



# ORDINARY MEETING OF COUNCIL

## Open Minutes

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Meeting Date: Thursday 23 May 2024

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Time: 9.30am – 10.58am (*Open*)  
11.05am – 11.08am (*Public Excluded*)

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

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In Attendance Acting Chief Executive (Jessica Ellerm)  
Executive Director City Services (Lance Titter)  
Executive Director City Strategies (Rachael Bailey)  
Executive Director Infrastructure Services (Russell Bond)  
Executive Director Community Services (Thunes Cloete)  
Pou Whakarae (Mōrehu Te Tomo)  
Manager Community Strategies (Anne Bradbury)  
Senior Advisor Policy (Rebecca Peterson)  
Financial Controller (Talia Foster)  
Manager Strategy and Transformation (Stephanie Murphy)  
Chief Financial Officer (Caroline Thomson) [via zoom]  
Team Leader Governance (Anna Eady)

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Also in Attendance John Wise – Submitter 12 – Significance and Engagement  
Policy

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Administration Governance Advisors (Carolyn Hunt and Jemma McDade)

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## ORDINARY MEETING OF COUNCIL – Open Minutes

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### TABLE OF CONTENTS

	Page No.
<b>Order of Business</b>	
Karakia.....	4
Apologies.....	4
Conflicts of interest.....	4
Public forum.....	4
Announcements by the Mayor.....	4
Announcements by the management .....	4
Confirmation of minutes .....	4
<b>Agenda Items</b>	
1. Significance and Engagement Policy.....	5
2. Napier Hastings Joint Alcohol Strategy Review - Joint Advisory Group Establishment .....	6
3. Mayoral Relief Fund - Distributions .....	7
4. ITEM WITHDRAWN - CCTV Policy updates .....	7
5. Amendment to the 2024 Meeting Schedule .....	8
6. Action Points Register as at 6 May 2024 .....	9
<b>Reports / Recommendations from the Specialist Committees</b>	
<b>Reports from Ahuriri Regional Park Joint Committee held 1 May 2024</b>	
1. AHURIRI REGIONAL PARK .....	10
<b>Reports from Ngā Mānukanuka o te Iwi (Māori Committee) held 10 May 2024</b>	
1. TE AKA MAHI TOI UPDATE .....	11
2. DRAFT HOUSING STRATEGY .....	12
3. <b>UPDATE ON THE WAKA HUB PROJECT</b> .....	13
4. <b>PROPOSED LEGISLATION - REINSTATEMENT OF THE PRE-2021 BINDING POLL PROVISIONS FOR MĀORI WARDS</b> .....	14
5. REPRESENTATION REVIEW UPDATE .....	15
6. TE WAKA RANGAPŪ STRATEGY 2024.....	15
7. <b>AGENDA ITEMS FOR NGĀ MĀNUKANUKA O TE IWI KOMITI</b> .....	16
<b>Reports under Delegated Authority</b>	
1. Tenders Let.....	18

<b>Minor matters.....</b>	<b>18</b>
<b>Resolution to Exclude the Public .....</b>	<b>19</b>

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# ORDER OF BUSINESS

## Karakia

The meeting opened with the Council karakia.

## Apologies

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**COUNCIL** Councillor Crown / Deputy Mayor Brosnan

**RESOLUTION**

That the apologies for absence from Councillor Taylor and Councillor Mawson be accepted.

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Carried

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## Conflicts of interest

Nil

## Public forum

Nil

## Announcements by the Mayor

Mayor Wise advised that Item 4 – CCTV Policy Updates would be withdrawn and not addressed at this meeting due to the staff being unavailable.

## Announcements by the management

Nil

## Confirmation of minutes

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**COUNCIL** Councillor Price / Deputy Mayor Brosnan

**RESOLUTION**

That the Draft Minutes of the Ordinary meeting held on 18 April 2024 be confirmed as a true and accurate record of the meeting.

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Carried

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# AGENDA ITEMS

## 1. SIGNIFIANCE AND ENGAGEMENT POLICY

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*Type of Report:* Enter Significance of Report

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*Legal Reference:* Enter Legal Reference

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*Document ID:* 1756239

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*Reporting Officer/s & Unit:* Anne Bradbury, Manager Community Strategies

### 1.1 Purpose of Report

On 14 March 2024, Council resolved to adopt the amended Significance and Engagement Policy as a draft for community consultation. This report outlines the submissions we received on the draft Significance and Engagement Policy which we consulted on from 25 March to 26 April. Officers recommend the draft Significance and Engagement Policy is adopted by Council.

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### At the meeting

**Submitter #12 – John Wise** spoke to his submission to add a new community engagement process to Schedule 4: Engagement Spectrum, in the draft Significance and Engagement Policy. The addition would be a Citizens’ Assembly, being a representative group of people who have come together to learn about an issue, to discuss it and reach a conclusion about what should happen.

In response to questions the following was clarified:

- The Peoples Panel currently included in Schedule 4 is an informal panel and the Citizens’ Assembly would be a formal process.
- A Citizens’ Assembly would be a group of approximately 50-60 people, paid at the minimum hourly rate for active days of deliberation, including food and refreshments.
- New members to the Citizens’ Assembly would be selected after the completion of each topic.
- The Assembly would make recommendations to Council with the final decision being made by Council.

At the conclusion of Mr Wise’s presentation the Manager Community Strategies, Ms Bradbury, spoke to her report providing a brief summary of the process and submissions received. The draft Significance and Engagement Policy was clearer and more transparent than the previous Policy.

It was noted that officers planned to develop an Engagement Policy for implementation and adoption by Council before the end of the year which will include guidelines on the use of engagement tools.

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**COUNCIL** Mayor Wise / Councillor Crown

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**RESOLUTION**

That Council:

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- 
- a) **Receive** the written and verbal submission on the Significance and Engagement Policy.
  - b) **Amend** the Significance and Engagement Policy to include:
    - i. Citizens' Assembly in the tools available under the collaborate and formal subsection.
    - ii. Correct the name to Napier War Memorial Centre in the Strategic Assets List.
    - iii. Civic Building in Strategic Assets List to include the address.
  - c) **Direct** Council officers to include guidelines for engagement tools, where appropriate, in the development of the Engagement Policy.
  - d) **Adopt** the Significance and Engagement Policy (Doc Id 1759404) subject to the amendments contained in (b) above.

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Carried

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## 2. NAPIER HASTINGS JOINT ALCOHOL STRATEGY REVIEW - JOINT ADVISORY GROUP ESTABLISHMENT

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*Type of Report:* Procedural

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*Legal Reference:* N/A

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*Document ID:* 1758701

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*Reporting Officer/s & Unit:* Rebecca Peterson, Senior Advisor Policy

### 2.1 Purpose of Report

The purpose of the report is to seek Council's approval to appoint two elected members to a Joint Alcohol Strategy Advisory Group in order to proceed with the review of the Joint Alcohol Strategy.

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### At the meeting

The Senior Advisor Policy, Ms Peterson spoke to the report, providing background and a brief summary of the Joint Alcohol Strategy review in relation to the establishment of the Advisory Group.

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### COUNCIL RESOLUTION

Councillors Price / Boag

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That Council:

- a. **Approve** Councillor Taylor, Deputy Chair of Prosperous Napier Committee and portfolio lead for Sport and Recreation, Councillor Greig portfolio lead for a Child Friendly City, as Napier City Council's representatives on the Joint Alcohol Strategy Advisory Group with Hastings District Council.
  - b. **Note** the draft Terms of Reference for the Joint Alcohol Strategy Advisory Group (Doc Id 1759378)
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**ACTION:** Officers to email a copy of the 2017 Joint Alcohol Strategy under review to elected members.

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Carried

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### 3. MAYORAL RELIEF FUND - DISTRIBUTIONS

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Type of Report: Operational

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Legal Reference: N/A

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Document ID: 1757166

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Reporting Officer/s & Unit: Talia Foster, Financial Controller

#### 3.1 Purpose of Report

To report back to Council on the expenditure so far from the Napier City Council Mayoral Relief Fund and provide an update on the available balance.

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#### At the meeting

The Financial Controller, Ms Foster spoke to the report and also advised that the fund would be wound up when all the funding had been distributed. The remaining balance of the fund is currently \$44,500.

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**COUNCIL** Councillors Greig / McGrath

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#### RESOLUTION

That Council:

- a) **Receive** this report regarding donations and distributions from The Napier City Council Cyclone Gabrielle Event – February 2023 Mayoral Fund.
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Carried

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### 4. ITEM WITHDRAWN - CCTV POLICY UPDATES

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Type of Report: Operational

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Legal Reference: Enter Legal Reference

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Document ID: 1760946

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Reporting Officer/s & Unit: Duncan Barr, Chief Information Officer

#### 4.1 Purpose of Report

To present the revised Information Services CCTV Policy to Council to be approved.

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### At the meeting

This Item was not addressed at the meeting and would be deferred to the 27 June 2024 Council meeting when the relevant staff are available.

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## 5. AMENDMENT TO THE 2024 MEETING SCHEDULE

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*Type of Report:* Procedural

*Legal Reference:* Local Government Act 2002

*Document ID:* 1755578

*Reporting Officer/s & Unit:* Anna Eady, Team Leader Governance

### 5.1 Purpose of Report

The purpose of this report is to consider an amendment to the 2024 meeting schedule, which was adopted on 12 October 2023.

It is proposed that the meeting schedule be amended as outlined in the recommendation of this report.

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### At the meeting

The Team Leader Governance, Mrs Eady took the report as read.

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### COUNCIL RESOLUTION

Councillors Price / Chrystal

That Council:

a. **Adopt** the following amendment to the 2024 meeting schedule:

- Ahuriri Regional Park Joint Committee      2 new dates      24 June and 19 August 2024 – 9.30am
- Council (Freedom Camping Bylaw Review hearings)      New date      3 October 2024 – 9.30am

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Carried

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## 6. ACTION POINTS REGISTER AS AT 6 MAY 2024

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*Type of Report:* Operational

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*Legal Reference:* N/A

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*Document ID:* 1757040

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*Reporting Officer/s & Unit:* Anna Eady, Team Leader Governance

### 6.1 Purpose of Report

The Action Points Register (Register) records the actions requested of Council officials in Council and Committee meetings. This report provides an extract from the Register as at 6 May 2024, for Council to note. It does not include action points that were requested in public excluded Council or Committee meetings.

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### At the meeting

The Team Leader Governance, Mrs Eady took the report as read. In response to questions from the Council it was clarified:

- Action 61 – The Executive Director Community Services advised that the Hawke’s Bay Civil Defence Emergency Management risks and actions report is yet to be received. Once received a workshop will be held with the elected members in June 2024.
- Action 113 – The Acting Chief Executive advised that a report on the feedback provided to the Hawke’s Bay Airport on the Statement of Intent would be presented at the Prosperous Napier Committee meeting to be held on 6 June 2024.

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**COUNCIL** Councillors Simpson / Chrystal

### RESOLUTION

That Council:

- a. **Note** the extract from the Action Points Register as at 6 May 2024 (Doc Id 1758898).

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Carried

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# REPORTS / RECOMMENDATIONS FROM THE SPECIALIST COMMITTEES

## REPORTS FROM AHURIRI REGIONAL PARK JOINT COMMITTEE HELD 1 MAY 2024

### 1. AHURIRI REGIONAL PARK

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*Type of Report:* Operational

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*Legal Reference:* N/A

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*Document ID:* 1752562

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*Reporting Officer/s & Unit:* Fleur Lincoln, Strategic Planning Lead  
Connie Mills, Strategic Planning Lead

#### 1.1 Purpose of Report

1. This report seeks endorsement of the Engagement Plan and function and membership of the Technical Advisory Group.
2. Further, it seeks appointment of a new Deputy Chair of the Ahuriri Regional Park Joint Committee.

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#### At the meeting

There were no discussion on this item at the meeting.

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#### COUNCIL RESOLUTION

Deputy Mayor Brosnan / Councillor Crown

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That Council **receive** the following recommendations of the Ahuriri Regional Park Joint Committee:

- a) **Approve** Joe Reti (Mana Ahuriri Trust) be appointed as Deputy Chair of the Ahuriri Regional Park Joint Committee from 2 May 2024.
  - b) **Endorse** the Engagement Plan with minor amendments as below:
    - Messaging of the project to be focused on climate resilience and stormwater management, based on the history of the site.
    - Co-opting stormwater representative into TAG group
    - Sequencing public facing media posts
    - Look at LTP communication plan to ensure timing does not infringe on that consultation.
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- Move the Open day to the end of the timeline
- Add Bayview Residents Association to the Community and Public Engagement Group
- Social media timing with relation to LTP hearings and decisions making timelines of both the HBRC and NCC with regard to 3 year LTP plans.
- Noting amendments given slight change of messaging – engagement plan looks to identify risk and identify the community sentiment of rate increases.

**ACTION:** *All agendas, minutes and workshop summaries are to be circulated to the Governance/Administration teams of each partner organisation and uploaded to relevant electronic document sharing platforms (Hub/Stellar)*

- a) **Endorse** the function and membership of the Technical Advisory Group as outlined in the agenda report.

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Carried

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## REPORTS FROM NGĀ MĀNUKANUKA O TE IWI (MĀORI COMMITTEE) HELD 10 MAY 2024

### 1. TE AKA MAHI TOI UPDATE

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1749207
<i>Reporting Officer/s &amp; Unit:</i>	Darran Gillies, Strategic Programmes Manager Hilary Prentice, Māori Partnership Manager - Te Kaiwhakahaere Hononga Māori Alix Burke, Strategic Programme Coordinator

#### 1.1 Purpose of Report

To update Ngā Mānukanuka o te iwi committee on the development of the mahi toi for the Te Aka project.

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#### At the meeting

There was no discussion on this item at the meeting.

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**COUNCIL  
RESOLUTION**

Deputy Mayor Brosnan / Councillor Crown

That Council **receive** the following recommendations of the Ngā Mānukanuka o te Iwi :

- a) **Receive** the report updating the development of the Mahi Toi for the Te Aka project.
- b) **Endorse** the direction of the cultural narrative for Te Aka.
- c) **Support**, in principle, the procurement of Ahuriri hapu/Ngāti Kahungunu artists for the delivery of the Mahi Toi in Te Aka.

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Carried

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## 2. DRAFT HOUSING STRATEGY

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*Type of Report:* Operational

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*Legal Reference:* N/A

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*Document ID:* 1752317

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*Reporting Officer/s & Unit:* Anne Bradbury, Manager Community Strategies

### 2.1 Purpose of Report

This report discusses the Draft Housing Strategy and next steps to finalise the strategy.

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#### At the meeting

There was no discussion on this item at the meeting.

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**COUNCIL  
RESOLUTION**

Deputy Mayor Brosnan / Councillor Crown

That Council **receive** the following recommendations of the Ngā Mānukanuka o te Iwi :

- a) **Note** the Draft Housing Strategy (Doc Id 1742977) and recommend Officers continue to work with key partners and stakeholders to finalise the strategy.
  - b) **Direct** Officers to report back on the Housing Strategy to Ngā Mānukanuka o te Iwi at the 26 July 2024 meeting to recommend the strategy to go to Council for adoption in October 2024.
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**ACTION:** Officer to liaise with Ngā Mānukanuka o te Iwi representative (Shyann Raihania) on other parties to be consulted on the Draft Housing Strategy

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Carried

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### 3. UPDATE ON THE WAKA HUB PROJECT

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*Type of Report:* Information

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*Legal Reference:* N/A

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*Document ID:* 1753340

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*Reporting Officer/s & Unit:* Georgina King, Team Leader City Design and Urban Renewal

#### 3.1 Purpose of Report

The purpose of this report is to provide an update of the Waka Hub project and to seek endorsement from Ngā Mānukanuka o te Iwi on the location for the new Waka Hub.

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#### At the meeting

There was no discussion on this item at the meeting.

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#### COUNCIL RESOLUTION

Deputy May Brosnan / Councillor Crown

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That Council **receive** the following recommendations of the Ngā Mānukanuka o te Iwi :

- a) **Endorse** the 'Preferred Site' adjacent to the Napier Sailing Club for the new Waka Hub and permanent mooring for Te Matau-a-Māui waka.
- b) **Endorse** the development of a Concept Design for the Waka Hub and mooring(s) for waka hourua.
- c) **Recommend** to council that the funding shortfall for this project be budgeted for or confirmed in the three year plan.

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Carried

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## 4. PROPOSED LEGISLATION - REINSTATEMENT OF THE PRE-2021 BINDING POLL PROVISIONS FOR MĀORI WARDS

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<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	Local Electoral Act 2001
<i>Document ID:</i>	1752917
<i>Reporting Officer/s &amp; Unit:</i>	Anna Eady, Team Leader Governance

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### 4.1 Purpose of Report

To inform the Committee of the proposed legislation to reinstate the pre-2021 binding poll provision for the establishment of Māori wards, and what the options are for Napier City Council (NCC) once the legislation is enacted at the end of July 2024.

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### At the meeting

There was no discussion on this item at the meeting.

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### COUNCIL RESOLUTION

Deputy May Brosnan / Councillor Crown

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That Council **receive** the following recommendations of the Ngā Mānukanuka o te Iwi :

- a) **Receive** the report for information: Proposed legislation – Reinstatement of the pre-2021 binding poll provisions for Māori Wards.
- b) **Note** Ngā Mānukanuka o te Iwi supports the Council decision on the establishment of Māori Wards made in 2021.
- c) **Endorse** the Mayor making a submission on the proposed legislation for the Reinstatement of the Pre-2021 Binding Poll provisions for Māori Wards.

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Carried

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## 5. REPRESENTATION REVIEW UPDATE

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<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Local Electoral Act 2001
<i>Document ID:</i>	1754658
<i>Reporting Officer/s &amp; Unit:</i>	Anna Eady, Team Leader Governance

### 5.1 Purpose of Report

To give the Komiti an update on the Representation Review project, highlight upcoming engagement opportunities with the community, and to receive feedback from the Komiti on the proposed options, which will be put to the Council for consideration.

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#### At the meeting

There was no discussion on this item at the meeting.

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#### COUNCIL RESOLUTION

Deputy Mayor Brosnan / Councillor Crown

That Council **receive** the following recommendation of the Ngā Mānukanuka o te Iwi :hat Council:

- a) **Receive** the report titled “Representation Review Update” dated 10 May 2024.

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Carried

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## 6. TE WAKA RANGAPŪ STRATEGY 2024

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<i>Type of Report:</i>	Operational and Procedural
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1752840
<i>Reporting Officer/s &amp; Unit:</i>	Mōrehu Te Tomo, Pou Whakarae

### 6.1 Purpose of Report

This purpose of this report is to advise on Te Waka Rangapū Strategy (the Strategy).

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#### At the meeting

There was no discussion on this item at the meeting.

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**COUNCIL  
RESOLUTION**

Deputy Mayor Brosnan / Councillor Crown

That Council **receive** the following recommendation of the Ngā Mānukanuka o te Iwi :

- a) **Endorse** the “Te Waka Rangapū Strategy 2024.”

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Carried

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## **7. AGENDA ITEMS FOR NGĀ MĀNUKANUKA O TE IWI KOMITI**

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*Type of Report:* Operational

*Legal Reference:* Local Government Act 2002

*Document ID:* 1753242

*Reporting Officer/s & Unit:* Mōrehu Te Tomo, Pou Whakarae

### **7.1 Purpose of Report**

The purpose of this report is to establish the key topics and Napier City Council (NCC) projects Ngā Mānukanuka o te Iwi Komiti members would like brought to Komiti Huis for discussion.

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#### **At the meeting**

There was no discussion on this item at the meeting.

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**COUNCIL  
RESOLUTION**

Deputy Mayor Brosnan / Councillor Crown

That Council **receive** the following recommendations of the Ngā Mānukanuka o te Iwi :

- a) **Request** reports on the following subjects be included in the agendas for Ngā Mānukanuka o te Iwi Komiti as relevant:
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- 
- i. Housing
  - ii. Health
  - iii. Te Aka Mahi Toi & Te Aka Operational Model
  - iv. Internal Cultural progress (Ka Awatea)
  - v. Water Issues (Local Water Done Well)
  - vi. Long Term Plan (3 Year Plan)
  - vii. Annual Plan
  - viii. District Plan
  - ix. Future Development Strategy
  - x. Representation Review
  - xi. Māori Wards
  - xii. Te Mana o te Wai
  - xiii. Environmental concerns
  - xiv. Tourism

**b) Endorse** a workshop to be held to identify key priority areas for papers for the Committee's 2024 work programme.

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Carried

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**Ngā Mānukanuka o te Iwi Resignations** - The meeting acknowledged the two recent resignations of Ngā Mānukanuka o te Iwi members Tipene Cottrell (Wharerangi Marae) and Joe Tareha (Waiohiki Marae) and thanked them for their contribution during their term on the Komiti.

# REPORTS UNDER DELEGATED AUTHORITY

## 1. TENDERS LET

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<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1761659
<i>Reporting Officer/s &amp; Unit:</i>	Debbie Beamish, Executive Assistant to the Chief Executive

### 1.1 Purpose of Report

To report the Tenders let under delegated authority for the period 8 April – 10 May 2024.

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### At the meeting

There was no discussion on this item at the meeting.

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### COUNCIL RESOLUTION

Councillors McGrath / Price

That Council:

- a) **Receive** the Tenders Let for the period 8 April – 10 May 2024 as below:
- Contract 2684 24 Clyde Road Slip Remediation be awarded to Drainways Contracting Limited in the sum of \$504,555.26.
  - Contract 2678 Inner Harbour Maintenance Dredge 2024 be awarded to Dutch Dredging Limited in the sum of \$554,158.00.

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Carried

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### Minor matters

There were no minor matters to discuss.

# RESOLUTION TO EXCLUDE THE PUBLIC

Deputy Mayor Brosnan / Councillor Tareha

**COUNCIL  
RESOLUTION**

That the public be excluded from the following parts of the proceedings of this meeting.

Carried

## Agenda Items

1. Action Points Register (Public Excluded) as at 6 May 2024

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>
	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 where the withholding of the information is necessary to:	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:

## Agenda Items

1. Action Points Register (Public Excluded) as at 6 May 2024	7(2)(a) Protect the privacy of natural persons, including that of a deceased person  7(2)(c)(i) Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of	48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist: (i) Where the local authority is named or specified in Schedule 1 of this Act, under section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official
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	similar information or information from the same source and it is in the public interest that such information should continue to be supplied  7(2)(i) Enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Information and Meetings Act 1987.
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*The meeting moved into Public Excluded session at 10.58am*

*The meeting closed with a karakia at 11.08am*

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

Chairperson .....

Date of approval .....