



FUTURE NAPIER COMMITTEE

Open Minutes

Meeting Date: Thursday 19 August 2021

Time: 1.30-3.30pm

Venue Via Zoom link

Livestreamed via Council's Facebook site

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

In Attendance Chief Executive (Steph Rotarangi)
Director City Services (Lance Titter)
Director City Strategy (Richard Munneke)
Director Community Services (Antoinette Campbell)
Director Corporate Services (Adele Henderson)
Director Infrastructure Services, (Jon Kingsford)
Pou Whakarae (Mōrehu Te Tomo)
Manager Community Strategies (Natasha Mackie)
Manager Regulatory Services (Rachael Horton)
Manager Water Strategy (Russell Bond)
Planning Projects Facilitator (Stephanie Kennard)
Strategic Planning Lead (Fleur Lincoln)
Team Leader Planning & Compliance (Luke Johnson)
Team Leader Parking (Debbie Heal)
Chief Financial Officer (Caroline Thomson)
Liquor Licensing Inspector (Darren Waugh)

Consultant - Blair Bickerton, Integrated Technology Solutions Limited - (ITS)

Administration Governance Advisors (Carolyn Hunt and Anna Eady)

Karakia

Apologies

Councillors Mawson / Tapine

That an apology for absence from Councillor Wright be accepted.

Carried

Conflicts of interest

Nil

Public forum

Nil

Announcements by the Mayor

Nil

Announcements by the Chairperson

Nil

Announcements by the management

Customer Services – The Manager Regulatory Solutions, Ms Horton advised that during the commencement of Level 4 lockdown there had been a few enquiries regarding Council's facilities being open and a few noise complaints, otherwise was relatively quiet. Information regarding Council's facilities and refuse collection during lockdown were available on the website.

Confirmation of minutes

Councillors Chrystal / Price

That the Minutes of the meeting held on 8 July 2021 were taken as a true and accurate record of the meeting.

Carried

Minor Matters

- Mana Ahuriri – 26 August 2021

AGENDA ITEMS

1. RESOURCE CONSENT ACTIVITY UPDATE

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	Resource Management Act 1991
<i>Document ID:</i>	1278532
<i>Reporting Officer/s & Unit:</i>	Luke Johnson, Team Leader Planning and Compliance

1.1 Purpose of Report

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

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

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

At the Meeting

The Team Leader Planning and Compliance, Mr Johnson spoke to the report, providing a brief overview and noted that there had been an increase in applications received in comparison to the same time last year.

Committee's recommendation

Councillors Boag / Crown

The Future Napier Committee:

- a. Note the resource consent activity update for the period 15 June to 27 July 2021.

Carried

2. DRAFT LIBRARY AND CIVIC AREA PLAN

<i>Type of Report:</i>	Operational and Procedural
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1323545
<i>Reporting Officer/s & Unit:</i>	Fleur Lincoln, Strategic Planning Lead

2.1 Purpose of Report

The purpose of this report is to seek Council endorsement for the release of the Draft Library and Civic Area Plan prior to the notification of the Draft for public consultation.

At the Meeting

The Strategic Planning Lead, Ms Lincoln spoke to the report, which had been left to lie on the table at the 8 July 2021 Future Napier Committee meeting. She provided a brief overview of the Draft Library and Civic Area Plan and how the Station Street site could be developed over time, the activities, spaces and buildings that could serve the Napier community.

Although the Plan had been drafted with mana whenua indicating comfort with the draft area plan, its reference to the Mana Ahuriri Settlement meant the wording could not be endorsed by Mana Ahuriri until after the Settlement Bill had passed its third reading, which was scheduled for 26 August 2021. For this reason a placeholder page had been inserted, and the completed Draft Library and Civic Area Plan document would be presented at the full Council Meeting on 16 September 2021.

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

- The proposed Positive Ageing Strategy Advisory Group was in the process of being implemented, however may not be in place for consultation on this matter. Key leaders in the community would be contacted in regard to the positive ageing strategy.
- It was noted that reference to the Positive Ageing Strategy was referenced in the report and would be included in the consultation and engagement plan.
- No productivity loss assessment in terms of the Council vehicle fleet parking had been undertaken. Council's large vehicle fleet was comparatively high compared to other Councils and given Council's commitment to reducing carbon emissions consideration may mean that in the future Council may look at shared vehicles or new ways to utilise the vehicle fleet.
- Information will be provided on groups identified and those who were consulted together with their feedback.

Committee's recommendation

Councillor Brosnan / Mayor Wise

The Future Napier Committee:

- a) That the Future Napier Committee resolve to discuss the "Draft Library and Civic Area Plan" that was left to lie on the table at the 8 July 2021 meeting.
- b) Approve release of the draft Library and Civic Area Plan (*Doc ID 1367503*) for community feedback, noting that there is a placeholder page relating to mana whenua partnership that will be updated for the Full Council Meeting.
- c) Note the Consultation Plan for this project is under development and will be presented to Council at the Full Council Meeting.

Carried

3. PARKING TECHNOLOGY UPGRADE - PAY BY PLATE

Type of Report:	Contractual
Legal Reference:	Enter Legal Reference
Document ID:	1312927
Reporting Officer/s & Unit:	Rachael Horton, Manager Regulatory Solutions

3.1 Purpose of Report

To seek Committee approval to adopt 'pay-by-plate' parking technology for Napier, and to commence implementation of this upgrade.

At the Meeting

The Manager Regulatory Solutions, Mrs Horton spoke to the report advising Council had a mixture of existing parking meters which were dated and had reached end of life, the single bay lollipop meters internal mechanisms were no longer being produced and parts for the pay and display were European and difficult to source.

A procurement process for parking related services was completed in 2020 when the existing supplier to both Napier City Council (NCC) and Hastings District Council (HDC) ceased to operate.

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

- The implementation upgrade would take 3-4 months and was anticipated being complete by 30 June 2022.
- Council staff would take an educational approach and timeframes for the upgrade, promoting the pay-by-plate to pay for parking.
- On approval, implementation to inform the public will commence, advising community agencies such as Grey Power to attend meetings to talk through the change.
- Meters would continue to be coin operated, if the preference was to pay by coin.
- Placement of machines would be undertaken on a street-by-street basis to identify best placement. Park mate was already available and elderly or disabled persons could still utilise this without leaving their vehicle.
- Consideration will be given to the best time to upgrade to minimise disruption to businesses in the CBD. Some areas were more conducive to upgrade during the week and would be undertaken on a sector by sector basis, with the contractors being available after hours to minimise disruption.
- December/January months would be avoided as large event weekends ie Art Deco.
- The machines were solar powered so there would be minimal disruption in terms of pavements.
- License plate recognition cameras are available to parking wardens and will display where the vehicle is parked and how much credit is available. Parking within the zone would mean vehicles could be parked in different places if still in credit.

Committee's recommendation

Councillors Chrystal / Mawson

The Future Napier Committee:

- Approve the existing parking meters to be upgraded to pay-by-plate meters.

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- b. Approve \$515,000 Parking Technology funding for 2022/23 to be bought forward to 2021/22 to fund the purchase of the replacement meters and related equipment.
 - c. Note that, following this report, a proposal will be bought to Council to amend the Napier City Parking Bylaw 2014 to update the bylaw to pay-by-plate meter systems.
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Carried

4. CITY AMBASSADOR & CCTV PROGRAMME PROPOSAL

Type of Report:	Operational
Legal Reference:	Enter Legal Reference
Document ID:	1327039
Reporting Officer/s & Unit:	Rachael Horton, Manager Regulatory Solutions

4.1 Purpose of Report

To seek Committee approval to adopt the service design for the City Ambassador & CCTV programme for Napier, and to commence implementation of the programme.

At the Meeting

The Manager Regulatory Solutions, Mrs Horton spoke to the report advising that due to the increase in anti-social behaviour, rough sleeping, begging, and people engaging with illicit drug use in the central business district Council had introduced temporary street patrols.

Following consultation with the community Council resolved to allocate \$500,000 to upgrade the CCTV network and introduce an ambassador service.

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

- The operating shortfall was unknown during the Long Term Plan as an understanding of the service needed and costings were not available at that time. However, following the service design being undertaken costings and service are now able to be assessed.
 - Outsourcing to Hastings was considered, for at least the first couple of years, however it was decided in-house service was best. This was based on the experience of Hastings where a close relationship with Ambassadors, Police, agencies had been built and if Napier had an in-house service they could develop these relationships for Napier.
 - Outsourcing the service was approximately \$250-\$300,000 difference, to an in-house service.
 - No commercial providers were considered and Hastings was the only out sourcing that was considered.
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- It was noted that the Māori Wardens, who were represented on the co-design advised it was not a duplication of their role and while supportive did not see this as their core role.
- Many of the Māori Wardens were volunteers and not on regular service and would be unable to give assurance to provide the level of service required.
- Recurring advice received was that the success of the service is connected to close relationship with Police and other agencies.

The meeting agreed that additional information/investigation was required in regard to outsourcing options prior to a decision being made.

ACTION: Provide Councillors, via email, information on where the Napier Safety Trust currently have cameras installed. Deployment of CCTV resources in terms of this programme have not yet been determined.

Committee's recommendation

Councillor Brosnan / Mayor Wise

Item of business to lie on the table

- a) That pursuant to Standing Order 25.2(d) that *Item 4 – City Ambassador and CCTV Programme Proposal* lie on the table to enable Council officers to obtain further information on the private supply and monitoring component prior to the Council meeting scheduled to be held on 16 September 2021.
- b) Note that feedback sought from the Māori Committee in regard to the *City Ambassador and CCTV Programme Proposal*

Carried

5. NAPIER WAR MEMORIAL CENTRE POLICY

Type of Report:	Operational
Legal Reference:	Local Government Act 2002
Document ID:	1356597
Reporting Officer/s & Unit:	Fleur Lincoln, Strategic Planning Lead

5.1 Purpose of Report

The purpose of this report is to adopt the Napier War Memorial Centre Policy.

At the Meeting

The Strategic Planning Lead, Ms Lincoln spoke to the report and advised that the Napier War Memorial Centre Policy was to ensure the Centre would be used and managed in

order for its heritage and memorial values to be retained and respected now and for future generations.

The policy also sought to facilitate the maximum use of the Napier War Memorial Centre in its entirety for the benefit of the Napier community including community events, functions, weddings, conferences, meetings and commemorative ceremonies.

The main area of discussion related to point 6 of the Policy as below:

“To retain the forecourt as an open space to be used in conjunction with activities being delivered from the Napier War Memorial Centre. As a living memorial, the forecourt is a suitable area for stalls, displays, social and community events.

Any permanent or semi-permanent use of the forecourt will be in consultation with Council and the Napier and Taradale RSA.

Vehicle parking and movements on the forecourt need to be restricted and controlled to ensure public safety and minimise damage to the building and its curtilage.

No vehicle is to be parked upon the forecourt other than for loading and unloading purposes, or as associated with a booking at the War Memorial Centre”.

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

- It was intended the Māori Committee would provide feedback, where required at their next meeting on 3 September 2021.
- The purpose of policy is to protect the War Memorial site and curtilage as a number of concerns had been raised by people in regard to the access to the forecourt and what was an appropriate use for that.
- If pick up and drop off on the forecourt is not allowed, then a reassessment of parking for disabled and elderly may be required.
- Currently there is no pedestrian crossing for accessing from one side of the street to another.

The meeting agreed that this item lay on the table to enable some wordsmithing to be undertaken and brought back to Council.

Committee's recommendation

Councillors Brosnan / Tapine

Item of business to lie on the table

That pursuant to Standing Order 25.2(d) that *Item 5 – Napier War Memorial Centre Policy* lie on the table and that authority be delegated to the Mayor to select a small group of Councillors to work on the wording of the draft Policy (*Doc ID 1367511*) and report back to the 16 September 2021 Council meeting.

Carried

6. LOCAL ALCOHOL POLICY REVIEW

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	Sale and Supply of Alcohol Act 2012
<i>Document ID:</i>	1357811
<i>Reporting Officer/s & Unit:</i>	Luke Johnson, Team Leader Planning and Compliance

6.1 Purpose of Report

The purpose of this report is to provide an update to Council on the Hastings District Council and Napier City Council Joint Local Alcohol Policy (LAP) and to gain a resolution on when a formal review of the Policy must commence.

At the Meeting

The Team Leader Planning and Compliance, Mr Johnson advised that it was almost two years since the adoption of the Local Alcohol Policy by the Hastings District and Napier City Councils.

When the Local Alcohol Policy was adopted, both councils resolved that a “review be considered in three years after the policy becomes operative with a full review required within 6 years of the enforcement date”. Legal opinion supports undertaking a review in six years.

The current Local Alcohol Policy is “fit for purpose” and when compared to other Territorial Authorities has some strong provision to minimise alcohol harm within the Napier City Council area.

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

- It was noted that the Hastings District Council considered and resolved on 13 July 2021 to support the six year review.
- The current Local Alcohol Policy was finally implemented in October 2019, following 4.5 years of appeals by the liquor industry and supermarkets.

Committee's recommendation

Councillors Taylor / Boag

The Future Napier Committee:

- Note the contents of the “Local Alcohol Policy Review” of 19 August 2021; and
- Approve a review of the Hastings District Council and Napier City Council Local Alcohol Policy (*Doc ID 1367514*) in six years (commencing October 2024), or sooner if required, as per Section 97 of the Sale and Supply of Alcohol Act 2012.

Carried

7. EXEMPTION TO TRADING IN PUBLIC PLACES BYLAW

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1360190
<i>Reporting Officer/s & Unit:</i>	Stephanie Kennard, Planning Projects Facilitator

7.1 Purpose of Report

The purpose of this report is to obtain a resolution of Council to allow trading within a road reserve for events run by Napier City Council, Art Deco Trust and Napier City Business Inc (NCBI) within the Napier CBD boundary until the end of October 2026.

At the Meeting

The Planning Projects Facilitator, Ms Kennard spoke to the report requesting the continuation of the current exemption for trading in public places which was due to expire on 31 October 2021.

The exemption enabled events to be held within the city centre without the requirement to also seek approval for each individual event.

Committee's recommendation

Councillors Tapine / Chrystal

The Future Napier Committee:

- a. Approve the sale of food and beverages to the public on public land within the city centre as part of the events hosted by Napier City Council, Art Deco Trust, Napier City Business Incorporated or Taradale Marketing Association until 31 October 2026, subject to the following conditions:
 1. Trading must occur as part of a short term event or pop-up event
 2. Trading must only occur within the street reserve (not on reserve land)
 3. Trading of food and beverages only.
 4. Permission must be obtained from the Transportation Team Leader.
 5. Consultation with nearby retailers must be completed at least one week prior to the event and all issues resolved
 6. Trading is limited to the following streets: Hastings Street; Market Street; Tennyson Street; Emerson Street; Dalton Street; Clive Square East; Herschell Street; Marine Parade
 7. The usual road closure procedures will be followed if road closures are deemed necessary.

Carried

Minor Matters

Mana Ahuriri Trust – On behalf of Council the meeting wished members of the Mana Ahuriri Trust all the best for the Third Reading and final stages of the Ahuriri Hapū Claims Settlement Bill scheduled for 26 August 2021 to be signed in Parliament, Wellington.

Representatives from Council's Te Waka Rangapū would also travel to Wellington to support Mana Ahuriri Trust on the day, pending confirmation that COVID 19 lockdowns would enable travel.

The meeting closed at 3.30pm

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

Chairperson

Date of approval