



NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

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ORDINARY MEETING OF COUNCIL

Open Agenda

Meeting Date: Thursday 6 November 2025

Time: 9.30am

Venue: Large Exhibition Hall
War Memorial Centre
Marine Parade
Napier

Livestreamed via Council's Facebook page

Council Members **Chair:** Mayor McGrath

Members: Councillors Brownlie, Chrystal, Crown, Isaac-Sharland,
Lawrence, Mawson, Morley, Price, Raihania, Simpson and Taylor

Officer Responsible Chief Executive

Administrator Governance Team

Next Council Meeting
Thursday 11 December 2025

2025-2028 TERM OF REFERENCE - COUNCIL

<i>Chairperson</i>	<i>Mayor</i>
<i>Deputy Chairperson</i>	<i>Deputy Mayor</i>
<i>Membership</i>	<i>All elected members</i>
<i>Quorum</i>	<i>6</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, 30 October 2025 be confirmed as a true and accurate record of the meeting.53

Information items

Agenda items

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AGENDA ITEMS

1. APPROVAL OF WASTE MINIMISATION CONTESTABLE FUNDING FRAMEWORK

Type of Report:	Operational and Procedural
Legal Reference:	Waste Minimisation Act 2008
Document ID:	1880855
Reporting Officer/s & Unit:	Stefni Wilson, Waste Minimisation Lead

1.1 Purpose of Report

The purpose of this report is to seek Council approval for the Waste Minimisation Contestable Funding Framework for Napier City Council.

Officer's Recommendation

That Council:

- a) **Receive** the report titled "Approval of Waste Minimisation Contestable Funding Framework" dated 6 November 2025.
- b) **Approve** the proposed funding framework for Napier City Council's Waste Minimisation Contestable Fund by establishing a structure that will allow for the following grants to be assessed and approved:
 - i. Monthly contestable grants up to \$10,000 (Feb-Nov)
 - ii. Annual large grant funding round for applications over \$10,000 (Sept-Nov), up to a maximum of \$50,000
 - iii. Waste System Setup Grants - Monthly grants up to \$3,000 for schools, marae, and community groups to establish waste collection systems.
 - iv. Recycling Support Grants - Monthly grants up to \$4,000 to support schools, marae, and community groups with recycling collection costs.
- c) **Approve** the establishment of a mayoral appointed assessment committee comprising four councillors to assess funding applications over \$10,000. Recommendations from this committee will then be submitted to the relevant standing committee for approval.

1.2 Background Summary

Napier City Council currently provides waste minimisation funding to schools, community groups, and organisations using revenue from the Waste Disposal Levy. This levy is charged on all waste disposed of to landfill and is increasing from \$65 to \$70 per tonne from 1 July 2026. The Ministry for the Environment (MfE) administers the levy, retaining 50% for the national Waste Minimisation Fund and distributing the remaining 50% to councils based on population.

Section 47 of the Waste Minimisation Act 2008 authorises territorial authorities to allocate levy funds for waste management and minimisation projects and initiatives if enabled through their Waste Management and Minimisation Plan (WMMP).

47 – Grants:

- 1) If authorised to do so by its waste management and minimisation plan, a territorial authority may make grants or advances of money to any person, organisation, group, or body of persons for the purpose of promoting or achieving waste management and minimisation.
- 2) A grant or advance of money may be made on any terms or conditions that the territorial authority thinks fit, including that an advance of money is free of interest.

Currently, funding applications are received on an ad hoc basis and assessed through a memo to the Executive Director of Corporate and Commercial Services. The lack of a structured process may result in inconsistent funding decisions and missed opportunities to support high-priority waste reduction initiatives.

Applications are expected to:

- Deliver projects within Napier's boundaries
- Align with the joint WMMP's vision, goals, objectives, and targets
- Score highly on the waste hierarchy and demonstrate community impact

Priority areas for the grants are (in order of importance):

1. Minimisation/avoidance/reduction of waste creation
2. Re-use, upcycle, or repair of waste materials
3. Recycling of waste materials
4. Recovery of waste resource (i.e., the selective extraction of disposed materials for a specific next use (instead of landfill), such as upcycling or composting).

There has been an increase in demand for levy funding due to the adoption of the joint WMMP and the success of Hastings District Council's contestable funding model.

MfE has also signalled an expectation that Councils fund smaller-scale projects below the national fund's thresholds, being:

- \$50,000 – for research and development, business cases or innovation projects
- \$150,000 – for all other project types

To support this, we would need to increase our maximum funding amount and look at increasing the pool of funding available.

1.3 Discussion

It is recommended that Napier City Council establish a structured Waste Minimisation Contestable Funding Framework, consistent with the model used by Hastings District Council.

Although the Heretaunga Hastings area and population is larger than Ahuriri Napier City's, we still recommend matching their total pool of \$300,000 for the year. This is based on

MfE's national contestable WMF's changes, as outlined above, and the adoption of our new WMMP in June this year, which provides many funding opportunities for our Napier stakeholders.

We propose the structure to operate as follows:

- Total annual funding pool \$300,000 allocated as:

Funding Stream	Annual Pool	Max Grant	Application Timing	Assessment
Small Projects	\$50,000	Up to \$10,000	Monthly (Feb–Nov)	Waste Minimisation Team → Manager or Executive Director
Large Projects	\$100,000	Up to \$50,000	Annual (Sept–Nov)	Councillor Assessment Committee → Standing Committee
Waste System Setup				
(Schools/Marae/Community Groups)	\$50,000	Up to \$4,000	Monthly	Waste Minimisation Team
Recycling Collection Support				
(Schools/Marae/Community Groups)	\$100,000	Up to \$3,000	Monthly	Waste Minimisation Team

- Applications under \$10,000 would be assessed by the Waste Minimisation Team, monthly (Feb–Nov), requiring Waste Minimisation Officers to use the assessment criteria to evaluate the application and provide a recommendation to Manager Operations & Transport or Executive Director of Corporate and Commercial Services for approval.

- Total pool of \$50,000 available.

Applications over \$10,000 would be open Sept–Nov and would be assessed by the approved mayoral appointed assessment committee using the assessment criteria model. Their recommendations would then be put to an appropriate standing committee for approval.

- There would be a total pool of \$100,000 available.
- The maximum grant available would be up to \$50,000.

Two new funding streams would be available for schools, marae, and community groups to establish waste management systems, and support them with the cost of recycling collections. As recycling is much further down the hierarchy, projects like these score poorly in comparison to projects higher up the waste hierarchy and those with a greater community impact.

- Waste Management Systems Funding:
 - Schools, marae, and community groups would only be allowed to apply for this fund once to set up collection systems.

- The maximum grant available would be \$4,000 dependant on size of school, marae, community group.
 - There would be a yearly pool of \$50,000.
- Recycling Collection Funding:
 - Schools, marae, and community groups would be allowed to apply for this fund each year, to help cover recycling collection costs.
 - The maximum grant available would be \$3,000 dependant on size of schools, marae, and community groups and cost of recycling services in their area.
 - There would be a total pool for the year of \$100,000.

1.4 Significance and Engagement

This matter does not trigger Council's Significance and Engagement Policy.

1.5 Implications

Financial

The Contestable Fund is funded from the Waste Disposal Levy revenue from central government. Council expects to receive approximately \$1.3 million in levy funding from 2025. The proposed changes increase the current funding allocation from \$150,000 to \$300,000 per year to meet community demand and align with national expectations.

Social & Policy

The new Napier City Council Funding Framework was approved by Council in December 2024. This Framework was adopted to provide clarity for applicants in assessing which fund they are eligible. The framework included a consistent streamlined process for applicants with uniformed application processes across all council contestable funds and the Waste Minimisation Fund will follow the same process. The new Framework reflects current best practice for New Zealand Funders and aligns Napier City Council with how other Councils across the motu are using their Grants and Funds to achieve positive outcomes for their communities.

Establishing, and aligning the Waste Minimisation Funding Framework with the rest Council's newly adopted framework, implements an action from the WMMP which was publicly consulted on in April – May 2025, and adopted in June 2025. The funds have been promoted to the community widely to encourage schools, community groups, iwi, marae groups, individuals, or businesses to apply.

The proposed changes to the Waste Minimisation Contestable Fund would support better access to funding for schools, community groups, marae, businesses, and individuals with regard to waste minimisation projects and initiatives.

The proposed changes are expected to increase the diversion of material from Ōmarunui Landfill and support progress towards waste minimisation targets.

Risk

The wider community might not be aware that the waste disposal levy comes from central government, and they might assume that we are funding and supporting communities and businesses using rates funding. Clear communication and promotion will be carefully considered when promoting the Waste Minimisation Contestable Funding on our comms platforms.

Risk mitigation: Active communications plan to clarify no ratepayer funding is used.

There is a risk if we do not have a Waste Minimisation Contestable Fund set up, using the proposed framework, that we will not be meeting our obligations to complete our joint WMMP as a council, which could jeopardise NCC receiving their portion of waste disposal levy funds from central government.

An additional operational risk is the increased administrative workload for monthly grant assessments. This will need to be managed by evaluating current resourcing and roles and responsibilities.

1.6 Options

The options available to Council are as follows:

Option One – Preferred Option

Approve the proposed Waste Minimisation Contestable Funding Framework.

Advantages are that we would be able to support larger projects on a more regular basis and increase the number of medium size projects council can support.

An increase in the overall number of projects that can be supported, and therefore increase the opportunities for waste reduction and diversion from landfill, which aligns with our joint WMMP goals. Schools, marae, and community groups would have their own dedicated funding and will not be competing for funding when up against other, stronger applications.

Option One is the preferred option.

Option Two – Approve some of the changes proposed.

Option Three – Status Quo

The advantage of this option is that we continue to administer the fund as is, with no change needed to process applications, however, this we will not see the expected benefits of funding more projects and diverting more waste from landfill, which is not in line with our joint WMMP or central government's expectations.

1.7 Development of Preferred Option

If approved in principle, the finer details will be finalised with the Manager Operations & Transport or Executive Director of Corporate and Commercial Services.

1.8 Attachments

Nil

2. RECOMMENDATIONS FROM NAPIER'S FIRST CITIZENS' ASSEMBLY

Type of Report:	Information
Legal Reference:	N/A
Document ID:	1881111
Reporting Officer/s & Unit:	Jess Soutar-Barron, Communications and Engagement Team Leader Danica Rio, Senior Advisor Corporate Planning

2.1 Purpose of Report

Present the recommendations from Napier's First Citizens' Assembly.

Officer's Recommendation

That Council:

- a. **Receive** the recommendations from Napier's First Citizens' Assembly.
- b. **Direct** officers to develop and come back to Council with a project plan for the future of the Napier Aquatic Centre development project so work can begin on taking the recommendations from the Citizens' Assembly into consideration as part of the preparation for the Long Term Plan 2027-2037.

2.2 Background Summary

What is a Citizens' Assembly?

A Citizens' Assembly is a form of deliberative democracy where a group of residents, selected through a stratified random process (known as sortition), come together to hear evidence, deliberate, and make recommendations on a significant civic issue. The concept originated in ancient Athenian democracy and has evolved globally, with notable examples in Ireland, Canada, Australia, and New Zealand. Rather than relying solely on traditional submission and consultation methods, the Assembly introduces a deliberative approach, where informed and diverse voices work through complex issues together in a structured and supported process. This model:

- Ensures representation from people not typically engaged in council processes,
- Strengthens civic trust by empowering residents to directly influence key decisions,
- Builds a more inclusive democratic foundation by prioritising equity, diversity, and lived experience,
- Aligns with Council's strategic priority to deepen community relationships and improve engagement practices.

Why did Council hold a Citizens' Assembly and what was it about?

The decision to run Napier's first Citizens' Assembly came from a desire to open up community engagement beyond quantitative methods and provide the community with

new and additional opportunities to actively contribute to Council projects and initiatives. It also aimed to break down barriers to inclusion and improve trust and understanding of Council processes.

Since the future of the Napier Aquatic Centre has been subject to extensive public debate, a halted redevelopment project and a judicial review, Council wanted to ensure they started engaging with the community in the very early stages of the project this time around and so the below remit was approved on 31 July 2025:

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

The Assembly's recommendations help Council:

- Understand community preferences before detailed planning for the future of the Napier Aquatic Centre development project begins,
- Identify key public concerns and aspirations,
- Ensure future LTP proposals and community engagement for the redevelopment project are built on community-informed foundations,
- Demonstrate transparency and shared ownership of decisions.

The recommendations from the Citizens' Assembly will directly inform the early-stage thinking for the future of the Napier Aquatic Centre development project.

Public Promise

On 31 July 2025, Council made a public promise to:

- Publish an unedited version of the Assembly's recommendations on the Council website within one day of their handover. *Complete*
- Invite representatives of the Assembly to present to Council at the meeting where recommendations are formally considered. *Complete*
- Acknowledge in writing each recommendation, explaining next steps and rationale. *To be actioned*
- Keep the development of a new aquatic facility within the Long Term Plan (LTP). *To be actioned*
- Use the Assembly's advice on features and purpose to inform the design brief and community outcomes sought. *To be actioned*
- Incorporate the Assembly's preferred sites into planning, subject to confirmation of feasibility. *As per the attached recommendations, the Assembly has developed principles for Council to consider when determining a location.*

Overview of process

The Citizens' Assembly process was led by Napier City Council with support from consultants selected through a procurement process. Consultants included the team from local company FOLKL supported by experts in deliberative democracy from Auckland and Melbourne. Oversight of the project came from a Design Group made up of representatives from Napier City Council, Napier Youth Council, disability support groups, multicultural organisations, council staff and kaumatua.

Consultants and the Design Group oversaw the process of identifying an appropriate remit, the public promise made by the council and the process of selection of participants. The remit was workshopped by a small group of councillors supported by staff.

A call for applications to Napier's first Citizens' Assembly began in July and ran through August. Recruitment invitations were sent to every household in Napier and an awareness campaign was launched across multiple channels. Six-hundred and fifty-two applications were received and a sortition process selected 40 people representing the demographics of Napier.

Assembly participants were welcomed at Pukemokimoki Marae on 3 September.

Napier's first Citizens' Assembly took place over four Saturdays from 13 September 2025 to 4 October 2025 at Napier War Memorial Centre. The first two sessions centred on learning with a number of speakers presenting on various aspects of aquatic facilities and community needs, as well as giving a snapshot of future Napier. This discovery phase included a tour of existing aquatic facilities in the region. Sessions three and four focused on deliberation. Assembly participants drafted and refined recommendations to council across the full remit culminating in a presentation of their recommendations to council representatives.

Recommendations were published on the Napier Citizens Assembly website (napierassembly.nz). A media release was issued to support media activities that included two journalists following the process including spending time observing the work of the Assembly. Members of the Citizens' Assembly have been invited to attend the council meeting in which the Assembly's recommendations will be presented to the council. Two representatives have signalled their intention to attend.

2.3 Summary of recommendations

The Citizens' Assembly recommendations have two parts as well as a Minority Report.

The first part recommends the type of facility that would best meet the needs, values and priorities of Napier. The Assembly recommends a community focused facility with leisure, recreation and wellbeing areas. The recommendation provides a list of 'must-haves' in order of priority as well as some 'nice to have' features and some low priority activities. The recommendation provides rationale and cites references taken from the subject-matter experts who presented to the Assembly during their discovery phase.

The second part of the recommendation focuses on the location of a future aquatic facility. During the discovery phase of the Assembly this was an area where the Assembly felt they did not have enough information to make clear recommendations. Eighteen locations were presented to the Assembly with feasibility studies completed for only two of these sites: Prebensen Drive and Onekawa Park. Additional information was provided on all 18 sites in line with the locations criteria set out by the Assembly.

The Assembly set out criteria for site selection following a set of principles:

- Accessible to those who will use the facility
- Serviced by public and affordable transport options
- High value for money
- Able to support the facility with opportunities for future development
- Safe from natural hazards

The Assembly noted the importance of the following when considering suitable locations:

- Transport
- Sufficient parking
- Space to grow / room for expansion
- Walking distance for approximately six schools
- Close to shopping centre
- Original site or close proximity to the current site due to its central location

The Assembly also highlights in their recommendation that they have used the guiding principles provided to them to assess and consider potential sites and deem the following as appearing to meet the principles based on information provided to them:

- Park Island
- Onekawa
- Marewa

The Minority Report contains two recommendations:

1. That Council retains Citizens' Assembly 'voice' in future Napier Aquatic Centre discussions.
2. That future aquatic facilities need to be sustainable over time in regard to the building and the costs associated with running it.

2.4 Significance and Engagement

The Citizens' Assembly process was an intensive engagement process that will complement and enhance wider community consultation that will be undertaken on the Napier Aquatic Centre development project as it progresses further.

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. Receive the recommendations from Napier's First Citizens' Assembly and direct officers to develop and come back to Council with a project plan for the future of the Napier Aquatic Centre development project so work can begin on taking the recommendations from the Citizens' Assembly into consideration.
- b. Receive the recommendations from Napier's First Citizens' Assembly without directing officers to develop and come back to Council with a project plan for the future of the Napier Aquatic Centre development project.

2.7 Development of Preferred Option

Option a. Receive the recommendations from Napier's First Citizens' Assembly and direct officers to develop and come back to Council with a project plan for the future of the Napier

Aquatic Centre development project so work can begin on taking the recommendations from the Citizens' Assembly into consideration.

2.8 Attachments

- 1 Recommendations from Napier's First Citizens' Assembly (Doc Id 1881399) [📄](#)

Recommendations from the Assembly

September - October 2025

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

Napier's First
**Citizens'
Assembly**



NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

Introduction:

A citizens' assembly is a form of public involvement in decision making where a representative sample of the public is invited to deliberate and develop recommendations in response to a remit question on an issue affecting the community. The organisation that posed the question then commits to taking on board the recommendations in future decision making.

Napier's first Citizens' Assembly took place over four consecutive Saturdays in September and October 2025. Planning for the Assembly was overseen by a group of advisors including representatives from mana whenua, youth and the multicultural association, disability advocates, elected members and Council officers.

Recruitment for Assembly members began in July 2025, with targeted and wide-reaching communications distributed throughout Napier, encouraging people to apply. By 11 August 652 people applied, and a final Assembly of 40 people representative of Napier's demography was confirmed on 3 September. A group of different ages, genders, ethnicities, living situations and experience with political engagement - the objective being 'Napier in a room'. All members attended an orientation and pōwhiri at Pukemokimoki Marae, followed by the four Saturday Assembly sessions.

Overview

Day 1 of the Assembly on 13 September was 'Immersion Day'

Speakers (day 1)

Derryn Finlayson

Napier Aquatic Centre Manager

Tina Haslett

Regional Lead, Spaces and Places – Sport Hawke's Bay

Blanche Paewai-Ashcroft

Disability and Inclusion Advisor

Sioned Oliver

Deputy Principal Fairhaven School

Andrew Clibborn

Building Contracts & Asset Manager

Tipene Cottrell

Director & Owner Pā Environmental

Talia Foster

Financial Controller Napier City Council

Paul Lloyd

Executive Director Apollo Construction

On Day One, the Assembly heard presentations from various professionals who have vested interests in the local aquatic facility from local and regional perspectives. The Assembly took particular interest in how our facility fits within the local, regional and national structure of aquatic sports facilities. We also heard about the costs, the services delivered, and the accessibility of those services. There were a lot of questions for each speaker. These presentations set the way forward for the Assembly to determine the needs, values and priorities of the Napier community and where the facility should be located.

Derryn Finlayson, Tipene Cottrell and Tina Haslett spoke on how to best meet Napier's needs with respect to maximising the social returns of our recommendations. We were given financial and technical advice from Andrew Clibborn and Paul Lloyd and financial sustainability information from Talia Foster. Lastly, Sioned Oliver and Blanche Paewai-Ashcroft advised on how to best meet the needs of all, including those with disabilities or neurodiversities.

Day 2 on 20 September was 'Discovery Day'

The Assembly toured various aquatic centres: Ocean Spa, Hastings Regional Aquatic Centre, Clive Pool and Napier Aquatic Centre. We asked each manager about what was and wasn't working. Hearing the specific operating and maintenance costs of these facilities was confronting for some Assembly members. It was good to hear from each manager about what they would do differently if they were to build the facility today.

Upon return, we heard from leading representatives of various groups that currently use the facilities at the Napier Aquatic Centre. The discussions highlighted that the pools are viewed as essential to community health, wellbeing, and connection, with a strong emphasis on ensuring facilities are accessible for all ages and abilities. Key priorities included keeping shallow and accessible pools, providing more suitable changing rooms, and planning for increased future demand.

Pool specifications were discussed, with interest in a 50m facility but acknowledgment that a 25m, 10-lane pool may be a more practical compromise, alongside the need for adequate seating, waterproof infrastructure, and club or meeting rooms for broader community use. Each speaker had a diverse set of wants and needs specific to their need set. For example, Rhian Tamanui recommended that a learn-to-swim pool would provide high value for money because a small and

shallow pool would provide space for many young children *and* provide valuable social good such as happiness and safety for young children and parents.

Finally, Richard Munneke summarised Napier City Council's information on possible locations. He gave valuable information about the strengths and weaknesses of the main locations, mainly information about the current Onekawa site and the previous location choice Prebensen Drive, then briefed us quickly on seventeen other locations. Many Assembly members felt there was not enough information to recommend a specific location. In the intervening week, clarity came from the organisers that we were to give guiding recommendations about location but would not be expected to choose a specific site. Given this, our report has provided location priorities but not specific location guidance.

Panel participants and speaker (day 2)

Brendon Rope

Active Recreation and Sport Facilities Consultant specialising in aquatic facilities
Co-owner Dolphin Academy Swim School, Taradale

James McNally

Hawke's Bay Gannets coach

Rachel Gunson and Vee

Team Lead Active Living Advisor in the Green Prescription Team for 17 years

Rhian Tamanui

Community Service Coordinator for Whānau Āwhina Plunket

Andrew Torrens

Aquahawks Grants & Funding Manager

Richard Munneke

Commercial & Property Manager Napier City Council

Day 3 of the Assembly on 27 September was 'Deliberation Day'

On Day 3 we worked collectively to turn all that information into a draft recommendation document. Working in groups, we deliberated on the various components of our proposal. This included our initial list of wants and needs, along with our shared values, priorities, and considerations regarding the location and type of facility. Each group engaged in collective discussion to form the first iteration of the recommendations. These drafts were then presented to the wider Assembly, where we assessed the level of support for each recommendation. Feedback was gathered on the different elements, and this input informed the development of a second draft.

Day 4 of the Assembly on 4 October was 'Delivery Day'

Day 4 was finalising recommendations as best we could. This topic is complicated and has historically been quite contentious. There are a variety of issues at play and the Assembly has done the best it can with the information and time available. We found drafting recommendations in the allotted time to be quite challenging.

NB: The Citizen's Assembly was provided a large amount of research and studies in guiding its decisions. These materials can be found on the Napier Citizen's Assembly website.

Napier Community Priorities, Values, and Needs for the Future Aquatic Facility

The Assembly would like the Napier City Council to use the following priorities, values, and needs to guide the process of designing and building our future aquatic centre:

Leisure and Functionality

The facility must be a vibrant community resource, balancing leisure and recreation, health and wellbeing. The new facility should provide a variety of cost-effective activities.

Affordability

Affordability for both users and ratepayers is a top priority. Upfront investment in sustainable infrastructure can lower operating costs long-term. A balance must be struck between capital costs and lifetime value.

Accessibility

Location must be central and well-connected, ideally in close proximity to an arterial route. Design must meet accessibility standards of the facility both internally and externally. Additionally, the new aquatic facility needs to be built with security and safety in mind.

Cultural Awareness

It is important that we honour our Te Tiriti o Waitangi obligations and respect culturally significant locations, resources and narratives in the design and maintenance of the pools. The Assembly respects that water and the environment is of cultural significance.

Sustainability

The new aquatic facility should be designed with a focus on the future, being able to adapt to technological advancements, with the ability to expand and to continue to ensure energy efficiency.

Napier Assembly Recommendations for the Type of the Future Aquatic Facility

Recommendation:

The Assembly has determined that our future aquatic centre be built with the following considerations.

At a high level, we recommend the pool is community focused and should have leisure and recreation spaces, and health and wellbeing areas (acknowledging Mason Durie's Te Whare Tapawha model). Furthermore, we recommend that it is multipurpose and includes multifunctional spaces.

The Assembly group's shared understanding of the terms are:

Community focused. This means the facility is designed and managed with the needs, wellbeing and engagement of the local community in mind, rather than just being a place for swimming, as per the Aquatic Facility Development Guidelines.

Leisure. This could include relaxation, lifestyle, spa, outdoor activities and pool.

Recreation. May include water play, slides, fun, a bbq area.

Health and Wellbeing. For example, supporting Green Prescription, hydrotherapy, lane swimming, etc.

We acknowledge that the key areas above often intersect and may contribute to one or more or all areas.

We would like to express that we do not want anything taken away from the services currently provided at NAC. Competitive facilities (such as those provided at Hastings Sports Park) are out of scope for this project.

The Assembly has used the QEII as a reference point, adopting from that design ideas about how to meet our community needs.

Must haves (in order of priority):

25 x 25m lane pool (multiple use, e.g. lane swimming, aquaerobics, inflatables)

Learn to swim 25 x 10m / neurodiverse pool (separate area enabling quiet, low stimulation space)

Large hydrotherapy pool (one body of water with chairlifts, appropriate water temperature, ramps, handrails)

A shallow pool for young children with splash and play options

BBQ area, tables as well as outdoor play e.g volleyball, chess

Universal accessibility - must include adequate supply to meet the needs of changing population and projected growth. Building should be above code and standard for truly accessible facilities (National Aquatic Facilities Strategy) including ramps, chairlift / hoists, handrails, and accessible changing rooms (2+), family room (2+) and unisex bathrooms.

Adequate safe parking for disability, families, buses (school groups etc), safe drop off zones.

Hydroslices

Water bombing pool

Outdoor pool

Spa pool

Medium Priority: (Nice to haves)

Aqua climbing wall

Sauna, steam room

Low Priorities: (Seen as not needed)

Lazy river

Gym

Cafe

Rationale:

There are a couple of reasons why the Assembly has made these recommendations.

We have an ageing population and therefore a need for therapeutic facilities such as hydrotherapy pools. Data on our community suggests that currently we have plenty of water space overall, but an over representation of competition facilities. This is based on the Napier Disability Strategy 2019-2023. Over half of Napier is over 55, and many have disability needs. Furthermore, only 15% have been accessing the Onekawa Pool which may refer for better accessibility for this demographic.

Recommendations from a 2023 survey from Sport Hawkes Bay outlined that the major demand is leisure, recreation, and health and wellbeing. Furthermore, aquatic facility development guidelines indicate the market sways 60 to 70% towards recreation and leisure.

As above we need to provide **more** leisure and recreation facilities that provide recreation for kids, families, teenagers (event specific or fun stuff: manu comps, outdoor pools, and activity based fun).

References:

Tina Haslett's presentation Sport Hawkes Bay (2023 demand)
 Quarterly visitation reporting Napier aquatic centre and NCC
 2015 aquatic facility guidelines
 Paul Hasset QE2 facility
 National Aquatic Facilities Strategy

Napier Assembly Recommendations for the Location of the Future Aquatic Facility

Recommendation:

The Assembly determined that it didn't have enough information to identify preferred sites or locations.

Given this, we recommend that the Napier City Council continues to explore and study alternative sites to the current location as discussed in the Citizens' Assembly. We have given the following principles, ordered from most to least important, for the City Council to consider when determining a location.

Accessible to those who will use it - close to schools, sports groups, close to homes, e.g., young people with families, older and retired people, high population density areas

Able to safely use both private and affordable public transport (current or built).

High value for money: maximise the social return on the money spent to deliver it (cost to ratepayer)

And we would also like to specify the following technical requirements that should be considered:

Capable of supporting the recommended facilities and services providing opportunities for future development.

Safe from natural hazards (lower risk)

We have agreed to individual site consideration guidance based on information provided by NCC. Based on the information received to date, we invite NCC to consider further information/assessment and possible feasibility studies on sites that meet the following principles:

Overall traffic in the area
 Natural hazards
 Bus/bike routes
 Sites of special significance to local iwi

Should the NCC determine that moving the location away from its current site is best, we ask that consideration of reuse should be given to smaller outlier buildings at the current site (e.g. could Allan Pool be given to Plunket, gym leased, etc.)

Rationale:

We make the above recommendations because our purpose is to create a community pool that promotes the health and happiness of as many community members as possible. By choosing to build where demand is highest, we maximize social returns. Working towards manageable costs ensures the burdens on ratepayers is worth paying.

The location of the aquatic facility is essential for accessibility and assurance of use. The following further addresses what needs to be considered under the guiding principles:

Transport - bus routes, bikes, walk, car
 Sufficient parking, to meet standard of sustainable Napier
 Space to grow / room for expansion
 Walking distance of approximately 6 schools
 Close to shopping centre
 Original site or close proximity to the current site due to its central location

For future consideration by NCC:

Investigate the demographic profile and land expansion of Napier over the next 30 years to determine where intended users of the facility will live, go to school, and retire. This information can help determine the central area within which individual sites can be identified and assessed for affordability and maximum access by intended users.
References:
We have used the guiding principles provided to assess and consider potential sites. As examples: Park Island, Onekawa and Marewa appear to meet the principles based on the information provided to date. Supporting Information Documentation: <i>Locations Additional information.</i>

Minority Report 1)

Minority Recommendation 1:
That the Council retain the Citizens' Assembly Voice and representation to continue assisting the Council and the community to determine the final outcome for the Napier Aquatic Centre.
Rationale: This assembly has gone through a huge learning process and we now have significant knowledge to contribute to the development of the aquatic centre within the regional aquatic strategy.

This will also address the necessary local knowledge and information required to make realistic recommendations to Council on behalf of the community.

An ongoing working community ADVOCACY group which represents the public throughout the process and final decision making.

Community representation should be involved in the professional consultancy process engaged by Council as well as the Sport HB regional plan and other interested parties. This will guarantee assured continuity as council staff and representatives change over time.

References:

It is vitally important that research be carried out on behalf of the community to access the needs versus wants listed above

Please reference the appendices attached.

Additional research and recommendations by C Boulton.

Information Overview - Considerations and Discussion Topics.

Minority Report 2)

Minority Recommendation 2:

Facilities need to be sustainable over time with regards to the building and the costs to run it including size, products and design.

Rationale:

Example of engineering considerations could include:

Cost effective engineering design.
Sustainable & efficient products
Longevity & maintenance costs are reflected in the materials are critical
Investigate a retractable roof on potential secondary pool
Design can reflect Napier's past.

Examples to offset the financial burden on the Napier rate payer:

NCC Assets/lands that can be sold to contribute to the funding of the project. Eg.Ocean Spa
Apply for central Government funding.
Interest rates as low as possible or even exemptions/tax break
NCC sell bonds to Napier city ratepayers to help fund and also give the community a stronger sense of ownership for now and the future. Similar Napier Port ratepayer vested interest
Enduring Sponsorship/Donations from Local entities eg. Utility companies like Unison etc
Maximise natural light in the overall design which reduces energy costs.

References:

3. GOVERNANCE STRUCTURE 2025-2028

<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1880772
<i>Reporting Officer/s & Unit:</i>	Anna Eady, Governance Manager

3.1 Purpose of Report

To present the governance structure and appointments to committees, subcommittees, joint committees and external organisations decided by the mayor for approval by council.

Officer's Recommendation

That Council:

- a. **Note** the governance structure and appointments for the 2025-2028 triennium, established by Mayor McGrath in accordance with Section 41A of the Local Government Act 2002.
- b. **Approve** the appointments to Committees, Subcommittees, Joint Committees and External Organisations included in the governance structure for the 2025-2028 triennium.
- c. **Instruct** officers to prepare the Council and committee terms of reference for approval by the Council.

3.2 Background Summary

Section 41A of the Local Government Act 2002 (the Act) provides the mayor with the powers to:

- Appoint the Deputy Mayor
- Establish Council Committees and
- Appoint Chairs to those Committees.

In establishing a decision-making structure, the mayor must consider the work required of Council and the impacts on the roles and responsibilities of the members, the allocation of the remuneration pool across councillors, and the officer resourcing required to implement and support this structure.

At the inaugural meeting on 30 October 2025 Councillor Crown was appointed as Deputy Mayor.

Mayor McGrath has now confirmed the governance structure for this triennium and appointed a senior councillor, chairs and deputy chairs to all the committees.

Council approval is sought for the attribution of portfolio responsibilities and the appointments to subcommittees, joint committees and external bodies.

It should be noted that Section 41A of the Act also provides for a council to choose to:

- Remove a deputy mayor appointed by the mayor
- Discharge a committee established by the mayor
- Appoint additional committees to those established by the mayor
- Discharge a chairperson appointed by the mayor.

3.3 Issues

The governance structure adopted for this triennium will comprise two standing committees of the whole, with decision-making delegations and specialist committees/subcommittees with delegations to recommend to Council or standing committees as appropriate.

All elected members will also have individual portfolio responsibilities. Local Government New Zealand describes portfolios as positions that give elected members responsibility to lead on specific policy issues, such as transport or arts and culture. Councils appoint portfolio holders for a variety of reasons; for example, to ensure issues get attention or to create issue-specific spokespeople. The nature of a portfolio holder's responsibilities will be prescribed by the Mayor. This work is yet to be completed and will be presented to Council at a later date.

A role of Senior Councillor is being continued for the 2025-2028 term to provide support to the Mayor and Deputy Mayor as required. Cr Price has been appointed to this role.

The table below presents the committees and the appointments to each of them.

Standing Committees			
Committee	Chair	Deputy Chair	Members
Delivery & Regulatory	Cr Graeme Taylor	Cr Keith Price	Committee of the whole
Corporate & Performance	Deputy Mayor Sally Crown	Cr Roger Brownlie	Committee of the whole
Specialist Committees			
Committee	Chair	Deputy Chair	Members
Risk & Assurance	Mr Bruce Robertson (external)	Deputy Mayor Sally Crown	Mayor Richard McGrath Cr Te Kira Lawrence Cr Graeme Taylor <i>External member to be appointed</i>
Hearings	Cr Graeme Taylor	Cr Ronda Chrystal	Cr Simpson <i>Further members to be trained and appointed</i>
Chief Executive Contract	Cr Graeme Taylor		Mayor Richard McGrath

			Deputy Mayor Sally Crown Cr Roger Brownlie Cr Keith Price
Ngā Mānukanuka o te Iwi	NCC Kaumatua Beverley Kemp-Harmer	<i>TBC</i>	Mana whenua representatives for: • Petane Marae • Waiohiki Marae • Moteo Marae • Timikara Marae • Tangoio Marae • Wharerangi Marae • Pukemokimoki Marae Mana Ahuriri Representative Maungaharuru-Tangitū Trust Representative <i>Elected Member representatives to be confirmed</i>

As the standing committees have been changed substantially for this triennium from last triennium new terms of reference are currently in development. A proposal is planned to come to Council for approval at the next Council meeting.

Initial thoughts are:

- Delivery and Regulatory Standing Committee will focus on infrastructure and delivery functions, including roading, water, stormwater, transport, capital projects, asset management, resilience, delivery risk, and regulatory performance.
- The Corporate and Performance Standing Committee will focus on corporate services, including financial management, CCO/CCTOs, property, procurement, commercial facilities, and organisational capability.

Elected member representatives to sit on Ngā Mānukanuka o te Iwi are yet to be confirmed. The Mayor will appoint these members after consultation with the Chair of the Committee and elected members.

3.4 Significance and Engagement

This matter is an exercise of the role and powers of the mayor under s41A of the Local Government Act 2002 and does not trigger the Significance and Engagement Policy or other consultation requirements.

3.5 Implications

Financial

Some external appointees will be remunerated for their participation in Council's governance processes. As they are appointed and not elected, this remuneration cannot be allocated from the remuneration pool set by the Remuneration Authority.

Funding for remunerating the independent members of the Risk & Assurance Committee and Ngā Mānukanuka o te Iwi Committee is allocated within the FY25/26 Annual Plan.

Social & Policy

There are no social or policy issues related to this report.

Risk

Adopting an appropriate governance structure is one element in mitigating the risk of Council not achieving the objectives in its vision and long-term planning.

3.6 Options

The options available to Council are as follows:

- a. Approve the governance structure and appointments established by Mayor McGrath in accordance with Section 41A of the Local Government Act 2002.
- b. Modify the governance structure, membership of committees and/or portfolio appointments.

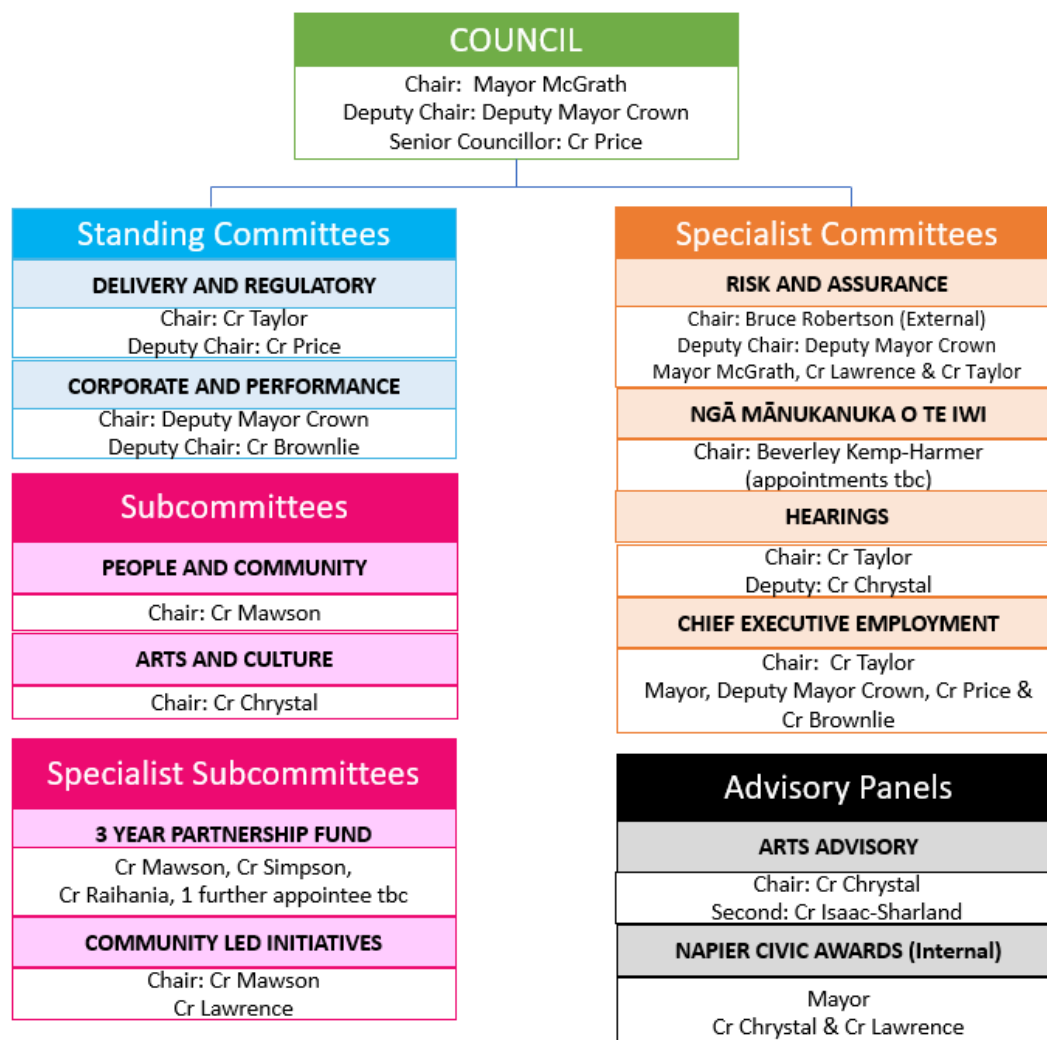
3.7 Development of Preferred Option

No alternative options have been prepared.

3.8 Attachments

- 1 2025-11 Governance Structure 2025-28 (Doc Id:1883109) [↓](#)

Governance Structure 2025-28



Napier City Council Members of Joint Committees		
AHURIRI REGIONAL PARK JOINT COMMITTEE	HB REGIONAL TRANSPORT COMMITTEE	OMARUNUI REFUSE LANDFILL JOINT COMMITTEE
Cr Nigel Simpson Cr Whare Isaac-Sharland Cr Craig Morley (alternate)	Cr Keith Price Mayor Richard McGrath (alternate)	Cr Whare Isaac-Sharland Cr Craig Morley Cr Greg Mawson (alternate)
APPOINTMENTS PANEL HAWKE'S BAY REGIONAL SPORTS PARK TRUST	HB WATER SERVICES CCO TRANSITIONAL GOVERNANCE GROUP	REIMAGINING FLOOD RESILIENCE STEERING GROUP
Cr Greg Mawson	Mayor Richard McGrath Cr Roger Brownlie	Cr Graeme Taylor Cr Te Kira Lawrence
HAWKE'S BAY CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP JOINT COMMITTEE	HERETAUNGA WATER STORAGE SHAREHOLDER COMMITTEE	TE KOMITI MURIWAI O TE WHANGA
Mayor Richard McGrath Cr Nigel Simpson	Cr Keith Price Cr Roger Brownlie	Cr Whare Isaac-Sharland
HAWKE'S BAY CREMATORIUM COMMITTEE	JOINT WASTE FUTURES PROJECT STEERING COMMITTEE	
Cr Craig Morley Cr Nigel Simpson	Cr Greg Mawson Cr Whare Isaac-Sharland Cr Te Kira Lawrence	
HAWKE'S BAY MUSEUM STORAGE WORKING GROUP	NAPIER-HASTINGS FUTURE DEVELOPMENT STRATEGY JOINT COMMITTEE	
Deputy Mayor Sally Crown Cr Ronda Chrystal	Cr Ronda Chrystal Cr Roger Brownlie (alternate)	

Council Controlled Organisations and Council Controlled Trading Organisations (CCO & CCTOs)		
Hawke's Bay Airport Limited	Hawke's Bay Museums Trust	Omarunui Landfill
No appointees required	Tania Wright (external)	Whare Isaac-Sharland Craig Morley Greg Mawson (alternate)
Ahuriri Investment Management Limited		
1-2 <u>appointees</u> tbc through an external process		

External appointments		
Ahuriri Business Association Incorporated	Art Deco Trust	Art Deco trust (Robert McGregor Heritage Fund Committee)
Cr Keith Price	Cr Ronda Chrystal	Cr Ronda Chrystal Cr Shyann Raihania (alternate)
Creative Arts Napier	Creative Communities Committee	Eastern Screen Alliance
Cr Ronda Chrystal	Cr Ronda Chrystal Cr Nigel Simpson Cr Shyann Raihania (alternate)	Deputy Mayor Sally Crown
Hawke's Bay Holt Planetarium Charitable Trust	Hawke's Bay Medical Research Foundation Incorporated	Historic Places Hawke's Bay Incorporated
Cr Greg Mawson	Cr Greg Mawson	Cr Ronda Crystal
Howard Estate Advisory Board	Mayor's Taskforce for Jobs	Napier City Business Inc
Suzanne Newman (external)	Mayor Richard McGrath	Deputy Mayor Sally Crown
Napier Pilot City Trust	Napier Disability Advisory Group	Napier Predator Hill Governance Group
Cr Shyann Raihania	Cr Greg Mawson	Cr Roger Brownlie
Port Noise Liaison Committee	Positive Ageing Trust	Pukemokimoki Marae Trust
Cr Roger Brownlie Cr Keith Price (alternate)	Cr Greg Mawson	<i>To be confirmed</i>
Sports Council	Taradale Business Association	Te Matau a Maui Trust
Cr Keith Price	Cr Ronda Chrystal	Barbara Arnott (until March 2026)
Waipureku Waitangi Charitable Trust		
Cr Te Kira Lawrence		

4. ELECTED MEMBERS' REMUNERATION: POST-ELECTION ALLOCATION OF GOVERNANCE REMUNERATION POOL

Type of Report:	Legal and Operational
Legal Reference:	Local Government Act 2002; Local Government Elected Members (2025/26) Determination 2025
Document ID:	1880760
Reporting Officer/s & Unit:	Anna Eady, Governance Manager

4.1 Purpose of Report

To present to Council the Mayor's proposed allocation of the 2025/2026 post-election remuneration pool set by the Remuneration Authority for Napier City Councillors.

Officer's Recommendation

That Council:

- a) **Endorse** the allocation of the 2025/2026 post-election remuneration pool set by the Remuneration Authority for Napier City Councillors (noting that the Mayoral remuneration is set directly by the Remuneration Authority).

Deputy Mayor; Chair Standing Committee; Deputy Chair Specialist Committee (1)	\$115,400
Chair Standing Committee; Chair Specialist Committee (1)	\$93,463
Deputy Chair Standing Committee; Senior Councillor (1)	\$86,928
Deputy Chair Standing Committee (1)	\$86,928
Chair Subcommittee; Deputy Chair Specialist Committee (1)	\$84,451
Chair Subcommittee (1)	\$83,502
Portfolio Holder (5)	\$74,130

- b) **Note** that the base rate for Councillors has been set by the Remuneration Authority at \$65,809.

4.2 Background Summary

The Local Government Act 2002 (clause 7 of Schedule 7) mandates the Remuneration Authority (the Authority) to set the remuneration for all elected members nationally. This is undertaken annually.

The local government governance remuneration pool for councillors that applies on and after the date on which the official result of the 2025 local election of members for Napier City Council is **\$921,322**. The minimum base rate for councillors set by the Remuneration Authority for Napier City Council is **\$65,809**

The total remuneration for the Mayor of Napier City as set by the Remuneration Authority will be **\$171,317**.

Post-election, each new Council is responsible for allocating its remuneration pool and advising the Remuneration Authority of the recommended breakdown of the remuneration for the remainder of the 2025/2026 financial year. A new determination is made by the Authority each financial year.

These recommendations will include a rate for base councillor remuneration and rates for all positions of responsibility. The Authority will then review the Council's recommendations before determining and gazetting the remuneration payable to members.

Remuneration of mayors continues to be individually set by the Authority and reflects each council's ranking on the relevant size index.

Allowance payments are at the discretion of each council, however the Determination reviews these annually.

In allocating the remuneration pool, the following requirements must be met:

- The whole pool must be utilised.
- The Authority has set a minimum base rate for councillors per council; a council may decide that their base rate for councillors be higher than this, but it cannot be lower.
- Council must formally vote on:
 - The committee structure and any associated positions of responsibility,
 - Any other positions of additional responsibility to be recognised by remuneration,
 - The annual dollar value of remuneration attached to each role (which would be paid in addition to the base level of remuneration), and
 - Who will be undertaking each role.
- Following its formal decision-making, the Council will need to forward its adopted resolutions to the Authority for consideration for inclusion in the final determination.

For transparency, the remuneration allocation workbook is shown at **Attachment 1** (Doc Id: 1882825).

The committee structure associated positions of responsibility, and who will be undertaking each role has been brought to Council in the previous item.

4.3 Issues

No issues.

4.4 Significance and Engagement

This report advises on matters under the Local Government Act 2002 and the 2025/26 Determination of the Remuneration Authority and does not trigger the Significance and Engagement Policy or other consultation requirements.

4.5 Implications

Financial

The 2025/26 Determination is set by the Remuneration Authority and impacts on the pay levels for all elected members.

Social & Policy

N/A

Risk

N/A

4.6 Options

The options available to Council are as follows:

- a) Endorse the Mayor's proposed recognition of responsibilities culminating in the proposed allocation of the remuneration pool
- b) Negotiate changes to the Mayor's proposed allocation with the Mayor, noting that there may be impacts on the timing that the allocation is able to be gazetted by the Remuneration Authority.

4.7 Development of Preferred Option

It is recommended that the Mayor's proposed allocation be endorsed, as it has been developed in line with the rules advised by the Remuneration Authority and reflects a variety of responsibilities held by different members of the Council.

4.8 Attachments

- 1 Remuneration Allocation Workbook [↓](#)

Proposed Remuneration for Councillors Following the 2025 Local Elections Using Dollar Amounts



Use this worksheet to calculate the proposed remuneration for positions with additional responsibilities and the proposed remuneration for councillors without additional responsibilities using DOLLAR amounts.
Before completing this worksheet, read the instructions sheet in the tab below for detailed guidance.

1) Enter the legal name of the local authority, as listed in schedule 2 of the Local Government Act 2002:

Napier City Council

2) Enter the date on which the official result of the 2025 election was declared for the local authority:

16 October 2025

3) Enter the number of elected members (excluding the mayor or regional council chair) on the council:

11

4) Enter local authority's governance remuneration pool as shown in the current local government members determination (\$):

921,322

5) Enter councillor minimum allowable remuneration as shown in the current determination (\$):

65,809

6) Enter proposed remuneration for a councillor with no additional responsibility (\$):

65,809

7) Enter title of proposed position with additional responsibilities (ie: the title that will be displayed in the amending determination)	8) Enter number of members per position	9) Enter date of appointment or local authority's resolution	Effective Date*	Councillor with no additional responsibilities (\$)	Enter proposed additional remuneration (\$)	Proposed annual total remuneration per councillor (\$)	Total (\$)
Deputy Mayor; Chair of Standing Committee; Deputy Chair of Specialist Committee	1	6 November 2025	7 November 2025	65,809	49,591	115,400	115,400
Chair Standing Committee; Chair Specialist Committee	1	6 November 2025	7 November 2025	65,809	27,654	93,463	93,463
Deputy Chair Standing Committee; Senior Councillor	1	6 November 2025	7 November 2025	65,809	21,119	86,928	86,928
Deputy Chair Standing Committee	1	6 November 2025	7 November 2025	65,809	21,119	86,928	86,928
Chair Subcommittee; Deputy Chair Specialist Committee	1	6 November 2025	7 November 2025	65,809	18,642	84,451	84,451
Chair Subcommittee	1	6 November 2025	7 November 2025	65,809	17,693	83,502	83,502
Portfolio Holder	5	6 November 2025	7 November 2025	65,809	8,321	74,130	370,650
Councillor with no additional responsibilities	0		17 October 2025	65,809	n/a	65,809	0

Grand total (\$): 921,322

* = For positions with additional responsibilities the effective date is the day after the date of either the local authority's resolution or the date of appointment of the Deputy Mayor or Committee Chairperson by the Mayor using their powers under section 41(3) of the Local Government Act 2002, and for councillors with no additional responsibility the effective date is on and from the day after the date on which the official result of 2025 election of members for the council is declared.

Balance of pool (\$): 0

A brief description must be provided for each position of responsibility ie: specify the additional responsibilities over and above the councillor with no additional responsibilities role - covering duties, delegations, deputising and reporting obligations and the extra time involved in carrying out the additional responsibilities.

Return this completed worksheet together with a copy of the public notice declaring the official result of the local election, a copy of the minutes recording the council's resolution, and a brief description of each position of responsibility to: info@remauthority.govt.nz

2025 Local Elections

5. INFORMATION - OFFICIAL INFORMATION REQUESTS AS AT 17 OCTOBER 2025

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	Local Government Official Information and Meetings Act 1987
<i>Document ID:</i>	1880784
<i>Reporting Officer/s & Unit:</i>	Anna Eady, Governance Manager

5.1 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 20 October 2025 (Doc Id 1880993).

5.2 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.

5.3 Options

The options available to Council are as follows:

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

5.3 Attachments

- 1 2025-10-20 LGOIMA Reporting for Council Meetings (Doc Id 1880993) [↓](#)

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

For the 2025 year to date:

- 183 LGOIMA requests have been received
- Two Ombudsman official investigations have been undertaken. One is still currently active and one has been resolved. Two Ombudsman preliminary inquiries were undertaken and resolved before an official investigation was required.

Current LGOIMA requests being worked on by officers as of 20 October 2025:

Tracking no.	Requester	Topic	Responsible Directorate	Working days taken until release
25010	Organisation	Noise Complaints – Plowman Crescent	City Strategy	5
25011	Individual	Tikanga and te reo	Corporate Services	19
25012	Individual	Forestry Planting Consents	City Strategy	16
25013	Individual	Anti Rates Cap	Corporate Services	9
25014	Individual	Cathedral Lane/ Tennyson St	Infrastructure	19
25015	Individual	Library project cost	City Strategy	5
25016	Individual	Ahuriri Regional Park	City Strategy	10
25017	Individual	Traffic calming cost	Infrastructure	19
25018	Individual	Waka building	City Strategy	14
25019	Individual	Speed zone change: Te Awa Ave	Infrastructure	20
25020	Individual	Swimming pool project	City Strategy	12
25021	Business	Trade waste consent	Infrastructure	20
25022	Individual	Construction project data	Infrastructure	8
25023	Individual	Community hub	Community Services	16
25024	Individual	Reservoirs	Infrastructure	7
25025	Individual	Ethnic makeup	Corporate Services	11
25026	Individual	Roading projects	Infrastructure	19
25027	Multiple Individuals	Anti Rates cap	Corporate Services	3
25028	Lawyer	24, 24a and 24b Barnard Avenue	Corporate services/City Strategy	20
25029	Individual	Sponsorship	Community Services / Corporate Services	11
25030	Individual	Pump station: additional information	Infrastructure	20
25031	Individual	Lot 52 Valuation and Pricing	Corporate Services	19
25032	Organisation	Food outlets	Corporate Services	18
25033	Individual	Traffic island, roundabouts, and speed humps	Infrastructure	22

25034	Individual	Dog Info PRIVACY ACT	City Services	1
25035	Individual	Napier Assist Āwhina Tāngata	City Strategy	20
25036	Business	Land categorisation	City Strategy	18
25037	Individual	Sandwich boards/Napier Assist	City Strategy	15
25038	Organisation	EOI Process	People and Capability	8
25039	Individual	Cycle path		Transferred to HBRC
25040	Individual	Legal advice costs	Infrastructure	11
25041	Organisation	Co-design project	City Strategy	13
25042	Individual	The HB Coalition	Corporate Services (Governance)	18
25043	Organisation	Lease renewal	City Strategy	19
25044	Individual	Sage Planning Ltd	City Strategy	20
25045	Individual	Citizens' Assembly	Community Services	9
25046	Individual	Traffic Accidents		Transferred to NZ Police
25047	Business	Street parking	Infrastructure	15
25048	Political Party	Road cones	Infrastructure	19
25049	Individual	Cell towers	City Strategy	3
25050	Individual	Mobile trading licenses	City Strategy	16
25051	Business	Building consents	City Strategy	4
25052	Individual	Water cost	Infrastructure	4
25053	Business	CCTV footage	City Strategy / Corporate Services	19
25054	Individual	Napier-Taupo Rd crashes		Transferred to NZTA
25055	Political Party	Off-licences	City Strategy	11
25056	Individual	Other operating expenses	Corporate Services	12
25057	Individual	Wharerangi Road	City Strategy	Withdrawn
25058	Individual	Māori wards	City Strategy	5
25059	Individual	Waste collection costs	Infrastructure	17
25060	Individual	Waste collection costs	Corporate & Commercial Services	14
25061	Individual	Rates comparison	Corporate Services & Commercial Services	18
25062	Individual	Co-design partner process	Strategy & Urban Development	20
25063	Individual	Roading expenditure	Corporate & Commercial Services	20
25064	Anonymous	Demolition quotes	Strategy & Urban Development	4
25065	Individual	Commercial property details	Corporate & Commercial Services	15
25066	Organisation	Lease renewal info	Corporate & Commercial Services	6

25067	<i>Individual</i>	Water costs	<i>Corporate & Commercial Services</i>	11
25068	<i>Organisation</i>	HR Systems	<i>People & Capability</i>	2
25069	<i>Lawyer</i>	Compliance issue	<i>Strategy & Urban Development</i>	2
25070	<i>Individual</i>	Rates cap	<i>Strategy & Urban Development</i>	1
25071	<i>Organisation</i>	Noise complaints	<i>Strategy & Urban Development</i>	18
25072	<i>Media</i>	Mobility parking infringements	<i>Strategy & Urban Development</i>	18
25073	<i>Business</i>	2003/04 LTCCP	<i>Strategy & Urban Development / Corporate & Commercial Services</i>	11
25074	<i>Individual</i>	Investigation file	<i>Strategy & Urban Development</i>	
25075	<i>Individual</i>	Auckland Road	<i>Strategy & Urban Development</i>	
25076	<i>Individual</i>	Auckland Road	<i>Strategy & Urban Development</i>	
25077	<i>Media</i>	Equivalent figures	<i>Strategy & Urban Development</i>	4
25078	<i>Ministry for Heritage and Culture</i>	Heritage data	<i>Community Services</i>	13
25079	<i>Individual</i>	Library Building	<i>Strategy & Urban Development</i>	
25080	<i>Organisation</i>	Alcohol Licensing	<i>Strategy & Urban Development</i>	
25081	<i>Individual</i>	6 Gloucester Street	<i>Strategy & Urban Development</i>	
25082	<i>Organisation</i>	121-121A Riverbend Road	<i>Strategy & Urban Development</i>	
25083	<i>Business</i>	Lease agreement	<i>Strategy & Urban Development</i>	
25084	<i>Individual</i>	Traffic counting contract	<i>Community Services</i>	1
25085	<i>Media</i>	Electricity costs	<i>Community Services</i>	

6. INFORMATION - ACTION POINTS REGISTER AS OF 28 OCTOBER 2025

Type of Report:	Operational
Legal Reference:	N/A
Document ID:	1881059
Reporting Officer/s & Unit:	Anna Eady, Governance Manager

6.1 Purpose of Report

The Action Points 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 28 October 2025 (Doc Id 1881054).

6.2 Background Summary

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

6.3 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.

6.4 Significance and Engagement

N/A

6.5 Implications

Financial

N/A

Social & Policy

N/A

Risk

N/A

6.6 Options

N/A

6.7 Attachments

- 1 2025-11 Open Action Points Register. (Doc Id 1881054) [↓](#)

Open Action Points Register – 2022/2025 triennium meetings – as at 28 October 2025

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 back to the Napier People and Places Committee.	23 Sept 2025: The Planetarium is currently working towards closure to the public. Project group resuming work on assessment of options in December. Current location needs to be vacated by Sept 2026.
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.
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.
200	Council	28/08/2025	National Aquarium Figures	Jess Ellerm	Talia Foster	Officers to provide budget figures for the National Aquarium, and how far off budget it is.	9 September 2025: In progress.

Ref. number	Meeting raised		Topic	Who is responsible?		Action points	Progress/Completed
	Name	Date		ED	Officer		
202	Future Napier	21/08/2025	Te Muriwai o Te Whanga Plan	Rachael Bailey	Fleur Lincoln	Provide Council with financial information from the Long-Term Plan Budget Action plan	29 October 2025: Compete - The actions committed by NCC to achieve the outcomes sought by the Plan have been budgeted for within the LTP and in the operational budgets of Council's work programme. It is not feasible for the financial commitment from NCC toward this Plan to be singled out because there are several projects that sit within the LTP that also sit within the Te Whanga Plan, and others which are quite operational in nature.
203	Future Napier	21/08/2025	Senior Parking	Rachael Bailey	Luke Johnson	Officers to explore the practicalities, risks and opportunities of Free Parking for seniors as outlined in the petition presented by Grey Power on 21 August 25.	11 September 2025: Officers working through this and intend to bring it back to Council at their meeting in December.

Ref. number	Meeting raised		Topic	Who is responsible?		Action points	Progress/Completed
	Name	Date		ED	Officer		
204	Prosperous Napier	21/08/2025	Predator Free Napier Hill	Thunes Cloete	Anna Eady	To add to the new Triennium External Appointments Schedule a Councillor appointment on the Predator Free Governance Group, with a focus on advocacy, community engagement, and communications support.	8 August 2025: Mayor will need to appoint an elected member to the Board as part of the new external appointments in the new triennium.
205	Prosperous Napier	21/08/2025	Predator Free Napier Hill	Thunes Cloete		Officers to provide information on the feasibility for a Council officer to contribute to the Predator Free working group, with links into reserve management, operational support, and promotional channels and if so how could this be implemented.	11 September 2025: In progress. Parks and Projects Planner Officer may be a good fit here if they have capacity. To be confirmed by Exec Director.

REPORTS UNDER DELEGATED AUTHORITY

1. TENDERS LET REPORT

Type of Report:	Information
Legal Reference:	N/A
Document ID:	1874827
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 18 August 2025 to 23 October 2025.

Officer's Recommendation

That Council:

a) **Receive** the Tenders Let for the period 18 August 2025 to 23 October 2025 as below:

- **C2691 Cross Country Drain Stormwater Pumping Station Electrical Upgrades** be awarded to Pro Electrical in the sum of \$105,000.00 excl. GST.
- **C2900 Parklands Civil Works Area 3 Stage 12** be awarded to SCL Civil Works in the sum of \$1,234,477.02.
- **C2931 Parklands Landscaping** be awarded to Natural Habitats Limited in the sum of \$117,375.18 excl. GST.

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

C2691 Cross Country Drain Stormwater Pumping Station Electrical Upgrades \$105,000.00 excl. GST

- Two tenders have been received.
- It has been recommended that the contract be awarded to Pro Electrical.
- \$105,000.00
- This recommendation has been approved.

C2900 Parklands Civil Works Area 3 Stage 12 - \$1,234,477.02 excl. GST

- Four tenders have been received.
- It has been recommended that the contract be awarded to SCL Civil Works.
- \$1,234,477.02
- This recommendation has been approved.

C2931 Parklands Landscaping - \$117,375.18 excl. GST

- Eight tenders have been received.
- It has been recommended that the contract be awarded to Natural Habitats Limited.
- \$117,375.18
- 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. Recommended Appointment of Independent Risk & Assurance Committee Member

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. Recommended Appointment of Independent Risk & Assurance Committee Member	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.	Confidential Information of Appointee
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 30 October 2025

Time: 5.00pm – 5.45pm (*Pōhiri*)
6.00pm – 6.50pm (*Inaugural meeting*)

Venue Natusch Ballroom
War Memorial Centre
Marine Parade
Napier

Livestreamed via Council's Facebook page

Present **Chair:** Mayor McGrath
Members: Councillors Brownlie Chrystal, Crown, Isaac-Sharland, Lawrence, Mawson, Morley, Price, Raihania, Simpson and Taylor

In Attendance Chief Executive (Louise Miller)
Acting Executive Director Urban & Strategy Development (Stephanie Murphy)
Executive Director Water Services (Russell Bond)
Executive Director Community Services (Thunes Cloete)
Head of Regulatory Delivery (Simon Bradshaw),
Communications & Engagement Team Leader (Jess Soutar-Barron)
Bay Skate Manager (Kyle Hamilton)
Māori Partnership Manager - Te Kaiwhakahaere Hononga Māori (Hilary Prentice)
Governance Manager (Anna Eady)
Council's Kaumātua Matiu Eru and Kuia Beverley Kemp-Harmer

Also in Attendance Family and friends of elected members, dignitaries, Council staff and members of the public were present in the gallery

Administration Governance Advisors (Carolyn Hunt)

ORDINARY MEETING OF COUNCIL – Open Minutes

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ORDER OF BUSINESS

Pōhiri

A pōhiri to welcome the incoming Mayor and Councillors was held in the Natusch Ballroom prior to the official swearing in ceremony of the elected members.

After the pōhiri, in keeping with the Māori tradition of hospitality (manaakitanga), refreshments (kai) were provided concluding the formal process of the pōhiri, prior to the commencement of the formal business meeting.

Chief Executive's Welcome

The Chief Executive declared the meeting open and welcomed the Mayor, Councillors, invited guests and the public to the first meeting of the 2025-2028 triennium of the Napier City Council.

Ms Miller gave an opening speech outlining the process for the meeting, commencing with the swearing in of the Mayor and Councillors.

Declaration of the Mayor Elect

The Chief Executive, Ms Miller, as required by the Local Government Act 2002 schedule 7 (14) and (21)(5)(a), received and witnessed the oral declaration of His Worship the Mayor.

Ms Miller then invested Mayor Richard Mark McGrath with the insignia chains of office.

Mayor McGrath assumed the role of Chair at 6.15pm

Declarations of the Councillors Elect

Mayor McGrath, as required, by the Local Government Act 2002 schedule 7 (14) and (21)(5)(a), received and witnessed the oral declarations in English or Te Reo of each member of the Napier City Council:

Ahuriri Ward

- Roger Brownlie, Sally Anita Hine-I-Pakia Crown and Keith Douglas Price

Napier Central Ward

- Te Kira Lawrence, Gregory John Mawson and Craig Morley

Taradale Ward

- Ronda Susan Chrystal, Ralph Nigel Simpson and Graeme Keith Taylor

Te Whanga Ward

- Whare Isaac-Sharland and Shyann Raihania

Each Councillor was presented with the insignia medallion of office, in preparation for the inaugural business of Council.

Attachments

- 1 Signed Declarations of Elected Members (Doc Id 1883015)
- 2 Programme for Inaugural Council meeting 30 October 2025 (Doc Id 1883016)

Mayor's Opening Speech

Mayor McGrath welcomed councillors, staff, family and friends to the meeting. He acknowledged and thanked the outgoing mayor (Kirsten Wise) and councillors (Maxine Boag, Annette Brosnan, Hayley Browne, Juliet Greig and Chad Tareha) who had put in the hard yards and served the community and made some tough decisions. He felt that while there were debates and not always agreement, they had all ultimately worked well as a team and learned from each other during their tenure.

Mayor McGrath congratulated all returning Councillors, and welcomed the new Councillors.

Mayor McGrath said he wanted to reset the Council and get back to what the community needs. To not put focus into "nice to haves" but get back to basics. To keep things steady and move forward on the right path for Napier.

The meeting then moved into the items of business prescribed under the Local Government Act 2002.

AGENDA ITEMS

1. APPOINTMENT OF DEPUTY MAYOR

<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Local Government Act 2002
<i>Document ID:</i>	1822807
<i>Reporting Officer/s & Unit:</i>	Anna Eady, Governance Manager

1.1 Purpose of Report

To advise Council of the appointment of the Deputy Mayor and to provide Council with background information on the powers under section 41A of the Local Government Act 2002 for the mayor to appoint the deputy mayor.

At the meeting

The Governance Manager, Ms Eady presented the report noting that Mayor McGrath had chosen to use his power in the appointment of Councillor Crown as Deputy Mayor.

Deputy Mayor Crown addressed the meeting thanking whanau, friends and past loved ones in her development as a person and how she contributes to the community.

Deputy Mayor Crown acknowledged and thanked Kirsten Wise, former mayor who had provided many opportunities to her during the last six years to develop skills, expertise and leadership qualities.

COUNCIL RESOLUTION	Mayor McGrath / Councillor Mawson
	That Council:
	a) Note that under section 41A of the Local Government Act 2002 the Mayor has the power to appoint the Deputy Mayor.
	b) Note that the Mayor has chosen to use their power to appoint the Deputy Mayor.
	c) Note that the Mayor has appointed Councillor Sally Crown as Deputy Mayor for the 2025-2028 Triennium in accordance with section 41A (3)(a) of the Local Government Act 2002.
	Carried

2. LEGISLATION AFFECTING ELECTED MEMBERS - GENERAL EXPLANATION

Type of Report:	Legal
Legal Reference:	Local Government Act 2002
Document ID:	1822803
Reporting Officer/s & Unit:	Anna Eady, Governance Manager

2.1 Purpose of Report

To provide elected members with a general explanation of laws affecting members as per the Local Government Act 2002, Schedule 7(21).

At the meeting

The Governance Manager, Ms Eady presented the report providing a brief summary on some of the Acts that affect elected members. There were no questions.

COUNCIL RESOLUTION

Deputy Mayor Crown / Councillor Chrystal

That Council:

- a) **Particularly** note the provisions and requirements outlined by the:
 - i. Local Government Official Information and Meetings Act 1987
 - ii. Local Authorities (Members' Interests) Act 1968
 - iii. Crimes Act 1961 sections 99, 105 and 105a
 - iv. Secret Commissions Act 1910
 - v. Financial Markets Conduct Act 2013

As per Schedule 7(21) of the Local Government Act 2002
- b) **Note** the obligations of the Privacy Act 2020, Local Government (Pecuniary Interests Register) Amendment Act 2022, and the Health and Safety at Work Act 2015.
- c) **Note** the further national and local legislation affecting the activities of Napier City Council, a list of which is provided to members so they may familiarise themselves as required (Doc ID: 1879058).

Carried

3. SETTING OF THE FIRST COUNCIL MEETING

Type of Report:	Legal and Operational
Legal Reference:	Local Government Act 2002
Document ID:	1822802
Reporting Officer/s & Unit:	Anna Eady, Governance Manager

3.1 Purpose of Report

To set the date and time of the first meeting of Council in accordance with Schedule 7, Clause 21(d) of the Local Government Act 2002 and confirm the meeting schedule for the remainder of the 2025 calendar year.

At the meeting

The Governance Manager, Ms Eady presented the report outlining the requirement under the Local Government Act 2002 to set a date for the first Council meeting. Ms Eady advised that the Council and Committee meeting schedule for 2026 would be available following the finalisation of the Governance Structure.

COUNCIL RESOLUTION	Councillors Price / Lawrence
	That Council:
	a) Sets the first ordinary meeting of Council to be held on Thursday 6 November 2025 at 9.30am.
	b) Confirms the meeting schedule for the remainder of the 2025 calendar year as below:
	• 4 December 2025 – Risk and Assurance Committee
	• 11 December 2025 - Council
	Carried

At the conclusion of the formal business Mayor McGrath invited everyone present to join the elected members for celebratory refreshments in recognition of the occasion.

Kaumātua Matiu Eru closed with a karakia at 6.50pm

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

Chairperson

Date of approval