



## TE KAUNIHERA O TE AWA KAIRANGI

21 May 2024

Order Paper for Council meeting to be held in the  
Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt,  
on:

**Tuesday 28 May 2024 commencing at 2:00 pm**

The meeting will be livestreamed via Council's Facebook page.

### Membership

Mayor C Barry (Chair)

Deputy Mayor T Lewis

Cr G Barratt

Cr K Brown

Cr S Edwards

Cr K Morgan

Cr N Shaw

Cr G Tupou

Cr J Briggs

Cr B Dyer

Cr A Mitchell

Cr C Parkin

Cr T Stallinger

For the dates and times of Council Meetings please visit [www.huttcity.govt.nz](http://www.huttcity.govt.nz)

#### **Have your say**

You can speak under public comment to items on the agenda to the Mayor and Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this by emailing [DemocraticServicesTeam@huttcity.govt.nz](mailto:DemocraticServicesTeam@huttcity.govt.nz) or calling the Democratic Services Team on 04 570 6666 | 0800 HUTT CITY

## TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL

<b>Chair</b>	Mayor Campbell Barry
<b>Deputy Chair</b>	Deputy Mayor Tui Lewis
<b>Membership:</b>	All Councillors (11) Refer to Council's Standing Orders (SO 31.10 Provisions for Mana Whenua)
<b>Meeting Cycle:</b>	Council meets on an eight-weekly basis (extraordinary meetings can be called following a resolution of Council, or on the requisition of the Chair or one-third of the total membership of Council)
<b>Quorum:</b>	Half of the members

### **POWER TO (BEING A POWER THAT IS NOT CAPABLE OF BEING DELEGATED)<sup>1</sup>:**

- Make a rate.
- Make bylaws.
- Borrow money other than in accordance with the Long Term Plan (LTP).
- Purchase or dispose of assets other than those in accordance with the LTP.
- Purchase or dispose of Council land and property other than in accordance with the LTP.
- Adopt the LTP, Annual Plan and Annual Report.
- Adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the LTP or developed for the purpose of the Local Governance Statement.
- Appoint the Chief Executive.
- Exercise any powers and duties conferred or imposed on the local authority by the Local Government Act 1974, the Public Works Act 1981, or the Resource Management Act 1991, that are unable to be delegated.
- Undertake all other actions which are by law not capable of being delegated.
- The power to adopt a Remuneration and Employment Policy for Council employees.

### **DECIDE ON:**

#### **Policy and Bylaw issues:**

- Adoption of all policies required by legislation.
- Adoption of strategies, and policies with a city-wide or strategic focus.
- Approval of draft bylaws before the consultation.
- Adoption of new or amended bylaws.

#### **District Plan:**

- Approval to call for submissions on any Proposed District Plan, Plan Changes and Variations.

<sup>1</sup> Work required before the making of any of these decisions may be delegated.

- Before public notification, approval of recommendations of District Plan Hearings Subcommittees on any Proposed Plan, Plan Changes (including private Plan Changes) and Variations.
- The withdrawal of Plan Changes in accordance with clause 8D, Part 1, Schedule 1 of the Resource Management Act 1991.
- Approval, to make operative, District Plan and Plan Changes (in accordance with clause 17, Part 1, Schedule 1 of the Resource Management Act 1991).
- Acceptance, adoption, or rejection of private Plan Changes.

**Representation, electoral and governance matters:**

- The method of voting for the triennial elections.
- Representation reviews.
- Council’s Code of Conduct for elected members.
- Hearing of and making decisions on breaches of Council’s Code of Conduct for elected members.
- Elected members’ remuneration.
- The outcome of any extraordinary vacancies on Council.
- Any other matters for which a local authority decision is required under the Local Electoral Act 2001.
- Appointment and discharge of members of committees when not appointed by the Mayor.
- Adoption of Terms of Reference for Council Committees, Subcommittees and Working Groups, and oversight of those delegations.
- Council’s delegations to officers, community boards and community funding panels.

**Delegations and employment of the Chief Executive:**

Appointment of the Chief Executive of Hutt City Council.

**Meetings and committees:**

- Standing Orders for Council and its committees.
- Council’s annual meeting schedule.

**Long Term and Annual Plans:**

- The adoption of the LTP and Annual Plans.
- Determination of rating levels and policies required as part of the LTP.
- Adoption of Consultation Documents proposed and final LTPs and proposed and final Annual Plans.

**Council Controlled Organisations:**

- The establishment and disposal of any Council Controlled Organisation or Council Controlled Trading Organisation.

- Approval of annual Statements of Intent and annual Statement of Expectation for Council Controlled Organisations and Council Controlled Trading Organisations.

**Community Engagement and Advocacy:**

- Receive reports from the Council's Advisory Groups.
- Regular reporting from strategic partners.

**Operational Matters:**

- Civil Defence Emergency Management matters requiring Council's input.
- Road closing and road stopping matters.
- Approval of overseas travel for elected members.
- All other matters for which final authority is not delegated.

**Appoint:**

- The non-elected members of the Standing Committees, including extraordinary vacancies of non- elected representatives.
- The Directors of Council Controlled Organisations and Council Controlled Trading Organisations.
- Council's nominee on any Trust.
- Council representatives on any outside organisations (where applicable and time permits, recommendations for the appointment may be sought from the appropriate Standing Committee and/or outside organisations).
- Council's Electoral Officer, Principal Rural Fire Officer and any other appointments required by statute.
- The recipients of the annual Civic Honours awards.

# TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Ordinary meeting to be held in the Council Chambers,  
2nd Floor, 30 Laings Road, Lower Hutt on  
Tuesday 28 May 2024 commencing at 2:00 pm.

## ORDER PAPER

### PUBLIC BUSINESS

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru  
Whakataka te hau ki te tonga  
Kia mākinakina ki uta  
Kia mātaratara ki tai  
E hī ake ana te atakura  
He tio, he huka, he hau hū  
Tihei mauri ora.

*Cease the winds from the west  
Cease the winds from the south  
Let the breeze blow over the land  
Let the breeze blow over the ocean  
Let the red-tipped dawn come with  
a sharpened air.  
A touch of frost, a promise of a  
glorious day.*

#### 2. APOLOGIES

No apologies have been received.

#### 3. PUBLIC COMMENT

Generally up to 30 minutes is set aside for public comment (three minutes per speaker on items appearing on the agenda). Speakers may be asked questions on the matters they raise.

#### 4. MAYORAL STATEMENT

#### 5. CONFLICT OF INTEREST DECLARATIONS

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

#### 6. COMMITTEE MINUTES WITH RECOMMENDED ITEMS

##### a) Komiti Iti Ara Waka | Traffic Subcommittee

24 April 2024

12

##### **Recommended Items**

**Item 5a) 9299 Pomare Station Bus Stop Relocation**

13

##### MAYOR'S RECOMMENDATION:

“That the recommendations contained in the minutes be endorsed.”

- Item 5b) Changes to parking time restrictions adjacent to 35 Bouverie Street, Petone** 14

MAYOR'S RECOMMENDATION:

"That the recommendations contained in the minutes be endorsed."

- b) Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee**

1 May 2024 19

**Recommended Item**

- Item 5) Approval of the Arts and Culture Framework** 21

MAYOR'S RECOMMENDATION:

"That the recommendations contained in the minutes be endorsed."

- c) Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee**

7 May 2024 44

**Recommended Item - PLEASE REFER TO ITEM 7A) PROPOSED CHANGES WITHIN THE DOG CONTROL BYLAW**

- Item 5) Hearing Subcommittee Recommendations 25 March 2024 on the Proposed Changes within the Dog Control Bylaw**

- d) Komiti Hanganga | Infrastructure and Regulatory Committee**

9 May 2024 52

**Recommended Item**

- Item 5) Infrastructure Acceleration Fund Project Report** 54

MAYOR'S RECOMMENDATION:

"That the recommendations contained in the minutes be endorsed."

## 7. MISCELLANEOUS

- a) **Proposed Changes Within the Dog Control Bylaw**  
 Report No. HCC2024/2/123 by the Policy Advisor 62  
MAYOR'S RECOMMENDATION:  
 "That the recommendations contained in the report be endorsed."
- b) **Proposed name for Naenae Community Centre**  
 Report No. HCC2024/2/132 by the Director Neighbourhoods and  
 Communities 86  
MAYOR'S RECOMMENDATION:  
 "That the recommendation contained in the report be endorsed."
- c) **Update on the scope and delivery of the Representation Review**  
 Report No. HCC2024/2/124 by the Head of Strategy and Policy 89  
MAYOR'S RECOMMENDATION:  
 "That the recommendations contained in the report be endorsed."
- d) **Reappointment of Directors - Urban Plus Limited and Seaview  
 Marina Limited**  
 Report No. HCC2024/2/125 by the Elected Member Support  
 Coordinator 92  
MAYOR'S RECOMMENDATION:  
 "That the recommendations contained in the report be endorsed."
- e) **2024 Ko Tātou | Local Government New Zealand Conference**  
 Memorandum dated 18 April 2024 by the Elected Member Support  
 Coordinator 97  
MAYOR'S RECOMMENDATION:  
 "That the recommendations contained in the memorandum be  
 discussed."
- f) **Update elected member appointments for the 2022/2025 triennium**  
 Report No. HCC2024/2/130 by the Head of Democratic Services 105  
MAYOR'S RECOMMENDATION:  
 "That the recommendations contained in the report be endorsed."

## 8. COUNCIL MINUTES

Meeting minutes Hutt City Council, 27 March 2024	107
Meeting minutes Extraordinary Meeting of Council, 6 May 2024	138
Meeting minutes Extraordinary Meeting of Council, 10 May 2024	140

## 9. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

### a) Komiti Ngā Wai Hangarua | Wellington Water Committee

15 March 2024	142
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### b) Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee

27 March 2024	153
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*Please note the recommended items were resolved at the Council meeting held on 27 March 2024.*

### c) Komiti Kaupapa Taiao | Climate Change and Sustainability Committee

23 April 2024	160
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### d) Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee

30 April 2024	165
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### e) Komiti Arotake Mahere ā-Rohe | District Plan Review Committee

2 May 2024	173
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### f) Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee

3 May 2024	179
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## 10. SEALING AUTHORITY

Report No. HCC2024/2/18 by the Legal Co-ordinator	185
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### MAYOR'S RECOMMENDATION:

“That the recommendations contained in the report be endorsed.”

## 11. QUESTIONS

With reference to section 32 of Standing Orders, before putting a question a member shall endeavour to obtain the information. Questions shall be concise and in writing and handed to the Chair prior to the commencement of the meeting.



**12. EXCLUSION OF THE PUBLIC**

MAYOR'S RECOMMENDATION:

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

**13. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS**

a) **Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee**

30 April 2024

b) **Komiti Hanganga | Infrastructure and Regulatory Committee**

9 May 2024

**14. CIVIC HONOURS AWARDS 2024**

**15. COUNCIL MINUTES**

27 March 2024

6 May 2024 (Restricted to Mayor and Councillors)

10 May 2024 (Restricted to Mayor and Councillors)

The general subject of each matter to be considered while the public is excluded, the reason 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 are as follows:

<b>(A)</b>	<b>(B)</b>	<b>(C)</b>
General subject of the matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground under section 48(1) for the passing of this resolution.
Minutes of the Komiti Iti Ahumoni I Tūraru   Audit and Risk Subcommittee held on 30 April 2024: Te Wai Takamori o Te Awa Kairangi (Riverlink) Update	The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage,	That the public conduct of 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 exist.

negotiations  
(including  
commercial and  
industrial  
negotiations)(s7(2)(i))

Minutes of the  
Komiti Hanganga |  
Infrastructure and  
Regulatory  
Committee held on 9  
May 2024: National  
Land Transport  
Programme (NLTP)  
2024-27 Verbal  
Update

The withholding of  
the information is  
necessary to enable  
the local authority to  
carry on, without  
prejudice or  
disadvantage,  
negotiations  
(including  
commercial and  
industrial  
negotiations)(s7(2)(i))

That the public  
conduct of 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 exist.

Civic Honours  
Awards 2024.

The withholding of  
the information is  
necessary to protect  
the privacy of natural  
persons. (s7(2)(a)).

That the public  
conduct of 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 exist.

Minutes of the Te  
Kaunihera o Te Awa  
Kairangi | Hutt City  
Council held on 27  
March 2024: Te Wai  
Takamori o Te Awa  
Kairangi Riverlink  
Delivery Update

The withholding of  
the information is  
necessary to enable  
the local authority to  
carry out, without  
prejudice or  
disadvantage,  
commercial  
activities(s7(2)(h)).  
The withholding of  
the information is  
necessary to enable  
the local authority to  
carry on, without  
prejudice or  
disadvantage,  
negotiations  
(including  
commercial and  
industrial  
negotiations)(s7(2)(i))

Minutes of the Te Kaunihera o Te Awa Kairangi   Hutt City Council held on 6 May 2024: Chief Executive's Recruitment Process	The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).	That the public conduct of 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 exist.
Minutes of the Te Kaunihera o Te Awa Kairangi   Hutt City Council held on 10 May 2024: Appointment of Chief Executive	The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).	That the public conduct of 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 exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

Kate Glanville  
**SENIOR DEMOCRACY ADVISOR**

HUTT CITY COUNCILKOMITI ITI ARA WAKA | TRAFFIC SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road,  
Lower Hutt on

Wednesday 24 April 2024 commencing at 2:00 pm

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**PRESENT:** Cr N Shaw (Chair) Cr G Barratt  
Cr B Dyer (Deputy Chair) Cr A Mitchell  
Cr C Parkin Cr G Tupou

**APOLOGIES:** There were no apologies.

**IN ATTENDANCE:** J Kingsbury, Director Economy and Development  
P Hewitt, Head of Transport  
E Scherer, Traffic Engineer Manager (part meeting)  
R Murugadhas, Traffic Engineer (part meeting)  
A Joy, Roading Engineer (part meeting)  
R Lemalu, Project Delivery Manager (part meeting)  
A Rowe, Project Manager - Transport (part meeting)  
V Gilmour, Democracy Advisor

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	Cease the winds from the west
Whakataka te hau ki te tonga	Cease the winds from the south
Kia mākinakina ki uta	Let the breeze blow over the land
Kia mātaratara ki tai	Let the breeze blow over the ocean
E hī ake ana te atakura	Let the red-tipped dawn come with a
He tio, he huka, he hau hū	sharpened air.
Tihei mauri ora	A touch of frost, a promise of a
	glorious day.

**2. APOLOGIES**

There were no apologies.

**3. PUBLIC COMMENT**

There was no public comment.

**4. CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

5. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 28 May 2024**

a) 9299 Pomare Station Bus Stop Relocation

The Traffic Engineer Manager elaborated on the report.

In response to a question from a member, the Director Economy and Development advised of the need for a speed limit review on Eastern Hutt Road near Pomare Train Station. He explained that they were waiting for updated guidelines from central government on speed limits and regulations. He further advised that they would initiate the speed limit review and begin designing a pedestrian crossing once the guidelines were provided.

In response to a question from a member, the Traffic Engineer Manager clarified that the relocation of the bus stop did not raise concerns from Greater Wellington Regional Council.

**RECOMMENDED:** (Cr Shaw/Cr Barratt)

**Minute No. TSC 24201**

*“That the Subcommittee recommends that Council:*

- (1) notes and receives the report; and*
- (2) approves the proposed relocation of Bus Stop 9299 on Eastern Hutt Road (outside Pomare Train Station) attached as Appendix 1 to the report.”*

- b) Changes to parking time restrictions adjacent to 35 Bouverie Street, Petone

The Traffic Engineer Manager elaborated on the report.

In response to a question from a member, the Traffic Engineer Manager advised that there was no public feedback during the Petone Community Board (the Board) meeting on 15 April 2024.

The Director of Economy and Development added that the Board discussed the issue of unrestricted parking and noted that workers in the area use it for all day parking.

<b>RECOMMENDED:</b> (Cr Shaw/Cr Tupou)	<b>Minute No. TSC 24202</b>
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the implementation of 11x "P120" time-limited parking adjacent to 35 Bouverie Street, Petone, as attached as Appendix 1 to the report;</i>	
<i>(3) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and</i>	
<i>(4) notes that these parking restrictions will take effect once the appropriate signage and /or road markings have been installed."</i>	

## 6. INFORMATION ITEMS

a) **Maru Streets for People**

Report No. TSC2024/2/49 by the Project Manager – Transport

The Project Manager – Transport elaborated on the report.

In response to a question from a member, the Project Manager – Transport stated that officers planned to reduce the number of bollards. He added that they would conduct speed surveys to gauge the efficacy of the bollards in reducing speed.

In response to questions from a member, the Project Manager – Transport advised the project cost was \$1.1M, with the majority of the funding (90%) coming from Waka Kotahi and the remaining 10% from Council.

The Director Economy and Development added that there was funding allocated to remove the semi-permanent design. He clarified that only minor adjustments would be made based on public feedback over the next three years, and a decision would be made on whether to make the design permanent. He further clarified that no long-term funding was available for these urban projects under the new Government Policy Statement.

In response to a question from a member, the Project Manager – Transport advised that the project had received positive feedback from the community.

**RESOLVED:** (Cr Shaw/Cr Mitchell)

**Minute No. TSC 24203**

*“That the report be received and noted.”*

b) **Traffic Subcommittee Forward Programme 2024**

Memorandum dated 10 April 2024 by the Democracy Advisor

The Director Economy and Development elaborated on the memorandum. He advised that the micro-mobility projects and Streetlight/LED upgrade were pending due to the lack of confirmation of central government funding. He expected to receive a final decision on these projects by October 2024.

**RESOLVED:** (Cr Shaw/Cr Barratt)

**Minute No. TSC 24204**

*“That the Subcommittee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum.”*

7. **QUESTIONS**

There were no questions.

8. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

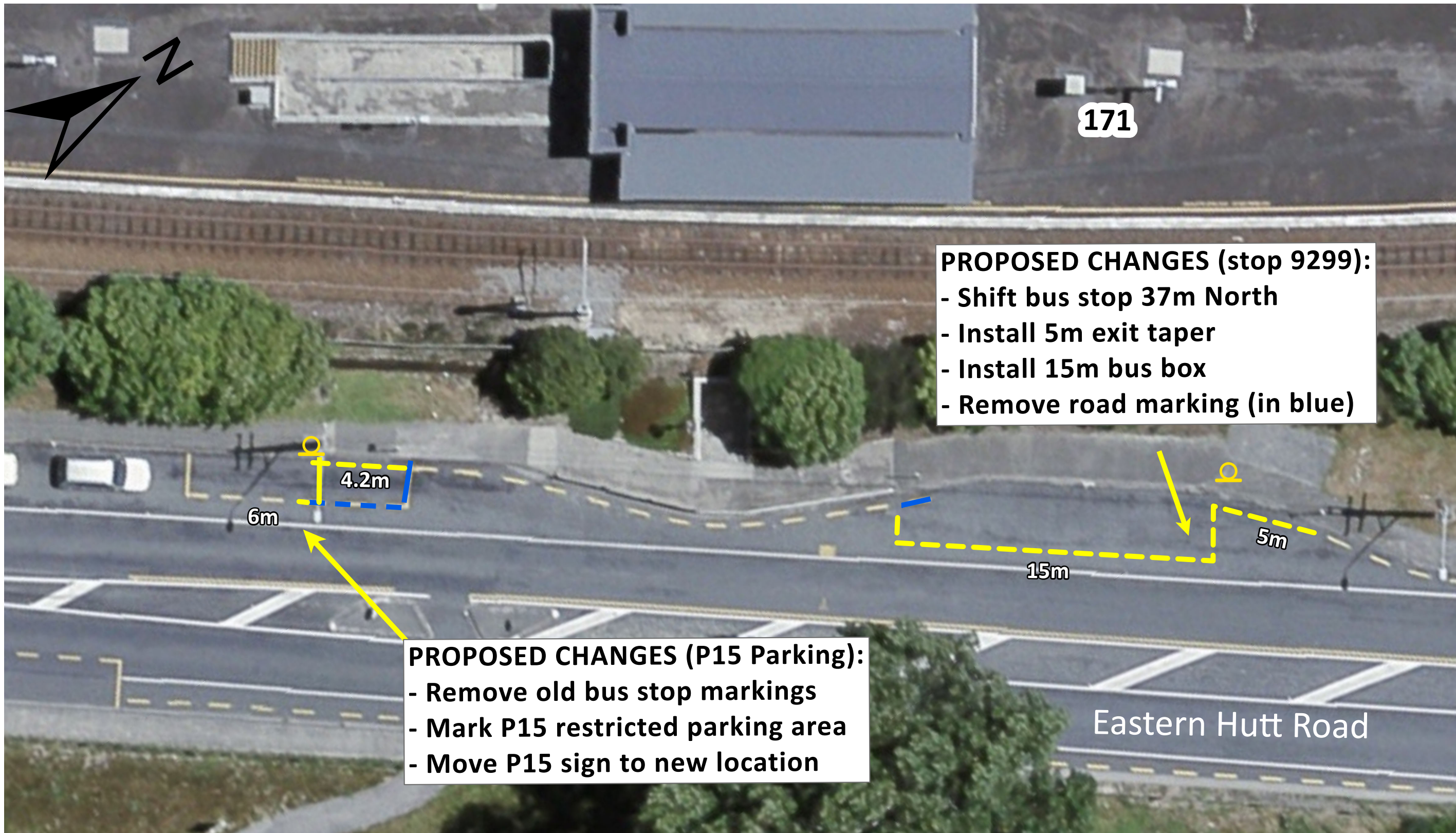
Unuhia!	Release us from the supreme
Unuhia!	sacredness of our tasks
Unuhia i te uru-tapu-nui	To be clear and free
Kia wātea, kia māmā	in heart, body and soul in our
Te ngākau, te tinana,	continuing journey
te wairua i te ara takatū	Oh Rongo, raise these words up high
Koia rā e Rongo	so that we be cleansed and be free,
whakairihia ake ki runga	Yes indeed, we are free!
Kia wātea, kia wātea!	Good and peaceful
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business the Chair declared the meeting closed at 2.21pm.

N Shaw  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 28th day of May 2024**





# Pomare Station New Stop Layout

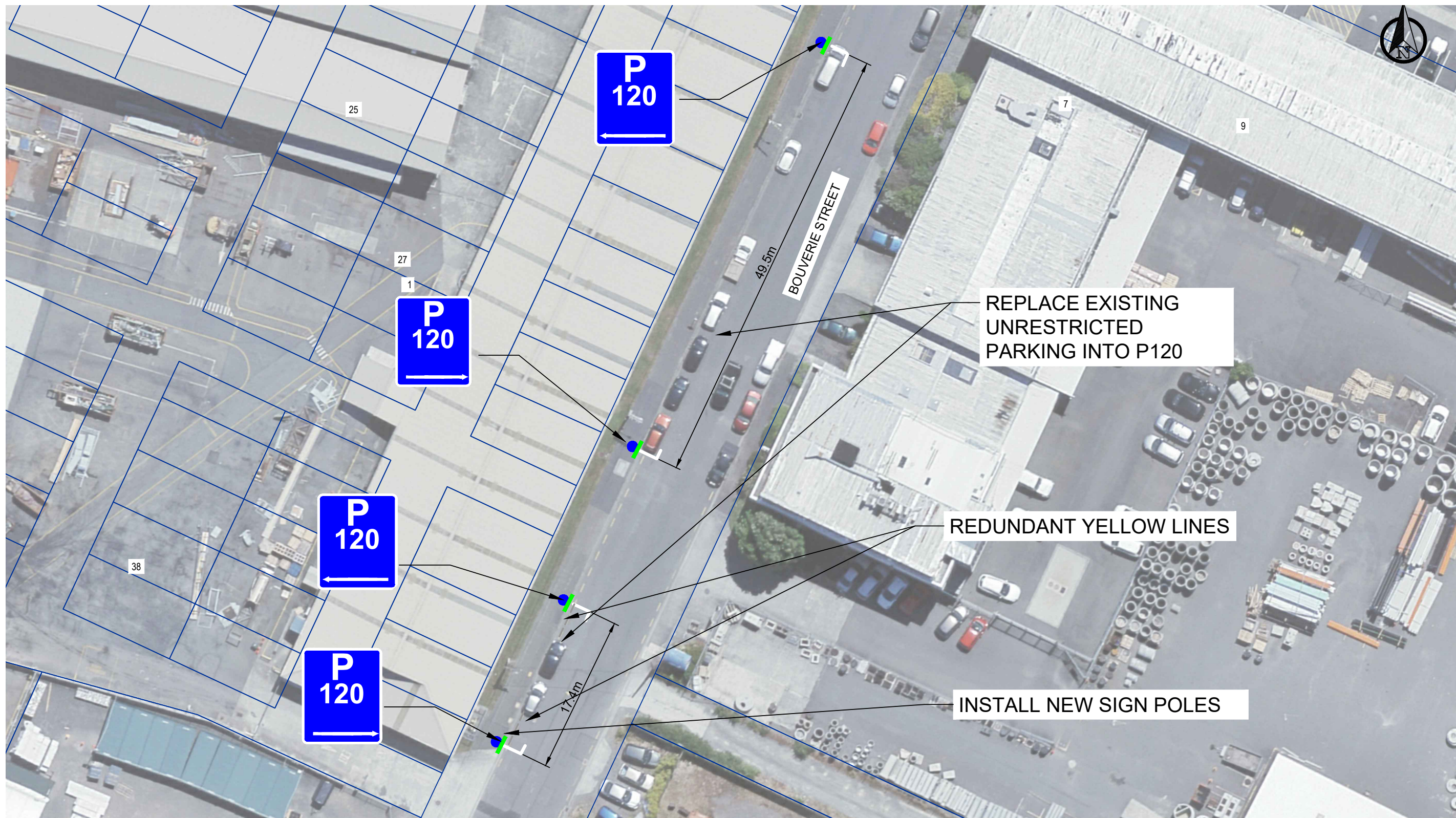
LEGEND	
	EXISTING ROAD MARKING TO BE REMOVED
	EXISTING ROAD MARKING TO BE REMAIN
	NEW ROAD MARKING

**SCALE: 1:125**

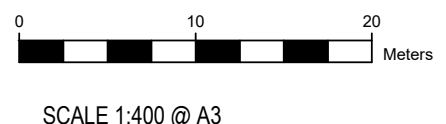
**DRAWN BY: C Fairbairn**

**DATE DRAWN: 19/02/2024**

Disclaimer: All reasonable efforts are made to ensure the currency and accuracy of the information printed



LEGEND	
	INSTALL NEW L BARS
	INSTALL NEW SIGNS AND POLES
	REDUNDANT YELLOW LINES



REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	INITIAL DESIGN - DRAFT	R MURUGADHAS	E SCHERER	19/01/2023



PROJECT	TR09 - 2024
SHEET	P120 TIME RESTRICTED PARKING - PROPOSAL BOUVERIE STREET
PROJECT REF.	TR40 - 2024

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HUTT CITY COUNCILKOMITI HAPORI AHUREA ME NGĀ RANGAPŪ  
COMMUNITIES, CULTURE AND PARTNERSHIPS COMMITTEE

Minutes of a meeting held in the Council Chambers,  
2nd Floor, 30 Laings Road, Lower Hutt on  
**Wednesday 1 May 2024 commencing at 2:00 pm**

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**PRESENT:**

Cr K Brown (Chair)	Mayor C Barry (from 2:09pm)
Cr G Barratt	Cr J Briggs
Deputy Mayor T Lewis	Cr K Morgan (Deputy Chair)
Cr C Parkin	Cr N Shaw
Cr G Tupou (until 2:58pm)	

**APOLOGIES:**

Mayor C Barry was an apology for lateness.

**IN ATTENDANCE:**

A Blackshaw, Director Neighbourhoods and Communities  
J Griffiths, Director Strategy and Engagement (part meeting)  
J Kingsbury, Director Economy and Development (part meeting)  
K Butler-Hare, Tumuaki Māori (part meeting)  
L Moananu, Head of Connected Communities (part meeting)  
R Hardie, Head of Strategy and Policy (part meeting)  
K Chitham, Head of Arts and Culture (part meeting)  
A Nelson, Head of Parks and Reserves (part meeting)  
B Gall, Community Facilitator (part meeting)  
B Arif, Welcoming Communities Coordinator (part meeting)  
S Bascand, Acting Head of Engagement (part meeting)  
C McKenzie, Senior Advisor – Communications and Engagement (part meeting)  
A Robinson, Emergency Management Lead (part meeting)  
A Quinn, Project Manager – Naenae (attended via Zoom)  
K Stannard, Head of Democratic Services (part meeting)  
Rachel Houlbrooke, Policy Lead (part meeting)  
Holly Houpapa, Senior Policy Advisor | Pou Tohutohu Kaupapa Here Matua-Māori. (part meeting)  
M Richardson, Senior Project Manager (part meeting)  
S King, Neighbourhood Facilitator (part meeting)  
J Kilty, Democracy Advisor  
Judy Randall, Democracy Advisor

## PUBLIC BUSINESS

### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

<p>Kia tau ngā manaakitanga a te mea ngaro ki runga ki tēnā, ki tēnā o tātou Kia mahea te hua mākihikihi kia toi te kupu, toi te mana, toi te aroha, toi te Reo Māori kia tūturu, ka whakamaua kia tīna! Tīna! Hui e, Tāiki e!</p>	<p><i>Let the strength and life force of our ancestors Be with each and every one of us Freeing our path from obstruction So that our words, spiritual power, love, and language are upheld; Permanently fixed, established, and understood! Forward together!</i></p>
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### 2. APOLOGIES

RESOLVED: (Cr Brown/Cr Barratt)

**Minute No. CCPC 24201**

*"That the apology for lateness received from Mayor Barry be accepted."*

### 3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

Mayor Barry joined the meeting at 2:09pm.

### 4. CONFLICT OF INTEREST DECLARATIONS

Cr Briggs declared a conflict of interest in relation to item 6) Private Use of Public Land (Leases), and took no part in discussion or voting on the matter.

### PRECEDENCE OF BUSINESS

Pursuant to Standing Order 10.4, the Chair accorded precedence to items 8) Neighbourhoods and Communities Focus Area – Ethnic and Migrant Community, and item 6) Private Use of Public Land (Leases).

The items are recorded in the order in which they are listed in the order paper.

### 5. RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL - 28 May 2024

## Approval of the Arts and Culture Framework

The Head of Arts and Culture elaborated on the report.

In response to questions from members, the Head of Arts and Culture stated that the table of documents at the end of the report guided and provided processes for Council teams and business units to work together. He noted that moving forward, Council's Arts and Culture team would provide better insight and co-ordination across all projects to ensure successful implementation. He said this would also ensure all parts of the process were followed rigorously. He added that the team would work with business units to determine what is and is not working to ensure successful inter-departmental collaboration.

In response to further questions from a member, the Head of Arts and Culture advised that the table of documents at the end of the report contained documents for the commissioning of new works, including a document for proposals from the public.

<b>RECOMMENDED:</b> (Cr Brown/Cr Morgan)	<b>Minute No. CCPC 24202</b>
<p><i>"That the Committee recommends that Council:</i></p> <ol style="list-style-type: none"> <li data-bbox="234 1032 1343 1104"><i>(1) notes that on 28 February 2024, the Communities, Culture and Partnerships Committee considered a draft Arts and Culture Framework;</i></li> <li data-bbox="234 1122 1343 1158"><i>(2) approves the final Arts and Culture Framework attached as Appendix 1 to the report;</i></li> <li data-bbox="234 1176 1343 1247"><i>(3) notes that the Arts and Culture Framework will replace the Arts and Culture Policy 2016-2021;</i></li> <li data-bbox="234 1265 1343 1368"><i>(4) notes that guidelines associated with the Arts and Culture Framework are being developed, including the commissioning of public art and Kaupapa Māori design principles and</i></li> <li data-bbox="234 1386 1343 1458"><i>(5) notes the draft Guiding Principles for Public Art and Infrastructure Projects attached at Appendix 2 and provide any feedback to officers."</i></li> </ol>	

## 6. PRIVATE USE OF PUBLIC LAND (LEASES)

Report No. CCPC2024/2/94 by the Head of Parks and Reserves

Speaking under public comment, **Barbara Hay**, on behalf of Arohanui Strings, outlined the positive impacts on local children and the wider community. She said that the organisation could fully fund the move and cover the costs associated with their business. She added there would be a request for an extension of the building to utilise the space further. She noted the building could be utilised by other groups and that hireage fees could be minimal to cover maintenance and upkeep costs. She further stated that there was no issue regarding sponsorship due to Arohanui Strings' connections with local businesses.

Speaking under public comment, **Tash Thompson** from the Naenae Boxing Academy (the academy) advised with the new facilities, the academy would be able to collaborate with nearby sports organisations. She said the space could be used by other sports organisations where weather or space impeded their activities. She stated that the academy had been financially self-sufficient since 2006. She noted that the academy had 140 local children on its waitlist.

Cr Briggs declared a conflict of interest and took no part in discussion or voting on the matter and left the table.

The Head of Parks and Reserves elaborated on the report.

In response to questions from members, the Head of Parks and Reserves advised that the organisations intended to purchase the buildings and maintain them at their own cost. He clarified that there was no implication on Council, and the leases would be drafted to ensure it remained the same. He added that both organisations had indicated they were open to sharing the venue and would work with other groups to maximise the utility of each venue. He further noted that both proposals had carparks and footpaths nearby and that any requirement for additional carparks and footpaths would be the responsibility of the organisations to facilitate and deliver.

Mayor Barry expressed support for the organisations. He reiterated the significance of the ongoing asset review while considering spatial utilisation, especially considering that a number of organisations were struggling with a lack of space and funds. He emphasised the importance of acknowledging that ratepayers may be unable to afford funding for these organisations and their initiatives.

**RESOLVED:** (Cr Brown/Cr Barratt)

**Minute No. CCPC 24203**

*"That the Committee:*

- (1) *notes and receives the information contained in the report;*
- (2) *notes the alignment of these potential leases to the Assets Review work with the owners required to meet all associated costs and is required to ensure the assets are multi-use;*
- (3) *agrees to make a site (as per appendix 2 attached to the report) on Walter Nash Park available to Arohanui Strings to develop a base for the organisation. All costs required to establish the base (including consents) to be met by the organisation concerned;*

- (4) *agrees to make a site (as per appendix 4 attached to the report) on Naenae Park available to the Naenae Youth Charitable Trust to develop a base for the Naenae Boxing Academy. All costs required to establish the base (including consents) to be met by the organisation concerned and*
- (5) *delegates to the Chief Executive and Director of Neighbourhood and Communities powers to make the respective locations identified in the report available for the organisations concerned and negotiate appropriate lease terms and conditions."*

## 7. AVALON SKATEPARK UPDATE

Report No. CCPC2024/2/108 by the Head of Parks and Reserves

The Director of Economy and Development elaborated on the report. He advised that updates had been made to ensure better safety and that the facility could properly accommodate disabilities and neurodiversity. He confirmed that local providers would be used to demolish the existing skatepark and provide materials. He said officers were looking at timers for lighting. He added officers were adjusting the design of the shelters to ensure that they could not be climbed on and jumped off.

In response to questions from members, the Senior Project Manager advised that the landscape design had not been confirmed. He said any further community feedback was welcome. He said there was no specific link with the nearby speed skating rink.

Cr Barratt asked that page 63 of the report read: "Te Awa Kairangi skatepark will be a skating community space for all ages and abilities to enjoy." Members also noted spelling mistakes in Appendix 1 of the report.

Cr Lewis noted that a glossary of terms would be helpful to understand better what happened in the space.

Cr Tupou left the meeting at 2:58pm.

**RESOLVED:** (Cr Brown/Deputy Mayor Lewis)

**Minute No. CCPC 24204**

*"That Committee:*

- (1) *notes the developed concept design report, attached as Appendix 1 to the report, and changes made in response to previous feedback;*
- (2) *approves the 50% detailed design so the project can progress;*
- (3) *provides officers with any further feedback."*

## 8. NEIGHBOURHOODS AND COMMUNITIES FOCUS AREA - ETHNIC AND MIGRANT COMMUNITY

Report No. CCPC2024/2/96 by the Head of Connected Communities

Dr Arif Ali (Centre Manager for English Language Partners for the Hutt Valley and Porirua region) and Judah Seomeng (Interim Manager for ChangeMakers and Resettlement Forum and an Executive member of the African Communities Council of Wellington) were in attendance for the item.

The Head of Connected Communities and the Welcoming Communities Coordinator elaborated on the report.

In response to questions from members, Judah Seomeng noted the success of the Afrikan Bazaar and the upcoming World Refugee event to be held in June 2024. Dr Arif Ali stated that Welcoming Communities and Council's commitment had created opportunities such as workshops and events, which allowed for greater engagement with ethnic and migrant communities.

In response to questions from members, the Director of Neighbourhoods and Communities stated that Welcoming Communities were funded through a three year contract, at the end of which they would be reapplying for funding.

**RESOLVED:** (Cr Brown/Cr Briggs)

**Minute No. CCPC 24205**

*"That the Committee notes and receives the report."*

## 9. TE TIRA MĀORI WORK PLAN UPDATE

Report No. CCPC2024/2/97 by the Tumuaki Māori

The Tumuaki Māori elaborated on the report.

**RESOLVED:** (Cr Brown/Cr Briggs)

**Minute No. CCPC 24206**

*"That the Committee:*

- (1) receives and notes the information;*
- (2) notes the progress made against Te Tira Māori Work Plan; and*
- (3) notes that Te Tira Māori Work Plan reporting will be integrated and reported alongside Te Herenga Kairangi – Rautaki Māori report due in November 2024."*



10. **DRAFT TERMS OF REFERENCE FOR THE HOMELESSNESS OVERSIGHT ADVISORY GROUP**

Report No. CCPC2024/2/98 by the Policy Advisor

The Policy Lead elaborated on the report.

In response to questions from members, the Policy Lead advised that she would report back with information on the Hutt Valley Hoarding Working Group.

**RESOLVED:** (Cr Brown/Cr Shaw)

**Minute No. CCPC 24207**

*"That the Committee:*

- (1) notes that in March 2023, the Communities, Culture and Partnerships Committee (the Committee) agreed to an independent review of the action plan associated with the Homelessness Strategy;*
- (2) notes that on 28 February 2024, the Committee agreed to the refreshed action plan attached as Appendix 1 to the report;*
- (3) notes that Action 3 of the action plan is the establishment of a Homelessness Oversight Advisory Group to oversee the implementation of the Homelessness Strategy;*
- (4) notes that the Committee asked officers to report back on 1 May 2024 to present the Terms of Reference for the Oversight Group; and*
- (5) notes the Terms of Reference for the Oversight Group attached as Appendix 2 to the report."*

## 11. RANGATAHI | YOUTH ENGAGEMENT ACTION PLAN

Report No. CCPC2024/2/99 by the Senior Advisor - Communications and Engagement

The Senior Advisor elaborated on the report.

In response to questions from members, the Senior Advisor stated that the Student Leaders Network saw the importance of diversity and inclusion within the space. He said the notion that traditional student networks focussed on top academic achievers and would not provide a wide range of differing rangatahi voices was reinforced during the engagement.

The Senior Advisor further responded that if an invite for rangatahi representation were received, tailoring invites to specific rangatahi would be beneficial. The connection between groups looking to engage with rangatahi and rangatahi themselves would go through the engagement team.

In response to questions from members, the Director of Strategy and Engagement advised that the .25 position held within Neighbourhoods and Communities wouldn't become overwhelmed by the action plan. He said the action plan aimed to coordinate actions and the resources needed across Council to ensure successful delivery. He added that while the role of Neighbourhoods and Communities would contribute to some of those actions, it would not contribute to all of them, and the action place was very much owned by Council's Engagement team.

**RESOLVED:** (Cr Brown/Cr Morgan)

**Minute No. CCPC 24208**

*"That the Committee:*

- (1) *notes that the Communities Culture and Partnerships Committee considered the Draft Rangatahi Engagement Action Plan on 6 November 2023;*
- (2) *notes that consultation with rangatahi on the Draft Action Plan took place between 1 March and 1 April 2024;*
- (3) *notes that 140 people responded during the consultation period, and the feedback was broadly supportive;*
- (4) *notes that officers have reviewed and made minor edits to the Action Plan based on analysis of the feedback received during the consultation period as detailed in this report;*
- (5) *agrees to adopt the finalised Rangatahi Engagement Action Plan, attached as Appendix 1 to the report; and*
- (6) *notes that subject to endorsement, officers will work to deliver on the action plan and regularly report back to the Communities Culture and Partnerships Committee."*

## 12. EMERGENCY MANAGEMENT UPDATE

Report No. CCPC2024/2/100 by the Emergency Management Lead

The Emergency Management Lead elaborated on the report. He advised a lessons learnt review and workshop with Council's Corporate Leadership Team would be conducted. There were a number of regional and national level working groups considering Civil Defence Emergency Management inquiries to discuss how best to respond to them.

In response to questions from members, the Emergency Management Lead advised there was significant capability within Te Awa Kairangi's Maraes to function in an emergency. He highlighted that work to ensure this function was undertaken at a regional level through the Wellington Region Emergency Management Office (WREMO). He said this was due to the need for a measured approach to ensure consistency in how Council interact with Marae and Iwi across the region and to harmonise training approaches. He added that under the Long Term Plan, Emergency Management sought funding to help community service groups such as Marae build resilience within the community.

The Emergency Management Lead further noted that officers were kept apprised of progress on Marae by WREMO. A range of pilots were being rolled out and conducted in Porirua, and have engaged one of their Marae to act as an emergency engagement centre.

The Director of Strategy and Engagement also noted other considerations being made locally to engage Marae and Iwi Maori in training exercises. Marae had requested support and equipment caches to be ready in emergencies. This would be helped by Long Term Plan funding from 1 July 2024.

**RESOLVED:** (Cr Brown/Deputy Mayor Lewis)

**Minute No. CCPC 24209**

*"That the Committee notes the contents of the report."*

13. **NEIGHBOURHOODS AND COMMUNITIES DIRECTOR'S REPORT**

Report No. CCPC2024/2/51 by the Director Neighbourhoods and Communities

The Director Neighbourhoods and Communities elaborated on the report.

In response to questions from members, the Director Neighbourhoods and Communities advised there were similar stories of a slow return to community hubs throughout the country.

**RESOLVED:** (Cr Brown/Cr Briggs)

**Minute No. CCPC 24210**

*"That the report be received and noted."*

14. **INFORMATION ITEMS**

a) **Whakatupu Ngaengae - progress update**

Memorandum dated 15 April 2024 by the Project Manager (Naenae)

The Project Manager (Naenae) elaborated on the report.

**RESOLVED:** (Cr Brown/Cr Morgan)

**Minute No. CCPC 24211**

*“That the Committee:*

- (1) *receives and notes the information; and*
- (2) *notes the following progress that has been made on the Whakatupu Ngaengae project:*
  - (a) *work on the new Naenae Pool and Fitness Centre is progressing well. However, recent adverse weather conditions have impacted practical completion, which is expected to be achieved in August 2024, to be followed by opening to the public in October 2024. Confidence remains high that the project can be completed within budget;*
  - (b) *conversion of the old Naenae Post Office to a community centre is nearing completion, and a blessing of the site has been arranged for 17 May 2024, followed by final fit-out for public use;*
  - (c) *whilst no recommendation is being sought at this early stage, members of the committee will note the community engagement to date and the broad spatial zoning plans on Walter Mildenhall Park that will be shared with the community to invite feedback; and*
  - (d) *the preferred concept design of Walter Mildenhall Park will be confirmed in May 2024, prior to an application for resource consent. Final designs will be presented to this committee in September 2024, prior to tendering.”*

b) **Communities, Culture and Partnerships Committee Forward Programme 2024**

Memorandum dated 12 April 2024 by the Senior Democracy Advisor

**RESOLVED:** (Cr Brown/Deputy Mayor Lewis)

**Minute No. CCPC 24212**

*“That the Forward Programme 2024 for the Communities, Culture and Partnerships Committee be received and noted.”*

15. **QUESTIONS**

There were no questions.

**16. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Mai te tohi rangi, ki te tohu nuku,  
Tiaho I roto, mārama I roto,  
Tupu mauri ora ki te whai ao ki tea o  
Mārama  
Haumi e, hui e tāiki e

Of heavenly and terrestrial blessings may it twinkle  
and shine within me and allow my being to grow out  
into the work of life and light  
Draw together!  
Affirm!

There being no further business, the Chair declared the meeting closed at 3:28 pm.

Cr K Brown  
**CHAIR**

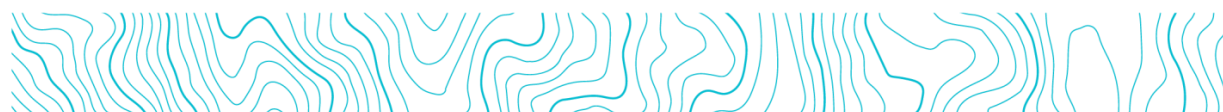
**CONFIRMED as a true and correct record  
Dated this 28th day of May 2024**



# Arts & Culture Framework

Division	Arts & Culture
Date created	February 2024
Publication date	February 2024
Review period	Ongoing
Owner	Arts & Culture
Approved by	Karl Chitham, Head of Arts & Culture

Version	Author	Date	Description
V 0.1	Karl Chitham	February 2024	First draft for review
V 0.2	Karl Chitham, Andrea Blackshaw	February 2024	Reviewed
V 1.0	Karl Chitham	February 2024	Final draft for approval
V 3.0	Karl Chitham, Holly Houpapa, Richard Hardie	April 2024	Refinement, final draft



# Arts & Culture Framework

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## Purpose

*Supporting a thriving and attractive city where all people express a sense of self and place.*

Arts and Culture are fundamental to quality of life in Hutt City. A culturally rich environment where art, culture and creativity are integrated into our everyday lives is essential if we are to build a vibrant, sustainable and liveable city where communities can thrive. Council's communities, services and facilities enable people to appreciate cultural knowledge, share social experiences, connect to the past through taonga in all its forms, and access inviting public spaces and activities supported by our staff.

## Principles

Our principles are the concepts that Council uses to guide its approach to achieving its outcomes. The following principles guide the Arts & Culture Framework:

- recognising our cultural and social histories,
- preserving our taonga for future generations, and
- enabling people to access and experience art, culture and creativity

### *Recognising our Cultural and Social Histories*

Histories are essential in helping define our identity and how we connect to the places we live, work and play. Council recognises that our communities have diverse cultural and social histories and that we have a role in supporting individuals and groups to tell their stories. Through these narratives and by developing a stronger sense of connection, communities and Council can contribute significantly to a collective sense of wellbeing.



Council recognises that Māori hold a foundational role in the cultural and social fabric of Te Awa Kairangi ki Tai Lower Hutt. Prior to the local signing of Te Tiriti o Waitangi (29 April 1840), local iwi were socially, culturally and economically thriving. Today, Council recognises their descendants as Mana Whenua partners who, like their ancestors, have an interest in the wellbeing of all people within the city – mana whenua, tangata whenua and tangata tiriti alike. The role that hapori Māori (Māori communities) play is a necessary consideration in arts, culture and creativity.

Together, Council working with our communities, seek to better share the multicultural histories associated with the city. This can take the form of workshops and talks, displays and exhibitions, wāhi tapu sacred spaces, te taiao the natural environment, education and learning programmes, urban design, and public art. These diverse histories are taonga and are applied with integrity across all artforms, activities and facilities.

### *Preserving our Taonga for Future Generations*

Our communities stories are told through objects, buildings, archives, art, oral histories and natural features. These taonga help to provide a tangible connection to the past and enable communities to understand how the present has been shaped. Council contributes to the ongoing preservation of taonga that reflects our communities shared cultural and social histories.

While Council recognises that it cannot care for all taonga on behalf of the community, it has a duty of care to contribute significantly to the kaitiakitanga of specific taonga to ensure knowledge and access are maintained for future generations. As kaitiaki, Council understands that its role is one of partnership with the community so that taonga are cared for appropriately and the integrity of the taonga and its histories are maintained.

### *Enabling People to Access and Experience Art, Culture and Creativity*

Research conducted by Creative New Zealand tells us that more people are looking for meaningful connections through their everyday experiences. Art, culture and creativity can play a significant role in contributing to this sense of connection. Through art, culture and creativity our communities are able to see,

tell and explore their own stories and the stories of others helping to provide moments of connection. These opportunities are important as they contribute to personal and collective identity building, and wellbeing.

Through its services, collections, programmes and spaces, Council provides access to arts, culture and creativity at in-person events and activities and through engagement in digital platforms. Council endeavours to meet the diverse needs of communities so that all people are able to participate regardless of physical, social or cultural needs.

*“The arts give us opportunities to explore different points of view and experiences. They give us ways to express ourselves and communicate ideas with each other. They provide opportunities to use our different senses. The arts can provoke, challenge, delight and amuse us. Without the arts, life would be duller. Humans have a deep-seated need to communicate through music, dance and the visual arts, and any society that ignores or suppresses these fundamental needs is the poorer for it.”*

Audience Atlas 2017 – Creative New Zealand

## Outcomes

This section outlines the outcome areas that council aims to achieve by actioning the framework (refer Appendix 1):

- Whenua and Wahi / Spaces & Places;
- Taonga / Collections; and
- Hapori and Kaimahi / Activities & Programmes.

Outcomes are prioritised by areas of activity. Our outcomes take into account Council’s priorities and also interactions that may influence or be impacted by arts, culture and creativity across these three areas of activity. We will achieve these outcomes by:

- connecting communities;
- enabling activities that support wellbeing;
- delivering and enabling services people want and need; and
- optimising our shared spaces and places.

### *Whenua and Wahi / Spaces & Places*

Council provides facilities and spaces that contribute to art, culture and creativity in Te Awa Kairangi ki Tai Lower Hutt. These places provide opportunities for local and visiting communities to attend exhibitions, performances and events, to meet and share experiences and knowledge, and to access services and participate in a wide range of activities. There are also facilities and spaces within the community that council supports through grants, lease arrangements or other assistance. In 2019, Council conducted a series of workshops and surveys with the local arts community who identified access to spaces as one of the primary ways Council could support arts, culture and creativity in Te Awa Kairangi ki Tai Lower Hutt.

### *Taonga / Collections*

Council develops and cares for a number of collections that fall within arts, culture and creativity. These collections provide opportunities for local communities to have a tangible connection to their histories and those of others, and for non-local individuals and communities to research and engage with local stories and sites. Councils' collections are varied and reflect the diversity of our communities locally, nationally and globally. These include artefacts, taonga toku iho, archives, artworks and heritage items.

### *Hapori and Kaimahi / Activities & Programmes*

Where possible, Council supports communities to create and deliver their own art, culture and creativity initiatives. This is achieved through a community-led development approach. To assist with these initiatives, we provide in-kind or funded support where required. In specific cases, where Council provides dedicated services or activities such as through The Dowse, Petone Settlers Museum or the Hubs, we will lead these initiatives.

## Guiding Documents

In order to provide the spaces, activities and services our communities require in relation to arts, culture and creativity, Council uses a range of guidelines and processes to ensure we are consistent in our approach, operate with integrity and work alongside our communities. The list below includes existing guidelines, processes and policies as well as those that are still in development.

Document	Business Unit	Status
Archives Collection Policy	Information Management	Active
Local History Collection Policy	Hubs & Library Services	Active
Guideline for commissioning public art	Arts & Culture	In development
Kaupapa Māori Design Process	Urban Design	In development
Kahui Mana Whenua Māori Design Principles	Urban Design	In draft
Community-led Development guideline	Connected Communities	In development
Community Funding Plan	Connected Communities	Active
Hutt City Spatial Plan	Urban Development	In development
Placemaking Plan	Urban Design	In development
Guiding Principles for Public Art in Infrastructure Projects	Arts & Culture	In draft
Heritage Policy	Strategy & Policy	Active
Dowse Collection Policy	Arts & Culture	Active

## Arts and Culture Framework – Appendix 1

### Areas of Activity

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As outlined in the Arts & Culture Framework our outcomes are prioritised by areas of activity. These areas of activity take into account the broader impact and application of arts, culture and creativity across all of Council as described below.

### Whenua and Wahi / Spaces & Places

#### Dowse Art Museum

The Dowse is a free entry dedicated contemporary art gallery that offers a programme of temporary exhibitions featuring local, national and international artists supported by public programmes, events and educational opportunities. It has a permanent collection of over 3500 artworks housed in a purpose-built on-site storage facility. It has commercial strands through an on-site retail outlet, tenanted café and five venue hire spaces. The Dowse is also the interim home of Te Āti Awa taonga tuku iho Nuku Tewhatewha.

#### Civic Green Spaces

This includes sites such as Dowse Square – an open-air public space in front of The Dowse Art Museum. It includes multiple public artworks and can be used for public events delivered by council or for use by the community.

#### Petone Settlers Museums

Petone Settlers Museum is a free entry social history museum with semi-permanent and temporary displays of predominantly Pito-one histories with some broader Lower Hutt contemporary stories and art displays supported by public programmes, events and educational opportunities. Petone Settlers Museum is housed in a heritage listed building that includes the Wellington Provincial Centennial Memorial opened in 1940.

#### Little Theatre

Little Theatre is a 298-seat theatre available for hire. It includes multiple green room facilities back of house and has an adjacent tenanted café.

#### Hubs

HCC operates eight free-entry hubs that provide a mix of community, Council and agency led activities and services. The hubs provide venue hire spaces for use by the community and offer one-off and regular programmes and activities. All hubs

include library services. Many hubs have integrated artworks as part of the building or house temporary or semi-permanent art displays.

#### Community Halls

Council has twelve halls available for hire by the community. They are used by organised groups as well as for one-off workshops, talks and activities.

#### Community-run spaces, using Council facilities

Council supports a number of groups and activities through spaces owned or leased by council. These include Hutt Art Society and CoCo Pop Up Community Space, Naenae. These spaces allow for arts, culture and creativity related activities facilitated or delivered by the community or in partnership with council.

#### Green Spaces

Council oversees 349 reserves and parks across the city. Some of these spaces include public artworks as murals, stand-alone sculptures, integrated built elements in the form of seating, screens or basketball courts, or as overall design elements for plantings, water features and pathways. A number of councils green spaces also include heritage listed trees or built elements.

#### Wāhi Tapu

Council does not oversee all wāhi tapu in Te Awakairangi ki Tai Lower Hutt but where there is a responsibility council works with mana whenua in partnership.

#### Heritage sites, memorials, cemeteries and sites of significance

Council oversees multiple historic buildings, memorials, sites of significance and cemeteries that have heritage value and contribute to the cultural narrative of Te Awakairangi ki Tai Lower Hutt. These examples are predominantly Pākehā or tauiwi in origin (refer wāhi tapu).

#### Council-owned facilities

These include buildings owned by council but operated commercially by third party tenants that are available to the community and council for hire such as the Events Centre and the Town Hall. In some cases these facilities are used for performances, events, workshops and displays related to arts, culture and creativity.

## Taonga / Collections

### Dowse Art Museum Collection

The Dowse has a significant art collection with over 3,500 artworks housed on-site in a purpose-built art storage space. The collection includes all artforms but is most well-known for its New Zealand studio craft collection including the Doreen Blumhardt collection which is considered nationally significant. Artworks are acquired through purchase and donation and the collection is focused predominantly on contemporary practice. Around 200 works are displayed each year either at The Dowse or on loan to other institutions. A quarter of the collection is currently searchable online. The Dowse is also kaitiaki of Nuku Tewhatewha, a significant Te Atiawa taonga on permanent display.

### Public Art

There are approximately 38 public artworks in the HCC Public Art Collection. They are either on display in green spaces throughout Te Awakairangi ki Tai Lower Hutt or in as stand-alone works or as integrated built components such as seating, screens or basketball courts. Some of the artworks are on display in council buildings as stand-alone artworks or within the fabric of the building. This collection includes pou that have been commissioned for green spaces as well as contemporary artworks that have been donated by E Tu Awakairangi an independent sculpture trust that has received grants from council. The public art collection is overseen by the Arts & Culture business unit but is largely maintained by other council teams including a significant amount of maintenance carried out by Parks & Reserves. An app *City Art Walk* has been created to provide information and locations of a selection of works. For major projects (as defined by council guidelines) up to a 1% allocation may be applied to the overall budget ensuring the inclusion of integrated art outcomes.

### Street Art and Murals

Council does not consider murals as a distinct collection. These works are temporary in nature and are often commissioned or facilitated by council in collaboration or partnership with community. Many of these works are on privately owned buildings and are therefore not council's responsibility.

### Council Archives

This collection consists primarily of council records related to council activities, and materials that are protected records according to the Public Records Act. It is guided by Council's Information Management Policy and the Archives Collections Guidelines. Records are mostly paper with a growing number of electronic records (hundreds of thousands across both formats). These records are publicly accessible by request.

### Documentary Heritage

Library Services oversee the documentary heritage collection at Pito-One hub. There are 5,000 books, 10,000 newspapers, 200,000 prints and negatives, as well as periodicals, microfilm, maps, archival collections and audio-visual items that predominantly reflect local Te Awakairangi ki Tai Lower Hutt histories and community archives.

### Petone Settlers Museum collection

Made up of historical artefacts reflecting local social history this collection is predominantly domestic and manufacturing items. This collection is overseen by the Arts & Culture team and is located in a dedicated space within the Pito-One hub.

## **Hapori and Kaimahi / Activities & Programmes**

### Te Tira Māori

This business unit is the source of kaupapa māori advisory services within council. Te Tira Māori also empowers council staff to develop their own te ao Māori cultural capability, develops educational resources and programmes and upholds relationship management with Council's Mana Whenua partners. Among other functions within the remit of Te Tira Māori is to ensure cultural narratives and te ao Māori values are incorporated into all aspects of councils workplans particularly for infrastructural projects led by the Urban Design team.

### Community Arts

The Community Arts Facilitator, part of the Connected Communities business unit works across neighbourhoods and communities to identify opportunities for activities, programmes and relationships related to arts & culture. Working collaboratively across council this role delivers and supports the delivery of specific programmes for the community but also assists in the artistic components of council infrastructure projects. In a broader local national and international context various teams make connections and provide opportunities for advocacy with the wider arts sector, both on our own behalf and on behalf of key community stakeholders. The Arts & Culture business unit also plays a leadership role on a national and international level through partnerships with other organisations and being participants and experts on key sector wide arts, culture and creativity initiatives.

### Urban Design and Place Making

The Urban Development team works across council infrastructure projects, place making and demographic mapping and insights. They work with other teams across council to facilitate building projects, public art opportunities and spatial design. Large projects driven by external organisations such as Waka Kotahi also provide opportunities for council to include arts, culture and creativity outcomes for the community.



### Funding

Council administers multiple contestable funding opportunities. Included in this workplan are two arts & culture funding rounds – the Creative Communities Scheme (CCS) administered by council with funds from Creative New Zealand and the Arts & Culture Fund which is funded and administered by council.

### Comms & Marketing

Council offers opportunities to support and promote council and community Arts & Culture events, programmes and initiatives using internal and external platforms led or supported by council. The Communications team work across council to highlight arts & culture related content through the Hutt City Council website, social media channels and printed material. Other business units also utilise their own relationships and platforms to promote arts, culture and creativity predominantly to external communities and audiences. Other opportunities such as the events app *Solus* and the *City Art Walk* app have been put in place to provide information for use internally by officers and for external access by communities.

## HUTT CITY COUNCIL GUIDING PRINCIPLES FOR PUBLIC ART IN INFRASTRUCTURE PROJECTS

### Purpose

The purpose of council's investment in arts, culture and creativity is to support a thriving and attractive city where all people express a sense of self and place. Major infrastructure investment provides a significant opportunity to contribute further to this outcome through the development of proposals to embed good quality and cost-effective artwork and/or creativity in relevant projects.

### Principles

All Hutt city Council (Council) funded major infrastructure projects, whether delivered by Council or other partners, should consider the opportunity for achieving art outcomes in the scoping phase of the project. The scale of the opportunity will determine the recommended approach and level of investment as outlined below:

#### ***Category one – significant opportunity***

For projects where there is a significant opportunity (eg: buildings and large structures such as bridges), Project Sponsors should ensure Project Managers include art outcomes as part of the initial project scope and provide budget options reflecting between 0.2% and 1% of the total project cost.

In determining the budget allocation, Council can use its discretion, taking into consideration what is proportionately appropriate to the project, what is affordable and what other investment is being made for art outcomes in the same location. This level of investment would include the commissioning of a lead artist at the design phase. Note for co-funded projects, partners (eg: NZTA Waka Kotahi) may be unlikely to contribute to art outcomes, which Council will also need to consider in deciding allocations.

***Category two – minor opportunity***

For projects where there is a minor opportunity (eg: infrastructure underground, roads and footpaths) Project Managers should ensure that wherever possible art outcomes are achieved through integration in projects features (eg: wayfinding, tiling and paving, etched concrete etc).

**General principles**

Funding for the development and installation of integrated art in infrastructure projects will be allocated as part of approved capital budget. Proposals should indicate ongoing costs for maintenance and renewals, and which operational budgets this will be funded from.

The Director of Arts and Culture will provide advice and oversight of all budget allocations for art outcomes through infrastructure projects.

Te Herenga Kairangi and the Hutt City Council Māori Design Principles will be embedded in the development process for all art outcomes.

Commissioning and installation will be governed under individual commissioning contracts with artists and visual designers, awarded in accordance with the Hutt City Council Procurement Policy.

Ownership of completed installations shall vest in HCC. Unless otherwise agreed in the commissioning contract, HCC will be the copyright owner of the relevant work. All work will be recorded in the central HCC register. HCC reserves the right to repair or replace works in the event of damage, however, will its use best endeavours to consult all relevant parties.

Elected members will be regularly updated on how art outcomes are being achieved through HCC project reporting.

HUTT CITY COUNCILKOMITI RATONGA RANGATŌPŪ ME TE RAUTAKI  
POLICY, FINANCE AND STRATEGY COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road

Lower Hutt on

**Tuesday 7 May 2024 commencing at 2:00 pm**

**PRESENT:**

Cr A Mitchell (Chair)	Mayor C Barry (from 2:06pm)
Cr K Brown	Cr B Dyer
Cr Edwards	Deputy Mayor T Lewis (Deputy Chair)
Cr K Morgan	Cr C Parkin
Cr T Stallinger	

**APOLOGIES:**

Mayor Barry for lateness.

**IN ATTENDANCE:**

J Miller, Chief Executive  
 A Blackshaw, Director Neighbourhoods and Communities  
 J Griffiths, Director Strategy and Planning  
 A Geddes, Director Environment and Sustainability  
 J Kingsbury, Director Economy and Development  
 J Livschitz, Group Chief Financial Officer  
 P Benseman, Budgeting and Reporting Manager (part meeting)  
 J Scherzer, Head of Climate, Waste and Resource Recovery (via audio-visual link) (part meeting)  
 B Hodgins, Strategic Advisor (part meeting)  
 B Cato, Chief Legal Officer (part meeting)  
 G Birse, Head of Enterprise Portfolio Management Office (part meeting)  
 G Usoalii-Phillips, Treasury Officer (part meeting)  
 D Newth, Financial Accounting Manager (part meeting)  
 R Hardie, Head of Strategy and Policy (part meeting)  
 R Houlbrooke, Policy Lead (part meeting)  
 A Gordon, Senior Policy Advisor (part meeting)  
 S White, Policy Advisor (part meeting)  
 A Prebble, Principal Advisor City Strategy  
 R Lemalu, Project Delivery Manager (part meeting)  
 J Hickey, Contractor - AI Strategy (part meeting)  
 K Stannard, Head of Democratic Services (part meeting)  
 J Kilty, Democracy Advisor  
 J Randall, Democracy Advisor

**PUBLIC BUSINESS**

1. **OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with a sharpened air</i>
He tio, he huka, he hau hū	<i>A touch of frost, a promise of a glorious day.</i>
Tihei mauri ora.	

2. **APOLOGIES**

An apology for lateness was received from Mayor Barry.

3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

4. **CONFLICT OF INTEREST DECLARATIONS**

The Chair declared a conflict of interest in Item 5: Hearing Subcommittee Recommendations 25 March 2024 on the Proposed Changes within the Dog Control Bylaw and took no part in discussion or voting on the matter.

5. **RECOMMENDATIONS TO COUNCIL | TE KAUNIHERA O TE AWA  
KAIRANGI - 28 MAY 2024**

Hearing Subcommittee Recommendations 25 March 2024 on the Proposed Changes within the Dog Control Bylaw

Under public comment, the Chair read a statement from **Amelia Geary on behalf of Forest and Bird**. Amelia Geary disagreed with some of the recommendations of the Hearing Subcommittee (the subcommittee). She stated dog prohibition areas would be better determined through the Dog Control Bylaw (the bylaw) review rather than by commissioners at a hearing. She believed that allowing dogs adjacent to the bird protection area (BPA) in Whiorau Reserve would negate the benefit of the BPA to wildlife. She expressed opposition to an off-leash area adjacent to the HW Shortt BPA. She considered the presence of dogs in that stretch of the beach would compromise the value of the BPA. She asked for dog prohibition in the entire reserve area adjacent to the Whiorau Reserve BPA and the area adjacent to the HW Shortt Park BPA. She supported the subcommittee recommendations for dog prohibition over BPAs at CL Bishop Park and Sorrento Bay.

Mayor Barry joined the meeting at 2.06pm.

Under public comment, the Chair read a statement from **Frank Vickers**. Frank Vickers asked for a complete dog ban at Whiorau Reserve. He considered this would be necessary to fulfil the requirements of the resource consent to protect kororā. He believed that if a dog ban were in place, members of the public would feel confident enough to speak up and help enforce the bylaws. He did not consider that animal control officers could enforce the bylaw on their own.

The Chair declared a conflict of interest and left the table when the matter was considered.

The Deputy Chair assumed the Chair.

RESOLVED: (Cr Edwards/Cr Parkin)

**Minute No. PFSC 24201**

*"That the minutes of the Hearing subcommittee on the proposed changes within the Dog Control Bylaw held on 25 March 2024 be adopted with the exception of the recommended item."*

As Chair of the Hearing Subcommittee (the subcommittee), Cr Edwards explained the panel's recommended decision. He advised that despite the main nesting area for tōrea pango being incorrectly drawn on the maps, the Sorrento Bay Bird Protection Area (BPA) could not be changed to accommodate dog access on the sandy beach area without risking a new hearing and lengthy delays. He acknowledged the confusion due to discrepancies between the signs on Whiorau Reserve (the reserve) and the existing Dog Control Bylaw (the bylaw).

Cr Edwards explained that the bylaw did not permit dogs to be on the reserve between 9.00am and 8.00pm during daylight saving time, but the signs did not reflect this. He further explained that the reserve was not an area with a beach that visitors frequented, so the panel had not applied daylight saving hours to it. The panel had, therefore, decided it would be appropriate to permit dogs in the reserve. He confirmed the bylaw would be updated to reflect this decision. He explained that the panel had decided to continue to permit dogs off-leash on the beach adjacent to HW Shortt Park due to the area's popularity as a dog walking area and the existence of a dog prohibition area at CL Bishop Park, which was nearby.

In response to questions from members, Cr Edwards said that the subcommittee had asked for officers to explore the potential for the small lawn area immediately adjacent to the Muritai Yacht Club to be excluded from the BPA due to being unsuitable for kororā nesting, and being of great use to club members for changing sails and other club uses. He confirmed that the rope barriers around the BPAs were required as part of its resource consent conditions. He expressed confidence the panel had sufficiently balanced the various feedback received, along with their ability to provide protected areas for kororā and other nesting birds. He confirmed that the nesting area in Sorrento Bay would be incorporated into the dog prohibition area. He also confirmed that the maps would be included in the amended bylaw once adopted by Council in May 2024.

**RECOMMENDED:** (Deputy Mayor Lewis/Cr Dyer)

**Minute No. PFSC 24202**

*"That the Committee recommends that Council:*

- (1) *approves that a dog prohibition area be established over the Bird Protection Area at Whiorau Reserve and that for the avoidance of any doubt, any daylight saving prohibition regarding dog walking be removed from the rest of Whiorau Reserve as shown on the Whiorau Reserve map;*
- (2) *approves that a dog prohibition area be established over the Bird Protection Area at Sorrento Bay and also over the area shown in purple on the Sorrento Bay map;*
- (3) *approves that a dog prohibition area be established over the Bird Protection Area at CL Bishop Park and also over the area shown in purple on the CL Bishop Park map;*
- (4) *instructs officers to explore with Greater Wellington Regional Council the potential to leave public access to the small area of lawn outside Muritai Yacht Club and*
- (5) *approves that a dog prohibition area be established over the Bird Protection Area at HW Shortt Park as shown on the HW Shortt Park map."*

Cr Mitchell assumed the Chair.

**6. NEW ZEALAND LOCAL GOVERNMENT FUNDING AGENCY - DRAFT STATEMENT OF INTENT 2023-2027 AND HALF YEAR PERFORMANCE RESULTS**

Report No. PFSC2024/2/55 by the Treasury Officer

The Treasury Officer elaborated on the report.

**RESOLVED:** (Cr Mitchell/Cr Stallinger)

**Minute No. PFSC 24203**

*"That the Committee:*

- (1) *notes the Local Government Funding Agency (LGFA) board has submitted their draft Statement of Intent (SOI) for the three years 2024/25 to 2026/27, as attached as Appendix 2 to the report, in accordance with the Local Government Act 2002;*
- (2) *notes that officers do not have any suggested changes to the draft SOI; and*
- (3) *notes and receives the LGFA half-year report to 31 December 2023, attached as Appendix 4 to the report."*

## 7. PUBLIC CONSULTATION ON THE CONTROL OF ALCOHOL IN PUBLIC PLACES BYLAW

Report No. PFSC2024/2/102 by the Senior Policy Advisor

The Senior Policy Advisor elaborated on the report.

In response to questions from members, the Senior Policy Advisor addressed concerns raised by members regarding the merging of consultations and the potential for confusion. She assured the members that the set of questions for each bylaw and policy would be kept separate within the consultation.

In response to questions from members, the Head of Strategy and Policy advised that the hearings for submissions would be conducted as individual hearings but agreed to explore other options. He confirmed that each submitter would be contacted to ensure their attendance at the most appropriate hearing for their submission.

Cr Brown expressed concern that the merged consultation might be confusing. She asked officers to provide an explanation on the consultation webpage as to why the consultation merged the three elements.

Deputy Mayor Lewis asked that communities be kept informed so that they could have their say.

The Chair emphasised the need for clarity and distinctness to avoid confusion. He said it needed to be clear to submitters that they were allowed to submit on each element of the consultation.

The members asked officers to provide additional information regarding the consultation process. Officers advised that the members would have the chance to review the evidence related to the effects of alcohol on public health and well-being when the Committee considered the draft consultation process in July 2024.

**RESOLVED:** (Cr Mitchell/Cr Dyer)

**Minute No. PFSC 24204**

*"That the Committee:*

- (1) *notes the Control of Alcohol in Public Places Bylaw was revoked in December 2023, and consultation is required for the development of a new bylaw;*
- (2) *notes that the proposed Control of Alcohol in Public Places Bylaw (proposed bylaw) will likely require the Special Consultative Procedure to be used;*
- (3) *agrees in principle to, if required, run the Special Consultative Procedure in August 2024 for the proposed bylaw;*
- (4) *notes the Local Alcohol Policy and the Alcohol Fees Bylaw are also due for review this year;*
- (5) *notes that the Infrastructure and Regulatory Committee is responsible for reviewing the Alcohol Fees Bylaw and the Local Alcohol Policy;*
- (6) *agrees to run the consultation on the bylaw concurrently with consultation on the Alcohol Fees Bylaw and the Local Alcohol Policy;*



- (7) notes that this will ensure a coordinated and efficient public consultation process;
- (8) notes that the Policy, Finance and Strategy Committee meeting on 10 September 2024 will hear public submissions on the proposed bylaw;
- (9) notes the work programme timeline at Appendix 1 to the report; and
- (10) notes this timeline will allow Council to adopt the proposed bylaw on 1 October 2024."

## 8. STRATEGY AND POLICY WORK PROGRAMME UPDATE

Report No. PFSC2024/2/103 by the Head of Strategy and Policy

The Head of Strategy and Policy elaborated on the report.

In response to questions from members, the Head of Strategy and Policy confirmed that Council's Smoke-Free Policy would be reviewed as part of the Strategy and Policy work programme. He highlighted that the priorities of the work programme would continue to be shaped by Council's Long Term and Annual Plans. He added that officers would appreciate input from members on priorities for the upcoming year. He agreed to provide better oversight of bylaws, policy, and plan review periods while keeping members informed of the deadline dates for bylaw reviews.

In response to questions from members, the Director, Strategy and Engagement confirmed that the deadlines for bylaws were now in a system with automatic notifications to ensure that the review dates were not missed. He explained that officers had some flexibility regarding the timing of policy and plan reviews, depending on the resource priorities set by Council. He agreed to report back on the three bylaws marked as 'pending' on the Committee Forward Programme.

The Chief Executive confirmed that Council's systems now had a dynamic policy register in place, which provided greater transparency and accountability to members.

In response to a question from a member, the officers agreed to report back on the details of the Gambling Venue and Board Venue Policy consultation once the information became available.

**RESOLVED:** (Cr Mitchell/Cr Edwards)

**Minute No. PFSC 24205**

*"That the Committee:*

- (1) notes the programme of work that the Strategy and Policy business unit has delivered through to 1 May 2024, attached at Appendix 1 to the report;
- (2) notes the Strategy and Policy forward work programme for the period through to December 2024 attached at Appendix 2 to the report;
- (3) agrees with the priority projects outlined in Table 1 contained within the report; and
- (4) notes the three-year view of the strategy and policy work programme attached at Appendix 3 to the report and provide any feedback to officers."

## 9. QUARTERLY PERFORMANCE REPORT 1 JANUARY TO 31 MARCH 2024

Report No. PFSC2024/2/110 by the Head of Enterprise Portfolio Management Office

The Head of Enterprise Portfolio Management Office elaborated on the report.

In response to questions from members, the Director, Neighbourhoods and Communities said incorporating the NZ Post franchise in Petone Library required some physical changes to the facility to ensure the staff's security and safety. She confirmed that officers would be open to the possibility of allowing the franchise in other Council hubs if it was needed in those communities.

In response to questions from members, the Director Environment and Sustainability explained that switching from a manual to an automated system for dog registrations had made it easier to send reminders and pay registration fees. She mentioned that improvements were being made to the building and resource consent processes, which should result in faster processing times next quarter. She advised that increased investment in the consent area had been a temporary measure to introduce business improvements. She said officers were also improving processes for compliance schedules and warrants of fitness. She highlighted that officers recommended increased fees for consents through the Long Term Plan for the next financial year.

In response to a question from a member, the Group Chief Financial Officer explained that the Balanced Budget section of the report provided Council's forecasted balanced budget position. She further informed that the latest forecasted deficit had been reduced to \$29.7M, primarily due to deferring some operating programme costs to the 2024/25 financial year. She also highlighted that the balanced budget calculations had not included capital subsidies.

**RESOLVED:** (Cr Mitchell/Deputy Mayor Lewis)

**Minute No. PFSC 24206**

*"That the Committee notes and receives the Quarterly Performance Report for the period 1 January to 31 March 2024, attached as Appendix 1 to the report."*

## 10. INFORMATION ITEM

### Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee Forward Programme

Memorandum dated 20 March 2024 by the Democracy Advisor

**RESOLVED:** (Cr Mitchell/Cr Dyer)

**Minute No. PFSC 24207**

*"That the Committee receives and notes the draft forward programme for 2024 attached as Appendix 1 to the memorandum."*

## 11. QUESTIONS

There were no questions.

**12. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!	<i>Release us from the supreme sacredness of our task</i>
Unuhia!	<i>To be clear and free</i>
Unuhia i te uru-tapu-nui	<i>in heart, body and soul in our continuing journey</i>
Kia wātea, kia māmā	<i>Oh Rongo, raise these words up high</i>
Te ngākau, te tinana, te wairua i te ara	<i>so that we be cleansed and be free,</i>
takatū	<i>Yes indeed, we are free!</i>
Koia rā e Rongo whakairihia ake ki	<i>Good and peaceful</i>
runga	
Kia wātea, kia wātea!	
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business the Chair declared the meeting closed at 3.35 pm.

A Mitchell  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 28th day of May 2024**

HUTT CITY COUNCILKOMITI HANGANGA | INFRASTRUCTURE AND REGULATORY COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road,  
Lower Hutt on

Thursday 9 May 2024 commencing at 2:00 pm

**PRESENT:** Cr S Edwards (Chair) Mayor C Barry (until 3.00pm)  
Cr T Stallinger (Deputy Chair) Cr G Tupou  
(from 2.06pm)  
Cr A Mitchell Deputy Mayor T Lewis  
Cr B Dyer (via audio-visual)  
(until 3.12pm)

**APOLOGIES:** Cr K Brown  
Cr G Barratt<sup>1</sup>

**IN ATTENDANCE:** A Geddes, Director Environment and Sustainability  
P Hewitt, Head of Transport  
R Lemalu, Project Delivery Manager  
R Faulkner, Project Manager  
R Hardie, Head of Strategy and Policy (part meeting)  
A Gordon, Senior Policy Advisor (part meeting)  
R Houlbrooke, Policy Lead (part meeting)  
B Hodgins, Strategic Advisor (part meeting)  
D Bentley, Environmental Health Manager (part meeting)  
T Johnstone, Head of Planning (part meeting)  
R Barton, Head of Building Control (part meeting)  
D Pratt, Animal Services Manager (part meeting)  
J Roberts, Head of Environmental Protection (part meeting)  
E Anand, Head of City Delivery (part meeting)  
L Desrosiers, Head of Urban Development (part meeting)  
D Millin, Principal Advisor - Micromobility Programme  
H Bell, Elected Member Support Coordinator (part meeting)  
J Kilty, Democracy Advisor (part meeting)  
V Gilmour, Democracy Advisor

PUBLIC BUSINESS

<sup>1</sup> The apology was received but not passed on due to an administrative error.

1. **OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	Cease the winds from the west
Whakataka te hau ki te tonga	Cease the winds from the south
Kia mākinakina ki uta	Let the breeze blow over the land
Kia mātaratara ki tai	Let the breeze blow over the ocean
E hī ake ana te atakura	Let the red-tipped dawn come with a
He tio, he huka, he hau hū	sharpened air.
Tihei mauri ora	A touch of frost, a promise of a
	glorious day.

2. **APOLOGIES**

RESOLVED: (Cr Edwards/Cr Mitchell)

**Minute No. IARCC 24201**

*"That the apology received from Cr K Brown be accepted and leave of absence be granted."*

3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

**PRECEDENCE OF BUSINESS**

In accordance with Standing Order 10.4, Item 9) Retrospective Approval for Council's Submission to The Draft Government Policy Statement on Land Transport 2024 was accorded precedence of business. The item is recorded in the order it appeared on the agenda.

Mayor Barry left the meeting at 2.27pm.

5. **RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 28 May 2024**

## Infrastructure Acceleration Fund Project Report

The Head of City Delivery elaborated on the report.

Mayor Barry rejoined the meeting at 2.28pm.

In response to questions from a member, the Head of City Delivery said he was advised that Wellington Water Limited (WWL) does not have the capacity to deliver the stormwater and wastewater projects that were decided in 2023. He explained that with funding from the Infrastructure Acceleration Fund (IAF), Council agreed to proceed with these projects under the City Delivery Unit. He confirmed that using the same contractors that WWL employs was possible.

The Head of Urban Development explained that the 3,500 plus dwellings outlined in the contract with Kāinga Ora could be situated anywhere on the valley floor. She said that since the stormwater and wastewater works primarily occurred in the central city area, the focus was increasing the number of dwellings there.

In response to questions from a member, the Strategic Advisor reiterated that the decision on who would complete the projects was made in 2023. He stated that WWL had been clear that they could not deliver the stormwater and wastewater projects.

The Head of City Delivery expressed confidence in the team's ability to deliver these projects. He advised that WWL was assisting in the detailed design phase and that he would follow up with WWL about their capacity to take the lead role.

In response to a question from a member, the Head of City Delivery stated that the capacity limitation for WWL stemmed from their contractors and management being engaged in the Wellington Water works.

In response to a question from a member, the Head of City Delivery confirmed that Council had a stage 1 commitment with Kāinga Ora until the end of June 2024. He further noted that negotiations for stages 2 and 3 were pending.

Cr Mitchell spoke in support of the proposal but expressed concerns about Council taking on the projects without the expertise of WWL. He suggested involving WWL for specific tasks if they could not resource the entire project.

Cr Tupou thanked officers for their work and emphasised the importance of Council's commitment to investing in infrastructure to support 3,500 plus homes.

**RECOMMENDED:** (Cr Edwards/Cr Mitchell)

**Minute No. IARCC 24202**

*“That the Committee recommends that Council:*

- (1) receives the report and notes the information;*
- (2) endorses the advancement of Stormwater works Option 1b to Stage 2 (Detailed Design) as the preferred option;*
- (3) notes that this option aligns strongly with project objectives and is within the overall project funding of \$174M;*
- (4) notes that although Option 5 (Riddiford Street) scored as the best option in the Multi Criteria Analysis workshop, Option 1b is recommended as the preferred option as it best aligns with the project objectives to enable the housing outcomes;*
- (5) endorses advancement of Wastewater works option to Stage 2-Detailed Design;*
- (6) notes the risks associated with these options will be best addressed in Stage 2 once the design and cost maturity are sufficiently developed in collaboration with contractors; and*
- (7) requests officers to reassess the delivery of the Infrastructure Acceleration Fund project and whether it is best suited with Council or with Wellington Water Limited.”*

6. **PROPOSED REVIEWS OF THE LOCAL ALCOHOL POLICY 2018 AND THE ALCOHOL FEES BYLAW 2020**

Report No. IARCC2024/2/105 by the Senior Policy Advisor

The Senior Policy Advisor elaborated on the report.

In response to questions from a member, the Senior Policy Advisor advised that a review of the policy and bylaw had not been conducted since a change in the legislation. She suggested that Council might be among the first to do so. She confirmed that Council's alcohol fees had remained unchanged.

In response to a question from a member, the Senior Policy Advisor stated that she believed the engagement plan would involve a proactive approach to inform all licence holders about the reviews and provide them with an opportunity to submit their views.

**RESOLVED:** (Cr Edwards/Cr Tupou)

**Minute No. IARCC 24203**

*"That the Committee:*

- (1) notes that the Alcohol Fees Bylaw and the Local Alcohol Policy are due for review this year;*
- (2) notes that each review requires consultation to be undertaken;*
- (3) agrees to run a concurrent consultation process for both reviews in August 2024;*
- (4) notes the Control of Alcohol in Public Places Bylaw is also undergoing consultation in August 2024;*
- (5) notes that the Policy, Finance and Strategy Committee is responsible for the Control of Alcohol in Public Places Bylaw;*
- (6) agrees to run consultation processes for both the Alcohol Fees Bylaw and the Local Alcohol Policy concurrently with the consultation on the Control of Alcohol in Public Places Bylaw to ensure a coordinated and efficient public consultation process;*
- (7) notes that subsequent hearings of submissions on the Alcohol Fees Bylaw (if required) and on the Local Alcohol Policy will be undertaken separately in September 2024;*
- (8) notes the timeline attached as Appendix 1 to the report; and*
- (9) notes that officers will undertake draft reviews of the Alcohol Fees Bylaw and the Local Alcohol Policy and bring them back to the Committee in July 2024 for consideration."*



## 7. THREE WATERS UPDATE

Report No. IARCC2024/2/106 by the Strategic Advisor

The Strategic Advisor elaborated on the report. He advised that the target for pipe renewal was 12 km by the end of the year, but it was now on track to reach 13 km. He explained that the cost per kilometre fluctuated due to different types of projects. He pointed out that costs for the 2022/23 period were \$3.2M and \$3.13M up to May 2024, with specific projects such as Barber Grove to Seaview Wastewater Main impacting these costs. He explained that comparing costs between different projects, such as the water pipe renewal in Howard Road versus Naenae, was not an effective way to gauge Council's value for money. He advised that Council was working on finding appropriate measures to assess value for money.

The Strategic Advisor further advised that WWL had considered five approaches for the Jackson Street renewals. He said the current recommendation, pending community consultation, suggested conducting all renewals simultaneously on a block-by-block basis. This would temporarily close the street to vehicles but maintain pedestrian access. He mentioned that although this option would prolong shutdowns, it could save costs. He explained that the next step involved consulting with the Jackson Street Programme and Petone Community Board.

The Strategic Advisor reported that the backlog of water leaks had decreased to 543. He said that these jobs had not yet been bundled but were in the pipeline. He further advised that WWL was still developing a plan for renewing the main Hutt Valley wastewater pipe, which may take a few more weeks.

In response to questions from members, the Strategic Advisor confirmed that construction on Jackson Street was scheduled to commence in mid-2025 and could take three years to complete.

In response to a question from a member, the Strategic Advisor said that the membership for water reform remained the same as Entity G. However, he mentioned subtle differences between the two policies. He confirmed that officers were assessing what could be used from the work previously done by the Department of Internal Affairs.

RESOLVED: (Cr Edwards/Cr Stallinger)

**Minute No. IARCC 24204**

*"That the Committee receives the report and notes its contents."*

## 8. REGULATORY MATTERS

Report No. IARCC2024/2/107 by the Head of Planning

The Director Environment and Sustainability advised that Council recently underwent an International Accreditation New Zealand (IANZ) assessment, which identified several minor and significant non-compliances. She suggested that one major issue was the performance against statutory timeframes. She explained that after implementing improvements and addressing the issues raised in recent reporting, IANZ upgraded Council's compliance rate to 92.4%, resolving this non-compliance.

The Head of Planning elaborated on the report.

In response to a question from a member, the Animal Services Manager advised that Council had implemented a volunteer scheme for patrolling but had to scale it back due to threats. He explained that they were currently dealing with legal and privacy challenges to make body cameras operational. He further advised that the team was not equipped for extensive proactive patrolling but was monitoring areas as they passed by. He said plans were underway to explore additional resources for patrolling in 2025.

In response to questions from members, the Animal Services Manager advised that Council would consider the proposed bylaw changes concerning Eastern Bays on 28 May 2024. He also mentioned that there would be an increased presence in the area once the changes were fully implemented and signed.

RESOLVED: (Cr Edwards/Deputy Mayor Lewis)

**Minute No. IARCC 24205**

*"That the Committee receives and notes the information."*

9. **RETROSPECTIVE APPROVAL FOR COUNCIL'S SUBMISSION TO THE DRAFT GOVERNMENT POLICY STATEMENT ON LAND TRANSPORT 2024**

Memorandum dated 24 April 2024 by the Executive Assistant to the Director of Economy and Development

Speaking under public comment, **Matthew Young representing Hutt Cycle Network** addressed the issue of the conflict between Council's Transport Strategy objectives and central government's policy on transport. He expressed concern that the draft Government Policy Statement for land transport reduced funding for public transport services and infrastructure, rail, and increased pressure on walking and cycling funding, which contradicted Council's goals to cut emissions and promote alternative modes of transport. He was surprised that Council's submission supported the suggested funding plan and believed it was a shift from what was discussed with the community. He urged Council to reconsider endorsing the proposed funding plan and to seek clarity on the submission process from officers.

Cr Stallinger joined the meeting at 2.06pm.

Speaking under public comment, **David Tripp representing Doctor's for Active, Safe Transport** expressed confusion regarding Council's submission of the draft GPS, which was believed to conflict with Council's integrated transport strategy. He said the integrated transport strategy acknowledged the disadvantage of a car-dependent transport system and its adverse effects on health. He stated that GPS mainly favoured a car-centric approach, reducing funding for public transport and neglecting the need to address the associated health issues. He felt these differences were not discussed in Council's submission.

In response to a question from a member, Matthew Young believed that Council had not provided enough clarity of its support for public transport funding in its submission. David Tripp believed that Council's submission and integrated transport strategy were contradictory.

The Project Delivery Manager elaborated on the report. She acknowledged that they utilised current usage data to forecast future walking and cycling patterns. She explained that Council's approach was to promote the development of walking and cycling infrastructure despite the current low usage. She said that Council recognised the importance of continuing the walking and cycling plan and used the current low usage statistics to advocate for expansion in these areas. She agreed that Council could have been more explicit about this point.

In response to questions from members, the Project Delivery Manager advised that the submission consultation period had closed. She agreed to check the possibility of revising Council's submission to improve its clarity. She confirmed there was limited time to submit the submission to central government.

In response to a further question from a member, the Project Delivery Manager explained that officers reviewed other submissions. She highlighted that the current draft GPS offered opportunities to focus on maintenance, which Council may not have had the chance to do before. She advised that Council continued to have initiatives promoting

walking and cycling while exploring additional opportunities outlined in the draft GPS.

**RESOLVED:** (Cr Edwards/Cr Stallinger)

**Minute No. IARCC 24206**

*"That the Committee:*

*(1) receives and notes the submission to the Ministry of Transport on the draft Government Policy Statement on Land Transport 2024; and*

*(2) retrospectively approves Council's submission attached as Appendix 1 to the memorandum."*

## 10. **INFORMATION ITEM**

### **Infrastructure and Regulatory Forward Programme 2024**

Memorandum dated 18 April 2024 by the Democracy Advisor

**RESOLVED:** (Cr Edwards/Cr Mitchell)

**Minute No. IARCC 24207**

*"That the Committee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum."*

## 11. **QUESTIONS**

There were no questions.

## 12. **EXCLUSION OF THE PUBLIC**

**RESOLVED:** (Cr Edwards/Cr Tupou)

**Minute No. IARCC 24208**

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

13. *National Land Transport Programme (NLTP) 2024-27 - Verbal update*

*The general subject of each matter to be considered while the public is excluded, the reason 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 are as follows:*

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>National Land Transport Programme (NLTP) 2024-27 - Verbal update.</i>	<i>The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).</i>	<i>That the public conduct of 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 exist.</i>

*This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."*

There being no further business the Chair declared the public part of the meeting closed at 3.12pm. The public excluded part of the meeting was declared closed at 3.29pm.

S Edwards  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 28<sup>th</sup> day of May 2024**

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**Report no: HCC2024/2/123**

## **Proposed Changes Within the Dog Control Bylaw**

### **Purpose of Report**

1. The purpose of this report is to seek approval from Council to make changes within the Dog Control Bylaw (the Bylaw) to include new dog prohibition areas in the Eastern Bays.

### **Recommendations**

That Council:

- (1) notes resource consent conditions for Tupua Horo Nuku to protect Little Penguins/Kororā and other birds require Council to consider making changes under the Dog Control Bylaw 2015 in areas adjacent to Tupua Horo Nuku;
- (2) notes that following approval from the Policy, Finance and Strategy Committee on 21 November 2023, the proposed changes went out for public consultation between 1 February and 1 March 2024;
- (3) notes a Hearings Subcommittee heard public submissions on 25 March 2024;
- (4) endorses the Policy, Finance and Strategy Committee recommendations attached as Appendix 1 to the report;
- (5) notes the draft changes under the Bylaw that reflect the Policy, Finance and Strategy Committee's decision attached as Appendix 2 to the report;
- (6) notes the maps to reflect the new prohibition areas attached as Appendix 3 to the report;
- (7) approves the proposed changes outlined in the draft Dog Control Bylaw;
- (8) notes that a press release will be made following Council's decision; and
- (9) notes officers will update the signage to reflect changes to the Dog Control Bylaw as the fencing of each Bird Protection Area is completed.

## Background

### *Consent conditions*

2. The 2021 resource consent for Tupua Horo Nuku stipulated the need for the initiation of potential changes under the Bylaw for the purpose of bird protection. It is flexible as to how the outcome of bird protection is achieved. If changes under the Bylaw are not completed, physical bird protection measures would be necessary.

### *Bird Protection Plan*

3. Developing a Bird Protection Plan is a condition of the resource consent. The Bird Protection Plan provides a comprehensive list of work to protect birds including a review of dog bylaws; the construction of barrier fences; the installation of signage; and the implementation of a public education campaign. Together these measures will reduce the risk that dogs pose to Kororā and Oyster Catchers along the Eastern Bays coastline.

### *Changes under the Bylaw*

4. The Bylaw controls where dogs are permitted and restricted. Unless designated in the Bylaw, dogs are permitted to be on lead anywhere in public. The areas adjacent to Tupua Horo Nuku are regulated by the Bylaw at present. To reflect the resource consent conditions, changes are required.

### *Consultation*

5. On 21 November 2023, the Policy, Finance and Strategy Committee agreed to proceed with public consultation and a subcommittee hearing of submissions.
6. Between 1 February and 1 March 2024 public consultation was held. 275 survey submissions and six email submissions were received.
7. On 25 March 2024, the Hearings Subcommittee heard oral submissions.
8. On 7 May 2024, the Hearings Subcommittee made recommendations to the Policy, Finance and Strategy Committee and the Committee approved the recommendations (see Appendix 1 to the report).

## Next Steps

9. If Council agrees, officers will implement the proposed changes to the schedules and maps in the Dog Control Bylaw and update the Bylaw on Council's website.
10. A press release will inform the public of the changes to the Bylaw.
11. Officers will update changes to physical signage as the fencing of each Bird Protection Area is completed.

## Climate Change Impact and Considerations

12. There are no climate change considerations.

### Legal Considerations

13. The Dog Control Bylaw allows for changes to specify dog prohibition areas to be made by resolution.
14. If the resource consent conditions are not met, or there are amendments made to the consent conditions, this may delay work on the shared pathway.

### Financial Considerations

15. If the primary resource consent conditions are not met, secondary conditions, including fencing and revegetation, would be triggered and would have financial implications.

### Appendices

No.	Title	Page
<a href="#">1</a>	Appendix 1: Recommendations from the Policy, Finance and Strategy Committee meeting 7 May 2024	65
<a href="#">2</a>	Appendix 2: Draft Dog Control Bylaw	66
<a href="#">3</a>	Appendix 3: Maps - dog prohibition areas	82

**Author:** Sam White  
Policy Advisor

**Reviewed By:** Richard Hardie  
Head of Strategy and Policy

**Reviewed By:** Bradley Cato  
Chief Legal Officer

**Approved By:** Jarred Griffiths  
Director Strategy and Engagement



**Recommendations**

“That the Policy Finance and Strategy Committee recommends to Council:

- (1) that a dog prohibition area be established over the Bird Protection Area at Whiorau Reserve, and that for the avoidance of any doubt, any daylight saving prohibition regarding dog walking be removed from the rest of Whiorau Reserve as shown on the Whiorau Reserve map;
- (2) that a dog prohibition area be established over the Bird Protection Area at Sorrento Bay and also over the area shown in purple on the Sorrento Bay map;
- (3) that a dog prohibition area be established over the Bird Protection Area at CL Bishop Park, and also over the area shown in purple on the CL Bishop Park map;
- (4) instructs officers to explore with Greater Wellington Regional Council the potential to leave public access to the small area of lawn outside Muritai Yacht Club; and
- (5) that a dog prohibition area be established over the Bird Protection Area at HW Shortt Park as shown on the HW Shortt Park map.”

# **HUTT CITY COUNCIL DOG CONTROL BYLAW 2015**

**ADOPTED BY COUNCIL 15 DECEMBER  
2015**

**EFFECTIVE 8 FEBRUARY 2016**

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DOC/15/177494 |

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## 1. INTERPRETATION

- 1.1 In this Bylaw, unless inconsistent with the context, or where otherwise expressly provided:

**Dog Exercise Area** means an area within a public place that is specified by ordinary Council resolution to be a dog exercise area where dogs may be exercised off the lead.

**Dog Prohibition Area** has the meaning set out in clause 8.2 of this Bylaw.

**Household Unit** means a building or group of buildings, or part of a building or group of buildings, used principally for residential purposes and occupied exclusively as the home or residence of one household.

**Land** means a separately owned or occupied portion of land.

**Reserve** means any open space, plantation, park, garden or ground set apart for public recreation or enjoyment which is under the management and control of the Council and includes all land administered by the Council under the Reserves Act 1977.

**Sports Surface** includes any Council land used for sporting activities, whether permanently or temporarily marked, including athletic fields, playing fields, playing courts and other constructions provided for sporting purposes.

- 1.2 The expressions “Dog Control Officer”, “Dog Ranger”, “Owner”, “Public Place”, “Working Dog”, “Guide Dog”, “Companion Dog” and “Hearing Ear Dog” have the same meaning as in section 2 of the Dog Control Act 1996.

## 2. LIMITATION ON NUMBER OF DOGS PERMITTED ON LAND OR PREMISES

- 2.1 No person shall keep more than two dogs over the age of three months on any premises unless they have a licence from the Council under clause 3.

## 3. LICENSING OF ADDITIONAL DOGS

- 3.1 The owner of a dog, or the owner or occupier of the land or premises, desiring to obtain a licence for an additional dog or dogs shall make written application to the Council for a licence in the form set out in Schedule One to this part of the bylaw and shall provide with their application any information the Council requires.
- 3.2 The Council when considering an application under clause 3.1 shall have regard to:
- a. the adequacy of the premises for the keeping of the additional dog or dogs specified in the application;
  - b. the likely effect which the keeping of the additional dog or dogs would have upon the surrounding neighbourhood;
  - c. the likelihood of the dog or dogs becoming a nuisance; and
  - d. any other relevant matter including the fact that the additional dog or dogs have previously been kept in another local authority area.
- 3.3 Any licence issued under clause 3.1 may be subject to any reasonable terms, conditions and restrictions consistent with this part of the bylaw that the Council determines. Every licence shall be in form set out in Schedule Two to this part of the bylaw and, subject to clause 4.1, shall remain in force from the date of issue until the 30th of June in the following year.
- 3.4 For every licence the applicants shall pay to the Council, before the issue of the licence, the fee, or a proportionate part of the fee in the case of a licence issued for a period of less than a year, as the Council may by resolution determine. The fee for the licence shall be payable in addition to the registration fees payable under the Dog Control Act 1996.

## 4. REVOCATION OF LICENCE

- 4.1** If at any time while a licence is in force in accordance with clause 3 of this part of the bylaw:
- a. The Council is satisfied that the keeping of the additional dog or dogs has caused or materially contributed to a nuisance or the likelihood of injury to health; or
  - b. The Council is satisfied that the keeping of the additional dog or dogs has caused an unduly detrimental effect upon the surrounding neighbourhood; or
  - c. There has been a failure to comply with all or any of the terms conditions and restrictions of the licence; then the Council may revoke the licence.

## 5. LIMITATION ON NUMBERS NOT TO APPLY IN CERTAIN AREAS

- 5.1** Nothing in clauses 2 to 4 of this Bylaw shall apply:
- a. To premises within any rural areas under an operative or proposed District Plan prepared by the Council.
  - b. To premises lawfully used exclusively or principally as a veterinary clinic including an office used by a veterinary surgeon in the course of their business.
  - c. To premises lawfully used exclusively or principally for carrying on the business of boarding dogs.

## 6. GENERAL CONTROLS IN PUBLIC PLACES

- 6.1** Except as provided in clauses 7 and 9 of this Bylaw:
- a. No dog shall be permitted in a public place; and
  - b. No person being the owner of a dog shall take the dog into or permit the dog to enter or remain in a public place;
    - i. unless the dog is kept under continuous control by; an effectual leash or chain held by a person and securely attached to a collar on the dog; or being contained in a vehicle or cage.
- 6.2** If a dog defecates in a public place or on land or premises other than that occupied by the owner, the owner or other person having control of that dog shall immediately remove the faeces.

## 7. DOG EXERCISE AREAS

- 7.1** Notwithstanding anything contained in clause 6 of this Bylaw, a person may exercise that dog off the lead in any designated Dog Exercise Area as outlined in Schedule Three to this part of the bylaw.
- 7.2** The owner shall ensure that the dog is kept under constant supervision and control while being exercised in a Dog Exercise Area.

## 7A RESOLUTION TO SPECIFY DOG EXERCISE AREAS

- 7A.1** The Council may, by resolution, specify Dog Exercise Areas where dogs may be exercised off the lead.
- 7A.2** The Council may amend or revoke a resolution made under clause 7A.1 at any time.
- 7A.3** Before making a resolution under clause 7A.1, the Council must take into account:

- a. The need to minimise danger, distress and nuisance to the community generally.
- b. The need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults.
- c. The importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs.
- d. The exercise and recreational needs of dogs and their owners.
- e. Impact on wildlife areas.
- f. Whether it is necessary to consult with the public to gauge community views on a proposed dog exercise area.
- g. Any other information considered by the Council to be relevant.

## 8. PROHIBITED AREAS

- 8.1** No dog shall be permitted in a dog prohibition area and no owner may cause or permit any dog that he or she owns to enter or remain in a dog prohibition area.
- 8.2** For the purposes of clause 8.1, the following are dog prohibition areas as outlined in Schedule Three to this part of the bylaw:-
- a. Any premises used as a public library;
  - b. Any children's playground within the District;
  - c. Any swimming pool owned or controlled by the Council;
  - d. Any land used as a kindergarten or playcentre;
  - e. Any marked sports surface;
  - f. Any area that forms part of a park or reserve where a special event that is organised and in respect of which the Council has publicly notified the time, date and duration of the closure.
  - g. Any other area within a public place that is specified by ordinary Council resolution to be an area that dogs are prohibited to enter upon or remain in.

## 8A RESOLUTION TO SPECIFY DOG PROHIBITION AREAS

- 8A.1** The Council may, by resolution, specify dog prohibition areas where dogs are prohibited to enter upon or remain in.
- 8A.2** A resolution made under clause 8A.1 may specify that dogs are prohibited from the area either generally or only in relation to specified times and days or events.
- 8A.3** The Council may amend or revoke a resolution made under clause 8A.1 at any time.
- 8A.4** Before making a resolution under clause 8A.1, the Council must take into account:
- a. The need to minimise danger, distress and nuisance to the community generally.
  - b. The need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults.
  - c. The importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs.

- d. The exercise and recreational needs of dogs and their owners.
- e. Impact on wildlife areas.
- f. Whether it is necessary to consult with the public to gauge community views on a proposed dog prohibition area.
- g. Any other information considered by the Council to be relevant.

## 9. EXEMPTION FOR CERTAIN WORKING DOGS

**9.1** Nothing in clauses 8 or 11 of this Bylaw shall apply to a working dog which is a guide dog, a hearing ear dog, a companion dog or to a working dog which is being used by the Police or a security guard in the course of their functions and duties.

**9.2** Clause 6.1 shall not apply to the types of dogs referred to in 9.1 or to a working dog being lawfully used to move stock.

## 10. OWNER DEEMED TO HAVE PERMITTED DOG TO BE IN A PUBLIC PLACE

**10.1** The owner of a dog found in any place in breach of clauses 6, 8, or 11 of this Bylaw shall, unless the contrary is proved, be deemed to have permitted the dog to enter or remain in that place.

## 11. CONFINEMENT OF DOGS AT NIGHT

**11.1** The owner of any dog shall, during the night keep the dog:

- a. tied up by a leash or chain which is securely attached to a collar on the dog; or
- b. confined in an enclosed yard so that the dog cannot escape; or
- c. confined in a kennel, shed or other building so that the dog cannot escape.

## 12. IMPOUNDING OF DOGS

**12.1** Where a dog is found at large in breach of any provision of this Bylaw it may be impounded.

## 13. STANDARDS FOR KEEPING OF DOGS

**13.1** The occupier of any premises on which a dog is kept shall take all steps reasonably necessary to:

- a. Ensure the dog receives proper care and attention and is supplied with proper and sufficient food, water and shelter;
- b. Prevent the keeping of the dog becoming a nuisance to any person or injuring, endangering or causing distress to any person.

## 14. NOTICE TO UPGRADE STANDARDS

**14.1** If the Council considers that clause 13 is breached, the Council may (but shall not be obliged to) serve a notice on the occupier to take action to ensure the conditions under which the dog is kept are improved so that clause 13 is not breached. The notice may specify all or any of the following actions to be taken and (except in the case of ongoing actions) taken within a reasonable time specified in the notice:

- a. Reduce the number of dogs kept notwithstanding the existence of a licence under clause 3.
- b. Construct, alter or reconstruct kennels or other places where dogs are kept.
- c. Keep dogs confined or restrained in specified ways, specified areas and for specified times.

- d. Clean kennels and other places where dogs are kept.
- e. Take any other action necessary to properly house any dogs or to reduce or eliminate the nuisance caused by the dogs.

**14.2** The Council shall only specify actions under clause 14.1 which are reasonable having regard to the inadequacy of housing, or the nature of the nuisance. In specifying any action under clause 14.1 the Council shall have regard to:


- a. The need for adequate shelter and space.
- b. The need for a reasonably clean and healthy living area.
- c. The proximity of other dwellings.
- d. The separation of kennels or other places dogs are kept from boundaries.
- e. The use of materials which are easily cleaned in kennels and other places dogs are kept.
- f. The construction of the flooring or ground treatment of a kennel or other place where dogs are kept, whether it is graded and whether it is drained to a sewer drain.
- g. The need for cleaning of kennels or other places where dogs are kept.

**14.3** The Council may at any time cancel any notice given under clause 14.1 by notice to the occupier if it believes the notice has not been complied with and will not be complied with.

**14.4** So long as a notice under this section has been issued and has not been cancelled in accordance with clause 14.3 the Council shall not prosecute the occupier for a breach of clause 14 before the date stated on the notice as the date by which the actions (except ongoing actions) are to be carried out.



# SCHEDULE ONE



**ANIMAL SERVICES**  
Serving Hutt City and Wellington communities

**HUTT CITY**  
COUNCIL

Adobe Acrobat V11 is required to fill this form online  
Download for free <http://get.adobe.com/reader/>

## APPLICATION FOR A LICENCE TO KEEP ADDITIONAL DOGS ON LAND OR PREMISES

Name		Person ID
Address		
Work Phone	Home Phone	Mobile Phone
Email		

I hereby apply, pursuant to Clause 3 of the Hutt City Bylaw 2005 – Dog Control, for a licence in respect of the land or premises described below permitting an additional dog/s to be kept on the land or premises.

### DETAILS OF ALL DOG/S TO BE KEPT ON THE PROPERTY

Address of premises on which it is intended to keep the additional dogs (if different from above)

Dogs name	Dogs ID number	Current tag number	Owner (if different from above)
Owner signature		Date	


**OFFICE USE ONLY**

Fee paid	Receipt no	RFS enquiry no
\$		

Animal Services | 21 Meachen Street, Seaview, Lower Hutt 5010 | [animals@huttcity.govt.nz](mailto:animals@huttcity.govt.nz)  
Hutt City Council | 531 High Street, Private Bag 31912, Lower Hutt 5040 | 04 570 6666 | [huttcity.govt.nz](http://huttcity.govt.nz)  
RGA-FORM-114F HCC | DOC/14/185976 | December 2013

## SCHEDULE TWO

# LICENCE TO KEEP ADDITIONAL DOG OR DOGS ON LAND OR PREMISES



Licence number

Pursuant to Clause 3 of the Hutt City Bylaw 2005 – Hutt City Council hereby licences the land or premises, described below for the purpose of keeping the dog(s), described below on the land or premises subject to the provisions of Part 4 of the Bylaw and the conditions contained in this licence.

Name of applicant for licence		
Address of land or premises on which the additional dog or dogs are permitted to be kept		
Dog name	Dog ID	Owner (if different from above)
Conditions of Licence		

Any change to the listed address or any addition to the dogs listed will require a new application.  
Any breach of Conditions of Licence will result in this Licence being cancelled.

Licence granted by  <i>Regional Manager Animal Services</i>	Date
---	------

Animal Services | 21 Meachen Street, Seaview, Lower Hutt 5010 | [animals@huttcity.govt.nz](mailto:animals@huttcity.govt.nz)  
 Hutt City Council | 531 High Street, Private Bag 31912, Lower Hutt 5040 | 04 570 6666 | [huttcity.govt.nz](http://huttcity.govt.nz)  
 RSA-FORM-115L HCC | DOC/14/185978 | December 2013

## SCHEDULE THREE

### DOG PROHIBITION AREAS AND DOG EXERCISE AREAS

#### Introduction

The following areas were adopted by Council at its meeting on 15 December 2015 as either Dog Prohibition Areas, or Dog Exercise Areas. On 28 May 2024 Council, by resolution, made amendments within the Bylaw to include additional dog prohibition areas in the Eastern Bays. The file containing tables with descriptions relevant to each corresponding map can be viewed [here](#).

<b>1. DOG PROHIBITION AREAS</b>	
<b>1.1 Eastbourne</b>	
a. Beaches in Eastbourne where there are signs prohibiting dogs between 9.00am and 8.00pm during daylight saving time each year. These include picnic and leisure areas of Point Howard, Sorrento Bay, Lowry Bay, York Bay, Mahina Bay, Days Bay, Rona Bay and Robinson Bay.	<a href="#">46</a>
b. That piece of land vested in Council at Marine Drive, Days Bay, being Lots 5, 6 and 7 Deposited Plan 1694, and being all of the land contained in Certificate of Title 498/171 (Wellington Registry), more commonly known as the Days Bay Pumping Station Site and the Proposed Local Purpose Reserve (Wildlife Management).	<a href="#">45</a>
c. That piece of Pencarrow Road south of Pencarrow Head where there are signs prohibiting dogs.	No map
d. That area from Burdans Gate on Pencarrow Road south to Pencarrow Head effective during lambing time on an annual basis from 1 August to 31 October.	No map
e. Sorrento Bay – Dogs prohibited at all times from: the foreshore and beach area of Sorrento Bay; from the southern end of the rocky outcrop and running to the northern end of the oystercatcher managed works zone.	<a href="#">56</a>
f. Whiorau Reserve – Dogs prohibited at all times from the bird protection area.	<a href="#">57</a>
g. CL Bishop Park – Dogs prohibited at all times from: the foreshore and beach area of Rona Bay abutting Bishop Park bird protection area; and from the bird protection area.	<a href="#">58</a>
h. HW Shortt Recreation Ground – dogs to be prohibited at all times from the bird protection areas.	<a href="#">34</a>
<b>1.2 Petone</b>	
a. Petone Beach between Hikoikoi Reserve and the Petone Wharf between the hours of 9.00am and 8.00pm during the period in which daylight saving time applies.	<a href="#">42</a>

b.	Percy Scenic Reserve.	<a href="#">43</a>
c.	Eastern section of McEwan Park	<a href="#">20A</a>
d.	Memorial Park	<a href="#">10A</a>
<b>1.3 Wainuiomata</b>		
a.	The entire road reserve of Queen Street, and the footpath and berm on the road frontages of the commercial properties on Wainuiomata Road and Fitzherbert Road adjacent to Queen Street.	<a href="#">47</a>
b.	The footpaths and berms on the road frontages of the commercial properties on Norfolk Street and Ruthven Road.	<a href="#">49</a> , <a href="#">50</a>
c.	That piece of Pencarrow Road south of Pencarrow Head where there are signs prohibiting dogs.	No map
<b>1.4 Lower Hutt</b>		
a.	Mitchell Park.	<a href="#">52</a>
b.	Avalon Park Three-quarters of Avalon Park from the tree line to the north of the children's bicycle track through to the Park's southern boundary be specified as a dog prohibition area. However a dog on a leash is permitted to walk along the pathway as designated on Map 53 and coloured as a broken yellow line. Dogs are also permitted on leash at the northern end of the Park as designated in Map 53.	<a href="#">53</a>
<b>1.5 Rimutaka Forest Park and Catchpool Valley</b>		
a.	Picnic areas adjacent to the Catchpool Valley Road upstream of the vehicle ford.	No map
b.	The camping areas adjacent to Catchpool Stream.	No map
c.	Landcare Research Station, formerly DSIR Field Station, Orongorongo Valley.	No map
<b>1.6 Turakirae Head Scenic Reserve</b>		No map
<b>1.7 Stokes Valley</b>		
a.	Speldhurst Park	<a href="#">1A</a>
b.	Fraser Park	<a href="#">3</a>
<b>1.8 Belmont</b>		
a.	Belmont Recreation Reserve southern end	<a href="#">6A</a>

<b>2.3 Belmont</b>		
<b>Area</b>	<b>Entrances</b>	
Belmont Recreation Reserve	Owen Street to Belmont Domain	<u>6</u>
Redvers Drive Reserve	Redvers Drive	<u>55</u>
<b>2.4 Naenae</b>		
<b>Area</b>	<b>Entrances</b>	
Naenae Park (excluding sports surfaces)	Seddon Street Naenae Road Gibson Street Rimu Street	<u>8</u>
<b>2.5 Waiwhetu</b>		
<b>Area</b>	<b>Entrances</b>	
Te Whiti Park (excluding sports surfaces)	Whites Line East, Riverside Drive	<u>9</u>
Trafalgar Park (excluding sports surfaces)	Trafalgar Street, Brook Street	<u>10</u>
<b>2.6 Petone</b>		

<b>2. DOG EXERCISE AREAS</b>		
<b>2.1 Stokes Valley</b>		
<b>Area</b>	<b>Entrances</b>	
Delaney Park (excluding sports surfaces)	George Street, Stokes Valley Road	<u>1</u>
Kamahi Park (excluding sports surfaces)	Stokes Valley Road	<u>2</u>
<b>2.2 Kelson</b>		
<b>Area</b>	<b>Entrances</b>	
Kelson Reserve (excluding sports surface)	Kelso Grove	<u>7</u>

Area	Entrances	
Portion of Te Mome Stream east side from Bracken Street along rear of Wilford School to Petone Central Croquet Club right of way.	Bracken Street Petone Central Croquet Club right of way.	<a href="#"><u>10B</u></a>
Sladden Park (excluding sports surfaces)	Bracken Street	<a href="#"><u>11</u></a>
Ava Park	Wakefield Street	<a href="#"><u>18</u></a>
Petone Recreation Ground (excluding children's playground and sports surface)	Buick Street	<a href="#"><u>19</u></a>
North Park (excluding sports surfaces)	Roxburgh Street	<a href="#"><u>21</u></a>
Frank Cameron Park (excluding sports surfaces)	London Road	<a href="#"><u>22</u></a>
Petone Beach Area (west of Petone Wharf)	The Esplanade	<a href="#"><u>17</u></a>
Petone Beach East	Marine Parade	<a href="#"><u>20</u></a>
<b>2.7 Hutt Central</b>		
Area	Entrances	
Hutt Recreation Ground (excluding sports surfaces)	Myrtle Street, Woburn Road, Bellevue Road	<a href="#"><u>12</u></a>
<b>2.8 Moera</b>		
Area	Entrances	
Bell Park (excluding sports surfaces)	Bell Road, Douglas Street, Riverside Drive South	<a href="#"><u>14</u></a>
York Park (excluding sports surfaces)	York Street, Elizabeth Street	<a href="#"><u>13</u></a>
<b>2.11 Hutt River banks</b>		
Area	Entrances	
Eastern Bank from entrance of Stokes Valley south to White Line West	Eastern Hutt Road, High Street, Taita Drive, Harcourt Werry Drive, River Bank car park, Market Grove, St Albans Grove, Whites Line West	<a href="#"><u>5</u></a>

Hutt Riverbank	From Reynolds Bach Drive to Port Road but when using the sealed pathway on top of the riverbank all dogs must be on a leash.	<u>5</u>
Western bank from Manor Park Road to Benmore Crescent extension.	Benmore Crescent, Western Hutt Road, Manor Park Road.	<u>40</u>
Kennedy Good Bridge south to Firth's Industrial Plant	Kennedy Good Bridge, Melling Bridge	<u>15</u>
Firth's Industrial Park south to Ava Park	Melling Bridge, Ava Park	<u>16</u>
<b>2.12 Wainuiomata</b>		
<b>Area</b>	<b>Entrances</b>	
Leonard Wood Park (excluding sports surfaces)	Wood Street/Willow Grove/ Parenga Street	<u>23</u>
Wainuiomata River Bank	Main Road/Poole Crescent	<u>24</u>
Hine Road Reserve	Hine Road	<u>25</u>
Black Creek (West) Banks	Nelson Crescent Moohan Street	<u>26</u>
Pencarrow Hall Reserve	Tipperary Grove	<u>27</u>
Drainage Reserve between Norfolk Street and Nelson Street.	Norfolk Street Nelson Street	<u>28</u>
Drainage Reserve between Mohaka Street and Momona Street	Parkway Manutuke Street	<u>29</u>
Karaka Park (excluding children's play area)	Karaka Street	<u>30</u>
Drainage Reserve between Wainuiomata Road and Fraser Street	Fraser Street Wainuiomata Road	<u>31</u>
Burden Avenue Riverbank Reserve	Faulke Avenue Main Road	<u>32</u>
Richard Prouse Park	Hine Road	<u>33</u>

Wood Street Reserve	Wood Street	<a href="#">36</a>
Rotary Park	Main Road, Gibbs Crescent	<a href="#">37</a>
<b>2.13 Eastbourne</b>		
<b>Area</b>	<b>Entrances</b>	
Muritai Beach, 200 metres south of the Rona Bay Wharf (Rata Street) to Miro Street. This excludes the bird protection area that runs parallel to HW Shortt Recreation Ground.	Rata Street to Miro Street.	<a href="#">34</a>

<b>3. EASTBOURNE DOG EXERCISE AND DOG PROHIBITION AREAS</b>		
<b>3.1 Eastbourne</b>		
The area in Days Bay on the beach north of the wharf is –  i) A Dog Exercise Area between 7.00pm and 10.00am from 1 December to 31 March every year;  ii) A Dog Exercise Area at all times from 1 April to 30 November; and  iii) A Dog Prohibition Area between 10.00am and 7.00pm from 1 December to 31 March every year.	Area to the north of the Days Bay Wharf	<a href="#">54</a>



**COMMENTARY**

The following comments do not form part of the Dog Control Bylaw. They are provided to alert readers to relevant law and information that relate to the Bylaw.

**Fenced Dog Exercise Area Guidelines**

The Council at its meeting on 15 December 2015 approved guidelines to assist with the consideration of any proposed Fenced Dog Exercise Areas.

Before making a resolution concerning a proposed Fenced Dog Exercise Area, the Council must take into account the following criteria:

- i. Whether it is necessary to consult with the public to gauge community views on a proposed Fenced Dog Exercise Area.
- ii. Adequate provision of the following core infrastructure:
  1. Perimeter fencing
  2. Entry gates/doggy airlock (two gates per entry)
  3. Service (maintenance) gates
  4. Pathways (internal and external)
  5. Ground surfaces (e.g. grass, mulch, gravel, sand, concrete)
  6. Landscaping (e.g. vegetation, screen planting, mounding)

amenities:

1. Drinking water fountains (including plumbing and drainage)
2. Bins and bag dispensers
3. Signs (e.g. directional and park rules)
- iv. Optional amenities
  1. Shelter
  2. Seating
  3. Site lighting
  4. Facilities (e.g. toilets)
  5. Notice Board
  6. Dog equipment









14 May 2024

Report no: HCC2024/2/132

## Proposed name for Naenae Community Centre

### Purpose of Report

1. To seek Council's support for a proposed name for the new Naenae Community Centre.

### Recommendations

That Council approves the proposed name for the new Naenae Community Centre - Te Mako – Naenae Community Centre.

For the reason(s) a name is required for the new facility and this name is broadly supported by Mana Whenua and key community groups.

### Background

2. In 2020, as part of the initiation of the Whakatupu Ngaengae Project, Council entered into an agreement with Mana Whenua representatives of Te Rūnanganui o Te Āti Awa to work in partnership on the project.
3. Te Rūnanganui o Te Āti Awa agreed to provide a cultural narrative for the project, a recommendation on a lead artist and propose names for the new facilities.
4. Mana Whenua will be proposing a name for the new pool. However, they have passed the naming of the community centre over to the Community Advisory Group (CAG), which has been working closely with the project.

### Discussion

5. The CAG has proposed the following name: Te Mako – Naenae Community Centre. In 2015, the name Te Mako was proposed for the new community hub in Taitā but not adopted by the council of the day, preferring to continue with the existing naming convention of Walter Nash.
6. The CAG felt the new facility was an opportunity to acknowledge Te Āti Awa rangatira Wiremu Tako (Wi Tako) Ngātata. Te Mako was the name of a 17 roomed house Wi Tako occupied in the 1850s, after he relocated from Kumutoto Pā in Wellington to the site of an old pā in Naenae, also named Te Mako.

7. Wī Tako had migrated from Taranaki with the Tama-te-uaua migration of 1832. He was a party to the New Zealand Company's Port Nicholson purchase and his father was a signatory to Te Tiriti o Waitangi.
8. While living at Te Mako, Wī Tako commissioned Ngāti Tūwharetoa carver Te Heuheu Tukino IV (Horonuku) to carve the pātaka whakairo (carved storehouse) Nuku Tewhatewha in 1856 as a symbol of his support for the Kīngitanga movement. Pōtatau Te Wherowhero of Waikato was declared the first Māori king two years later. Nuku Tewhatewha was later moved to Thorndon, then to the Wairarapa, where it stood on a family farm for decades until being returned to Lower Hutt in 1982. It is now recognised as one of Te Awa Kairangi's greatest taonga and is the only item on permanent display at The Dowse Art Museum.
9. Throughout his life, Wī Tako tried to cooperate with Pākehā while standing up for the rights of Māori. In 1872, he was appointed to the Legislative Council, the upper house of the New Zealand parliament, where he opposed legislation threatening Māori possession of land. He died in 1887 at his home in Lower Hutt and is buried at Korokoro Cemetery.
10. In line with Council's Naming Policy, Mana Whenua have been asked to provide feedback on the proposed name and support has been received from Mana Whenua.
11. Feedback has also been received from the community group Team Naenae Trust, which will operate the new facility and who is also supportive.
12. With the support from Mana Whenua and the community this is sufficient to meet the requirements of the Naming Policy.

### **Options**

13. Council can approve or not approve the proposed name and provide guidance on the next steps.

### **Climate Change Impact and Considerations**

14. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
15. There are no climate change impacts in this decision.

### **Consultation**

16. Consultation is outlined in the report.

### **Legal Considerations**

17. There are no legal considerations.

### **Financial Considerations**

18. There are no financial considerations. Signage has yet to be developed for the new facility so there will be no additional cost.

### **Appendices**

There are no appendices for this report.

**Author:** Andrea Blackshaw  
Director Neighbourhoods and Communities

**Author:** Kaanihi Butler-Hare  
Tumuaki Māori

**Author:** Richard Hardie  
Head of Strategy and Policy

**Approved By:** Jo Miller  
Chief Executive



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Report no: HCC2024/2/124

## Update on the scope and delivery of the Representation Review

### Purpose of Report

1. The purpose of this report is to provide Council with an update on the timing of Council's representation review following the announcement of proposed Government amendments to the Local Electoral Act (2001) and its impact on Council's recent decision to establish a Māori ward/s in Te Awa Kairangi ki Tai.

### Recommendations

It is recommended that Council:

- (1) receives and notes the information;
- (2) notes that in accordance with the requirements of the Local Electoral Act (2001), Council is currently undertaking a representation review to determine representation arrangements for the 2025 Local Government elections in Te Awa Kairangi ki Tai Lower Hutt;
- (3) notes that on 21 November 2023, Council resolved to establish a Māori ward/s in Te Awa Kairangi ki Tai Lower Hutt;
- (4) notes that on 4 April 2024, the Minister for Local Government, Hon Simeon Brown, wrote to Mayors and Chairs about the proposed Local Government (Electoral Legislation and Māori Wards and Constituencies) Amendment Bill;
- (5) notes that Council's decision in November 2023 to establish a Māori ward/s means that it will have to hold a binding poll in the 2025 election on the question of continuing to have a Māori ward/s; and
- (6) notes that the independent panel is due to present its report and initial representation proposal to Council on 27 June 2024.

For the reason that Council has delegated decision-making authority in relation to electoral arrangements, including the representation review and the establishment of Māori wards.

## Background

2. To achieve fair and effective representation, the Local Electoral Act (2001) requires local authorities to review their representation arrangements at least once every six years. Council is required to complete a representation review in time for the 2025 Local Government elections.
3. On 30 May 2023 Council agreed that a representation review be undertaken by an independent panel (the Panel) and agreed on terms of reference for the Panel.
4. Since August 2023, the Panel has engaged with communities of interest in Te Awa Kairangi ki Tai Lower Hutt in order to inform the development of its report and initial proposal on representation arrangements for the 2025 Local Government elections.
5. On 21 November 2023, Council resolved to establish a Māori ward/s in Te Awa Kairangi ki Tai Lower Hutt. A Māori ward/s is being factored into Council's current representation review.
6. On 4 April 2024, the Minister for Local Government, Hon Simeon Brown, wrote to Mayors and Chairs about the proposed Local Government (Electoral Legislation and Māori Wards and Constituencies) Amendment Bill.
7. The Bill will:
  - a. restore binding polls on the establishment of Māori wards;
  - b. restore a 5% threshold for petitions calling for binding polls; and
  - c. provide Councils that have resolved to establish Māori wards without an opportunity for a binding poll to either:
    - aa. resolve to rescind the decision; or
    - bb. hold a binding poll on the question of Māori wards at the 2025 election.
8. The independent panel is due to present its report and initial representation proposal to Council on 27 June 2024. The representation review process will be completed in October 2024 in line with statutory requirements.
9. Council's decision in November 2023 to establish a Māori ward/s means that it will have to hold a binding poll in the 2025 election on the question of continuing to have a Māori ward/s.

## Climate Change Impact and Considerations

10. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.

**Consultation**

11. The matters contained in this report were discussed at the Quarterly Mana Whenua Hui on 13 and 21 May 2024.

**Legal Considerations**

12. The process undertaken for the representation review aligns with the requirements of the Local Government Act (2002) and the Local Electoral Act (2001).

**Financial Considerations**

13. Not applicable

**Appendices**

There are no appendices for this report.

**Author:** Richard Hardie  
Head of Strategy and Policy

**Reviewed By:** Jarred Griffiths  
Director Strategy and Engagement

**Approved By:** Jo Miller  
Chief Executive

13 May 2024

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Report no: HCC2024/2/125

## Reappointment of Directors - Urban Plus Limited and Seaview Marina Limited

### Purpose of Report

1. This report provides information about the reappointment of directors for Urban Plus Limited (UPL) and Seaview Marina Limited (SML) and considers reappointing specific board members.

### Recommendations

It is recommended that Council:

- (1) receives and notes the information;
- (2) reappoints Peter Fa'afiu to the board of Urban Plus Limited (UPL) for the term from 1 July 2024 until 1 July 2025;
- (3) reappoints Cameron Madgwick to the board of UPL for the term from 1 July 2024 until 1 July 2027;
- (4) reappoints Pamela Bell and Rick Wells to the board of Seaview Marina Limited for the term from 1 July 2024 until 1 July 2025; and
- (5) reappoints Peter Steel to the board of Seaview Marina Limited for the term until 29 May 2027.

For the reason of preserving essential institutional knowledge and consistency of leadership required for the ongoing success of Urban Plus Limited and Seaview Marina Limited.

### Background

2. Urban Plus Limited (UPL) is 100% owned by Council. Its key priorities are to:
  - a. provide for housing needs across the housing continuum;
  - b. build more housing partnerships with community housing providers, Mana Whenua, non-governmental organisations as well as crown agencies with responsibilities for delivering housing;

- c. build pathways to housing permanency such as shared equity, rent to buy, reduced deposit schemes, and other means of assisting households into home ownership;
  - d. application of agreed environmental standards, including the implementation of Homestar 6 across all developments;
  - e. achieving wider outcomes through working with trade training institutes to support capacity uplift in the building and construction sector and partner with the construction industry to offer employment and further career development opportunities; and
  - f. that UPL looks for housing opportunities around suburban shopping centres and transport hubs afforded by Plan Change 43 and is an exemplar of the kinds of well-designed developments Council envisaged in the Plan Change design guide.
3. The UPL constitution provides for the number of directors to be not less than two, nor more than six, as determined by Council. The board currently has four independent directors and one Councillor director.
  4. Seaview Marina Limited (SML) is 100% owned by Council. Its objectives are primarily to:
    - a. develop its boating facilities and services into one of NZ's premier marina businesses;
    - b. maintain its infrastructural assets to support recreational boating activities in the Wellington region; and
    - c. further expand and diversify the marina facilities and services.
  5. The SML constitution, which was established in 1997, specifies that the number of directors must not be less than two, nor more than six, as determined by Council. The constitution also states that each director of the company shall hold office until removal or vacation of office. However, this predates the requirements of the Local Government Act and our current policy. At present, the Board comprises three independent directors and one Councillor director. SML is currently in the process of updating its constitution.

## Discussion

6. Council makes appointments to Council Controlled Organisations (CCOs) in accordance with the Appointment of Directors and Remuneration Policy.
7. The Appointment of Directors and Remuneration Policy provides:
 

*... directors may be reappointed to a Board for a second term, and, where there is a compelling reason, a director may be appointed for further periods. Second and third terms are not automatic, and Council will make its decision based on the company's business needs, the availability of candidates for the role (including the incumbent), the incumbent's performance and the make-up of the Board. If a reappointment is*

*made without having first completed the process outlined above, Council will record in the minutes of the meeting at which the appointment is made the reasons for not having followed that process.*

### Terms of Directors

8. The current directors of the UPL board and their terms are as follows:

<b>Director</b>	<b>Term starts</b>	<b>Term ends</b>
Cameron Madgwick	24 March 2021	1 July 2027*
Peter Fa'afiu	24 March 2021	1 July 2025*
Keri Brown (Councillor)	10 December 2022	9 December 2025
Phillip Jacques	30 March 2023	30 May 2026
Pamela Bell (Chair)	23 September 2020	29 September 2026
Peter Glensor	23 September 2020	29 September 2026

\* *Subject to Council approval*

9. The current directors of the SML board and their terms are as follows:

<b>Director</b>	<b>Term starts</b>	<b>Term ends</b>
Pamela Bell	24 March 2021	1 July 2025*
Rick Wells	24 March 2021	1 July 2025*
Tui Lewis (Deputy Mayor)	9 December 2022	10 October 2025
Peter Steel (Chair)	31 March 2021	29 May 2027*

\* *Subject to Council approval*

10. Peter Fa'afiu and Cameron Madgwick were appointed to the board of UPL on 24 March 2021 for a term until 30 June 2024.
11. Pamela Bell and Rick Wells were appointed to the board of SML on 24 March 2021 for a term until 30 June 2024.
12. Peter Steel was reappointed to the board of SML on 31 March 2021.
13. The board members' reappointment terms have been staggered to prevent a complete turnover, which could disrupt the boards' functioning and decision-making processes.
14. These proposed reappointments meet the criteria under the Appointment of Directors and Remuneration Policy, as noted in clause 7.

## Options

15. The decision to reappoint directors is at the discretion of Council. Table 1 below outlines the general advantages and disadvantages of reappointment compared to appointing new directors.

**Table 1**

Options	Advantages	Disadvantages
<b>Council reappoints directors whose terms are expiring</b>	Retains institutional knowledge and consistency of leadership. This is often desirable in situations where there is a significant change.	A director's skills may no longer be relevant or desirable to the organisation.
<b>Council does not reappoint directors whose terms are expiring</b>	Creates an opportunity to bring new skills and perspectives onto the board.	This can create gaps in institutional knowledge and risk of inconsistent leadership.  New directors may take time to fully understand the organisation and make their full impact.

## Climate Change Impact and Considerations

16. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
17. Council has set a goal of reducing emissions to net zero by no later than 2050. The goal also applies to CCOs.
18. CCOs are accountable for ensuring that their planning and decisions align with the action plan that outlines Council's intentions to reduce carbon emissions throughout the city.
19. Candidates applying to CCO boards must show commitment to net zero emissions.

## Consultation

20. Peter Fa'afiu, Cameron Madgwick, Pamela Bell, Rick Wells and Peter Steel have confirmed their availability for reappointment.

## Legal Considerations

21. Section 57 of the Local Government Act 2002 provides:

- (1) A local authority must adopt a policy that sets out an objective and transparent process for
- (a) the identification and consideration of the skills, knowledge, and experience required of directors of a council organisation; and

- (b) the appointment of directors to a council organisation, and
  - (c) the remuneration of directors of a council organisation.
- (2) A local authority may appoint a person to be a director of a council organisation only if the person has, in the opinion of the local authority, the skills, knowledge, or experience to
- (a) guide the organisation, given the nature and scope of its activities; and (b) contribute to the achievement of the objectives of the organisation.

### **Financial Considerations**

22. UPL directors' fees are currently \$16,095 per annum. The Chair's fees are \$24,142 per annum.
23. SML directors' fees are currently \$15,000 per annum. The Chair's fees are \$20,119.01 per annum.

### **Appendices**

There are no appendices for this report.

**Author:** Hamish Bell  
Elected Member Support Coordinator

**Reviewed By:** Kathryn Stannard  
Head of Democratic Services

**Reviewed By:** Caryn Ellis  
Head of Chief Executive's Office

**Reviewed By:** Bradley Cato  
Chief Legal Officer

**Approved By:** Jo Miller  
Chief Executive





**TO:** Mayor and Councillors  
Hutt City Council

**FROM:** Hamish Bell

**DATE:** 18 April 2024

**SUBJECT:** 2024 KO TĀTOU | LOCAL GOVERNMENT NEW  
ZEALAND CONFERENCE

### **Recommendation**

It is recommended that Council:

- (1) receives and notes the information;
- (2) notes the SuperLocal 2024 Ko Tātou | Local Government Conference (the conference) programme that includes the Te Maruata Hui and the Young Elected Members Hui attached as Appendix 1 to the memorandum;
- (3) notes the 2024 Community Board Conference programme attached as Appendix 2 to the memorandum; and
- (4) notes that due to the conference being held in Wellington, nominates the Mayor, Deputy Mayor and other Councillors to represent Hutt City Council at the conference in Te Whanganui-a-Tara Wellington from 21-23 August 2024.

### **Purpose of Memorandum**

1. The purpose of the memorandum is for Council to nominate the Mayor, Deputy Mayor and other Councillors to represent Council at the SuperLocal 2024 Ko Tātou | Local Government New Zealand (LGNZ) Conference and Excellence Awards from 21-23 August 2024 in Te Whanganui-a-Tara Wellington.

### **Background**

2. Ko Tātou | Local Government New Zealand (LGNZ) is the primary political representative body of local government in New Zealand. Its purpose is to provide national representation to elected representatives. Ko Tātou | LGNZ monitors developments affecting local government in New Zealand and has advocacy, research, and advisory roles.
3. To assist Ko Tātou | LGNZ in its activities, the country is divided into six geographical zones. Hutt City Council is a member of Zone 4, which is comprised of all members' authorities within the Wellington region.

### **National Council**

4. Ko Tātou | LGNZ National Council is the elected leadership of Ko Tātou LGNZ. As well as being a Mayor, Chair, Deputy Mayor or Councillor, National Council members also act as the governing body of Ko Tātou LGNZ, set and guide policies and oversee them to the point of achievement. Mayor Barry is the Vice President and Zone 4 representative on the National Council.

### **Discussion**

5. As SuperLocal 2024 is being held in Te Whanganui-a-Tara Wellington there are minimal travel costs for members to attend. Therefore, all elected members are encouraged to consider attending the conference.
6. Councillors whom Council does not appoint to attend could utilise their personal training budget to fund their attendance or cover the costs themselves.
7. In 2023, Crs Briggs and Mitchell were nominated to join the Mayor and Deputy Mayor in representing Council at the Ko Tātou | LGNZ Conference in Christchurch.

### **SuperLocal 2024: Louder local leadership**

8. SuperLocal 2024 is being held at the Tākina Convention Centre in Te Whanganui-a-Tara Wellington from 21-23 August 2024.
9. The 2024 conference theme is “Super Local: Bringing Localism to Life.” Ko Tātou | LGNZ says the conference will shine a light on localism and look at ways to use local knowledge and power to tackle unique challenges and opportunities in our cities, districts, and regions. The programme is attached as Appendix 1 to the memorandum.
10. Ko Tātou | LGNZ says approximately 600 delegates are expected to attend, including mayors, chairs, chief executives, councillors and senior management from New Zealand's councils, and key players from the private sector, business, government, and non-government agencies.

### **Te Maruata Hui**

11. The pre-conference programme features Te Maruata hui for Māori elected and appointed members. This hui is an opportunity to engage with Te Maruata whanui kaupapa and whakawhanaungatanga.
12. Te Maruata Hui is on Tuesday 20 August 2024 from 10:00am to 3:00pm. A summary of this hui is included in the conference programme attached as Appendix 1 to the memorandum.

### **Young Elected Members Hui**

13. The pre-conference programme also features the Young Elected Members (YEM) hui for elected members under 40. The YEM Hui is on Wednesday 21 August 2024 from 9:30am to 1:30pm. A summary of the hui is included in the conference programme attached as Appendix 1 to the memorandum.

**Community Board Conference (for information)**

14. This year, Ko Tātou | LGNZ is running the Community Board Conference alongside the main conference but with a separate programme. Community Boards have their own training budget that they can utilise to fund their members to attend this conference.
15. This conference runs 21-23 August 2024 also at the Tākina Convention Centre.
16. The Community Board conference programme is attached as Appendix 2 to the memorandum.

**Financial Considerations**

17. The early-bird registration fee for SuperLocal 2024 (if registered before 12 July 2024) is \$1,395. This figure covers all conference sessions, workshops, exhibitions, and the Fulton Hogan Premier Gala Dinner and LGNZ Awards night.
18. The early-bird registration fee for the Community Board Conference (if registered before 12 July 2024) is \$895 per member. This includes access to Community Board events and dinner but not the Fulton Hogan Premier Gala Dinner and LGNZ Awards night.
19. There is no registration cost for the Te Maruata hui and the YEM hui.
20. This activity has a financial provision in the 2024/25 budget.

**Appendices**

No.	Title	Page
<a href="#">1</a>	SuperLocal 2024 Conference Programme	100
<a href="#">2</a>	Community Board 2024 Conference Programme	103

**Author:** Hamish Bell  
Elected Member Support Coordinator

**Reviewed By:** Kathryn Stannard  
Head of Democratic Services

**Approved By:** Jarred Griffiths  
Director Strategy and Engagement

## SuperLocal 24 – Ko Tātou | LGNZ Conference Programme

### Pre Conference - Tuesday 20 August 2024

TIME	SESSION
10:00am-3:00pm	<a href="#">Te Maruata Hui</a> Māori elected and appointed members are invited for this hui. Pre-registration required.

### Day One - Wednesday 21 August 2024

TIME	SESSION
9:30am-1:30pm	<a href="#">Young Elected Members Hui</a> Elected members under the age of 40 are invited to this Hui. Pre-registration required.
11:00am-12:45pm	<a href="#">Women in Local Government lunch: Leading and Thriving</a>
12:30pm-2:00pm	LGNZ AGM
2:00pm	Registrations open
3:00pm	Welcome and conference opening
5:00pm	Simpson Grierson Welcome Reception

### Day Two - Thursday 22 August 2024

TIME	SESSION
7.00am	Registration opens
9:00am	<b>Session one: Bringing localism to life</b> Minister for Local Government address and panel discussion
11:00am	Connect and refuel break
12:00pm	<b>Session two: Unlocking local and regional</b> Panel discussion
2:00pm	Connect and refuel break
3:00pm	<b>Session three: Forging authentic partnerships</b>
5:00pm	Refreshments and networking

<b>Day 3 – Friday 23 August 2024</b>	
<b>TIME</b>	<b>SESSION</b>
7.00am	Registration opens
7:00am	<a href="#">Mayors Taskforce for Jobs AGM breakfast meeting</a>
9:00am	<b>Session four: Reimagining representation from the ground up</b> <i>Representation framework, panel discussion and Leader of the Opposition address</i>
11:00am	Connect and refuel break
12:00pm	<b>Session five: Fostering sustainable adaptation: Local solutions for global challenges</b> <i>Minister for Climate Change</i>
2:00pm	Connect and refuel break
3:00pm	<b>Session six: Conference wrap up</b>
4:00pm	Event concludes
5:30pm	<b>Fulton Hogan Conference Dinner and LGNZ Awards Night</b>

## **Te Maruata Hui**

**Tuesday 20 August 10am–3pm**

**Mākaro Room, Wharewaka Function Centre, 2 Taranaki Street, Wellington**

Te Maruata hui provides a supportive space for Māori elected and appointed members to come together before LGNZ's annual conference SuperLocal. It's an opportunity to connect with your wider Te Maruata community and whakawhanaungatanga to build relationships.

The hui offers a chance for you to develop skills and build tools to support your role as a community leader. You'll also be able to canvas key issues – from representation and participation to policy and building strong relationships with iwi and hapu.

All Māori elected and appointed members from across New Zealand are welcome. Connect with peers who are innovating, challenging norms, and driving positive change in their communities.

## **Young Elected Members Hui**

**Wednesday 21 August 9.30am–1.30pm**

**Mabel's, 66 Tory Street, Wellington**

Join us for the Young Elected Members hui ahead of LGNZ's annual conference SuperLocal.

This hui is tailored for our younger local leaders, specifically those under 40 years old (yes, under 40 is considered young). You'll gain valuable insights, build lasting connections, and find support and resources to lead with vision and purpose.

There'll be an opportunity to reflect on current challenges and opportunities and identify ways to work together – including progressing the YEM strategy and kaupapa. We'll focus on getting stuff done!

Whether you're a newly elected representative or have been around the traps a little longer, this hui provides an opportunity to share, learn, and grow alongside other passionate advocates for positive change.

## LGNZ Community Board Conference 2024

### Pre Conference - Tuesday 20 August 2024

TIME	SESSION
10:00am-3:00pm	<a href="#">Te Maruata Hui</a> Māori elected and appointed members are invited for this hui. Pre-registration required.

### Day One - Wednesday 21 August 2024

TIME	SESSION
9:30am-1:30pm	<a href="#">Young Elected Members Hui</a> Elected members under the age of 40 are invited to this Hui. Pre-registration required.
11:00am-12:45pm	<a href="#">Women in Local Government lunch: Leading and Thriving</a>
12:30pm-2:00pm	LGNZ AGM
2:00pm	Registrations open
3:00pm	Welcome and conference opening
5:00pm	Simpson Grierson Welcome Reception

### Day Two - Thursday 22 August 2024

TIME	SESSION
7.00am	Registration opens
9:00am	<b>Session one: Bringing localism to life</b> Minister for Local Government address and panel discussion
11:00am	Connect and refuel break
12:00pm	<b>Session two: Resilience as an elected member</b>
2:00pm	Connect and refuel break
3:00pm	<b>Session three: Tackling climate change with grassroots solutions</b>
5:00pm	Community Boards Dinner and Awards Night

<b>Day 3 – Friday 23 August 2024</b>	
<b>TIME</b>	<b>SESSION</b>
7.00am	Registration opens
9:00am	<b>Session four: Localism in action – working with communities to build resilience</b>
11:00am	Connect and refuel break
12:00pm	<b>Session five: Building strong connections with communities and relationships with councils</b>
2:00pm	Connect and refuel break
3:00pm	<b>Session six: Conference wrap up</b>
4:00pm	Event concludes



**30 April 2024**

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**Report no: HCC2024/2/130**

## **Update elected member appointments for the 2022/2025 triennium**

### **Purpose of Report**

1. This report to Te Kaunihera o Te Awa Kairangi | Council (Council) seeks agreement to update elected member appointments for the 2022/2025 triennium.

### **Recommendations**

It is recommended that Council:

- (1) receives and notes the information; and
- (2) agrees to the following change to the Komiti Iti Ahumoni i Tūraru Audit and Risk Subcommittee membership:

appoints Councillor Simon Edwards to the Komiti Iti Ahumoni i Tūraru Audit and Risk Subcommittee to replace Councillor Glenda Barratt.

### **Background**

2. Council is required to appoint elected members to its committees and subcommittees once it has adopted its governance arrangements. Appointment is by way of Council resolution.
3. Governance arrangements, including for Terms of Reference and Delegations of Council 2022-2025, were agreed upon at the Council meeting on 26 October 2022.

### **Discussion**

4. On 23 November 2023, Councillor Glenda Barratt asked Mayor Barry's assistance to be taken off the Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee. The reason behind this request was that Councillor Barratt could not attend every meeting, which would cause disruption to the other members of the subcommittee.
5. Mayor Barry recommends Councillor Simon Edwards to replace Councillor Glenda Barratt on the Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee.

**Options**

6. Council can decide to:
  - a) agree to the change to the membership; or
  - b) not agree to the change to the membership.

**Climate Change Impact and Considerations**

7. There are no climate change implications to consider with this report as it relates to an administrative matter.

**Consultation**

8. There are no public consultation requirements.

**Legal Considerations**

9. The provisions of the Local Government Act 2002 apply.

**Financial Considerations**

10. There is no financial impact from this decision.

**Next Steps**

11. Following the resolution of Council, the Terms of Reference, and Delegations of Council for 2022-2025, and other documents, will be updated appropriately.

**Appendices**

There are no appendices for this report.

**Author:** Kathryn Stannard  
Head of Democratic Services

**Approved By:** Jarred Griffiths  
Director Strategy and Engagement

**TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL**

Minutes of an ordinary meeting of The Hutt City Council held in the Council Chambers,  
2nd Floor, 30 Laings Road, Lower Hutt on  
**Wednesday 27 March 2024 commencing at 2:17 pm**

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**PRESENT:**

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr G Barratt	Cr J Briggs
Cr K Brown	Cr B Dyer
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou	

**APOLOGIES:** There were no apologies.

**IN ATTENDANCE:**

J Miller, Chief Executive  
A Blackshaw, Director Neighbourhoods and Communities  
J Griffiths, Director Strategy and Engagement  
A Geddes, Director Environment and Sustainability  
J Kingsbury, Director Economy and Development  
J Livschitz, Group Chief Financial Officer  
B Cato, Chief Legal Officer (part meeting)  
K Butler-Hare, Tumuaki Māori (part meeting)  
R Hardie, Head of Strategy and Policy (part meeting)  
H Houppapa, Senior Policy Advisor | Pou Tohutohu Kaupapa  
Here Matua-Māori (part meeting)  
B Hodgins, Strategic Advisor (part meeting)  
T Grieve, Communications Lead (part meeting)  
M Richardson, Senior Project Manager (part meeting)  
E Anand, Head of City Delivery  
B Tong, Project Manager - City Delivery (part meeting)  
H Bell, Elected Members Support Coordinator (via audio-visual link) (part meeting)  
K Stannard, Head of Democratic Services (part meeting)  
K Glanville, Senior Democracy Advisor  
H Clegg, Minute Taker

**PUBLIC BUSINESS**

1. **OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with</i>
He tio, he huka, he hau hū	<i>a sharpened air.</i>
Tihei mauri ora.	<i>A touch of frost, a promise of a</i>
	<i>glorious day.</i>

2. **APOLOGIES**

There were no apologies.

3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

4. **MAYORAL STATEMENT**

Mayor Barry spoke to his statement attached as pages 30-31 to the minutes.

5. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

**PRECEDENCE OF BUSINESS**

**RESOLVED:** (Mayor Barry / Cr Barratt)

**Minute No. C 24101(3)**

*“In accordance with Standing Order 10.4, precedence of business was accorded to Item 7a) Te Herenga Kairangi | Māori Strategy.”*

The item is recorded in the order in which it is listed on the order paper.

6. **COMMITTEE MINUTES WITH RECOMMENDED ITEMS**

a) **Komiti Iti Ara Waka | Traffic Subcommittee**

22 February 2024

**RESOLVED:** (Cr Shaw/Cr Barratt)

**Minute No. C 24102(3)**

*“That the minutes of the Komiti Iti Ara Waka | Traffic Subcommittee meeting held on 22 February 2024 be adopted, with the exception of items 5a) to 5e).”*

**Recommended Items****Item 5a) Proposed new Parking Class Restrictions - Various Locations**

**RESOLVED:** (Cr Shaw/Cr Mitchell)

**Minute No. C 24103(3)**

*"That Council:*

- (1) receives and notes the information;*
- (2) approves the installation of one Loading Zone outside number 10 Downer Street, Hutt Central, as shown in Appendix 1 attached to Report No. TSC2024/1/17;*
- (3) approves the relocation of the mobility parking on Hilary Court outside the Naenae Library, as shown in Appendix 2 attached to Report No. TSC2024/1/17;*
- (4) approves the relocation of the mobility parking spaces on 36 High Street, Hutt Central, outside City Fitness, as shown in Appendix 3 attached to Report No. TSC2024/1/17;*
- (5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and*
- (6) notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."*

**Item 5b) Parking Time Restriction Changes - 1 Myrtle Street and Naenae Shopping Centre**

**RESOLVED:** (Cr Shaw/Cr Mitchell)

**Minute No. C 24104(3)**

*"That Council:*

- (1) notes and receives the report;*
- (2) approves the proposed changes to the Naenae shops car park (adjacent to Naenae Medical Centre) from 'P120' to 'P180' (13 parking spaces) attached as Appendix 1 to Report No. TSC2024/1/18; and*
- (3) approves the proposed changes at 1 Myrtle Street, Hutt Central, for the timed duration of 'P5' parking spaces to "8.30am-9.00am" and "2.50-3.20pm" on school days only, attached as Appendix 2 to Report No. TSC2024/1/18."*

**Item 5c) Broken Yellow Lines (BYL) No Stopping – At All Times under Traffic Resolution - Guinness Street and Oxford Terrace, Parliament Street and Marine Drive**

**RESOLVED:** (Cr Shaw/Cr Mitchell)

**Minute No. C 24105(3)**

*“That Council:*

- (1) receives and notes the information;*
- (2) approves the No Stopping – At All Times parking restriction near the intersection of Guinness Street and Oxford Terrace, Avalon, as shown in Appendix 1 attached to Report No. TSC2024/1/20;*
- (3) approves the No Stopping – At All Times parking restriction between 1 Bridge Street and 24 Parliament Street, Melling, as shown in Appendix 2 attached to Report No. TSC2024/1/20;*
- (4) approves the No Stopping – At All Times parking restriction near the end of the newly built shared path opposite 618 and 619 Marine Drive, Days Bay, as shown in Appendix 3 attached to Report No. TSC2024/1/20;*
- (5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and*
- (6) notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed.”*

**Item 5d) Ad-hoc Bus Stop Improvements**

**RESOLVED:** (Cr Shaw/Cr Mitchell)

**Minute No. C 24106(3)**

*"That Council:*

- (1) notes and receives the report;*
- (2) approves the proposed changes on Bus Stop 9155 on Randwick Road (outside 95) attached as Appendix 1 to Report No. TSC2024/1/21;*
- (3) approves the proposed changes on Bus Stop 9106 on Railway Avenue (outside 21) as a new p10 car park, attached as Appendix 2 to Report No. TSC2024/1/21; and*
- (4) approves the proposed changes on Bus Stop 0910 on Herbert Street (outside 10) attached as Appendix 3 to Report No. TSC2024/1/21."*

**Item 5e) Route 110 Bus Stop Improvements**

**RESOLVED:** (Cr Shaw/Cr Mitchell)

**Minute No. C 24107(3)**

*"That Council:*

- (1) notes and receives the report;*
- (2) approves the proposed changes to Bus Stop 8007, Cuba Street at Jackson Street, attached as Appendix 1 to Report No. TSC2024/1/22;*
- (3) approves the proposed changes to Bus Stop 9007, Cuba Street, opposite Heretaunga Street, attached as Appendix 1 to Report No. TSC2024/1/22;*
- (4) approves the proposed changes to Bus Stop 9008, Cuba Street at Weltec, attached as Appendix 2 to Report No. TSC2024/1/22;*
- (5) approves the proposed changes to Bus Stop 8008, Cuba Street at Manchester Street, attached as Appendix 3 to Report No. TSC2024/1/22;*
- (6) approves the proposed changes to Bus Stop 9009, Cuba Street at Bouverie Street, attached as Appendix 4 to Report No. TSC2024/1/22;*
- (7) approves the proposed changes to Bus Stop 8009, Cuba Street at Burnham Street, attached as Appendix 5 to Report No. TSC2024/1/22;*
- (8) approves the proposed changes to Bus Stop 8111, Victoria Street (outside 42), attached as Appendix 6 to Report No. TSC2024/1/22;*
- (9) approves the proposed changes to Bus Stop 8227, High Street (outside 814), attached as Appendix 7 to Report No. TSC2024/1/22;*
- (10) approves the proposed changes to Bus Stop 9227, High Street (outside 847), attached as Appendix 7 to Report No. TSC2024/1/22;*
- (11) approves the proposed changes to Bus Stop 8116, Queens Drive (outside 124-130), attached as Appendix 8 to Report No. TSC2024/1/22;*
- (12) approves the proposed changes to Bus Stop 8118, High Street (outside 468), attached as Appendix 9 to Report No. TSC2024/1/22;*
- (13) approves the proposed changes to Bus Stop 8224, High Street (outside 696), attached as Appendix 10 to Report No. TSC2024/1/22;*

- (14) approves the proposed changes to Bus Stop 9224, High Street (outside 721), attached as Appendix 10 to Report No. TSC2024/1/22;
- (15) approves the proposed changes to Bus Stop 8112, Victoria Street (outside 70), attached as Appendix 11 to Report No. TSC2024/1/22;
- (16) approves the proposed changes to Bus Stop 9112, Victoria Street (opposite 68), attached as Appendix 11 to Report No. TSC2024/1/22;
- (17) approves the proposed changes to Bus Stop 9113, Queens Drive (outside 17), attached as Appendix 12 to Report No. TSC2024/1/22;
- (18) approves the proposed changes to Bus Stop 9114, Queens Drive (outside 51), attached as Appendix 13 to Report No. TSC2024/1/22;
- (19) approves the proposed changes to Bus Stop 8117, High Street (outside 340), attached as Appendix 14 to Report No. TSC2024/1/22;
- (20) approves the proposed changes to Bus Stop 9117, High Street (outside 375), attached as Appendix 14 to Report No. TSC2024/1/22;
- (21) approves the proposed changes to Bus Stop 9121, High Street (outside 577), attached as Appendix 15 to Report No. TSC2024/1/22;
- (22) approves the proposed changes to Bus Stop 9223, High Street (near 675), attached as Appendix 16 to Report No. TSC2024/1/22;
- (23) approves the proposed changes to Bus Stop 9225, High Street (near 775), attached as Appendix 17 to Report No. TSC2024/1/22;
- (24) approves the proposed changes to Bus Stop 8225, High Street (near 738), attached as Appendix 17 to Report No. TSC2024/1/22;
- (25) approves the proposed changes to Bus Stop 9226, High Street (near 803), attached as Appendix 18 to Report No. TSC2024/1/22; and
- (26) approves the proposed changes to Bus Stop 8226, High Street (near 776), attached as Appendix 18 to Report No. TSC2024/1/22."

b) **Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee**

27 February 2024

**RESOLVED:** (Mayor Barry/Cr Stallinger)

**Minute No. C 24108(3)**

*"That the minutes of the meeting Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee held on 27 February 2024 be adopted, with the exception of item 5)."*



### Recommended Item

#### Item 5) Draft Procurement Strategy

**RESOLVED:** (Mayor Barry/Cr Stallinger) **Minute No. C 24109(3)**

*"That Council:*

- (1) notes and receives the draft Group Procurement Strategy;*
- (2) notes this is a newly created Group Procurement Strategy; and*
- (3) approves the Group Procurement Strategy, attached as Appendix 1 to Report No. ARSC2024/1/26."*

#### c) Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee

28 February 2024

**RESOLVED:** (Cr Brown/Cr Morgan) **Minute No. C 24110(3)**

*"That the minutes of the Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee meeting held on 28 February 2024 be adopted, with the exception of item 5)."*

### Recommended Item

#### Item 5) Changes to Community Funding relating to the Long Term Plan

**RESOLVED:** (Cr Brown/Cr Briggs) **Minute No. C 24111(3)**

*"That Council:*

- (1) approves the proposed changes to Council's community funding structure and the mechanism for a small number of groups to be funded in the future, contained in paragraph 10 of Report No. CCPC2024/1/33; and*
- (2) agrees to fund future increases for this group from the existing Mauri Ora Fund."*

d) **Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee**

6 March 2024

The recommended items 5a) and 5b) were resolved at the Council meeting held on 6 March 2024.

**RESOLVED:** (Cr Mitchell/Cr Edwards) **Minute No. C 24112(3)**

*"That the minutes of the Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee meeting held on 6 March 2024 be adopted, with the exception of item 5c)."*

**Recommended Item**

**Item 5c) Adoption of Hutt City Council's Control of Animals Bylaw**

**RESOLVED:** (Cr Mitchell/Cr Edwards) **Minute No. C 24113(3)**

*"That Council adopts the Control of Animals Bylaw attached as Appendix 3 to Report No. PFSC2024/1/21 noting that the bylaw will come into force on 28 March 2024."*

e) **Komiti Hanganga | Infrastructure and Regulatory Committee**

7 March 2024

**RESOLVED:** (Cr Edwards/Cr Stallinger) **Minute No. C 24114(3)**

*"That the minutes of the Komiti Hanganga | Infrastructure and Regulatory Committee meeting held on 7 March 2024 be adopted, with the exception of items 5a) and 5b)."*

**Recommended Items**

**Item 5a) Asset Management Policy**

**RESOLVED:** (Cr Edwards/Cr Mitchell) **Minute No. C 24115(3)**

*"That Council:*

- (1) receives and notes the report; and*
- (2) approves the draft Asset Management Policy (the Policy) attached as Appendix 1 to Report No. IARCC2024/1/47."*

**Item 5b) Raised Crossings - Harcourt Werry Drive and Waiwhetu Road/Waterloo Road**

Cr Dyer expressed dissatisfaction with the responses provided at the Committee meeting and stated he would vote against the recommendations.

**RESOLVED:** (Cr Edwards/Cr Stallinger) **Minute No. C 24116(3)**

*"That Council:*

- (1) notes the Chair of the Traffic Subcommittee has referred this traffic matter to the Infrastructure and Regulatory Committee;*
- (2) approves the installation of a new raised crossing on Harcourt Werry Drive, east of Kennedy Good Bridge, as shown in Appendix 1 to Report No. TSC2024/1/19, subject to speed advisory arrangement approval by the Mayor and Chairs of Committees; and*
- (3) approves the installation of two new raised pedestrian crossings at the Waterloo Road/Waiwhetū Road roundabout intersection, as shown in Appendix 2 to Report No. TSC2024/1/19."*

Cr Dyer requested his dissenting vote be recorded against the above matter.

**7. MISCELLANEOUS**

a) **Te Herenga Kairangi - Māori Strategy**

Report No. HCC2024/1/72 by the Senior Policy Advisor | Pou Tohutohu Kaupapa Here Matua-Māori

Speaking under public comment, **Kara Puketapu-Dentice, Chief Executive, Taranaki Whānui ki te Upoko o Te Ika (Taranaki Whānui)**, stated the Te Herenga Kairangi – Māori Strategy (the strategy) articulated, actionable and deliverable. He advised that from Taranaki Whānui’s perspective, the narrative of the strategy fairly represented their worldview, and the priorities reflected the ones they believed were important. He said that Taranaki Whānui could see themselves within the Strategy, along with Māori who lived in the area. He was looking forward to supporting the implementation of the strategy alongside all partners. He thanked Council for developing the strategy.

Speaking under public comment, **Wirangi Luke, Te Tumu Whakarae, and Te Rūnanganui o Te Āti Awa** endorsed the comments made by Kara Puketapu-Dentice, commending the cultural narrative of the strategy. He acknowledged Council for the courage to be part of the journey. He looked forward to further discussions with all partners.

The Tumuaki Māori elaborated on the report. He acknowledged the korero held with Mana Whenua and the inclusion of their feedback in the strategy.

Cr Brown thanked the public speakers for their support of the strategy. She believed that the strategy was all-encompassing for Māori. She further added that when “we thrive as a team, we all thrive.” She commended Council for prioritising the strategy. She thanked officers for their in-depth work in developing the strategy. She believed Council could confidently expect that the whenua of the city would benefit from the interactions and contributions arising from the implementation of the strategy.

Cr Shaw thanked all involved for the mahi done and praised the strategy’s cultural narrative. She described the document as providing a solid framework for the future.

Cr Staller endorsed the comments of the previous members.

Cr Briggs thanked all for the mahi involved in developing the strategy, particularly recognising Cr Brown for her advocacy and leadership. He was confident that the strategy would make a difference for the city.

Cr Mitchell acknowledged the partners in the development of the strategy. He believed it had a richness of language, narrative and history and was a forward-looking document. He acknowledged the generosity and manaakitanga of the partners.

Deputy Mayor Lewis thanked everyone involved in the developing the strategy and compared it to a rowboat, facing the past but moving to the future.

Mayor Barry endorsed the previous comments made by members. He acknowledged the significance of the strategy and its formulation based on foundations built over many years. He believed the best way forward was by making decisions through partnership.

**RESOLVED:** (UNANIMOUS) (Mayor Barry/Cr Brown) **Minute No. C 24117(3)**

*“That Council:*

- (1) adopts Te Herenga Kairangi as Council’s Māori Strategy, attached as Appendix 1 to Report No. HCC2024/1/72; and*
- (2) notes that if adopted, a press release will be issued and Te Herenga Kairangi will be published on the Hutt City Council website.”*

**b) Sale of Land - Marine Drive**

Report No. HCC2024/1/73 by the Strategic Advisor

Deputy Mayor Lewis left the meeting at 2.47pm.

The Strategic Advisor elaborated on the report.

In response to questions from members, the Strategic Advisor confirmed that the Section 28 Certificate process was carried out without involvement from Council. He further stated that any sale and purchase agreement would contain a statement that stated that the purchaser has full knowledge of any risk associated with the land.

Deputy Lewis rejoined the meeting at 2.49pm.

In response to a further question from a member, the Strategic Advisor explained that advertising the land parcel for sale on the open market would not be appropriate, due to the potential risks associated with it. He pointed out that the interested party had already spent time doing their due diligence and that putting the land on the open market would require additional time and expenses for Council.

Cr Stallinger expressed support for the recommendations and commended the officers for finding a workable solution.

**RESOLVED:** (Mayor Barry/Cr Stallinger)

**Minute No. C 24118(3)**

*"That Council:*

- (1) notes the offer to purchase the Council properties at 509 and 510 Marine Drive from the adjoining property owner;*
- (2) notes that the properties were acquired by Council as part of an EQC settlement agreement following a significant landslide event in October 2006;*
- (3) notes that a geotechnical assessment of the two properties and a section 28 Certificate (Earthquake Commission Act 1993) on the title of 509 Marine Drive significantly impact their value; and*
- (4) agrees to sell the properties at 509 and 510 Marine Drive, on an "as is" basis to the adjoining property owner."*

c) **Avalon Skate Park design update and additional features**

Report No. HCC2024/1/75 by the Director Neighbourhoods and Communities

The Director Economy and Development elaborated on the report.

In response to questions from members, the Senior Project Manager explained that the concept design only provided an overview of the project and did not include detailed design aspects such as the final pathways between the proposed skate park and existing pathways. He also mentioned ongoing discussions with the Parks and Reserves team regarding this matter. He acknowledged that the concept design did not include the “roll on, roll off” feature, which would be noted for the designers. He stated that the skate park contractor was experienced in developing, designing and constructing skateparks throughout Australasia. He assured the members that safety was always a top priority.

In response to questions from members, the Director Economy and Development clarified that the proposed skate park would not be fenced and gated, but CCTV would be installed to ensure safety measures. He noted the proposed skate park would be lit at night, but not floodlit and was expected to be used during daylight saving hours.

In response to questions from members, the Senior Project Manager confirmed that the Parks and Reserves team was in favour of the proposed location of the skate park. He mentioned that the Australian contractor responsible for the construction work was hiring local subcontractors to assist with the project.

Cr Barratt advised the latest stakeholder meeting had been attended by skate park users of all ages. She said the main concerns raised were safety, lighting and the provision of water fountains and rubbish bins. She noted that skaters from around the region had indicated they would choose to skate at this proposed skate park. She added that members of the disability sector were excited that they would be able to access the proposed new skate park.

Cr Dyer thanked all involved for the progress to date on this project.

Cr Shaw endorsed the previous comments made by members and congratulated the team on a great consultation process. She believed the proposed skate park would enhance the area and would be a destination of choice for many visitors.

**RESOLVED:** (Mayor Barry/Cr Barratt)

**Minute No. C 24119(3)**

*"That Council:*

- (1) notes the concept design for the new Avalon Skate Park attached as Appendix 1 to Report No. HCC2024/1/75 and provides feedback;*
- (2) agrees to fund the addition of a basketball half-court, CCTV and park furniture as part of the project at a cost of \$250,000;*
- (3) notes there is \$109k in the 2024/25 budget to fund this and, if agreed, the remainder will be funded through reprioritisation of other projects and budgets which will come back to Council in May 2024; and*
- (4) agrees to the Communities, Culture and Partnerships Committee approving the final design on 1 May 2024 to enable procurement to get underway and project deadlines to be met."*

**d) Local Government New Zealand four-monthly report from November 2023 to February 2024**

Memorandum dated 14 March 2024 by the Elected Member Support Coordinator

Cr Dyer acknowledged Mayor Barry's work with Local Government New Zealand.

**RESOLVED:** (Mayor Barry/Deputy Mayor Lewis)

**Minute No. C 24120(3)**

*"That Council receives and notes the Local Government New Zealand update report attached as Appendix 1 to the memorandum."*

**e) Recommendations to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 27 March 2024**

**RESOLVED:** (Mayor Barry/Cr Briggs)

**Minute No. C 24121(3)**

*"That Council adopts the recommendations made on the following reports, and any amendments agreed at the Long Term Plan/Annual Plan Subcommittee meeting held on 27 March 2024:*

*5a) Draft Long Term Plan 2024-2034 and Consultation Materials; and*

*5b) Reserves Investment Strategy."*

Crs Barratt and Stallinger requested their dissenting vote be recorded against parts (4) and (5) contained under item 5a) Draft Long Term Plan 2024-2034 and Consultation Materials.



## 8. MINUTES

RESOLVED: (Mayor Barry/Cr Tupou) **Minute No. C 24122(3)**

*"That the minutes of the meeting of the Hutt City Council held on Monday, 27 November 2023, be confirmed as a true and correct record."*

Cr Mitchell advised of a correction to the Council minutes of 12 December 2023 under item 7e). He said he had noted that "14% of the feedback received was negative about not having a CBD location for a skate park."

RESOLVED: (Mayor Barry/Cr Tupou) **Minute No. C 24123(3)**

*"That the minutes of the meeting of the Hutt City Council held on Tuesday, 12 December 2023, be confirmed as a true and correct record."*

RESOLVED: (Mayor Barry/Cr Tupou) **Minute No. C 24124(3)**

*"That the minutes of the meeting of the Hutt City Council held on Tuesday, 20 February 2024, be confirmed as a true and correct record."*

RESOLVED: (Mayor Barry/Cr Tupou) **Minute No. C 24125(3)**

*"That the minutes of the meeting of the Hutt City Council held on Wednesday, 6 March 2024, be confirmed as a true and correct record."*

## 9. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

### a) Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee

30 October 2023

RESOLVED: (Mayor Barry/Deputy Mayor Lewis) **Minute No. C 24126(3)**

*"That the minutes of the Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee meeting held on 30 October 2023 be adopted."*

### b) Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee

27 November 2023

The recommended items were resolved at the Council meeting held on 27 November 2023.

RESOLVED: (Mayor Barry/Cr Morgan) **Minute No. C 24127(3)**

*"That the minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee meeting held on 27 November 2023 be adopted."*

c) **Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee**

28 November 2023

**RESOLVED:** (Mayor Barry/Cr Briggs)

**Minute No. C 24128(3)**

*"That the minutes of the Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee meeting held on 28 November 2023 be adopted."*

d) **Komiti Ngā Wai Hangarua | Wellington Water Committee**

11 December 2023

**RESOLVED:** (Mayor Barry/Cr Dyer)

**Minute No. C 24129(3)**

*"That the minutes of the Komiti Ngā Wai Hangarua | Wellington Water Committee meeting held on 11 December 2023 be received and noted."*

e) **Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee**

12 December 2023

The recommended items were resolved at the Council meeting held on 12 December 2023.

**RESOLVED:** (Mayor Barry/Cr Morgan)

**Minute No. C 24130(3)**

*"That the minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee meeting held on 12 December 2023 be adopted."*

20 February 2024

The recommended items were resolved at the Council meeting held on 20 February 2024.

**RESOLVED:** (Mayor Barry/Cr Morgan)

**Minute No. C 24131(3)**

*"That the minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee meeting held on 20 February 2024 be adopted."*

f) **Komiti Kaupapa Taiao | Climate Change and Sustainability Committee**

20 February 2024

**RESOLVED:** (Cr Briggs/Cr Edwards)

**Minute No. C 24132(3)**

*"That the minutes of the Komiti Kaupapa Taiao | Climate Change and Sustainability Committee meeting held on 20 February 2024 be adopted."*

g) **Komiti Arotake Mahere ā-Rohe | District Plan Review Committee**

29 February 2024

**RESOLVED:** (Cr Dyer/Cr Edwards)

**Minute No. C 24133(3)**

*“That the minutes of the Komiti Arotake Mahere ā-Rohe | District Plan Review Committee meeting held on 29 February 2024 be adopted.”*

h) **Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee**

8 March 2024

Cr Dyer congratulated Cr Stallinger for being elected as Chair of the joint committee.

**RESOLVED:** (Cr Stallinger/Cr Dyer)

**Minute No. C 24134(3)**

*“That the minutes of the Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee meeting held on 8 March 2024 be received and noted.”*

## 10. SEALING AUTHORITY

Report No. HCC2024/1/17 by the Legal Co-ordinator

**RESOLVED:** (Mayor Barry/Cr Mitchell)

**Minute No. C 24135(3)**

*That Council:*

- (1) *approves the affixing of the Common Seal to all relevant documents in connection with the items specified in Schedule 1 in accordance with Standing Order 8.2;*
- (2) *approves the deeds set out in Schedule 2; and*
- (3) *approves the warrants set out in Schedule 3.*

### *SCHEDULE 1 - General Sealing Authority*

*Subdivision related documents – including Easements to Council*

*Standard easements and related requirements granting rights to Council as part of the subdivision process:*

*Easements in Gross*

- a) *17 Hay Street, Lower Hutt  
Olivia Natasha Clamp & Grant Brian Marris, Dion William Crook & Zara Anne McLaughlin, Jonathan Ionatana Aigaga & Tenisia Maleta Aigaga and Hutt City Council  
57WNMYAPPKJ5-1407309756-647*
- b) *17 Lockwood Crescent, Lower Hutt  
Mary Lahayil John & Laiju Jose and Hutt City Council  
57WNMYAPPKJ5-1407309756-650*
- c) *15 Queens Drive, Lower Hutt  
USAR Commercial Assets Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-649*
- d) *6 Peel Place, Wainuiomata  
Friday Trustee No.2 Limited and Michael Terence Friday and Hutt City Council  
57WNMYAPPKJ5-1407309756-655*
- e) *1100 High Street, Lower Hutt  
1100 High Street Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-659*
- f) *892 High Street, Lower Hutt  
RK Enterprises (2017) Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-660*

- g) 33 Raukawa Street, Stokes Valley  
Raukawa Heights Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-680
- h) 43-45 Porutu Street, Lower Hutt  
Williams Corporation WLG T3 Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-684
- i) 12 Ford Road, Manor Park  
Jones Homes Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-683
- j) 7 Birch Street, Lower Hutt  
Birch Street Developments (7) Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-685
- k) 21 Renoir Avenue, Lower Hutt  
Ruchin Gupta and Noeleen Mavis Warman and Hutt City Council  
57WNMYAPPKJ5-1407309756-686
- l) 29 Farmer Crescent, Lower Hutt  
Rachel Anne Aislabie & Ashlee Aaron Collier and Hutt City Council  
57WNMYAPPKJ5-1407309756-694
- m) 195 Oxford Terrace, Lower Hutt  
Aura Galadriel Sanderson and Hutt City Council  
57WNMYAPPKJ5-1407309756-702

*Partial Cancellation of Building Line Restriction*

- a) 6 Peel Place, Wainuiomata, Lower Hutt  
Building Line Restriction K24640 and LT 592244  
57WNMYAPPKJ5-1407309756-648

*Agreement for Sale of Purchase of Real Estate*

- a) 428 Marine drive, Mahina Bay  
James Robert Thomas and Hutt City Council  
57WNMYAPPKJ5-1407309756-687

*A&I and the tax statement*

- a) Pursuant to Agreement for Sale & Purchase dated 25 Jan 2024 HCC resolution dated 30 May 2024  
James Robert Thomas and Hutt City Council  
428 Marine Drive, Māhina Bay, Lower Hutt  
57WNMYAPPKJ5-1407309756-692

*Esplanade Strip under Resource Management Act 1991*

- a) 1376 Coast Road, Wainuiomata  
Peter Michael Torrington and Hutt City Council  
57WNMYAPPKJ5-1407309756-662

*s348 Local Government Act 1974 approval dated 24 January 2024*

*Drainage strip adjacent to 17 Dillon Street, Lowry Bay*

57WNMYAPPKJ5-1407309756-688

- (i) Application under s90 Land Transfer Act 2017  
Eastbourne Borough Council
- (ii) Easement Instrument  
Robert Sherrill Watson & Mary Keys Watson and Hutt City Council

*Regulation 6 Land Transfer Regulations 2018*

*Registration of the 3 Lot Fee Simple Estate subdivision, including registration of the Easement Instruments in accordance with Title Plan – LT 595308*

*Hutt City Council and Encumbrancee under Encumbrance no. 7987739.3*

57WNMYAPPKJ5-1407309756-701

*Partial Surrender of Easement, Easement in Gross and Private Easement*

*9 The Strand, Wainuiomata*

*Masonic Villages Limited and Hutt City Council*

57WNMYAPPKJ5-1407309756-704

*A&I for the Discharge of Encumbrance*

*28 Cornwall Street and 31 Kings Crescent, Hutt Central, Lower Hutt*

57WNMYAPPKJ5-1407309756-705

*Application under s90 Land Transfer Act 2017 and C461 Certificate under Section 461 Local Government Act 1974 – Private Drain*

*4 McGowan Road, Wainuiomata*

*McGowan Developments Limited and Hutt City Council*

57WNMYAPPKJ5-1407309756-711

*A&I for Easement in Gross and C461 Certificate under Section 461 Local Government Act 1974 – Private Drain*

*108 Strand Crescent, Lower Hutt*

*Michael Grant Hedges and Joanne Debra Hedges and Hutt City Council*

57WNMYAPPKJ5-1407309756-712

*A&I for Discharge of Compensation Certificate*

*1 Farrelly Grove, Fairfield, Lower Hutt*

57WNMYAPPKJ5-1407309756-713

## SCHEDULE 2 – DEEDS

- a) *Deed of Renewal of Sub-Lease*  
*Citizens Advice Bureau Lower Hutt Incorporated and Hutt City Council*  
 57WNMYAPPKJ5-1407309756-657
- b) *Deed of Lease, Mariana Piccagli and Hutt City Council*  
 57WNMYAPPKJ5-1407309756-661
- c) *Deed (Amalgamation Covenant)*  
*Oxford Terrace, Lower Hutt*  
*Ailin Peng and Peng Liu and Tuwan Shahabdeen Sheriffdeen, Fathima Jesmin Shahabdeen*  
*and Hutt City Council*  
 57WNMYAPPKJ5-1407309756-674
- (i) *Authority & instruction Pursuant to amalgamation Covenant*  
*Covenant Against Transfer of Allotments under s240 Resource Management Act 1991*  
*Tuwan Shahabdeen Sheriffdeen & Fathima Jasmin Shahabdeen and Hutt City Council*
- d) *Deed of Lease*  
*Part of the first floor at 38-40 Rimu Street, Eastbourne, Lower Hutt (Eastbourne Library*  
*building)*  
*Paul Thomas Stephens and Hutt City Council*  
 57WNMYAPPKJ5-1407309756-700
- e) *Deed of Renewal*  
*Moera Community House and Hutt City Council*  
 57WNMYAPPKJ5-1407309756-703
- f) *Lease of Reserve Land – Honiana Te Puni Reserve*  
*Hutt City Council and Port Nicholson Block Settlement Trust and Wellington Rowing*  
*Association Incorporated*  
 57WNMYAPPKJ5-1407309756-706
- g) *Deed of Lease*  
*Ground Floor, The Pavilion, 25 Laings Road, Lower Hutt*  
*Hutt City Council and Vashpa Limited*  
 57WNMYAPPKJ5-1407309756-710

## SCHEDULE 3 – WARRANTS

- Jessica Hoskins  
 Warrant-23-27 HCC
1. *Local Government Act 2002*  
 ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)
  2. *Resource Management Act 1991*  
 ENFORCEMENT OFFICER pursuant to s38(1)

<i>Carine Punter</i> Warrant-23-28 HCC	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i></li> <li>2. <i>Building Act 2004</i> <i>AUTHORISED OFFICER pursuant to s222</i></li> </ol>
<i>Debora Parsons</i> Warrant-23-29 HCC	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i></li> <li>2. <i>Dog Control Act 1996</i> <i>DOG CONTROL OFFICER pursuant to s11</i></li> </ol>
<i>Clark Williams</i> Warrant-23-30 HCC	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Resource Management Act 1991</i></li> </ol>
<i>Darryl Comins</i> Warrant-24-01 SOLUTIONS TEAM	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Building Act 2004</i> <i>AUTHORISED OFFICER pursuant to s222</i> <i>ENFORCEMENT OFFICER pursuant to s371B</i></li> </ol>
<i>Christopher Hill</i> Warrant-24-02 HCC	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Building Act 2004</i> <i>AUTHORISED OFFICER pursuant to s222</i></li> </ol>
<i>Robert Banks</i> Warrant-24-03 SOLUTIONS TEAM	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Building Act 2004</i> <i>AUTHORISED OFFICER pursuant to s222</i> <i>ENFORCEMENT OFFICER pursuant to s371B</i></li> </ol>
<i>Ken Tran</i> Warrant-24-04 SOLUTIONS TEAM	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Building Act 2004</i> <i>AUTHORISED OFFICER pursuant to s222</i> <i>ENFORCEMENT OFFICER pursuant to s371B</i></li> </ol>
<i>Jon Astwood</i> Warrant-24-05 FARSIGHT	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Building Act 2004</i> <i>AUTHORISED OFFICER pursuant to s222</i></li> </ol>



<p><i>Robert Tierney</i> Warrant-24-06 FARSIGHT</p>	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Building Act 2004</i> <i>AUTHORISED OFFICER pursuant to s222</i></li> </ol>
<p><i>Kelly Doherty</i> Warrant-24-07 HCC</p>	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Health Act 1956</i> <i>LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry</i></li> </ol>
<p><i>Duncan Pratt</i> Warrant-24-08 HCC</p>	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Dog Control Act 1996</i> <i>DOG CONTROL OFFICER pursuant to s11</i></li> </ol>
<p><i>Himanshu Gopalbhai Parekh</i> Warrant-24-09 HCC</p>	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Health Act 1956</i> <i>LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry</i></li> <li>3. <i>Resource Management Act 1991</i> <i>ENFORCEMENT OFFICER pursuant to s38(1)</i></li> </ol>
<p><i>Sarah Tsui</i> Warrant-24-10 HCC</p>	<ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (power of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i></li> <li>2. <i>Health Act 1956</i> <i>ENVIRONMENTAL HEALTH OFFICER pursuant to s23a and s28</i></li> <li>3. <i>Litter Act 1979</i> <i>LITTER CONTROL OFFICER pursuant to s5</i></li> <li>4. <i>Resource Management Act 1991</i> <i>ENFORCEMENT OFFICER pursuant to s38 (1)</i></li> <li>5. <i>Sale and Supply of Alcohol Act 2012</i> <i>INSPECTOR pursuant to s197</i></li> </ol>

## 11. QUESTIONS

There were no questions.

## 12. EXCLUSION OF THE PUBLIC

**RESOLVED:** (Mayor Barry/Cr Briggs) **Minute No. C 24136(3)**

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

13. *Committee Minutes with Recommended Items*

*Komiti Hanganga | Infrastructure and Regulatory Committee - 7 March 2024*

14. *Council Minutes*

*27 November 2023, 12 December 2023, 20 February 2024 and 6 March 2024*

15. *Committee Minutes without Recommended Items*

a) *Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee*

*27 November 2023, 12 December 2023 and 20 February 2024*

b) *Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee*

*28 November 2023 and 27 February 2024*

c) *Komiti Kaupapa Taiao | Climate Change and Sustainability Committee*

*20 February 2024*

16. *Te Wai Takamori o Te Awa Kairangi Riverlink Delivery Update*

*The general subject of each matter to be considered while the public is excluded, the reason 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 are as follows:*

(A) <i>General subject of the matter to be considered.</i>	(B) <i>Reason for passing this resolution in relation to each matter.</i>	(C) <i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Report of the Infrastructure and Regulatory Committee   Komiti Hanganga held on 7 March 2024: Te Wai Takamori o Te Awa Kairangi – Property Matters</i>	<i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)). The withholding of the information is</i>	<i>That the public conduct of 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 exist.</i>

*necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)(s7(2)(i)).*

*Minutes of the Hutt City Council | Te Kaunihera o Te Awa Kairangi held on 27 November 2023: Supplementary savings information; Micromobility Programme – Community Connections (Avalon and Taitā) request for including in the Long Term Plan; and Te Wai Takamori o Te Awa Kairangi (Riverlink).*

*The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).*  
*The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).*

*The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).*

*That the public conduct of 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 exist.*

*Minutes of the Hutt City Council | Te Kaunihera o Te Awa Kairangi held on 12 December 2023: Te Wai Takamori o Te Awa Kairangi (Riverlink) Property Matters; Fraser Park Sportsville Update; Funding request for Transport budget 2023-24; and Appointment of Directors to Wellington Water Limited.*

*The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).*  
*The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).*

*The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage,*

*That the public conduct of 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 exist.*

<p><i>Minutes of the Hutt City Council   Te Kaunihera o Te Awa Kairangi held on 20 February 2024: Te Wai Takamori o Te Awa Kairangi Programme Update</i></p>	<p><i>negotiations (including commercial and industrial negotiations) (s7(2)(i)).</i></p> <p><i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).</i></p> <p><i>The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).</i></p>	<p><i>That the public conduct of 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 exist.</i></p>
<p><i>Minutes of the Hutt City Council   Te Kaunihera o Te Awa Kairangi held on 6 March 2024: Panel Members for Low Carbon Acceleration Fund; and Chief Executive's Employment Agreement.</i></p>	<p><i>The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).</i></p>	<p><i>That the public conduct of 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 exist.</i></p>
<p><i>Report of the Long Term Plan/Annual Plan Subcommittee   Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau held on 27 November 2023: Supplementary savings information; Micromobility Programme – Community Connections (Avalon and Taitā) request for including in the Long Term Plan; and Te Wai</i></p>	<p><i>The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).</i></p> <p><i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)).</i></p> <p><i>The withholding of the information is necessary to enable the</i></p>	<p><i>That the public conduct of 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 exist.</i></p>

<i>Takamori o Te Awa Kairangi (Riverlink).</i>	<i>local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)(s7(2)(i)).</i>	
<i>Report of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau Long Term Plan/Annual Plan Subcommittee held on 12 December 2023: Te Wai Takamori o Te Awa Kairangi (Riverlink) Property Matters; Fraser Park Sportsville Update; and Funding request for Transport budget 2023-24</i>	<i>The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied (s7(2)(c)(i)). The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to damage the public interest (s7(2)(c)(ii)). The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage,</i>	<i>That the public conduct of 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 exist.</i>

<p><i>Report of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau   Long Term Plan/Annual Plan Subcommittee held on 20 February 2024: Te Wai Takamori o Te Awa Kairangi Programme Update</i></p>	<p><i>commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).</i></p> <p><i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)(s7(2)(i))</i></p>	<p><i>That the public conduct of 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 exist.</i></p>
<p><i>Report of the Komiti Iti Ahumoni I Tūraru Audit and Risk Subcommittee held on 28 November 2023: HR and Payroll System</i></p>	<p><i>The withholding of the information is necessary to maintain legal professional privilege(s7(2)(g)). The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)).</i></p>	<p><i>That the public conduct of 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 exist.</i></p>
<p><i>Report of the Komiti Iti Ahumoni I Tūraru Audit and Risk Subcommittee held on 27 February 2024: HR and Payroll System</i></p>	<p><i>The withholding of the information is necessary to maintain legal professional privilege(s7(2)(g)). The withholding of the information is</i></p>	<p><i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which</i></p>

necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)).

good reason for withholding exist.

*Report of the Climate Change and Sustainability Committee | Komiti Kaupapa Taiao held on 20 February 2024: Panel members for Low Carbon Acceleration Fund.*

*The withholding of the information is necessary to protect the privacy of natural persons.(s7(2)(a)).*

*That the public conduct of 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 exist.*

*Te Wai Takamori o Te Awa Kairangi Riverlink Delivery Update.*

*The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).*

*The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).*

*That the public conduct of 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 exist.*

*This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."*

There being no further business the Chair declared the meeting closed at 3.12 pm. The public excluded part of the meeting was declared closed at 3.30pm.

C Barry  
**MAYOR**

**CONFIRMED as a true and correct record**  
**Dated this 28th day of May 2024**

Mayoral Statement – 27 March 2024

Kia ora koutou,

I'll just give a quick update on what's been happening since we last met.

Next week we begin public consultation on the 10 Year Plan.

Our draft plan prioritises investing \$1.6 billion over 10 years to safeguard our city's drinking water network, and to provide effective stormwater and wastewater systems for our people. It also includes an extra \$2.8 million to fund an immediate crackdown to eliminate the current backlog of water leaks around Lower Hutt.

Our 10 Year Plan shapes this for us and our city, so it's crucial our community has their say so we can strike the right balance between crucial investment and affordability.

Consultation is open from Tuesday 2 April through to Friday 3 May. Councillors, Community Board Members and I will be available to talk about the Plan across the consultation period.

I want to acknowledge Jenny Livschitz and the Finance team, our Corporate Planning and Communications & Engagement team, and Democratic Services for their continued support on this. But every staff member has played and continued to play an important part in our delivery of the LTP.

Earlier this month Eastern Hutt Road fully reopened, marking the completion of this significant project to stabilise the slope following the July 2022 slips.

I want to acknowledge and thank our community for their adaptability and resilience throughout the project. Seeing the road back in action as soon as possible has been our focus. We know it has been frustrating at times when the slips and remediation work disrupted commutes, particularly for those in Stokes Valley.

Thank you to our Council staff and contractors for their work over the last eight months to complete the project on time and within budget.

At the end of February, Hutt City Council voted unanimously to join forces with other councils in Wellington on a plan to reform the region's broken water services.

Councils are facing major challenges when it comes to meeting the level of investment needed to deliver fit-for-purpose drinking water, wastewater and stormwater infrastructure.

This isn't just a regional issue, it is being felt across the country. If we want to find effective solutions, we need to work together.

Meanwhile, we broke ground on strengthening stopbanks as part of Te Wai Takamori o Te Awa Kairangi (RiverLink).

These enhanced stopbanks will give our city more protection and enhance the health of the Hutt River.



Finally, nominations for our Civic Honours are now open!

The Civic Honours celebrate outstanding volunteers in our community by recognising the service they've given to Te Awa Kairangi ki Tai Lower Hutt.

There are so many people that make our city a place where people can thrive. These Honours recognise those who have given so much to our community, often without recognition or reward.

If you know of someone who deserves a Civic Honour, head to [hutt.city/civicawards](http://hutt.city/civicawards) to find out how you can make a nomination. Nominations close at 5pm on Monday 15 April.

**HUTT CITY COUNCIL**

Minutes of an extraordinary meeting of The Hutt City Council held in the  
Petone Club, 47 Udy Street, Petone, Lower Hutt on  
**Monday 6 May 2024 commencing at 10.02 am**

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<b><u>PRESENT:</u></b>	Mayor C Barry (Chair)	Deputy Mayor T Lewis
	Cr J Briggs	Cr K Brown
	Cr B Dyer	Cr S Edwards
	Cr A Mitchell	Cr K Morgan
	Cr C Parkin	Cr N Shaw
	Cr T Stallinger	Cr G Tupou

**APOLOGIES:** Cr G Barratt

**PUBLIC BUSINESS**

**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru  
Whakataka te hau ki te tonga  
Kia mākinakina ki uta  
Kia mātaratara ki tai  
E hī ake ana te atakura  
He tio, he huka, he hau hū  
Tihei mauri ora.

*Cease the winds from the west  
Cease the winds from the south  
Let the breeze blow over the land  
Let the breeze blow over the ocean  
Let the red-tipped dawn come with a sharpened air  
A touch of frost, a promise of a glorious day.*

**2. APOLOGIES**

**RESOLVED:** (Mayor Barry/Cr Briggs)

**Minute No. C 24201**

*"That the apology received from Cr G Barratt be accepted and leave of absence granted."*

**3. PUBLIC COMMENT**

There was no public comment.

**4. CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

5. **QUESTIONS**

There were no questions.

6. **EXCLUSION OF THE PUBLIC**

**RESOLVED:** (Mayor Barry/Cr Mitchell)

**Minute No. C 24202**

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

7. *Chief Executive's Recruitment Process*

*The general subject of each matter to be considered while the public is excluded, the reason 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 are as follows:*

<i>(A)</i>	<i>(B)</i>	<i>(C)</i>
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Chief Executive's Recruitment Process.</i>	<i>The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).</i>	<i>That the public conduct of 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 exist.</i>

*This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above.*

*That a representative from JacksonStone & Partners be permitted to remain after the public section of the meeting as they have knowledge that will assist Council in relation to the item."*

There being no further business the Chair declared the public part of the meeting closed at 10.03am. The public excluded part of the meeting closed at 4.09pm.

C Barry  
**MAYOR**

**CONFIRMED as a true and correct record**  
**Dated this 28th day of May 2024**

**TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL**

Minutes of an extraordinary meeting of  
the Hutt City Council held via Zoom on  
**Friday 10 May 2024 commencing at 2:00 pm**

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**PRESENT:**

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr J Briggs	Cr K Brown
Cr B Dyer	Cr S Edwards
Cr A Mitchell	Cr K Morgan
Cr C Parkin	Cr N Shaw
Cr T Stallinger	Cr G Tupou

**APOLOGIES:** Cr G Barratt

**IN ATTENDANCE:** K Alkema, Chief People Officer  
K Glanville, Senior Democracy Advisor

**PUBLIC BUSINESS****1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru  
Whakataka te hau ki te tonga  
Kia mākinakina ki uta  
Kia mātaratara ki tai  
E hī ake ana te atakura  
He tio, he huka, he hau hū  
Tihei mauri ora.

*Cease the winds from the west  
Cease the winds from the south  
Let the breeze blow over the land  
Let the breeze blow over the ocean  
Let the red-tipped dawn come with  
a sharpened air.  
A touch of frost, a promise of a  
glorious day.*

**2. APOLOGIES**

**RESOLVED:** (Mayor Barry/Cr Briggs)

**Minute No. C 24201(2)**

*"That the apology received from Cr G Barratt be accepted and leave of absence granted."*

**3. PUBLIC COMMENT**

There was no public comment.

**4. CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

## 5. QUESTIONS

There were no questions.

## 6. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

**Minute No. C 24202(2)**

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

### 7. *Appointment of Chief Executive*

*The general subject of each matter to be considered while the public is excluded, the reason 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 are as follows:*

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Appointment of Chief Executive.</i>	<i>The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).</i>	<i>That the public conduct of 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 exist.</i>

*This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above.”*

There being no further business the Chair declared the public part of the meeting closed at 2.04pm. The public excluded part of the meeting closed at 2.21pm

C Barry  
**MAYOR**

**CONFIRMED as a true and correct record**  
**Dated this 28th day of May 2024**

**KOMITI NGĀ WAI HANGARUA | WELLINGTON WATER COMMITTEE**

Minutes of a meeting held in the Council Chambers,  
Level 2, Hutt City Council, 30 Laings Road, Lower Hutt on  
**Friday 15 March 2024 commencing at 10:00 am**

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**PRESENT:** Mayor C Barry (HCC) (Chair)  
Mayor A Baker (PCC)  
Cr R Connelly (GWRC) (Deputy Chair)  
H Modlik (Te Rūnanga O Toa Rangatira) (from 10.05am)  
Mayor W Guppy (UHCC)  
Mayor T Whanau (WCC)

**APOLOGIES:** Mayor Connelly and Lee Rauhina-August

**IN ATTENDANCE:** Cr T Brown (WCC) (Alternate)  
W Walker, Chief Executive, PCC  
J Miller, Chief Executive, HCC (part meeting)  
G Swainson, Chief Executive, UHCC  
J Smith, Chief Executive, SWDC (via Zoom)  
D List, Programme Director, Water Reform – Wellington  
Water Councils  
T Haskell, Chief Executive, WWL  
J Alexander, Group Manager, Network Strategy and Planning,  
WWL  
P Wells, Manager, Service Planning, WWL  
C Barker, Director, Regulatory Services, WWL  
N Leggett, Board Chair, WWL  
P Dougherty, Board member, WWL  
A Hare, Board member, WWL  
B Bayfield, Board member, WWL  
K Stannard, Head of Democratic Services, HCC  
H Clegg, Minute Taker, HCC

**PUBLIC BUSINESS****1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru  
Whakataka te hau ki te tonga  
Kia mākinakina ki uta  
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E hī ake ana te atakura  
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Let the red-tipped dawn come with a sharpened air  
A touch of frost, a promise of a glorious day.*

2. **APOLOGIES**

**RESOLVED:** (Mayor Barry/Mayor Baker)

**Minute No. WWC 24101**

*"That the apologies received from Mayor Connelly and Lee Rauhina-August be accepted and leave of absence be granted."*

3. **PUBLIC COMMENT**

There was no public comment.

H Modlik joined the meeting at 10.05am.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

5. **CHAIR'S STATEMENT**

The Chair provided a verbal update attached as page 10 to the minutes.

6. **MINUTES**

**RESOLVED:** (Mayor Barry/Mayor Guppy)

**Minute No. WWC 24102**

*"That the minutes of the meeting of the Komiti Ngā Wai Hangarua | Wellington Water Committee held on Monday, 11 December 2023, be confirmed as a true and correct record."*

7. **LOCAL WATER DONE WELL - LEGISLATION AND WATER SERVICE DELIVERY PLAN UPDATE**

The Programme Director, Water Reform – Wellington Water Councils delivered a presentation attached as page 11 to the minutes.

## 8. COMPANY AND GOVERNANCE UPDATE

Report No. WWC2024/1/64 by Wellington Water Limited (WWL)

The Chief Executive, WWL and the WWL Board Chair elaborated on the report.

The WWL Board Chair emphasised the focus on managing the risk of water shortage for the upcoming summer and future while engaging with Taumata Arowai. He acknowledged the financial constraints of each council. He reminded that WWL had advised all councils to invest \$30 billion over the next 30 years to achieve strategic goals and address network risks. He urged the region to collaborate to meet these goals and cautioned members about the challenges with compliance for the wastewater treatment plants. He also hoped that water meters would be provided in all Long Term Plans to improve water conservation.

The Chief Executive, WWL reported that WWL had good employee engagement and retention levels. She advised that the capital programme and renewals target were on track, and the installation of new equipment at the Te Marua treatment plant was progressing well. She said that WWL focused on addressing the acute water shortage. She highlighted that WWL had submitted their first report to Taumata Arowai and must comply with the requirements of Greater Wellington Regional Council. She clarified that WWL was in good shape, with staff committed to improving water quality in the region.

In response to questions from members, the Chief Executive of WWL acknowledged all the organisations that had offered assistance regarding the leaking pipes. She added that staff were working with local contractors who had spare capacity and had also created a trial programme with the New Zealand Plumbing Association. She pointed out the significant risk involved in repairing a network, as the work could affect all network users instead of repairs on private property, which only affected a single user. She advised feedback from this trial would be available in two weeks.

In response to questions from members, the Chief Executive, WWL advised that this year's budget was affected by overspending in the Wellington City Council's renewals budget last year. She explained that this led to three contractors losing their projects. However, she added that two of these contractors had found contracts elsewhere, and the third was helping WWL in another capacity until the new capital works programme began on 1 July 2024. She recognised the work of Hutt City Council officers to enable WWL to manage its budget more effectively.

The Chief Executive, WWL agreed to explain further the acronyms used in upcoming reports' graphics.

In response to further questions from members, the Chief Executive, WWL acknowledged that allotting more resources to mitigate the risk of an acute water shortage would have a negative impact on all other aspects of three waters, including the environment. She agreed to provide a more comprehensive overview and update the members as more information became available from approved Long Term Plans. She informed members that each plant had its unique issues and that all were reaching the end of their life cycle, except for the Porirua plant, which had recently undergone some upgrades. She agreed that a workshop could be arranged to provide a better



understanding of the challenges, and Mana Whenua would be involved in the first instance.

In response to further questions from members, the Chief Executive, WWL advised that the ability to move finances between projects for each council differed between each council. However, she noted that most councils could adapt to changing requirements. She also emphasised the importance of balancing each Long Term Plan.

In response to further questions from members, the WWL Board Chair affirmed that reporting to each council would improve. He said this would be achieved by using dashboards and providing more specific information about each wastewater treatment plant as new information became available.

Mayor Barry took the opportunity to thank all team members for their work so far.

RESOLVED: (Mayor Barry/Mayor Baker)

**Minute No. WWC 24103**

*"That the Committee receives and notes the report."*

**9. IMPACTS OF INDICATIVE REGIONAL THREE WATERS INVESTMENT 2024-34**

Report No. WWC2024/1/65 by Wellington Water Limited (WWL)

The Group Manager, Network Strategy and Planning, WWL elaborated on the report.

In response to questions from members, the Group Manager, Network Strategy and Planning, WWL confirmed that the figures on page 75 of the agenda were accurate. Mayor Whanau also verified this information.

In response to questions from members, the Director Regulatory Services, WWL clarified that due to the limited amount of leaks that could be fixed with the current level of investment, WWL had not been able to improve its water usage levels so far. However, he confirmed that sufficient measures were in place within the network to assess whether increased investments in fixing water leaks. He said that the Hutt City area would decrease water usage for that local authority area in the future.

In response to questions from members, the Group Manager Network Strategy and Planning, WWL explained that the investment for the first three years of each Long Term Plan was insufficient and that the number of renewals would not be enough. She also stated that the state of each wastewater treatment plant was another significant risk. However, she pointed out that there were opportunities as well. She highlighted that focusing on drinking water, fixing leaks, and water meters would benefit the region in the long run. She agreed that presenting a report demonstrating how the three water systems and networks function together would benefit members and the public. She noted that this would help staff better understand how priorities were established and assist with future planning for WWL.

In response to questions from members, the Manager, Service Planning replied that more investment was required from each council to enable risks to be reduced. He also stated that ongoing projects had already influenced the level of investment for the next three years, and once they were completed, new investments could be directed towards new projects. He added that programme dynamics were constantly changing, new issues were evolving, and staff provided each council with the most up-to-date information.

**RESOLVED:** (Mayor Barry/Mayor Baker)

**Minute No. WWC 24104**

*"That the Committee:*

- (1) *notes the level of investment required to address known risks and opportunities in the region and deliver against all the strategic priorities. This is estimated to be a total of \$30B capital investment (CAPEX) over 30 years;*
- (2) *notes that SWDC has deferred adopting a long-term plan and instead will be undertaking an annual planning process as enabled by the Water Services Acts Repeal Bill (Part 8);*
- (3) *notes that Greater Wellington Regional Council, Hutt City Council, Porirua City Council, Upper Hutt City Council, and Wellington City will be consulting on a proposed total CAPEX programme of \$3.63B for three waters investment in their 2024-34 Long Term Plans. This represents 48% of the Wellington Water Limited's recommended maximum deliverable programme of \$7.58;*

- (4) *notes these councils will be consulting on a proposed total operational expenditure (OPEX) programme of \$1.46B for three waters investment in their 2024-34 Long Term Plans, which represents 84% of the Wellington Water Limited's recommended OPEX budget of \$1.73B;*
- (5) *notes that investment below the funding level recommended by Wellington Water Limited will exacerbate the critical risks faced by the region as well as create new risks; and*
- (6) *agrees that this report be shared with each individual shareholder council, as it is important for each council to understand the regional situation."*

## 10. ACUTE WATER SHORTAGE RISK

Report No. WWC2024/1/66 by Wellington Water Limited (WWL)

The Director, Regulatory Services, WWL elaborated on the report.

In response to questions from members, the Director, Regulatory Services, WWL provided an update on the project at Te Marua. He stated that the project had been reassessed and the staff worked hard to ensure the upgrades were completed earlier than initially anticipated. He said the goal was to fully operational the plant before next summer. He emphasised that the plant upgrade was one of the measures to mitigate the risk of an acute water shortage. He added that other measures included increasing leak detection and repairs, which were expected to lead to reduced water usage levels in the future. He stressed the importance of a public education programme to help people understand the impact of private leaks on the overall water network. He suggested the best way to detect leaks on private property was through meters.

Mayor Baker stated that the public often confused leaks with pipe renewals and emphasised the need to communicate the differences, including financial aspects better.

In response to a question from a member about the increased investment of Hutt City Council for expediting the leak repair programme, the Chief Executive, WWL, stated that a new project team would be formed. She also mentioned that an implementation plan would be submitted to Hutt City Council within the next two weeks. She assured that the work specific to Hutt City Council would not be affected by or reliant on financial decisions made by other councils.

**RESOLVED:** (Mayor Barry/Cr Connelly)

**Minute No. WWC 24105**

*"That the Committee receives and notes the report."*

**11. WELLINGTON WATER LIMITED - DRAFT STATEMENT OF INTENT 2024-27**

Report No. WWC2024/1/67 by Wellington Water Limited (WWL)

**RESOLVED:** (Mayor Barry/Cr Connelly)

**Minute No. WWC 24106**

*"That the Committee:*

- (1) *notes the revised timeline for delivering the draft Statement of Intent 2024-27; and*
- (2) *agrees to provide Wellington Water Limited with a one-month extension in accordance with Schedule 8, Part 1, Clause 4 of the Local Government Act 2002 to deliver the final Statement of Intent 2024-27 to the Committee by 31 July 2024."*

**12. WELLINGTON WATER LIMITED HALF YEAR REPORT TO 31 DECEMBER 2023**

Report No. WWC2024/1/68 by Wellington Water Limited (WWL)

The Chief Executive, WWL elaborated on the report.

In response to questions from members, the Chief Executive acknowledged the failure to meet the national fluoride level requirement and explained that the network had only one fluoride treatment plant. She mentioned plans for multiple fluoride treatment plants and the introduction of upgraded PPS equipment and health monitoring measures to minimise the risk of gas exposure.

**RESOLVED:** (Mayor Barry/Mayor Baker)

**Minute No. WWC 24107**

*"That the Committee receives and notes the Half-Year Report to 31 December 2023 attached as Attachment 1 to the report."*

**13. LETTER OF EXPECTATION**

Report No. WWC2024/1/63 by the Chief Executive, Porirua City Council (PCC)

The Chief Executive, PCC elaborated on the report.

In response to questions from members, the Chief Executive, PCC confirmed that the Letter of Expectation reflected all council views and had been distributed to relevant officers for feedback.

Cr Connolly preferred that Wellington Water Limited (WWL) further investigate point 6 of the key expectations and suggested that modifications could be made once a draft document was presented to the committee at the next meeting. She agreed that Taumata Arowai should be mentioned at the start of the document and felt that key expectation 1 was too complex.

The Chief Executive, PCC responded by acknowledging several separate pieces of work contained within key expectation 1. She explained that the reference to having a single framework was related to the issue that WWL faced around the diversity of expectations across all councils.

**RESOLVED:** (Mayor Barry/Mr Modlik)

**Minute No. WWC 24108**

*"That the Committee:*

- (1) notes and receives the report;*
- (2) approves the annual shareholder and partners' Letter of Expectation to Wellington Water Limited (attached as Attachment 1 to the report); and*
- (3) authorises the Wellington Water Committee Chair to sign the letter."*

**14. ROLE OF WELLINGTON WATER LIMITED IN AN EMERGENCY**

Report No. WWC2024/1/69 by Wellington Water Limited (WWL)

The Director Regulatory Services, WWL elaborated on the report.

In response to questions from members, the Director of Regulatory Services, WWL acknowledged the need for a significant water source in Wellington City. He emphasised the importance of treating all drinking water before consumption and that he would report back with further details regarding this matter.

**RESOLVED:** (Mayor Barry/Mayor Whanau)

**Minute No. WWC 24109**

*"That the Committee receives and notes the report."*

**15. INFORMATION ITEM**

**Wellington Water Committee Forward Programme 2024**

Memorandum dated 1 March 2024 by the Senior Democracy Advisor

**RESOLVED:** (Mayor Barry/Mayor Baker)

**Minute No. WWC 24110**

*"That the Committee receives and notes the draft Forward Programme and future workshop topics for the Wellington Water Committee for 2024 attached as Appendix 1 to the memorandum."*

**16. QUESTIONS**

There were no questions.

17. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!	<i>Release us from the supreme sacredness of our tasks</i>
Unuhia!	<i>To be clear and free</i>
Unuhia i te uru-tapu-nui	<i>in heart, body and soul in our continuing journey</i>
Kia wātea, kia māmā	<i>Oh Rongo, raise these words up high</i>
Te ngākau, te tinana, te wairua i te	<i>so that we be cleansed and be free,</i>
ara takatū	<i>Yes indeed, we are free!</i>
Koia rā e Rongo whakairihia ake ki	<i>Good and peaceful</i>
runga	
Kia wātea, kia wātea!	
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business, the Chair declared the meeting closed at 11.25am.

Mayor C Barry  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 24th day of May 2024**

Kia ora koutou, I'll just give a brief update on what's been happening since we last met.

### **Acute water shortage**

Wellington and South Wairarapa remain at Level 2 water restrictions. The next two weeks remain important, as we get through March which typically sees drier, hotter weather.

Wellington Water confirm that the likelihood of Level 3 water restrictions at this point is reducing. There is now a 16% chance of increasing restrictions to Level 3, and a 5% chance of going to Level 4. But we aren't out of the woods yet.

We thank residents and organisations for taking proactive steps to reduce their water use this summer.

### **Regional plan for water service delivery model**

Councils across the Wellington region are considering a proposal on a joined-up approach to develop a new affordable and sustainable water delivery model at Council meetings this month. This marks the first step in developing a water service delivery plan and future delivery model for the Wellington region.

We will hear more on how this is progressing from Dougal this morning.

### **LTP discussions**

Councils are now heading into consultation periods for their Long Term Plans, where investment into water is a key discussion point. As a region, we are investing over \$3.6bn capex into water infrastructure which we know is significantly less than Wellington Water has recommended.

Councils have been clear that the investment recommended by Wellington Water Limited is unaffordable due to council debt headroom constraints and impact on ratepayers. This makes our focus on a future model all the more critical.

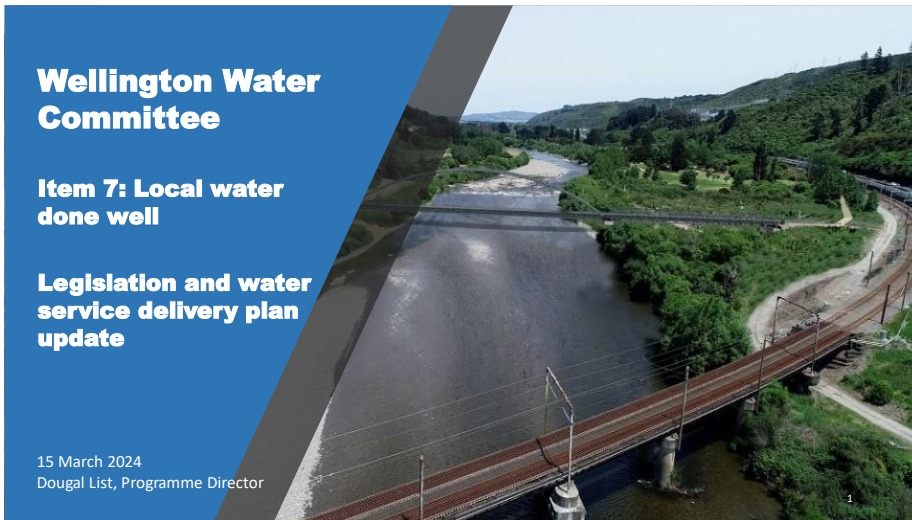
### **Regional highlights**

Great progress is being made installing new wastewater infrastructure in Wellington's CBD. This will support the city's growth and prevent overflows into the harbour. Work is now complete on building a new pump station along Taranaki Street and we're making good progress renewing 3.2km of pipes and 7 pump stations.

We have completed the installation of about 270 metres of pipe along Victoria and Wakefield Street, and on track to complete around 900 metres along Taranaki Street by the end of this year – five months ahead of schedule.

Preventing water loss remains a priority for Wellington Water. Since August, Wellington Water have fixed 227 service connections saving over 2 million litres of water per day.

Service connections are located beneath footpaths or roads, at the point where main water pipes connect to private property pipes – usually involving pipework, fittings and tobies. This proactive service connection renewal work is in addition to the work Wellington Water do every day to respond and fix reported leaks. Mayor Campbell Barry



# Wellington Water Committee

## Item 7: Local water done well

### Legislation and water service delivery plan update

15 March 2024  
Dougal List, Programme Director

### Legislative change – three Bills

#### Legislative change

##### New framework will include:

- stronger central government oversight
- economic and quality regulation
- financially sustainable delivery models

##### Bill 2 – mid-2024

- Framework for councils to develop a future water service delivery plan within 12 months of enactment

##### Bill 3 - late 2024 to early 2025

- Long-term requirements for financial sustainability
- provide for a complete economic regulation regime
- structural and financing tools, including a new type of financially independent council-controlled organisation

**1 REPEAL LEGISLATION: LAY FOUNDATION FOR NEW SYSTEM**  
INTRODUCED AND ENACTED FEB 2024

- Restore continued council ownership and control of water services, and responsibility for service delivery.
- Provide support options to help councils complete and include water services in their 2024-28 long-term plans.

**2 ESTABLISH FRAMEWORK AND TRANSITIONAL ARRANGEMENTS**  
INTRODUCED AND ENACTED MID 2024

- Provide a framework for councils to self-determine future service delivery arrangements for a future service delivery plan (to be submitted within 12 months).
- Establish foundational information disclosure requirements for first step towards economic regulation.
- Streamline requirements for establishing council-controlled organisations under the Local Government Act to enable councils to start shifting the delivery of water services into more financially sustainable configurations, should they wish to do so.
- Provide technical and advisory support to Auckland Council to determine how they wish to create a financially sustainable model for Watercare.

**3 ESTABLISH ENDURING SETTINGS AND BEGIN TRANSITION**  
INTRODUCED DECEMBER 2024 AND ENACTED MID 2025

- Set long term requirements for financial sustainability.
- Provide for a range of structural and financing tools, including a new class of financially independent council-controlled organisations.
- Consider the water regulator's empowering legislation to ensure the regulatory regime is effective, efficient, and fair, and standards are proportionate for different types of drinking water supplies.
- Provide for a complete economic regulation regime.
- Establish regulatory backing powers, to be used when required to ensure effective delivery of financially sustainable or safe water services.
- Refine water service delivery system settings to support the new system, such as consented industry standards.

✓ Passed

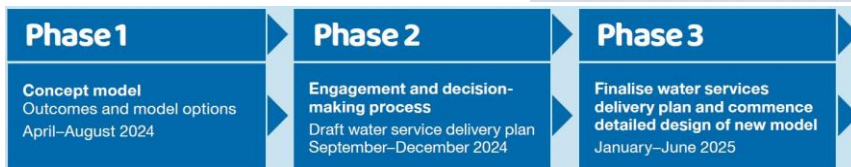
### Water services delivery plan for Wellington region

#### Regional approach being developed

- Councils in the region considering establishment of a joint process and MoU
- To date, support confirmed by UHCC, HCC and WCC
- Joint Advisory Oversight Group – elected members and Iwi / Māori Partners
- Clear council decision making accountability and off-ramps
- Phased approach - alignment with legislation and Government support

#### Indicative Phases and timing

- Set up – councils, governance, process
- Concept model – by August
- Engagement and decision making, draft plan - by late 2024
- Finalise water service plan and detailed design – by mid 2025
- Establishment – from mid 2025





HUTT CITY COUNCILKOMITI ITI MAHERE Ā-NGAHURUTANGA / MAHERE Ā-TAU  
LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers,  
2nd Floor, 30 Laings Road, Lower Hutt on  
**Wednesday 27 March 2024 commencing at 1:00 pm**

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**PRESENT:**

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr G Barratt	Cr J Briggs
Cr K Brown (from 1.01pm)	Cr B Dyer
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou	

**APOLOGIES:**

There were no apologies.

**IN ATTENDANCE:**

J Miller, Chief Executive  
A Blackshaw, Director Neighbourhoods and Communities  
J Griffiths, Director Strategy and Engagement  
A Geddes, Director Environment and Sustainability  
J Kingsbury, Director, Economy and Development  
J Livschitz, Group Chief Financial Officer  
B Cato, Chief Legal Officer (part meeting)  
C Parish, Head of Mayor's Office  
C Ellis, Head of Chief Executive's Office  
R Hardie, Head of Strategy and Policy  
D Nunnian, Manager Financial Strategy and Planning  
W Botha, Corporate Planning Lead  
S Bascand, Acting Engagement Lead  
A Andrews, Finance Transaction Services Manager  
M Nuth, Principal Advisor Research and Evaluation  
T Grieve, Communications Lead  
B Hodgins, Strategic Advisor (part meeting)  
V Jones, Senior Communications Advisor (part meeting)  
K Stannard, Head of Democratic Services  
K Glanville, Senior Democracy Advisor  
H Clegg, Minute Taker

**PUBLIC BUSINESS**

1. **OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru  
 Whakataka te hau ki te tonga  
 Kia mākinakina ki uta  
 Kia mātaratara ki tai  
 E hī ake ana te atakura  
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 Tihei mauri ora.

*Cease the winds from the west  
 Cease the winds from the south  
 Let the breeze blow over the land  
 Let the breeze blow over the ocean  
 Let the red-tipped dawn come with  
 a sharpened air.  
 A touch of frost, a promise of a  
 glorious day.*

Cr Brown joined the meeting at 1.01pm

2. **APOLOGIES**

There were no apologies.

3. **PUBLIC COMMENT**

There was no public comment.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

Cr Shaw advised she was personally involved in a private subdivision development. Mayor Barry considered there was no conflict of interest regarding matters relating to the Development and Financial Contributions Policy.

5. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 27 March 2024**

a) Draft Long Term Plan 2024-2034 and Consultation Materials

John Whittal, Audit Director, Audit New Zealand (Audit NZ) and Dwayne Fletcher from Vale Consulting (via audio-visual link) were in attendance for the item.

The Head of Strategy and Policy elaborated on the report. He advised that paragraph 29 of the report should reference '2024' instead of '2004'. He confirmed that the consultation document would include Audit NZ's unmodified opinion.

John Whittal advised that the unmodified audit opinion concluded that Council's draft Long Term Plan (LTP) document provided an effective base for public participation, outlined the consequences of choices, and reflected Council's Long Term Plan. He thanked the management team for their assistance during the audit process. He said the draft document disclosed the national uncertainty surrounding Three Waters. He noted that Council had taken an age-based renewals approach, which did carry risks related to affordability and unplanned failures. He also said that the draft document included a disclosure concerning substantial increases in the level of the capital programme. He said this posed a risk for Council regarding delivering the full programme.

In response to questions from members, the Director Neighbourhoods and Communities stated that the Te Wao Programme for Rangatahi included several components, with some being proposed for discontinuation and others set to continue.

Cr Mitchell suggested reviewing the wording in the draft LTP regarding the Te Wao Programme for Rangatahi.

The Director Economy and Development mentioned that officers were working with Waka Kotahi on funding for the Cycling and Micromobility Programme projects. He emphasised that some projects may need to be postponed if external funding was not immediately available.

The Group Chief Financial Officer added that more information would be available after the consultation period had closed.

In response to further questions from members, the Director Economy and Development advised that the Subdivision Roding Improvements project would span the entire 10-year duration of the LTP.

Members asked that this information be incorporated in the draft LTP.

In response to a question from a member, the Group Chief Financial Officer agreed to review how to indicate that the cost of servicing debt was included in the "How we Expect to Spend Your Rates" graphic.

In response to a query from a member regarding the differences between savings and controlling costs, the Audit Director said that several Audit NZ officers had reviewed the draft document and concluded that the foreword adequately highlighted the community's main issues in a fair and balanced manner.

Members asked officers to consider the following:

- review the wording of the consultation options for the Petone Wharf;
- review the wording regarding the dog park on page 366 of the agenda;
- include the total cost and the financial share of other organisations for the Riverlink project;
- review the wording of question 11 in the feedback form. Members considered it to be a lengthy question.
- whether reference to future planned works for Eastern Hutt Road should be included (on page 393 of the agenda); and
- adding a footnote to clarify whether development contributions cover equivalent household units on page 401 of the agenda.

In response to a question from a member, the Chief Executive advised that minor editorial changes could be made to the draft document. She reminded members that substantial changes could not be made because Audit NZ had already received the audit opinion.

Cr Brown commended officers for balancing providing sufficient information and avoiding information overload. She noted that the water infrastructure information was presented in an easily understandable manner.

Cr Briggs acknowledged the infographics in the document, noting their legibility for neurodiverse and dyslexic readers.

Cr Dyer thanked everyone involved for their efforts on the draft document and the infographics. He pointed out that the proposed increase in the cost of a building consent for minor works would be higher than the actual cost. He questioned whether this would discourage people from applying for a building consent.

Cr Stallinger endorsed the comments from members. He requested that, in future, draft budgets be available for the final workshops for the draft LTP consultation document. He advised he would continue to vote against the proposed rate increase. He said that he did not feel confident releasing the document to the public due to not receiving staff costing information. He asked that parts (4) and (5) of the recommendations be taken separately.

Mayor Barry noted that increased costs for councils nationwide were due to higher civil construction costs, increased interest and insurance expenses, and emphasised the need for more in-depth discussions with the central government to establish a fair and sustainable way to budget and finance Long Term Plans. He also expressed his anticipation for engaging with the community.

**RECOMMENDED:** (Mayor Barry/Cr Mitchell) **Minute No. LTPAP 24101(2)**

*"That the Subcommittee recommends Council:*

- (1) receives the information contained in the report;*
- (2) notes the high-level plan as outlined in Table 1 of the report;*
- (3) endorses the decisions provided by the Long Term Plan Working Group (comprising the Mayor and Chairs of standing committees) as detailed in Table 2 of Report No. LTPAP2024/1/70;*
- (4) agrees to adopt the underlying information for the draft Long Term Plan 2024-2034, attached as Appendix 1 to the memorandum of the supplementary agenda, acknowledging that it is still in draft form and will be updated after consultation feedback is considered and final decisions made;*
- (5) agrees to adopt the consultation document, attached as Appendix 2 to the memorandum of the supplementary agenda, for public consultation between 2 April and 3 May 2024;*
- (6) agrees to adopt the attached consultation feedback form attached as Appendix 3 to the memorandum of the supplementary agenda;*
- (7) receives the Audit opinion from Audit New Zealand following the adoption of the consultation document tabled at the meeting;*
- (8) notes the other updated budget and financial information attached as Appendix 5 to Report No. LTPAP2024/1/70, which has been endorsed by the Long Term Plan Working Group;*
- (9) agrees that the Chief Executive be delegated authority to make minor editorial changes to the draft Long Term Plan 2024-2034 documents ahead of these being published for consultation; and*
- (10) notes that the final Long Term Plan 2024-2034 will be presented to Council for adoption on 27 June 2024."*

Crs Barratt and Stallinger requested that their dissenting votes be recorded against parts (4) and (5) above.

b) Reserves Investment Strategy update

Geoff Canham from Thrive Spaces and Places was in attendance for the item.

The Director Neighbourhoods and Communities elaborated on the report.

In response to questions from members, the Director Neighbourhoods and Communities agreed to clarify if the reference to the Taitā track – Old Farm Track re-development was the Ruakawa Street track in Stokes Valley. She advised that \$1.6M of the skatepark features were included in the Riverlink project and would be placed throughout the central city area.

In response to a question from a member, the Thrive Spaces and Places Officer advised that Mana Whenua and stakeholders who had participated in workshops had been consulted during the project's development. The Director Neighbourhoods and Communities added that other work had contributed to this one and fed into this project, and the community voice had been captured.

In response to a question from a member, the Thrive Spaces and Places Officer confirmed that the Places and Spaces Engagement Survey revealed that the public's preferred leisure activities were spending time at beaches and going on bush walks, which were not considered in previous Council recreation budget plans.

In response to questions from members, the Director Neighbourhoods and Communities advised it was proposed that over time, all parks and reserve areas would be provided with a basic level of services and facilities. She said details were provided within the respective Asset Management Plans. She added that the Reserves Investment Strategy only included new projects. She noted that officers understood the historic underinvestment in city assets, which would take time to rectify and would be assisted by development and financial contributions in response to growth.

In response to a question from a member, the Thrive Spaces and Places Officer acknowledged that not all areas of the city were the same and that modelling was critical to identify the drivers for individual areas.

Cr Tupou stated that the Investment Strategy addressed numerous concerns, including connectedness, safety, culture, and heritage. He said that it created a platform for residents to see the aspirations of Council and communities. He thanked officers for their efforts.

Cr Barratt mentioned the positive feedback she received about the proposed skatepark at Avalon. She was pleased to see skate facilities included in the Riverlink landscaping projects.

Cr Mitchell believed the Investment Strategy was exciting for the city and commended the focus on prioritising. He welcomed the proposal to provide

basic facilities at all neighbourhood reserves eventually.

Cr Brown acknowledged the challenging Investment Strategy and the progress made. She suggested adding playspaces to revitalise Queen Street and encourage local community engagement.

**RECOMMENDED:** (Mayor Barry/Cr Tupou) **Minute No. LTPAP 24102(2)**

*"That the Subcommittee recommends Council:*

- (1) *notes changes made to the Proposed Project List since the last update in September 2023, outlined in point 8, a – f in Report No. LTPAP2024/1/71;*
- (2) *notes the feedback provided to officers on the Draft Reserves Investment Strategy and Proposed Projects List attached as Appendix 1 to Report No. LTPAP2024/1/71; and*
- (3) *endorses a holistic, place-based approach to reserves investment as set out in the strategy;*
- (4) *agrees for the Reserves Investment Strategy and the Proposed Project list to proceed to draft Long Term Plan consultation; and*
- (5) *directs officers to group multiple projects in one neighbourhood where appropriate to ensure maximum benefits for the local community."*

## 6. QUESTIONS

There were no questions.

## 7. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia!	<i>Release us from the supreme sacredness</i>
Unuhia!	<i>of our tasks</i>
Unuhia i te uru-tapu-nui	<i>To be clear and free</i>
Kia wātea, kia māmā	<i>in heart, body and soul in our continuing journey</i>
Te ngākau, te tinana, te wairua i te	<i>Oh Rongo, raise these words up high</i>
ara takatū	<i>so that we be cleansed and be free,</i>
Koia rā e Rongo whakairihia ake ki	<i>Yes indeed, we are free!</i>
runga	<i>Good and peaceful</i>
Kia wātea, kia wātea!	
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business the Chair declared the meeting closed at 2.08 pm.

C Barry  
**MAYOR**

**CONFIRMED** as a true and correct record dated this 28th day of May 2024

HUTT CITY COUNCILKOMITI KAUPAPA TAIAO  
CLIMATE CHANGE AND SUSTAINABILITY COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road  
Lower Hutt on

**Tuesday 23 April 2024 commencing at 2:00 pm**

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**PRESENT:**

Cr J Briggs (Chair)	Mayor C Barry
Cr K Brown	Cr S Edwards
Deputy Mayor T Lewis	Cr A Mitchell
Cr C Parkin (Deputy Chair)	Cr N Shaw

**APOLOGIES:** There were no apologies.

**IN ATTENDANCE:**

A Blackshaw, Acting Chief Executive  
A Geddes, Director Environment and Sustainability  
A Nelson, Head of Parks and Reserves  
J Scherzer, Head of Climate, Waste and Resource Recovery  
G Roberts, Waste and Resource Recovery Manager  
J Randall, Democracy Advisor

PUBLIC BUSINESS1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with a sharpened air.</i>
He tio, he huka, he hau hū	<i>A touch of frost, a promise of a glorious day.</i>
Tihei mauri ora.	

2. APOLOGIES

There were no apologies.

3. PUBLIC COMMENT

There was no public comment.

4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.



## 5. SIX MONTHLY INDIGENOUS BIODIVERSITY UPDATE

Report No. CCASC2024/2/79 by the Head of Parks and Reserves

The Head of Parks and Reserves elaborated on the report.

In response to questions from members, the Head of Parks and Reserves advised the following:

- the 10,000 plants allocated for the Indigenous Biodiversity Strategy planting project (the planting project) would be used solely for that project. Additional plants would be purchased for Council's replacement planting. The scale of the planting project would increase in future years.
- Council's community ranger would partner with communities to gather input on the Indigenous Biodiversity Strategy. The planting contract included 2-3 years of post-planting care to ensure plant establishment.
- the Eastern Hills were a key target area for deer culling. Deer tended to move to other areas after culls, so some intelligence work would be needed to assist in their eradication. Council was working collaboratively with Greater Wellington Regional Council for maximum impact.

Mayor Barry asked for regular updates on resource requirements for the planting project as the campaign progressed and public interest increased.

RESOLVED: (Cr Briggs/Cr Mitchell)

**Minute No. CCASC 24201**

*"That the Committee receives and notes the information provided in this report."*

## 6. UPDATE ON COUNCIL'S CLIMATE CHANGE WORK

Report No. CCASC2024/2/80 by the Senior Advisor - Climate and Sustainability

The Head of Climate, Waste and Resource Recovery elaborated on the report. He advised that electric utility vehicles would be available for purchase in 2024. He added that purchasing these vehicles would reflect Council's procurement decisions. He explained that the Low Carbon Acceleration Fund funding would be derived from the sale of carbon credits earned through carbon sequestering from forests in Council reserves.

In response to questions from members, the Head of Climate, Waste and Resource Recovery advised the following:

- contaminated soil from development had been a significant cause of increased emissions from the Silverstream Landfill (the landfill) in the second half of 2023. The soil also reduced the capacity of the landfill. As a result, the landfill was forced to reduce the amount of soil it was receiving. Emissions from the closed Wainuiomata Landfill had decreased and were now offsetting increased emissions at Silverstream

Landfill.

- wood waste was a significant contributor to emissions, but there were currently no options to divert treated wood. Officers were considering a soil remediation plant as an option. This would allow materials such as aggregate from soil to be recovered and reduce the amount of soil going to the landfill.
- officers were exploring the creation of biochar to lock in carbon from timber. They were also researching turning boron-treated framing timber into mulch. The technology involved in these and other projects would divert materials from the landfill. Contaminated soil and treated wood could not be disposed of in the landfill.
- Council included its information technology (IT) emissions footprint in its emissions analysis. In the future, Council would prioritise the procurement of IT equipment and services with the lowest emission options. Council would be sending electronic waste to Earthlink for refurbishment or component recovery.
- the inadequate gas extraction from the landfill was due to two reasons: old wells becoming unproductive and methane no longer being extracted from them, as well as the limited capacity of the old engines to destroy the methane. New engines with greater capacity for methane extraction were expected soon.
- legal reviews on removing the option of using gas for new developments would be shared with the Committee. The authority to regulate gas was held by Greater Wellington Regional Council. Hutt City Council officers would take an educational approach by contacting developers when consent applications were received, and offering alternatives.
- officers would report back to the Committee in 2025 on the percentage of Lower Hutt buildings that had added gas installations or connections.

The Chair asked that officers report to the Committee on Council's IT procurement methodology. This report should specifically address how the methodology considered the carbon impact and the full life cost of equipment and services.

**RESOLVED:** (Cr Briggs/Cr Edwards)

**Minute No. CCASC 24202**

*"That the Committee:*

- (1) *notes the update on climate change work streams currently underway; and*
- (2) *notes that some work streams are new or are not explicitly covered in Council's Carbon Reduction and Resilience Plan 2021-31 or the Lower Hutt Climate Action Pathway."*

7. **UPDATE ON SOLID WASTE AND WASTE MINIMISATION MATTERS**

Report No. CCASC2024/2/81 by the Senior Advisor - Climate and Solid Waste

The Waste and Resource Recovery Manager elaborated on the report.

In response to questions from members, the Waste and Resource Recovery Manager advised that Council's main strategy to reduce bin contamination was through its contamination campaign. He highlighted the contamination campaign contract would be up for renewal in mid-2024. He assured officers that he would ensure Council procured an agency with the best expertise to work with the community to reduce bin contamination. He noted contamination was still high, and currently sat at 16.6%. He expressed concern that if the Food and Green Organics Waste proposal was not approved as part of Council's Long Term Plan, the Silverstream Landfill's life would likely be reduced by 2.5 years, and methane emissions would continue to rise. He agreed to report back to the 2 July 2024 meeting of the Committee on how Council benchmarked against other councils in terms of contamination rates.

**RESOLVED:** (Cr Briggs/Cr Shaw)

**Minute No. CCASC 24203**

*"That the Committee receives and notes the update on various solid waste management and minimisation matters."*

8. **CLIMATE CHANGE AND SUSTAINABILITY COMMITTEE FORWARD PROGRAMME 2024**

Report No. CCASC2024/2/82 by the Democracy Advisor

**RESOLVED:** (Cr Briggs/Cr Brown)

**Minute No. CCASC 24204**

*"That the Committee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the report."*

9. **QUESTIONS**

There were no questions.

10. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!	<i>Release us from the supreme sacredness of our tasks</i>
Unuhia!	<i>To be clear and free</i>
Unuhia i te uru-tapu-nui	<i>in heart, body and soul in our continuing journey</i>
Kia wātea, kia māmā	<i>Oh Rongo, raise these words up high</i>
Te ngākau, te tinana, te wairua i te ara	<i>so that we be cleansed and be free,</i>
takatū	<i>Yes indeed, we are free!</i>
Koia rā e Rongo whakairihia ake ki	<i>Good and peaceful</i>
runga	
Kia wātea, kia wātea!	
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business the Chair declared the meeting closed at 2.35pm.

J Briggs  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 28th day of May 2024**

HUTT CITY COUNCILKOMITI ITI AHUMONI I TŪRARU | AUDIT AND RISK SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road,  
Lower Hutt on  
**Tuesday 30 April 2024 commencing at 2:00 pm**

**PRESENT:** S Tindal (Independent Mayor C Barry (Deputy Chair)  
Chair)  
Cr K Morgan Cr J Briggs  
Cr T Stallinger (from 2.36pm)

**APOLOGIES:** Cr G Barratt

**IN ATTENDANCE:** J Miller, Chief Executive  
A Blackshaw, Director Neighbourhoods and Communities  
A Geddes, Director Environment and Sustainability  
J Livschitz, Group Chief Financial Officer  
B Cato, Chief Legal Officer  
N Reddy, Risk and Assurance Manager (part meeting)  
D Newth, Financial Accounting Manager (part meeting)  
D Nunnian, Manager Financial Strategy and Planning (part meeting)  
L Siriwardena, Legal Co-ordinator (part meeting)  
A Quinn, Project Manager (Naenae) (part meeting)  
H Bell, Elected Member Support Coordinator (part meeting)  
J Kilty, Democracy Advisor  
V Gilmour, Democracy Advisor

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	Cease the winds from the west
Whakataka te hau ki te tonga	Cease the winds from the south
Kia mākinakina ki uta	Let the breeze blow over the land
Kia mātaratara ki tai	Let the breeze blow over the ocean
E hī ake ana te atakura	Let the red-tipped dawn come with a
He tio, he huka, he hau hū	sharpened air.
Tihei mauri ora	A touch of frost, a promise of a
	glorious day.

**2. APOLOGIES**

**RESOLVED:** (S Tindal/Cr Briggs)

**Minute No. ARSC 24201**

*"That the apology received from Cr G Barratt be accepted and leave of absence granted."*

3. **PUBLIC COMMENT**

There was no public comment.

4. **CONFLICT OF INTEREST DECLARATIONS**

The Chair recorded that she had been reappointed as Deputy Chair of the New Zealand Infrastructure Commission until 31 August 2025.

Cr Briggs declared a conflict of interest in relation to 12. Sensitive Expenditure Disclosures. He took no part in discussion or voting on the matter.

5. **EXTERNAL AUDIT UPDATE - URBAN PLUS LIMITED GROUP**

Report No. ARSC2024/2/85 by the Financial Accounting Manager

Daniel Moriarty, Chief Executive Urban Plus Limited was in attendance for the item.

The Financial Accounting Manager elaborated on the report.

**RESOLVED:** (S Tindal/Cr Morgan)

**Minute No. ARSC 24202**

*"That the Subcommittee receives and notes the Audit New Zealand audit plan for Urban Plus Limited Group Annual Report for the year ended 30 June 2024, attached as Appendix 1 to the report."*

6. **EXTERNAL AUDIT UPDATE - SEAVIEW MARINA LIMITED**

Report No. ARSC2024/2/86 by the Financial Accounting Manager

Tim Lidgard, Chief Executive Seaview Marina Limited was in attendance for the item (via audio-visual link).

The Financial Accounting Manager elaborated on the report.

**RESOLVED:** (S Tindal/Cr Briggs)

**Minute No. ARSC 24203**

*"That the Subcommittee receives and notes the Audit New Zealand audit plan for Seaview Marina Limited Annual Report for the year ended 30 June 2024, attached as Appendix 1 to the report."*

7. **EXTERNAL AUDIT UPDATE - HUTT CITY COUNCIL**

Report No. ARSC2024/2/87 by the Manager Financial Strategy and Planning

The Manager Financial Strategy and Planning elaborated on the report.

**RESOLVED:** (S Tindal/Cr Morgan)

**Minute No. ARSC 24204**

*"That the Subcommittee:*

- (1) receives and notes the update on the external audit of the Long Term Plan 2024-2034;*
- (2) receives and notes the Audit New Zealand report to Council on the audit of the Long Term Plan Consultation Document, attached as Appendix 2 to the report;*
- (3) receives and notes the Audit New Zealand audit plan for the Group Annual Report for the year ended 30 June 2024, attached as Appendix 3 to the report;*
- (4) note the statutory deadline for the completion of the Group Annual Report 2023-24 is 31 October 2024;*
- (5) notes the planned external audit and review process, which includes reporting back to the Audit and Risk Subcommittee; and*
- (6) notes the focus areas for the external audit, which includes the performance measures related to Wellington Water Ltd."*

8. **STANDARD AND POORS GLOBAL RATINGS - RECENT REPORTS AND CHANGES IN LOCAL GOVERNMENT RATINGS**

Report No. ARSC2024/2/88 by the Group Chief Financial Officer

The Group Chief Financial Officer elaborated on the report. She advised that in August 2023, Council's Standard and Poor's credit rating assessment was adjusted from a stable outlook to a negative outlook due to increased investment and higher debt levels. She further advised that there was a high risk of potential downgrades in the future, with the next review scheduled for August 2024.

In response to a question from a member, the Chief Executive emphasised the importance of financial discipline in reducing the impact of a potential credit rating downgrade.

The Group Chief Financial Officer added that there was a focus from officers to get the best value for money in Council's procurement processes. She emphasised the significance of advocating for funding from central government.

**RESOLVED:** (S Tindal/Cr Morgan)

**Minute No. ARSC 24205**

*"That the Subcommittee notes the Standard and Poor's Global Rating Agency reports and recent rating actions taken attached as Appendix 2 to the report."*

## 9. 3 WATERS MATTERS

Report No. ARSC2024/2/83 by the Strategic Advisor

The Strategic Advisor elaborated on the report. He advised that the Department of Internal Affairs had contacted Council, suggesting reallocating unused funds from other projects to the three waters programme. He explained that while most funding had already been allocated, there were some uncommitted funds available for potential reallocation. He said Wellington Water Limited (WWL) had assessed the condition of the main Hutt Valley wastewater pipe, noting poor structural condition but no immediate risk of collapse. He said that WWL was collaborating with Waka Kotahi on a contingency plan and that an activity brief for pipe renewal/replacement was approved. He said the financial aspects would be reported through the Long Term Plan/ Annual Plan Subcommittee.

The Strategic Advisor further advised that WWL addressed a backlog of water leaks, which had now reduced to 600 from 700. He said the plan was to continue decreasing this backlog while saving funds. He added it was anticipated that an increase in workload around December 2024/January 2025 would require additional resources to be allotted

In response to questions from members, the Strategic Advisor clarified that although high criticality assets had been assessed, not every section of the main Hutt Valley wastewater pipe had been inspected. He explained that spot checks were conducted, and the pipe was identified due to the Riverlink works. He agreed to consult WWL for further action to anticipate such issues, considering the pipes' lifespan of 80 to 100 years. He confirmed that Upper Hutt City Council had been briefed about the actions taken regarding the pipe. He explained that discussions about costs would take place once there was clarity on what those costs might be.

**RESOLVED:** (S Tindal/Mayor Barry)

**Minute No. ARSC 24206**

*"That the Subcommittee:*

- (1) notes that all Councils in the Wellington Region, along with Horowhenua District Council, have agreed to be part of a regional project to develop a water services delivery plan and future delivery model;*
- (2) notes that the first phase of this work has commenced and will go through to August 2024;*
- (3) notes that unspent three waters reform transitional funding, provided by government under the previous reform process, will meet the costs of phase 1, but it is unclear at this stage whether future phases will be financially supported by government; and*
- (4) notes the risk of failure of a segment of the main wastewater pipe adjacent and under State Highway 2 (SH2)."*



## 10. COMPLYWITH: LEGAL COMPLIANCE REPORT

Report No. ARSC2024/2/84 by the Legal Co-ordinator

The Legal Co-ordinator elaborated on the report.

**RESOLVED:** (S Tindal/Cr Morgan)

**Minute No. ARSC 24207**

*"That the Subcommittee:*

- (1) notes the ComplyWith legal compliance report for the period 1 July 2023 to 31 December 2023; and*
- (2) notes that out of the 38 non-compliances recorded during the survey, 14 are already resolved. Once the six duplicates from the remaining 24 non-compliances have been removed, 18 Corrective Actions remain. These are listed in Appendix 1 attached to the report."*

## 11. RISK MANAGEMENT AND ASSURANCE UPDATE

Report No. ARSC2024/2/89 by the Risk and Assurance Manager - Finance

The Risk and Assurance Manager - Finance elaborated on the report.

**RESOLVED:** (S Tindal/Cr Briggs)

**Minute No. ARSC 24208**

*"That the Subcommittee:*

- (1) receives and notes the information in the report;*
- (2) notes there are eight risks (previously 10) on Council's strategic risk register;*
- (3) notes the update on "Other Assurance Activities and*
- (4) notes the Risk Register as at 30 March 2024 attached as Appendix 1 to the report."*

**12. SENSITIVE EXPENDITURE DISCLOSURES**

Report No. ARSC2024/2/50 by the Financial Accounting Manager

Cr Briggs declared a conflict of interest and took no part in discussion or voting on the matter.

The Financial Accounting Manager elaborated on the report.

**RESOLVED:** (S Tindal/Cr Morgan)

**Minute No. ARSC 24209**

*"That the Subcommittee:*

- (1) receives and notes the information; and*
- (2) notes the Sensitive Expenditure disclosure information attached as Appendix 1 to the report: Summary of Sensitive Expenditure 1 January 2024 to 31 March 2024."*

Cr Stallinger joined the meeting at 2.36pm.

**13. INFORMATION ITEMS**

a) **Whakatupu Ngaengae - progress update**

Memorandum dated 12 April 2024 by the Project Manager (Naenae)

The Project Manager (Naenae) elaborated on the report.

**RESOLVED:** (S Tindal/Cr Morgan)

**Minute No. ARSC 24210**

*“That the Subcommittee:*

- (1) *receives and notes the information; and*
- (2) *notes the following progress that has been made on the Whakatupu Ngaengae project:*
  - (a) *work on the new Naenae Pool and Fitness Centre is progressing well however recent adverse weather conditions have impacted on practical completion which is expected to be achieved in August 2024, followed by opening to the public in October 2024. Confidence remains high that the project can be completed within budget;*
  - (b) *the conversion of the old Naenae Post Office to a community centre is nearing completion, and a blessing of the site has been arranged for 17 May 2024, followed by the final fit-out for public use;*
  - (c) *community engagement on the scope of improvements to Walter Mildenhall Park is progressing well, and numerous drop-in sessions and workshops have been held locally; and*
  - (d) *spatial zoning plans for the improvement to Walter Mildenhall Park that will be shared with the community for feedback is attached to the memorandum as Appendix 8. A final decision on the preferred concept will be made prior to submission of resource consent once community feedback has been received and processed.”*

b) **Audit and Risk Subcommittee Forward Programme 2024**

Memorandum dated 3 April 2024 by the Democracy Advisor

**RESOLVED:** (S Tindal/Cr Briggs)

**Minute No. ARSC 24211**

*“That the Subcommittee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum.”*

14. **QUESTIONS**

There were no questions.

**15. EXCLUSION OF THE PUBLIC****RESOLVED:** (S Tindal/Cr Briggs)**Minute No. ARSC 24212**

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

16. *Te Wai Takamori o Te Awa Kairangi (RiverLink) Update*

*The general subject of each matter to be considered while the public is excluded, the reason 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 are as follows:*

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Te Wai Takamori o Te Awa Kairangi (RiverLink) Update.</i>	<i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).</i>	<i>That the public conduct of 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 exist.</i>

*This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."*

There being no further business the Chair declared the public part of the meeting closed at 2.42pm. The public excluded part of the meeting was declared closed at 2.56pm.

S Tindal  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 28<sup>th</sup> day of May 2024**

**HUTT CITY COUNCIL****KOMITI AROTAKE MAHERE Ā-ROHE | DISTRICT PLAN REVIEW COMMITTEE**

Minutes of a meeting held in the Council Chambers,  
2nd Floor, 30 Laings Road, Lower Hutt on  
**Thursday 2 May 2024 commencing at 2:00 pm**

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**PRESENT:**

Cr B Dyer (Chair)	Mayor C Barry
Cr J Briggs	Cr S Edwards (Deputy Chair)
Deputy Mayor T Lewis	Cr A Mitchell
Cr K Morgan	Cr N Shaw
R Te One	

**APOLOGIES:**

There were no apologies.

**IN ATTENDANCE:**

A Geddes, Director Environment and Sustainability  
J Kingsbury, Director Economy and Development (via audio-visual link)  
T Johnston, Head of Planning  
N Geard, Policy Planning Manager  
S Davis, Senior Policy Planner  
C Bennett, Senior Tikanga Māori Policy Planner  
H Bell, Elected Member Support Coordinator (part meeting)  
K Stannard, Head of Democratic Services (part meeting)  
K Glanville, Senior Democracy Advisor  
H Clegg, Minute Taker

**PUBLIC BUSINESS**

## 1. OPENING FORMALITIES - KARAKIA TŪTURU: TĒNEI AU

Tēnei au	This
Tēnei au te hōkai nei o taku tapuwae Ko	This is the journey of sacred footsteps
te hōkai nuku ko te hōkai rangi Ko te	Journeyed about the earth journeyed about the
hōkai a tō tupuna a Tāne-nui-a- rangi	heavens
Ka pikitia ai ki ngā rangi tūhāhā ki te	The journey of the ancestral god Tānenuiarangi
Tihi-o-Manono	Who ascended into the heavens to Te Tihi-o-
Ka rokohina atu rā ko Io-Matua-Kore anake	Manono
Ka tikina mai ngā kete o te wānanga Ko	Where he found Io, the parentless source
te kete-tuauri	From there he retrieved the baskets of knowledge
Ko te kete-tuatea Ko te	Te kete-tuauri
kete-aronui	Te kete-tuatea
Ka tiritiria ka poupoua	Te kete-aronui
Ka puta mai iho ko te ira tāngata Ki te	These were distributed and implanted about the
wheiao ki te ao mārama	earth
Tihei-mauri ora!	From which came human life
	Growing from dim light to full light
	There was life.

## 2. APOLOGIES

There were no apologies.

## 3. PUBLIC COMMENT

RESOLVED: (Cr Dyer/Cr Edwards)

**Minute No. DPRC 24201**

*“That the Committee temporarily suspend Standing Order 16.1: ‘Subjects of public comment’ to allow a public speaker to speak on a matter not on the agenda.”*

Speaking under public comment, **Craig Innes, representing himself and the Wainuiomata Rural Community Association**, made comments regarding “Wainuiomata North” at the Komiti Arotake Mahere Ā-Rohe District Plan Review Committee meeting held on 29 February 2024. He clarified that his comments were related to the Eastern Hills areas where it was proposed to allow higher density development than was currently permitted. He objected to how his comments were recorded in the previous meeting’s minutes. He expressed his dissatisfaction with the fact that his request had been ignored. He pointed out that he had not received all the draft District Plan document submissions and that names and addresses had been redacted. He also mentioned that he had complained to the Office of the Ombudsman.

Craig Innes believed that many submissions to the draft District Plan document expressed concern about the confusion among residents due to the preliminary letter sent to landowners. He also thought the letter informed them that their land may be subject to altered rules in the proposed District Plan. He asked that officers contact submitters who had requested their submissions to remain anonymous. He noted that all submissions were intended to be public.

In response to questions from members, Craig Innes believed officers could have added a geographically identified parcel of land to each of the information letters sent out.

Cr Dyer explained that at the previous meeting the Committee had committed to including his submission as an appendix, if officers were not able to publicly release all the submissions. He noted this had now been done through an official information request by Craig Innes. He clarified that the purpose of the information letter was to inform landowners about the possibility of change. He noted the letter also contained contact details of Council's Planning officers in case residents needed any clarification or further information.

#### 4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

#### 5. TE AO MĀORI ZONES AND CHAPTERS UPDATE

Report No. DPRC2024/2/91 by the Senior Tikanga Māori Policy Planner

The Senior Tikanga Māori Policy Planner and Policy Planning Manager elaborated on the report.

In response to questions from members, the Head of Planning clarified that only Mana Whenua had been engaged with specifically and that Te Taura Here, which referred to Māori living in the Hutt Valley but not affiliated with a specific iwi or hapu, would have the same engagement opportunities as members of the public. He also mentioned that there would be no separate engagement process with landowners regarding the proposed Te Ao Māori zones before the proposed District Plan was publicly notified.

In response to questions from members, the Policy Planning Manager confirmed that any draft District Plan chapters not consulted or engaged on would be reported to the Committee before the proposed District Plan was approved and publicly notified.

**RESOLVED:** (Cr Dyer/R Te One)

**Minute No. DPRC 24202**

*"That the Committee notes and receives the information in this report."*

## 6. APPROACH TO MIXED USE ZONE

Report No. DPRC2024/2/92 by the Senior Policy Planner

The Senior Policy Planner elaborated on the report.

In response to questions from members, the Senior Policy Planner explained that smaller commercial zones would usually be designated as Mixed Use zones, while larger ones would be Neighbourhood Centres. He also mentioned that the effects of resource consent applications on the surrounding environment would be evaluated for all commercial zones. He added that this included the impact on privacy, quality of life for residential neighbours, and the overall character of the area. Additionally, he clarified that the new District Plan could not regulate existing businesses as long as they were operating within the limits of their existing use rights. He confirmed that enforcement officers would be monitoring businesses operating under resource consent.

In response to questions from members, the Senior Policy Planner advised officers were considering including larger areas when proposing extensions to Mixed Use zones. He stated that retracting a zone was relatively easier than introducing one, as it allowed the public to make a submission on the change. Additionally, he confirmed that officers were communicating with Council's Transport team, particularly regarding parking requirements.

In response to a question from a member, the Policy Planning Manager clarified that there was no proposal to set a site coverage limit for the Mixed Use zone. However, he advised that other rules had been proposed to ensure that 100% of the site was not covered with buildings. He confirmed that existing service lanes could not be lost. He added that no additional service lanes were required for commercial areas as that would require a budgetary allocation from Council's Transport team.

In response to a question from a member, the Senior Policy Planner agreed to update members on the timetable for implementing the Parking Strategy.

The Chair thanked officers for the report's well-balanced arguments and organised layout.

**RESOLVED:** (Cr Dyer/Deputy Mayor Lewis)

**Minute No. DPRC 24203**

*"That the Committee:*

- (1) *notes the content of this report;*
- (2) *directs officers to prepare Mixed Use Zone and Neighbourhood Centre Zone chapters for the proposed District Plan by*
  - (a) *proceeding with a Mixed Use Zone,*
  - (b) *reassessing the zoning of individual sites in response to feedback on the draft plan,*
  - (c) *expanding the Mixed Use Zone to larger fringe areas of major local centres and High Street in Avalon,*
  - (d) *creating a new Neighbourhood Centre Zone to sit between the Local Centre Zone and Mixed Use Zone in the commercial centres' hierarchy,*



- (e) *updating the Mixed Use Zone to include greater controls on vehicle-oriented businesses, and*
- (f) *updating the Mixed Use Zone to lower the threshold for resource consent assessment; and*
- (3) *notes that Council will have the opportunity to revisit its position on the Mixed Use Zone once national direction is released, although the form of this will depend on the timing of that national direction."*

For the reason(s) that the recommended option achieves the purpose of the RMA and national direction as they exist at present while providing a starting point for Council, submitters, and the hearing panel to consider changes once relevant national direction is released.

## 7. INFORMATION ITEM

### District Plan Review Committee Forward Programme 2024

Memorandum dated 15 April 2024 by the Senior Democracy Advisor

Cr Dyer advised that additional meetings had been added to the Forward Programme to spread the workload before officers sought the Committee's approval to notify the proposed District Plan in October 2024.

RESOLVED: (Cr Dyer/Cr Morgan)

**Minute No. DPRC 24204**

*"That the Committee receives and notes the Forward Programme for the District Plan Review Committee for the remainder of 2024."*

## 8. QUESTIONS

There were no questions.

## 9. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia!

*Release us from the supreme sacredness of our tasks*

Unuhia!

*To be clear and free*

Unuhia i te uru-tapu-nui

*in heart, body and soul in our continuing journey*

Kia wātea, kia māmā

*Oh Rongo, raise these words up high*

Te ngākau, te tinana, te wairua i te

*so that we be cleansed and be free,*

ara takatū

*Yes indeed, we are free!*

Koia rā e Rongo whakairihia ake ki

*Good and peaceful*

runga

Kia wātea, kia wātea!

Ae rā, kua wātea!

Hau, pai mārīre.

There being no further business the Chair declared the meeting closed at 2.35pm.

Cr B Dyer  
CHAIR

**CONFIRMED as a true and correct record**  
**Dated this 28th day of May 2024**

HUTT CITY COUNCILKOMITI RATONGA O TE AWA KAIRANGI  
HUTT VALLEY SERVICES COMMITTEE

Minutes of a meeting held in the Council Chambers,  
Level 2, Upper Hutt City Council, 383-342 Fergusson Drive, Upper Hutt on  
**Friday 3 May 2024 commencing at 9:30 am**

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**PRESENT:** Cr T Stallinger, HCC (Chair) Cr B Griffiths, UHCC (Deputy Chair)  
Cr B Dyer, HCC Mayor W Guppy, UHCC  
Cr C Parkin, HCC (via audio-visual link) Cr C Carson, UHCC  
Cr N Shaw, HCC Cr H Newell, UHCC

**APOLOGIES:** There were no apologies.

**IN ATTENDANCE:** B Hodgins, Strategic Advisor, HCC  
G Roberts, Waste and Resource Recovery Manager, UHCC  
B Latimer, Parks and Reserves Manager, UHCC (part meeting)  
G Wild, Acting Director Asset Management and Operations, UHCC (part meeting)  
K Glanville, Senior Democracy Advisor, HCC  
H Clegg, Minute Taker,  
F Murphy, Governance Advisor, UHCC

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru  
Whakataka te hau ki te tonga  
Kia mākinakina ki uta  
Kia mātaratara ki tai  
E hī ake ana te atakura  
He tio, he huka, he hau hū  
Tihei mauri ora.

*Cease the winds from the west  
Cease the winds from the south  
Let the breeze blow over the land  
Let the breeze blow over the ocean  
Let the red-tipped dawn come with a sharpened air.  
A touch of frost, a promise of a glorious day.*

2. **APOLOGIES**

There were no apologies.

3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

5. **MINUTES**

**RESOLVED:** (Cr Stallinger/Cr Carson)

**Minute No. HVSC 24201**

*“That the minutes of the meeting of the Hutt Valley Services Committee held on Friday, 8 March 2024, be confirmed as a true and correct record.”*

**PRECEDENCE OF BUSINESS**

Pursuant to Standing Order 10.4, the Chair accorded precedence to item 8: Akatārawa Cemetery Update. The item is recorded in the order as it appeared on the agenda.

**6. WASTEWATER JOINT VENTURE UPDATE 1 FEBRUARY 2024 TO 31 MARCH 2024**

Report No. HVSC2024/2/101 by the Strategic Advisor, Hutt City Council

Steve Hutchison, Chief Advisor Wastewater, Blair Johnson, Head of Waste Contract and Jeremy McKibbin, Group Manager, Network Management Group, from Wellington Water Limited (WWL) were in attendance for the item.

The Strategic Advisor, Hutt City Council elaborated on the report, stating that the table in paragraph 14 of the report covered the first three months of the calendar year. He said that WWL had assessed the pipe under State Highway 2 (SH2) in Melling and advised that there were no cracks in the pipe and the likelihood of imminent failure was low. He added that WWL and Waka Kotahi worked together to develop a contingency plan should a failure occur. He stated that WWL were developing a repair plan. He further advised that a report to Hutt City Council and Upper Hutt City Council, including costs, would be presented in due course. He noted that each council's Long Term Plan would have ramifications, as the work had not been funded.

The Group Manager, Network Management Group, informed members that a communications plan for the Wastewater Joint Venture project had been presented to the officers. He said the plan included quarterly meetings with the community, updated information on the WWL website, and monthly newsletters sent to all registered parties. He noted that Committee members have been added to the list of registered parties.

In response to questions from members, the Chief Advisor of Wastewater stated that the pipe under SH2 was experiencing internal corrosion, which was affecting its structural strength. He confirmed that the pipe was located within the northern part of the Riverlink project area and that officers were currently assessing timelines for the project. He assured members that repairing the pipe would not require shutting SH2. He mentioned that a timetable for the construction work was not yet available, but it could be completed within a year. This would allow time for a full assessment, detailed design, planning and construction works. He further advised that a road slump would occur if the pipe failed. He noted a contingency plan focusing on providing an alternative, safe route for the effluent.

In response to questions from a member, the Head of Waste Contract confirmed that no formal compliance notices regarding odour had been received since the report was written. He also acknowledged that there had been ongoing issues with the power supply since 2022 and that budget limitations prevented the problem from being fixed. He mentioned that power outages occurred for short periods.

In response to questions from members, the Head of Waste Contract explained that the UV treatment plant's performance decreased, and the replacement of the lamps did not improve the wastewater treatment plant's functioning. He mentioned that once the replacement parts were received and installed, compliance improvements should follow. WWL officers acknowledged the importance of keeping members updated on compliance issues related to the wastewater treatment plant.

In response to a request from a member, the Strategic Advisor confirmed that a schedule of all public meetings regarding the wastewater treatment plant would be provided to all

members. He stated that the community newsletter would be sent to all members before being released to the community. He informed members that a condition rating exercise of 150km of the main Hutt Valley wastewater pipes had concluded that all pipes were in poor condition and would require replacement at some stage, with urgent sections being prioritised.

The Chief Advisor Wastewater added that pipes typically had an 80-year lifespan. However, the SH2 pipe was only 60 years old. He confirmed this could be problematic for future planning if pipes failed at 60 years rather than the projected 80-year lifespan.

**RESOLVED:** (Cr Stallinger/Cr Carson) **Minute No. HVSC 24202**

*"That the Committee receives and notes the information in the report."*

## 7. UPDATE ON SILVERSTREAM LANDFILL AND RESOURCE RECOVERY

Report No. HVSC2024/2/52 by the Manager Waste Minimisation, Hutt City Council

The Waste and Resource Recovery Manager elaborated on the report.

In response to questions from members, the Waste and Resource Recovery Manager stated that an analysis of the adoption and effectiveness of the new voucher system would be considered at the next meeting. He confirmed that Silverstream Landfill staff were engaging with clients, offering loading disposal options, and requesting that loads be separated into categories.

In response to further questions from members, the Waste and Resource Recovery Manager confirmed that future reports to the Committee could include historical data to show how the Silverstream Landfill was utilising its airspace. He mentioned that the construction of Slope 12, and possibly Slope 13, was proposed to be advanced instead of the asbestos cell. He explained that the existing asbestos cell would continue to operate, and its proposed update and expansion were in the procurement stage. He noted that due to the current economic climate, the amount of asbestos being received shortly might decrease. He confirmed that the Silverstream Landfill asbestos cell served as a regional facility.

**RESOLVED:** (Cr Stallinger/Cr Griffiths) **Minute No. HVSC 24203**

*"That the Committee receives and notes the report."*

## 8. AKATĀRAWA CEMETERY UPDATE

Report No. HVSC2024/2/57 by the Parks and Reserves Manager, Upper Hutt City Council

Speaking under public comment, **Heather Blisset** shared her family's experience with natural burial in Marlborough. She urged the inclusion of an area for natural burials in the Akatārawa Cemetery extension.

In response to questions from members, Heather Blissett stated that she was unsure about the cost of a natural burial. She confirmed that a similar-sized plot was required for interment burials. She advised that natural burials were currently offered in the Wellington region but only in Makara and Otaki.

The Parks and Reserves Manager, Upper Hutt City Council, advised that officers were investigating the possibility of creating space for natural burials and accommodating other denominational requirements as part of the review for the Akatārawa Cemetery expansion.

In response to questions from members, the Parks and Reserves Manager, Upper Hutt City Council, stated that any future operational and capital costs related to the cemetery would need approval from both councils. He mentioned that a review would be conducted to examine the allocation of costs, which would be considered by councils for consideration. He informed members that a new project manager had been appointed and a project timetable would be regarded at the upcoming committee meeting. He also mentioned that the additional surveying required was nearly finished and that a detailed design was expected to be ready by August 2024. He explained that there was already a service model in place and that the review would evaluate this model to determine if it was still suitable. He confirmed that Downers currently managed burials at Taitā Cemetery. He mentioned that discussions were taking place about the potential for both Hutt Valley cemeteries to be handled by the same manager.

In response to questions from a member about climate change implications, the Parks and Reserves Manager, Upper Hutt City Council, it was stated that they would investigate carbon neutrality. He also confirmed that the detailed designs would address climate change issues.

Members raised concerns that the review of the management of the Akatārawa and Taitā cemeteries may not occur. Cr Carson asked for a report scheduled for the November 2024 meeting to be moved to the September 2024 meeting, as officers expected to complete the full review of the terms of reference for the agreement by July 2024.

**RESOLVED:** (Cr Carson/Cr Stallinger)

**Minute No. HVSC 24204**

*"That the Committee requests that officers of the Hutt City and Upper Hutt City Councils report back to the Committee meeting on 20 September 2024 regarding the full review, including options with pros and cons for a shared service model for the management of the Hutt Valley cemeteries."*

RESOLVED: (Cr Stallinger/Cr Griffiths)

**Minute No. HVSC 24205**

*"That the Committee receives the Akatārawa Cemetery Update report."*

**9. HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME 2024**

Report No. HVSC2024/2/54 by the Senior Democracy Advisor

Cr Dyer requested an update to the forward programme to include the Akatārawa Cemetery review report for the September 2024 meeting.

RESOLVED: (Cr Stallinger/Mayor Guppy)

**Minute No. HVSC 24206**

*"That the Committee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum."*

**10. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!	<i>Release us from the supreme sacredness of our tasks</i>
Unuhia!	<i>To be clear and free</i>
Unuhia i te uru-tapu-nui	<i>in heart, body and soul in our continuing journey</i>
Kia wātea, kia māmā	<i>Oh Rongo, raise these words up high</i>
Te ngākau, te tinana, te wairua i te ara	<i>so that we be cleansed and be free,</i>
takatū	<i>Yes indeed, we are free!</i>
Koia rā e Rongo whakairihia ake ki	<i>Good and peaceful</i>
runga	
Kia wātea, kia wātea!	
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business, the Chair declared the meeting closed at 10.31am.

Cr T Stallinger  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 20th day of September 2024**



13 May 2024

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**Report no: HCC2024/2/18**

## Sealing Authority

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### Recommendation

That Council:

- (1) approves the affixing of the Common Seal to all relevant documents in connection with the items specified in Schedule 1 in accordance with Standing Order 8.2;
- (2) approves the deeds set out in Schedule 2; and
- (3) approves the warrants set out in Schedule 3.

### SCHEDULE 1 - General Sealing Authority

#### Subdivision related documents - including Easements to Council

Standard easements and related requirements granting rights to Council as part of the subdivision process:

#### Easements in Gross

- a) 35 Korokoro Road, Lower Hutt  
Leigh Carmen McKenzie & Keith Michael English and Hutt City Council  
57WNMYAPPKJ5-1407309756-716
- b) 92 Hill Road & 33 Foster Crescent, Lower Hutt  
Winston David Currington Clark & Shonagh Lynn Clark and Hutt City Council  
57WNMYAPPKJ5-1407309756-720
- c) 19 Manuka Street, Stokes Valley  
Roger John Michael White and Hutt City Council  
57WNMYAPPKJ5-1407309756-723
- d) 117 Kamahi Street, Stokes Valley  
Stephen Michael Brien and Hutt City Council  
57WNMYAPPKJ5-1407309756-744

- e) 1 Helvetia Grove, Lower Hutt  
 MJV Property Limited & ATJV Limited and Hutt City Council  
 57WNMYAPPKJ5-1407309756-745

**Wainuiomata Primary School - property boundary survey consent**

Hutt City Council - Owner of Road reserve and Section 107 Wainuiomata DIST  
 adjoining land contained in GN 090461.1 and Proc 872293.  
 57WNMYAPPKJ5-1407309756-740

**SCHEDULE 2 - DEEDS**

- a) Deed of Covenant  
 236 Stratton Street, Normandale, Lower Hutt  
 Hutt City Council and Alan Trevor Taylor and Kieley Therese Taylor  
 57WNMYAPPKJ5-1407309756-719
- b) Deed of Covenant  
 268A Stratton Street, Normandale, Lower Hutt  
 Hutt City Council and Ryan James Perica and Laura Jean Perica  
 57WNMYAPPKJ5-1407309756-746

**SCHEDULE 3 - WARRANTS**

Kara Collins WARRANT-24-11 HCC	1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)
Warwick John Buxton WARRANT-24-12 HCC	1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)
Jason Paul Wildman WARRANT-24-13 HCC	1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)
Rajneel Mali WARRANT-24-14 HCC	1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)
Josef Graham Stains WARRANT-24-15 HCC	1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)

<p>Madeleine Randolet WARRANT-24-16 HCC</p>	<ol style="list-style-type: none"> <li>1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</li> <li>2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11</li> </ol>
<p>Gordon Setemaivalima Aii WARRANT-24-17 VAULT SECURITY</p>	<ol style="list-style-type: none"> <li>1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</li> <li>2. Resource Management Act 1991 ENFORCEMENT OFFICER (Noise Control only) pursuant to s38(2)</li> </ol>
<p>Wania Lamb WARRANT-24-18 AMOURGUARD</p>	<ol style="list-style-type: none"> <li>1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</li> <li>2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11</li> <li>3. Control of Animals Bylaw 2018 AUTHORISED OFFICER pursuant to cl 1.1</li> </ol>
<p>Xavier Green WARRANT-24-19 HCC</p>	<ol style="list-style-type: none"> <li>1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</li> <li>2. Resource Management Act 1991 ENFORCEMENT OFFICER pursuant to s38(1)</li> </ol>
<p>Robin Cleland WARRANT-24-20 HCC</p>	<ol style="list-style-type: none"> <li>1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</li> <li>2. Resource Management Act 1991 ENFORCEMENT OFFICER pursuant to s38(1)</li> </ol>
<p>Arnel Evangelista WARRANT-24-21 AMOURGUARD</p>	<ol style="list-style-type: none"> <li>1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</li> <li>2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11</li> <li>3. Control of Animals Bylaw 2018 AUTHORISED OFFICER pursuant to cl 1.1</li> </ol>

John Travers WARRANT-24-22 HCC	<ol style="list-style-type: none"> <li>1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</li> <li>2. Building Act 2004 AUTHORISED OFFICER pursuant to s222 ENFORCEMENT OFFICER pursuant to s371B</li> </ol>
Manua Lameko WARRANT-24-23 AMOURGUARD	<ol style="list-style-type: none"> <li>1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</li> <li>2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11</li> <li>3. Control of Animals Bylaw 2018 AUTHORISED OFFICER pursuant to cl 1.1</li> </ol>