit:</i>	Bryan Faulknor, Manager Property Jenny Martin, Property and Facilities Officer

### 5.1 Purpose of Report

To obtain a Council decision to enter into three new ground leases with the Napier Free Kindergarten Association Incorporated for the Taradale Kindergarten, Greenmeadows Kindergarten and Marewa Kindergarten.

#### Officer's Recommendation

That the Finance Committee:

- a. Recommend that Council resolve to enter into a new ground lease with the Napier Free Kindergarten Association Incorporated for the Taradale Kindergarten, Greenmeadows Kindergarten and the Marewa Kindergarten each for a term of 15 years with one 15-year right of renewal.

#### Chairperson's Recommendation

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

### 5.2 Background Summary

The three kindergartens, under the administration of the Napier Free Kindergarten Association Incorporated, are incumbent tenants. Taradale Kindergarten is on Taradale Park and the Greenmeadows and Marewa Kindergartens are on Council fee simple land. There are no ground leases for any of this land and leases need to be entered into to provide certainty for both Council and the Association.

Council's standard procedure is to grant ground leases for a period of 15 years with one 15-year right of renewal. It is recommended that this model be adopted for these leases. The lease areas are shown on the attached plans.

The Council has delegation under Section 61 of the Reserves Act 1977 to enter into leases with the Napier Free Kindergarten Association Incorporated.

### 5.3 Issues

No issues.

### 5.4 Significance and Engagement

Not applicable.

### 5.5 Implications

#### Financial

Not applicable.

**Social & Policy**

Not applicable.

**Risk**

Not applicable.

**5.6 Options**

The options available to Council are as follows:

- a. (Preferred option): To enter into ground leases with the Napier Free Kindergarten Association Incorporated for the Taradale, Greenmeadows and Marewa Kindergartens each for a term of 15 years with one 15-year right of renewal.
- b. To not enter into ground leases with the Napier Free Kindergarten association and instead manage the tenancies under the terms of the Property Law Act, on a month-by-month basis.

**5.7 Development of Preferred Option**

Option 1 is the preferred option as it gives certainty and clarity to both Council and the Association.

**5.8 Attachments**

- A Taradale Kindergarten lease plan [↓](#)
- B Greenmeadows Kindergarten lease plan [↓](#)
- C Marewa Kindergarten lease plan [↓](#)







## 6. FIRE HYDRANT USE POLICY 2018

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	662412
<i>Reporting Officer/s &amp; Unit:</i>	Anze Lencek, Water Quality Lead

### 6.1 Purpose of Report

To seek Council approval of the proposed Fire Hydrant Use Policy 2018.

#### Officer's Recommendation

That the Finance Committee:

- a. Adopt the Fire Hydrant Use Policy 2018.

#### Chairperson's Recommendation

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

### 6.2 Background Summary

Napier City Council (NCC) currently do not have a policy on fire hydrant use. Section '8.4 Other uses' of the NCC Water Supply Bylaw 2012 states "Permit holders have the right to gain access to and draw water from the water supply for uses other than firefighting", however does not identify any means of managing the risk of contamination such activities present to the public water supply. As a result, third party water users can take water from the public water supply network in an uncontrolled manner (see Figure 1) which presents a risk on backflow contamination.

The proposed Fire Hydrant Use Policy 2018 outlines the measures to be implemented by hydrant users to manage the risk of contamination (quality) to Napier City's water supply, the quantity of water taken from fire hydrant, and risk and damage to the water supply system. It also outlines requirements Permit holder applicants have to meet in order to be granted a (water take) Permit.

### 6.3 Issues

In 2017 (February to May), four *E. coli* transgressions were experienced in Napier's reticulation network, without a definite root cause identified in any of those instances. In July 2017, Council's Drinking Water Assessor (DWA) also removed bore security status from all bores, as it was assessed they would not meet the minimum requirements of the Drinking Water Standard (2008) for bore head security.

Based on the evidence of bore condition and reticulation testing results, it became obvious that both bores and reticulation pose a risk to the quality of Napier drinking-water. In order to manage this risk appropriately, Council commenced chlorinating the supply in May 2017. In addition, all bores were upgraded to the greatest practical extent, enabling interim bore security status to be regained on 1 July 2018 for five bores and for an additional one bore on 17 October 2018.

In 2017, numerous reticulation risks have been identified in collaboration with DWAs and proposed remedial actions added to the Water Safety Plan (WSP) to eliminate or reduce those risks to acceptable levels. Currently, Council has no policy to manage reticulation risks associated with hydrant use. Council's WSP identifies this 'Microbiological (including protozoa) or chemical contamination' risk in reticulation as high, with a proposed remedial action to develop and implement the policy regulating the process for taking water from hydrants (Fire Hydrant Use Policy).

Some of the proposed remedial actions have been completed to date and some, such as the Fire Hydrant Use Policy, remain on the WSP Improvement list. Without demonstrating how NCC mitigate all identified risks in the WSP, the DWA will not approve any future WSP.

Next year, NCC will develop and commission a dedicated water take site for all parties interested in taking water from Napier water supply. This task is due in June 2019 and the new site will further reduce the risk of reticulation contamination associated with third party access to reticulation network.

This policy will be reviewed in 12 months in line with Council's plan to construct these dedicated water take points.



Figure 1 – Various contractors drawing water from NCC fire hydrants

#### 6.4 Significance and Engagement

N/A

#### 6.5 Implications

##### Financial

N/A

##### Social & Policy

N/A

##### Risk

Existing risks to water quality remain if there is no policy in place.

## **6.6 Options**

The options available to Council are as follows:

- a. Continue to operate without a policy
- b. Adopt Fire Hydrant Use Policy 2018

## **6.7 Development of Preferred Option**

N/A

## **6.8 Attachments**

- A Fire Hydrant Use Policy 2018 [↓](#)
- B Application for Permit to Take Water [↓](#)



Fire Hydrant Use Policy 2018			
Approved by:	Council		
Department:	Infrastructure Services		
Date Approved:		Review Approval Date	
Next Review Date:		EDRMS Working Doc #	
Relevant Legislation:	The Health Act 1956, Health (Drinking-Water) Amendment Act October 2007, Drinking-water Standards for New Zealand 2005 (revised 2008), Local Government Act 2002, Fire Service Act 1975		
NCC Documents referenced:	NCC Water Supply Bylaw 2012		

#### Purpose

Under the above legislation, Napier City Council has a duty to protect and manage risks to the potable water it supplies to residents and customers. The use of fire hydrants connected to the water supply system can pose a risk to the quality and quantity of water supplied to residents and customers.

This policy outlines the measures taken to manage:

- the risk of contamination (quality) to Napier City's potable water supply from those using fire hydrants.
- the quantity of water taken from fire hydrant in order to reduce or eliminate pressure variations in the wider water system
- risk and damage to the water supply system

#### Scope

This Policy is applicable to any person or organisation who takes water from Napier City Council Fire Hydrants (or similar fittings) connected to the potable water supply system. Principal organisations affected:

- Fire Service
- Napier City Council City Services
- Construction Contractors
- Water tanker operators

**Definitions**

For the purpose of this Policy, unless inconsistent with the context, the following definitions apply:

<b>Approved</b>	Approved in writing by the WSA, either by resolution of the Council or by any authorised officer of the WSA
<b>Backflow</b>	The unplanned reversal of flow of water or mixtures of water and contaminants into the water supply system
<b>Council</b>	The Napier City Council or any authorised officer
<b>Customer</b>	A person who uses, or has obtained the right to use or direct the manner of use of, water supplied by the WSA
<b>Fees and charges</b>	The list of items, terms, and prices for services associated with the supply of water as adopted by the Council in accordance with the LGA 2002 and the Local Government (Rating) Act 2002
<b>Person</b>	A natural person, corporation sole or a body of persons whether corporate or otherwise
<b>Permit</b>	Subject to its conditions, the documentation that consents to the drawing of water from the water supply system from a fire hydrant or hydrant or a similar point.
<b>Permit Holder</b>	The Customer who is named on the Permit.
<b>Point of supply</b>	The point on the water pipe leading from the water main to the premises, which marks the boundary of responsibility between the customer and the WSA, irrespective of property boundaries
<b>Potable</b>	Water that does not contain or exhibit any determinands to any extent that exceeds the maximum acceptable values (other than aesthetic guideline values) specified in the Drinking Water Standards for New Zealand
<b>Public notice</b>	As defined in the Local Government Act 2002
<b>Water supply authority (WSA)</b>	The operational unit of the Council responsible for the supply of water, including its authorised agents
<b>Water supply system</b>	All those components of the network between the point of abstraction from the natural environment and the point of supply. This includes but is not limited to: wells, infiltration galleries, intake structures, open raw water storage ponds/lakes, falling mains, treatment plants, treated water reservoirs, trunk mains, service mains, rider mains, pump stations and pumps, valves, fire hydrants, scour lines, service pipes, boundary assemblies, meters, backflow prevention devices and tobies.

**Policy****1. Access and Operation of Fire Hydrants**

- 1.1. Only the Fire Service shall have the right, as required, to gain access and operate fire hydrants, but only for the purposes of firefighting, training and testing.
- 1.2. All other Customers, users and operators of fire hydrants shall be required to submit an application for a 'Permit to Take Water'.
- 1.3. Where water is used for regular irrigation, a 'Permit to Take Water' can include multiple sites.
- 1.4. The WSA has the right to reject any application due to operational reasons or any other constraints.

**2. Application for a 'Permit to Take Water'**

- 2.1. An application for a 'Permit to Take Water' from a fire hydrant, hydrant (or other location) shall be submitted to the Council, WSA, allowing at least 5 working days to process.
- 2.2. Submission of an application does not give the right to take water from fire hydrants (or other location).
- 2.3. The WSA has the right to reject any application due to operational reasons or any other constraints.
- 2.4. An application shall include at the minimum:
  - Contact details (name, phone number, email, address) of the permit holder
  - Purpose for the water use
  - Estimated period water is required (valid up to 1 year)
  - Estimated volume (total)
  - Preferred location(s) where water will be taken
  - Stand pipe(s) details (including serial number or uniquely marking) and corresponding backflow device test certificate(s)
  - Contact details (name, phone number, email, address) of the person and organisation taking the water.
  - Any other useful details
- 2.5. The applicant shall be notified in writing by the WSA within 5 working days of the result of the application and any conditions.
- 2.6. The WSA shall keep and maintain a record of all Permit Holders (applicants, current and historical) including:
  - Unique reference number
  - Duration of the Permit
  - Permit Holder name and contact details
  - Location
  - Estimated volume
- 2.7. Small numbers of certified stand pipes are available for short-term hire at the Depot. Applicants are advised to inquire on availability prior submitting the application for 'Permit to Take Water'.
- 2.8. Information on Applications may be published by the Council as part of its reporting requirements.

**3. Permit Holders**

3.1. Conditions for Permit Holders may include all or any of the following. Permit Holders:

- shall carry a copy of the Permit at all times.
- will be directed to locations within the water supply system where they can access and draw potable water (it may not be the closest location). These are likely to be dedicated fire hydrants or filling locations. Only these location(s) shall be used and only as directed. As a result the Permit Holder may be required to transport water to their desired point of use.
- Locations may require water to be transported (by vehicle) to the desired location by the Permit Holder.
- may have restricted period(s) during which they can take water including:
  - through a 24 hour period i.e. off-peak
  - defined period i.e. 1 week i.e. weekdays only
- may have their Permit cancelled or amended at any time by the Council for the purposes of managing and operating the water supply system. Instances may include (but not limited to) in times of:
  - high demand e.g. large fires
  - low pressure or low reservoir volumes
  - water restrictions
  - reactive and planned maintenance
- Permits to Take Water shall be valid only so long as the Permit Holder complies with the conditions endorsed on the Permit.
- may be directed by the WSA to undertake specific, regular training, provided by WSA. Likely for regular users such as Napier City Services Staff.
- all Permit Holders shall use only approved equipment by the WSA, provided by the Permit Holder. This includes as a minimum uniquely marked (e.g. serial number) stand pipe with testable backflow device (testable double check valve as a minimum), totalising flow meter preferred but optional.
- All Permit Holders shall operate hydrants in a way that minimises impacts on the network such as water hammer or dirty water, by slowly opening and closing valves, which affects the water flow.
- Each stand pipe with backflow device is annually tested by IQP registered service providers and test certificate is provided with the application submission.
- a representative of the WSA has the right to stop a Permit Holder from taking water from a hydrant due to use of inappropriate equipment, operation or where the Permit Holder's action poses a risk to the water supply system.
- it is the responsibility of the Permit Holder to ensure public safety during the taking of water.
- The Permit Holder is the responsible for their own equipment and health and safety including traffic management.
- The Permit Holder shall notify the Council of any faults with the network or hydrant immediately following identification of the fault.

#### 4. Fees, Charges and Penalties

4.1. There will be a charge by the Council for submitting and assessing a Permit to Take Water and a fixed fee for the water taken.

- 4.2. It is an offence under section 69ZZR(4) of the Health Act 1956 to take water without a valid Permit or non-compliance with a current Permit.
- 4.3. Penalties for offences are detailed under section 69ZZV of the Health Act 1956 and in the Water Supply by-law, Sections 8.4 and 10.

**5. Related Documents**

- Application for Permit to Take Water (EDRMS # [pending](#))

DRAFT

**Office Use**

Received on: \_\_\_\_\_

Reference No.: APP- \_\_\_\_\_

**'Permit to Take Water' Application** (DOC ID: 483436)**IMPORTANT: PLEASE READ**

- Any questions please contact Council's Team Leader Water at Depot at City Services on 06 833 8615 or 06 833 8638, or email: [water.permits@napier.govt.nz](mailto:water.permits@napier.govt.nz)
- Fill in all fields, and write not applicable if appropriate
- After the form is completed and signed, scan and send to [water.permits@napier.govt.nz](mailto:water.permits@napier.govt.nz)
- Backflow device must be an integral part of the stand pipe, any additional backflow devices further down the line (e.g. on the truck etc) are welcome but will not be accepted in this application as sole backflow device
- Please note if permit is issued, the duration can only be granted for a maximum of 12 months time period, but will be reduced accordingly to be aligned with oldest back flow device certificate's date. However, once dedicated Water Take Site(s) is/are commissioned, all contractors will be notified and obligated to draw water at those station(s) only. Once that happens Permit to Take Water from fire hydrants will not be valid anymore
- Submission of application does not give the right to take water from fire hydrants before 'Permit to Take Water' is issued to the applicant
- 100\$ payment will cover charge for submitting and assessing a Permit to Take Water and a fee for the water taken. Upon submission of this application, Depot will advise each applicant on payment options.
- See 'Minimum requirement on testing double check valves as back flow device' and link to 'IPQ List Registered within the East Coast Region' on page 3

1. Company Name:		
Address:		
Contact Name:		
Contact Phone No's:		
Contact email address:		
2. Purpose for the water use:		
3. Estimated period water is required (max 12 months):	_____ month(s)	
4. Estimated volume for the period of the permit (total):	_____ m <sup>3</sup>	
6. Preferred location(s) where water will be taken:	<ul style="list-style-type: none"> <li>• _____</li> <li>• _____</li> <li>• _____</li> </ul>	
7. Stand pipe(s) details:	<ul style="list-style-type: none"> <li>Serial number (or other marking): _____ Test certificate attached: Yes / No</li> <li>Serial number (or other marking): _____ Test certificate attached: Yes / No</li> <li>Serial number (or other marking): _____ Test certificate attached: Yes / No</li> <li>Serial number (or other marking): _____ Test certificate attached: Yes / No</li> <li>Serial number (or other marking): _____ Test certificate attached: Yes / No</li> <li>Serial number (or other marking): _____ Test certificate attached: Yes / No</li> </ul>	
8. Additional notes that might be relevant:		

**To be completed by the Applicant:**

Application is hereby made for the consent(s) detailed in this form

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Name: _____ (PLEASE PRINT FULL NAME OF PERSON WHO SIGNED ABOVE)		
<p><b>To be completed by the NCC upon submission - Review application and record findings:</b></p> <div style="text-align: center; font-size: 100px; opacity: 0.3; transform: rotate(-30deg);">DRAFT</div>		
Reviewed by:	Signature:	Date:

Application status:	Approved	Declined
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#### Minimum requirements on testing double check valves used as a back flow device

According to the Fire Hydrant Use Policy, each stand pipe should have a back flow device integrated and it should be at least a testable double check valve as a minimum.

Test procedure described below is presented on a 'Firemaster Mechanical Metered Standpipe' (supplied by PSL Fire&Safety), although NCC does not prefer any supplier over other, as long as the test procedure below can be adhered to.

Test must be undertaken by and Independent Qualified Person (IQP) – the IQP List Registered within the East Coast Region can be found at: [www.napier.govt.nz/services/water/about-water/](http://www.napier.govt.nz/services/water/about-water/).

	<p><b>TEST 1: PCHECK VALVE SEAL TEST - TOP SEAL</b></p> <ul style="list-style-type: none"> <li>- Remove plug from test port</li> <li>- Fill standpipe from 70 female outlet</li> <li>- Any leakage from test port signals top seal failure</li> </ul> <p><b>TEST 2: LOWER SEAL</b></p> <ul style="list-style-type: none"> <li>- Fit blank cap to 70 female outlet</li> <li>- Fill standpipe through test port</li> <li>- Any leakage from standpipe base signals lower seal failure</li> </ul> <p>Note – As the double check valve is to prevent feedback it should seal at a low pressure. Tests should be at low pressure, maximum 700kPa or less.</p>
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# PUBLIC EXCLUDED ITEMS

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

## AGENDA ITEMS

1. Land Sale

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. Land Sale	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.

# FINANCE COMMITTEE

## Open Minutes

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Meeting Date:	Tuesday 16 October 2018
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Time:	3.00pm-4.15pm
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Venue	Council Chamber Hawke's Bay Regional Council 159 Dalton Street Napier
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Present	Mayor Dalton, Councillor Wise (In the Chair), Councillors Boag, Dallimore, Hague, McGrath, Price, Tapine, Taylor, White and Wright
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In Attendance	Chief Executive [to 3.56pm], Director Community Services, Director Infrastructure Services, Director City Services, Director City Strategy, Manager Communications and Marketing, Chief Financial Officer, Manager Community Strategies, Manager Property, Team Leader Policy Planning, Policy Planner, Environmental Solutions Manager, Waste Minimisation Lead, Manager Business Excellence & Transformation/Manager Regulatory Solutions, Libraries Manager, Communications Specialist
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Administration	Governance Team
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## Apologies

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Councillors White / Wright

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That the apologies from Councillor Jeffery and Councillor Brosnan be accepted.

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Carried

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## Conflicts of interest

Nil

## Public forum

### ***David Kamper – Onekawa Pool Petition***

Mr Kamper spoke to the petition presented to Council seeking to retain and redevelop the aquatic centre on the current Onekawa site, and to not relocate to Prebensen Drive. He noted that the petition received 7173 endorsements and was driven by the community as a result of a 50m pool not being consulted on in the Long Term Plan process.

In response to questions from Councillors the following points were clarified:

- It would be beneficial to make the information regarding the soil contamination of the Onekawa site available to the public; Mr Kamper suggested that a geo-technical report should be prepared for the Onekawa site.
- The petition has been organised by Mr Kamper in his personal capacity, separate from the Aquahawks organisation.
- Mr Kamper suggested that the Onekawa site closure would be minimal if the Ivan Wilson pool remained open for a period of the rebuild.
- Mr Kamper believes that the new build at Prebensen Road site will result in less water space.

## Announcements by the Mayor

Nil

## Announcements by the Chairperson

Nil

## Announcements by the management

The Chief Executive noted that he has another engagement and will need to leave the meeting before 4pm.

## Confirmation of minutes

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Councillors McGrath / Hague

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That the Minutes of the meeting held on 4 September 2018 were taken as a true and accurate record of the meeting.

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Carried

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### Questions from Councillors for Further Action

Item	Requestor	Action	Responsible
3	Cr Tapine	Further information was requested from officers around how the road stopping work at the land corner of Geddis and Longfellow Avenue ties in with the Activate Maraenui Project.	Jon Kingsford

# AGENDA ITEMS

## 1. WHAKARIRE REVETMENT FUNDING PROPOSAL

<i>Type of Report:</i>	Legal
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	631017
<i>Reporting Officer/s &amp; Unit:</i>	Richard Munneke, Director City Strategy

### 1.1 Purpose of Report

To consider funding options and obtain approval from Council on the public/private funding split for the Whakarire revetment.

#### At the Meeting

The Director City Strategy spoke to the report noting that this stage of the process requires Council, as decision makers, to consider what factors will determine where the benefit lies and to apportion the costs accordingly. It was noted that there are numerous ways to split the funding across the beneficiaries of the revetment and once a proposal has been determined in principle this will be further refined through community engagement before the final funding proposal is determined through the 2019/20 Annual Plan adoption process.

In response to questions from Councillors the following points were clarified:

- If the work does not go ahead the existing structure will suffer further degradation and private property will ultimately be affected.
- This work is required to address existing erosion, as opposed to predicted future erosion, solutions for which are being worked through by the Coastal Hazards Strategy Joint Committee. The revetment design and consenting approval process had occurred prior to the majority of the Coastal Hazard Strategy work.
- The shared pathway has not been included in the cost estimate at this stage, although it has been included in the Resource Consent. The pathway will be included later following consultation with residents and users of the area.
- Funding set aside in the Hawke's Bay Harbour Board Endowment Land Income Account is for the purposes of maintaining the foreshore reserves and works in the inner harbour. These funds are already committed to projects.
- It was confirmed that shingle from Marine Parade is no longer being moved to Westshore Beach. This work was funded largely through general rate payers, split between Napier City Council and Hawke's Bay Regional Council.

Councillor Dallimore tabled a document for consideration by Council officers and spoke to the history of the issue, noting that this is not an exact science.

Some Councillors stated that the figures should be reworked and further information was required to determine the balance between public good and the benefit to local residents, including that of the wider Westshore residents.

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It was agreed that Councillors would collate and submit any questions to the Chief Executive by Thursday, 18 October 2018 to allow for responses to be considered prior to the Council meeting on 30 October 2018, where the matter would be debated further.

*The Chief Executive left the meeting at 3.56pm.*

### **Officer's Recommendation**

That the Finance Committee:

- a. Approve, in principle, funding option for the revetment works at Whakarire Avenue in accordance with Section 101(3) of the Local Government Act.
- b. And that options of funding by general rate or UAGC be identified for consideration.
- c. And that consultation be undertaken as appropriate. This would comprise informal consultation on a proposed funding option as per part a above, culminating in formal consultation as part of the 2019/20 Annual Plan process.

### **Substitute Motion**

Committee's recommendation

Mayor Dalton / Councillor Dallimore

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That the Finance Committee:

- a. Leave the Officer's recommendation for this item on the table for further discussion at the Council meeting on 30 October 2018, that being:

That the Finance Committee:

- a. Approve, in principle, funding option for the revetment works at Whakarire Avenue in accordance with Section 101(3) of the Local Government Act.
- b. And that options of funding by general rate or UAGC be identified for consideration.
- c. And that consultation be undertaken as appropriate. This would comprise informal consultation on a proposed funding option as per part a above, culminating in formal consultation as part of the 2019/20 Annual Plan process.

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Carried

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## 2. CAPITAL PROJECT FUNDING BROUGHT FORWARD

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	653014
<i>Reporting Officer/s &amp; Unit:</i>	Adele Henderson, Director Corporate Services

### 2.1 Purpose of Report

To seek approval from Council to bring forward funding in the Long Term Plan 2019/20 budget relating to the Park Island Redevelopment into 2018/19 to complete the earthworks required for the Hawkes Bay Rugby Union complex at Park Island due to be started February 2019.

#### At the Meeting

In response to questions from Councillors it was clarified that there was a misunderstanding between the parties in relation to the timing and Plan change in this matter, which has resulted in the funding having to be brought forward from the Long Term Plan 2019/20 budget. It was noted that this request is part of a larger package of work.

Committee's recommendation

Councillors Taylor / Price

The Finance Committee:

- a. Approve \$400,000 to be brought forward from the Long Term Plan 2019/20 budget for the Park Island Redevelopment (Loan funded) to accommodate earthworks required to progress the Hawkes Bay Rugby Union complex at Park Island due to start February 2019

Carried

### 3. ROAD STOPPING - LAND CORNER OF GEDDIS & LONGFELLOW AVENUE

<i>Type of Report:</i>	Legal
<i>Legal Reference:</i>	Local Government Act 1974
<i>Document ID:</i>	637186
<i>Reporting Officer/s &amp; Unit:</i>	Bryan Faulknor, Manager Property Jenny Martin, Property and Facilities Officer

#### 3.1 Purpose of Report

To obtain Council approval to initiate the road stopping process in accordance with the 10<sup>th</sup> Schedule of the Local Government Act 1974, and subsequent sale of approximately 188m<sup>2</sup> of current legal road on the corner of Geddis and Longfellow Avenue, to Ahuriri District Health.

#### At the Meeting

Further information was requested from officers around how this work ties in with the Activate Maraenui Project.

Committee's recommendation

Councillors Boag / Tapine

The Finance Committee:

- Recommend pursuant to Section 342 of the Local Government Act 1974, to initiate the stopping of approximately 188m<sup>2</sup> of legal road, on the corner of Geddis and Longfellow Avenue and adjacent to 65 Geddis Avenue, in accordance with the Tenth Schedule to the Local Government Act 1974.
- Recommend that upon completion of the Tenth Schedule stopping process, the stopped road is sold to Ahuriri District Health (a Charitable Trust) at a peppercorn sale price of one dollar plus all associated legal, survey and advertising costs.

Carried

#### 4. POWERCO GAS PIPELINE - GRANT OF EASEMENT AND CONCESSION

*Type of Report:* Legal and Operational

*Legal Reference:* Reserves Act 1977, Conservation Act 1987

*Document ID:* 641344

*Reporting Officer/s & Unit:* Bryan Faulknor, Manager Property

##### 4.1 Purpose of Report

- a. To obtain Council's approval to grant a concession in the form of an easement to Powerco Limited to use reserve land to convey gas by way of a pipeline.
- b. To also obtain Council's approval to grant an easement to Powerco to use non reserve fee simple land owned by Council for the same purpose.

##### At the Meeting

There was no discussion on this item.

Committee's recommendation

Councillors Price / Wright

The Finance Committee:

- a. Pursuant to Section 48 of the Reserves Act 1977, approve the granting of a concession in the form of an easement to Powerco Limited to convey gas under the reserve land described in Schedule 1 below.
- b. Approve the granting of an easement to Powerco Limited to convey gas under the fee simple land owned by Council as described in Schedule 2 below.

##### SCHEDULE 1

Legal Description	Title/GN Reference	Land Status
Section 2 Survey Office Plan 468666	NZGN 2002 p488	Local Purpose (Wildlife) Reserve
Section 1 Survey Office Plan 468666	641949	Local Purpose (Community Building) Reserve

##### SCHEDULE 2

Legal Description	Title/GN Reference	Land Status
Lot 2 Deposited Plan 8156	HB131/258	Fee Simple

Carried

## 5. HB MUSEUMS TRUST ANNUAL REPORT

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*Type of Report:* Legal

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*Legal Reference:* Local Government Act 2002

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*Document ID:* 650777

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*Reporting Officer/s & Unit:* Chris Denby, Finance Accountant

### 5.1 Purpose of Report

To provide Napier City Council with the Hawke's Bay Museums Trust Annual Report for the year ending 30 June 2018.

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#### At the Meeting

There was no discussion on this item.

Committee's recommendation

Mayor Dalton / Councillor Tapine

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The Finance Committee:

- a. Receive the Annual Report of the Hawke's Bay Museums Trust

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Carried

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# PUBLIC EXCLUDED ITEMS

Councillors Tapine / Hague

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

1. Proposed Solution to Recycling Service for Napier
2. Leasehold Land Freeholding - Request 1

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. Proposed Solution to Recycling Service for Napier	<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>
2. Leasehold Land Freeholding - Request 1	<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</p>

		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 meeting moved into committee at 4.15pm.

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

Chairperson .....

Date of approval .....