



**NAPIER**  
CITY COUNCIL

*Te Kaunihera o Ahuriri*

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# SUSTAINABLE NAPIER COMMITTEE

## Open Agenda

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Meeting Date: Thursday 22 February 2024

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Time: 9.30am

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Venue: Large Exhibition Hall  
War Memorial Centre  
Marine Parade  
Napier

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*Livestreamed via Council's Facebook page*

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Committee Members **Chair:** Councillor Price  
**Members:** Mayor Wise, Deputy Mayor Brosnan, Councillors Boag, Browne, Chrystal, Crown, Greig, Mawson (Deputy Chair), McGrath, Simpson, Tareha and Taylor  
Ngā Mānukanuka o te Iwi representatives – Coralee Thompson and Tiwana Aranui

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Officers Responsible Executive Director Infrastructure Services

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Administration Governance Team

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**Next Sustainable Napier Committee Meeting**  
**Thursday 11 April 2024**

## 2022-2025 TERMS OF REFERENCE - SUSTAINABLE NAPIER COMMITTEE

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<i>Chairperson</i>	<i>Councillor Price</i>
<i>Deputy Chairperson</i>	<i>Councillor Mawson</i>
<i>Membership</i>	<i>Mayor and Councillors (13)</i> <i>Ngā Mānukanuka o te Iwi (Māori Committee) (2)</i>
<i>Quorum</i>	<i>8</i>
<i>Meeting frequency</i>	<i>At least 6 weekly (or as required)</i>
<i>Officer Responsible</i>	<i>Executive Director Infrastructure Services</i>

### **Purpose**

To provide governance oversight of the asset management and operation of Council's infrastructure by making decisions on strategy, policy and levels of service in respect to:

- a) Transportation assets
- b) Three Waters
- c) Waste management and minimisation
- d) Building asset management
- e) Parks, reserves and sportsgrounds
- f) Cemeteries
- g) The inner harbour

### **Delegated Powers to Act**

To exercise and perform Council's functions, powers and duties within its area of responsibility, excluding those matters reserved to Council by law or by resolution of Council, specifically including the following:

1. To review and adjust relevant work programme priorities within agreed budgets, activity management plans and levels of service as per Council's Long Term Plan.
2. To consider matters related to the management of Council's physical assets, and service related projects and facilities.
3. To oversee the management of all Council's physical assets.
4. To adopt or amend policies or strategies related to the Committee's area of responsibility, provided the new or amended policy does not conflict with an existing policy or strategy.
5. To consider any reports from infrastructure related joint committees and business units.
6. To resolve any other matters which fall outside the area of responsibility of all Standing Committees, but where the Mayor in consultation with the Chief Executive considers it desirable that the matter is considered by a Standing Committee in the first instance.

### **Power to Recommend**

The Committee may recommend to Council and/or any standing committee as it deems appropriate.

The Committee may make a recommendation to the Annual Plan or Long Term Plan relevant to the Committee's responsibilities.

The Committee must make a recommendation to Council or the Chief Executive if the decision considered appropriate is not consistent with, or is contrary to, any policy (including the Annual Plan or Long Term Plan) established by the Council.

# ORDER OF BUSINESS

## Karakia

## Apologies

Nil

## Conflicts of interest

## Public forum

Nil

## Announcements by the Mayor

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

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

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

## Announcements by the management

## Confirmation of minutes

That the Minutes of the Sustainable Napier Committee meeting held on Thursday, 21 September 2023 be taken as a true and accurate record of the meeting. ....14

## Agenda items

1 Capital Programme Delivery .....4

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

**Recommendation to Exclude the Public**.....13

# AGENDA ITEMS

## 1. CAPITAL PROGRAMME DELIVERY

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*Type of Report:* Information

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*Legal Reference:* N/A

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*Document ID:* 1733197

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*Reporting Officer/s & Unit:* Jamie Goodsir, Acting Director Programme Delivery

### 1.1 Purpose of Report

To provide Council with information on the FY23/24 Capital Programme and initiatives underway to improve Capital Programme Delivery.

#### **Officer's Recommendation**

The Sustainable Napier Committee

- a. **Receive** the report titled "Capital Programme Delivery" dated 22 February 2024.

### 1.2 Background Summary

#### **Situational update**

Council had set the new FY23/24 Capital Plan at \$75.9M, but this has been subsequently revised to \$101.1M following carry-forwards.

The Three Waters Activity Group comprises over 50% of this spend, with Community Services and Transportation at 20% and 15% respectively.

#### **Sustainable Napier Reports**

With most parts of the business now undertaking projects in their own right, this report will focus on projects being undertaken in the Programme Delivery Team. **(Attachment 1)**.

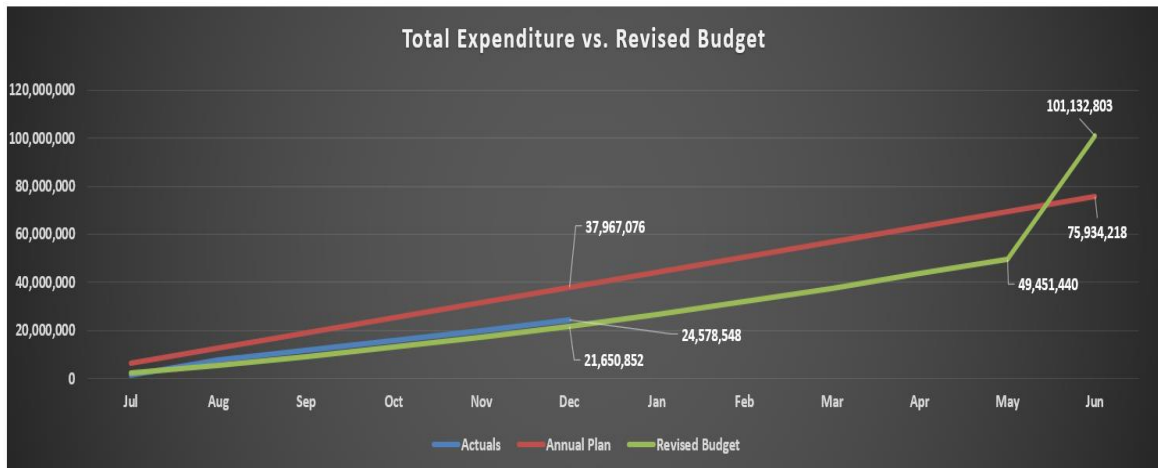
We have included photos of a few of projects currently in progress, or recently completed. **(Please see PowerPoint)**.

#### **Capital Programme Summary**

The Capital Programme spend for FY23/24 YTD December 2023, was \$24.6M.

This compares to the Revised Budget amount for the same period of \$21.7M.

Please refer to the graph below.



The steep incline of the Revised Budget post May 2024 is due to asset owners scheduling some \$51.7M of work (51% of the total \$101M revised budget), from June 2024, indicating this work is unlikely to start this FY.

#### **Projects going to Tender this reporting round:**

The following projects are currently progressing through the tender phase:

- Learning Management System
- Accounts payable & E-invoicing
- Anderson Park stage 2 – playground
- CPO firewall

#### **Tenders in Evaluation Stage this reporting round**

The following projects are currently progressing through the evaluation phase:

- Ahuriri Regional Park Masterplan
- Building Wash Services

#### **Contracts awarded this reporting round**

The following projects (total value of \$2,271,490) have successfully completed the procurement process:

- Tractor Replacement
- Awatoto Silt Remediation
- Emerson St Revitalisation Design Services
- West Quay Road Reconstruction
- Motor Vehicle GPS Telemetry Services
- Park Island Playground Pathway
- Gleeson Park Playground Design and Construction
- Gleeson Park Playground – Civil Works

#### **Projects nearing / at completion this reporting round**

The following projects are nearing the completion of their construction phases:

- Hooker Avenue Slip Remediation ( January 2024)
- Park Island Central Hub Playground ( February 2024 )

### 1.3 Issues

#### Industry Capacity

The industry continues to experience challenges related to resourcing and materials constraints associated with Cyclone Gabrielle.

The impact of Transportation Recovery East Coast (TREC), which includes Waka Kotahi, KiwiRail, Downer, Fulton Hogan and Higgins, on the local contracting scene, is yet to be determined.

Officers continue to recruit across multiple teams and use consultants to increase their capacity to deliver the capital programme.

Council is continuing to progress initiatives aimed at improving its capital programme delivery, including an upgrade to Sycle and scheduling Sycle training, and commencing the preliminary stages of establishing an Enterprise Project Management Office (EPMO).

### 1.4 Implications

#### Financial

The financial performance of individual projects does not form part of this report.

Improving the accuracy of forecasting and the maturity of financial acumen across the business is a work in progress.

#### Risk

Significant project risks are reported to Council separately via the Audit and Risk Committee.

### 1.4 Options

This report is for information purposes only.

### 1.5 Development of Preferred Option

This report is for information purposes only.

### 1.6 Attachments

- 1 Capital Programme Update (Doc Id 1736160) [↓](#)
- 2 Project Update Photos (Doc Id 1736161) [↓](#)

SYCLE PROJECT NUMBER	PROJECT NAME	ASSET DISCIPLINE	PROJECT UPDATE	COMPLETION DATE	FINANCIALS	SCHEDULE	REASON FOR RED OR AMBER STATUS	CURRENT PROGRAMMED BUDGET	COST TO DATE
100298	Western Hills Reservoir (Mission Estate - Emerald Hills)	3 Waters	The Capacity and Design phase is currently in negotiation between developers and NCC. Once finalized, the cost-sharing model will undergo a double review for approval before kicking off the design phase of the project.	Feb-25				TBC	\$ 10,116.66
100407	Tironui SCADA Central Control Station	3 Waters	The location for SCADA relocation will be finalized by February 2024, taking into consideration Halliwell's reservoir.	Apr-25				TBC	\$ 45,381.57
100460	Steps and Ramps (Onslow Steps)	Transportation	Contact has been made with the land owner and we have agreed to progress with getting a retaining wall designed and built. LDE is undertaking a geotechnical report and design for the retaining wall. At this stage, we are aiming for March 2024 for the construction of the retaining wall. No more budget require at this stage	Jun-24			The requirement for an additional retaining wall to support the steps, as well as construction access constraints, have delayed this project.	\$ 560,000.00	\$ 368,747.24
100461	Parklands Area 4	Parklands	Haul Road - Nearing completion. Earthworks - Aimed for construction Jun-24 to Jun-25 Civil Construction - Aimed to start 2025	Jun-28				\$ 1,000,000.00	\$ 328,471.00
100480	Civic City Centre Scada relocation	Recovery	IT equipment has been moved out.	TBC				TBC	\$ 5,693.38
100673	Lagoon Farm Storm Water Diversion	3 Waters	The Initiate phase work is in progress, involving the development of a technical report and presentation for the Ahuriri Regional Park Joint Committee.	TBC				TBC	\$ 2,395.25
100680	Pandora Industrial Main Renewal	Water Strategy	New valves installed by the depot to isolate the Mersey street section (Variation) Cleaning dates to be determined and advised, planning to be completed asap	Jun-24				\$ 1,823,214.00	\$ 166,527.84
100748	Puketitiri Road Safety Improvements	Transportation	The bulk earthworks design is finished and has been submitted to the transportation team for review. Roading design is currently in progress. Chorus works are scheduled to commence next, with Unison is expected to be on-site by the end of February.	2025				\$ 4,228,600.00	\$ 284,948.62
100787	Growth Emerald Hills (Mission Estate)	3 Waters	The project scope has been agreed upon, including milestones and phases in the schedule. The cost-sharing model has been reviewed and approved. The collective agreement is currently undergoing review with lawyers for final approvals.	Jul-32				TBC	\$ 4,933.97
100819	Growth Emerald Hills (Mission Estate)	3 Waters	The project scope and schedule have been established. ELT will review the proposed budget and provide feedback. Meanwhile, the sharing model has been updated and agreed upon, and the process of reviewing and approving the agreement is currently underway.	Jun-26				TBC	\$ 4,682.19
100856	Air Vents on Reservoirs	3 Waters	Costings and final designs provided to the Water team, some changes made to design waiting on final design, budget being approved.	TBC				TBC	\$ 32,569.89
100936	Lighthouse Rd Stormwater Improvement	3 Waters	The staged design has been completed and sent for Engineering Approval. The budget for these works has not been established yet and is currently under consideration by the 3 Waters team.	TBC				TBC	\$ 20,914.30
100971	MCL 72 West Quay & 9 Customs Quay, Ahuriri	Transportation	Downer Construction has been awarded the contract, and construction is set to begin on 29th Jan, with a tentative completion date of 11 March 2024.	Mar-24				\$ 949,500.00	\$ 480,000.00
100980	Thompson Road Slip Remediation	Transportation	Construction of this wall has been awarded. Contract works will start on completion of the Hooker Wall.	Apr-24				\$ 160,000.00	\$ 6,809.50
100982	Clyde Road Retaining Wall	Transportation	Construction aimed to started Feb-24 and to be completed Mar-24	Mar-24				\$ 510,000.00	\$ 11,354.00
101001	Hooker Avenue Slip Remediation	Transportation	Construction of the main wall is nearing completion, roading will start early Feb 2024. Design Consultant Confirming EA Review & Building Consent Lodgment. Procurement Plan under review.	Mar-24				\$ 515,000.00	\$ 216,733.07
101014	Park Island Central Hub Playground	Parks Reserves and Sportsgrounds	11/01/2024 Pathway - Tender awarded. Construction started late Dec-23 playground opening planned 7th Feb 2024	Feb-24				\$ 350,000.00	\$ 5,753.75
101039	Memorial Square Community Rooms Refurbishment		Ongoing appointments of consultants and contractors, and planning for asbestos remediation is in progress. ADT has secured \$1.3 million in funding, with an additional \$1.15 million needed. The Request for Proposal (RFP) was issued on 19/6/2023. A Preliminary Structural Design was received on 3/7/2023, along with a Preliminary Quantity Survey (QS) Estimate on 18/7/2023, indicating a cost of \$2.456 million. Architectural Design development is underway, and the Building Consent (BC) is expected to be applied for in early 2024. The anticipated construction completion is set for late 2024.	Nov-24			ADT are currently undertaking the funding requests for their contribution to this project. Funding is therefore not confirmed at this time, so this presents a risk to both the financials and schedule.	\$ 1,545,000.00	\$ 24,917.45
101079	McLean park refurbishment 2024	Parks Reserves and Sportsgrounds	Procurement Plan approved. Tender to proceed early Feb 2024. Project to start after 6/4/2024 (after Tom Jones concert) and to be completed mid July before NPC in August 2024.	Jul-24				\$ 354,400.00	\$ 2,723.88
101081	Petane Domain Carpark	Parks Reserves and Sportsgrounds	Design 95% complete. Procurement and Tender docs in progress	Jun-24				\$ 400,000.00	\$ 21,659.23
101118	30 Herchell St Retaining Wall and Carpark	City Strategy	Procurement and Tender docs commenced for retaining wall Carpark scheme plan in progress. Discussions for physical features and funding to be held with Transportation, Parking and Community Services. Public consultation in progress - CAN proposing two art pieces for the area/site if possible	Jun-24				\$ 1,000,000.00	\$ 3,912.10
101124	Mission Hills Water Supply- Rising Main and Booster Pump Station	3 Waters	Scope under development. Schedule developed.	Feb-25				TBC	\$ 10,116.66

Jamie to do





# Sustainable Napier Committee : 2024 02 22

*Project update photos*

## Rangatira Revetment (Whakarire Ave Coastal Protection works)



- Revetment completed December 2023





# RECOMMENDATION TO EXCLUDE THE PUBLIC

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

## AGENDA ITEMS

1. IAF - Maraenui to Te Awa Stormwater Improvements Project Update

The general subject of each matter to be considered while the public was excluded, the reasons for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were as follows:

<b>General subject of each matter to be considered.</b>	<b>Reason for passing this resolution in relation to each matter.</b>	<b>Ground(s) under section 48(1) to the passing of this resolution.</b>
1. IAF - Maraenui to Te Awa Stormwater Improvements Project Update	<p>7(2)(i) Enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>7(2)(j) Prevent the disclosure or use of official information for improper gain or improper advantage</p>	<p>48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist:</p> <p>(i) Where the local authority is named or specified in Schedule 1 of this Act, under section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>

# SUSTAINABLE NAPIER COMMITTEE

## Open Minutes

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Meeting Date: Thursday 21 September 2023

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Time: 9.30am – 10.37am

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Venue Chapman Room  
Level 1, Chapman Pavilion  
McLean Park  
Latham Street  
Napier

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*Livestreamed via Council's Facebook page*

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Present Councillor Price (in the Chair), Mayor Wise, Deputy Mayor Brosnan, Councillors Boag, Browne, Chrystal, Crown, Greig, McGrath, Simpson and Taylor  
Ngā Mānukanuka o te Iwi representative – Coralee Thompson

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In Attendance Chief Executive (Louise Miller)  
Executive Director Infrastructure Services (Russell Bond)  
Deputy Chief Executive / Executive Director Corporate Services (Jessica Ellerm)  
Executive Director City Services (Lance Titter)  
Acting Executive Director City Strategy (Darran Gillies)  
Executive Director Community Services (Thunes Cloete)  
Manager Communications and Marketing (Julia Atkinson) [via Zoom]  
Pou Whakarae (Mōrehu Te Tomo)  
Acting Director Programme Delivery (Jamie Goodsir)  
Manager Property (Bryan Faulknor)  
Manager City Development (Paulina Wilhelm)  
Libraries Manager (Nicola Saunders)  
Manager Asset Strategy (Kate Ivicheva)  
Manager Regulatory Solutions (Luke Johnson)  
Senior Advisor Policy (Michele Grigg)  
Economic Recovery Lead (Bill Roberts)  
Team Leader Transportation (Robin Malley)  
Transportation Engineer (Owen Mata)  
Team Leader Parks, Reserves and Sportsgrounds (Jason Tickner)  
Team Leader Regulatory Administration (Jo Munialo)

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GIS Analyst (Patrik Ralsberg)  
 GIS Officer (Laurence Lin)  
 Principal Policy Planner (Fleur Lincoln)  
 Senior Policy Analyst (Heather Bosselmann)  
 Policy Analyst (Jeriel Sajan)  
 Parks Policy Planner (Amelia Longley)  
 Regulatory Administrator (Celia Arnold-Joll)  
 Regulatory Administrator (Nicola North)  
 Senior Planner / Technical Lead, Strategy Contractor  
 (Catherine Reaburn)

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Administration                      Governance Advisors (Anna Eady and Carolyn Hunt)

## SUSTAINABLE NAPIER COMMITTEE – Open Minutes

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## ORDER OF BUSINESS

### Karakia

The Committee opened the meeting with a karakia.

### Apologies

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Councillors Crown / Chrystal

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That the apologies from Councillors Mawson and Tareha be accepted.

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Carried

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### Conflicts of interest

- Councillor Simpson – Item 1: Lease of Reserve - Petane War Memorial Reserve - Variation to Eskview United Football Club Incorporated Lease.
- Coralee Thompson - Lease of Reserve - Whitmore Park - Tangoio Marae

### Public forum

Nil

### Announcements by the Mayor

The new community basketball court at Petane Domain was opened this week. The construction of the court was funded from the Mayoral fund and Basketball New Zealand. It is a great space for rangatahi and tamariki to connect with one another.

### Announcements by the Chairperson

Councillor Price has retired as the Chairperson of Basketball Hawke's Bay. A new chairperson will be announced soon.

### Announcements by the management

Nil

### Confirmation of minutes

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Councillors McGrath / Chrystal

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That the Minutes of the meeting held on 10 August 2023 were taken as a true and accurate record of the meeting.

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Carried

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# AGENDA ITEMS

## 1. LEASE OF RESERVE - PETANE WAR MEMORIAL RESERVE - VARIATION TO ESKVIEW UNITED FOOTBALL CLUB INCORPORATED LEASE

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<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Reserves Act 1977
<i>Document ID:</i>	1694151
<i>Reporting Officer/s &amp; Unit:</i>	Bryan Faulknor, Manager Property Jason Tickner, Team Leader Parks, Reserves and Sportsgrounds

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### 1.1 Purpose of Report

To obtain approval to grant a variation to the ground lease with Eskview United Football Club by increasing the current land area subject to the lease by approximately 241m<sup>2</sup> to accommodate a proposed extension to the current building and deck, and also incorporate current storage areas.

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### At the meeting

The Officers spoke to the report. There were no questions of clarification from the Committee.

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### COMMITTEE RESOLUTION

Councillors Browne / McGrath

The Sustainable Napier Committee:

- a) Approve, under section 61 of the Reserves Act 1977, a variation to the current ground lease with Eskview United Football Club Incorporated to increase the land area subject to the lease (on Petane War Memorial Reserve) to an area as outlined in red on the attached plan (Doc Id 1694505).
- b) Note that in granting the variation Council is merely acting in its capacity as a Lessor and as owner of the land. Any such approval shall not imply the consent of Council as a regulatory authority and thus the proposed extension is subject to the Club obtaining all required regulatory consents.

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Carried

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## 2. LEASE OF RESERVE - WHITMORE PARK - TANGOIO MARAE

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*Type of Report:* Operational

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*Legal Reference:* Reserves Act 1977

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*Document ID:* 1694511

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*Reporting Officer/s & Unit:* Bryan Faulknor, Manager Property  
Jason Tickner, Team Leader Parks, Reserves and Sportsgrounds

### 2.1 Purpose of Report

To obtain approval to grant a new ground lease to the Trustees of the Tangoio Marae for the land and buildings at Whitmore Park, currently vacant but under lease to Basketball Hawke's Bay Wairere Trust.

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#### At the meeting

The Officers spoke to the report noting the Resource Consent process has begun for the Tangoio Marae Trust to lease the land.

In response to questions from the Committee it was clarified:

- Pukemokimoki Marae was purpose built on Napier City Council (NCC) sports reserve land. That has created a precedent for an urban marae to lease council owned sports reserve land.
- The Resource Consent sought will dictate what activities can be carried out on the site, and at what time of the day, to comply with the District Plan. The Trust is not seeking a liquor licence, and it has been made clear that under the current Building Warrant of Fitness and fire regulations, overnight sleeping is not allowed in the buildings. The buildings require substantial upgrades to meet fire safety standards for overnight sleeping. If a short stay on site is needed, sleeping in tents would be permitted. NCC retains ownership of the buildings and is responsible for their correct use under the Building Warrant of Fitness. If desired, the lease conditions will allow the Trust to upgrade the buildings if they have the funds and follow the correct regulatory process.
- Basketball Hawke's Bay gave up the site as it is cheaper for them to have their administration facilities at McLean Park, and play their games in Centennial Hall. Also burglaries were a problem at Whitmore Park.

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**COMMITTEE** Councillors Chrystal / Crown

#### RESOLUTION

The Sustainable Napier Committee:

- Resolve to approve, as administering body, a lease, under section 73(3) of the Reserves Act 1977 for the Trustees of the Tangoio Marae for the land and buildings at 96A Nuffield Avenue, being part of Whitmore Park (Doc Id 1695083).
  - Resolve that the use of the land is for a temporary marae, and the term of the lease be for three years with two rights of renewal of one year each.
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- c. Resolve to approve, in exercise of the Ministerial consent (under delegation from the Minister of Conservation), the granting of the above lease.
  - d. Note that pursuant to section 73 of the Reserves Act, the proposed lease is required to be publically notified and should any objections or submissions be received then the matter will be required to be brought back to the Committee. Should no submissions or objections be received then the above resolution approving the lease stands.
  - e. Note that the approval of the lease is contingent on all required regulatory consents for the activities proposed under the lease being obtained, and also receipt of formal notification by Basketball Hawke's Bay Wairere Trust of the surrender of their lease.
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Carried

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### 3. CAPITAL PROGRAMME DELIVERY

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*Type of Report:* Information

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*Legal Reference:* N/A

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*Document ID:* 1688344

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*Reporting Officer/s & Unit:* Jamie Goodsir, Acting Director Programme Delivery

#### 1.1 Purpose of Report

To provide Council with information on the FY23/24 Capital Programme and initiatives underway to improve Capital Programme Delivery.

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#### At the meeting

The Officer spoke to the report and noted the year-to-date capital spend is \$7.9 million which, compared to the reprioritised budget of 12.5 million, is slightly behind. It was also noted that there is a completion function planned in November for the Rangatira Revetment project.

In response to questions from the Committee it was noted:

- Hooker Avenue will be restored to a two-way road once the Slip Remediation project is complete.
  - The Puketitiri Road Safety Improvements project is tracking ahead of budget, but is not anticipated to go over budget. The spend is a result of progress on the Mission Hills development, and the need for geotechnical testing, preparatory earthworks and valuation of a property, which NCC will need to purchase for the alignment of the road. NCC is keeping the costs of the Puketitiri Road Safety Improvements project down by coordinating required work to coincide with the Mission Hills development works.
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**COMMITTEE  
RESOLUTION**

Mayor Wise / Councillor Boag

The Sustainable Napier Committee:

- a. Receive the report titled "Capital Programme Delivery".

**ACTION:** Puketitiri Road Safety Improvements project – a more detailed update of this project is required at the next Sustainable Napier Committee meeting.

Carried

**4. WATER SERVICES REFORMS: UPDATE**

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1690856
<i>Reporting Officer/s &amp; Unit:</i>	Lauren Sye, Manager 3 Waters Transition

**1.1. Purpose of Report**

This report provides an update on the water services reforms transition process including:

- The announcement of the preliminary go-live date for Entity F
- Key changes to the legislative framework enacted through the Select Committee processes, and
- Visibility over what officers have been, and will be working on in respect to the transition.

**At the meeting**

The Director Infrastructure Services took the report as read, but noted there could be an impact on the water services reforms by the result of the General Election in three weeks. NCC is under a statutory obligation to proceed with preparations for the water services transition to Entity F until advised otherwise by the Government of the day.

In response to questions from the Committee it was clarified:

- Risk planning is being carried out by officers in case of a possible change in the reforms if a new Government is elected. The region's council chief executives are in conversations about possible changes, and what the Hawke's Bay model could look like, not only in regards to water services but also other shared services.
- Costs for the water services transition are coming from a Department of Internal Affairs (DIA) Transition Fund. This fund totalled \$670,000 in the last financial year.
- If there is a change to the water services reforms, NCC has asked to be given all data, asset management components and lessons learnt, so the valuable information is not lost and can be used under other circumstances.
- The Hawke's Bay councils have some similarities in the digital systems used for the delivery of water services, but they are implemented in slightly different ways. This

has been a challenge for the DIA digital team to work though in order to put in place a digital system that works for all councils.

- There is concern about the Hawke's Bay councils being ready for the 'go live' date of Entity F. The DIA is getting resources together now to have a local office to manage the transition operating before Christmas.

**COMMITTEE  
RESOLUTION**

Councillors Greig / Simpson

The Sustainable Napier Committee:

- Note the announcement of a preliminary go-live date for Entity F in the context of the water services reforms.
- Note that the legislative framework for the water services reform is now in place in its entirety, and has been subject to some last minute changes through the parliamentary process.
- Note the general update provided in this report about progress made on transition activity.

**ACTION:** In future, add a summary of costs and how they are being funded to the financial section of Committee update reports.

Carried

**5. ESTABLISHMENT OF ACTIVE TRANSPORT GROUP**

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1692554
<i>Reporting Officer/s &amp; Unit:</i>	Owen Mata, Transportation Engineer Robin Malley, Team Leader Transportation

**5.1 Purpose of Report**

To obtain approval for the establishment of a Napier Active Transport Group. The Group would provide strategic direction and reporting on active transport outcomes for Napier and maintain awareness of other regional initiatives.

**At the meeting**

The Officer spoke to the report. In response to questions from the Committee it was clarified:

- The membership of the Active Transport Group (ATG) could grow as the Group gets established. A mana whenua representative and a Disability Advisory Group representative can be added to the membership in the Terms of Reference.
- Scootering is not considered to be Active Transport.
- The chair of the Group will make invitations to other proposed members. The membership of this Group is intended to be relaxed so that subject experts can be invited to attend as required.

- If issues arise that have a regional impact, they can be reported back to the Hawke’s Bay Regional Transport Committee by the NCC Committee appointees, Mayor Wise or Councillor Price.
- Attendees and their organisation are responsible for the cost of attending ATG meetings. NCC will pay for venue hire and catering services as required.
- This Group would be able to make recommendations to bus companies as required, as bus travel often includes walking to and from a bus stop. The addition of this to the Group’s focus is a decision that can be made by the ATG.

**COMMITTEE  
RESOLUTION**

Brosnan / Councillor Taylor

The Sustainable Napier Committee:

- a) Approve the establishment of a Napier Active Transport Group.
- b) Approve the Terms of Reference for the Napier Active Transport Group, with the following amendments:
  - i. Adding a mana whenua representative and a Disability Advisory Group representative to the Group’s membership,
  - ii. That additional members are added at the discretion of the chair of the ATG, and
  - iii. That meeting attendance costs fall with attendees.
- c) Note, subject to the Committee approving a) and b) of the Officer’s recommendation, the Mayor’s appointment of Councillors Graeme Taylor (Chair) and Juliet Greig (Deputy Chair) to the Napier Active Transport Group.
- d) Note that the Napier Active Transport Group will not have decision-making powers and will make recommendations only to the Sustainable Napier Committee.

Carried

**6. ASSET MANAGEMENT POLICY REVIEW**

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1692525
<i>Reporting Officer/s &amp; Unit:</i>	Kate Ivicheva, Manager Asset Strategy

**6.1 Purpose of Report**

This report aims to seek approval for an updated Asset Management Policy, which aims to bring our practices in line with the recent standards, address existing shortcomings, and prepare for future needs.

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**At the meeting**

The Officer spoke to the report and showed a PowerPoint presentation. In response to questions from the Committee it was clarified:

- Governance reporting on asset management will be via this Committee. A roadmap of how asset management processes, activities and systems will be delivered to the organisation is still under development.
- The Asset Management Policy is shaped by the Council’s newly defined Strategic Priorities, for example having a resilient city and a financially sustainable council. The Asset Management Strategy sits underneath the Policy, and is a guide for council officers on how they are going to achieve Council’s Strategic Priorities.
- There are different levels of asset management; the Council will be able to define the level of asset management maturity they would like officers to invest in through the Long Term Plan (LTP) process, this will be counter-balanced by the level of risk the Council is comfortable with and the statutory obligations NCC is required to meet. The asset management team is currently looking at NCC activities and how much needs to be invested. This will be presented to the Council in due course.
- Assets which NCC owns for investment come under the Financial Team’s Investment Strategy, they do not come under the Asset Management Policy.
- The Asset Management Strategy is in draft form currently, but there is further work required on it. How the different parts of the Strategy are going to be achieved will be informed through the LTP process.

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**COMMITTEE  
RESOLUTION**

Councillors Simpson / Browne

The Sustainable Napier Committee:

- a. Receive for consideration the report titled “Asset Management Policy Review’ dated 21 September 2023.
- b. Approve and Adopt the Asset Management Policy 2023 (Doc Id 1693847). Subject to amending the policy to:
  - i. include clarity around the Governance communication channels and reporting mechanisms that will be utilised.

**ACTION:** Change the ‘Review Approval Date’ and the ‘Effective from’ dates on the 2023 Policy to 21 September 2023.

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Carried

**Attachments**

- 1 Asset Management Policy Presentation (Doc Id: 1698356)
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*The meeting closed at 10.37am*

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

Chairperson .....

Date of approval .....