

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 its 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**