



NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

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NAPIER PEOPLE AND PLACES COMMITTEE

Open Agenda

Meeting Date: Thursday 29 August 2024

Time: 9.30am

Venue: Ocean Suite
East Pier Hotel
Nelson Quay
Ahuriri
Napier

Livestreamed via Council's Facebook page

Committee Members **Chair:** Councillor McGrath

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

Ngā Mānukanuka o te Iwi representatives – Evelyn Ratima and (Vacancy)

Officer Responsible Executive Director Community Services

Administration Governance Team

Next Napier People and Places Committee Meeting
Thursday 10 October 2024

2022-2025 TERMS OF REFERENCE - NAPIER PEOPLE AND PLACES COMMITTEE

<i>Chairperson</i>	<i>Councillor McGrath</i>
<i>Deputy Chairperson</i>	<i>Councillor Boag</i>
<i>Membership</i>	<i>Mayor and Councillors (13)</i> <i>Ngā Mānukanuka o te Iwi representatives (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 Community Services</i>

Purpose

To provide governance oversight for all community strategies, housing and community facilities, visitor experiences, matters relating to diversity and accessibility, and sport and recreation. The Committee adopts a wide focus by considering policy implications that impact on the health, safety and well-being of the community.

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. Community development, feedback and well-being in terms of Council's agreed City Vision principles
2. Community resilience and sustainability
3. Community Social and Cultural needs
4. Grants and community funding initiatives
5. Community projects and facilities
6. Community housing and associated wellbeing
7. Positive aging and youth accessibility
8. Events, tourism and visitor experiences
9. Sport and recreation
10. To consider reports from the Arts Advisory Panel, Community Services Grants Subcommittee, Creative Communities New Zealand, and any other arts, culture and heritage related organisations where Council is represented.
11. 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.
12. To monitor performance (including budget and performance targets in the Long Term Plan) for the Committee's areas of responsibility and authority.
13. 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. This includes recommendations on fees and charges for activities within the Committee's responsibility and which are not otherwise delegated to officers.

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 Napier People and Places Committee meeting held on Thursday, 18 July 2024 be taken as a true and accurate record of the meeting.....22

Agenda items

1 War Memorial5

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

Recommendation to Exclude the Public

Nil

AGENDA ITEMS

1. WAR MEMORIAL

<i>Type of Report:</i>	Procedural
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1781798
<i>Reporting Officer/s & Unit:</i>	Steve Gregory, Manager Business & Tourism Thunes Cloete, Executive Director Community Services

1.1 Purpose of Report

The purpose of this report is to update Council on the Napier War Memorial project and to identify any outstanding resolutions to be actioned.

Officer's Recommendation

The Napier People and Places Committee:

- a. **Receive** the War Memorial project update and note the status of outstanding resolutions for the project.
- b. **Consider** the resolution recommendations as proposed in table 2, and make the following resolutions:
 - i. That Council revoke the decision to install a forecourt sign as it would hinder operations, specifically pack-in and pack-outs for functions and events.
 - ii. That an **individual webpage** on the Napier City Council website be developed presenting all the required information of the restoration project and the Roll of Honour details.
 - iii. That Council, in consultation with Hawkes Bay knowledge bank/ Historic places Hawkes Bay, establish a group to manage the Living Rolls ongoing contributions when received.
 - iv. That Council install CCTV cameras which will be monitored along with a verbal warning if people get too close to the memorial flame.

1.2 Background Summary

The Napier War Memorial restoration project has had a storied journey for the Napier community, it will probably be one of Napier City Council's most high-profile community and capital projects in the modern era highlighting how important it was to the Napier community that we respect and acknowledge the ultimate sacrifice our war heroes have given to our Country over a number of war campaigns.

Guy Natusch, arguably one of the regions' most respected architects and a local war hero himself, designed the original Napier War Memorial Hall which was opened on the Marine Parade on 14 July 1957. The Napier War Memorial Hall was an innovative architectural design build for its time and incorporated a community hall and restaurant, a Roll of Honour with an Eternal Flame, fountain and pond. The War Memorial instantly became an important community asset that was the pride of the Napier community. Even today there are many family connections that go back generations.



m72/17

War Memorial & Floral Clock, Napier, N.Z. 6325. A.P. Hunt & Son, Photo.



War Memorial, Marine Parade, Napier, N.Z. 6417.

The facility has been altered three times since opening, firstly in 1978, then again in 1995 and most recently in 2017. The 2017 refurbishment transformed the Napier War Memorial Centre, incorporating a state-of-the-art conference and events facility for Hawke's Bay. Unfortunately, as a result of these upgrades, both the Roll of Honour and Eternal Flame were removed.



In November 2019, Napier City Council formed a reference group to help restore the Napier War Memorial. The reference group included members from the Napier and Taradale RSA's, Historic Places Hawke's Bay, community representatives and Napier City Council.

In March 2021, the War Memorial Reference Group agreed to the restoration concept drawings. The approved drawings were presented to the community on 22 March 2021 before being formally adopted by Council.

The completed Napier War Memorial and refurbished Floral Clock were officially re-dedicated and opened to the public on 6 August 2023.



Moving forward the following Directorates and teams have the stated responsibilities for the War Memorial and Floral Clock:

Table 1: Role Clarity

Item	Responsibility	Directorate / Team
War Memorial maintenance	Management and maintenance of the War Memorial including water features	Building Asset Management team, Infrastructure Directorate.
Flag protocols	Abiding all flag protocols for events and occasions that activate the appropriate protocol to be recognized	Napier Conferences & Events (Business activity operating inside the Napier War Memorial Centre)
Floral Clock	Management and maintenance of the Floral Clock	Open Spaces, Infrastructure Directorate

Roll of Honour (RoH) queries	All queries about the RoH coming through the Customer Service Centre	Communications team, Community Services Directorate
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1.3 Issues

Since 2017 the Napier War Memorial project has had many resolutions and direction given formally by Council with which many have been completed though there are some outstanding. The project has achieved the following resolutions as per the Council meeting dating back to 5 March 2019 - War Memorial Design Options Consultation

That Council:

- a. *Consider the community feedback,*
- b. *Reconfirms its decision made on 27 September 2017 to locate the War Memorial at the Floral Clock site, and*
- c. *Provides direction on a design concept.*
- d. *That Council staff take the following direction to create a revised community led design concept for adoption by Council:*
 1. *That the reinstated Memorial be constructed at forecourt level, on the floral clock site, forming part of the War Memorial Site,*
 2. *That a curved wall, open to the elements, reflective of the ballroom shape and physically connected to the building, display the Roll of Honour,*
 3. *That the Perpetual Flame form part of the existing War Memorial Building Entrance so that it is visible when entering the building, from the Memorial and externally at night,*
 4. *That water be incorporated into the design that is near to and complements the flame, so that they can be viewed together,*
 5. *That a place/s to sit and reflect be included,*
 6. *That physical access and visual connection to the formal lawn be incorporated,*
 7. *That remembrance artwork be incorporated into the design, to connect the Memorial space with the Memorial Building and lower lawn, uniting the Memorial elements,*
 8. *That landscaping is included that complements and promotes restful contemplation, and unites the Memorial Building with the Memorial elements,*
 9. *That the design include flag poles connection the Memorial and Memorial building,*
 10. *That WW1 and WW2 Rolls be displayed in a prominent way flowing onto consecutive conflicts' Rolls,*
 11. *That the physical original Roll of Honour be respectfully incorporated into the design and that a small committee of appropriate representatives are given this brief, to provide Council a recommendation on 'how to incorporate'.*
- e. *Note Council's intention to tender the development of a revised concept no later than August 2019 and tender construction as soon as practicable in the 2019/20 financial year.*

- f. *Notes Council's existing budget for this project and provides guidance, for the purpose of tendering, that construction costs (excluding remembrance artwork and all professional fees) to be up to \$750,000.*

Following the above resolutions, the below resolutions were made by Council relating to the War Memorial. Recommend resolutions have been suggested alongside these where actions are outstanding.

Table 2: Resolutions Recommendations

ID	Meeting	Officer	Subject	Resolution + Recommendations
	29/07/2018	Council resolution Extraordinary Meeting of Council - 29 June 2018, item 1c	Napier War Memorial entrance forecourt flagstone	<p>Approve external signage Option two placement in the forward-most Centre of the building forecourt as demarcation of the War Memorial Centre as a site of significance; and that the words 'Napier War Memorial Centre' be placed on the external curved wall of the ballroom, and that the name be returned to the building by 1 October 2018.</p> <p>Resolution actioned:</p> <p>'Napier War Memorial Centre' name is placed on the front road side of the Large Exhibition Hall.</p> <p>Resolution Recommendation:</p> <p>i.) That council revoke the decision to install a forecourt sign as it would hinder operations, specifically pack-in and pack-outs for functions and events.</p>
5881	21/5/2020	Steve Gregory	Napier Conference Centre Renaming	<p>d. That a separate website be established for the Napier War Memorial Centre to tell the story of the Centre and our fallen heroes, and this is incorporated into the War Memorial Design Working Group process.</p> <p>Resolution Recommendation:</p> <p>ii.) That an individual webpage on the Napier City Council website be developed presenting all the required information of the restoration project and the Roll of Honour details.</p> <p>https://www.napier.govt.nz/napier/projects/the-napier-war-memorial-restoration/</p>

	27/5/2021	War Memorial Reference Group: RoH policy - RoH Ongoing Management	Community research group	<p>That a community organization/Trust group manage the Living Rolls ongoing contributions, research, and display functionality (with effect from the date of policy approval - 27 May 2021). Council will assist in the Trust creation if needed and fund by service agreement.</p> <p>The intent is to use specialized Historical researchers such as Hawkes Bay Knowledge Bank and/or Historic Places Hawkes Bay.</p> <p>Resolution Recommendation:</p> <p>iii.) That council, in consultation with Hawkes Bay knowledge bank/ Historic places Hawkes Bay, establish a group to manage the Living Rolls ongoing contributions when received.</p> <p>Note: Council criteria and process has been communicated on the Roll of Honour webpage https://www.napier.govt.nz/our-council/roh/</p>
	27/5/2021	War Memorial Reference Group	Outdoor vandalism warning signs	<p>Resolution Recommendation:</p> <p>iv.) That Council install CCTV cameras which will be monitored along with a verbal warning if people get to close to the memorial flame.</p>

Table 3: Outstanding resolutions

ID	Meeting	Officer	Subject	Resolution
	27/9/2017	War Memorial Reference Group: RoH Sub committee	History of War Memorial be recorded and displayed inside the building foyer	<p>An interactive touch screen display should be located inside the WMC foyer, publicly accessible, that should display the history of the building.</p> <p>Action:</p>

				Electronic display units have been scoped and priced. This was delayed as prioritization exercises of CAPEX. The Manager Arts, Culture & Heritage is progressing this resolution. Plan for implementation to be included in 25/26 Annual Plan.
5881	21/5/2020	Steve Gregory	War Memorial Centre rooms renaming	<p>e. That the rooms and halls in the Napier War Memorial Centre be re-named after battles and/or fall heroes of significance to Napier and this is incorporated into the War Memorial Design Working Group process</p> <p>Action:</p> <p>Apart from the naming of the Guy Natusch Ballroom all the other rooms are still to be formally renamed. The Community Strategy team did a preliminary community engagement on suggestions and ideas of names for rooms on the opening of the memorial in August 2023. The Manager Arts, Culture & Heritage will engage with the Roll of Honour sub-committee and other relevant stakeholders by December 2024.</p>
	6/5/2021	War Memorial Reference Group: RoH Sub committee	Display case of artifacts (memorabilia)	<p>Action:</p> <ul style="list-style-type: none"> • Identify an area inside the War Memorial Center building to display war memorial artifacts. • The Manager Arts, Culture & Heritage will work with the MTG and relevant stakeholders to scope and progress the display of artifacts. Plan for implementation to be included in 25/26 Annual Plan.

1.4 Significance and Engagement

This project has been one of the most important in Napier's history that had significant interest from the entire community. It was critical that we engaged with the community to seek their involvement with the design and ensure historical elements were reinstated that would satisfy the community.

In November 2019, a community reference group was formed to help restore the Napier War Memorial. The reference group included members from the Napier and Taradale RSA's, Historic Places Hawke's Bay, community representatives and Napier City Council staff. Coinciding with the War Memorial Reference Group was established a sub-committee for the Roll of Honour, this group had oversight of the reinstatement of the plaques back to the War Memorial and how the Roll of Honour list of names would be managed moving forward, specifically the introduction of new names and the process involved.

In March 2021, the War Memorial Reference Group agreed to the restoration concept drawings. The approved drawings were presented to the community on 22 March 2021 before being formally adopted by Council.



1.5 Implications

Financial

The overall cost of the War Memorial restoration project will be communicated to council through a council project update report and included in the council's annual report.

Social & Policy

To ensure that the War Memorial was looked after and managed so future generations can appreciate and pay their respects for those in our community who have paid the ultimate sacrifice serving our country. A formal Napier War Memorial Policy (Policy) was developed. (Policy attached)

The purpose of this policy is to outline how the Napier War Memorial Centre, the memorial elements and its immediate curtilage will be used and managed in order for its heritage and memorial values to be retained and respected now and for future generations. The policy seeks to facilitate the maximum use of the Napier War Memorial Centre in its entirety for the benefit of the Napier community including community events, functions, weddings, conferences, meetings and commemorative ceremonies.

Risk

It was important we brought the community along with us on this journey and important to have community representation on the War Memorial Reference Group to support the design along with the Roll of Honour sub-committee. These key community representatives brought valuable insights and expertise to the completed project and final War Memorial that the community is now enjoying and cherishing.

If Napier City Council hadn't sought community involvement there would have been a risk the design would have been not what the community wanted and that they felt mis-informed, not involved and as a Council that we didn't value their input.

1.6 Options

The options available to Council are as follows:

- a. Council to accept the update and information provided on outstanding and amended resolutions.
- b. Council not to accept the update and would like more information on the outstanding and amended resolutions.

1.7 Development of Preferred Option

Council accept the update and information provided on outstanding and amended resolutions.

1.8 Attachments

- 1 Napier War Memorial Policy (Doc Id 1784873) [↓](#)

Napier War Memorial Centre Policy			
Approved by	Director Community Services		
Directorate	Community Services		
Original Approval Date	NA	Review Approval Date	NA
Next Review Deadline	October 2022, every 5 years thereafter	Document ID	TBC
Relevant Legislation	Resource Management Act 1991 Pouhere Taonga Heritage New Zealand Act 2014 Local Government Act 2002 Reserves Act 1977 Names Protection Act 1981		
NCC Documents Referenced			

Purpose

The purpose of this policy is to outline how the Napier War Memorial Centre, the memorial elements and its immediate curtilage will be used and managed in order for its heritage and memorial values to be retained and respected now and for future generations. The policy seeks to facilitate the maximum use of the Napier War Memorial Centre in its entirety for the benefit of the Napier community including community events, functions, weddings, conferences, meetings and commemorative ceremonies.

Background

The Napier War Memorial was officially opened on 14 July 1957 as a memorial to those who lost their lives in the Second World War, and combined the commemorative aspects of the building with a utilitarian function as a community centre. Later developments of this Memorial resulted in the addition of World War One and other conflicts commemorative elements.

The War Memorial funded through both community fundraising and a Government grant, was designed by local architecture firm Natusch and Sons, with the design featuring a large circular single-level hall, palm lounge and lecture theatre facilities. The site is prominent and sits alongside other commemorative facilities such as the Soundshell and Sun Bay on the Marine Parade, and was provided by Napier City Council. Although the site and building itself is the memorial, additional commemorative features include the perpetual flame, the Roll of Honour plaques, flags, flag poles, function room names and associated artworks and structures.

The Floral clock was constructed on the War Memorial site and was officially opened on 13 December 1955 right beside the initial construction of the War memorial building.

Napier City Council has been the custodian of the Napier War Memorial since its construction. As a recipient of the War Memorial Subsidy (created by the NZ Government in 1948), the War Memorial Committee, and later the Napier City Council, agreed to a number of conditions set by the Government at the time. These included:

- That the approved war memorial shall be vested in the local authority and that due provision is made for its maintenance and upkeep, management and permanent functioning;
- That facilities are not used purely for commercial profit-making purposes;
- That the centre is made available for use by all sections of the community.

The War Memorial has always been used by the community and over time has also evolved to include commercial activity. The Council will ensure that Napier War Memorial Centre use will continue to appropriately acknowledge the sacrifice and efforts of those involved in the Second World War, and to provide reasonable access to the commemorative elements of this facility.

Policy

Vision

The War Memorial site, building and memorial elements are preserved for the benefit of the Napier community and visitors to remember and enjoy the use of the venue for community events, functions, conferences, meetings and commemorations.

Mission

To preserve the site's unique heritage and the memorial elements in accordance with the principles of the ICOMOS New Zealand Charter 2010, including the building, Roll of Honour plaques, the Perpetual Flame, associated artworks and meeting room names.

Principles

1. To retain the site, building and elements as a memorial to those who gave their lives for their country in World Wars and conflicts
2. To recognise and preserve the site's historic purpose in serving the cultural and educational development of the community
3. To facilitate use of the venue for the maximum benefit of the Napier community and its visitors.

Objectives

1. To recognise, in perpetuity, that the name of the venue is the Napier War Memorial Centre.
2. To recognise, in perpetuity, the first and primary function of the entire site, building and curtilage is as a War Memorial.
3. To retain, through regulatory means including the District Plan and Reserve Management Plan, the Napier War Memorial Centre and its immediate curtilage and associated commemorative elements, including:
 - The original circular Memorial Hall

- The Perpetual Flame
 - Original Roll of Honour Plaques
 - New Roll of Honour plaques
 - The Living (Electronic) Roll
 - Commemorative artworks and structures
 - Flags and flagpoles
 - Function room nomenclature
4. To maintain at all times, the Napier War Memorial Centre and those elements that have a commemorative purpose. In particular, the Roll of Honour plaques are to be maintained in accordance with the recommendations outlined in section 8 of the Napier War Memorial Hall: War Memorial Plaques, Recommendations on Repairs and Reinstatement (version 2), prepared by Salmond Reed Architects and dated February 2021 (attached as Appendix A).
 5. To ensure security for the War Memorial and its commemorative elements in accordance with the recommendations outlined in section 7 of the Napier War Memorial Hall: War Memorial Plaques, Recommendations on Repairs and Reinstatement (version 2), prepared by Salmond Reed Architects and dated February 2021 (attached as Appendix B).
 6. To retain the forecourt as an open space to be used in conjunction with activities being delivered from the Napier War Memorial Centre. As a living memorial, the forecourt is a suitable area for stalls, displays, social and community events associated with a booking, provided access to the War Memorial Centre is retained.

Vehicle parking and movements on the forecourt need to be restricted and controlled to ensure public safety and minimise damage to the building and its curtilage. No vehicle is to be parked upon the forecourt other than for goods loading and unloading purposes, or as arranged as part of a booking at the War Memorial Centre.

The forecourt is not to be used for general parking of vehicles, drop-offs and pick-ups, or a turn-around bay.

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

It is the responsibility of the Napier War Memorial Centre Manager to ensure access is maintained to the memorial elements of the Centre at all times and use of the forecourt is respectful.

7. To provide access for the public to the Napier War Memorial Centre provided this access does not significantly interfere with the operation of the Centre.
8. To follow the principles of the ICOMOS New Zealand Charter 2010 and if necessary seek the advice and commentary of Pouhere Taonga Heritage New Zealand prior to

embarking on any alterations to the Napier War Memorial Centre and those commemorative elements that are located within its curtilage.

Council acknowledges the community is a funder and key stakeholder of the War Memorial Centre and commits to undertaking robust community consultation on any future proposed significant alterations to the War Memorial Centre.

9. To be cognisant of the memorial purpose of this facility and ensure that activities undertaken within both the Napier War Memorial Centre and its grounds, are appropriate and do not cause offence when considering the purpose.
10. To meet health and safety obligations and to ensure compliant emergency evacuation and fire safety plans are maintained by the Centre's operators at all times.

All fire egress and entry/exit doors must be kept clear at all times.

- Forecourt clearance zones are shown in Appendix C.
- Approach ways from the road to the building fire egress and entry/exit doors must be kept clear at all times to allow direct and unimpeded access of emergency vehicles.

11. The Manager of the War Memorial Centre has overall responsibility of ensuring all staff and operators of the venue are cognisant of this policy and its objectives.

Policy Review

The review timeframe of this policy will be no longer than every five years.

Document History

Version	Reviewer	Change Detail	Date
1.0.1			

Appendix A

Napier War Memorial Hall: War Memorial Plaques, Recommendations on Repairs and Reinstatement (version 2), prepared by Salmond Reed Architects and dated February 2021

The plaques are planned to be positioned outside, and as such will be vulnerable to adverse weather conditions. Whilst the plaques are constructed of robust granite and can cope with moisture and sunshine, the effects of direct salt laden rainfall penetrating behind the plaques, cannot be underestimated.

Excessive moisture and salts on the surface can cause a number of problems, including encouraging organic growth and lichens, which result in more cleaning required. Salts can cause damage through the build-up of efflorescence, which might affect the polish by dulling the surface of the lettering, and cause white staining of the granite.

If moisture is allowed to penetrate to the back and substrate, then it can lead to undesirable water leaching at the bottom, which brings with it staining and organic growth, the colour of which will be dependent upon the make-up of the substrate.

The following recommendations are made in respect of the maintenance of the plaques and their long-term maintenance:

1. It is strongly recommended that the plaques, whilst being exposed to rainfall are also afforded some protection/shelter from direct rainfall at the top edge, so that water cannot penetrate to the back of the plaques;
2. We recommend that the original design of 1957 display provides the appropriate guide for how this might be achieved, which will not only help recover the original design intent for the plaques, but also provide a practical means of prevention of water penetration;
3. The long-term maintenance should include the following simple regime:
 - Annual inspection to check for defects, vandalism, and the requirements for any cleaning;
 - Cyclical gentle cleaning should be undertaken when required - The timing of cleaning should depend upon the result of the annual inspection – over- cleaning should be avoided;
 - Cleaning to be carried out using hand held water sprays (not pressure washing) and soft brushes;

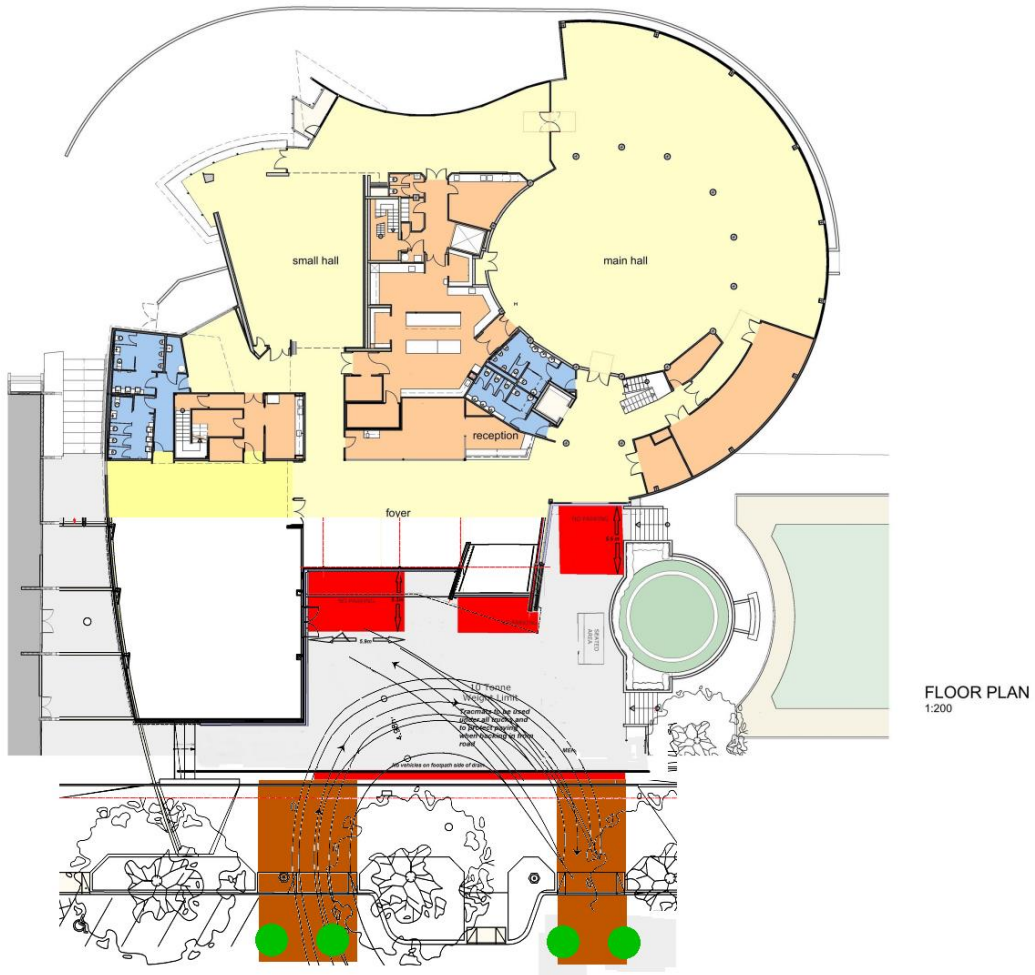
Appendix B

Napier War Memorial Hall: War Memorial Plaques, Recommendations on Repairs and Reinstatement (version 2), prepared by Salmond Reed Architects and dated February 2021

The plaques are planned to be positioned outside, and as such will be vulnerable to vandalism, including graffiti attack. The following recommendations are made in respect of the security of the plaques:

1. Frames when fitted to the substrate should be fixed with security bolts, so that they cannot be easily removed;
2. Security cameras should be positioned so that the memorials can be monitored remotely;
3. Appropriate signage should be installed warning potential vandals that the memorials and the site is under surveillance for vandalism;
4. The site should be well lit at night and the memorials ideally should be visible and not provide places for loitering out of view.
5. Paving should be designed in such a way as to discourage the use of skateboards and the like.

Appendix C



NAPIER PEOPLE AND PLACES COMMITTEE

Open Minutes

Meeting Date: Thursday 18 July 2024

Time: 9.30am – 9:37am

Venue Chapman Room
Level 1, Chapman Pavilion
Latham Street
Napier

Livestreamed via Council's Facebook page

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

In Attendance Acting Chief Executive / Executive Director Corporate Services (Jessica Ellerm)
Executive Director Community Services (Thunes Cloete)
Acting Executive Director Infrastructure Services (Kate Ivicheva)
Manager Strategy and Transformation (Stephanie Murphy)
Manager Community Strategies (Anne Bradbury)
Procurement Manager (Sharon O'Toole)
Commercial Director (Richard Munneke)
Community Funding Advisor (Roger Morrison)

Administration Governance Advisors (Jemma McDade and Carolyn Hunt)

NAPIER PEOPLE AND PLACES COMMITTEE – Open Minutes

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ORDER OF BUSINESS

Karakia

The meeting opened with the Council karakia.

Apologies

Councillors Taylor / Browne

That the apologies from Councillor Price and Evelyn Ratima be accepted.

Carried

Conflicts of interest

Nil

Public forum

Nil

Announcements by the Mayor

Nil

Announcements by the Chairperson

Councillor McGrath congratulated the Taradale and Marist rugby teams on their games and Taradale for winning.

Councillor McGrath acknowledged Jackson Ball who recently represented New Zealand in Turkey at the under 17 Men's Basketball World Cup, where they finished 4th.

Councillor McGrath also congratulated the Taylor Hawks basketball team for finishing in 2nd place.

Announcements by the management

Nil

Confirmation of minutes

Councillors Crown / Chrystal

That the Minutes of the meeting held on 28 March 2024 were taken as a true and accurate record of the meeting.

Carried

AGENDA ITEMS

1. ESTABLISHMENT OF APPOINTMENTS PANEL FOR THE HAWKE'S BAY REGIONAL SPORTS PARK TRUST

Type of Report:	Procedural
Legal Reference:	N/A
Document ID:	1773572
Reporting Officer/s & Unit:	Anna Eady, Team Leader Governance

1.1 Purpose of Report

To appoint a representative to the Appointments Panel for the Hawke’s Bay Regional Sports Park Trust.

At the meeting

Executive Director Community Services (Thunes Cloete) presented the report.

Questions were answered clarifying:

- The Regional Sports Park Trust is made up of fixed-term appointed trustees . One of the trustees has completed his term. In this situation a panel comes together to select a new trustee. Napier City Council has the opportunity to have a representative on the Appointments Panel.

COMMITTEE RESOLUTION	Deputy Mayor Brosnan / Councillor Crown
	The Napier People and Places Committee:

- a. **Approve** the appointment of Councillor Greg Mawson to be the Napier City Council representative on the Appointments Panel for the Hawke’s Bay Regional Sports Park Trust.

Carried

Minor matters

Nil

The meeting adjourned at 9.37am. The meeting resumed at 10:21am

RESOLUTION TO EXCLUDE THE PUBLIC

Councillors Tareha / Chrystal

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

1. Summary of Community Services Grants Subcommittee Recommendations for Distribution of Funds 2024-2025

Carried

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

General subject of each matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground(s) under section 48(1) to the passing of this resolution.
1. Summary of Community Services Grants Subcommittee Recommendations for Distribution of Funds 2024-2025	7(2)(a) Protect the privacy of natural persons, including that of a deceased person	48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist: (i) Where the local authority is named or specified in Schedule 1 of this Act, under section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.

The meeting moved into Public Excluded at 10.21am



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

Chairperson

Date of approval