



NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

Napier Civic Building
231 Hastings Street
t +64 6 835 7579
e info@napier.govt.nz
www.napier.govt.nz

NAPIER PEOPLE AND PLACES COMMITTEE

Open Agenda

Meeting Date: Thursday 18 March 2021

Time: 10.00am

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

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

Officer Responsible Director Community Services

Administration Governance Team

**Next Napier People and Places Committee Meeting
Thursday 29 April 2021**

ORDER OF BUSINESS

Apologies

Nil

Conflicts of interest

Public forum

Citizens Advice Bureau - Susan Jacobs

K3 Kahungunu Property – Aayden Clarke & Rawinia Lewis

Announcements by the Mayor

Announcements by the Chairperson including notification of minor matters not on the agenda

Note: re minor matters only - refer LGOIMA s46A(7A) and Standing Orders s9.13

A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the Chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However, the meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion.

Announcements by the management

Confirmation of minutes

That the Minutes of the Napier People and Places Committee meeting held on Thursday, 4 February 2021 be taken as a true and accurate record of the meeting.9

Agenda items

1 Amendments to the 2021 Council/Committee Meeting Schedule3

Minor matters not on the agenda – discussion (if any)

Public excluded8

AGENDA ITEMS

1. AMENDMENTS TO THE 2021 COUNCIL/COMMITTEE MEETING SCHEDULE

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1291153
<i>Reporting Officer/s & Unit:</i>	Helen Barbier, Team Leader Governance

1.1 Purpose of Report

The purpose of this report is to seek approval for amendments to the schedule of Council and Committee meetings for 2021, as adopted on 22 October 2020 (**Attachment 1 – Doc Id 1295698**).

The proposed date changes are as follows:

Meeting	Previous Date	New Date
Council (Adopt LTP Doc)		8 April 2021 (1pm)
Māori Committee	21 May 2021	14 May 2021 (9am)
Council	3 June 2021	27 May 2021 (11am)
Council (LTP hearings)		8 June -11 June 2021 (9am)
Audit and Risk Committee	25 June 2021	16 June 2021 (1pm)
Council (adopt LTP/Rates)		29 June 2021 (9am)
Audit and Risk Committee	10 December 2021	26 November 2021 (1pm)

Officer's Recommendation

The Napier People and Places Committee:

- Receive the report "Amendment to the 2021 Council/Committee Meeting Schedule".
- Adopt the amendments to the 2021 Meeting Schedule as below:

Meeting	Previous Date	New Date
Council (Adopt LTP Doc)		8 April 2021 (1pm)
Māori Committee	21 May 2021	14 May 2021 (9am)

Council	3 June 2021	27 May 2021 (11am)
Council (LTP hearings)		8 June -11 June 2021 (9am)
Audit and Risk Committee	25 June 2021	16 June 2021 (1pm)
Council (adopt LTP/Rates)		29 June 2021 (9am)
Audit and Risk Committee	10 December 2021	26 November 2021 (1pm)

- c. Note that a **DECISION OF COUNCIL** is required as the next meeting of Council scheduled for 22 April 2021, is too late to meet legislative requirements related to meeting notification.

1.2 Background Summary

The Local Government Act 2002, Schedule 7, Clause 19 states:

...

(4) *A local authority must hold meetings at the times and places that it appoints.*

(5) ...

(6) *If a local authority adopts a schedule of meetings -*

a) *The schedule-*

i) *may cover any future period that the local authority considers appropriate, and*

ii) *may be amended; and*

b) *notification of the schedule or of any amendment to that schedule constitutes a notification of every meeting to the schedule or amendment.*

Although a local authority must hold the ordinary meetings as scheduled, Council may at a meeting, amend the schedule of dates, times and number of meetings to enable business to be managed in an effective way.

Although staff attempt to meet the needs of the Council it is inevitable that the schedule will need to be amended from time to time and these amendments will be notified to elected members via the Councillor diary as they arise.

While the schedule serves to give elected members notice of the upcoming meetings there is still a requirement under the Local Government Official Information and Meetings Act 1987 for the public to be advised on a regular basis of the meetings scheduled for the next month.

The schedule includes the meetings of all committees not only so that members can plan ahead, but also to ensure that meetings days are in fact available and not later taken up by other meetings. Where scheduled meetings are not required cancellations will be advised to members as early as possible.

1.3 Issues

N/A

1.4 Significance and Engagement

This matter, of an amendment to the schedule of meetings, does not trigger Council's Significance and Engagement Policy or any other consultation requirements.

Refer to the individual report(s) for the relevant meeting for comments related to the Significance and Engagement Policy.

1.5 Implications

Financial

There will be minor additional costs for venue hire and live streaming of the additional meetings.

Social & Policy

N/A

Risk

Further changes to the schedule could result in difficulty finding a suitable venue and increased costs.

1.6 Options

The options available to Council are as follows:

- a) To adopt the amended 2021 meeting schedule as proposed
- b) To propose further amendments to the meeting schedule

1.7 Development of Preferred Option

It is recommended that the amended 2021 meeting schedule be adopted as proposed.

1.8 Attachments

A 2021 Amended Council/Committee Meeting Schedule [↓](#)

NAPIER CITY COUNCIL MEETING SCHEDULE - JANUARY TO DECEMBER 2021

January			February			March			April			May			June			July			August			September			October			November			December		
1	Fr	NY Day	1	Mo		1	Mo		1	Th	Workshop	1	Sa		1	Tu		1	Th	P&PPro	1	Su		1	We		1	Fr		1	Mo		1	We	
2	Sa		2	Tu	Workshop	2	Tu	Workshop pm	2	Fr	Good Friday	2	Su		2	We		2	Fri		2	Mo		2	Th	Workshop	2	Sa		2	Tu	Workshop pm	2	Th	
3	Su		3	We	EO Anni	3	We		3	Sa		3	Mo		3	Th		3	Sa		3	Tu	Workshop pm	3	Fr	Māori	3	Su		3	We		3	Fr	
4	Mo	NY Hol	4	Th	P&PPro	4	Th	Workshop	4	Su		4	Tu	Workshop pm	4	Fr		4	Su		4	We		4	Sa		4	Mo		4	Th	P&PPro	4	Sa	
5	Tu		5	Fr		5	Fr		5	Mo	Exter Monday	5	We		5	Sa		5	Mo		5	Th	Council	5	Su		5	Tu	Workshop pm	5	Fr		5	Su	
6	Wed		6	Sa		6	Sa		6	Tu	Workshop pm	6	Th	SustFuture	6	Su		6	Tu	Workshop pm	6	Fr		6	Mo		6	We		6	Sa		6	Mo	
7	Thu		7	Su		7	Su		7	We		7	Fr		7	Mo	Queen's birthday	7	We		7	Sa		7	Tu	Workshop pm	7	Th	Workshop	7	Su		7	Tu	
8	Fri		8	Mo	Wātangi	8	Mo		8	Th	Proposed Council (LTP doc) Workshop	8	Sa		8	Tu	GLTP Day 1	8	Th	SustFuture	8	Su		8	We		8	Fr		8	Mo		8	We	
9	Sa		9	Tu	CI Ex (Rev & Fin) Day 1	9	Tu	Tenders/Wkshp pm	9	Fri	Māori	9	Su		9	We	GLTP Day 2	9	Fri		9	Mo		9	Th	Workshop	9	Sa		9	Tu	Tenders Wkshp pm	9	Th	
10	Su		10	We	CI Ex (Rev & Fin) Day 2	10	We		10	Sa		10	Mo		10	Th	GLTP Day 3	10	Sa		10	Tu	Tenders/Wkshp pm	10	Fri		10	Su		10	We		10	Fr	
11	Mo		11	Th	Sust/ Put 3)	11	Th	Council	11	Su		11	Tu	Tenders/Wkshp pm	11	Fr	GLTP Day 4	11	Su		11	We		11	Sa		11	Mo		11	Th	SustFuture	11	Sa	
12	Tu		12	Fr	CI Ex (Rev & Fin) Day 4	12	Fr		12	Mo		12	We		12	Sa		12	Mo		12	Th	P&PPro	12	Su		12	Tu	Tenders/Wkshp pm	12	Fr		12	Su	
13	Wed		13	Sa		13	Sa		13	Tu	Tenders/Wkshp pm	13	Th	Workshops	13	Su		13	Tu	Tenders/Wkshp pm	13	Fr		13	Mo		13	We		13	Sa		13	Mo	
14	Thu		14	Su		14	Su		14	We		14	Fr	Proposed new date Māori	14	Mo		14	We		14	Sa		14	Tu	Tenders/Wkshp pm	14	Th		14	Su		14	Tu	
15	Fri		15	Mo		15	Mo		15	Th	Workshop	15	Sa		15	Tu		15	Th		15	Su		15	We	Citizen	15	Fr	Māori	15	Mo		15	We	
16	Sa		16	Tu	Workshop pm	16	Tu	Workshop pm	16	Fr		16	Su		16	We	Proposed new date A & R	16	Fri		16	Mo		16	Th		16	Sa	Workshop pm	16	Tu	Workshop pm	16	Th	
17	Su		17	We		17	We		17	Sa		17	Mo		17	Th		17	Sa		17	Tu	Workshop pm	17	Fri		17	Su		17	We	Citizen	17	Fr	
18	Mo		18	Th	Workshop	18	Th	P&PPro	18	Su		18	Tu	Workshop pm	18	Fr		18	Su		18	We		18	Sa		18	Mo		18	Th	Workshop	18	Sa	
19	Tu		19	Fr		19	Fr		19	Mo		19	We		19	Sa		19	Mo		19	Th	SustFuture	19	Su		19	Tu	Workshop pm	19	Fr		19	Su	
20	Wed		20	Sa		20	Sa		20	Tu	Workshop pm	20	Th	Workshops	20	Su		20	Tu	Workshop pm	20	Fr		20	Mo		20	We		20	Sa		20	Mo	
21	Thu		21	Su		21	Su		21	We		21	Fr		21	Mo		21	We	Citizen	21	Sa		21	Tu	Workshop pm	21	Th	Workshop	21	Su		21	Tu	
22	Fri		22	Mo		22	Mo		22	Th	Council	22	Sa		22	Tu	Workshop pm	22	Th	Workshops	22	Su		22	We		22	Fr	HB Anni	22	Mo		22	We	
23	Sa		23	Tu	Workshop pm	23	Tu	CI Day 1 (Gaming)	23	Fr		23	Su		23	We		23	Fri	Māori	23	Mo		23	Th	P&PPro	23	Sa	Workshop pm	23	Tu	Workshop pm	23	Th	
24	Su		24	We		24	We	CI Day 2 (Gaming)	24	Sa		24	Mo		24	Th		24	Sa		24	Tu	Workshop pm	24	Fri	A & R	24	Su		24	We		24	Fr	
25	Mo		25	Th	Workshop	25	Th	SustFut	25	Su		25	Tu	Workshop pm	25	Fr		25	Su		25	We		25	Sa		25	Mo	Labour Day	25	Th	Workshop	25	Sa	
26	Tu	Workshop pm	26	Fr	Māori	26	Fr	A & R	26	Mo	Anzac Day	26	We		26	Sa		26	Mo		26	Th	Workshops	26	Su		26	Tu	Workshop pm	26	Fr	Māori	26	Su	
27	Wed		27	Sa		27	Sa		27	Tu	Workshop pm	27	Th	Proposed new date Council	27	Su		27	Tu	Workshop pm	27	Fr		27	Mo		27	We		27	Sa		27	Mo	
28	Thu	Workshop	28	Su		28	Su		28	We		28	Fr		28	Mo		28	We		28	Sa		28	Tu	Workshop pm	28	Th	Council	28	Su		28	Tu	
29	Fri		29	Mo		29	Mo		29	Th	P&PPro	29	Sa		29	Tu	Council - Adopt LTP/Rates/ Workshop	29	Th	Workshops	29	Su		29	We		29	Fr		29	Mo		29	We	
30	Sa		30	Tu	Workshop pm	30	Tu	Workshop pm	30	Fr		30	Su		30	We		30	Fri		30	Mo		30	Th	SustFuture	30	Sa		30	Tu	Workshop pm	30	Th	
31	Su		31	We		31	We		31			31	Mo					31			31	Tu		31			31	Su		31		31	Fr		

PUBLIC EXCLUDED ITEMS

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

AGENDA ITEMS

1. Council property - Bledisloe Road
2. Stakeholder Satisfaction Survey

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. Council property - Bledisloe Road	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.
2. Stakeholder Satisfaction Survey	7(2)(a) Protect the privacy of natural persons, including that of a deceased person 7(2)(h) Enable the local authority to carry out, without prejudice or disadvantage, commercial activities 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.

NAPIER PEOPLE AND PLACES COMMITTEE

Open Minutes

Meeting Date:	Thursday 4 February 2021
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Time:	10.00am – 10.46am
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Venue	Council Chambers Hawke's Bay Regional Council 159 Dalton Street Napier
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Present	Mayor Wise, Councillor Boag (In the Chair), Deputy Mayor Brosnan, Councillors Browne, Chrystal, Crown, Mawson, McGrath, Price, Simpson, Tapine, Taylor and Wright
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In Attendance	Interim Chief Executive (Keith Marshall), Acting Director Corporate Services (Toni Goodlass) Director Community Services (Antoinette Campbell) Manager Communications and Marketing (Craig Ogborn) Māori Partnership Manager (Charles Ropitini)
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Administration	Governance Advisor (Anna Eady)
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Karakia

The Elected Members opened the meeting with a karakia.

Apologies

Council resolution

Councillors Brown/Mawson

That the apologies from Deputy Mayor Brosnan, and Councillors Chrystal and Wright be accepted.

Carried

Conflicts of interest

Nil

Public forum

Nil

Announcements by the Mayor

The Mayor welcomed the Elected Members back to Council after the Christmas break. 2020 was a busy year and 2021 will also be a busy year with the Long Term Plan and several reviews which require public consultation scheduled throughout the year. The new Chief Executive will be beginning at Council on the 9th of February and the Mayor extended her thanks to the Interim Chief Executive for holding the fort through some difficult challenges.

Announcements by the Chairperson

Nil

Announcements by Management

The Chief Executive has withdrawn the Public Excluded item as it was confirmation of minutes which can be dealt with at a later meeting.

Confirmation of minutes

Councillors Mawson / Wright

That the Minutes of the meeting held on 5 November 2020 were taken as a true and accurate record of the meeting.

Carried

AGENDA ITEMS

1. IMPLEMENTATION OF DUAL PLACE-NAMES AND BILINGUAL SIGNAGE IN COUNCIL PARKS, RESERVES AND FACILITIES

Type of Report:	Operational and Procedural
Legal Reference:	Māori Language Act 2016
Document ID:	1268926
Reporting Officer/s & Unit:	Charles Ropitini, Strategic Maori Advisor

11.1 Purpose of Report

The purpose of this report is to update Council of te reo Māori touchpoints implemented across Napier City Council reserves and facilities in the 2017-2019 Triennium.

The report provides an overview of dual place-names in public parks and reserves, and bilingual signage applied to Council facilities. The report recommends the formal adoption of the national Māori-English Bilingual Signage Guidelines.

The report supports the need for Council to consider a Te Reo Māori Policy for Napier City Council as a framework for continued implementation of bilingualism across Council projects and documents.

Deputy Mayor Brosnan and Councillors Chrystal and Wright left the meeting at 10.15am

At the Meeting

The council officer spoke to the report noting:

- This project is in line with article two of the Treaty of Waitangi.
- The development of a council Te Reo Māori Policy is being led by the Acting Pou Whakarae. This policy will direct how engagement with mana whenua should occur in order to implement dual place-names, and also how to incorporate words from local dialects which are not included in the national te reo Māori lexicons.
- Council officers have not yet discussed how to tell the stories of the place-names in Ahuriri-Napier with the Māori Committee, but that is a next step.
- There was no negative feedback from the community to recent council projects which included written te reo Māori.
- Once officers have a complete list of dual place-names they will consult with mana whenua. This will take an as yet undetermined length of time.
- The project will be adequately resourced.
- Education with external developers about the use of te reo Māori in street names, and how to engage with mana whenua to establish what names are appropriate, is being considered.

Committee's recommendation

Councillor Crown / Mayor Wise

The Napier People and Places Committee:

- a. Endorse the report as a consolidation of bilingual signage and dual place-names applied to Council projects over the 2017-2019 Triennium.
- b. Approve the Principal Māori Advisor to engage mana whenua to capture stories relating to Māori place-names reinstated to parks and reserves, with an agreed level of cultural intellectual property made available to the public domain.
- c. Approve the adoption of the national 'Māori-English Bilingual Signage – A Guide For Best Practice' as the guide for bilingual signage and dual place-names.
- d. Approve the use of national te reo Māori lexicons for Libraries and Para Kore Zero Waste, with a process developed for accepting national lexicons for future bilingual projects.

Carried

MINOR MATTERS NOT ON THE AGENDA

Māori Ward Legislation Changes

Councillor Crown and Councillor Tapine felt with the impending changes in legislation around the implementation of Māori wards it was a good time to signal to council officers that the elected members will need information about how Napier might approach this issue, and also what mana whenua's stance is, so they can give it careful consideration.

Internal Review of Flood Response

Councillor Crown would like to know if there is an update in regards to an internal review of Napier City Council's emergency flood response.

The Interim Chief Executive confirmed that a Terms of Reference for an independent review are under development by the Hawke's Bay Chief Executives, Chairs and Mayor's group. This review will also look at the COVID emergency response.

The meeting closed with a Karakia at 10.46am

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

Chairperson

Date of approval