



# ORDINARY MEETING OF COUNCIL

## Open Minutes

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Meeting Date: Thursday 31 July 2025

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Time: 9.30am – 2.24pm

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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 [online], Browne, Chrystal, Crown, Greig, Mawson, McGrath, Price, Simpson, Tareha and Taylor

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In Attendance Chief Executive (Louise Miller)  
Deputy Chief Executive / Executive Director Corporate Services / Acting Executive Director City Services (Jessica Ellerm)  
Chief Financial Officer (Caroline Thomson)  
Executive Director City Strategy (Rachael Bailey)  
Executive Director Infrastructure Services (Russell Bond)  
Executive Director Community Services (Thunes Cloete)  
Manager Communications and Marketing (Julia Stevens)  
Team Leader Governance (Anna Eady)  
Team Leader Community Strategies (Margot Wilson)  
Community Funding Advisor (Roger Morrison)  
Manager Regulatory Solutions (Luke Johnson)  
Programme Manager – Transformation (Emma Alexander)  
Strategic Planning Lead (Connie Whelan-Mills)  
Environmental Compliance Officer (Laura Rolls)  
Senior Policy Analyst (Michele Grigg)

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Manager, Water Reforms Transition (Andrew Lebioda)  
Strategic Programmes Manager (Darran Gillies)  
Team Leader Animal Control (David Whyte)  
Acting Manager Environmental Solutions (Sarah Schaare)  
Commercial Director (Richard Munneke)  
Executive Assistant to the Mayor (Vanessa Smith)  
Communications Manager (Jess Soutar-Barron)  
Environmental Compliance Officer (Thomas Harvey)  
Manager City Development (Paulina Wilhelm)  
Animal Control Officer (Luke Burton) [online]  
Animal Control Officer (Mike Clark) [online]  
Animal Control Officer (Raymond Feierabend) [online]  
Manager Arts, Culture and Heritage (Elizabeth Caldwell) [online]  
MTG Director (Laura Vodanovich) [online]

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Also in Attendance Eastern Screen Alliance Board members (Daniel Betty, Annabel Taylor, Yvonne Lorkin)  
Festival Opera Directors (Anna Pierard, Alice Sip)

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Administration Governance Advisors (Jemma McDade)

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## ORDINARY MEETING OF COUNCIL – Open Minutes

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# ORDER OF BUSINESS

## Karakia

The meeting opened with the Council karakia.

## Apologies

Nil

## Conflicts of interest

Nil

## Public forum

### Topic - Land for Film Studio

Daniel Betty, Annabel Taylor and Yvonne Lorkin from the Board of the Eastern Screen Alliance (ESA) spoke to their presentation outlining the aims of their organisation within the Hawkes' Bay region and requesting support from Napier City Council (NCC).

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## Attachments

- 1 2025-07-31 Public Forum Presentation Daniel Betty Eastern Screen Alliance DOC ID 1868787

**ACTION:** Follow up with the ESA regarding their requests for funding and board membership.

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## Announcements by the Mayor

Mayor Wise acknowledged Deputy Mayor Brosnan, who recently received the Tū Kaha, Superhuman award at the Local Government New Zealand (LGNZ) Conference, sharing part of the nomination speech.

## Announcements by the management

Nil

## Confirmation of minutes

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### COUNCIL RESOLUTION

Councillors Greig / Price

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That the Draft Minutes of the Ordinary meeting held on 21 July 2025 be confirmed as a true and accurate record of the meeting.

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Carried

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# AGENDA ITEMS

## 1. COUNCIL PROJECTS FUND - SUMMER FESTIVAL PRODUCTION ACCOUNTABILITY UPDATE

Type of Report:	Information
Legal Reference:	N/A
Document ID:	1865098
Reporting Officer/s & Unit:	Margot Wilson, Team Leader Community Strategies Roger Morrison, Community Funding Advisor

### 1.1 Purpose of Report

To provide an opportunity for Anna Pierard to present to Council an accountability report on the Summer Festival Production funded through the Council Projects Fund.

#### At the meeting

Anna Pierard and Alice Sip from Festival Opera joined the officer to present the report outlining the purpose and achievements of the opera programme and the impact it has on the young people who are able to participate. This report details the work that is being undertaken as a result of grant monies.

Questions were answered clarifying:

- Festival Opera is funded through a mix of Government funding, gaming charities and private donors. Corporate sponsorship forms about 2% of all funding.

#### COUNCIL RESOLUTION

Councillors Crown / Simpson

That Council:

- a) **Receive** the report titled “Council Projects Fund – Summer Festival Production Accountability Update” dated 31 July 2025.

Carried

## 2. CCTV MONITORING

Type of Report:	Operational
Legal Reference:	N/A
Document ID:	1864258

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*Reporting Officer/s & Unit:* Luke Johnson, Manager Regulatory Solutions

## 2.1 Purpose of Report

The purpose of this report is to seek Council approval for a temporary change to the level of service for Napier Assist Āwhina Tāngata, enabling the introduction of night-time CCTV monitoring within existing staffing levels.

This temporary arrangement will remain in place until a preferred long-term level of service can be determined through a funding review as part of the development of Council's financial strategy for the Long Term Plan.

The report also seeks Council's direction on a preferred ongoing level of service for Napier Assist, to inform the funding review and support the development of sustainable funding options for future consideration.

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## At the meeting

The officer presented the report.

Questions were answered clarifying:

- Officers have engaged with Napier City Business Inc and local Police regarding the benefits and risks involved in temporarily adjusting the Napier Assist level of service. Napier Assist are funded by the parking fund. The sustainability of that fund needs to be considered if the existing Napier Assist staffing levels are to be retained.
- The Napier Assist staff support Police, engage with homeless and retailers in the CBD and with the wider community.
- The 12% increase in crime refers to retail crime within the CBD. The data does not show the time of crime occurring, though anecdotal data from retailers suggests that it is overnight. This is a response to that concern.
- There are no cost implications to this decision.

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## COUNCIL RESOLUTION

Mayor Wise / Councillor Crown

That Council:

- a) **Approve** a temporary adjustment to the level of service for Napier Assist Āwhina Tāngata – to reduce the daytime level of service to allow for the introduction of night-time CCTV monitoring from 1 September 2025 to 30 June 2026. This change is to be accommodated within the existing staffing level of nine FTE and will continue to be funded through the Parking Reserve Account.
- b) **Consider** the options for a preferred ongoing level of service for Napier Assist and make a recommendation to inform a review of the CCTV service as per Section 101(3) of the Local Government Act to ensure suitability as an activity and that it is appropriately funded.

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Carried

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### 3. ANIMAL CONTROL FACILITY PROJECT UPDATE

<i>Type of Report:</i>	Enter Significance of Report
<i>Legal Reference:</i>	Enter Legal Reference
<i>Document ID:</i>	1864954
<i>Reporting Officer/s &amp; Unit:</i>	David Whyte, Team Leader Animal Control Emma Alexander, Programme Manager - Transformation - Strategy and Transformation

#### 3.1 Purpose of Report

The current Animal Control Facility is no longer fit for purpose, compromising both safety and animal welfare

An upgrade or replacement of the facility was signaled in the 2024–2027 Three-Year Plan, with an initial budget allocation of \$1.5 million. This figure was a preliminary estimate and developed without the benefit of feasibility work or detailed design planning.

In March 2025 a project was initiated to explore viable options through feasibility analysis. This report provides a summary of the existing issues with the current facility, outlines the three options considered, and recommends a preferred direction and funding pathway to progress the project to the next stage.

#### At the meeting

The Executive Director Corporate Services (Jessica Ellerm) joined the officer to present the report.

The current facility is not fit for purpose due to health and safety and animal welfare concerns.

Questions were answered clarifying:

- The new build would include a separate, temperature controlled sleeping area for the dogs.
- It is not anticipated that dog registration fees would increase as a result of the upgrade.
- This is not a complex build and would address the current staff health and safety issues as well as animal welfare.
- Officers are confident that risks can be well managed during the construction process.

#### COUNCIL RESOLUTION

Councillors McGrath / Chrystal

That Council:

- Approve** Officers to progress with designing a new build option for Council's Animal Control Facility on the following basis:
  - design in a manner, where practicable, delivery can be phased with phasing focused on resolving compliance issues first;
  - design in a manner that if the business case proves prohibitive, design work can be repurposed for the hybrid option;



- iii. the business case for the facility covers on-going operating costs, and also costs of a wider operating model, a process and systems work stream and benefits from that workstream; and funding options;
- b. **Delegate** to the Deputy Chief Executive approval of the design project budget, within the remaining ~\$1.35m budget allocation under the 2024-2027 Three-Year Plan with the expectation that a portion of this funding will be available to complete at least the first delivery phase.

Carried

#### 4. ADOPTION OF THE AHURIRI REGIONAL PARK MASTERPLAN

Type of Report:	Procedural
Legal Reference:	N/A
Document ID:	1864685
Reporting Officer/s & Unit:	Connie Whelan-Mills, Strategic Planning Lead

##### 4.1 Purpose of Report

To adopt the Ahuriri Regional Park Masterplan

##### At the meeting

Cam Drury from the Project Team joined the Officer to present the report. The Masterplan is a collaborative effort through the Joint Committee and Technical Advisory Group. Adoption at this stage doesn't commit NCC to funding, this is about a shared direction with placeholder funding in the Long Term Plan. The risks of bird strike have been particularly considered. The name of the area is under review so as to better reflect its function as a core infrastructure service in stormwater management.

Questions were answered clarifying:

- There are future and existing plans for cycling and walking access to the area.
- Any decision can be revisited so nothing is cemented at this stage.
- There are two prongs to this piece of work. The infrastructure and the regional park.

##### COUNCIL RESOLUTION

Deputy Mayor Brosnan / Councillor Price

That Council:

- a. **Receive** the report titled "Adoption of the Ahuriri Regional Park Masterplan" dated 31 July 2025.
- b. **Adopt** the Ahuriri Regional Park Masterplan (Doc Id 1866366)
- c. **Note** that adoption of the masterplan does not commit Council to implementation funding. Placeholder funding has been signalled in

the Long Term Plan from 2028, but this will be subject to future budget decisions.

Carried

*Councillor McGrath voted AGAINST the motion*

## 5. INTEGRATED TRADE WASTE AND WASTEWATER BYLAW 2022 - DELEGATIONS

Type of Report:	Operational and Procedural
Legal Reference:	Local Government (Rating) Act 2002
Document ID:	1865608
Reporting Officer/s & Unit:	Laura Rolls, Environmental Compliance Officer

### .1 Purpose of Report

The purpose of this report is to confirm that the delegation review requirement outlined in the Council's resolution of 12 December 2024 has been satisfied and to seek Council delegation to the Chief Executive. It provides a summary of the legal and procedural work undertaken in relation to the Integrated Trade Waste and Wastewater Bylaw 2022 and seeks Council's confirmation that no further action is required. This report also reaffirms the Chief Executive's (CE) delegated authority and outlines the safeguards in place for matters requiring Council oversight.

### At the meeting

The Acting Manager Environmental Solutions (Sarah Schaare) joined the officer to present the report. This is a procedural update to the Bylaw to amend an oversight in the initial adoption.

Questions were answered clarifying:

- A review is being progressed of other bylaws as part of the Audit and Risk process.

### COUNCIL RESOLUTION

Deputy Mayor Brosnan / Councillor Taylor

That Council:

- Note** that the review of delegations under the Integrated Trade Waste and Wastewater Bylaw 2022 (Doc Id 1859654) has been completed as part of the legal review process.
- Delegate** authority to the Chief Executive all duties and actions under the Integrated Trade Waste and Wastewater Bylaw 2022; and
- Note** that Officers will seek sub-delegation from the Chief Executive to perform the duties and decision making required under the bylaw,

outlined in the attached document *Integrated Tradewaste and Wastewater Bylaw 2022 – Sub-delegations*. (Doc Id 1866221).

- d) **Confirms** that any compliance and enforcement decision relating to the Integrated Trade Waste and Wastewater bylaw (2022) is subject to the Compliance and Enforcement Policy (Document Id 1805855),
- e) **Note** that any person objecting to a decision of the Chief Executive under the Integrated Trade Waste and Wastewater Bylaw and Compliance and Enforcement Policy shall have a right of objection to the Hearings Committee, with the objector responsible for all costs associated with the objection process.
- f) **Delegate** to the Chief Executive all other aspects of the administration and enforcement of the Trade Waste Bylaw, consistent with this resolution.

Carried

## 6. CLIMATE CHANGE RISK ASSESSMENT REPORT AND REGIONAL CLIMATE ACTION COLLABORATION

Type of Report:	Information
Legal Reference:	Enter Legal Reference
Document ID:	1864100
Reporting Officer/s & Unit:	Michele Grigg, Senior Policy Analyst

### 6.1 Purpose of Report

This report asks Council to receive the *Hawke's Bay Climate Change Risk Assessment* technical report, note the resolutions from the May 2025 Climate Action Joint Committee meeting and note. The report also indicates Napier City Council's intent for future climate action work, including continued regional collaboration.

### At the meeting

The Manager City Development (Paulina Wilhelm) presented the report. NCC is no longer a member of the Joint Committee, though remains committed to climate action collaboration at officer level. NCC will develop a refreshed climate action programme. Risks are at the city wide level and provide for gaps that can be addressed over time.

Questions were answered clarifying:

- The timeframe for reporting is ongoing and would be on a quarterly basis to the Future Napier Committee covering all of Council climate action risks. Resources have been allocated for this work.

**COUNCIL** Councillors Browne / Simpson  
**RESOLUTION**

That Council:

- a) **Receive** the independent Hawke's Bay Climate Change Risk Assessment technical report produced by Urban Intelligence for the Climate Action Joint Committee.
- b) **Note** the resolutions from the Climate Action Joint Committee meeting held on 9 May 2025.
- c) **Note** there are no property level implications arising from the report, including for Land Information Memoranda (LIMs).
- d) **Note** Napier City Council's commitment to continued regional climate action collaboration.
- e) **Note** an update on planning for a Napier City climate work programme will be provided to the Future Napier Committee.

Carried

## 18. LOCAL WATER DONE WELL - DELIBERATIONS REPORT

*Type of Report:* Operational and Procedural

*Legal Reference:* Enter Legal Reference

*Document ID:* 1867015

*Reporting Officer/s & Unit:* Andrew Lebioda, Manager Water Reforms Transition

### 18.1 Purpose of Report

- Seek Council's decision on the water service delivery option following public consultation and hearing of submissions, to inform the direction for the development of a Water Service Delivery Plan (WSDP) as required under the Local Government (Water Services Preliminary Arrangement) Act 2024. It is proposed that the WSDP will be brought back to Council in August 2025 for adoption in advance of submission to the Secretary for Local Government by 3 September 2025.
- Endorse the draft Heads of Agreement between the participating territorial authorities, based on a decision to establish a joint Water Service Council Controlled Organisation (WSCCO), outlining key transition arrangements and agreed terms/commitments to achieve the joint operating model and objectives.

### At the meeting

The Executive Director Infrastructure Services joined the officer to present the report. The update was provided that since the time of writing the report, Wairoa District Council has exited the regional space. Hastings District Council (HDC) are to meet this afternoon. The background to the position was explained, outlining the issues highlighted in submissions. The legislation is still being progressed during the time that Councils are being asked to make decisions.

Questions were answered clarifying:

- 
- The financial impact of Wairoa not taking part in the regional entity will require a redistribution of funding, though this will have minimal impact on NCC.
  - The preferred option for consultation was for a 'joint' entity. That is still the preferred option, though with three partners rather than the original four.
  - The governance group will be established as soon as possible.
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**COUNCIL  
RESOLUTION**

Mayor Wise / Councillor Price

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That Council:

- a. **Receive** the 31 July 2025 report titled Local Water Done Well – Deliberations Report.
  - b. **Note** that the content of this report and decisions are recognised as of high significance in accordance with Council's Significance and Engagement policy.
  - c. **Approve** as its future Water Service Delivery Model a joint Water Organisation (in the form of a Water Service Council-Controlled Organisation) - with the other participating territorial authorities within the Hawke's Bay region.
  - d. **Notes** that at their 29 July Council meeting Wairoa District Council resolved to exit progressing with a joint Water Organisation.
  - e. **Instructs** officers to prepare a joint Water Service Delivery Plan in conjunction with the remaining participating Hawke's Bay territorial authorities, based on the decision to establish a joint WSCCO, for approval in August before submitting to the Secretary for Local Government by 3 September 2025.
  - f. **Endorses** the draft Heads of Agreement document (Doc Id 1867369) (Attachment 1)  
outlining key transition arrangements and agreed terms/commitments to achieve the joint operating model and objectives.
    - a. **Appoints** the Mayor as one member of the Transitional Governance Group (TGG) outlined in the Heads of Agreement.
    - b. **Delegates** authority to the Mayor to appoint the additional member of the TGG.
  - g. **Authorises** and delegates authority to the Chief Executive to execute the Heads of Agreement on behalf of Council, which begins the process to establish a joint WSCCO alongside the other participating territorial authorities.
-

- h. **Notes** that recommendations c, e-g above are contingent on the other two Hawke's Bay territorial authorities' substantive decisions on water service delivery. At the time of authoring this paper, Central Hawke's Bay District (CHB) council have met to take decisions in relation to this matter on 3 July 2025 – agreeing to the establishment of a joint WSCCO. Hastings District Council (HDC) is yet to meet to take this decision

Carried

*Councillor McGrath voted AGAINST the motion*

### Attachments

1 2025-07-31 New Draft HOA DOC ID 1868937

The meeting adjourned at 11:49am and reconvened at 12:02 pm  
Councillor Browne left the meeting.

## 8. URBAN WATERWAY ASSET OWNERSHIP TRANSFER

Type of Report:	Operational and Procedural
Legal Reference:	Local Government Act 2002
Document ID:	1864990
Reporting Officer/s & Unit:	Andrew Lebioda, Manager Water Reforms Transition

### 8.1 Purpose of Report

The purpose of this Report is to have Napier City Council endorse the proposed plan for receiving responsibility for, and ultimately ownership of, the Napier Urban Waterways assets currently owned by Hawkes Bay Regional Council.

### At the meeting

The Executive Director Infrastructure Services joined the officer to present the report. This report is to endorse the process to minimise the duplication of work, though it is still dependent upon the decision from HDC.

### COUNCIL RESOLUTION

Councillors Price / Mawson

That Council:

- Receive** the report titled *“Urban Waterway Asset Ownership Transfer”* dated 31 July 2025.
- Endorse** the plan for the transfer of Napier Urban Waterways assets from Hawkes Bay Regional Council to the Napier City Council asset register, or any Water Services CCO subsequently established consistent with Council's response to Local Water Done Well.

- 
- c. **Approve** the development of a combined Asset Management Plan with Hawkes Bay Regional Council to guide Officers in the investment, management and operational direction required for the Napier Urban Waterway stormwater network.
  - d. **Approve** the transfer of management for the Hawkes Bay Regional Council assets within the Napier Urban Waterway stormwater network, as described by this report, on 1 July 2026 or earlier if practicable.
  - e. **Note** the significance the report and the need for a joint community engagement process between Napier City and Hawkes Bay Regional Councils
  - f. **Note** that Officers will request Council approval before any transfer of asset ownership to Napier City Council or Water Services CCO subsequently created factoring in any consultation requirement.
  - g. **Establish** a joint governance panel to ensure full understanding of the combined management plan and to input into the development of a joint community engagement plan.
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Carried

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## 9. HERETAUNGA WATER STORAGE PROJECT SHAREHOLDER COMMITTEE PARTICIPATION

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Type of Report:	Procedural
Legal Reference:	N/A
Document ID:	1864996
Reporting Officer/s & Unit:	Russell Bond, Executive Director Infrastructure Services

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### 9.1 Purpose of Report

The purpose of this report is to approve the appointment of two elected members to the Heretaunga Water Storage Project Shareholder Committee, which is being established and led by an independent Chair

### At the meeting

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The Manager, Water Reforms Transition (Andrew Lebioda) joined the officer to present the report, outlining the purpose of the Heretaunga Water Storage Project Shareholder Committee is to improve the resilience of water storage across the region.

Questions were answered clarifying:

- HBRC have undertaken a high level feasibility study, this hasn't yet been presented to NCC.
  - This is a dam, the technical expertise would be provided by consultants, with the cost borne by HBRC.
  - The exact governance arrangements are yet to be finalised.
-

- The primary purpose of the company is to provide an alternative delivery vehicle to allow the slow regeneration of the aquifer through steady release into the contributing streams and rivers.
- Risks will be further identified in the development of the detailed plan.
- The decision to join does not bind NCC at this stage to a long term commitment.

## COUNCIL RESOLUTION

Councillors Crown / Simpson

That Council:

- Receive** the report titled "Appointments – Heretaunga Water Storage Project Shareholder Committee Participation" dated 31st July 2025.
- Approve** that Napier City Council should be a member of the Heretaunga Water Storage Shareholder Committee
- Approve** the appointment of Councillors Keith Price and Greg Mawson to the Heretaunga Water Storage Shareholder Committee for the Heretaunga Water Storage project.

Carried

*Deputy Mayor Brosnan and Councillors McGrath and Greig voted  
AGAINST the motion*

## 10. CIVIC PRECINCT PROGRESS REPORT

Type of Report: Operational and Procedural

Legal Reference: Enter Legal Reference

Document ID: 1853751

Reporting Officer/s & Unit: Darran Gillies, Strategic Programmes Manager

### 10.1 Purpose of Report

To provide council with a Civic Precinct project progress update.

### At the meeting

The officer presented the report detailing activity since 24 April 2025. The scope of the project is costed at \$110 million, though this is a ceiling, not a target.

Questions were answered clarifying:

- The target was for 87% of the contractors involved to be local. A small local plumbing and landscaping firm are being used. The aim is to use New Zealand sourced, natural products where possible.
- The project is on track and on budget, with none of the contingency accessed as yet.
- Dust hazards have been well managed.
- Health and safety processes are well established.



## COUNCIL RESOLUTION

Councillors Tareha / Chrystal

That Council:

- a. **Receive** the report titled "Civic Precinct Progress Report" dated 31 July 2025.

Carried

## 11. CITIZENS ASSEMBLY 2025 : REMIT AND COUNCIL COMMITMENT

*Type of Report:* Operational and Procedural

*Legal Reference:* N/A

*Document ID:* 1865643

*Reporting Officer/s & Unit:* Julia Stevens, Manager Communications and Marketing

### 11.1 Purpose of Report

The purpose of this report is to:

1. Update Council on the establishment and planning of Napier's first Citizens' Assembly, scheduled for September 2025.
2. Seek Council endorsement of the proposed remit for the Citizens' Assembly which is to develop recommendations on the future of the Napier Aquatic Centre.
3. Secure a formal public commitment from Council to consider and respond to the Assembly's recommendations in good faith and transparency.

### At the meeting

Communications Manager (Jess Soutar-Barron) and Dr Henry Lyons from FOLKL Consultants, joined the officer to present the report and the PowerPoint Presentation.

Questions were answered clarifying:

- Following guidance provided at the Council workshop on 29 July 2025 the wording of the original question was amended. The number limiting the options for locations was broadened.

## COUNCIL RESOLUTION

Mayor Wise / Councillor Crown

That Council:

- a) **Endorses** the remit for the Citizens' Assembly:

*What type of aquatic facility -would best meet the needs, values, and priorities of the Napier community and where should it be located?*

- 
- b) **Commits** to a formal public promise to the Assembly, outlining how the Council will consider and respond to the Assembly's recommendations.
  - c) **Notes** the Citizens' Assembly will inform early strategic planning for the 2027–2037 Long Term Plan (LTP).
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Carried

#### **Attachments**

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1    2025-07-31 - Citizens Assembly slides DOC ID 1868898

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## **12. NCC INVESTMENT PORTFOLIO AND AHURIRI INVESTMENT MANAGEMENT LIMITED ESTABLISHMENT**

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<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1864623
<i>Reporting Officer/s &amp; Unit:</i>	Emma Alexander, Programme Manager - Transformation - Strategy and Transformation

## 12.1 Purpose of Report

This report concludes a series of Council decisions to implement a new investment management approach, as signalled in the Three-Year Plan 2024-27 (**TYP**).

As part of TYP consultation, Council proposed establishing a new structure for managing its investment assets. The proposal included the creation of a ring-fenced investment portfolio, and the establishment of a Council-Controlled Trading Organisation (**CCTO**) to manage these assets on Council's behalf. Following consultation, Council adopted this direction in the final 2024-27 Three-Year Plan.

This paper sets out the policy and legal arrangements which provide the necessary guardrails to safeguard Council's investments while enabling an arm's length, commercially focused structure for their management.

Specifically, the report seeks a set of approvals from Council to:

- Define the portfolio of ring-fenced investment assets, to be known as the **NCC Investment Portfolio**;
- Establish Ahuriri Investment Management Limited (**AIM**) as a NZ registered company and a CCTO;
- Appoint AIM as Council's investment manager for the NCC investment Portfolio; and
- Enable AIM to operate in a commercial arm's length manner.

Subject to Council approvals, the arrangement between Council and AIM will be in place from 1 August 2025.

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### At the meeting

The Executive Director Corporate Services (Jess Ellerm), Mark Goodson from Willis Legal and Scott Hamilton from Rautaki Consulting [online], joined the officer to present the report. A video was shown to outline the journey of the project. This is the conclusion of the establishment of the CCTO for NCC. The required protections are in place for AIM to operate effectively with planning and reporting requirements established. The expectation is that the asset portfolio will pay an annual return to NCC. There may be minor changes made moving forward. The Constitution enables the Board to navigate the transition period over the local elections. The Investment Policy covers all NCC investments. The goal is to grow, though performance may not be consistent. The Statement of Expectations ensures collaborations to work through any areas of negative performance. Delegations to the Chief Executive enable AIM to operate with great efficiency.

Questions were answered clarifying:

- Sub delegations exist within Council policy.
- The Management Services agreement review will be annual for the first three years, then move to biannual. There will still be annual reporting requirements. The Statement of Intent has to be reviewed annually which is over and above legal requirements. The process will be refined over three years.

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The meeting adjourned at 1:34pm and reconvened at 2:06pm

Councillor Tareha left the meeting and joined online.

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**COUNCIL  
RESOLUTION**

Mayor Wise / Councillor Simpson

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That Council:

*AIM Constitution*

- a. **Approve** the draft Ahuriri Investment Management Limited Constitution (Doc Id 1866978)
- b. **Approve** delegation for the Chief Executive to sign the Ahuriri Investment Management Limited Constitution.
- c. **Approve** Officers to complete the incorporation of Ahuriri Investment Management Limited, effective 1 August 2025.
- d. **Note** Council's Prosperous Committee decision on 29 August 2024 and Council's decision on 24 April 2025 that the inaugural Board for Ahuriri Investment Management Limited will consist of 3 independent directors and 2 Elected Member Directors, and that appointment of the Elected Member Directors will be deferred until after the 2025 triennial elections.

*Investment Policy*

- e. **Approve** the debt facility of \$30m approved on 12 December 2024 for the Parklands residential development project to be available for all commercial projects within the NCC Investment Portfolio, noting the Management Services Agreement sets out expectations for management of the debt facility.
- f. **Approve** the draft Investment Policy including the Opening Statement (Doc Id 1865616).
- g. **Approve** the Deputy Chief Executive to update the Opening Statement following the approval of the 30 June 2025 Financial Statements and the completion of ring-fencing the NCC Investment Portfolio within Council's financial system.

*Delegations to the Chief Executive Officer*

- h. **Approve** the following delegations to the Chief Executive in respect of the ring-fenced NCC Investment Portfolio:
    - i. The power to enter contracts for the supply of goods and services with the following limitations:
      - a) the power to enter into contracts for the supply of goods and services to a value *less* than \$5,000,000 (plus GST) can be sub-delegated to officers.
      - b) contracts for the supply of goods and services to a value exceeding \$5,000,000 (plus GST) must be accompanied by an Ahuriri Investment Management Limited company resolution; and
      - c) the power to enter contracts for the supply of goods and services to a value exceeding \$5,000,000 (plus GST) can only be sub-delegated to the Deputy Chief Executive.
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- ii. The power to enter unconditional contracts for the sale or purchase of land or an interest in land with the following limitations:
    - a) the power to enter unconditional contracts for the sale and purchase of individual residential property sites within a land development project can be sub-delegated to officers;
    - b) unconditional contracts for the sale and purchase of land excluding individual residential property sites within a land development project must be accompanied by an Ahuriri Investment Management Limited company resolution; and
    - c) the power to enter unconditional contracts for the sale and purchase of land excluding individual residential property sites within a land development project can only be sub-delegated to the Deputy Chief Executive.
  - iii. The power to enter unconditional leases whether as landlord or tenant for a term of 2 years or more with the following limitations:
    - a) such leases must be accompanied by an Ahuriri Investment Management Limited company resolution; and
    - b) the power to enter such leases can only be sub-delegated to the Deputy Chief Executive.
  - i. **Approve** the Delegations to the Chief Executive Officer and Statutory Appointments Register (Doc Id1865617) noting that in addition to documenting the above delegations there have been minor amendments to update titles reflecting recent changes to the Council Executive Director structure.

*Disposal of Surplus Assets Policy*

- j. **Approve** the following principles for the disposal of surplus assets:
    - i. **Maximizing Value:** All asset disposals should aim to achieve the maximum reasonable return while considering both financial and strategic outcomes for the Council and its constituents.
    - ii. **Transparency:** The disposal process must be conducted in a transparent manner, ensuring all transactions follow due process and are open to scrutiny.
    - iii. **Retention of Valuable Assets:** The Council should evaluate the potential future strategic value of assets before making a decision to dispose of them. Retention should be considered if assets may contribute to long-term objectives or provide ongoing benefits.
    - iv. **Conflict of Interest:** Staff members are prohibited from personally benefiting from the sale of Council assets to prevent conflicts of interest and unethical behaviour. While staff may purchase surplus assets through appropriate processes, all sales must be conducted at market value, and staff must not engage in on-selling for personal profit.
    - v. **Compliance and Accountability:** All disposals must comply with relevant legislation and policies, with all actions documented for accountability.
  - k. **Approve** draft Disposal of Surplus Assets Policy (Doc Id 1865615).
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*Management Services Agreement*

- l. Approve** the draft Management Services Agreement between Council and Ahuriri Investment Management Limited (Doc Id 1866963).
- m. Approve** delegation to the Chief Executive to sign the Management Services Agreement on behalf of Council.

*2025/2026 Statement of Expectation*

- n. Approve** the revised draft 2025/2026 Statement of Expectation (Doc Id 1866870);
- o. Approve** delegation to the Mayor to sign the Statement of Expectations and issue it to Ahuriri Investment Management Limited on 1 August 2025.
- p. Approve** Officers to make any non-substantive amendments required to prepare the documents ahead of them being signed.

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Carried

Councillor McGrath voted AGAINST the motion

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### 13. ACTION POINTS REGISTER AS OF 9 JULY 2025

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<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1864664
<i>Reporting Officer/s &amp; Unit:</i>	Anna Eady, Team Leader Governance

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#### 13.1 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 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 officer presented the report.

Questions were answered clarifying:

- The Holt Planetarium work is being progressed to an updated timeframe.

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#### COUNCIL RESOLUTION

Councillors Greig / Mawson

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That Council:

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- a. **Note** the extract from the Action Points Register as of 9 July 2025 (Doc Id: 1864665).

Carried

14. AMENDMENT TO THE 2025 MEETING SCHEDULE

Type of Report:	Procedural
Legal Reference:	Local Government Act 2002
Document ID:	1863479
Reporting Officer/s & Unit:	Anna Eady, Team Leader Governance

14.1 Purpose of Report

The purpose of this report is to consider an amendment to the 2025 meeting schedule, which was adopted on 31 October 2024.

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

At the meeting

The officer presented the report.  
There were no questions.

COUNCIL RESOLUTION	Deputy Mayor Brosnan / Councillor Taylor
	That Council:
	a) <b>Adopt</b> the following amendment to the 2025 meeting schedule:
	<ul style="list-style-type: none"><li>Hearings Committee (Menacing Dog Classification)      New Meeting      9.30am</li></ul>

Carried

15. OFFICIAL INFORMATION REQUESTS AS AT 21 JULY 2025

Type of Report:	Information
Legal Reference:	Local Government Official Information and Meetings Act 1987

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*Document ID:* 1864734

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

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### 15.1 Purpose of Report

To present the year-to-date Official Information Request statistics.

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#### At the meeting

The officer presented the report.

Questions were answered clarifying:

- Questions from electoral candidates that support their campaign will need to go through the Local Government Official Information and Meeting Act 1987 (LGOIMA) process. This information will be shared with all candidates to ensure they all have access to the same information.

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#### COUNCIL RESOLUTION

Councillors Chrystal / Taylor

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That Council:

- a. **Receive** for information the report Official Information Requests as at 21 July 2025.

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Carried

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## 16. LOCAL GOVERNMENT NEW ZEALAND FOUR-MONTHLY REPORT: MARCH TO JUNE 2025

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*Type of Report:* Information

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*Legal Reference:* N/A

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*Document ID:* 1864739

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

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### 16.1 Purpose of Report

The purpose of this report is to provide for information the report "LGNZ four-monthly report for member Councils" for the period March to June 2025.

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#### At the meeting

The officer presented the report.

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Questions are to be sent to Local Government New Zealand (LGNZ)

**COUNCIL  
RESOLUTION**

Councillors Price / Mawson

That Council:

- a. **Receive** for information the report titled “LGNZ Four-Monthly Report for Member Councils” for the period March to June 2025 (Doc Id 1864736).

Carried

## 17. SUMMARY OF NGĀ MĀNUKANUKA O TE IWI RECOMMENDATIONS FOR RATIFICATION

*Type of Report:* Information

*Legal Reference:* N/A

*Document ID:* 1865523

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

### 17.1 Purpose of Report

The purpose of this report is to advise that recommendations from the Ngā Mānukanuka o te Iwi meeting held on 4 July 2025 require ratification by Council.

A copy of the 4 July 2025 minutes are attached for information.

To view the full agendas relating to these minutes please refer to the Napier City Council website at <https://napier.infocouncil.biz>

### At the meeting

The officer presented the report noting the endorsement of the Citizens’ Assembly.

**COUNCIL  
RESOLUTION**

Councillors Crown / Price

That Council:

- a) **Receive** the report titled “Ngā Mānukanuka o te Iwi Recommendations for Ratification” dated 31 July 2025.
- b) **Receive** for information the minutes of the Ngā Mānukanuka o te Iwi meeting held on 4 July 2025.
- c) **Ratify** the following recommendations from the Ngā Mānukanuka o te Iwi meeting of 4 July 2025:

1. **Waka Hub Cultural Narrative & Mahi Toi Procurement**

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- a) **Endorse** the Waka Hub Cultural Narrative
  - b) **Receive** the report updating the development of the Mahi Toi for the Waka Hub project.
  - c) **Recommend** that a representative from the Mana Whenua Mahi Toi design team be included in the ongoing governance or asset management arrangements for the Waka Hub, to ensure the cultural integrity, appropriate care, and long term stewardship of the mahi toi elements.

**2. Introduction of Napier City Council's Inaugural Citizens' Assembly**

- a) **Receive** the report on the upcoming Citizens' Assembly for Napier.
- b) **Note** the importance of ongoing partnership with mana whenua throughout the planning, design, and delivery of the Assembly.
- c) **Endorse** mana whenua representation and involvement in the Assembly's advisory and design processes.
- d) **Nominate** Beverley Kemp-Harmer and Matiu Eru to join the Napier Citizens' Assembly Design Group.
- e) **Nominate** Mara Andrews to participate in the Citizens' Assembly.

**3. 3 Waters Project Update**

- a) **Receive** the information provided on the current progress of significant 3 Waters projects being delivered by Napier City Council.
- b) **Note** that Mana Ahuriri will be present at the 3 Waters Projects Updates.

**4. Te Waka Rangapū update**

- a) **Note** the update from Te Waka Rangapū dated 4 July 2025.

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Carried

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# REPORTS UNDER DELEGATED AUTHORITY

## 1. TENDERS LET

Type of Report:	Information
Legal Reference:	N/A
Document ID:	1860229
Reporting Officer/s & Unit:	Debbie Beamish, Executive Assistant to the Chief Executive

### 1.1 Purpose of Report

To report the Tenders let under delegated authority for the period 16 June to 11 July 2025. There were no tenders let during this period.

#### At the meeting

The officer presented the report.

There were no questions.

#### COUNCIL RESOLUTION

Councillors Greig / Chrystal

That Council:

- Receive** the report titled "Tenders Let" dated 31 July 2025.
- Note** there were no tenders let for the period 16 June to 11 July 2025.

Carried

#### Minor matters

Councillor Boag raised the minor matter of Homelessness

Homelessness has become a pressing issue nationwide, with a range of reports indicating a significant increase in rough sleepers this year. It could be linked to the government's decision to stop use of motels as emergency housing, the cost of living crisis and the general downturn in the economy which is affecting vulnerable communities disproportionately. Council has recently committed to supporting Ahuru Mowai, though further information is sought.

#### ACTION:

- Direct officers to provide:

- i. Recent figures and trends relating to homelessness in Napier, including those from Outreach.
- ii. An update on the Regional Housing Strategy.
- iii. How NCC are responding to, managing and supporting the whanau pounamu in Napier.

# RESOLUTION TO EXCLUDE THE PUBLIC

Deputy Mayor Brosnan / Councillor Price

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

## Agenda Items

- 1. Local Water Done Well - Heads of Agreement (To be circulated separately)
- 6. Local Water Done Well - Draft Heads of Agreement
- 2. Hawke’s Bay Museum Joint Working Group Update
- 3. Ahuriri Investment Management Independent Director Appointment
- 4. Action Points Register (Public Excluded) as of 9 July 2025
- 5. Ngā Mānukanuka o te Iwi Summary of Recommendations for Ratification

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.	Plain English reason for passing this resolution in relation to each matter
	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	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	

	information is necessary to:	withholding would exist:	
<b>Agenda Items</b>			
1. Local Water Done Well - Heads of Agreement (To be circulated separately)	<p>7(2)(h) Enable the local authority to carry out, without prejudice or disadvantage, commercial activities</p> <p>7(2)(i) Enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</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>	Sensitive information
2. Hawke's Bay Museum Joint Working Group Update	7(2)(g) Maintain legal professional privilege	<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>	Awaiting legal approval from IPONZ
3. Ahuriri Investment Management Independent	7(2)(a) Protect the privacy of natural	48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the	Paper sets out recommendation for appointment of two independent directors

Director Appointment	persons, including that of a deceased person	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.	for for Ahuriri Investment Management Limited.
4. Action Points Register (Public Excluded) as of 9 July 2025	6(d) Likely to endanger the safety of a person 7(2)(i) Enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) 7(2)(j) Prevent the disclosure or use of official information for improper gain or improper advantage	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.	To protect privacy, conduct negotiations, and protect safety.
5. Ngā Mānukanuka o te Iwi Summary of Recommendations for Ratification	7(2)(g) Maintain legal professional privilege	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	The names require support from a range of stakeholders and they are subject to legal registration with IPONZ.

		of this Act, under section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.	
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**Public Excluded Text**

Council has considered the public interest in the information above and balanced those interests with the reason(s) for withholding this information. This ensures Council has met the requirements for withholding information under section 7(2) of the Local Government and Official Information and Meetings Act 1987.

*The meeting closed at 2:24pm*

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

Chairperson .....

Date of approval .....