



NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

Napier Civic Building
231 Hastings Street
t +64 6 835 7579
e info@napier.govt.nz
www.napier.govt.nz

ORDINARY MEETING OF COUNCIL

Open Agenda

Meeting Date: Thursday 28 August 2025

Time: 9.30am

Venue: Large Exhibition Hall
War Memorial Centre
Marine Parade
Napier

Livestreamed via Council's Facebook page

Council Members **Chair:** Mayor Wise

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

Officer Responsible Chief Executive

Administrator Governance Team

Next Council Meeting
Thursday 28 August 2025

2022-2025 TERM OF REFERENCE - COUNCIL

<i>Chairperson</i>	<i>Her Worship Mayor Kirsten Wise</i>
<i>Deputy Chairperson</i>	<i>Deputy Mayor Annette Brosnan</i>
<i>Membership</i>	<i>All elected members</i>
<i>Quorum</i>	<i>7</i>
<i>Meeting frequency</i>	<i>At least 6 weekly and as required</i>
<i>Executive</i>	<i>Chief Executive</i>

Purpose

The Council is responsible for:

1. Providing leadership to and advocacy on behalf of the people of Napier.
2. Ensuring that all functions and powers required of a local authority under legislation, and all decisions required by legislation to be made by local authority resolution, are carried out effectively and efficiently, either by the Council or through delegation.

Terms of Reference

The Council is responsible for the following powers which cannot be delegated to committees, subcommittees, officers or any other subordinate decision-making body¹:

1. The power to make a rate
2. The power to make a bylaw
3. The power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan
4. The power to adopt a long-term plan, annual plan, or annual report
5. The power to appoint a chief executive
6. The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement, including the 30-Year Infrastructure Strategy
7. The power to adopt a remuneration and employment policy.
8. The power to establish a joint committee with another local authority or other public body².
9. The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991.
10. The power to make the final decision on a recommendation from the Parliamentary Ombudsman, where it is proposed that Council not accept the recommendation.
11. The power to make a final decision whether to adopt, amend, revoke, or replace a local Easter Sunday shop trading policy, or to continue a local Easter Sunday shop trading policy without amendment following a review.³

1 Schedule 7, clause 32. Local Government Act 2002.

2 Schedule 7, clause 30A

3 Shop Trading Hours Act 1990, section 5D.

Delegated Power to Act

The Council retains all decision making authority, and will consider recommendations of its committees prior to resolving a position.

Specific matters that will be considered directly by Council include without limitation unless by statute:

1. Direction and guidance in relation to all stages of the preparation of Long Term Plans and Annual Plans
2. Approval or amendment of the Council's Standing Orders⁴.
3. Approval or amendment the Code of Conduct for Elected Members⁵.
4. Appointment and discharging of committees, subcommittees, and any other subordinate decision-making bodies⁶.
5. Approval of any changes to the nature and delegations of any Committees.
6. Appointment and discharging of members of committees (as required and in line with legislation in relation to the role and powers of the Mayor) ⁷.
7. Approval of governance level strategies, plans and policies which advance council's vision and strategic goals.
8. Resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of an electoral officer.
9. Reviewing of representation arrangements, at least six yearly⁸.
10. Approval of any changes to city boundaries under the Resource Management Act.
11. Appointment or removal of trustees, directors or office holders to Council's Council-Controlled Organisations (CCOs) and Council Organisations (COs) and to other external bodies.
12. Approval the Local Governance Statement as required under the Local Government Act 2002.
13. Approval of the Triennial Agreement as required under the Local Government Act 2002.
14. Allocation of the remuneration pool set by the Remuneration Authority for the remuneration of elected members.
15. To consider and decide tenders for the supply of goods and services, where tenders exceed the Chief Executive's delegated authority, or where projects are formally identified by Council to be of particular interest. In addition, in the case of the latter, milestone reporting to Council will commence prior to the procurement process.

4 Schedule 7, clause 27,

5 Schedule 7, clause 15,

6 Schedule 7, clause 30,

7 Schedule 7, clause 30,

8 Local Electoral Act 2001, section 19H.

ORDER OF BUSINESS

Karakia

Apologies

Nil

Conflicts of interest

Public forum

Announcements by the Mayor including notification of minor matters not on the agenda

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

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

Announcements by the management

Confirmation of minutes

That the Draft Minutes of the Ordinary Meeting of Council held on Thursday, 31 July 2025 be confirmed as a true and accurate record of the meeting **with the following amendment (to include the public promise) made to Item 11 - Citizens Assembly 2025 : Remit and Council Commitment**56

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 as follows: ~~outlining how the Council will consider and respond to the Assembly's recommendations.~~
 - 1) Publishing an unedited version of the Assembly's recommendations on the Council website within one day of their handover.
 - 2) Inviting representatives of the Assembly to present to Council at the meeting where recommendations are formally considered.
 - 3) Acknowledging in writing each recommendation, explaining next steps and rationale.
 - 4) Incorporating the Assembly's preferred sites into planning, subject to confirmation of feasibility.
 - 5) Keeping the development of a new aquatic facility within the Long Term Plan (LTP).
 - 6) Using the Assembly's advice on features and purpose to inform the design brief and community outcomes sought.
- c) **Notes** the Citizens' Assembly will inform early strategic planning for the 2027–2037 Long Term Plan (LTP).

Agenda items

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AGENDA ITEMS

1. ADOPTION JOINT FUTURE DEVELOPMENT STRATEGY

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	Enter Legal Reference
<i>Document ID:</i>	1869907
<i>Reporting Officer/s & Unit:</i>	Paulina Wilhelm, Manager City Development

1.1 Purpose of Report

This report recommends the adoption of the final Future Development Strategy (FDS) that retains the core document that all Council's agreed to, while recognising the differing positions on the greenfield sites of Riverbend (NC4b), Middle Road (HN3a and HN3b) and Wall Road (H5).

The amendments to the joint strategy have been prepared to reconcile the recommendations passed by the three Councils.

This report outlines all changes to the final FDS as part of the summary document (**Attachment 1**) and provides a final strategy for adoption (**Attachment 2**).

Officer's Recommendation

That Council:

- a) **Receive** the report titled "Adoption Joint Future Development Strategy" dated 28 August 2025.
- b) **Notes** the amendments shown in the Addendum to the Future Development Strategy (Doc Id 1870464) which reflects the differences in decisions made by each of the partner Councils.
- c) **Adopt** a final Future Development Strategy (Doc Id 1870465).
- d) **Notes** the Riverbend site has been included in the Future Development Strategy for Napier and Hastings.

1.2 Background Summary

The NPSUD requires all tier 1 and tier 2 local authorities (Council is a tier 2 authority) to review every 3 years and to make publicly available an FDS for the urban environment every 6 years and in time to inform or at the same time as preparation of the next Long-Term Plan of each relevant local authority. Where an urban environment involves more than one local authority, the NPSUD requires that a FDS is prepared jointly.

The NPS-UD states that the purpose of an FDS is to promote long term strategic planning by setting out how the Partner Councils (Hastings District Council, Napier City Council, Hawke's Bay Regional Council) intend to:

Achieve well-functioning urban environments in existing and future urban areas,

Provide at least sufficient development capacity over the next 30 years to meet expected demand, and

Assist with the integration of planning decisions under the Resource Management Act with infrastructure planning and funding decisions.

The FDS has been through a submissions and hearings process, where an independent hearings panel (IHP) addressed 139 submissions and provided independent recommendations to the Future Development Strategy Joint Committee (FDSJC).

These recommendations were considered by the FDSJC Which in turn recommended one change to the partner Council's of the IHP report, being to Exclude Riverbend Road (NC4b) With the reasons for this exclusion being the site presents as a significant flooding risk and is not conducive to a well-functioning urban environment and is not required to meet demand capacity under the Future Development Strategy.

The IHP and FDSJC recommendations were then considered by each of the partner Councils on the following dates:

- Hawke's Bay Regional Council – Wednesday 25 June 2025
- Hastings District Council - Thursday 26 June 2025 (reconvened on the 22 July 2025)
- Napier City Council – Thursday 26 June 2025.

Partner Council Recommendations

The partner Council's considered the recommendations separately.

The Hawke's Bay Regional Council (HBRC) recommended the following:

Adopts a final Napier-Hastings Future Development Strategy that excludes the Riverbend Road NC4b and Middle Road Hn3a and Hn3b sites for the reasons that:

- 7.1 including those sites is contrary to objectives 3 and 6 of the strategy
- 7.2 the inclusion of those sites is not required to provide sufficient development capacity to meet demand
- 7.3 neither of those sites would provide well-functioning urban environments
- 7.4 having considered all of the information including the summary of submissions provided to the Joint Committee, and HBRC's own submission.

The Hastings District Council (HDC) recommended to approve a final FDS with the exclusion of Middle Road and Wall Road as follows (as per HDC Council meeting held 22 July):

J) Recommendations A) to I) as they stand with the removal of Middle Road HN3A and HN3B and Wall Road H5 from the FDS.

K) With the reasons for the amendment:

- *Middle Road and Wall Road are both highly productive 'Land Use Capability 2' land.*
- *Productive land, together with water and climate, is a cornerstone of Hastings District's economic wealth.*
- *Neither Middle Road nor Wall Road are necessary to meet the housing number required for the National Policy Statement on Urban Development.*
- *The exclusion of both sites will not make the FDS inoperable.*
- *The review of the FDS in three years' time will have the opportunity to address any imbalance that may become apparent.*
- *There are locations available on less productive land should more housing numbers be required.*

The Napier City Council (NCC) recommended to adopt a final FDS as per the IHP recommendations (Council meeting 26 June) which included Riverbend Road (NC4b) with additional wording relating to that specific site.

HDC and NCC also included the additional recommendation directing staff to prepare a joint FDS reflecting the separate decisions of each Council

Directs staff to work with [HDC/NCC] and Hawke's Bay Regional Council staff to prepare a joint FDS which takes into account the decisions made by all Partner Councils, and then report back with a final joint FDS that can be adopted by the Partner Councils and published in accordance with clause 3.12 of the National Policy Statement on Urban Development 2020.

The table below provides a summary of each Council decision:

	Napier City Council (NCC)	Hastings District Council (HDC)	Hawkes Bay Regional Council (HBRC)
Riverbend Rd – NC4b	Included	Included	Excluded
Middle Road – HN3a & HN3b	Included	Excluded	Excluded
Wall Road – H5	Included	Excluded	Included

1.3 Issues

Staff have now updated the FDS document to locate all references to the sites which relate to the differences in decisions made by each of the partner Councils. These have been referenced within the summary document with recommended changes **Attachment 1** (Doc Id 1870465).

The amendments have been included within the final FDS, which is attached as **Attachment 2 (Doc Id 1870464)**.

The recommended approach has been to summarise the decisions made by each Council and then reflect how these will change any maps, capacity tables and text within the FDS itself. Where there are differences as a result of decisions these are highlighted and supported by a footnote referencing back to the summary document (attachment 1) which will be added to the front of the final FDS.

Maps/figures show areas NC4b, HN3a, HN3b or H5 with hatching to differentiate these areas from those that have been agreed upon fully.

Officers, with input from lead consultants Barkers and Associates and legal advisers Simpson Grierson, consider that this approach best reflects the decisions by each individual local authority, while leaving the core of the body relatively intact. This ensures that a singular FDS can be adopted by the partner Councils which can meet NPS-UD requirements while adequately reflecting Council decision making.

1.4 Significance and Engagement

Section 3.15 of the NPSUD requires local authorities when preparing or updating an FDS to use the special consultative procedure in Section 83 of the Local Government Act 2002.

1.5 Implications

Financial

The FDS adoption has no financial implications.

Social & Policy

N/A

Risk

Not adopting the FDS will leave NCC not complying with the legal requirements under the NPSUD.

1.6 Options

Option One -

Adopt the Future Development Strategy as attached (Attachment 2)

Advantages

- Consistent with the recommendation from previous Council agenda item on 26 June 2025 entitled 'Adoption of the Napier/Hastings Future Development Strategy'
- Ensures that a singular FDS can be adopted which meets NPS-UD requirements.
- Clearly reflects difference in recommendations from each Partner Council

Disadvantages

- No obvious disadvantages

Option Two –

Reject the proposed amendments and do not adopt a Future Development Strategy

Advantages

- No obvious advantages

Disadvantages

- Will not meet NPS-UD requirements
- Does not recognise that the majority of the FDS has been agreed upon by all Councils.
- Higher risk of ad hoc development if no current or adjoined strategy is in place.
- Difficult for future strategy users to have regard to.

1.7 Development of Preferred Option

For the reasons stated above Option 1: To adopt the future development strategy attached is the recommended option.

1.8 Attachments

- 1 Summary of FDS (Doc Id 1870464) (Under separate cover 1) [⇒](#)
- 2 Future Development Strategy (Doc Id 187465) (Under separate cover 1) [⇒](#)

2. INFORMATION - MINUTES OF JOINT COMMITTEES

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1867261
<i>Reporting Officer/s & Unit:</i>	Anna Eady, Team Leader Governance

2.1 Purpose of Report

The purpose of this report is to receive unconfirmed minutes from Joint Committee meetings.

To view the full agendas relating to these minutes please refer to the following websites:

- Hastings District Council <https://hastings.infocouncil.biz>
- Hawke's Bay Regional Council <https://www.hbrc.govt.nz/our-council/meetings>

Officer's Recommendation

That Council:

a) **Receive** for information the minutes of the following Joint Committee meetings:

- 24 March 2025 Hawke's Bay Civil Defence Emergency Management Group Joint Committee (Doc Id 1867104)
- 19 May 2025 Napier-Hastings Future Development Strategy Committee (Doc Id 1869920)
- 30 May and 13 June 2025 Joint Waste Futures Project Steering Committee (Doc Id 186 9911 and Doc Id 1869912)

2.2 Background Summary

The Joint Committees met as follows:

- 24 March 2025 Hawke's Bay Civil Defence Emergency Management Group Joint Committee (Doc Id 1867104)
- 19 May 2025 Napier-Hastings Future Development Strategy Committee (Doc Id 1869920)
- 30 May and 13 June 2025 Joint Waste Futures Project Steering Committee (Doc Id 186 9911 and Doc Id 1869912)

The Napier City Council appointees to the joint committees will be able to speak to the matters discussed in the attached minutes.

2.3 Issues

N/A

2.4 Significance and Engagement

N/A

2.5 Implications

Financial

N/A

Social & Policy

N/A

Risk

N/A

2.6 Options

The options available to Council are as follows:

- a) To receive the unconfirmed minutes of the Joint Committees.
- b) Not to receive the unconfirmed minutes of the Joint Committees and request amendments from the relevant administering council.

2.7 Development of Preferred Option

N/A

2.8 Attachments

- 1 24 March 2025 - HBCDEM Group Joint Committee (Doc Id 1867104) [↓](#)
- 2 19 May 2025 - Napier-Hastings Future Development Strategy (Doc Id 1869920) [↓](#)
- 3 30 May 2025 - Joint Waste Futures Project Steering Group (Doc Id 1869912) [↓](#)
- 4 13 June 2025 - Joint Waste Futures Project Steering Group (Doc Id 1869911) [↓](#)



Unconfirmed

Minutes of a meeting of the HB Civil Defence Emergency Management Group Joint Committee

Date:	Monday 24 March 2025
Time:	1.30pm
Venue:	Council Chamber Hawke's Bay Regional Council 159 Dalton Street NAPIER
Present:	H Ormsby, Chair Mayor A Walker, Deputy Chair Cr T Kerr – HDC alternate Mayor C Little – WDC Mayor K Wise – NCC
Advisory members in attendance	B Barber – Ngati Kahungunu Iwi Inc J Hamilton – Specialist Advisor L Symes – Tātau Tātau o te Wairoa
In Attendance:	S Briggs – HB CDEM Group Manager /Controller N Peet – HBRC Chief Executive D Tate – CHBDC Chief Executive N Bickle – HDC Chief Executive L Miller – NCC Chief Executive I Wilson – National Emergency Management Agency M Boggs – Director of HB CDEM Transformation M McGrath – HBRC Legal Advisor A Sandilands – HBRC Chief Legal Advisor R Hollyman – HBRC Governance Advisor P Martin – Acting Team Leader Governance J Price – National Emergency Management Agency A Fromont – National Emergency Management Agency L Prattley – National Emergency Management Agency

1. Welcome/Karakia /Apologies

The Chair welcomed everyone and Bayden Barber opened the meeting with a karakia. Mayor Sandra Hazlehurst was unable to attend so HDC alternate Councillor Tania Kerr attended the meeting.

2. Conflict of interest declarations

There were no conflicts of interest declared.

3. Confirmation of Minutes of the HB Civil Defence Emergency Management Group Joint Committee held on 27 January 2025

CDE6/25

Resolution

Minutes of the HB Civil Defence Emergency Management Group Joint Committee held on Monday, 27 January 2025, a copy having been circulated prior to the meeting, were taken as read and confirmed as a true and correct record.

**Walker/Wise
CARRIED**

4. National Space Weather Response Plan

The Chair introduced Shane Briggs who spoke to the item and introduced Louisa Prattley and Ashleigh Fromont from NEMA (both online). A NEMA presentation (attached) highlighted:

- Space weather can be identified as very powerful bursts of energy from the sun which can interfere with critical infrastructure on a global scale; such as electricity grids, satellite, comms and more. Because of this, we cannot rely on assistance from other countries as they would be equally affected by the event.
- At a community level the impacts are likely to affect transport systems however traditional radio services may not be affected.
- These events are becoming more frequent.
- Typically there would be 12 hours' notice of a space weather event and actions we can take within that first 12 hours. Actions are still to be fully developed, particularly at a regional level.
- There is also a current National Space Weather Response Plan and a typical Civil Defence household disaster preparation plan would be sufficient to cope with a solar event.

CDE7/25

Resolution

That the Hawke's Bay Civil Defence Emergency Management Group Joint Committee receives and notes the *National Space Weather Response Plan* presentation.

**Walker/Kerr
CARRIED**

5. National Emergency Management Agency update

Shane Briggs introduced John Price, Director of NEMA, who delivered a presentation that highlighted:

- NEMA has created an Emergency Management Significant Improvement Programme (EMSIP) that consolidates 15 identified actions into 5 focus areas.
- Alongside EMSIP, the updated Emergency Management Bill is intended to strengthen communities and Iwi Māori, provide clear responsibilities, and set higher standards for delivering emergency management.
- EMSIP phase 2 covers: 1 Whole of society approach, 2 support and enable local government, 3 build capability and capacity, 4 enable the system and 5 focus on delivery.
- Delivery cost forecasts have been increased to \$30mil.
- Whole of society approach incorporates Iwi Māori and other communities such as churches, pacifica, schools.
- Local, regional, and national response plans must be updated to be fit for purpose.

- Developing a good common operating picture (COP) with good retrievable data, tools, analytics, early warning systems, mobile alerting systems, notification systems etc is essential.
- Intend to uplift the regional support systems and teams with training and exercises.

Discussions covered:

- Vulnerable communities need to be represented, training and uplift, group control should be alongside CEs as opposed to assuming the extra roles. May or may not decide this. Public Submissions needed for feedback on this process – via normal submission process.
- Māori need to be hard-wired into the emergency management systems, including in legislation, at governance and operational levels.
- Each Region should have the flexibility to make some decisions as opposed to being directed by central government – it's important that the correct people are at the table to make the right decisions.

CDE8/25

Resolution

That the Hawke's Bay Civil Defence Emergency Management Group Joint Committee receives and notes the *National Emergency Management Agency update* and presentation.

**Walker/Kerr
CARRIED**

6. Transformation Strategy implementation update

Matt Boggs introduced the item, which was taken as read, and highlighted:

- Transformation moves to a decentralised model with both group and local support as of 1 July 2025, so decisions to align funding need to be made through all of the councils' 2025-26 Annual Plan processes.
- From 1 July to December 2025 there will be tests and adjustment periods, followed by, from about January 2026 operating under a service level agreement that we will live with until 2027.
- Drafted and sought legal opinion on Māori representation including in legislation. Will write recommendations and provide a framework in the plan for leads at local level.

Leon Symes left the meeting at 2.34pm

- Training and exercising is making real strides and dates for council exercises will come shortly.
- Recruitment remains challenging.
- The community wants to see progress so need to keep the pressure on to hit deadlines, with 1 July for the community to see something tangible.
- Each council will need to make decisions on monitoring/ warning system details as part of asset review processes. A critical focus is making the monitoring systems more resilient.
- We need to highlight personal decision-making however work continues on local and regional trigger levels for evacuating, e.g. when the rain is starting/ before it starts, Wairoa has a set of swings in a playground, when that floods, think about evacuating.
- The plan establishes a new baseline this year and there are more hard decisions to come, for the 2027-37 long term plans.
- Nic Peet confirmed that the 'Group Office' will be moving because it's intended that HDC will take the current facility over for using as its EOC.

CDE9/25

Resolution

That the HB CDEM Group Joint Committee receives and notes the *Transformation Strategy implementation update* staff report.

**Kerr/Walker
CARRIED**

7. HB CDEM Group update

Shane Briggs introduced the item, highlighting:

- We have trained 177 people in four weeks, which is making a real difference to the level of capacity.
- Working on trigger levels, and how these will be set.
- There has been an overspend on external expenditure relating to training.
- It's been suggested that elected members, (including community boards) complete emergency management training, potentially at the beginning of the new triennium.
- An updated work programme will be prepared for the 28 April 2025 CEG meeting.

CDE10/25

Resolution

That the Hawke's Bay Civil Defence Emergency Management Group Joint Committee receives and notes the *HB CDEM Group update*.

**Wise/Little
CARRIED**

8. HB CDEM Group Controller appointments update

Shane Briggs introduced the item, highlighting:

- Four expressions of interest for Group Controller were received and the team is in communication with three of those. Some challenges with those who submitted EOIs include conflicts of interest, not living in the region and leaving the region.
- The next Controller Training course is in August with a prerequisite to complete seven weeks of pre-course work prior to the course date. Three spaces are reserved to ensure spaces are available for new appointees.

CDE11/25

Resolution

That the Hawke's Bay Civil Defence Emergency Management Group Joint Committee receives and notes the *HB CDEM Group Controller appointments update*.

**Little/Kerr
CARRIED**

9. Cyclone Gabrielle Coroner's Inquest legal representation**Resolution**

That *the Hawke's Bay Civil Defence Emergency Management Group Joint Committee* excludes the public from this section of the meeting, being Agenda Item 8 Cyclone Gabrielle Coroner's Inquest legal representation with the general subject of the item to be considered while the public is excluded. The reasons for passing the resolution and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are:

CDE12/25

General subject of the item to be considered

Cyclone Gabrielle Coroner's Inquest legal representation

Grounds under section 48(1) for the passing of the resolution

s7(2)(g) Excluding the public is necessary to prevent disclosure of information that is legally privileged.

Reason for passing this resolution

The matters being discussed will include legally privileged material.

**Little/Kerr
CARRIED**

The meeting went into public excluded session at 3.05pm and out of public excluded session at 3.27pm

Bayden Barber offered a karakia to close the meeting.

Closure:

There being no further business the Chair declared the meeting closed at 3.28pm on Monday 24 March 2025.

Signed as a true and correct record.

Date:

Chair:

To be attached:

1. NEMA space weather presentation (7 slides)
2. NEMA Emergency Management Significant Improvement Programme presentation (9 slides)

Monday, 19 May 2025



Te Hui o Te Kaunihera ā-Rohe o Heretaunga

**Hastings District Council: Napier-Hastings Future Development Strategy Joint
Committee Meeting**

Ngā Minitī

Minutes

Te Rā Hui:
Meeting date: **Monday, 19 May 2025**

Venue **Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Time start - end **1.03pm – 2.18pm**

Go to
www.hastingsdc.govt.nz
to see all documents

HASTINGS DISTRICT COUNCIL
207 Lyndon Road East, Hastings 4122 | Private Bag 9002, Hastings 4156
Phone **06 871 5000** | www.hastingsdc.govt.nz
TE KAUNIHERA Ā-ROHE O HERETAUNGA

Monday, 19 May 2025



Te Hui o Te Kaunihera ā-Rohe o Heretaunga
**Hastings District Council: Napier-Hastings Future Development Strategy Joint
Committee Meeting**

Ngā Minitī

Minutes

Te Rārangi Upoko

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Monday, 19 May 2025

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Napier-Hastings Future Development Strategy Joint Committee Meeting

Ngā Minitī

Minutes

- Kua Tae ā-tinana:

Present:
- Koromatua

Chair: Mayor Sandra Hazlehurst (HDC)

Deputy Chair: Tania Eden (Mana Ahuriri Trust)
- Members:**

Hawke’s Bay Regional Council

Cr Jock Mackintosh (HBRC)

Cr Martin Williams (HBRC)
- Napier City Council**

Mayor Kirsten Wise (NCC)

Cr Ronda Chrystal (NCC)
- Hastings District Council**

Cr Alwyn Corban (HDC)

Cr Marcus Buddo (HDC Alternate) – non voting
- Tamatea Pōkai Whenua**

Dr Darryn Russell (Tamatea Pōkai Whenua)

Laura Kamau (Tamatea Pōkai Whenua)
- Mana Ahuriri Trust**

Chad Tareha (Mana Ahuriri Trust)

Evelyn Ratima (Mana Ahuriri Trust Alternate) – non voting
- Maungaharuru Tangitū Trust**

Mara Andrews (Maungaharuru Tangitū Trust) (via zoom)

- Kua Tatū:

In attendance:
- Deputy Chief Executive – Bruce Allan

Group Manager: Democracy and Emergency Management – Craig Cameron

Group Manager: Planning and Regulatory Services – John O’Shaughnessy

Team Leader Environmental Policy – Craig Scott

Director – Growth and Development – Raoul Oosterkamp

Principal Advisor: District Development – Mark Clews

Manager, Democracy and Governance Services – Louise Stettner
 Democracy and Governance Advisor – Caitlyn Dine
 Hawke's Bay Regional Council – Gavin Ide
 Mana Ahuriri Trust – Parris Greening
 Tamatea Pōkai Whenua – Heather Bosselmann

Kei Konei:

Also present: Rachel Morgan – Barkers and Associates
 Members of the public were present in the gallery

Chad Tareha opened the meeting with a karakia.

1. **APOLOGIES – NGĀ WHAKAPĀHATANGA**

Mayor Hazlehurst/Councillor Tareha

That apologies for absence from Tania Hopmans and Councillor Boag be accepted.

CARRIED

2. **CONFLICTS OF INTEREST - HE NGĀKAU KŌNATUNATU**

There were no declarations of conflicts of interest.

3. **CONFIRMATION OF MINUTES - TE WHAKAMANA I NGĀ MINITI**

No minutes were confirmed.

4. **INDEPENDENT HEARINGS PANEL 'RECOMMENDATIONS REPORT' ON THE DRAFT 'NAPIER HASTINGS FUTURE DEVELOPMENT STRATEGY'**

Team Leader Environmental Policy, Craig Scott, spoke to the report and presented a PowerPoint presentation (CG-17-27-00225).

Mr Scott, Rachel Morgan from Barkers and Associates, and Principal Advisor: District Development, Mark Clews, responded to questions from the Joint Committee.

The recommendations, as set out in the report, were moved by Mayor Wise and seconded by Councillor Chrystal.

Mayor Wise/Councillor Chrystal

- A) That the Napier-Hastings Future Development Strategy Joint Committee (FDSJC) receive the Report titled 'Independent Hearings Panel recommendations on the Future Development Strategy' dated 19 May 2025.
- B) That the FDSJC receive and endorse the Independent Hearings Panel (IHP) Recommendation's report attached as Attachment One and the IHP Recommended Draft Future Development Strategy attached as Attachment Two.



- C) That the FDSJC recommend to the Partner Councils (Napier City Council, Hastings District Council, Hawke's Bay Regional Council), that the IHP Recommended Future Development Strategy for the draft Napier Hastings Future Development Strategy (FDS) be adopted.
- D) That the FDSJC notes that subject to resolution of Recommendation B & C, the Chief Executive will prepare a 'Report for the Partner Councils', which reports on the recommendations of the FDSJC.
- E) That after adoption of the final FDS by the Partner Councils, the FDSJC meet to consider any future implementation requirements of the FDS.

Councillor Corban moved an amendment to the motion which was seconded by Councillor Williams. The amendment was lost.

Councillor Corban/Councillor Williams

With the following recommended exclusions:

- i) Exclude Middle Road HN3a and Hn3b
- ii) Exclude Wall Road H5b

With the reasons for these exclusions the sites in i) and ii) are on highly productive land and are not required to meet demand capacity under the Future Development Strategy.

(3 VOTES FOR / 5 VOTES AGAINST / 3 ABSTAINED)

AMENDMENT LOST

Councillor Williams moved an amendment to the motion which was seconded by Councillor Mackintosh. The amendment was carried.

Councillor Williams/Councillor Mackintosh

With the following recommended exclusion:

- i) Riverbend Road NC4b

With the reasons for this exclusion being the site presents as a significant flooding risk and is not conducive to a well-functioning urban environment and is not required to meet demand capacity under the Future Development Strategy.

(8 VOTES FOR / 3 VOTES AGAINST)

AMENDMENT CARRIED

The amendment to the original motion became the new substantive motion.

Mayor Wise/Councillor Chrystal

- A) That the Napier-Hastings Future Development Strategy Joint Committee (FDSJC) receive the Report titled 'Independent Hearings Panel recommendations on the Future Development Strategy' dated 19 May 2025.
- B) That the FDSJC receive and endorse the Independent Hearings Panel (IHP) Recommendation's report attached as Attachment One and the IHP Recommended Draft Future Development Strategy attached as Attachment Two. With the following recommended exclusion:
 - i) Riverbend Road NC4b



With the reasons for this exclusion being the site presents as a significant flooding risk and is not conducive to a well-functioning urban environment and is not required to meet demand capacity under the Future Development Strategy.

- C) That the FDSJC recommend to the Partner Councils (Napier City Council, Hastings District Council, Hawke's Bay Regional Council), that the IHP Recommended Future Development Strategy for the draft Napier Hastings Future Development Strategy (FDS) be adopted.
- D) That the FDSJC notes that subject to resolution of Resolutions B) & C) above, the Chief Executive will prepare a 'Report for the Partner Councils', which reports on the recommendations of the FDSJC.
- E) That after adoption of the final FDS by the Partner Councils, the FDSJC meet to consider any future implementation requirements of the FDS.

(7 VOTES FOR / 4 VOTES AGAINST)

SUBSTANTIVE MOTION CARRIED

Mayor Wise and Councillor Chrystal voted AGAINST the substantive motion.

5. MINOR ITEMS - *NGĀ TAKE ITI*

There were no additional business items.

6. URGENT ITEMS - *NGĀ TAKE WHAKAHIHIRI*

There were no extraordinary business items.

Chad Tareha closed the meeting with a karakia.

The meeting closed at 2.18pm

Confirmed:

Chairman:

Date:

Friday, 30 May 2025



Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Administered by Hastings District Council: Joint Waste Futures Project Steering Committee Meeting

Ngā Minitī

Minutes

Te Rā Hui:
Meeting date: **Friday, 30 May 2025**

Te Wāhi:
Venue: **Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Time start – end: **10:00 am – 2.06 pm**

Go to
www.hastingsdc.govt.nz
to see all documents

HASTINGS DISTRICT COUNCIL
207 Lyndon Road East, Hastings 4122 | Private Bag 9002, Hastings 4156
Phone **06 871 5000** | www.hastingsdc.govt.nz
TE KAUNIHERA Ā-ROHE O HERETAUNGA

Friday, 30 May 2025



Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Joint Waste Futures Project Steering Committee Meeting

Ngā Minitī

Minutes

Te Rārangi Upoko

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Friday, 30 May 2025

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Joint Waste Futures Project Steering Committee Meeting

Ngā Minitī

Minutes

Chair:	Councillor Hayley Browne (NCC)
Deputy Chair:	Councillor Ana Apatu (HDC)
Present:	Councillors Simon Nixon and Hana Montaperto-Hendry (HDC) Councillors Richard McGrath and Chad Tareha (NCC)
Group Manager:	Infrastructure - Craig Thew (HDC)
Interim Group Manager:	Waste, Parks & Cemeteries - Martin Jarvis (HDC)
Waste Manager:	Angela Atkins (HDC)
Waste Minimisation Specialist:	Jordy Wiggins (HDC)
Waste Minimisation Lead:	Stefni Wilson (NCC)
Senior Advisor:	Democracy and Governance - Lynne Cox (HDC)
Sarah Schoare:	Manager, Environmental Solutions (NCC)
Emily Hosford:	Waste Community Engagement Specialist (HDC)
Toni Bye:	Waste Minimisation Specialist (HDC)
Geoff Gibson:	Regional Construction and Demolition Waste Minimisation Lead (HDC)
Also present:	<u>SUBMITTERS</u> Jorja Miles (Napier Youth Council), Deborah Burnside (Clean Earth), Gavin Bush, Heather Bosselmann (Tamatea Pōkai Whenua), Sam Paterson (Sustainable HB), Albe Baker (Te Taiwhenua o Te Whanganui ō Orotu)

Councillor Tareha opened the meeting with a karakia.

1. APOLOGIES – NGĀ WHAKAPĀHATANGA

There were no apologies.

2. CONFLICTS OF INTEREST - HE NGĀKAU KŌNATUNATU

There were no declarations of conflicts of interest.



3. CONFIRMATION OF MINUTES - *TE WHAKAMANA I NGĀ MINITI*

Councillor McGrath/Councillor Nixon

That the minutes of the Joint Waste Futures Project Steering Committee held Friday 31 January 2025 be confirmed as an accurate record.

CARRIED

4. CONSIDERATION OF SUBMISSIONS ON DRAFT JOINT WASTE MANAGEMENT AND MINIMISATION PLAN 2025 - 2031

Document 25/197

The Chair, Councillor Browne advised that the Committee would hear submissions to the Draft Joint Waste Management and Minimisation Plan 2025 – 2031 (WMMP) and make the recommendations for the final plan to be brought back to the Joint Waste Futures Project Steering Committee for adoption.

The Committee then heard verbal presentations to submissions and considered all written submissions at this meeting.

Submission 77 - Jorja Miles (Napier Youth Council) (Vol 2, attachment 75, page 153)

Jorja Miles as Chair of the Napier Youth Council spoke to their submission.

- Supported the Plan
- Financial incentives such as the rates remission policy could be used to change behaviours
- On the education front there needed to be more emphasis placed especially at the secondary school level. This would help in the generational shift on how we manage waste

Submission 75 – Deborah Burnside (Clean Earth) (Vol 2, attachment 73, page 145)

Deborah Burnside spoke to their submission and displayed two slides, (CG-17-21-00041 & CG-17-21-00042)

- Not in support of the plan
- Lack of collaboration with the commercial sector and community before these drafts plans are put together
- Communication needs improvement
- Achieving true partnerships for WMMP – what does that actually mean and look like
- Do not agree that Councils should invest further in kerbside services especially food waste
- Very concerned that Councils want to involve themselves in commercial businesses, their operations and choices

Submission 78 – Gavin Bush (Vol 2, attachment 76, page 155)

Gavin Bush spoke to his submission and highlighted the following:

- Supported the Plan but with some tweaks
- Referred to the document sent to the residents



- Acknowledged the great work Council has had to do after Cyclone Gabrielle
- The Ōmarunui Landfill is underutilised as an asset
- Suggests a feasibility study about further / wider use of the Landfill i.e. electricity to transfer stations and wider Council facilities

Submission W5 – Heather Bosselmann, Tamatea Pōkai Whenua (*Vol 2, attachment 81, page 179*)

Heather Bosselmann spoke to the submission on behalf of Tamatea Pōkai Whenua

- Supported the plan with some recommendations
- Would like to see a strengthening partnership between mana whenua and Councils past the finalisation of the Plan
- Councils should utilise marae to support the implementation of the WMMP and to host education on waste minimisation actions for their hapū
- Would like to see more focus on waste diversion in rural areas where kerbside recycling is not available

Submission W6 - Sam Paterson (Sustainable HB) (*Vol 2, attachment 82, page 183*)

Sam Paterson spoke to the submission on behalf of Sustainable HB

- Supported the plan with some tweaks
- That not-for-profit organisations should be recognised as a collective alongside industry and mana whenua
- Complete a feasibility study to determine best options for diverting of organic waste from landfill
- Supported the completion of a feasibility study into the development of a Regional Resource Recovery Park but that this be brought forward
- Would like to see Councils walk the talk and commit to transitioning 100% of Council delivered events to zero waste.

Submission W8 – Albe Baker (Te Taiwhenua o Te Whanganui ā Orotu) (*Vol 2, attachment 84, page 189*)

Albe Baker spoke to the submission on behalf of Te Taiwhenua o Te Whanganui ā Orotu.

- Supported the Plan with enhancements to the frameworks through a Māori worldview
- Provision of funding and equipment for Marae waste separation systems
- Establish a regional network of marae based Para Kore champions
- Fund mobile units (bins and trailers) to support marae events
- Ensure the Plan includes rangitahi development in waste minimisation

*The meeting adjourned for morning tea at 11.25am
and reconvened at 11.40am*



This concluded the verbal submissions and the Committee then considered the written submissions.

Waste Manager, Angela Atkins spoke to the report and the key themes from the submitters. The committee were referred to the proposed changes to WMMP column of the Officer comments and proposed changes in Volume 1, Attachment 1 to the report (SW-29-2-25-253).

Key points from the submissions were noted as follows:

It is noted that the majority of submissions were made in support or with minor tweaks of the plan, and many of those were more directed around keeping the costs down, using waste levy money rather than rates.

Other points raised in submissions were around:

- *The Regional Resource Recovery Park and what the proposed feasibility might look like is in the bigger action plan attached to A) in the report in.*
- *Food Waste / Organics – a sound feasibility study on all of the organics materials that might feed into it would play a really important part. If resourced by Councils from the start it is a project that we could potentially start looking into early on.*
- *Proximity to local specialist transfer stations – the ability to provide these in a more localised solution as this isn't an option for Councils currently.*
- *Rural Recycling Collection and the establishment of localised rubbish collection points rather than burning rubbish. There are a number of rural recycling stations around the district but waste rubbish collection is looked after by the Commercial sector.*
- *Education engagement at secondary schools – as schools approach either Council we accommodate as needed. We have done work in the past on developing an education programme for Te Whare Mukupara at Ōmarunui Landfill and an action in the WMMP is to look at a staffing resource at Te Whare Mukupara to deliver this.*
- *Tip Shop – Hastings District Council has a second hand sales store at Henderson Road, where goods can be dropped off for free and are then on sold for a small fee to offset the running costs and to avoid these items ending up in the Landfill. Napier's transfer station site is run by an external party which will come up for review in the next few years. A feasibility study will be carried out to look at the site.*

Following the consideration of submissions, decisions and amendments of note were:

- Amend references to the New Zealand Waste Strategy throughout the WMMP. During the consultation on the draft WMMP, the New Zealand Waste and Resource Efficiency Strategy was released, replacing the previous Te rautaki para | Waste Strategy. The WMMP has been updated to reflect this change.
- Adjust the waste hierarchy image on page 26 to the following order; Refuse/Reduce, Redesign, Reuse/Repair/Repurpose, Compost, Recycle, Dispose.
- Amended the description of the waste levy funds (page 49) to read – Councils receive an allocation of the national waste disposal levy funds, and will use this income to fund



investigations, trials, programmes and capital expenditure for circular economy activities.

- Insert two actions that were not included (an error) in the draft WMMP.
 - Support waste minimisation and circular approaches to events through bylaw requirements for event waste minimisation plans.
 - Promote and make available for hire, recycling bins and trailer to normalise waste minimisation at events and enable event organisers to facilitate sorting of materials.
- Add a new action, 8.9 - Prepare for the next Joint WMMP by gathering data and preparing a new waste assessment and WMMP as deemed appropriate at the time.
- The addition of a new column to the action plan tables noting how each action will be measured.

Councillor Nixon/Councillor Tareha

- A) That the Joint Waste Futures Project Steering Committee receive the report titled Consideration of Submissions on Draft Joint Waste Management and Minimisation Plan 2025 - 2031 dated 30 May 2025.
- B) The Committee note that at the Napier City Council meeting on 31 October 2024 and the Hastings District Council meeting on 7 November 2024 delegated authority to the Joint Waste Futures Project Steering Committee to adopt the final Waste Management and Minimisation Plan.
- C) That the written and verbal submissions and officer comments attached to the report at A) above be received.
- D) The Committee adopts the officer's amendments as detailed in Attachment 1 to the report in A) above for inclusion into the final Joint Waste Management Plan.
- E) That decisions and amendments made at this meeting be incorporated into the final Joint Waste Management and Minimisation Plan 2025-2031.
- F) That officers forward replies to all submitters to thank them for their submissions, advise of any Committee decisions in response to the submissions and offer explanations based on the officer comments as amended by the Committee at this meeting.
- G) That the issues raised in submissions that require further action by either Hastings District Council or Napier City Council be noted and actioned by officers as appropriate.
- H) That the Committee resolves, in terms of Section 82 (3) of the Local Government Act 2002, that the principles set out in that section have been observed in such a manner that the Hastings District Council and Napier City Council considers, in its discretion, is appropriate for the decisions made during the course of this meeting.
- I) That the Committee notes they will consider the final Waste Management and Minimisation Plan on 13 June 2025 for adoption.

CARRIED

Councillor McGrath left the meeting at 1.09pm after the debate and discussion of the WMMP and did not return.



The meeting adjourned for lunch at 1.09pm
and reconvened at 1.37pm

5. HASTINGS DISTRICT COUNCIL JOINT WASTE MANAGEMENT AND MINIMISATION PLAN 2018 - 2024 IMPLEMENTATION UPDATE REPORT

Document 25/208

Waste Manager, Angela Atkins spoke to the report and responded to questions from the Committee.

Councillor Tareha/Councillor Montaperto-Hendry

That the Joint Waste Futures Project Steering Committee receive the report titled Hastings District Council Joint Waste Management and Minimisation Plan 2018 - 2024 Implementation Update Report dated 30 May 2025.

CARRIED

6. NAPIER CITY COUNCIL JOINT WASTE MANAGEMENT AND MINIMISATION PLAN 2018 - 2024 IMPLEMENTATION UPDATE REPORT

Document 25/209

Waste Minimisation Lead, Stefni Wilson spoke to the report and responded to questions from the Committee.

Councillor Tareha/Councillor Apatu

That the Joint Waste Futures Project Steering Committee receive the report titled Napier City Council Joint Waste Management and Minimisation Plan 2018 - 2024 Implementation Update Report dated 30 May 2025.

CARRIED

7. DRAFT OFFICER SUBMISSIONS TO CENTRAL GOVERNMENT CONSULTATIONS

Document 25/210

Waste Manager, Angela Atkins spoke to the report and responded to questions from the Committee.

The Committee thanked all the staff involved in the preparation of the submission.

Councillor Tareha/Councillor Nixon

- A) That the Joint Waste Futures Project Steering Committee receive the report titled Draft Officer Submissions to Central Government consultations dated 30 May 2025.
- B) That the Committee support the principles presented by Officers for inclusion in Council Submissions on the consultation documents from Ministry for the Environment regarding Waste Minimisation Act 2008 (WMA) and the Litter Act 1979 (proposed amendments to waste



legislation) and Proposed product stewardship regulations for agrichemicals, their containers, and farm plastics. (Attachments 1 & 2 to the report in A) above)

CARRIED

8. MINOR ITEMS - *NGĀ TAKE ITI*

There were no additional business items.

9. URGENT ITEMS - *NGĀ TAKE WHAKAHIHIRI*

There were no extraordinary business items.

Councillor Tareha closed the meeting with a karakia.

The meeting closed at 2.06 pm

Confirmed:

Chair:

Date:



JOINT WASTE FUTURES PROJECT STEERING COMMITTEE

List of submitters to Draft Joint Waste Management and Minimisation Plan 2025 -2031

Online Submission #1:	Natalie Baker	SW-29-2-25-178
Online Submission #2:	Katrina Oliver	SW-29-2-25-179
Online Submission #3:	Elizabeth Wallis	SW-29-2-25-180
Online Submission #4:	Shane Mitchell	SW-29-2-25-181
Online Submission #5:	Kerry Lianne	SW-29-2-25-182
Online Submission #6:	Pamela Joyce	SW-29-2-25-183
Online Submission #7:	Hayden Lay	SW-29-2-25-184
Online Submission #10:	Joel Hintz	SW-29-2-25-186
Online Submission #11:	Sue Calcinai	SW-29-2-25-187
Online Submission #12:	Christina Bycroft	SW-29-2-25-188
Online Submission #13:	Vanessa Klomp	SW-29-2-25-185
Online Submission #14:	Julia Levick	SW-29-2-25-189
Online Submission #15:	Jenny McLeay	SW-29-2-25-190
Online Submission #16:	Amandeep Kaur	SW-29-2-25-191
Online Submission #17:	Kay Clayton	SW-29-2-25-192
Online Submission #18:	Christina Henderson	SW-29-2-25-193
Online Submission #19:	Kerryanne Wilkinson	SW-29-2-25-194
Online Submission #20:	Victoria Worf	SW-29-2-25-195
Online Submission #21:	Bronwyn Watkins	SW-29-2-25-196
Online Submission #23:	Robyn Comrie	SW-29-2-25-197
Online Submission #24:	no name	SW-29-2-25-251
Online Submission #25:	Warrick Thomson	SW-29-2-25-198
Online Submission #26:	Ruth Smithies	SW-29-2-25-199
Online Submission #27:	Uttam Floray	SW-29-2-25-200
Online Submission #30:	Hayley Lawrence	SW-29-2-25-201
Online Submission #31:	Mark Schofield	SW-29-2-25-202
Online Submission #32:	Leon Austin	SW-29-2-25-203



Online Submission #33: Allan Clifford	SW-29-2-25-204
Online Submission #34: Hadley Fierlinger	SW-29-2-25-205
Online Submission #35: Marius Rotj	SW-29-2-25-206
Online Submission #36: Warren Meekin	SW-29-2-25-207
Online Submission #37: Christiana Hatcher	SW-29-2-25-208
Online Submission #38: Kirstin Chapman	SW-29-2-25-209
Online Submission #39: Viv Smith	SW-29-2-25-210
Online Submission #40: Roberta Budvietas	SW-29-2-25-211
Online Submission #41: Herbert Leijen	SW-29-2-25-212
Online Submission #42: Nic Burkin	SW-29-2-25-213
Online Submission #43: Marc Rocard	SW-29-2-25-214
Online Submission #44: Shelley Phillips	SW-29-2-25-215
Online Submission #45: Lynne Anderson	SW-29-2-25-216
Online Submission #46: no name provided	SW-29-2-25-217
Online Submission #47: Lisa Loveday	SW-29-2-25-218
Online Submission #48: Heather Williams	SW-29-2-25-219
Online Submission #49: Lisa Monk	SW-29-2-25-220
Online Submission #50: Michael Kelly	SW-29-2-25-221
Online Submission #51: Tessa Pickering	SW-29-2-25-222
Online Submission #52: B Crawley	SW-29-2-25-223
Online Submission #53: Thomas Seymour	SW-29-2-25-224
Online Submission #54: Beth Harker	SW-29-2-25-225
Online Submission #55: Jimbo Jones	SW-29-2-25-226
Online Submission #56: Carl H	SW-29-2-25-227
Online Submission #57: Mark Theodore	SW-29-2-25-228
Online Submission #58: Maurice Jeffares	SW-29-2-25-229
Online Submission #59: Tiffany	SW-29-2-25-230
Online Submission #60: John Campell	SW-29-2-25-231
Online Submission #61: Mike Knobloch	SW-29-2-25-232
Online Submission #62: Christine Wattie	SW-29-2-25-233
Online Submission #63: Anita Bocchino	SW-29-2-25-234
Online Submission #64: No name provided	SW-29-2-25-235
Online Submission #65: Ian Dick	SW-29-2-25-236



Online Submission #66: Sue MacDonald	SW-29-2-25-237
Online Submission #67: Caron Copek	SW-29-2-25-238
Online Submission #68: Greg Donnison	SW-29-2-25-239
Online Submission #69: Sharon Koo	SW-29-2-25-240
Online Submission #70: Anita Downey	SW-29-2-25-241
Online Submission #71: Mace Price	SW-29-2-25-242
Online Submission #72: Alison Prins	SW-29-2-25-243
Online Submission #73: Deeana Heemi	SW-29-2-25-244
Online Submission #74: Lydia Thomsen	SW-29-2-25-245
Online Submission #75: Deborah Burnside	SW-29-2-25-246
Online Submission #76: Ian McLeod	SW-29-2-25-247
Online Submission #77: Jorja Miles	SW-29-2-25-248
Online Submission #78: Gavin Bush	SW-29-2-25-249
Written Submission #1: Penny Andersen	SW-29-2-25-163
Written Submission #2: Supporting information for online Submission 40	SW-29-2-25-164
Written Submission #3: Bruce Fulford	SW-29-2-25-165
Written Submission #4: Glass Packaging Forum	SW-29-2-25-166
Written Submission #5: Tamatea Pōkai Whenua	SW-29-2-25-167
Written Submission #6: Sustainable HB	SW-29-2-25-168
Written Submission #7: Anna Staples	SW-29-2-25-169
Written Submission #8: Te Taiwhenua o Te Whanganui A Orotu	SW-29-2-25-172
WMMP consultation Facebook comments HDC and NCC	

Friday, 13 June 2025



Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Administered by Hastings District Council: Joint Waste Futures Project Steering Committee Meeting

Ngā Minitī

Minutes

Te Rā Hui:
Meeting date: **Friday, 13 June 2025**

Te Wāhi:
Venue: **Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Time start – end: **11.30am – 11.49am**

Go to
www.hastingsdc.govt.nz
to see all documents

HASTINGS DISTRICT COUNCIL
207 Lyndon Road East, Hastings 4122 | Private Bag 9002, Hastings 4156
Phone **06 871 5000** | www.hastingsdc.govt.nz
TE KAUNIHERA Ā-ROHE O HERETAUNGA

Friday, 13 June 2025



Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Joint Waste Futures Project Steering Committee Meeting

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Friday, 13 June 2025

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council: Joint Waste Futures Project Steering Committee Meeting

Ngā Minitī

Minutes

Kua Tae ā-tinana: Present:	Chair: Councillor Hayley Browne (NCC) Deputy Chair: Councillor Ana Apatu (HDC)
	Councillors Simon Nixon and Hana Montaperto-Hendry (HDC) Councillors Richard McGrath and Chad Tareha (NCC)
Kua Tatū: In attendance:	Interim Group Manager: Waste, Parks & Cemeteries - Martin Jarvis (HDC) Waste Manager – Angela Atkins (HDC) Waste Minimisation Specialist - Jordy Wiggins (HDC) Waste Community Engagement Specialist - Emily Hosford (HDC) Regional Construction & Demolition Waste Minimisation Lead – Geoff Gibson (HDC) Management Accountant – Jeff Tieman (HDC) Acting Manager Environmental Solutions – Sarah Schaare (NCC) Waste Minimisation Lead – Stefni Wilson (NCC) Democracy and Governance Advisor – Caitlyn Dine (HDC)
Kei Konei: Also present:	Honey Lee Blakeney-Cabot – Piki Projects

Councillor Brown opened the meeting with a karakia.
Te Roopu Manu Tioriori (from Hastings District Council) performed a waiata.

1. APOLOGIES – NGĀ WHAKAPĀHATANGA

Councillor Apatu/Councillor McGrath

That the apologies for lateness from Councillor Tareha be accepted.

CARRIED

2. CONFLICTS OF INTEREST - HE NGĀKAU KŌNATUNATU

There were no declarations of conflicts of interest.



3. CONFIRMATION OF MINUTES - *TE WHAKAMANA I NGĀ MINITI*

There were no minutes confirmed.

4. ADOPTION OF JOINT WASTE MANAGEMENT AND MINIMISATION PLAN 2025 - 2031

(Document 25/207)

Councillor Browne made opening comments on the Adoption of the Joint Waste Management and Minimisation Plan 2025 – 2031.

Hastings District Council Waste Manager, Angela Atkins and Napier City Council Waste Minimisation Lead, Stefni Wilson spoke to the report.

Councillor Browne/Councillor Apatu

- A) That the Joint Waste Futures Project Steering Committee receive the report titled Adoption of Joint Waste Management and Minimisation Plan 2025 - 2031 dated 13 June 2025.
- B) That the Committee delegate to the Chief Executive of Hastings District Council any minor updates and/or omissions and corrections to the Joint Waste Management and Minimisation Plan 2025 - 2031 for completeness.
- C) That the Committee, under delegation revoke the Joint Waste Management and Minimisation Plan 2018 -2024.
- D) That the Committee adopt the Joint Waste Management and Minimisation Plan 2025 – 2031 (**Attachment 1**) in accordance with sections 44 and 50(3) of the Waste Minimisation Act 2008.

CARRIED

Councillor Tareha joined the meeting at 11.46am.

5. MINOR ITEMS - *NGĀ TAKE ITI*

There were no additional business items.

6. URGENT ITEMS - *NGĀ TAKE WHAKAHIHIRI*

There were no extraordinary business items.

Councillor Tareha closed the meeting with a karakia.

The meeting closed at 11.49am

Confirmed:

Chair:

Date:

3. OFFICIAL INFORMATION REQUESTS AS AT 15 AUGUST 2025

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	Local Government Official Information and Meetings Act 1987
<i>Document ID:</i>	1870390
<i>Reporting Officer/s & Unit:</i>	Anna Eady, Team Leader Governance

3.1 Purpose of Report

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

Officer's Recommendation

That Council:

- a. **Receive** for information the report Official Information Requests as at 15 August 2025 (Doc Id 1870553).

3.2 Background Summary

The Local Government Official Information and Meetings Act 1987 (LGOIMA) aims to increase the availability of official information held by local authorities:

- to enable members of the public to participate in decision making more effectively; and
- to promote accountability of local authorities.

LGOIMA requires that, unless there is a good reason for withholding information, it must be made available on request.

Local authorities must answer official information requests within 20 working days. Extensions to the due date can be made if officers require more time to gather and assess information for the response.

Statistics on the Official Information requests received by Napier City Council are attached.

3.3 Options

The options available to Council are as follows:

- a. Receive the report for information.
- b. Do not receive the report for information.

3.3 Attachments

- 1 2025-08-15 LGOIMA Reporting (Doc Id 1870553) [↓](#)

Requests made to Napier City Council, under the Local Government Official Information and Meetings Act 1987

For the 2025 year to date:

- 142 LGOIMA requests have been received
- One Ombudsman official investigation has been undertaken and resolved. Two Ombudsman preliminary inquiries were undertaken and were resolved before an official investigation was required.

Current LGOIMA requests being worked on by officers as of 15 August 2025:

Tracking no.	Requester	Topic	Responsible Directorate	Working days taken until release
24200	Individual	Church lane configuration	Infrastructure	
24202	Organisation	Gene technology bill	Corporate Services	
24203	Organisation	NANZ: operational outlook	Community Services	
24207	Individual	Methodology for disestablishing	People and Capability	
2025/2026 Financial Year				
25001	Individuals	Te Awa Pump Station	Infrastructure	
25002	Individual	Stormwater Pump Station	Infrastructure	
25003	Individuals	Proposed stormwater pump station	Infrastructure	
25004	Individual	Te Awa Avenue	Infrastructure	
25005	Multiple (118)	Anti Rates Cap	Corporate Services (Governance)	11
25006	Multiple (3)	Anti Rates Cap	Corporate Services (Governance)	11
25007	Multiple (4)	Anti Rates Cap	Corporate Services (Governance)	11
25009	Multiple (9)	Anti Rates Cap	Corporate Services (Governance)	11
25010	Individual	Noise Complaints	City Strategy	
25011	Individual	Tikanga and te reo	Corporate Services	
25012	Business	Forestry planting consents	City Strategy	
25013	Individual	Anti Rates Cap	Corporate Services (Governance)	10
25014	Individual	Cathedral Lane/ Tennyson St	Infrastructure	
25015	Individual	Library Project Cost	City Strategy	
25016	Individual	Ahuriri Regional Park	City Strategy / Infrastructure	
25017	Individual	Traffic calming cost	Infrastructure	

25018	Individual	Waka building	City Strategy	
25019	Individual	Speed zone change: Te Awa Ave	Infrastructure	
25020	Individual	Swimming pool project	Community Services	
25021	Business	Trade waste consent	Infrastructure	
25022	Individual	Construction Projects data	Infrastructure	
25023	Individual	Maraenui and Te Pihinga	Community Services	
25024	Individual	Reservoirs	Infrastructure	
25025	Individual	Ethnic makeup	Corporate Service	
25026	Individual	Roading projects	Infrastructure	
25027	Multiple	Anti Rates Cap	Corporate Services (Governance)	4
25028	Legal Firm	Barnard Avenue	Corporate Services/City Strategy	
25029	Individual	Sponsorship	Community Services / Corporate Services	
25030	Individual	Pump station: additional information	Infrastructure	
25031	Individual	Lot 52 Valuation and Pricing	Corporate Services	
25032	Organisation	Food outlets	Corporate Services	
25033	Individual	Traffic island, roundabouts, and speed humps	Infrastructure	
25034	Individual	Dog Info PRIVACY ACT	City Services	
25035	Individual	Napier Assist Āwhina Tāngata	City Strategy	
25036	Individual	Land categorisation	City Strategy	
25037	Business	Sandwich boards/Napier Assist	City Strategy	
25038	Individual	Sandwich boards/Napier Assist	City Strategy	
25039	Organisation	EOI Process	People and Capability	
25040	Individual	Legal advice costs	Infrastructure	
25041	Organisation	Co-design project	City Strategy	
25042	Individual	The HB Coalition	Corporate Services (Governance)	
25043	Organisation	Lease renewal	City Strategy	
25044	Individual	Sage Planning Ltd	City Strategy	

4. ACTION POINTS REGISTER AS OF 15 AUGUST 2025

Type of Report:	Operational
Legal Reference:	N/A
Document ID:	1870386
Reporting Officer/s & Unit:	Anna Eady, Team Leader Governance

4.1 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.

Officer's Recommendation

That Council:

- a. **Note** the extract from the Action Points Register as of 15 August 2025 (Doc Id 1870551).

4.2 Background Summary

Officers have prepared the Action Points Register (Register) to keep track of action points raised at Council and Committee meetings in this triennium.

4.3 Issues

The Register includes action points from all Council and Committee meetings, including public excluded sessions of those meetings. The attached extract from the Register includes all action points of this triennium, other than those that were requested in a public excluded Council or Committee meeting. Action points from public excluded meetings are provided to Council for noting in the public excluded session.

The Register does not include actions that flow from Council and Committee meetings if those actions are part of Council's 'business as usual'. For example, if Council agrees to increase an application fee, it does not include the action that Council staff would need to implement that increase. However, if staff, for example, agree to arrange a further meeting or make additional information publicly available after a meeting, those actions would be included in the Register.

Once an action point has been completed, it will only be included in the Register for Council's consideration once. Once Council has noted that an action point has been completed, it will be removed from the Register. Action points that have not been completed will continue to be provided to Council until they have been completed.

4.4 Significance and Engagement

N/A

4.5 Implications

Financial

N/A

Social & Policy

N/A

Risk

N/A

4.6 Options

N/A

4.7 Attachments

- 1 2025-08-15 Open Action Points Register (Doc Id 1870551) [↓](#)

Open Action Points Register – 2022/2025 triennium – as at 15 August 2025

Ref. number	Meeting raised		Topic	Who is responsible?		Action points	Progress/Completed
	Name	Date		ED	Officer		
170	Prosperous Napier	26/02/2025	Quarterly Performance Report	Thunes Cloete	Blake McDavitt	Officers to provide any additional information on the timeframe for enabling the community to become more resilient and the groups involved from a community perspective.	14 August 2025: Complete. Information emailed to elected members: 1. HB Transformation strategy has been developed and signed off by the Joint Committee for implementation, and 2. The SLA (action document) has been approved by the Joint Committee for implementation. 3. The NCC Emergency Management team will report to Council on a quarterly basis to update Elected Members on progress and next steps relating to NCC action plan and the SLA implementation.

Ref. number	Meeting raised		Topic	Who is responsible?		Action points	Progress/Completed
	Name	Date		ED	Officer		
171	Napier People and Places	26/02/2025	Holt Planetarium	Thunes Cloete	Elizabeth Caldwell	Officers to work with the Holt Planetarium Trust to identify feasible options for the relocation and management of the Planetarium and refer the matter to the Napier People and Places Committee to be held on 21 August 2025.	15 August 2025: Unable to meet 21 August meeting date. Officers will identify when the Trust needs to move out of Napier Boys High and other target dates as part of the project plan.
180	Audit and Risk Committee	13/03/2025	Policy Update	Jess Ellerm	JayJay Kettle	Officer to provide a table of policies with review dates to elected members as a memo for information.	15 August 2025: In progress for Dec Audit & Risk (Risk & Assurance) Committee meeting.

Ref. number	Meeting raised		Topic	Who is responsible?		Action points	Progress/Completed
	Name	Date		ED	Officer		
188	Council	24/04/2025	CCTO Tranche 1 Assets - Leasehold Land	Jess Ellerm	Richard Munneke / Emma Alexander	<p>Officers manage communications to leaseholders including:</p> <ul style="list-style-type: none"> • Notification of the Chair appointed to the Ahuriri Investment Management • Point of contact for communication • Timeframes around the future process • Potential purchase timeline feasibility, where possible. 	<p>15 August 2025:</p> <ul style="list-style-type: none"> • AIM Independent Director and Chair appointments complete and induction undertaken. • AIM Board induction complete 18/19 August. • AIM Board assigned action to own communication, and they will engage Commercial & Property Manager to implement this.
192	Prosperous Napier	15/05/2025	2024/25 Financial Forecast	Caroline Thomson	Talia Foster	<p>Officers to provide figures in relation to the commercial facilities (Ocean Spa, Kennedy Park and Napier Conference Centre) budgets, and how far off budget they are.</p>	<p>15 August 2025:</p> <p>Complete. This information was emailed to elected members due to the workshop being cancelled.</p>

Ref. number	Meeting raised		Topic	Who is responsible?		Action points	Progress/Completed
	Name	Date		ED	Officer		
198	Council	31/07/2025	Minor Matter: Homelessness	Thunes Cloete		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.	15 August 2025: Complete. Information was emailed to elected members.
199	Council	31/07/2025	Eastern Screen Alliance	Jess Ellerm		Follow up with the ESA regarding their requests for funding and board membership.	8 August 2025: The Mayor will need to appoint an elected member to the Board as part of the new external appointments in the new triennium.

REPORTS / RECOMMENDATIONS FROM COMMITTEES

REPORTS FROM AUDIT AND RISK COMMITTEE HELD 7 AUGUST 2025

1. UPDATE: NEW CONTRACT REGISTER AND PROCUREMENT & CONTRACT MANAGEMENT INTRANET SITE NOW LIVE

Type of Report:	Enter Significance of Report
Legal Reference:	Enter Legal Reference
Document ID:	1866290
Reporting Officer/s & Unit:	Sharon O'Toole, Procurement Manager

1.1 Purpose of Report

The purpose of this report is to provide an update on the Procurement and Contract Framework. This work involved a range of initiatives to build capability, improve procurement, and contract management practices and outcomes.

A key deliverable from the Internal Audit Report: Contract Management Report completed by Crowe April 2024 was to establish a new functional Contract Register. This is now complete and went live 18th July 2025.

Also now live is a new Procurement and Contract Management intranet site. This hosts an expansive range of Procurement and Contract Management guidance, tools, and templates to help users to think more strategically and streamline sourcing activities across Council.

At the meeting

The officer presented the report giving an update on the internal audit completed last year. The Contract Management and Procurement Framework have been created. It includes guidance, documentation, training and risk assessment. The template for strategic contracts includes appropriate mechanisms to ensure risks are well managed. The current low tech, manual systems have inherent risks which rely on training as a control. These risks are tracked through the Audit process. Processes are being put into place for significant risks to be addressed.

Questions were answered clarifying:

-
- Staff training is planned throughout the year for the new contract management system with a two day course and a half day course alongside targeted interventions. The Contract register went live in July. Training sessions have been offered with a webinar and guide to help. Some aspects of the training will be incorporated into Camms.
 - The current manual system is subject to regular audits. The next stage of the process is to implement a standardised document saving process.
 - The digital transformation process is broad. Updating the manual systems is the priority.
 - The Three Waters team have been trialling the documentation with positive feedback that it leads to greater consistency and less redrafting. The intention is to provide qualitative data with reporting on key indicators.
 - The amendments to the NZS3910:2013 Contract template have been legally reviewed. The review will then cascade into the other templates.
 - The EPMO will provide a quarterly progress report.
-

**COMMITTEE
RESOLUTION**

Councillors Browne / Mawson

The Audit and Risk Committee:

- a. **Receive** the progress report titled "Update on the Contract Register and Procurement and Contract Management Intranet Site" dated 7 August 2025.
-

Carried

REPORTS UNDER DELEGATED AUTHORITY

1. TENDERS LET

Type of Report:	Information
Legal Reference:	N/A
Document ID:	1870410
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 14 July to 15 August 2025.

Officer's Recommendation

That Council:

That Council:

a) **Receive** the Tenders Let for the period 14 July to 15 August 2025 as below:

- **Contract 2833 Whakarire Ave Carpark and Pathway** be awarded to Toa Civil Contracting in the sum of \$351,569.26 excl. GST.
- **Contract 2886 Bay Skate - Plaza Skating Deck** be awarded to Angus McMillan Concrete (AMC) in the sum of \$232,280.00 excl. GST.
- **Contract 2826 Mission Hills Rising Main and Pump Station** be awarded to TW Civil & Infrastructure in the sum of \$2,576,237.82.
- **Contract 2904 Principal Advisor WW Outfall Replacement** be awarded to Alta Consulting Limited in the sum of \$385,000.00.
- **Contract 2895 Carlyle Street Stormwater Improvements** be awarded to Fulton Hogan in the sum of \$170,166.04

CONTRACTS OVER \$100,000.00 LET UNDER CHIEF EXECUTIVE/DIRECTOR INFRASTRUCTURE DISCRETION

C2833 Whakarire Ave Carpark and Pathway

\$351,569.26 excl. GST

Eight tenders have been received.

It has been recommended that the contract be awarded to Toa Civil Contracting.

\$351,569.26

This recommendation has been approved.

C2886 Bay Stake – Plaza Skating Deck

\$232,280.00 excl. GST

One tender has been received.

It has been recommended that the contract be awarded to Angus McMillan Concrete (AMC).

\$232,280.00

This recommendation has been approved.

C2826 Mission Hills Rising Main and Pump Station

\$2,576,237.82 excl. GST

Five tenders have been received.

It has been recommended that the contract be awarded to TW Civil & Infrastructure.

\$2,576,237.82

This recommendation has been approved.

C2904 Principal Advisor WW Outfall Replacement

\$385,000.00 excl. GST

Three tenders have been received.

It has been recommended that the contract be awarded to Alta Consulting Limited.

\$385,000.00

This recommendation has been approved.

C2895 Carlyle Street Stormwater Improvements

\$170,166.04 excl. GST

Six tenders have been received.

It has been recommended that the contract be awarded to Fulton Hogan.

\$170,166.04

This recommendation has been approved.

1.2 Attachments

Nil

RECOMMENDATION TO EXCLUDE THE PUBLIC

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

Agenda Items

1. Information - Public Excluded Minutes of Joint Committees
2. Action Points Register (Public Excluded) as of 15 August 2025
3. Chief Executive Performance and Remuneration Review (LIMITED DISTRIBUTION)

Reports from Audit and Risk Committee held 7 August 2025

1. Audit New Zealand - Verbal Update

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

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
Agenda Items			
1. Information - Public Excluded Minutes of Joint Committees	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 of this Act, under section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.	To maintain legal privilege.
2. Action Points Register (Public	6(d) Likely to endanger the safety of a person	48(1)(a) That the public conduct of the whole or the relevant part of the	To protect personal safety.

Excluded) as of 15 August 2025		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.	
3. Chief Executive Performance and Remuneration Review (LIMITED DISTRIBUTION)	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.	Sensitive information on performance and remuneration of Chief Executive
Reports from Audit and Risk Committee held 7 August 2025			
1. Audit New Zealand - Verbal Update	7(2)(h) Enable the local authority to carry out, without prejudice or disadvantage, commercial activities	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	Commercial activity

		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.	
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.			

ORDINARY MEETING OF COUNCIL

Open Minutes

Meeting Date: Thursday 31 July 2025

Time: 9.30am – 2.24pm

Venue Large Exhibition Hall
War Memorial Centre
Marine Parade
Napier

Livestreamed via Council's Facebook page

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

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)
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]

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

Administration Governance Advisors (Jemma McDade)

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).

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.

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

COUNCIL RESOLUTION

Councillors Greig / Price

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

Carried

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:
<ul style="list-style-type: none">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

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1864258
<i>Reporting Officer/s & Unit:</i>	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.

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.

COUNCIL RESOLUTION

Mayor Wise / Councillor Crown

That Council:

- 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.
- 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.

Carried

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 & 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:

- a. **Approve** Officers to progress with designing a new build option for Council's Animal Control Facility on the following basis:
 - i. design in a manner, where practicable, delivery can be phased with phasing focused on resolving compliance issues first;
 - ii. 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	<u>Deputy Mayor Brosnan / Councillor Price</u>
	That Council: <ul style="list-style-type: none">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.
	<u>Carried</u>
	<i>Councillor McGrath voted AGAINST the motion</i>

5. INTEGRATED TRADE WASTE AND WASTEWATER BYLAW 2022 - DELEGATIONS

<i>Type of Report:</i>	Operational and Procedural
<i>Legal Reference:</i>	Local Government (Rating) Act 2002
<i>Document ID:</i>	1865608
<i>Reporting Officer/s & Unit:</i>	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	<u>Deputy Mayor Brosnan / Councillor Taylor</u>
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That Council:

- a) **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.
- b) **Delegate** authority to the Chief Executive all duties and actions under the Integrated Trade Waste and Wastewater Bylaw 2022; and
- c) **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 RESOLUTION

Councillors Browne / Simpson

That Council:

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

8.1 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.
-

COUNCIL RESOLUTION

Mayor Wise / Councillor Price

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) 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 Water Service Council-Controlled Organisation (WSCCOc) 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

<i>Type of Report:</i>	Operational and Procedural
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1864990
<i>Reporting Officer/s & Unit:</i>	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.

Carried

9. HERETAUNGA WATER STORAGE PROJECT SHAREHOLDER COMMITTEE PARTICIPATION

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

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

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 were 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 as follows: ~~outlining how the Council will consider and respond to the Assembly's recommendations.~~
1. Publishing an unedited version of the Assembly's recommendations on the Council website within one day of their handover.
 2. Inviting representatives of the Assembly to present to Council at the meeting where recommendations are formally considered.
 3. Acknowledging in writing each recommendation, explaining next steps and rationale.
 4. Incorporating the Assembly's preferred sites into planning, subject to confirmation of feasibility.
 5. Keeping the development of a new aquatic facility within the Long Term Plan (LTP).
 6. Using the Assembly's advice on features and purpose to inform the design brief and community outcomes sought.
- c) **Commits** to a formal public promise to the Assembly -outlining how the Council will consider and respond to the Assembly's recommendations.
- d) **Notes** the Citizens' Assembly will inform early strategic planning for the 2027–2037 Long Term Plan (LTP).
-

Carried

Attachments

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

12. NCC INVESTMENT PORTFOLIO AND AHURIRI INVESTMENT MANAGEMENT LIMITED ESTABLISHMENT

<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1864623
<i>Reporting Officer/s & 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.

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.

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

Councillor Tareha left the meeting and joined online.

**COUNCIL
RESOLUTION**

Mayor Wise / Councillor Simpson

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).
-

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.

Carried

Councillor McGrath voted AGAINST the motion

13. ACTION POINTS REGISTER AS OF 9 JULY 2025

Type of Report: Operational

Legal Reference: N/A

Document ID: 1864664

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

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.

At the meeting

The officer presented the report.

Questions were answered clarifying:

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

COUNCIL RESOLUTION

Councillors Greig / Mawson

That Council:

- 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) **Adopt** the following amendment to the 2025 meeting schedule:

- Hearings Committee (Menacing Dog Classification) New Meeting 9.30am

Carried

15. OFFICIAL INFORMATION REQUESTS AS AT 21 JULY 2025

Type of Report:	Information
Legal Reference:	Local Government Official Information and Meetings Act 1987
Document ID:	1864734
Reporting Officer/s & Unit:	Anna Eady, Team Leader Governance

15.1 Purpose of Report

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

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.
-

COUNCIL RESOLUTION

Councillors Chrystal / Taylor

That Council:

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

Carried

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

Type of Report: Information

Legal Reference: N/A

Document ID: 1864739

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

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.

At the meeting

The officer presented the report.

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

COUNCIL RESOLUTION

Councillors Price / Mawson

That Council:

- 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**

- 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.

Carried

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:

- a) **Receive** the report titled "Tenders Let" dated 31 July 2025.
- b) **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:

- a) 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 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. Local Water Done Well - Heads of Agreement (To be	7(2)(h) Enable the local authority to carry out, without prejudice or	48(1)(a) That the public conduct of the whole or the relevant part of the	Sensitive information
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circulated separately)	disadvantage, commercial activities 7(2)(i) Enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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.	
2. Hawke's Bay Museum Joint Working Group Update	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 of this Act, under section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.	Awaiting legal approval from IPONZ
3. Ahuriri Investment Management Independent Director Appointment	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:	Paper sets out recommendation for appointment of two independent directors for for Ahuriri Investment Management Limited.

		(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.	
4. Action Points Register (Public Excluded) as of 9 July 2025	<p>6(d) Likely to endanger the safety of a person</p> <p>7(2)(i) Enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>7(2)(j) Prevent the disclosure or use of official information for improper gain or improper advantage</p>	<p>48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist:</p> <p>(i) Where the local authority is named or specified in Schedule 1 of this Act, under section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>	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	<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>	The names require support from a range of stakeholders and they are subject to legal registration with IPONZ.

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