



# DELIVERY & REGULATORY PERFORMANCE COMMITTEE

## Open Minutes

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Meeting Date: Thursday 5 March 2026

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Time: 9.30am – 10.18am (*Open*)  
10.27am – 11.00am (*Public Excluded*)

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Venue Breakout Room 2  
War Memorial Centre  
Marine Parade  
Napier

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*Livestreamed via Council's YouTube Channel*

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Present **Chair:** Councillor Taylor  
**Members:** Mayor McGrath, Councillors Chrystal, Crown, Isaac-Sharland, Lawrence, Mawson, Morley, Price (Deputy Chair), Raihania and Simpson  
**Ngā Mānukanuka o te Iwi Representatives:** Unappointed

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In Attendance Executive Director Strategy & Urban Development (Rachael Bailey)  
Executive Director Water Services (Russell Bond)  
Communications Marketing & Engagement Manager (Julia Stevens)  
Head of Water Operations (Marcia Ho)  
Head of Strategy and Programme Delivery (Stephanie Murphy)  
Head of Strategy and Investments (Stephen Moratti)  
Asset Engineering Planning (Sam Cuenca)  
Manager Planning and Investments (Syed Andrabi)

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Capital Investments Planner (Bex Smiley)  
Programme Performance and Quality Lead (Hansika Iranthi)  
Strategic Contracts Lead (Josh Lloyd)  
Enterprise Project Management Office Manager (Bruce Lake)  
Governance Manager (Anna Eady)

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Also in attendance: Tony Miguel, Consultant, Beacon Pathway  
Nicki Bartlett and Matt Lloyd – WSP and Beca

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Administration Governance Advisors (Carolyn Hunt and Jemma McDade)

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# DELIVERY & REGULATORY PERFORMANCE COMMITTEE – Open Minutes

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## ORDER OF BUSINESS

### Karakia

The meeting opened with the Council karakia.

### Apologies

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#### COMMITTEE RESOLUTION

##### Councillors Price / Chrystal

That the apology for absence from Deputy Mayor Brownlie be accepted.

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**Carried**

### Conflicts of interest

Nil

### Public forum

Nil

### Announcements by the Mayor

Nil

### Announcements by the Chairperson

Nil

### Announcements by the management

Nil

### Confirmation of minutes

There were no minutes to confirm as this was the inaugural meeting of the Development and Regulatory Performance Committee for the new 2025-2028 Triennium.

### Minor Matters

- New Zealand Police
- Central Government Reforms in relation to Mayoral Forum

*Councillor Lawrence joined the meeting at 9.31am*

# AGENDA ITEMS

## 1. UNISON EASEMENTS - 201 PREBENSEN DRIVE & 120 AUSTIN ST RESERVES

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<i>Type of Report:</i>	Legal and Operational
<i>Legal Reference:</i>	Reserves Act 1977
<i>Document ID:</i>	1897364
<i>Reporting Officer/s &amp; Unit:</i>	Sam Cuenca, Asset Engineer Planning

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### 1.0 Executive Summary - Te Kaupapa me te Whakarāpopotanga:

- 1.1 To seek the Committee's approval to grant easements in gross in favour of Unison Networks Limited. The easements are for the installation and maintenance of new electricity network assets required to supply the New Zealand Transport Agency's Napier Commercial Safety Vehicle Centre (CSVC) project.
  - 1.2 The easements are required over two Council-owned reserve areas. These are Lot 4 DP 17249, being a Local Purpose Reserve (Drainage) at 120 Austin Street, and Lot 3 DP25918, being a Local Purpose Reserve (Recreational) at 201 Prebensen Drive.
  - 1.3 Unison requires legal rights to install, access, operate and maintain its assets. The final easements will be confirmed by survey after installation.
  - 1.4 New Zealand Transport Agency (NZTA) will meet the survey, LINZ, and legal costs under the Agreement.
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### At the meeting

The Asset Engineer Planning, Mr Cuenca supported by Mr Andrabi presented the report.

Mr Cuenca confirmed that if damage occurs to Infrastructure on the Reserve during installation or maintenance it would be Unison's responsibility and this responsibility would form part of the Easement Agreement that will be signed by the Chief Executive. During the construction stage, the works will be supervised by Council's internal team to ensure that any structural or reinstatement works are undertaken in accordance with Council's standards.

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### COMMITTEE RESOLUTION

#### Councillors Price / Morley

#### The Delivery and Regulatory Performance Committee:

- a. **Approves**, as administering body, the granting of an easement in gross in favour of Unison Networks Limited over the relevant parts of Lot 4 DP 17249 (Local Purpose Reserve – Drainage).
  - b. **Approves**, as administering body, the granting of an easement in gross in favour of Unison Networks Limited over the relevant parts of Lots 3 and 4 DP25918 (Local Purpose Reserve – Recreational).
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- c. **Approves**, in exercise of the Ministerial consent (under delegation from the Minister of Conservation), the granting of the above easements.
- d. **Authorises** the Chief Executive to execute the Agreement to Grant Easement under delegated authority.
- e. **Notes** that NZTA will pay the costs identified in the Agreement, including survey, LINZ fees, and legal costs.

**Carried**

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## 2. WATER DEMAND MANAGEMENT STRATEGY AND ACTION PLAN

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*Type of Report:* Procedural

*Legal Reference:* N/A

*Document ID:* 1899093

*Reporting Officer/s & Unit:* Bex Smiley, Capital Investments Planner  
Syed Andrabi, Manager Planning & Investments

### 1.0 Executive Summary - Te Kaupapa me te Whakarāpopotanga:

- 1.1 Napier City Council (NCC) has developed a Water Demand Management Strategy and Action Plan (WDMSAP) to reduce water demand and support the upcoming water take consent renewal in 2027. The WDMSAP assesses historic and forecast water demand, climate impacts, population growth, and infrastructure performance, and identifies six scenarios to reduce future water consumption.
- 1.2 The report recommends Scenario 5 as the preferred pathway, delivering a 10% reduction in water demand by 2030, supported by leak reduction, comprehensive water loss management, engagement with the top 100 users, social marketing, education, and improved data and metering. Scenario 6 offers further reductions through universal metering but would require additional community engagement, cost assessment and political support.
- 1.3 Education and social marketing are essential enablers of the WDMSAP. Residential use represents the largest share of Napier's water demand, and sustained reductions will only be achieved if users understand why water efficiency matters and how their everyday actions contribute. Scenario 5 deliberately combines infrastructure-based measures with targeted education and behaviour change initiatives to ensure early demand reductions are maintained over time and supported by community understanding and buy-in.
- 1.4 This report presents the findings of the Strategy, outlines recommended actions for 2026–2030, and highlights ongoing initiatives aimed at reducing water consumption in Napier.

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### At the meeting

The Capital Investments Planner, Ms Smiley, supported by Mr Andrabi introduced Tony Miguel from Beacon Pathway who had been pivotal in the modelling and scenario analysis.

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Ms Smiley took the report as read and displayed a PowerPoint presentation (Doc Id 1901233) summarising key points for the Water Demand Management Strategy and Action Plan, and why water demand management matters.

**In response to questions the following was clarified:**

- Mr Andrabi advised that the Strategy and Action Plan must be completed prior to renewing the 2027 water consent, as it is required to demonstrate that Council is actively undertaking water management. The allowable water-take volumes for the next 30 years are currently being assessed by the Hawke's Bay Regional Council (HBRC).
- Officers discussed what percentage reduction in water use would be required to ensure long-term water security. It was noted that approximately 80% of aquifer use is attributed to non-domestic users.
- The Committee was informed that the aquifer is currently over-extracted by an estimated 30%–40%. Any reduction of supply would therefore require full participation from all stakeholder groups. For Council, the most tangible operational benefit of reduced water use would be lower power costs, which currently make up around 12% of total operating expenses.
- Officers noted that the Hastings District Council is also developing a Water Demand Strategy, and both councils are working together to align processes and ensure a coordinated regional approach.
- Regarding commercial water users, officers explained that the first group of 100 targeted users is a priority. The first step will be to assess their water use to determine the actual consumption required to produce their goods and services and then target where reduction is feasible. If it is found that some are using water efficiently, then other top users will be targeted.
- It was highlighted that the absence of household water meters makes leak detection of households difficult.
- Officers advised that the city has two District Metered Areas (DMA) that can monitor demand within smaller areas. Further DMAs are planned as provide better insight into consumption and support leak detection activities.
- Leak detection undertaken in the past 12 months has been acoustic-based.
- Officers also confirmed that water bottling plants operate using their own bores and hold independent consents from HBRC, meaning their water use is not part of Napier's network demand.

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**COMMITTEE RESOLUTION**

**Councillors Crown / Simpson**

**The Delivery and Regulatory Performance Committee:**

- a. **Receives** the report titled Water Demand Management Strategy and Action Plan dated 05 March 2026.
  - b. **Endorses** Scenario 5 as the preferred implementation pathway for 2026-2030. This combines infrastructure improvements, such as leak management, with active engagement of the top 100 non-residential users, community education, and a social marketing programme fostering community action to reduce demand.
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- c. **Approves** commencement of the early actions, of the Water Demand Management Strategy and Action Plan, required in 2026 including increased meter reading, expanded leak detection, and stakeholder and community engagement.

**Carried**

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### Attachments

- 1 Water Demand Management Strategy and Action Plan presentation (Doc Id 1901233)
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## 3. WATER SERVICES CAPITAL PROGRAMME DELIVERY UPDATE

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<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	Enter Legal Reference
<i>Document ID:</i>	1897721
<i>Reporting Officer/s &amp; Unit:</i>	Sue Kelly, Manager Capital Delivery Hansika Iranthi, Programme Performance and Quality Lead

### 1.0 Executive Summary - Te Kaupapa me te Whakarāpopototanga:

- 1.1 This report presents a summary of the 2025/26 Water Services Capital Programme, including major projects, objectives, and financial distributions.

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### At the meeting

The Head of Strategy and Investments, Mr Moratti took the paper as read and highlighted key points in the report.

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### COMMITTEE RESOLUTION

#### Councillors Simpson / Mawson

#### The Delivery and Regulatory Performance Committee:

- a) **Receive** the report titled Water Services Capital Programme Delivery update 05 March 2026.

**Carried**

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### Minor matters

- **New Zealand Police** – Councillor Simpson noted that in 2003 the Taradale Police Station was closed, after which he began discussions with the Community Constable in his capacity both as a local resident and as a member of the Taradale Business Association regarding potential next steps.

In 2004, he opened communication with Commander Inspector Lincoln Sycamore; however, progress at that time was limited and no commitments were able to be made. In 2005, Commander Sycamore provided Councillor Simpson with information that was not

for public release. Councillor Simpson advised that this information ultimately led to the rapid installation and development of the new Taradale Police Station structure.

Councillor Simpson expressed his thanks to Community Constable Brent Smith, Commander Inspector Lincoln Sycamore, and Katie Nimon MP for their collective efforts in campaigning for the reinstatement of the Taradale Police Station.

**ACTION:** *Officers to prepare and forward a letter of congratulations and thanks to HB Area Commander, Inspector Lincoln Sycamore, acknowledging his contribution to the successful campaign for a new Taradale Police Station.*

- **Central Government Reforms in relation to Mayoral Forum** – Councillor Taylor noted that members were well aware of the ongoing Local Government reforms and the discussions involving HBRC, including the establishment of a Mayoral Forum. The Chief Executive and the Mayor are participating in this Forum, and no formal communication has yet been released from its meetings.

Concern was expressed regarding certain journalists being invited to attend the Mayoral Forum, potentially before information has been shared with elected members.

**ACTION:** *That a report be presented to elected members on how the Mayoral Forum process is progressing.*

# RESOLUTION TO EXCLUDE THE PUBLIC

## COMMITTEE RESOLUTION

### Councillors Chrystal / Lawrence

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

1. Urban Infrastructure Professional Services Panel - Contract Award

**Carried**

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

General subject of each matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground(s) under section 48(1) to the passing of this resolution.	Plain English reason for passing this resolution in relation to each matter.
1. Urban Infrastructure Professional Services Panel - Contract Award	<p>7(2)(b)(ii) Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>7(2)(h) Enable the local authority to carry out, without prejudice or disadvantage, commercial activities</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>	Commercially confident information included in the report

### 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 adjourned 10.17am and reconvened 10.27am in Public Excluded*

*The meeting closed with a karakia at 11.00am*

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

Chairperson .....

Date of approval .....