



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

ORDINARY MEETING OF COUNCIL

Open Agenda

Meeting Date: Tuesday 15 November 2022

Time: 9.00am

Venue: The Ocean Suite
East Pier Hotel
50 Nelson Quay
Ahuriri
Napier

Livestreamed via Council's Facebook site

Council Members **Chair:** Mayor Wise
Members: Councillors Brosnan, Boag, Browne, Chrystal, Crown,
Grieg, Mawson, McGrath, Price, Simpson, Tareha and Taylor

Officer Responsible Acting Chief Executive (Richard Munneke)

Administrator Governance Team

Next Council Meeting
Thursday 15 December 2022

ORDER OF BUSINESS

Karakia

Apologies

Councillor Simpson

Conflicts of interest

Public forum

Announcements by the Mayor 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 Draft Minutes of the Ordinary Meeting of Council held on Tuesday, 1 November 2022 be confirmed as a true and accurate record of the meeting.46

Agenda items

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

Reports under delegated authority

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Public Excluded

AGENDA ITEMS

1. COMMITTEE AND PORTFOLIO RESPONSIBILITIES FOR THE 2022-2025 TRIENINUM

<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1612227
<i>Reporting Officer/s & Unit:</i>	Jessica Ellerm, Deputy Chief Executive / Executive Director Corporate Services

1.1 Purpose of Report

To present the committee structure and appointments to Committees, Subcommittees, Joint Committees and External Organisations decided by the Mayor for approval.

Officer's Recommendation

That Council:

- a. **Note** the governance structure and appointments for the 2022-2025 triennium, established by Mayor Wise in accordance with Section 41A of the Local Government Act 2002.
- b. **Approve** the appointments to Committees, Subcommittees, Joint Committees and External Organisations included in the governance structure for the 2022-2025 triennium.
- c. **Instruct** officers to review the Council and committee terms of reference and present them for approval at the first Council meeting of 2023.

1.2 Background Summary

Section 41A of the Local Government Act 2002 (the Act) provides the Mayor with the powers to:

- Appoint the Deputy Mayor
- Establish Council Committees and
- Appoint Chairs to those Committees.

In establishing a decision-making structure, the mayor must consider the work required of Council and the impacts on the roles and responsibilities of the members, the allocation of the remuneration pool across councillors, and the officer resourcing required to implement and support this structure.

At the inaugural meeting on 1 November 2022 Councillor Brosnan was appointed as Deputy Mayor.

Mayor Wise has now confirmed the governance structure for this triennium and appointed a Senior Chair, chairs and deputy chairs to all the committees.

Council approval is now sought for the attribution of portfolio responsibilities and the appointments to joint committees and external bodies.

It should be noted that Section 41A of the Act also provides for a council to choose to:

- Remove a deputy mayor appointed by the mayor
- Discharge a committee established by the mayor
- Appoint additional committees to those established by the mayor
- Discharge a chairperson appointed by the mayor.

1.3 Issues

The governance structure adopted for this triennium will comprise four standing committees of the whole with decision-making delegations and specialist committees/sub-committees with delegations to recommend to Council. Elected members will also have individual portfolio responsibilities (see attachment 1).

A role of Senior Chair has been created for the 2022-2025 term to provide support to the Mayor and Deputy Mayor in the areas of growth, infrastructure and planning. Cr Price has been appointed to this role.

The table below presents the committees and the appointments to each of them.

Standing Committees			
Committee	Chair	Deputy Chair	Members
Future Napier	Deputy Mayor Brosnan	Cr Chrystal	Committee of the whole 2 x Nga Manukunuku o te Iwi Representatives
Napier People & Places	Cr McGrath	Cr Boag	Committee of the whole 2 x Nga Manukunuku o te Iwi Representatives
Prosperous Napier	Cr Crown	Cr Taylor	Committee of the whole 2 x Nga Manukunuku o te Iwi Representatives
Sustainable Napier	Cr Price	Cr Mawson	Committee of the whole 2 x Nga Manukunuku o te Iwi Representatives
Specialist Committees			
Committee	Chair	Deputy Chair	Members
Audit & Risk	Mr Bruce Robertson (external)	Cr Crown	Mayor Wise Cr Brown Cr Mawson

			Mr David Pearson (external) Representative of Ngā Mānukanuka o te Iwi*
Hearings	Deputy Mayor Brosnan	Cr Browne	Mayor Wise Cr Simpson Cr Tareha Cr Taylor
Chief Executive Contract	Deputy Mayor Brosnan	Mayor Wise	Mayor Wise Cr Crown Cr McGrath Cr Price
Ngā Mānukanuka o te Iwi	TBC	TBC	Kaumātua: Piri Prentice Mana whenua representatives for: <ul style="list-style-type: none"> • Petane Marae • Waiohiki Marae • Moteo Marae • Timikara Marae • Tangoio Marae • Wharerangi Marae • Pukemokimoki Marae Mana Ahuriri Representative Maungaharuru Tangitu Trust Representative Mayor Wise DM Brosnan Cr Crown Cr McGrath Cr Price

*The representative of Ngā Mānukanuka o te Iwi will be appointed by the committee itself.

As standing committees will have decision-making powers this triennium, new terms of reference are currently in development. A proposal will come to Council for approval at the first meeting of 2023.

1.4 Significance and Engagement

This matter is an exercise of the role and powers of the Mayor under s41A of the Local Government Act 2002 and does not trigger the Significance and Engagement Policy or other consultation requirements.

1.5 Implications

Financial

Financial

Some external appointees will be remunerated for their participation in Council's governance processes. As they are appointed and not elected, this remuneration cannot be allocated from the remuneration pool set by the Remuneration Authority.

Funding for remunerating the independent members of Audit and Risk committee is allocated within the FY22/23 Annual Plan, however there is no funding allocated for

remunerating independent members of any other committees, and additional budget will need to be attributed to these governance costs.

Social & Policy

There are no social or policy issues related to this report.

Risk

Adopting an appropriate governance structure is one element in mitigating the risk of Council not achieving the objectives in its vision and long term planning.

1.6 Options

The options available to Council are as follows:

- a. Approve the governance structure and appointments established by Mayor Wise in accordance with Section 41A of the Local Government Act 2002.
- b. Modify the governance structure, membership of committees and/or portfolio appointments.

1.7 Development of Preferred Option

No alternative options have been prepared.

1.8 Attachments

- 1 Appointments to Committees, Subcommittees, Joint Committees and External Organisations (Doc Id 1612330) [↓](#)
- 2 Portfolios 2022-2025 (Doc Id 1611649) [↓](#)

Doc Id 1612330

Appointments to Committees/Organisations

APPOINTMENT/COMMITTEE/ ORGANISATION	MEMBERSHIP	APPOINTMENTS
Mayor	Full voting member of all committees	Mayor Kirsten Wise
Deputy Mayor		Cr Annette Brosnan
Council	Mayor & All Councillors	Mayor Wise (Chair) Deputy Mayor (Deputy Chair) All Councillors
STANDING COMMITTEES		
Napier People and Places	Mayor & All Councillors 2 Nga Manukunuku o te Iwi appointees	Chair: Cr McGrath Deputy Chair: Cr Boag
Prosperous Napier	Mayor & All Councillors 2 Nga Manukunuku o te Iwi appointees	Chair: Cr Crown Deputy Chair: Cr Taylor
Sustainable Napier	Mayor & All Councillors 2 Nga Manukunuku o te Iwi appointees	Chair: Cr Price Deputy Chair: Cr Mawson
Future Napier	Mayor & All Councillors 2 Nga Manukunuku o te Iwi appointees	Chair: Deputy Mayor Brosnan Deputy Chair: Cr Chrystal
SPECIALIST COMMITTEES		
Ngā Manukanuku o te Iwi (Māori Committee)	Mayor Chair Sustainable Chair People & Places Chair Prosperous Napier Chair Future Napier Kaumātua Petane Marae Representative Waiohiki Marae Representative Moteo Marae Representative Timikara Marae Representative Tangoio Marae Representative Wharerangi Marae Representative Pukemokimoki Marae Mana Ahuriri Representative Maungahururu Tangitu Representative	Mayor Wise Cr Price Cr McGrath Cr Crown Deputy Mayor Brosnan
Audit and Risk Committee	Chair appointed by Council 2 independent members appointed by Council Mayor	Bruce Robertson (external) (Chair) Cr Crown (Deputy Chair) Mayor Wise David Pearson (external)

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APPOINTMENT/COMMITTEE/ ORGANISATION	MEMBERSHIP	APPOINTMENTS
	Deputy Chair of Sustainable Napier Chair of Prosperous Napier Committee Deputy Chair of Hearings Committee 1 Nga Manukunuku o te Iwi appointee	Cr Mawson Cr Browne
Chief Executive Contract Committee	Mayor 4 Committee Chairs (Chair appointed by Mayor)	Mayor Deputy Mayor Brosnan (Chair) Cr McGrath Cr Crown Cr Price
REGULATORY		
Hearings Committee (Resource Consent and District Plan)	Mayor 5 Councillors (Making Good Decisions Certification required.) Chair and Deputy Chair to be appointed from membership	Deputy Mayor Brosnan (Chair) Cr Browne (Deputy Chair) Mayor Wise Cr Taylor Cr Simpson Cr Tareha
SUBCOMMITTEES AND ADVISORY PANELS		
Grants Allocation Subcommittee	2 Councillors 4 Community representatives (to be appointed)	Cr Boag (Chair) Cr Taylor
Arts Advisory Panel	2 NCC Councillors 1 External representatives from: Art Deco Trust Napier Arts Community Practitioner Creative Arts Napier Inc Museum Theatre Gallery (MTG) Māori/Iwi	Cr Chrystal (Chair) Cr Greig
JOINT COMMITTEES		
Ahuriri Regional Park Joint Committee	2 NCC Councillors 1 NCC alternate 2 HBRC Councillors 1 HBRC alternate 4 Mana Ahuriri Trust reps 1 Mana Ahuriri Trust alternate <i>Napier City Council is the administering body.</i>	NCC: Deputy Mayor Brosnan & Cr Price Cr Brown (alternate) HBRC: Cr Ormsby; Cr Kirton & Cr Williams Mana Ahuriri: Chad Tareha; Allana Hiha, Liz Munro; Tania Eden & Maree Brown
Clifton to Tangoio Coastal Hazards Strategy Joint Committee	3 NCC Councillors 3 HDC Councillors 3 HBRC Councillors	Cr Browne Cr Price Cr Simpson

APPOINTMENT/COMMITTEE/ ORGANISATION	MEMBERSHIP	APPOINTMENTS
	(alternates recommended) <i>Hawke's Bay Regional Council is the administering body.</i>	Deputy Mayor Brosnan (alternate)
HB Civil Defence Emergency Management Joint Committee	Mayor and alternate <i>Required by statute under the Civil Defence Emergency Management Act 2002.</i>	Mayor Wise Cr Simpson (alternate)
HB Crematorium Committee	2 NCC Councillors 2 HDC Councillors 1 CHB Councillor (Chair and Deputy appointed by Committee) <i>Hastings District Council is the administering body.</i>	Cr Simpson Cr Greig
Hawke's Bay Museum Trust Joint Working Group	2 NCC Councillors 2 HDC Councillors 1 External (independent Chair) 3 NCC Officers 3 HDC Officers	Cr Crown Cr Chrystal
HB Regional Transport Committee	1 Councillor 1 alternate <i>Established in accordance with Section 105 of the Land Management Transport Act 2003 as soon as practicable after a triennial election.</i> <i>Hawke's Bay Regional Council is the administering body.</i>	Cr Price Mayor Wise (alternate)
Joint Waste Futures Project Steering Committee	3 NCC councillors 3 HDC councillors (Chair and deputy appointed by Committee) <i>Hastings District Council is the administering body.</i>	Cr McGrath Cr Browne Cr Tareha
Omarunui Joint Refuse Landfill Committee	2 NCC Councillors 1 NCC alternate 4 HDC Councillors 1 HDC alternate <i>Hastings District Council is the administering body.</i>	Cr McGrath Cr Tareha Cr Simpson (alternate)
Te Komiti Muriwai o Te Whanga	1 Councillor <i>This is a co-governance entity established through the passing of the Ahuriri Hapū Claims Settlement Bill</i>	Deputy Mayor Brosnan

APPOINTMENT/COMMITTEE/ ORGANISATION	MEMBERSHIP	APPOINTMENTS
	<i>Napier City Council is the administrating body.</i>	
INTERNAL PANELS		
Napier Civic Awards Panel	Mayor (or nominee) 2 Councillors (Annual event first Wednesday in September)	Mayor Wise Cr Boag Cr Greig

Doc Id 1612330

External Appointments

Name of Organisation	Appointee(s)	Process of Appointment
Ahuriri Business Association Incorporated	Required: 1 Elected member Cr Price	Mayor's nominee considered at AGM held end of May
Art Deco Trust	Required: 1 Elected member Cr Tareha	Board
Creative Arts Napier	Required: 1 Elected member Cr Chrystal	Mayor's nominee considered at AGM held mid-October
Creative Communities Committee	Required: 2 Elected member Cr Boag Cr Chrystal	Appointed by Mayor
Hawke's Bay Holt Planetarium Charitable Trust	Required: Mayor or nominee Cr Mawson	Trustees; ex officio by Mayor
Hawke's Bay Medical Research Foundation Incorporated	Required: Mayor or nominee Cr Taylor	AGM
Historic Places Hawke's Bay Incorporated	Required: 1 Elected member Cr Chrystal	Mayor's nominee considered at AGM held end September
Howard Estate Advisory Board	Required: 1 Trustee (not required to be elected member) Michelle Monteith	Open advertisement and section process three yearly
Mayor's Taskforce for Jobs	Required: Mayor	
Napier City Business Inc	Required: 1 Elected member Cr Crown	Appointment made by Council
Napier Pilot City Trust	Required: 1 Elected member Cr Greig	Nomination may be made by "eminent persons"
Napier Disability Advisory Group	Required: 1 Elected member Cr Mawson	Appointment by the Mayor
Port Noise Liaison Committee	Required: 1 Elected Member Cr Browne Cr Price (alternate)	Appointment made by Council

Name of Organisation	Appointee(s)	Process of Appointment
Positive Ageing Trust	Required: 1 Elected member Cr Mawson	Appointment made by Council
Pukemokimoki Marae Trust	Required: 1 Elected member Cr Price	Appointment made by Council
Sports Council	Required: 1 Elected member Cr Price	Appointed by Mayor
Taradale Business Association	Required: 1 Elected member Cr Simpson	Taradale Ward Councillor nominated, confirmed at AGM
Te Matau A Māui Trust	Required: 1 Trustee Barbara Arnott	Four Trustees appointed by HBDHB in consultation with all of the territorial authorities of the HB region. Three year terms

Council Controlled Organisations (CCOS)

Part 5 of the Local Government Act 2002, outlines requirements for Local Authorities to follow in utilising council organisations, including establishing a council organisation, appointment of Directors, and monitoring and reporting requirements. Council-controlled organisations are subject to Parts 1-6 of the Local Government Official Information and Meetings Act 1987.

A council-controlled organisation (CCO) must deliver the following documents to the local authority:

- Half-yearly report (within 2 months after the end of the first half of each financial year),
- Annual report (within 3 months after the end of each financial year),
- Statement of Intent.

A Local Authority must have a policy for appointing a Director to a CCO including:

- Identification and consideration of the skills, knowledge, and experience required of directors of a council organisation,
- The appointment of directors to a council organisation,
- The remuneration of directors of a council organisation.

Council Controlled Organisation	Appointee(s)	Notes
Hawke's Bay Museums Trust	Required: 1 member Tania Wright (external appointed by Mayor)	The objectives of the Trust are to: <ul style="list-style-type: none"> • Hold and protect the regional collection for the people of Hawke's Bay and to provide storage and protection for the collection, • Advance and promote the Arts in New Zealand and particularly in Hawke's Bay,

Council Controlled Organisation	Appointee(s)	Notes
		<ul style="list-style-type: none"> Promote a sense of history and an awareness of the importance of the nation's heritage in New Zealand and particularly in Hawke's Bay, Provide an exhibition policy and to oversee the maintenance, risk management and quality of the regional collection through a contract for services with the Napier City Council, Regulate and approve the disposal of collection items, and Administer the bequests held by the Hawke's Bay Museums Trust. <p>The Trust is a Council-Controlled Organisation as three of the five-member board are Council nominees (1 from Napier City Council, and 1 from Hastings District Council, and both local authorities appoint the Chair).</p> <p>Napier City Council is the administering body.</p> <p>Trust reporting is made to the Prosperous Napier Committee.</p>
Omarunui Joint Refuse Landfill Committee	Please refer above for the Omarunui Landfill Joint Committee appointees	Hastings District Council is the administering body
Hawke's Bay Airport Ltd	No appointees required	<p>This is a company incorporated under the Companies Act and is owned by the Crown, Hastings District Council and Napier City Council.</p> <p>Napier City Council has a 26% shareholding.</p> <p>Board reporting is made to the Prosperous Napier Committee.</p>

Doc Id 1611649

PORTFOLIOS – 2022-2025

Portfolio	Appointee	Associated body of Council
Māori/Iwi partnerships	Mayor Kirsten Wise	Council
Housing (including transitional housing, affordable housing, partnership with Housing NZ, homelessness)	Cr Maxine Boag	Napier People and Places Committee
Sport and Recreation	Cr Graeme Taylor	Napier People and Places Committee
Community Resilience	Cr Nigel Simpson	Napier People and Places Committee
Child Friendly City	Cr Juliet Greig	Napier People and Places Committee
Positive Ageing, Diversity and Accessibility	Cr Greg Mawson	Napier People and Places Committee
Arts, Culture and Heritage	Cr Ronda Chrystal	Napier People and Places Committee
Tourism / Council Facilities	Cr Hayley Browne	Napier People and Places Committee
Climate Change and Coastal Hazards	Deputy Mayor Annette Brosnan	Future Napier Committee
Economic Development	Cr Sally Crown	Future Napier Committee
City Services	Cr Richard McGrath	Sustainable Napier Committee
Environment and Sustainability (waste minimisation, carbon neutrality, water conservation, zero emissions, urban ecology and biodiversity, open space and parks, cemeteries, Ahuriri Estuary)	Cr Chad Tareha	Sustainable Napier Committee
Transportation (traffic mgmt, transport connection, cycling, Napier Port connection, road safety and community engagement relating to the above)	Cr Keith Price	Sustainable Napier Committee

2. 2022 AND 2023 COUNCIL AND COMMITTEE MEETING SCHEDULE

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Local Government Official Information and Meetings Act 1987
<i>Document ID:</i>	1608386
<i>Reporting Officer/s & Unit:</i>	Anna Eady, Acting Team Leader Governance

2.1 Purpose of Report

To present to Council the proposed 2023 meeting schedule and amendments to the 2022 meeting schedule for adoption as per the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.

It is proposed that the 2022 meeting schedule be amended as follows:

- Include a new meeting date of 9 December 2022 for the Ahuriri Regional Park Joint Committee commencing 9.30am; and
- Change the Audit and Risk Committee date from 2 December 2022 to 9 December 2022 commencing at 1.00pm.

Officer's Recommendation

That Council:

- Adopt** the schedule of Standing Committees and Council meetings for Napier City Council for 2023.
- Adopt** the following amendments to the 2022 meeting schedule as follows:

• Ahuriri Regional Park Joint Committee	New date	9 December 2022 at 9.30am
• Audit & Risk Committee	Change of date	9 December 2022 at 1.00pm

2.2 Background Summary

The Local Government Act 2002, Schedule 7, clause 19 speaks to provisions for calling meetings for a local authority. A schedule of meetings may be adopted by the Council, which can support the public notification requirements for any meeting to be held.

At the direction of the Mayor, formal meetings of the Council and its standing committees will take place on Thursdays starting at 9.30am. The open portions of Council and the four standing committee meetings will be livestreamed.

It should be noted that the Ngā Mānukanuka o te Iwi schedule has not yet been finalised with the representative organisations; indicative times that integrate with the remaining governance schedule have been provided at this point.

2.3 Issues

In the course of Council business, the schedule may need to be amended from time to time and these amendments will be notified to elected members 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.

Where scheduled meetings are not required cancellations will be advised to members and the public as early as possible, on Council's website and social media.

2.4 Significance and Engagement

This report is prepared under legislative guidance and does not trigger the Significance and Engagement Policy or any other consultative requirements.

2.5 Implications

Financial

Venue hire and videographer contracting are the main operational expenses relating to meetings. All the Council and Committees in the meeting schedule are livestreamed with the exception of the Audit and Risk Committee.

Social & Policy

There are no social or policy implications to this report.

Risk

By providing a schedule, we ensure that members of the community who wish to attend, in person or remotely, have advance notice of meetings, thereby supporting the transparency and availability of information. This is a control for reputational risk to Council.

2.6 Options

The options available to Council are as follows:

- a. To adopt the 2023 meeting schedule as proposed.
- b. To propose further amendments to the meeting schedule
- c. Approve amendments to the 2022 meeting schedule

2.7 Development of Preferred Option

That Council adopt the proposed 2023 Council and Committee meeting schedule.

2.8 Attachments

- 1 2023 Council and Committee Meeting Schedule (Doc Id 1610995) [↓](#)

2023 Meetings Schedule - Napier City Council

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
SAT				1			1						SAT
SUN	1 New Year			2			2			1			SUN
MON	2 NY Holiday			3	1		3			2			MON
TUE	3 NY Holiday			4	2		4	1		3			TUE
WED	4	1	1	5	3		5	2		4	1		WED
THU	5	2 Council	2 Workshop	6 Sustainable / Future	4 P&P / Prosperous	1 Council A/P Day 2	6 Workshop	3 Workshop		5 Workshop	2 Sustainable / Future		THU
FRI	6	3	3	7 Good Friday	5	2	7	4	1	6	3	1	FRI
SAT	7	4	4	8	6	3	8	5	2	7	4	2	SAT
SUN	8	5	5	9	7	4	9	6	3	8	5	3	SUN
MON	9	6 Waitangi Day	6	10 Easter Monday	8	5 Queen's Birthday	10	7	4	9	6	4	MON
TUE	10	7	7	11	9	6	11	8	5	10	7	5	TUE
WED	11	8	8	12	10	7	12	9	6	11	8	6	WED
THU	12	9 P&P / Prosperous	9 Workshop	13 Workshop	11 Workshop	8 Council	13 Workshop	10 Sustainable / Future	7 P&P / Prosperous	12 Council	9 Workshop	7	THU
FRI	13	10	10 Audit & Risk	14	12	9	14 Matariki	11	8	13	10 NMotI	8	FRI
SAT	14	11	11	15	13	10	15	12	9	14	11	9	SAT
SUN	15	12	12	16	14	11	16	13	10	15	12	10	SUN
MON	16	13	13	17	15	12	17	14	11 Council RMP (Day 1)	16	13	11	MON
TUE	17	14	14	18	16	13	18	15	12 Council RMP (Day 2)	17	14	12	TUE
WED	18	15	15	19	17	14	19	16	13 Council RMP (Day 3)	18	15	13	WED
THU	19	16 Workshop	16 Council	20 Workshop	18 Sustainable / Future	15 P&P / Prosperous	20 Council	17 Workshop	14	19 P&P / Prosperous	16 Workshop	14 Council	THU
FRI	20	17	17 NMotI	21	19	16	21	18	15	20 HB Anniversary	17 Audit & Risk	15	FRI
SAT	21	18	18	22	20	17	22	19	16	21	18	16	SAT
SUN	22	19	19	23	21	18	23	20	17	22	19	17	SUN
MON	23	20	20	24	22	19	24	21	18	23 Labour Day	20	18	MON
TUE	24	21	21	25 Anzac Day	23	20	25	22	19	24	21	19	TUE
WED	25	22	22	26	24	21	26	23	20	25	22	20	WED
THU	26 Councillor Strategy Day	23 Sustainable / Future	23 P&P / Prosperous	27 Council	25 Workshop	22 Sustainable / Future	27 P&P / Prosperous	24 Workshop	21 Sustainable / Future	26 Workshop	23 Council	21	THU
FRI	27	24	24	28	26	23 Audit & Risk	28	25	22 NMotI	27	24	22	FRI
SAT	28	25	25	29	27	24	29	26	23	28	25	23	SAT
SUN	29	26	26	30	28	25	30	27	24	29	26	24	SUN
MON	30	27	27		29	26	31	28	25	30	27	25 Christmas Day	MON
TUE	31	28	28		30	27		29	26	31	28	26 Boxing Day	TUE
WED			29		31 Council A/P Day 1	28		30	27		29	27	WED
THU			30 Workshop			29 Council Adopt A/P		31 Council	28 Workshop		30 Workshop	28	THU
FRI			31			30 NMotI			29 Audit & Risk			29	FRI
SAT									30			30	SAT
SUN												31	SUN
	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	

	Public Holidays
	Council
	People and Places Napier / Prosperous Napier Committee
	Sustainable Napier / Future Napier Committee
	Audit and Risk Committee
	Ngā Mānukanuka o te Iwi (Māori Committee)

9.30am (Thurs)
9.30am (Thurs)
9.30am (Thurs)
9.30am (Fri)
9.30am (Fri)

3. ELECTED MEMBERS' REMUNERATION UPDATE

Type of Report: Legal and Operational

Legal Reference: Local Government Act 2002

Document ID: 1486575

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

3.1 Purpose of Report

To present to Council the Mayor's proposed allocation of the 2022/2025 post-election remuneration partial pool set by the Remuneration Authority for Napier City Councillors.

Officer's Recommendation

That Council:

- a) **Endorse** the allocation of the 2022/2025 post-election remuneration partial pool set by the Remuneration Authority for Napier City Councillors (noting that the Mayoral remuneration is set directly by the Remuneration Authority).

Deputy Mayor; Chair Standing Committee	\$91,034
Senior Chair; Chair Standing Committee	\$71,000
Chair Standing Committee	\$71,000
Deputy Chair Standing Committee	\$64,000
Deputy Chair Hearing Committee	\$62,000
Portfolio Holder	\$60,000

- b) **Endorse** that the base rate for Councillors has been set at \$49,073.

3.2 Background Summary

The Local Government Act 2002 (clause 7 of Schedule 7) mandated the Remuneration Authority (the Authority) to set the remuneration for all elected members nationally. This is undertaken annually.

The local government governance remuneration pool for councillors that will apply on and after the date on which the official result of the 2022 local election of members for Napier City Council is **\$802,034**. The minimum base rate for councillors set by the Remuneration Authority for Napier City Council is **\$49,073**

The total remuneration for the Mayor of Napier City including vehicle and mileage as set by the Remuneration Authority will be **\$153,888**.

Post-election, each new Council is responsible for allocating its remuneration pool, and advising the Remuneration Authority of the recommended breakdown of the remuneration for the remainder of the 2022/2023 financial year. A new determination is made by the Authority each financial year.

These recommendations will include a rate for base councillor remuneration and rates for all positions of responsibility. The Authority will then review the Council's

recommendations before determining and gazetting the remuneration payable to members.

Remuneration of Mayors will continue to be individually set by the Authority and will reflect each council's ranking on the relevant size index.

Allowance payments are at the discretion of each council, however the Determination reviews these annually.

In allocating the remuneration pool, the following requirements must be met:

- The whole pool must be utilised.
- The Authority has set a minimum base rate for councillors per council; a council may decide that their base rate for councillors be higher than this, but it cannot be lower.
- Council must formally vote on:
 - The committee structure and any associated positions of responsibility
 - Any other positions of additional responsibility to be recognised by remuneration
 - The annual dollar value of remuneration attached to each role (which would be paid in addition to the base level of remuneration), and
 - Who will be undertaking each role.
- Following its formal decision-making, the Council will need to forward its adopted resolutions to the Authority for consideration for inclusion in the final determination.

For transparency, the remuneration allocation workbook is shown at **Attachment 1**.

The committee structure, associated positions of responsibility, and who will be undertaking each role has been brought to Council in the previous item.

3.3 Issues

No issues.

3.4 Significance and Engagement

This report advises on matters under the Local Government Act 2002 and the 2022/23 Remuneration Determination of the Remuneration Authority, and does not trigger the Significance and Engagement Policy or other consultation requirements.

3.5 Implications

Financial

The 2022/23 Determination is set by the national Remuneration Authority and impacts on the pay levels for all elected members.

Social & Policy

N/A

Risk

N/A

3.6 Options

The options available to Council are as follows:

- a) Endorse the Mayor's proposed base rate and recognition of responsibilities culminating in the proposed allocation of the remuneration partial pool

- b) Negotiate changes to the Mayor's proposed allocation with the Mayor, noting that there may be impacts on the timing that the allocation is able to be gazetted by the Remuneration Authority.

3.7 Development of Preferred Option

It is recommended that the Mayor's proposed allocation be endorsed, as it has been developed in line with the rules advised by the Remuneration Authority and reflects a variety of responsibilities held by different members of the Council.

3.8 Attachments

- 1 2022-25 Remuneration Allocation Workbook (Doc Id 1612063) [↓](#)

Proposed Remuneration for Councillors Following the 2022 Local Elections Using Dollar Amounts



Use this worksheet to calculate the proposed remuneration for positions with additional responsibilities and the proposed remuneration for councillors without additional responsibilities using DOLLAR amounts.

Before completing this worksheet, read the instructions sheet in the tab below for detailed guidance.

1) Enter the legal name of local authority, as listed in schedule 2 of the Local Government Act 2002:

Napier City Council

2) Enter the date on which the official result of the 2022 election was declared for the local authority:

13 October 2022

3) Enter the number of elected members (excluding the mayor or regional council chair) on the council:

12

4) Enter local authority's governance remuneration pool as shown in the current local government members determination (\$):

802,034

5) Enter councillor minimum allowable remuneration as shown in the current determination (\$):

49,073

6) Enter proposed remuneration for a (base) councillor with no additional responsibility (\$):

49,073

7) Enter date of local authority's resolution proposing the remuneration for the position(s) of responsibility and/or base councillors:

15 November 2022

8) Enter title of proposed position <u>with additional</u> responsibilities (ie: the title that will be displayed in the amending determination)	9) Enter number of members per position	Effective Date*	Councillor with no additional responsibilities (\$)	10) Enter proposed additional remuneration (\$)	Proposed annual total remuneration per councillor (\$)	Total (\$)
Deputy Mayor; Chair Standing Committee	1	16 November 2022	49,073	41,961	91,034	91,034
Senior Chair; Chair Standing Committee	1	16 November 2022	49,073	21,927	71,000	71,000
Chair Standing Committee	2	16 November 2022	49,073	21,927	71,000	142,000
Deputy Chair Standing Committee	4	16 November 2022	49,073	14,927	64,000	256,000
Deputy Chair Hearing Committee	1	16 November 2022	49,073	12,927	62,000	62,000
Portfolio Holder	3	16 November 2022	49,073	10,927	60,000	180,000
Councillor with no additional responsibilities	0	14 October 2022	49,073	n/a	49,073	0

Grand total (\$): 802,034

* = For positions with additional responsibilities the effective date is the day after the date of the local authority's resolution and for councillors with no additional responsibility the effective date is on and from the day after the date on which the official result of 2022 election of members for the council is declared.

Balance of pool (\$): 0

A brief description must be provided for each position of responsibility ie: specify the additional responsibilities over and above the base councillor role - covering duties, delegations, deputising and reporting obligations and the extra time involved in carrying out the additional responsibilities.

Return this completed worksheet together with a brief description of each position of responsibility to:

info@remauthority.govt.nz

2022 Local Elections

4. ESTABLISHMENT OF A REGISTER OF PECUNIARY INTERESTS AND APPOINTMENT OF A REGISTRAR

<i>Type of Report:</i>	Legal
<i>Legal Reference:</i>	Local Government (Pecuniary Interests Register) Amendment Act 2022
<i>Document ID:</i>	1610990
<i>Reporting Officer/s & Unit:</i>	Jessica Ellerm, Deputy Chief Executive / Executive Director Corporate Services

4.1 Purpose of Report

To inform Council about the new requirements in the Local Government Act 2002 relating to members' pecuniary interests and to seek approval for the appointment of the Deputy Chief Executive/Executive Director Corporate Services as the registrar.

Officer's Recommendation

That Council:

- a. **Note** the new requirements in the Local Government Act 2002 in relation to members' pecuniary interests.
- b. **Approve** the appointment of the Deputy Chief Executive/Executive Director Corporate Services as the registrar.

4.2 Background Summary

The purpose of the amendments to the Local Government Act 2002 is to increase transparency, trust and confidence in local government by keeping and making publicly available, information about members' pecuniary interests.

The amendments concern four main obligations for councils:

- Keep a register of members' pecuniary interests
- Appoint a registrar to compile and maintain the register
- Make a summary of the information contained in the register publicly available
- Ensure that information contained in the register is only used in accordance with the purpose of the register and is retained for seven years after the date on which a member provides the information.

4.3 Issues

The register will contain all pecuniary interest returns filed by elected members and any corrections made by them.

These requirements do not apply to appointed members of Council committees only to the elected members.

There are two broad categories of information that elected members need to disclose in their returns:

- a) information relating to the elected member's position – as a business owner, employee, trustee, etc; and
- b) information relating to the elected members' activities – as recipients of gifts or payments.

A summary of the information must be made publicly available. Council officers will ensure the summary is available on the Napier City Council website and as a hard copy at the Customer Services office.

Registrars will look after the register on a day-to-day basis, ensuring that it is complete and that it complies with the Privacy Act 2020.

The registrar is responsible for providing advice and guidance to members in connection with their obligations however the responsibility for making returns on time and correcting any errors sits with the elected members.

If an elected member does not comply with these obligations, it constitutes an offence which can be punished by a fine of up to \$5,000.

The timeframes for making declarations are set out in the legislation and are as follows:

Year 1: the day that is 120 days after the date on which the member comes into office under section 115 of the Local Electoral Act 2001;

Year 2: the last day of February in the second year of the triennium;

Year 3: the last day of February in the third year of the triennium.

This means that, for Year 1, the calculation of the due date is as follows:

Date	Event
8 October 2022	Polling day
13 October 2022	Public notice of the final election result is given, under section 86 of the LEA
14 October 2022	Members come into office
15 October 2022	'Day 1' of the 120 day period
11 February 2023	Due date for members' returns ('day 120')

4.4 Significance and Engagement

This report concerns a legislated obligation for Council which does not require consultation.

4.5 Implications

Financial

There are no significant financial implications in this new process.

Social & Policy

Council will need to consider the approach it wishes to take in dealing with the referral of potential offences to the Secretary for Local Government or any potential disagreements between members and the Council or registrar. This could lead to the development of a new policy.

Risk

Non-compliance, by elected members, with the legislated requirements is an offence under the Act and is punishable by a fine.

4.6 Options

The options available to Council are as follows:

- a. Approve the Deputy Chief Executive/Executive Director Corporate Services as the Registrar of the Pecuniary Interests Register.
- b. Appoint an alternative registrar.

4.7 Development of Preferred Option

The preferred option is to approve the Deputy Chief Executive/Executive Director Corporate Services as the Registrar of the Pecuniary Interests Register.

4.8 Attachments

Nil

5. ACTING CHIEF EXECUTIVE'S REPORT

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1610474
<i>Reporting Officer/s & Unit:</i>	Richard Munneke, Acting Chief Executive

5.1 Purpose of Report

The Acting Chief Executive's Report will be brought to every second standard Council meeting (roughly every 12 weeks), for your information.

Officer's Recommendation

That Council:

- a. **Receive** and note the Acting Chief Executive's Report for November 2022.

5.2 Background Summary

The Acting Chief Executive's Report (the Report) seeks to update Council on a number of key projects and priorities for Napier City Council.

5.3 Issues

No issues.

5.4 Significance and Engagement

The Report is provided for information purposes only.

5.5 Implications

Financial

The Report does not give rise to any financial or resourcing implications.

Social & Policy

The Report does not have any particular social or policy implications.

Risk

The Report does not give rise to any particular risks for Council or the community.

5.6 Options

The options available to Council are as follows:

- a. Receive and note the Acting Chief Executive's Report for 15 November 2022.

5.7 Development of Preferred Option

No preferred option has been developed.

5.8 Attachments

- 1 2022-11-15 - Acting Chief Executive's Report -15 November 2022 (Doc Id 1612275)





ACTING CHIEF EXECUTIVE'S *Report*

15 November 2022



NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

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Statement from the Acting Chief Executive

Kia ora koutou,

It's a privilege to take the helm as Acting Chief Executive as Council goes through the process of making a permanent appointment to the role.

As we work through the leadership change, my focus is to steady the ship, and foster a sense of pride and a positive mindset while keeping our eyes on the big issues at hand.

I was privileged to welcome you to the inaugural Council meeting on 1st November. We have spent a lot of valuable time together already in councillor induction sessions. I look forward to working with you, both experienced and new councillors, as we kick off the new triennium.

The transition period with the new Council hasn't meant a loss of momentum on our key projects.

Bulldozers have recently been at the site of the Napier War Memorial, making way for the future Memorial. This will include parts from the former Memorial such as the Roll of Honour and the Perpetual Flame, as well as ponds and a pavilion. We expect that digging of the foundations will begin towards December, then the base for the lower pond will be poured before Christmas.

I know Council is especially looking forward to seeing this project completed in time for next Anzac Day, 25 April 2023.

Another key project making significant progress is our Library and Civic Area. If you've walked through the centre of Napier CBD recently you will have seen the old civic building being taken apart.

The demolition of this significant site is as important as the construction of what comes next. The operation is being carried out in a way that ensures we achieve a Green Star 5 rating from the New Zealand Green Building Council for our new build.

A Green Star 5 rating represents excellence in healthy and sustainable building. For our new building to achieve 'five stars', the demolition of what previously stood there must be taken into account.

As the existing building is disassembled, planning and early design work are happening for what will come next.

It's a high profile project because of where it sits, its history and its role in the fabric of our city. It is also important because it's an opportunity to create something really exciting for the community. For a while it's going to be a demo site, but then it will begin to become a place for people to meet, spend time together, celebrate significant occasions, and participate actively in the life of Napier.

Lastly, I am reminded of the great city we live in when we have those nights when Napier rocks. This weekend alone we celebrated Six60 at McLean Park, Recycling Day at Anderson Park, Iron Maori in Ahuriri and Marine Parade, the Meeanee Speedway and a cruise ship in port.

Ngā mihi nui,

Richard Munneke
ACTING CHIEF EXECUTIVE



Pulse Snapshot

For more statistics, and a huge range of Napier-specific social, economic and environmental measures, check out the Pulse of Napier at napier.govt.nz

Jobseeker Support

Work Ready access by Napier residents: Jobseeker Support is a weekly payment that helps people until they find work.

2022

Sep - **1557** | Aug - **1524** | Jul - **1473**

Accommodation Supplement

Access by Napier residents: This is a weekly payment which helps people with their rent, board or the cost of owning a home.

2022

Sep - **5109** | Aug - **5070** | Jul - **5019**

Average House Prices

AS AT END OF SEP 2022

Average - **\$802,980**

3 Month Change - **5.4% ▼**

12 Month Change - **6.2% ▼**

Median Weekly Rents

Napier by Suburb

AS AT END OF AUG 2022

Ahuriri **\$650 - 8% ▲**

Maraenui **\$545 - 4.8% ▲**

Napier South **\$530 - No Change**

Taradale **\$580 - 0.9% ▼**

Housing Register

Napier

Number of applicants on the housing register

2022 - 2021

Jun - **774** | Mar - **801** | Dec - **792**

Resource Consent Activity

MONTH OF JUN | JUL 2022

Land use Consents issued Sep - **11** | Aug - **20**

Subdivision Consents issued Sep - **12** | Aug - **15**

Total Resource Consents issued Sep - **23** | Aug - **35**

Building Consent Activity

MONTH OF SEP | AUG 2022

Total Building Consents issued Sep - **100** | Aug - **101**

Total estimated value - Sep - **\$14,477,413** |

Aug - **\$19,820,896**

Total new dwellings Sep - **12** | Aug - **17**

Police Activity

NAPIER

	Aug 2022	Change from prev. report
Crime Events	752	4.2% ▼
Non-Crime Events	755	3.2% ▼

Card Spend and Footfall

Hawke's Bay

Data as 23 October 2022 The percentages below represent the increase/decrease in the indicators when compared to the same week in 2021

Footfall	Average transaction Value	Transaction Volumes
8% ▲	4% ▲	2% ▼

Legislative updates

Progress of Bills currently in the House

Fair Pay Agreements Act

This Act creates a framework for bargaining for fair pay agreements. Objectives include setting out a general duty of good faith, prescribing processes for initiating bargaining, providing dispute resolution processes, and establishing regulation making powers. The Act entered into force after receiving Royal Assent on 1 November 2022.

Sale and Supply of Alcohol (Renewal of Licences) Amendment Bill (No 2)

This Bill provides that where a local alcohol policy is in place under the provisions of the Sale and Supply of Alcohol Act 2012 any renewal of a license under the Act must not be inconsistent with the provisions of that local alcohol policy. This Bill is currently awaiting its second reading (no change from last Chief Executive's Report).

Natural Hazards Insurance Bill

This Bill replaces the Earthquake Commission Act 1993. The overarching objectives of the changes are to enable better community recovery from natural hazards, to clarify the role of the Earthquake Commission and the cover provided by the Bill, and to enhance the durability and flexibility of the legislation. The Bill is currently awaiting its second reading.

Employment Relations (Extended Time for Personal Grievance for Sexual Harassment) Amendment Bill

This Bill would extend the time available to raise a personal grievance that involves allegations of sexual harassment from 90 days to 12 months. The Bill is now awaiting its second reading.

Electoral (Māori Electoral Option) Legislation Bill

This Bill would allow people to transfer between the Māori and general electoral rolls at nearly any time, and as many times as they wish. The Bill is now awaiting its second reading.

Water Services Entities Bill

This Bill would establish four publicly owned water services entities to provide safe, reliable, and efficient water services in place of local authorities. The Bill is now sitting with the Finance and Expenditure Committee. At the time of writing, the Select Committee was due to report back to Parliament on 11 November.

Smokefree Environments and Regulated Products (Smoked Tobacco) Amendment Bill

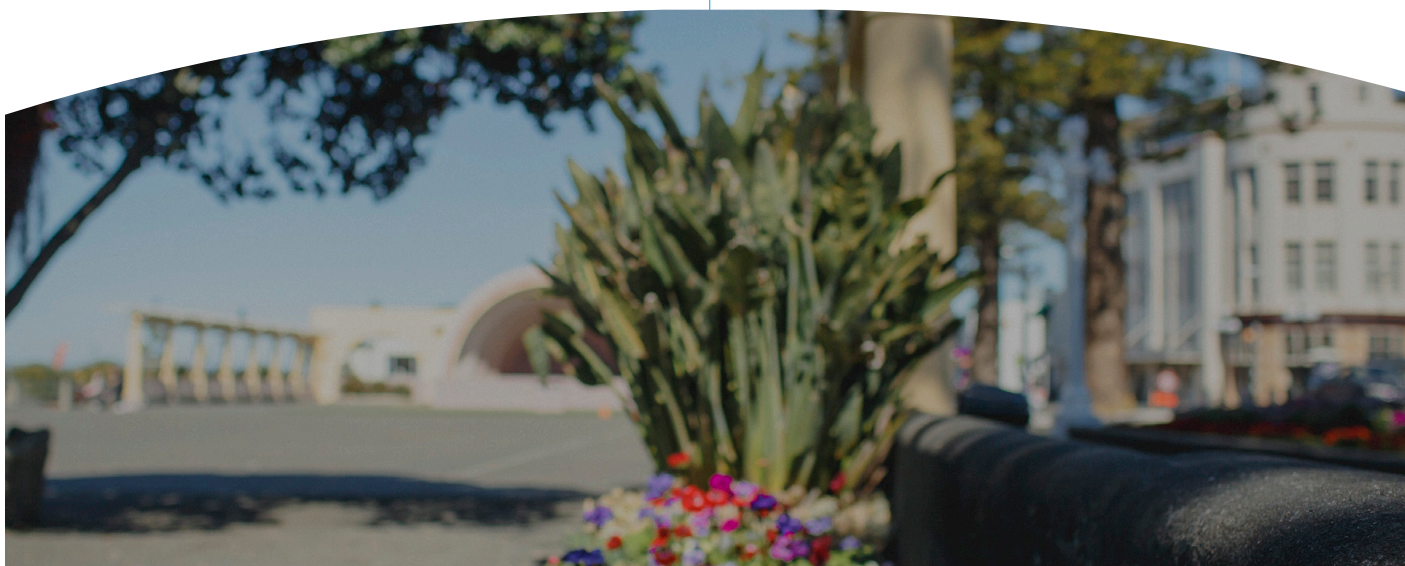
This Bill would significantly limit the number of retailers able to sell smoked tobacco products; aims to prevent young people from taking up smoking by prohibiting the sale of smoked tobacco products to anyone born on or after 1 January 2009; and aims to make smoked tobacco products less appealing and addictive. The Bill is now sitting with the Health Committee which is due to report back to Parliament on 1 December.

Local Government Electoral Legislation Bill

This omnibus Bill seeks to improve representation and participation in local government elections by (among other things):

- Revising the process councils follow to decide representation arrangements to make consideration of specific Māori representation a fundamental step
- Updating the process for when an election result is tied, and
- Enabling all candidates to submit electronic nominations.

The Bill is sitting with the Governance and Administration Committee, which is due to report back to Parliament on 2 February 2023.



Self-contained Motor Vehicles Legislation Bill

This Bill seeks to improve the management of vehicle-based freedom camping by creating a robust regulatory system that central and local government can rely on to reduce the negative effects of freedom camping on communities and the environment. Specifically, the Bill would:

- introduce a national requirement that freedom campers staying in a vehicle on land managed by a local authority use a certified self-contained vehicle (unless staying at a site designated by the local authority as suitable for freedom camping in non self-contained vehicles),
- establish a regulatory system for the certification of self-containment of vehicles, with the Plumbers, Gasfitters and Drainlayers Board providing regulatory oversight,
- require self-contained vehicles to have a fixed toilet, and
- strengthen the infringement regime for non-compliant freedom camping.

The Bill passed its first reading on 30 August 2022, and has now been referred to the Economic Development, Science and Innovation Committee. Public submissions have closed, and the Committee is due to report back on 2 March 2023.

Accessibility for New Zealanders Bill

This Bill would establish a new legislative framework that addresses systemic accessibility barriers that prevent disabled people, tāngata whaikaha and their whānau, and others with accessibility needs from living independently and participating in all areas of life. The Bill includes a suite of measures like methodologies for addressing accessibility barriers, monitoring, evaluation and reporting requirements, expectations for engaging with and listening to disabled people, as well as the purpose and principles for the accessibility framework.

The Bill is sitting with the Social Services and Community Committee. Public submissions have now closed, and the Committee is due to report back by 16 May 2023.

Business Payment Practices Bill

This Bill would introduce a regime that aims to bring transparency to business-to-business payment terms and practices in New Zealand. The Bill is intended to result in businesses having better information to inform their decision-making when trading and incentivise larger businesses to mitigate reputational risk by improving their business payment practices. The Bills provisions would apply to local authorities.

The Bill was introduced to the House on 26 October 2022, and is now awaiting its first reading.

Housing Infrastructure (GST-sharing) Bill

This Member's Bill would introduce a GST-sharing scheme to fund infrastructure across New Zealand. The Bill would see half of the GST revenue of a new house shared with the local council that issued the consent to help cover the infrastructure costs associated with new housing developments. This Bill was introduced on 4 August and is now awaiting its first reading.

Electoral (Right to Switch Rolls Freely) Amendment Bill

This Bill would amend the Electoral Act 1993 to enable Māori voters to switch between the Māori and non-Māori electoral rolls at any time. This Bill is awaiting its first reading. Unlike the Electoral (Māori Electoral Option) Legislation Bill which is a government Bill and currently sitting with a Select Committee, this Bill is a Member's Bill sponsored by Rawiri Waititi.

Sale and Supply of Alcohol (Harm Minimisation) Amendment Bill

This Bill would remove the ability to lodge appeals against local alcohol policies (the Sale and Supply of Alcohol Act 2012 already requires territorial authorities to go through a special consultative process before adopting a local alcohol policy). The Bill would also ban alcohol sponsorship and advertising within all streamed and live sports, and at all sporting venues. The Bill is a Member's Bill, which was introduced on 30 June 2022, and is currently awaiting its first reading.





Electoral (Strengthening Democracy) Amendment Bill

This Bill would amend the Electoral Act 1993 to lower the voting age to 16, repeal the prohibition on prisoner voting and change the rules about political donations, amongst other changes. The Bill failed its first reading on 21 September and has now been withdrawn.

Bills on the horizon

Water Services Entities Bill #2

The second of a series of Government Bills is expected in the latter part of 2022. The second Bill will include links to land-use planning, economic regulation, powers, and implications for the 2024 Long Term Plans and the wider Local Government Act framework.

Natural and Built Environment Bill

The first of two Bills giving effect to RMA reform. This Bill focuses on the setting of environmental limits, environmental and land use planning, and the governance of those activities. Expected to be introduced into the House before Christmas.

Spatial Planning Bill

The second of two Bills giving effect to RMA reform. This Bill focuses on regional spatial strategies and the governance of these activities. Expected to be introduced into the House before Christmas.

Water Services Economic Regulation and Consumer Protection Bill

This Bill would give effect to Government decisions to introduce economic and consumer protection regulation from the Three Waters services. Expected to be introduced into the House in the fourth quarter of 2022.

Civil Defence and Emergency Management Amendment Bill

The National Emergency Management Agency (NEMA) has established a Regulatory Framework Review Programme (also known as the “Trifecta”) to improve New Zealand’s disaster resilience. This Bill, now expected to be introduced in the fourth quarter of 2022, will give effect to any changes arising out of the Trifecta Review.

Epidemic Preparedness Legislation

The Government has signaled its intention to develop an enduring legislative framework for COVID-19 that is fit for purpose for any future pandemics. Expected in the House early in 2023.

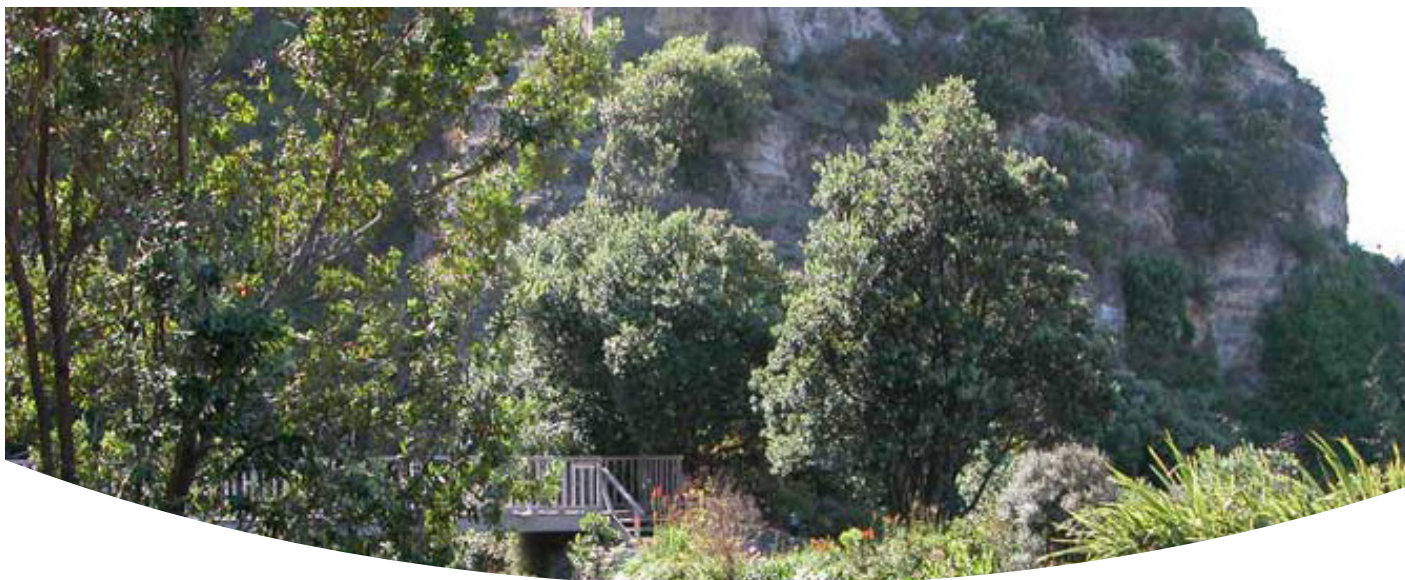
Climate Adaptation Bill

The Government has signaled its intention to introduce a legal framework for managed retreat, and other matters relating to climate change response. Expected in the House early in 2023.

Current consultation pieces

The following Government initiatives (related to the local government sector) are currently open for public submissions:

Name of initiative	Agency engaging	Due date	Description
Agriculture Emissions Pricing Consultation	Ministry for the Environment - Manatū Mō Te Taiao	18 November 2022	<p>The Government is proposing to introduce a farm-level levy for pricing agricultural greenhouse emissions (setting separate prices for biogenic methane and long-lived gases).</p> <p>The proposal includes details of how agricultural emissions pricing will work, how the levy will be set, governance arrangements, how farmers and growers will report and pay for emissions, what on-farm actions, including sequestration, will be rewarded and the use of the pricing system revenue</p>
Second Tranche of Drinking Water and Wastewater Network Environmental Performance Measures	Taumata Arowai	25 November 2022	This discussion document provides detail on proposals for the second year of drinking water measures, including suggestions from submissions earlier in the year, and outlines the approach to introducing wastewater network environmental performance measures.
The Future of Land Transport	Ministry of Transport/ Kōi Tu	No fixed date	An open space early engagement is being undertaken on Pol (a public engagement platform) on issues to inform a future review of land transport funding.
Future for Local Government draft report	Future of Local Government Panel	Consultation open now, until 28 February 2023	The independent panel reviewing local governance structures released its draft report and recommendations on 28 October 2022 and is inviting public submissions on these interim findings.
Business Payment Practice Regulations	Ministry of Business, Innovation and Employment: Hīkina Whakatutuki	28 February 2023	This regime will improve information and transparency around business-to-business payment practices by requiring large firms (those with turnover of \$33 million a year) to publicly disclose information on their payment practices, including payment times. This includes local authorities.



Strategic updates

Regional Economic Development Agency

The Matariki Governance Group met on 28 October to receive an update on progress with establishing the Regional Economic Development Agency (REDA) and confirmed the following:

- Noted updated constitution, shareholding arrangements and timeline for establishment,
- Formally delegated the board appointments process to the appointment panel including board remuneration,
- Agree the draft REDA Charter as the key mechanism to provide strategic direction to REDA, and
- Considered a draft Letter of Expectation as the accountability framework for REDA.

The board appointments process began with advertising released in early October. The application period has closed with strong interest. The appointment panel will shortlist on 4 November and interview from the week starting 7 November. The Matariki Governance Group will endorse selected board members at their next meeting on 9 December.

The next steps are for shareholders to review the constitution with the aim of incorporating REDA in December. Councils are developing funding agreements for execution in a similar timeframe.

The lease of the current location for the Business Hub expires at the end of January 2023. Councils are working with key tenants to find a new home.

Civil defence updates

MOE Emergency Preparedness Workshops

26 Napier school principals attend a workshop hosted by MOE in conjunction with HBCDEM and Police to discuss emergency preparedness. Speakers presented on different scenarios, including responding to an active shooter, aggressive public, floods and tsunami, and looked at what plans schools have in place in to be prepared for these events. MOE received very positive feedback on the value of the workshop.

Tsunami Signage – New tsunami evacuation route signage has been installed up the Tiffen Park stairs leading to new tsunami safe location signs on Cameron Road. New entering/ leaving tsunami evacuation zone signage has also been installed on Shakespeare Road. Special thanks goes to Jason Tickner and Tony Mills for their support.

NZ Shakeout – This was a successful event here in Hawke's Bay, with 25,400 people participating in the region and 700,000 people taking part around New Zealand. HBCDEM and East Coast LAB staff helped facilitate an event at the National Aquarium on Marine Parade, with 20 toddlers and their parents practising being "Turtle safe" (Drop, Cover, Hold) by the real turtles in their enclosure! A big thanks to Steve and the Aquarium staff. Around 150 HBRC and NCC staff also practiced their Tsunami Hikoi up the Tiffen Park stairs to the Tsunami safe zone on Cameron Terrace.

Westshore Community Resilience Workshop

– at the time of writing, this workshop is planned for 15th November at Westshore School. This will inform the creation of a resilience plan for the community to use and follow in an emergency.

Te Waka Rangapū

Te Waka Rangapū continues to advise on work programmes to build partnerships with Mana Whenua and Tangata Whenua. Some of these activities include but are not limited to:

- Kanohi ki te kanohi and collatively working with partners on significant matters to them,
- Supporting Mana Whenua and Council on the Ironpot Waka Hub revitalisation project/ Jull Wharf emergency works,
- Providing cultural advice on the Library and Civic Precinct project, including in the procurement process, and
- Supporting and advising on the creation of new murals.

Te Waka Rangapū has recently facilitated and led events to celebrate Te Ao Māori and Te Reo Māori. Te Wiki o Te Reo Māori saw the public release of our kiwaha series where Te Kaiwhakahaere Hononga Māori Beverley Kemp-Harmer and her mokopuna shared kiwaha from the Mana Whenua of Ahuriri. Our activies also included an inaugural inter-council, public service, and Mana Whenua quiz night; won by Inland Revenue. During the week, staff participated in karakia a te ata, kapa haka, tikanga sessions, and our annual all staff quiz.

Te Waka Rangapū has supported Te Kupenga a Te Huki towards the second release of the cultural capabilities app Te Kupenga. The app supports staff in hui, Pōhiri and whakatau by providing guidelines and templates to support work across the organisation.

Financial Update

Anticipated total revenue 2022/23 (all income streams)	\$149m
Revenue year to date as at end of Sep 2022 (all income streams)	\$31.6m
Anticipated total operating expenditure 2022/23	\$149.3m
Operational spend year to date as at end of Sep 2022	\$33.8m
Anticipated total capital expenditure 2022/23	\$99.4m
Capital spend year to date as at end of Sep 2022	\$11.9m

We supported the introduction of Pōhiri for new staff. As part of their induction, we welcomed 70 staff to Pukemokimoki Marae. For many staff, it was their first opportunity to be on a Marae and experience Te Ao Māori first-hand. On 1 November, Te Waka Rangapū worked with Council’s Governance Team to welcome our elected members for the new triennium by facilitating a Pōhiri for friends, whanau and the wider community.

People and Capability update

COVID-19

As at 1 November, Council had 8 active cases and a total of 338 cases. This equates to 60% of the workforce having contracted COVID-19.

Wellbeing Initiatives

Employees have participated in the following health, safety and wellbeing initiatives in September, October and November:

- Mental Health Awareness Week
- NZ ShakeOut (national earthquake drill and tsunami hīkoi)
- Gumboot Friday (raising funds for free counselling for young people)

Reported Incidents

July - Sept 2022

Lost time injuries (LTIs):	0
Accidents	19
Minor accidents	38
Near misses	18
Audits - Internal	7
Audits - External	19
Pain and Discomfort	12
Safety Observations	48

Strategy/Policy updates

The following external Council policies/Bylaws are currently undergoing review:

- Pressure Sewer Policy (finalising draft policy to come to Council in the new year)
- Waste Management and Minimisation Policy (working with Hastings District Council to develop community consultation plan)

Upcoming Council Consultations

Napier City Council is not currently consulting on any initiatives given the recent triennial local government election.

High priority projects

Civic/Library Precinct

Summary: Design Brief and Business Case Adopted by council – RFP Drafted and Approved for Concept Design

Next immediate milestones: Currently Progressing Architectural RFP for Concept Design for Phase One and Business case for Phase two, both due for Council approval in April 2023

PROJECT STATUS:



District Plan Review

Summary: First tranche of chapters have gone for legal review. The District Plan Team is now focusing on finishing the “Section 32” reports, which assess any changes against the purpose of the RMA and evaluate policies for efficiency, effectiveness and risk.

Topics still under discussions are Sites of Significance to Māori, Port noise, Airport Zone and Noise.

Councillor workshop scheduled for December to present outcomes of Structure Plans, Medium and High Density Zones, Signs and Heritage.

Next immediate milestones: All chapters to be finalised by December 2022. All “Section 32” reports are to be finalised by January 2023.

PROJECT STATUS:



Mataruahou development

Summary: First internal stakeholder briefing has been carried out and feedback received. Carbon assessment has been carried out for reservoir options. Quantity Surveyor is about to be engaged to carry out costings for the different reservoir options.

Next immediate milestones: First meeting to be held with Mana Ahuriri (date to be confirmed). QS engagement finalised.

Landscape architect engagement to be finalised. Options assessment to be updated to reflect other non-infrastructure categories (i.e. surplus land use, landscape outcome, cost).

PROJECT STATUS:



Napier Aquatic Centre

Summary (remediation of existing facility):

Remediation of the existing Napier Aquatic Centre is progressing well. The detailed scope of works has been developed, and procurement has commenced for a main contractor to schedule and manage the works while minimising operational impact.

Next immediate milestones (remediation of existing facility): contractor selected and engaged; works commenced.

Summary (Aquatic Development): Work is underway to prepare a workshop with elected members to get direction into ‘exploring options to reduce costs including new design options for both locations’ as per Council resolutions. In preparation, the 2016 business case is being reviewed to ensure the strategic drivers reflect the current situation.

Next immediate milestones (Aquatic Development): Business case reviewed and updated. Workshop held with new Council.

PROJECT STATUS:



War Memorial Restoration

Summary: The contract for the build has been awarded and Atkin Construction are now in possession of the site. The majority of the activity carried out on site has involved surveying, demolition, removal and levelling. Disruption to operations at Napier Conferences & Events is being minimised.

Restoration of the balance of the memorial plaques has commenced after the successful restoration of an initial sample of plaques.

The budget for this process will need to be increased. The QS estimate for construction element from the Detailed Design phase was \$2,251,572.18. The price quoted by the winning tender is \$2,147,204.25 and a 10% contingency



will be added. Plaque and Roll of Honour costs, professional fees such as architect costs, and internal management costs are not included and will need to be added to the overall project cost. The last approved budget was \$2m.

Next immediate milestones: Atkin Construction are now on site and commencing build

PROJECT STATUS:



Memorial Square Community Rooms

Summary: A Working Group for this project is now in place, which comprises three officers from Napier City Council. Procurement plan for the refurbishment has been approved.

Next immediate milestones: Consultant / contractor appointments are underway. Asbestos has been detected in sub-floor soil; implications of this finding are being determined. The Art Deco Trust are indicating a November 2023 project completion.

PROJECT STATUS:



Te Pihinga Community Space

Summary: No change since previous report. Project is still on hold awaiting confirmation of sale and purchase agreement for the land identified for the project.

Next immediate milestones: No milestones can progress until land purchase finalised.

PROJECT STATUS:



Ahuriri Regional Park

Summary: Terms of Reference for the Joint Committee that will provide governance to this project have been adopted by Council.

Next immediate milestones: Procurement of a Project Manager.

PROJECT STATUS:



Risk update

The following emerging risks have been identified by Council officers since the last CE Report:

- **COVID-19:**

COVID-19 cases have been trending upwards since the start of October and COVID-19 modellers have warned that another peak in daily cases could be coming. Although the dominant Omicron variant in the country is still BA.5, cases of the subvariant BA.2.75 are expected to increase. The first case of Omicron subvariant BQ.1.1 was detected in New Zealand in early October.

- **INTEREST RATES:**

In its half-yearly financial stability report, the Reserve Bank has stated that while the financial system as a whole remains sound, some households and businesses will come under pressure from rising interest rates. House prices have fallen 11 percent from their November 2021 peak, and with interest rates rising from around 2.2% last November (for a year fixed-term) to between 5% and 7% this November, there is an increasing risk that home loan borrowers could end up in negative equity (the value of the house being less than the money owed on the mortgage).

- **COST OF FOOD:**

Since the last CE Report, the cost of food has continued to increase and is currently sitting at a 13-year high. In August and September 2022, food prices were 8.3% higher when compared with the year prior. Stats NZ measures a broad range of food categories and a breakdown for September 2022 showed fruit and vegetable prices increased by 16%, and grocery food prices increased by 7.7% when compared to prices seen for these categories in the previous year.

Service requests

The following table shows a snapshot of the service requests received by Council in August and September 2022:

	August 2022	September 2022
Service requests year-to-date (financial year)	3,669	5,589
Number of new service requests received during the month	1,913	1,920
Number of service requests resolved during the month	1,820	1,808
Number of service requests pending resolution at months end	93	112
Top 3 Departments for service requests	City Services, Infrastructure Services, Animal Control	City Services, Animal Control, Infrastructure
Top 5 recurring matters	Building Maintenance, Noise, Housing Messages, Rubbish, Traffic Safety	Building Maintenance, Noise, Housing Messages, Rubbish, Roaming dogs reported by public



Local Government Official Information and Meetings Act Requests:

	August 2022	Comment	September 2022	Comment
Requests received year to date	46		66	
Requests received in calendar month	36	2 withdrawn before actioning; 1 transfer to NZ Police	20	
Responses completed in calendar month	23		28	
Responses within statutory timeframe	23/23		27	1 request blocked by Council's email security, picked up late.
Extensions requested in calendar month	0		5	Five requests extended by: <ul style="list-style-type: none"> - 2 days - 4 days - 8 days - 9 days, and - 20 days respectively
Requests where charging was proposed	0		1	Charges initially proposed by not actioned
Number of responses where: <ul style="list-style-type: none"> - Information released in full 	21		17	
<ul style="list-style-type: none"> - Information partially released 	1	Information withheld to protect the privacy of natural persons.	10	Ten requests subject to partial withholding to protect the privacy of natural persons.
<ul style="list-style-type: none"> - Request refused in full 	0		1	One refusal as information didn't exist or could not be found.
Active Ombudsman investigations regarding LGOIMA responses	2		1	
Ombudsman determinations received	0		0	
Themes	Three Waters, roading, property files, building consents, Ocean Spa, sea-water well, staff survey		Staff survey, staff resignations, stormwater, pay bands, War Memorial, Prebensen Drive	

Consenting Activity:

Type	2022/23 (year to date as at end of September)	2021/22 (year to date as at end of September)
Total Land Use Consents issued	38	45
Total Subdivision Consents issued	34	44
Total Resource Consents issued	72	89
Total Building Consents issued	321	388
Total Estimated Value	\$64,803,511	\$75,943,081
Total New Dwellings	50	158

Grants funding:

Community Development Grant	
Total funding available (financial year)	\$102,396
Number of applications year to date (financial year – as at 30 September)	6
Funding allocated year to date (financial year – as at 30 September)	\$29,401

Community Services Grant	
Total funding available (financial year)	\$29,144
Number of applications year to date (financial year – as at 30 September)	4
Funding allocated year to date (financial year – as at 30 September)	Payments valued at \$124,003 will be made in November 2022, bringing total year allocation to \$129,140.

Creative Communities Scheme (two funding rounds per annum)	
Total funding available (financial year)	\$52,680
Number of applications year to date (financial year – as at 30 September)	20
Funding allocated year to date (financial year – as at 30 September)	\$26,518



Documents Executed under seal

(Period 15 August – 28 October 2022)

Date	Document title	Approving officer
19.8.22	Warrant Cards - James Chittock	Alex Shrubsall
24.8.22	Easement Instrument – Kenny Road, Napier	Ellen Gowan
24.8.22	Warrant Card	Nicola North
1.9.22	Warrant Cards for: <ul style="list-style-type: none"> • Harkirat Dhandal • Halfiz Chughtai • Wayne Tantau • Michael Clark • Harman Mehta • Manpreet Singh • Karandeep Singh • Nitin Ahuja • Ranvir Singh • Gangandeep Singh • Chyenne Tipiwai • Andrew Pointon 	Nicola North
7.9.22	Dog Control Bylaw 2022	Kathryn Hunt
9.9.22	Easement Instrument 208 Puketapu Road	Ellen Gowan
9.9.22	Easement Instruments Kenny Road	Ellen Gowan
20.9.22	Consent to transfer Lessee's Interest – 2 Dunlop Road	Bryan Faulknor
20.9.22	Easement instrument – 61 Kenny Road, Te Awa	Ellen Gowan
29.9.22	Easement Instrument – 8 Barker Road, Napier	Ellen Gowan
30.9.22	Warrant Cards – Saini Pankaj	Jamey Stephens
11.10.22	Easement Instrument – 64 & 66 Nuffield Avenue, Napier	Ellen Gowan
28.10.22	Easement Instrument – 23 Morse Street, Napier	Christina Bunny
28.10.22	Easement Instrument – 21 Battery Road, Napier	Christina Bunny

Te Kaunihera o Ahuriri

Napier City Council

215 Hastings Street, Napier 4110 | Private Bag 6010, Napier 4142

06 835 7579 | info@napier.govt.nz | napier.govt.nz



NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

REPORTS UNDER DELEGATED AUTHORITY

1. TENDERS LET

Type of Report:	Information
Legal Reference:	Enter Legal Reference
Document ID:	1422924
Reporting Officer/s & Unit:	Debbie Beamish, Executive Assistant to the Chief Executive

1.1 Purpose of Report

To report the Tenders let under delegated authority for the period 15 August – 28 October 2022.

Officer's Recommendation

That Council:

- a. **Receive** the Tenders Let for the period 15 August – 28 October 2022.

1.2 Attachments

- 1 Tenders Let 15 August - 28 October 2022 (Doc Id 1611060) [↓](#)

Doc Id 1611060

Period:- 15 August 2022 to 28 October 2022

For Council Agenda - 15 November 2022

CONTRACTS OVER \$100,000 LET UNDER CHIEF EXECUTIVE/DIRECTOR INFRASTRUCTURE DISCRETION

Contract 2190 Transfer Station Cash Handling and Site Security

- Three tenders were received
- It was recommended that the contract be awarded to Armourguard Security in the sum of \$418,416.48.
- This recommendation was approved.

Contract 2247 Building Warrant of Fitness

- Six tenders were received
- It was recommended that the contract be awarded to BGIS New Zealand Ltd in the sum of \$671,086.24.
- This recommendation was approved.

Contract 2281 72 West Quay Stormwater Development

- Three tenders were received
- It was recommended that the contract be awarded to Downer New Zealand Ltd in the sum of \$179,915.73.
- This recommendation was approved.

Contract 1314 Westshore to Ahuriri Connectivity Development

- Six tenders were received
- It was recommended that the contract be awarded to Topline Contracting Ltd in the sum of \$648,006.85
- This recommendation was approved.

Contract 1299 Napier Municipal Theatre Auditorium Ceiling Space Access

- One tender was received
- It was recommended that the contract be awarded to StaySafeSystems Goleman Ltd in the sum of \$201,746.06
- This recommendation was approved.

Contract 2315 Napier War Memorial Restoration Project

- Two tenders were received
- It was recommended that the contract be awarded to Atkin Construction HB Ltd in the sum of \$2,147,204.25.
- This recommendation was approved.

Contract 2293 Westshore Playground – Design and Build

- Seven tenders were received
- It was recommended that the contract be awarded to CreoSpace Limited in the sum of \$250,000
- This recommendation was approved.



INAUGURAL MEETING OF COUNCIL (following 2022 triennial elections)

Open Minutes

Meeting Date: Tuesday 1 November 2022

Time: 5.00pm

Venue The Ballroom
War Memorial Centre
Marine Parade
Napier

Livestreamed via Council's Facebook site

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

In Attendance Acting Chief Executive (Richard Munneke)
Deputy Chief Executive/ Executive Director Corporate Services
(Jessica Ellerm)
Executive Director Infrastructure Services (Debra Stewart)
Executive Director City Services (Lance Titter)
Acting Executive Director City Strategy (Rachael Bailey)
Executive Director Community Services (Thunes Cloete)
Manager Communications and Marketing (Julia Atkinson)
Pou Whakarae (Mōrehu Te Tomo)

	Māori Partnership Manager - Te Kaiwhakahaere Hononga Māori (Beverly Kemp-Harmer) Māori Partnership Manager - Te Kaiwhakahaere Hononga Māori (Hilary Prentice) Team Leader Governance (Helen Barbier)
Also Present:	Family and friends of elected members, dignitaries, Council staff and members of the public were present in the gallery Napier City Council Kapa Haka Group
Administration	Governance Advisors (Carolyn Hunt and Anna Eady)

Pōhiri

A Pōhiri to welcome the incoming Mayor and Councillors was held in the Ballroom prior to the official swearing in ceremony of the elected members.

Acting Chief Executive's Welcome

The Acting Chief Executive declared the meeting open and welcomed the Mayor, Councillors, members of their families and the public to the first meeting of the 2022-2025 triennium of the Napier City Council.

Mr Munneke gave an opening speech outlining the process for the meeting commencing with the swearing in of the Mayor and Councillors.

Apologies

Nil

Declaration of the Mayor Elect

The Acting Chief Executive, Mr Munneke as required by the Local Government Act 2002 schedule 7 (14) and (21)(5)(a), received and witnessed the oral declaration of Her Worship the Mayor.

The Acting Chief Executive, Mr Munneke then invested Her Worship the Mayor Kirsten Wise with the insignia chains of office.

Mayor Wise assumed the role of Chair at 5.38pm

Declarations of Councillors Elect *(Ahuriri; Nelson Park; Onekawa-Tamatea and Taradale Wards)*

Mayor Wise, as required, by the Local Government Act 2002 schedule 7 (14) and (21)(5)(a), received and witnessed the oral declarations of each member of the Napier City Council; Maxine Boag; Annette Louise Brosnan; Hayley Dawn Young Browne; Ronda Susan Chrystal;

Sally Anita Hine-I-Pakia Crown; Juliet Margaret Greig; Gregory John Mawson; Richard Mark McGrath; Keith Douglas Price; Ralph Nigel Simpson; Chad Tareha and Graeme Keith Taylor.

Each Councillor was presented with the insignia medallion of office, in preparation for the Inaugural business of Council.

Attachments

- 1 Signed Declarations of Elected Members (Doc Id 1611346)
 - 2 Programme for Inaugural Council meeting 1 November 2022 (Doc Id 1610535)
-

Mayor's Opening Speech

Mayor Wise welcomed Councillors, staff, family and friends to the meeting and congratulated all returning Councillors, saying a special welcome to the new Councillors Juliet Greig and Chad Tareha.

Mayor Wise expressed her excitement about the opportunities for Council during the next three years and also acknowledged there would be a number of challenges ahead. She affirmed that the community must be at the heart of all decision-making and Council must continue to advocate for local voice, local accountability and local ownership.

Mayor Wise thanked the community of Napier who had selected them to govern the city for the next three years and in closing quoted;

*He aha te mea nui o te ao
He tangata, he tangata, he tangata*

*What is the most important thing in the world?
It is the people, it is the people, it is the people.*

The meeting then moved into the items of business prescribed under the Local Government Act 2002.

AGENDA ITEMS

1. APPOINTMENT OF DEPUTY MAYOR

<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1422286
<i>Reporting Officer/s & Unit:</i>	Helen Barbier, Team Leader Governance

1.1 Purpose of Report

To advise Council of the appointment of the Deputy Mayor and to provide Council with background information on the powers under section 41A of the Local Government Act 2002 for the mayor to appoint the deputy mayor.

At the meeting

Mayor Wise and Councillor Price spoke to the recommendation noting Councillor Brosnan's effectiveness as the Deputy Mayor during the 2019-2022, her passion for local government and commitment to the community.

COUNCIL RESOLUTION

Mayor Wise / Councillor Price

That Council:

- a) **Note** that under section 41A of the Local Government Act 2002 the Mayor has the power to appoint the Deputy Mayor.
- b) **Note** that the Mayor has chosen to use her power to appoint the Deputy Mayor.
- c) **Note** that the Mayor has appointed Councillor Annette Brosnan as Deputy Mayor for the 2022-2025 Triennium in accordance with section 41A (3)(a) of the Local Government Act 2002.

Carried

2. LEGISLATION AFFECTING ELECTED MEMBERS - GENERAL EXPLANATION

<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1421758
<i>Reporting Officer/s & Unit:</i>	Helen Barbier, Team Leader Governance

2.1 Purpose of Report

To provide elected members with a general explanation of laws affecting members as per Schedule 7(21) of the Local Government Act 2002.

At the meeting

There was no discussion on this item.

COUNCIL RESOLUTION

Councillor Taylor / Dep. Mayor Brosnan

That Council:

- a. **Particularly** note the provisions and requirements outlined by the:
 - i. Local Government Official Information and Meetings Act 1987
 - ii. Local Authorities (Members' Interests) Act 1968
 - iii. Crimes Act 1961 sections 99, 105 and 105a
 - iv. Secret Commissions Act 1910
 - v. Financial Markets Conduct Act 2013

As per Schedule 7(21) of the Local Government Act 2002
- b. **Note** the obligations of the Privacy Act 2020 and Health and Safety at Work Act 2015
- c. **Note** the further national and local legislation affecting the activities of Napier City Council, a list of which is provided to members so they may familiarise themselves as required.

Carried

3. SETTING OF THE FIRST COUNCIL MEETING

Type of Report: Legal and Operational

Legal Reference: Local Government Act 2002

Document ID: 1422247

Reporting Officer/s & Unit: Helen Barbier, Team Leader Governance

3.1 Purpose of Report

To set the date and time of the first meeting of Council in accordance with Schedule 7, Clause 21(d) of the Local Government Act 2002 and confirm the meeting schedule for the remainder of the 2022 calendar year.

At the meeting

There was no discussion on this item.

COUNCIL RESOLUTION

Councillors Simpson / Mawson

That Council:

-
- a. **Sets** the first ordinary meeting of Council on Tuesday 15 November 2022 at 9.00am.
 - b. **Confirms** the meeting schedule for the remainder of the 2022 calendar year:
 - Audit & Risk Committee – 2 December 2022 at 9.00am
 - Council – 15 December 2022 at 9.30am
-

Carried

At the conclusion of the formal business Mayor Wise invited everyone present to join the elected members for celebratory refreshments in recognition of the occasion.

The meeting closed with a karakia at 6.10pm

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

Chairperson

Date of approval