



## TE KAUNIHERA O TE AWA KAIRANGI

23 September 2024

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

**Tuesday 1 October 2024 commencing at 2:00 pm**

The meeting will be livestreamed on Council's YouTube page.

### Membership

	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	

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 1 October 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

29 August 2024

12

##### **Recommended Items**

**REFER TO Item 7a) Update on Traffic Subcommittee Actions**

**Item 6a) Proposed Paid Parking in Petone**

14

##### MAYOR'S RECOMMENDATION:

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

- Item 6b) Proposed Time Limited Parking - 7A and 6 Britannia Street, Petone** 17

MAYOR'S RECOMMENDATION:

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

- Item 6c) Proposed Time Limited Parking - High Street, Boulcott** 18

MAYOR'S RECOMMENDATION:

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

- Item 6d) Proposed Time Limited Parking - 79 Marsden Street, Melling (Little Footprints Childcare Centre)** 18

MAYOR'S RECOMMENDATION:

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

- Item 6e) Proposed Parking Configuration - Wainuiomata High School** 19

MAYOR'S RECOMMENDATION:

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

- Item 6f) Proposed Parking Changes - Naenae Pool, Everest Avenue, Naenae** 20

MAYOR'S RECOMMENDATION:

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

- Item 6g) Proposed New Carpark Layout - Dowse Museum, Stevens Grove, Hutt Central** 22

MAYOR'S RECOMMENDATION:

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

**REFER TO Item 7a) Update on Traffic Subcommittee Actions**

- Item 6h) Formalising the Beltway Cycleway Corridor (as-built)** 23

MAYOR'S RECOMMENDATION:

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

**REFER TO Item 7a) Update on Traffic Subcommittee Actions**

- Item 6i) Broken Yellow Lines - No Stopping At All Times, Orongorongo Terrace, Wainuiomata** 29

**MAYOR'S RECOMMENDATION:**

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

- Item 6j) Broken Yellow Lines - No Stopping At All Times - Thomson Grove, Stokes Valley** 30

**MAYOR'S RECOMMENDATION:**

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

- Item 6k) Broken Yellow Lines - No Stopping At All Times, Ariki Street and Ropata Crescent Intersection, Boulcott** 30

**MAYOR'S RECOMMENDATION:**

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

- Item 6l) Broken Yellow Lines - No Stopping At All Times - Timaru Grove, Kelson** 31

**MAYOR'S RECOMMENDATION:**

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

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

10 September 2024 46

**Recommended Items****REFER TO Item 7b) Recommendations from the Policy, Finance and Strategy Committee on the Control of Alcohol in Public Places Bylaw**

- Item 6a) Public Submissions on the Control of Alcohol in Public Places Bylaw** 48

- Item 6b) Review of Class 4 Gambling Venue and Board Venue Policy** 49

**MAYOR'S RECOMMENDATION:**

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

**Item 6c) Draft Parking Strategy** 50

MAYOR'S RECOMMENDATION:

"That the recommendations contained in the report endorsed."

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

12 September 2024 86

**Recommended Item**

**Item 5) Cross Valley Connections Objectives** 88

MAYOR'S RECOMMENDATION:

"That the recommendations contained in the report be discussed."

**7. MISCELLANEOUS**

a) **Update on Traffic Subcommittee Actions**

Report No. HCC2024/4/271 by the Head of Transport 106

MAYOR'S RECOMMENDATION:

"That the recommendation contained in the report be endorsed."

b) **Recommendations from the Policy, Finance and Strategy Committee on the Control of Alcohol in Public Places Bylaw**

Report No. HCC2024/4/272 by the Senior Policy Advisor 111

MAYOR'S RECOMMENDATION:

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

c) **Fraser Park Sportsville Update**

Report No. HCC2024/4/282 by the Director Neighbourhoods and Communities 141

MAYOR'S RECOMMENDATION:

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

d) **Delegations Register**

Report No. HCC2024/4/273 by the Solicitor 151

**MAYOR'S RECOMMENDATION:**

"That the recommendation contained in the report be discussed."

8. **COUNCIL MINUTES**

25 July 2024 202

26 August 2024 236

6 September 2024 245

10 September 2024 260

9. **COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS**

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

8 August 2024 279

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

26 August 2024 285

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

27 August 2024 298

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

4 September 2024 309

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

9 September 2024 315

**10. SEALING AUTHORITY**

Report No. HCC2024/4/20 by the Legal Co-ordinator

324

**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 before 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****Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee**

27 August 2024

**14. RICOH SPORTS CENTRE 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)
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.
Public Excluded Minutes of Audit and Risk Subcommittee dated 27 August 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)).	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.



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)).

Ricoh Sports Centre 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)).	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.
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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 COUNCIL

### KOMITI ITI ARA WAKA | TRAFFIC SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road,  
Lower Hutt on  
**Thursday 29 August 2024 commencing at 2:00 pm**

**PRESENT:**

Cr N Shaw (Chair)	Cr G Barratt
Cr B Dyer (Deputy Chair)	Cr A Mitchell
Cr C Parkin	

**APOLOGIES:**

Cr G Tupou

**IN ATTENDANCE:**

Deputy Mayor T Lewis (via audio-visual link) (part meeting)  
J Kingsbury, Director Economy and Development (via audio-visual link) (part meeting)  
A Geddes, Director Environment and Sustainability  
P Hewitt, Head of Transport  
E Scherer, Traffic Engineering Manager  
A Quinn, Project Manager – Naenae (part meeting)  
R Lemalu, Project Delivery Manager (part meeting)  
R Murugadhas, Traffic Engineer  
J Varghese, Traffic Engineer  
A Joy, Roading Engineer  
J Randall, Democracy Advisor (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**

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

**Minute No. TSC 24401**

*“That the apology received from Cr Tupou be accepted and leave of absence be granted.”*

### 3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

### 4. **PETITION**

#### **Petition - Pedestrian Safety on Wai-iti Crescent, Woburn**

**George Scott and Catherine Gibbs** spoke to a presentation attached as pages 22-25 to the minutes.

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

**Minute No. TSC 24402**

*"That the Subcommittee:*

- (1) notes that the petition on pedestrian safety on Wai-iti Crescent, Woburn, exceeds the 150-word limit specified under Council's Standing Order 18.1;*
- (2) approves the acceptance of the petition attached as Appendix 1 to the report;*
- (3) extends its thanks to the petitioners; and*
- (4) agrees to refer the petition to officers to inform their work in relation to pedestrian safety on Wai-iti Crescent, Woburn."*

### 5. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

### **PRECEDENCE OF BUSINESS**

Pursuant to Standing Order 10.4, the Chair accorded precedence to Item 6i) Broken Yellow Lines - No Stopping At All Times, Orongorongo Terrace, Wainuiomata, was accorded precedence of business. The item is recorded in the order it appeared on the agenda.

### 6. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 1 October 2024**

a) Proposed Paid Parking in Petone

Speaking under public comment, **Mike Fisher and Karen (Kaz) Yung (via audio-visual link) representing the Petone Community Board (the board)** emphasised the need to retain some free parking in Peel Carpark. Mike Fisher questioned where the revenue from Petone parking was going and expressed confusion about whether the revenue would be specifically used for Jackson Street improvements. He asked that any funds be clearly ringfenced for this purpose. Kaz Yung added that the board opposed the paid parking proposal as it was driven by community feedback.

In response to a question from a member, Mike Fisher said the board believed the revenue from Petone paid parking was estimated to be \$900,000. Kaz Yung raised concerns about the accuracy of the data and the expected results that would be achieved considering the current cost-of-living pressures.

In response to questions from members, Mike Fisher highlighted the fact that many library users relied on the Peel Carpark for extended periods. He expressed concerns that the proposed charges and reduced time limits would have a significant impact on individuals and stressed the need for longer-term parking. Kaz Yung expressed concern about the reduction of the parking limit from four to two hours and mentioned a community member's concerns regarding the need for more than two hours for certain activities.

Under Standing Order 22.16, Mike Fisher, Chair of the Petone Community Board, exercised his speaking rights to participate in the discussion on the matter.

The Head of Transport elaborated on the report. He advised that:

- a more comprehensive review of parking in Petone was planned for early 2025.
- there were no plans to change the current layout of mobility parks and loading zones between Britannia and Cuba Streets. The focus would be on reviewing existing parking and the introduction of paid parking.
- the relocation of the mobility park at the Jackson Street turn-off from Cuba Street and the need for loading zone parks would be assessed in early 2025.

In response to questions from members, the Head of Transport advised that:

- the mobility parking space was set as P120 to maintain consistency throughout Petone.

- having parking with different time limits could complicate the pay-by-plate system, as it may not recognise the various limits and would require investigation.
- paid parking was not available at other libraries in Hutt City.
- P120 parking was common outside libraries in the city.
- the calculation from Petone paid parking was \$80,000 - \$90,000 per annum. There were 50 car parks in Peel Carpark, and the officers' recommendations align with decisions made as part of the Long Term Plan (LTP) 2024/34 process.

In response to questions from members, the Director of Economy and Development advised that:

- Council was waiting for final funding details from Waka Kotahi for the three-year National Land Transport Plan period. Due to this, Council could not yet determine if ring-fencing revenue from Petone paid parking was feasible. He hoped to provide an update on funding to the Infrastructure and Regulatory Committee meeting on 21 November 2024.
- the revenue calculations for the LTP were based on a specific number of paid car parks. If the Subcommittee decided to decrease the number of paid parks, it would require recalculations and a review of the LTP.
- officers aimed to ensure consistency with P120 parking across the area. He also mentioned free on-street parking around the Petone Library area for individuals requiring a more extended stay.

Cr Mitchell asked that officers provide further information, including revenue impacts and the number of free car parks at other Hutt City libraries, to the Council meeting on 1 October 2024.

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

**Minute No. TSC 24403**

*"That the Subcommittee recommends that Council:*

- (1) receives and notes the information;*
- (2) approves the implementation of a HC2 paid parking zone on Jackson Street, Petone, between Hutt Road and Cuba Street and within the Peel Carpark at 54 Richmond Street, Petone;*
- (3) approves the following changes along Jackson Street, Petone between:*
  - a) Hutt Road and Te Puni Street: convert all existing P30 and P120 parking spaces to 6x P120 paid parking spaces;*

- b) Te Puni and Gear Streets: convert all existing unrestricted parking spaces; P60; P15 and P120 parking spaces to 40x P120 paid parking spaces;*
- c) Gear and Fitzherbert Streets: convert all existing P60; P30; P10 to 31x P120 paid parking spaces and convert the existing P5 loading zone to the P10 loading zone;*
- d) Fitzherbert and Nelson Streets: convert all existing P60 parking spaces to 38x P120 paid parking spaces;*
- e) Nelson and Britannia Streets: convert all existing P60 parking spaces to 50x paid parking spaces and convert the existing mobility parking spaces to 2x P120 mobility paid parking spaces;*
- f) Britannia and Buick Streets: convert all existing P60 parking spaces to 38x P120 paid parking spaces;*
- g) Buick and Bolton Streets: convert all existing P60 parking spaces to 20x P120 paid parking spaces; and*
- h) Bolton and Cuba Streets: convert all existing P30 and P60 parking spaces to 37x P120 paid parking spaces;*
- (4) approves the conversion of the existing P240 parking and mobility parking spaces to P120 paid parking within the Peel Carpark at 54 Richmond Street, Petone;*
- (5) approves the implementation of parking meters in the areas described in recommendations 3 and 4, with P120 signposted restrictions between 9:00am and 5:00pm, Monday - Sunday on Jackson Street, Petone (between Hutt Road and Cuba Street) and within the Peel Carpark at 54 Richmond Street, Petone;*
- (6) approves the 2024/25 paid parking charges to \$3.00 per hour;*
- (7) approves mobility parks in the above areas to be "At All Times";*
- (8) rescinds any previous resolutions (except for those affected resident/business owners with designated parking spaces) related to traffic controls under any bylaws that conflict with the traffic controls described in the recommendations;*
- (9) notes that the paid parking changes will not apply on public holidays;*
- (10) notes that the changes will take effect from 1 October 2024;*
- (11) asks officers to present information about options for additional free parking for Petone Library visitors to Council on 1 October 2024; and*
- (12) asks officers to explore the option of retaining Peel Carpark at 54 Richmond Street, Petone, at a P240 time-limited parking (paid parking) and provide feedback to Council on 1 October 2024."*

b) Proposed Time Limited Parking - 7A and 6 Britannia Street, Petone

The Head of Transport elaborated on the report.

In response to questions from members, the Traffic Engineering Manager advised that the time limit for the mobility park was P120. He agreed to update the current sign to accurately reflect this. The Head of Transport confirmed that without the "At All Times" notice, the park was only enforceable until 6:00pm, after which it became unrestricted.

Cr Parkin asked that his disability be recorded in the minutes.

Cr Barratt asked that her work in the disability sector be recorded in the minutes.

Cr Dyer wanted the "At All Times" signage updated on all mobility car parks in Hutt City.

<b>RECOMMENDED:</b> (Cr Shaw/Cr Parkin)	<b>Minute No. TSC 24404</b>
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the report;</i>	
<i>(2) approves the installation of one P120 (standard business hours: 8am - 6pm, Monday to Friday) time-limited parking outside 7A Britannia Street, Petone, attached as Appendix 1 to the report;</i>	
<i>(3) approves the change to the existing mobility parking outside 6 Britannia Street, Petone, to operate 'At All Times';</i>	
<i>(4) 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 this recommendation; and</i>	
<i>(5) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this resolution have been installed."</i>	

c) Proposed Time Limited Parking - High Street, Boulcott

The Head of Transport elaborated on the report.

<b>RECOMMENDED:</b> (Cr Shaw/Cr Barratt)	<b>Minute No. TSC 24405</b>
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the installation of a new parking configuration on High Street, Boulcott:</i>	
<i>a) one P10 (At All Times) parking space outside property 667 High Street, Boulcott;</i>	
<i>b) four unrestricted parking spaces outside property 659 High Street, Boulcott; and</i>	
<i>c) two P30 (At All Times) parking spaces outside property 638 High Street, Boulcott, adjacent to Hutt Hospital, 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 this recommendation; and</i>	
<i>(4) notes that this matter will take effect once the traffic control devices indicate the recommended restrictions that evidence the restrictions have been installed."</i>	

d) Proposed Time Limited Parking - 79 Marsden Street, Melling (Little Footprints Childcare Centre)

The Head of Transport elaborated on the report.

<b>RECOMMENDED:</b> (Cr Shaw/Cr Parkin)	<b>Minute No. TSC 24406</b>
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the report;</i>	
<i>(2) approves the installation of six P10 parking spaces (standard hours: 8:00am - 6:00pm, Monday to Friday) outside 79 Marsden Street, Melling, 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 this recommendation; and</i>	
<i>(4) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this resolution have been installed."</i>	



e) Proposed Parking Configuration - Wainuiomata High School

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport explained that enforcement officers allowed a six-minute grace period before issuing tickets, which was longer than the current P5 limit. The Traffic Engineering Manager also stated that more space was required for buses and that Council aimed to avoid conflicting with the nearby Metlink bus stop. The Head of Transport advised that if Wainuiomata High School needed to use the bus stop outside of the time limit, the school would notify Council's Enforcement team, who would then place cones and inform Council's Engineering team.

<b>RECOMMENDED:</b> (Cr Shaw/Cr Mitchell)	<b>Minute No. TSC 24407</b>
<p><i>"That the Subcommittee recommends that Council:</i></p> <ol style="list-style-type: none"> <li><i>(1) receives and notes the information;</i></li> <li><i>(2) approves the implementation of 7x P10 parking spaces (8.15am - 9.15am and 2.45pm - 3.45pm, School Days Only) outside 60 Parkway, Wainuiomata (Wainuiomata High School);</i></li> <li><i>(3) approves the change of the existing P5 parking spaces to 8x P10 parking spaces (8.15am - 9.15am and 2.45pm - 3.45pm, School Days Only) between properties 71 and 77 Parkway, Wainuiomata;</i></li> <li><i>(4) approves the installation of new Broken Yellow Lines 'No Stopping At All Times' outside 60 Parkway, Wainuiomata (Wainuiomata High School);</i></li> <li><i>(5) approves the installation of a School Bus Stop (8.15am - 9.15am and 2.45pm - 3.45pm, School Days Only) opposite properties 65 - 69 Parkway, Wainuiomata (Wainuiomata High School);</i></li> <li><i>(6) 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 this recommendation;</i></li> <li><i>(7) notes the construction of the new development is scheduled to start in September/October 2024. However, the implementation of the proposed signs and roadmarkings will take effect from 1 October 2024 upon Council's approval; and</i></li> <li><i>(8) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this resolution have been installed."</i></li> </ol>	

f) Proposed Parking Changes - Naenae Pool, Everest Avenue, Naenae

The Head of Transport elaborated on the report. He pointed out an error on page 58 of the agenda, paragraph 11, highlighting that it should read x2 P10 car parks on Everest Avenue.

In response to questions from members, the Project Manager – Naenae advised that:

- holding a meeting with Hillary Court residents and businesses before the pool opening to gather their opinions on the changing circumstances regarding parking considerations for local businesses.
- there were different restrictions for parking electric vehicles (EV): some allowed parking up to P120, even if the vehicle was fully charged. In contrast, others required immediate departure once the vehicle was charged. The Traffic Engineering Manager added that if non-EVs were intended to use the EV-designated parking spaces, the Council's Parking team would need to be consulted. The Head of Transport stated that members must consider the potential implications for other exclusive EV parking spots in the region.
- the current agreement with Meridian included supplying Council with two charging stations serving four car parks. The infrastructure was already in place, and initially, installing one charging station for two parks, with plans to add the other later, would result in additional costs.
- it was possible to relocate the EV parking to the other end of the car park, but this would involve additional costs.
- he hoped the Locky Dock station could be installed before the pool opening. He said it could be installed along Everest Avenue, between the car park and reception.

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

**Minute No. TSC 24408**

*"That the Subcommittee recommends that Council:*

*(1) receives and notes the information;*

*(2) approves the new parking layout for the Naenae Pool Fitness Centre. These include:*

*(a) 16x P120 (two being designated for parents);*

*(b) 2x Mobility Parking (At All Times);*

*(c) 4x P120 EV (with chargers); and*

*(d) 6x Council Staff Reserved parking spaces, attached as Appendix 1 to the report;*

- (3) *approves the installation of new Broken Yellow Lines (BYLs) 'No Stopping At All Times' at the circular area outside the new Naenae Pool Fitness Centre, attached as Appendix 1 to the report;*
- (4) *approves the new parking layout along the section of Everest Avenue, directly outside the Naenae Pool Fitness Centre. These include:*
  - (a) 5x P120;*
  - (b) 2x P10; and*
  - (c) 2x Mobility Parking (At All Times);*
- (5) *approves the installation of new BYLs 'No Stopping At All Times' on Everest Avenue, outside the driveway of the Naenae Pool Fitness Centre and directly outside the crossing point; attached as Appendix 1 to the report;*
- (6) *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*
- (7) *notes that these parking restrictions will take effect once the appropriate road markings and signages have been installed."*

g) Proposed New Carpark Layout - Dowse Museum, Stevens Grove, Hutt Central

The Head of Transport elaborated on the report.

In response to a question from a member, the Traffic Engineering Manager advised that the disability sector had not been consulted because this was an existing mobility park.

Cr Barratt asked that officers consult with the disability sector in the future. She agreed to provide the contact details to Council's Transport team.

<b>RECOMMENDED:</b> (Cr Shaw/Cr Barratt)	<b>Minute No. TSC 24409</b>
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the installation of the new carpark layout outside the Dowse Museum, Stevens Grove, Hutt Central, consisting of a Mobility Parking relocation, Paid Parking relocation, Motorbike Parking, and to formalise the Police Parking, 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 this recommendation; and</i>	
<i>(4) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this recommendation have been installed."</i>	

## h) Formalising the Beltway Cycleway Corridor (as-built)

The Head of Transport elaborated on the report.

In response to questions from members, the Traffic Engineering Manager clarified that the painted diamond on page 113 of the agenda served as a warning for an approaching crossing. He added that while diamonds were not obligatory, there were no specific traffic guidelines for installing warning signs for motorists approaching a crossing. He agreed to consult with Waka Kotahi for advice on other crossing warning signs.

In response to a question from a member, the Traffic Engineering Manager explained that the Give Way signs on the shared cycleway were installed to increase cyclists' awareness.

Cr Dyer foreshadowed his intention to add an additional recommendation to extend parking restrictions outside 1 Rainey Grove.

*Appendix 1 can be viewed here:*

[https://huttcity.infocouncil.biz/Open/2024/08/TSC\\_29082024\\_AGN\\_3286\\_AT.PDF](https://huttcity.infocouncil.biz/Open/2024/08/TSC_29082024_AGN_3286_AT.PDF)

<b>RECOMMENDED:</b> (Cr Shaw/Cr Mitchell)	<b>Minute No. TSC 24410</b>
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the report;</i>	
<i>(2) formalise the following changes along the entire section of the Beltway Cycleway between High Street (Taitā Drive) and Waterloo Road:</i>	
<ul style="list-style-type: none"> <li><i>a) the Dual Lane Crossing with flush medians at Taitā Drive with the intersection of High Street, attached as sheet 1 of Appendix 1 to the report;</i></li> <li><i>b) the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' parking restrictions at the intersection of Molesworth Street (north-western end) and High Street, attached as sheet 2 of Appendix 1 to the report;</i></li> <li><i>c) the installation of BYLs – 'No Stopping At All Times' parking restrictions between 1353 High Street and 1351 High Street, attached as sheet 2 of Appendix 1 to the report;</i></li> <li><i>d) the Dual Lane Crossing outside 1353 High Street, attached as sheet 2 of Appendix 1 to the report;</i></li> <li><i>e) the installation of BYLs – 'No Stopping At All Times' parking restrictions between 1354 High Street and 1336 High Street, attached as sheet 3 of Appendix 1 to the report;</i></li> <li><i>f) the installation of BYLs – 'No Stopping At All Times' parking restrictions at the intersection of Farmers Crescent and High Street and also between 1334 High and 1326 High Streets, attached as sheet 4 of Appendix 1 to the report;</i></li> <li><i>g) the installation of BYLs – 'No Stopping At All Times' parking restrictions between 1328 High Street and 1310 High Street, attached as sheet 5 of Appendix 1 to the report;</i></li> </ul>	

- h) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 1308 High and 1296 High Streets, attached as sheet 6 of Appendix 1 to the report;*
- i) the Dual Lane Crossing outside 1304 High Street, attached as sheet 6 of Appendix 1 to the report;*
- j) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 1292 High and 1280 High Streets, attached as sheet 7 of Appendix 1 to the report;*
- k) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 1218A High and 1268 High Streets, attached as sheet 8 of Appendix 1 to the report;*
- l) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 1268 High and 1252 High Streets, attached as sheet 9 of Appendix 1 to the report;*
- m) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 1244 High and 1234 High Streets, attached as sheet 10 of Appendix 1 to the report;*
- n) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions close to the pedestrian crossing between 1234 High Street and the angled parking spaces close to Taitā Station, attached as sheet 11 of Appendix 1 to the report;*
- o) the Dual Lane Crossing outside Taitā Station, attached as sheet 12 of Appendix 1 to the report;*
- p) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions opposite the intersection of Macky and High Streets, attached as sheet 15 of Appendix 1 to the report;*
- q) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions opposite 1145 and 1143 High Street, attached as sheet 16 of Appendix 1 to the report;*
- r) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions in front of 1144 High and 1142 High Streets, attached as sheet 17 of Appendix 1 to the report;*
- s) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 1140 High and 1134 High Streets, attached as sheet 17 of Appendix 1 to the report;*
- t) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions in front of 1126 High Street, attached as sheet 18 of Appendix 1 to the report;*
- u) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions in front of 1124 and 1122 High Street, attached as sheet 18 of Appendix 1 to the report;*
- v) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 1110 High and 1104 High Streets, attached as sheet 19 of Appendix 1 to the report;*

- w) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 1102 High Street to the intersection of Rainey Grove, attached as sheet 19 of Appendix 1 to the report;*
- x) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the southern end of the intersection of Waldie Grove and Oxford Terrace, attached as sheet 21 of Appendix 1 to the report;*
- y) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 342 Oxford Terrace to 328 Oxford Terrace, attached as sheet 22 of Appendix 1 to the report;*
- z) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 328 Oxford Terrace and 310 Oxford Terrace, attached as sheet 23 of Appendix 1 to the report;*
- aa) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 310 Oxford Terrace and 296 Oxford Terrace, attached as sheet 24 of Appendix 1 to the report;*
- bb) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 294 Oxford Terrace and 276 Oxford Terrace, attached as sheet 25 of Appendix 1 to the report;*
- cc) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions between 274 Oxford Terrace and 260 Oxford Terrace, attached as sheet 26 of Appendix 1 to the report;*
- dd) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the shared path ramp opposite 213 Oxford Terrace, attached as sheet 28 of Appendix 1 to the report;*
- ee) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at 213 Oxford Terrace kerb crossing ramp opposite to the shared path ramp, attached as sheet 28 of Appendix 1 to the report;*
- ff) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the shared path ramp opposite 205 Oxford Terrace, attached as sheet 29 of Appendix 1 to the report;*
- gg) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the shared path ramp at Oxford Terrace opposite Harrison Crescent, attached as sheet 32 of Appendix 1 to the report;*
- hh) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the cycle lane ramp at Oxford Terrace opposite Lincoln Avenue, attached as sheet 33 of Appendix 1 to the report;*
- ii) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the shared path ramp at Oxford Terrace opposite 158 Oxford Terrace and Roberts Street, attached as sheet 35 of Appendix 1 to the report;*
- jj) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the cycle lane ramp at Oxford Terrace opposite Thornycroft Avenue, attached as sheet 36 of Appendix 1 to the report;*
- kk) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the cycle lane ramp at Oxford Terrace opposite Trinity Avenue and 144 Oxford Terrace, attached as sheet 37 of Appendix 1 to the report;*

- ll) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the cycle lane ramp opposite 136 Oxford Terrace and Brees Street, attached as sheet 38 of Appendix 1 to the report;*
  - mm) *the installation of Bus Stop box markings and BYLs – ‘No Stopping At All Times’ parking restrictions opposite 96 Oxford Terrace, attached as sheet 41 of Appendix 1 to the report;*
  - nn) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions opposite 77 Oxford Terrace and close to the Bus Stop box, attached as sheet 43 of Appendix 1 to the report; and*
  - oo) *the installation of a shared path and cycle lane between Taitā Drive intersection of High Street and Waterloo Station, attached as Appendix 1 to the report;*
- (3) *approves the following changes along the entire section of the Beltway Cycleway between High Street (Taitā Drive) and Waterloo Road:*
- a) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the Dual Lane Crossing at Taitā Drive close to the intersection of High Street, attached as sheet 1 of Appendix 1 to the report;*
  - b) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the intersection of Taitā Drive and High Street, attached as sheet 2 of Appendix 1 to the report;*
  - c) *the installation of bus stop box markings at 1348 High Street, attached as sheet 3 of Appendix 1 to the report;*
  - d) *the installation of bus stop box markings at 1294 High Street, attached as sheet 6 of Appendix 1 to the report;*
  - e) *the installation of bus stop box markings at 1266 High Street, attached as sheet 9 of Appendix 1 to the report;*
  - f) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the Dual Lane Crossing near Taitā Station, attached as sheet 12 of Appendix 1 to the report;*
  - g) *the installation of bus stop box markings at 1114 High Street, attached as sheet 19 of Appendix 1 to the report;*
  - h) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the cycle lane ramp of Rainey Grove and Waldie Grove, attached as sheet 20 of Appendix 1 to the report;*
  - i) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the northern end of Oxford Terrace and Waldie Grove intersection, attached as sheet 21 of Appendix 1 to the report;*
  - j) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at 256 Oxford Terrace, attached as sheet 27 of Appendix 1 to the report;*
  - k) *the installation of BYLs – ‘No Stopping At All Times’ parking restrictions opposite 256 Oxford Terrace at the kerb crossing, attached as sheet 27 of Appendix 1 to the report;*



- l) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the shared path ramp opposite 213 Oxford Terrace, attached as sheet 28 of Appendix 1 to the report;*
- m) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the shared path ramp opposite 205 Oxford Terrace, attached as sheet 29 of Appendix 1 to the report;*
- n) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the shared path ramp opposite 205 Oxford Terrace, attached as sheet 29 of Appendix 1 to the report;*
- o) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions opposite 172 Oxford Terrace at the Bus Stop and the shared path ramp, attached as sheet 33 of Appendix 1 to the report;*
- p) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions opposite to the shared path ramp at the kerb crossing, attached as sheet 33 of Appendix 1 to the report;*
- q) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the shared path ramp at Oxford Terrace opposite o 158 Oxford Terrace, attached as sheet 35 of Appendix 1 to the report;*
- r) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the shared path ramp at Oxford Terrace opposite 157 Oxford Terrace, attached as sheet 35 of Appendix 1 to the report;*
- s) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the cycle lane ramp at Oxford Terrace opposite Thornycroft Avenue, attached as sheet 36 of Appendix 1 to the report;*
- t) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the cycle lane ramp at Oxford Terrace opposite Trinity Avenue and 144 Oxford Terrace, attached as sheet 37 of Appendix 1 to the report;*
- u) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the cycle lane ramp opposite Brees Street, attached as sheet 38 of Appendix 1 to the report;*
- v) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the kerb crossing ramp opposite to the cycle lane ramp, attached as sheet 38 of Appendix 1 to the report;*
- w) the installation of a raised pedestrian crossing, opposite Brees Street, attached as sheet 38 of Appendix 1 to the report;*
- x) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the Bus Stop of 118 Oxford Terrace and the Bus Stop opposite 118 Oxford Terrace, attached as sheet 39 of Appendix 1 to the report;*
- y) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions opposite 115 Oxford Terrace through to Epuni Station Bus Stop, attached as sheets 40 and 41 of Appendix 1 to the report;*
- z) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions at the cycle lane ramp opposite Epuni Street, attached as sheet 43 of Appendix 1 to the report;*

- aa) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions outside the driveway of 78 Oxford Terrace, attached as sheet 43 of Appendix 1 to the report;*
  - bb) the installation of BYLs – ‘No Stopping At All Times’ parking restrictions opposite 78 Oxford Terrace close to the Bus Stop, attached as sheet 43 of Appendix 1 to the report;*
  - cc) the extension of BYLs – ‘No Stopping At All Times’ parking restrictions outside 1 Rainey Grove to the opposite side of the cycleway, attached as sheet 19 of Appendix 1; and*
- (4) notes that these parking restrictions will take effect once the appropriate road markings have been approved.”*

- i) Broken Yellow Lines - No Stopping At All Times, Orongorongo Terrace, Wainuiomata

Speaking under public comment, **Doug Brown** believed that the proposed Broken Yellow Lines (BYLs) were unnecessary. He pointed out that Waka Kotahi required a width of three metres in a 50km zone, while Orongorongo Terrace was already four metres wide. Doug Brown suggested that if BYLs were to be installed, they should be placed on the outbound lane side of the road.

In response to a question from a member, Doug Brown said that placing BYLs on both sides of the road would inconvenience local residents. He recommended placing BYLs on the outbound side only, which was grassy, since residents parked on the inbound side where their homes were located.

The Head of Transport elaborated on the report.

In response to questions from members, the Traffic Engineering Manager explained that large vehicles parking on the proposed BYLs section of the road made it hard for emergency services to get through. He noted that the original plan was to have BYLs on one side of the road, except for a five-metre stretch where the road narrowed. He confirmed that having BYLs on one side of the road met the emergency management standard of a 2.5-metre traffic clearance. He added that for vehicles parked on both sides of the road, this clearance could not be maintained. He agreed to consult with emergency services to determine if BYLs were needed on both sides of the road.

<b>RECOMMENDED:</b> (Cr Shaw/Cr Parkin)	<b>Minute No. TSC 24411</b>
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' parking restriction opposite 11 Orongorongo Terrace, Wainuiomata, attached as Appendix 1 to the report;</i>	
<i>(3) asks officers to seek advice from emergency services as to whether BYLs outside 11 Orongorongo Terrace, Wainuiomata would be beneficial;</i>	
<i>(4) 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>(5) notes that these parking restrictions will take effect once the appropriate road markings have been installed."</i>	

- j) Broken Yellow Lines - No Stopping At All Times - Thomson Grove, Stokes Valley

The Head of Transport elaborated on the report.

<b>RECOMMENDED:</b> (Cr Shaw/Cr Barratt)	<b>Minute No. TSC 24412</b>
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' parking restrictions between properties 16 and 24 Thomson Grove, Stokes Valley 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 road markings have been installed."</i>	

- k) Broken Yellow Lines - No Stopping At All Times, Ariki Street and Ropata Crescent Intersection, Boulcott

The Head of Transport elaborated on the report.

<b>RECOMMENDED:</b> (Cr Shaw/Cr Parkin)	<b>Minute No. TSC 24413</b>
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' parking restriction outside property 20 Ropata Crescent, Boulcott at the intersection of Ariki Street and Ropata Crescent, 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 road markings have been installed."</i>	

- 1) Broken Yellow Lines - No Stopping At All Times - Timaru Grove, Kelson

The Head of Transport elaborated on the report.

<b>RECOMMENDED:</b> (Cr Shaw/Cr Dyer)	<b>Minute No. TSC 24414</b>
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' parking restrictions between properties 15 and 21 Timaru Grove, Kelson, 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 road markings have been installed."</i>	

## 7. INFORMATION ITEM

### Traffic Subcommittee Forward Programme 2024 and Status Update of Approved Traffic Resolutions 2023/24

Memorandum dated 6 August 2024 by the Democracy Advisor

Cr Parkin asked for a report for the upcoming meeting regarding the time limits of all mobility parks in Lower Hutt.

**RESOLVED:** (Cr Shaw/Cr Dyer) **Minute No. TSC 24415**

*"That the Subcommittee:*

- (1) receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum; and*
- (2) notes the status update of approved traffic resolutions attached as Appendix 2 to the memorandum."*

## 8. QUESTIONS

There were no questions.

9. **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 4.14pm.

N Shaw  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 1st day of October 2024**



**NEED FOR BETTER SIGNAGE BOTH DIRECTIONS.  
CARS REVERSING FROM DRIVEWAYS.  
MANY VEHICLES COMING AND GOING FROM  
THE THREE RETIREMENT FACILITIES.**



**NARROW SECTIONS WITH  
LIMITED VISIBILITY FOR RESIDENTS OR SERVICE VEHICLES  
EXITING DRIVEWAYS. NEED TO SLOW DOWN.**





**WHERE IS IT SAFE TO CROSS?**



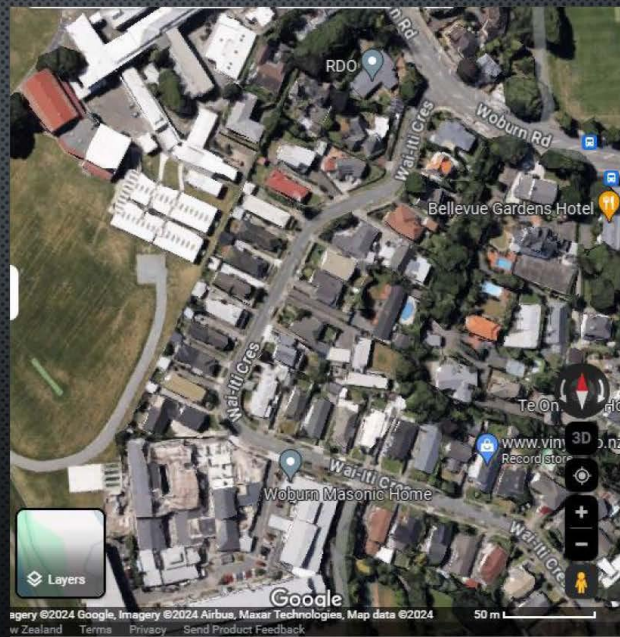
**USERS INCLUDE  
STUDENTS  
ELDERLY  
DISABLED  
RESIDENTS  
DELIVERIES**





## SOME HAZARDS

Map showing  
Wai-iti Cres which  
curves south  
from Woburn Rd.





## SAFETY FOR USERS OF WAI-ITI CRES WOBURN.

- PETITION TO SERIOUSLY CONSIDER MORE WAYS TO LIMIT TRAFFIC HAZARDS FOR THE RESIDENTS OF THE MASONIC RETIREMENT VILLAGE AND OTHER USERS.

## THANK YOU

50 RESIDENTS ASK FOR YOUR HELP.

SUBMITTERS OF THE WOBURN MASONIC APARTMENTS.

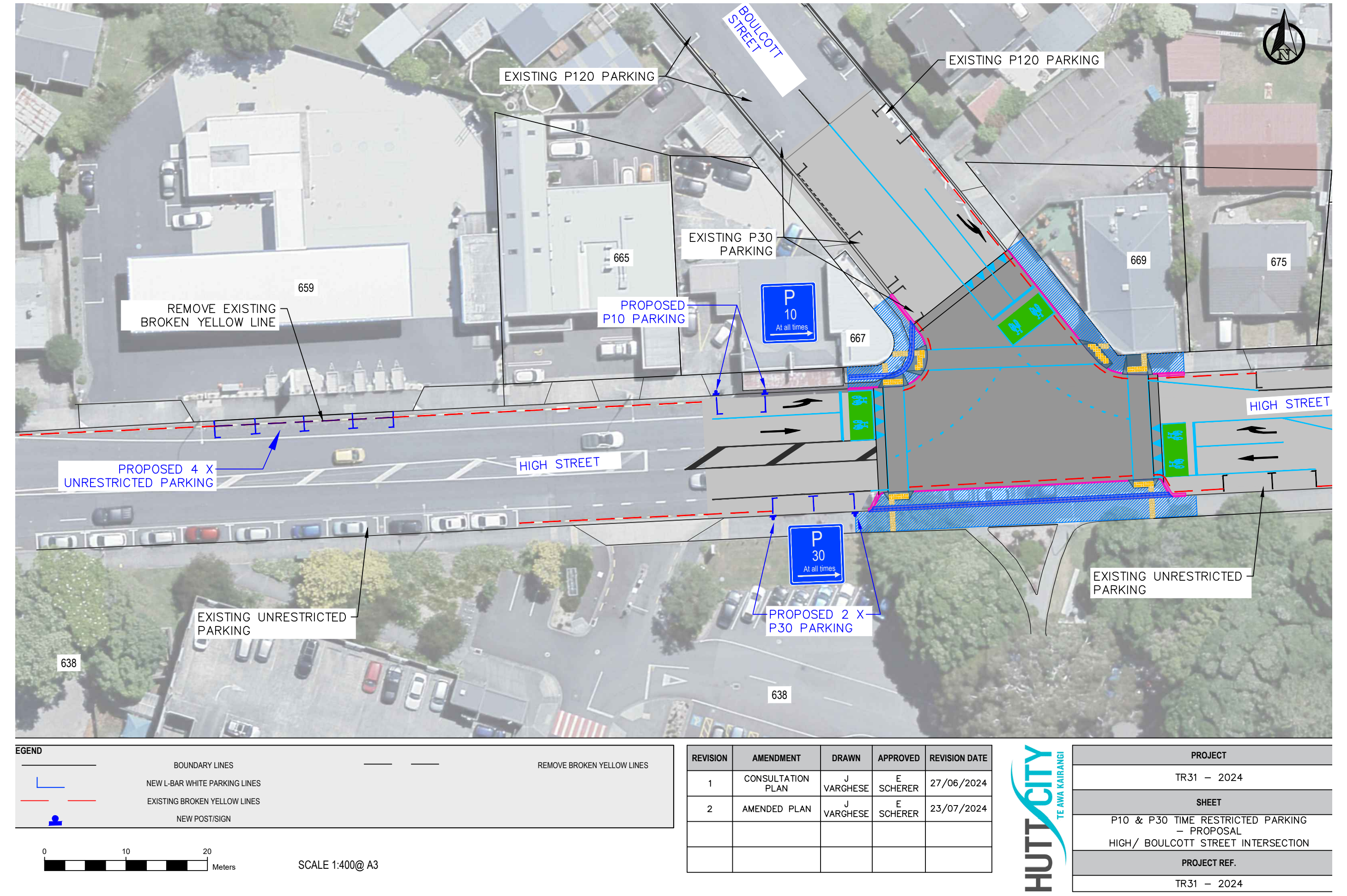
20 AUGUST 2024.





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END

BOUNDARY LINES

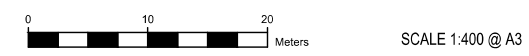
NEW L-BAR WHITE PARKING LINES

EXISTING BROKEN YELLOW LINES

NEW POLE / SIGN

NEW P10 PARKING

PROLONGATION OF DRIVEWAY



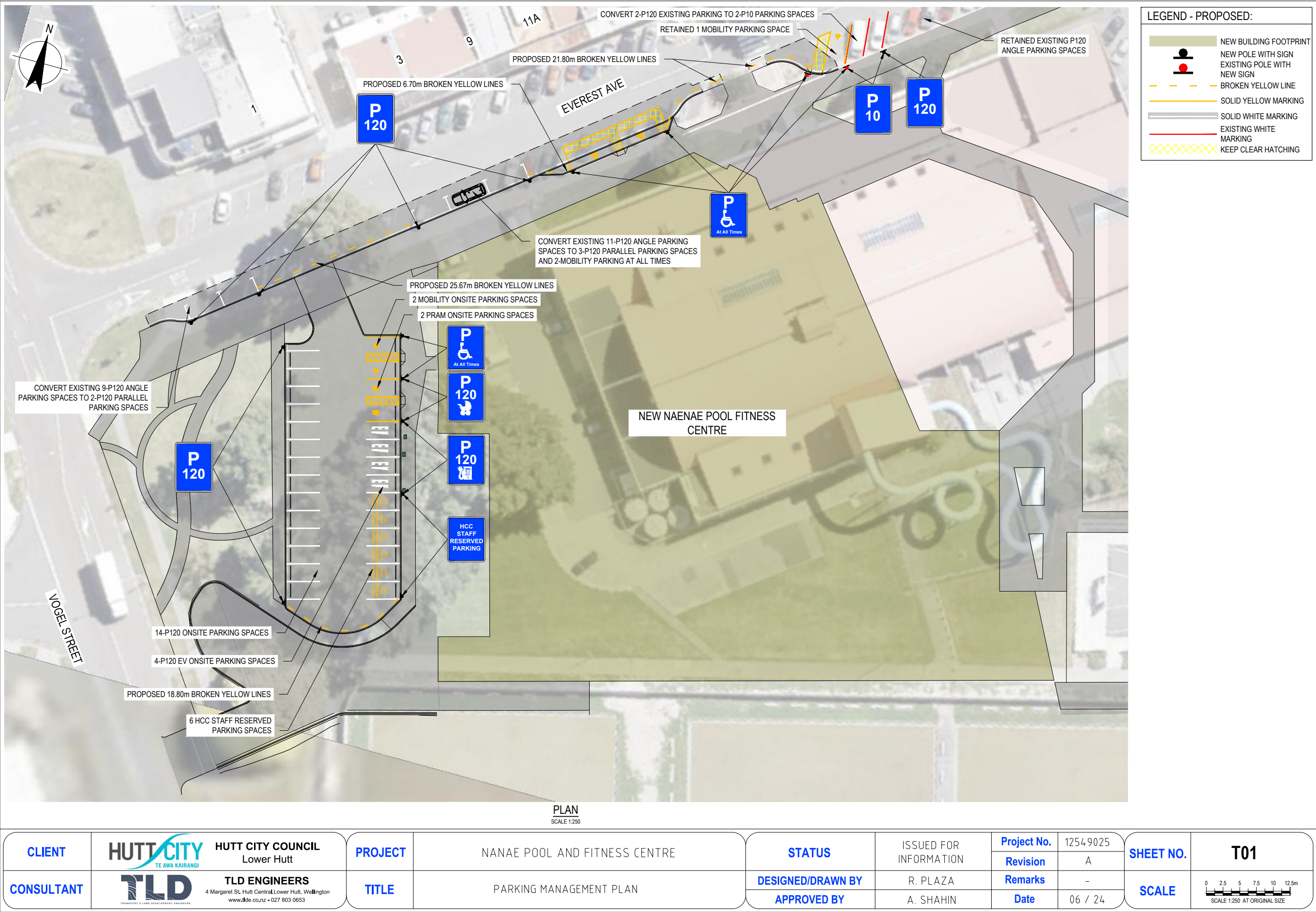
REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	AMENDED PLAN	A JOY	E SCHERER	23/07/2024



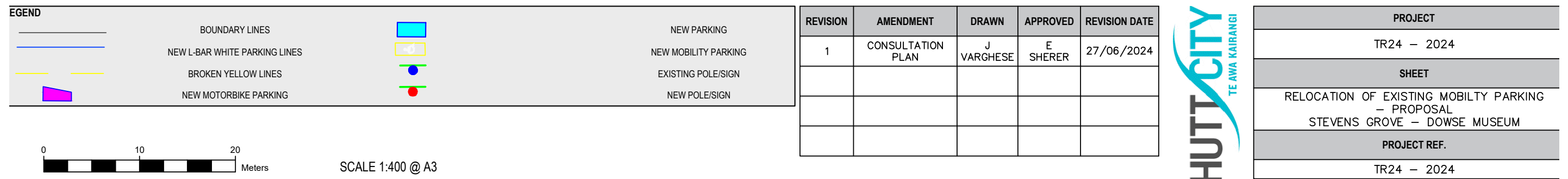
PROJECT
TR26A – 2024
SHEET
P10 RESTRICTED PARKING – PROPOSAL 79 MARSDEN STREET
PROJECT REF.
TR26A – 2024

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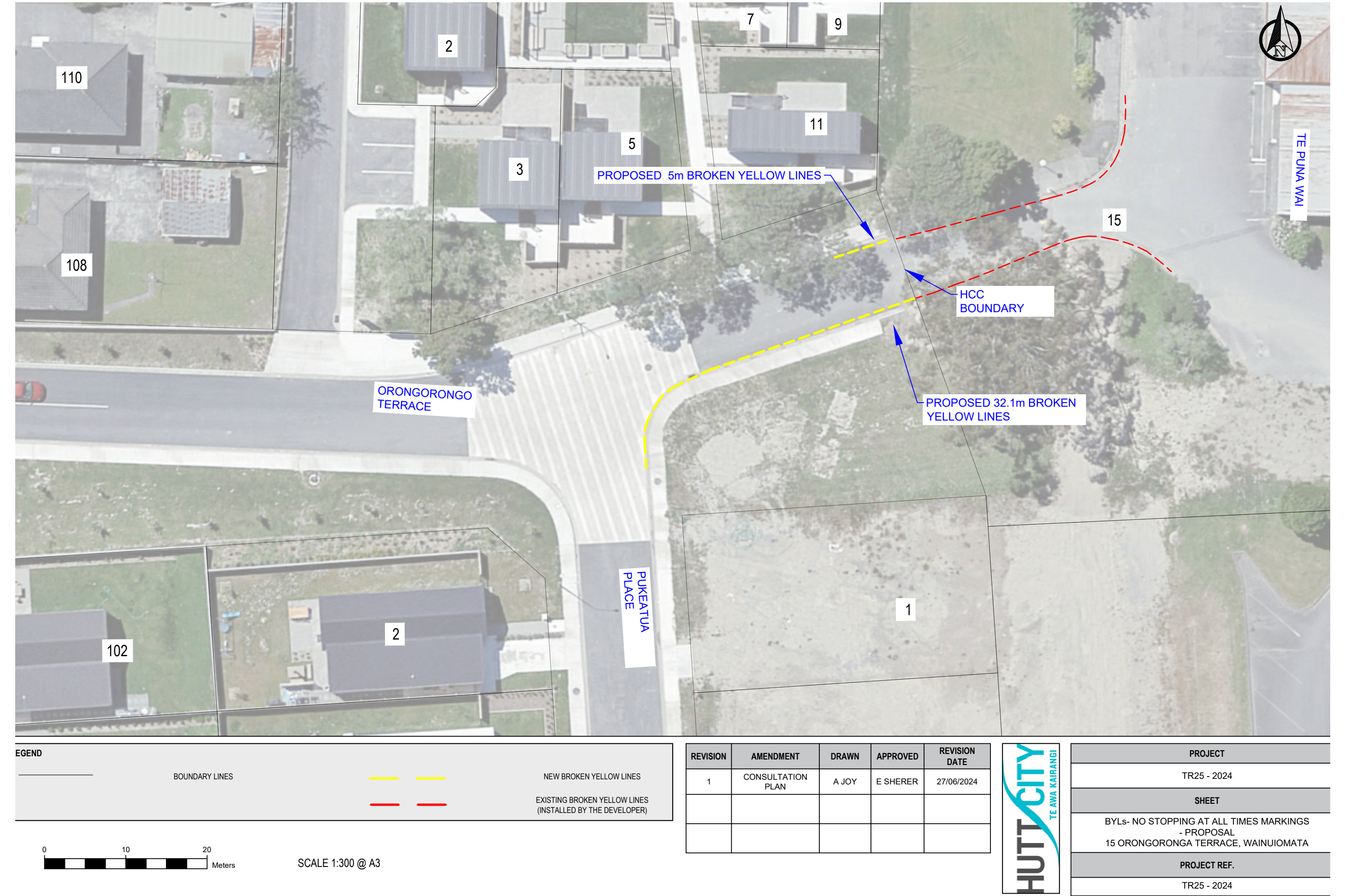






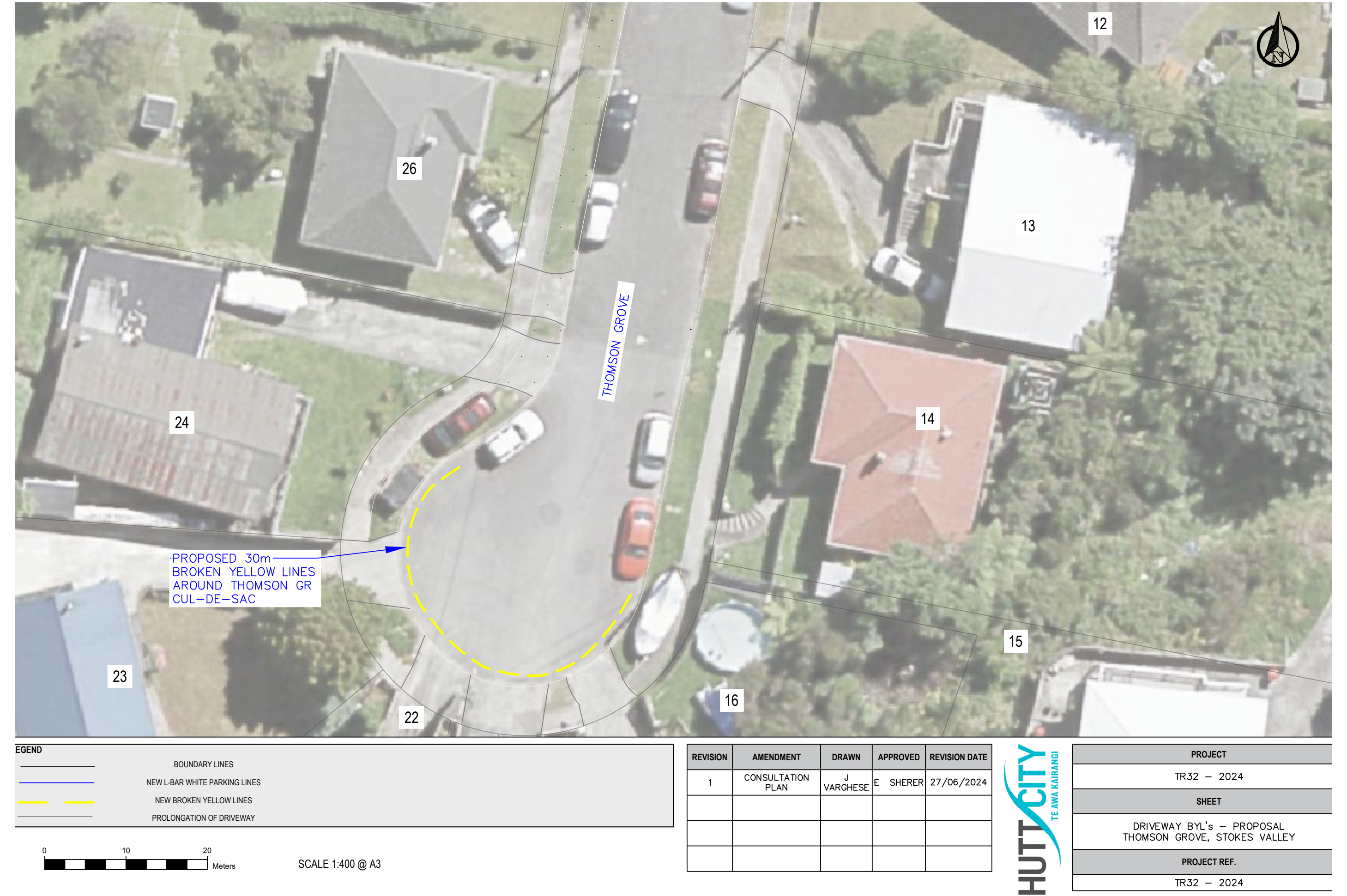
- Proposed New Carpark Layout - Dowse Museum, Stevens Grove, Hutt Central





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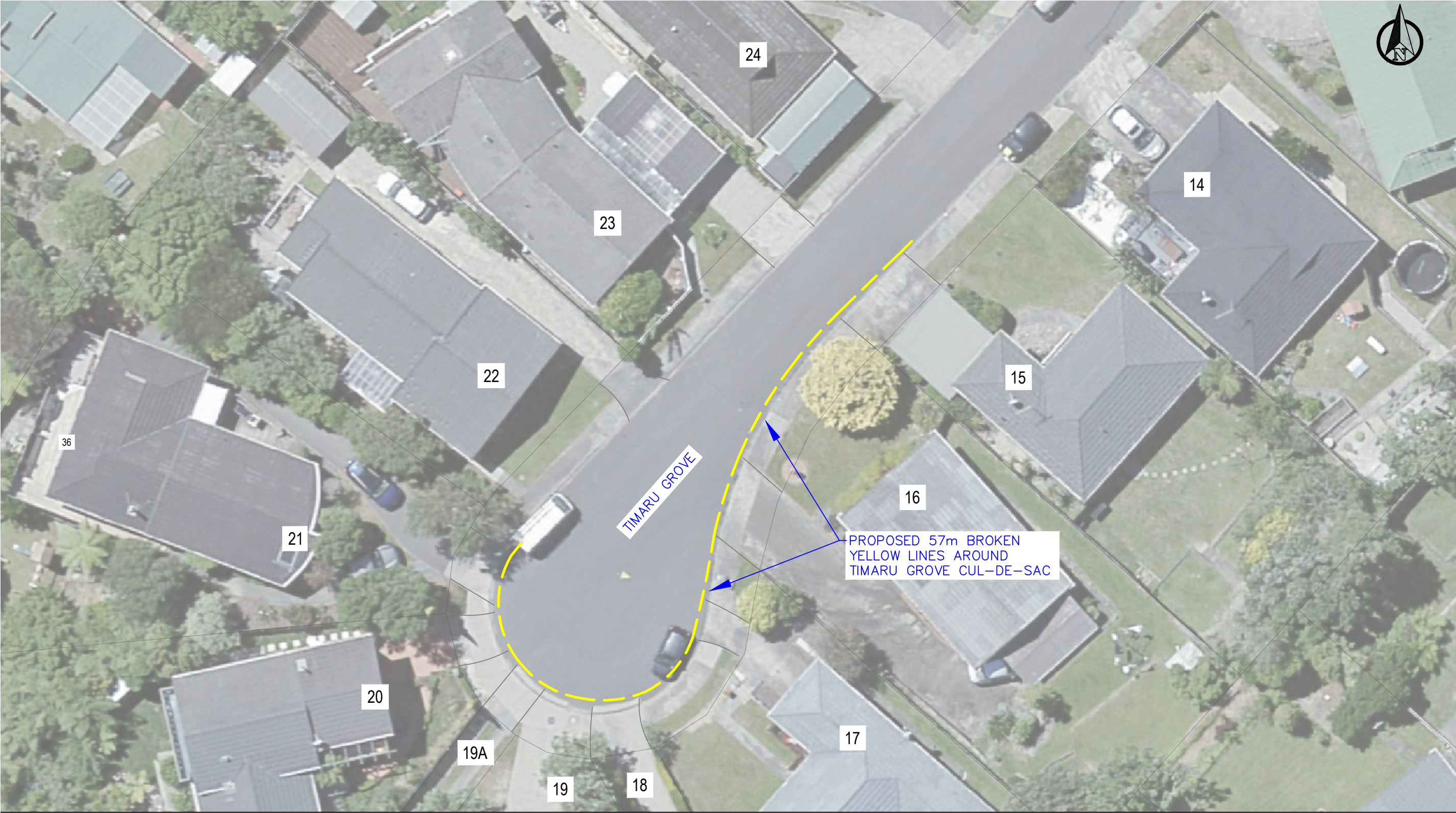
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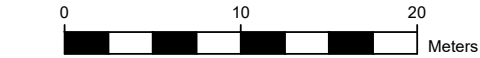


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LEGEND	
	BOUNDARY LINES
	NEW L-BAR WHITE PARKING LINES
	NEW BROKEN YELLOW LINES
	PROLONGATION OF DRIVEWAY



SCALE 1:400 @ A3

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION PLAN	J VARGHESE	E SHERER	27/06/2024



PROJECT
TR32 – 2024
SHEET
DRIVEWAY BYL's – PROPOSAL TIMARU GROVE, KELSON
PROJECT REF.
TR32 – 2024

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## HUTT CITY COUNCIL

### POLICY, FINANCE AND STRATEGY COMMITTEE | KOMITI RATONGA RANGATŌPŪ ME TE RAUTAKI

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

**Tuesday 10 September 2024 commencing at 3:00 pm**

**PRESENT:**

Cr A Mitchell (Chair)	Mayor C Barry (from 5:27pm) (via audio-visual link)
Cr K Brown	Cr B Dyer
Cr Edwards	Deputy Mayor T Lewis (Deputy Chair)
Cr K Morgan	Cr C Parkin
Cr T Stallinger (until 5:20pm)	

**APOLOGIES:**

Mayor Barry for lateness.

**IN ATTENDANCE:**

J Griffiths, Director Strategy and Planning  
 J Livschitz, Group Chief Financial Officer  
 B Cato, Chief Legal Officer  
 R Hardie, Head of Strategy and Policy (part meeting)  
 A Gordon, Senior Policy Advisor (part meeting)  
 D Bentley, Environmental Health Manager (part meeting)  
 M Quivooy, Strategy Advisor (part meeting)  
 P Hewitt, Head of Transport (part meeting)  
 M Nuth, Principal Advisor Research and Evaluation (part meeting)  
 J Bromley, Engagement Advisor (part meeting)  
 A Prebble, Principal Advisor City Strategy (part meeting)  
 J Lamb, Head of Business and Economy (part meeting)  
 K Stannard, Head of Democratic Services (part meeting)  
 J Kilty, 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  
 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  
 A touch of frost, a promise of a glorious day.*

## 2. APOLOGIES

RESOLVED: (Cr Mitchell/Deputy Mayor Lewis)

**Minute No. PFSC 24401**

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

## 3. HEARING OF PUBLIC SUBMISSION ON THE CONTROL OF ALCOHOL IN PUBLIC PLACES BYLAW

Public Submissions on the Control of Alcohol in Public Places Bylaw

**Inspector Shaun Lingard, representing the New Zealand Police**, presented the submission. Inspector Lingard advised against creating new 24-hour Alcohol-Free Zones (AFZs) due to insufficient data and suggested the existing AFZ15 – City Wide was sufficient. He recommended reinstating current AFZs, improving signage, extending AFZ10 (Wainuiomata Queen Street shops and Hugh Sinclair Park) and AFZ12 (Lower Hutt CBD), and granting Council the power to install temporary AFZs for large events. Inspector Lingard said that while Waterloo and Moerā did not show significant crime data to warrant new AFZs, Moerā had high family harm incidents. He emphasised the need for more and larger signs and Police discretion in targeting alcohol-related disorder. Inspector Lingard outlined the penalties for public alcohol consumption, including confiscation, disposal, or fines up to \$250.

**Jennifer Lamm and Andrew Galloway, representing Alcohol Watch**, presented the submission. They noted the harmful nature of alcohol and its wide-reaching impacts on communities. They believed AFZs were important for both lessening alcohol harm and denormalising alcohol use. They stated it would be better to have an AFZ and not need it than to need it and not have one.

**George Lajpold, Healthy Families Hutt Valley Practice Lead**, presented the submission. George Lajpold asked for AFZs in areas frequented by rangatahi and tamariki. He clarified that he was not seeking a city-wide ban but rather a more comprehensive assortment of AFZs in areas frequented by young people and children. He added that sports fields and bus stops should be AFZs, as they were extensively used by tamariki and rangatahi.

## 3. PUBLIC COMMENT

There was no public comment.

## 4. CONFLICT OF INTEREST DECLARATIONS

Cr Parkin declared a conflict for item 9: 'Submission on the redesign of the vocational education and training system', as he worked for a vocational training entity. The Chair did not believe that Cr Parkin's conflict constituted a conflict of interest.

5. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 1 OCTOBER 2024**

a) Public Submissions on the Control of Alcohol in Public Places Bylaw

The Senior Policy Advisor elaborated on the report.

In response to questions from members, the Senior Policy Advisor stated that there was insufficient evidence for alcohol-related crime and disorder to meet the statutory threshold for alcohol-free zones in areas requested by submitters. She agreed to investigate further whether data existed for Frederick Wise Park.

The Chief Legal Officer advised that existing evidence was needed to justify an alcohol-free zone legislatively.

In response to further questions from members, the Senior Policy Advisor clarified that the Local Government Act's requirements would encompass environmental harm or neighbourhood disorder, with data necessary to demonstrate where these occur.

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

**Minute No. PFSC 24402**

*"That the Committee:*

- (1) notes that consultation on the Control of Alcohol in Public Places ran from 26 July 2024 to 25 August 2024;*
- (2) accepts the late submission from the National Council of Women in New Zealand;*
- (3) notes copies of the four written submissions from respondents who have requested to provide a verbal submission are attached as Appendix 1 to the report; and*
- (4) notes a complete set of submissions received via the survey and email are attached as Appendix 2 to the report."*

Pursuant to Standing Order 10.4, the Chair gave precedence to the remaining items on the agenda. The items are recorded in the order they were listed on the agenda.

The meeting adjourned at 4:53pm to allow members to deliberate in private on the Control of Alcohol in Public Places Bylaw.

Cr Stallinger left the meeting at 5.20pm. Mayor Barry joined the meeting at 5.27pm.

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

**Minute No. PFSC 24403**

*"That the Committee recommends that Council approves the draft Control of Alcohol in Public Places Bylaw (attached as Appendix 3 to the report), subject to the following considerations and amendments:*

- (a) officers to propose suitable areas for alcohol-free zones in Moerā and Waterloo for the reason that the data demonstrates a high level of alcohol-related crime and disorder in these areas;*
- (b) officers to investigate if there is alcohol-related crime and disorder data to support alcohol-free zones in Frederick Wise Park and Burdan's Gate for the reason that public submissions have called for alcohol-free zones in these areas, but there is not yet data to support this; and*
- (c) officers to review the design, messaging, and placement of alcohol-free zone signage."*

b) Review of Class 4 Gambling Venue and Board Venue Policy

The Senior Policy Advisor elaborated on the report. She advised that the current sinking lid policy was in place, and Council approved no new consents for gambling venues or machines. She noted that more data would be available in 2027 when the policy is up for renewal again.

In response to questions from members, the Director Strategy and Engagement advised that the Class 4 Gambling Venue and Board Venue Policy had long term goals. He said that data was unavailable as the policy was still new.

In response to questions from members, the Senior Policy Advisor agreed to report back with data on requests for new gambling venues and machine licenses received by Council since 2021.

Cr Stallinger believed the sinking lid policy represented a good balance and looked forward to receiving further information from officers.

Crs Dyer and Parkin expressed support for Cr Stallinger's comments.

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

**Minute No. PFSC 24404**

*"That the Committee recommends that Council:*

- (1) notes the Gambling Act 2003 and the Racing Industry Act 2020 require Class 4 Gambling Venue and Board Venue Policies to be reviewed every three years, as attached as Appendix 1 to the report;*
- (2) notes that Hutt City Council's Class 4 Gambling Venue and Board Venue Policy was last reviewed in 2021, and a sinking lid policy was adopted;*
- (3) notes that only two years of gambling machine and venue data has been collected since 2021, and no changes in the number of machines or venues were noted;*
- (4) notes legislation allows for the Class 4 Gambling Venue and Board Venue Policy to be rolled over if no amendments are proposed; and*

(5) *agrees to roll over the existing Class 4 Gambling Venue and Board Venue Policy with no changes."*

c) Draft Parking Strategy

The Head of Transport and the Strategy Advisor elaborated on the report.

In response to questions from members, the Strategy Advisor stated that officers would address the questions and incorporate them in the public consultation document if the draft Parking Strategy was approved. He agreed to provide an update on the parking occupancy rates in the Lower Hutt CBD.

In response to questions from members regarding Electric Vehicle (EV) charging parks, the Strategy Advisor recognised that there was little demand for EV charger parking. He agreed to review the priority list and to designate EV charger parking as a medium priority instead of a high priority. He also mentioned that Parking Management Plans would be created to guide the development of EV charger parking, which aligned with the overall draft of the Parking Strategy.

In response to further questions from members, the Head of Transport confirmed that the mobility spaces would be dedicated 24/7 parking spaces. He agreed to review the wording regarding the location of time-restricted carparks near cycleways.

Cr Brown and Deputy Mayor Lewis expressed support for making EV charger parking a lower priority.

Cr Parkin believed the Parking Strategy should be developed in collaboration with the disabled community.

<b>RECOMMENDED:</b> (Cr Mitchell/Cr Dyer)	<b>Minute No. PFSC 24405</b>
<p><i>"That the Committee recommends that Council:</i></p> <ol style="list-style-type: none"> <li><i>(1) receives and notes the report;</i></li> <li><i>(2) notes that feedback from engagement with key stakeholder groups is broadly supportive of the development of a Parking Strategy and Parking Management Plans;</i></li> <li><i>(3) approves the draft Parking Strategy for public consultation from 3 until 15 October 2024, as attached as Attachment 1 to the report with amendments arising from the direction of the meeting; and</i></li> <li><i>(4) notes that following public consultation, the final draft Parking Strategy will be considered by the Committee at its meeting on 19 November 2024, before being recommended to Council at its meeting on 10 December 2024."</i></li> </ol>	



## 6. RESIDENT SATISFACTION SURVEY 2024: SUMMARY REPORT AND INSIGHTS

Report No. PFSC2024/4/251 by the Principal Advisor Research and Evaluation

The Principal Advisor Research and Evaluation elaborated on the report.

In response to questions from members, the Engagement Advisor stated that attending marae and community events had improved survey engagement. The Director Strategy and Engagement noted that sending targeted survey invitations to people on the Māori Electoral Roll had led to higher response rates from Māori participants.

In response to further questions from members, the Principal Advisor Research and Evaluation, acknowledged that conducting surveys at marae and community events may have influenced the results. He pointed out that while the survey included a more diverse group of participants, it still did not fully represent the diversity of Lower Hutt. He mentioned that the survey format was restrictive and that officers were looking for better ways to engage with the community by 2025.

Cr Stallinger thanked the officers and acknowledged their efforts to increase diversity among respondents. Crs Dyer and Morgan agreed with Cr Stallinger's comment.

Cr Brown thanked the officers but noted that more was needed to ensure respondent diversity.

The Chair asked that future reports include references to actions taken due to the survey to demonstrate that community insights were valued.

RESOLVED: (Cr Mitchell/Cr Brown)

**Minute No. PFSC 24406**

*"That the Committee:*

- (1) notes that the 2024 Resident Satisfaction Survey took place from 12 February to 15 March 2024;*
- (2) notes the results of the Resident Satisfaction Survey attached as Appendix 1 to the report; and*
- (3) agrees to proactively release the survey results along with a press release, which gives examples of how residents' views have historically been factored into decision making."*

## 7. TŌ TĀTOU TĀONE 2055 - OUR CITY 2055

Report No. PFSC2024/4/252 by the Principal Advisor City Strategy

The Principal Advisor City Strategy elaborated on the report.

In response to questions from members, the Principal Advisor City Strategy advised that the future-focused strategy for the city would undergo regular reviews once it was implemented. She also noted that a specific review timeframe had not been determined yet. The Director Strategy and Engagement added that monitoring and regular reviews would be part of the process.

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

**Minute No. PFSC 24407**

*"That the Committee:*

- (1) notes the approach to developing Tō Tātou Tāone 2055 – Our City 2055 contained within the report;*
- (2) notes the timeline for this project contained within the report; and*
- (3) notes the Lower Hutt City Summit will be held on 18 September 2025, which will formally launch engagement on Tō Tātou Tāone 2055 – Our City 2055."*

## 8. 2024 STANDARD AND POOR'S CREDIT RATING

Report No. PFSC2024/4/264 by the Treasury Officer

The Group Chief Financial Officer elaborated on the report. She mentioned that Council's credit rating had been downgraded from AA to AA-, in line with downgrades seen in other local authorities in New Zealand. She also mentioned that officers were currently assessing the potential impact of borrowing.

In response to questions from members, the Group Chief Financial Officer advised that a potential Wellington Regional Council Controlled Organisation for water management might have flow-on effects on the credit ratings of councils as shareholders. She explained the comments made by Standard & Poor's regarding the repeated encroachment of debt limits.

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

**Minute No. PFSC 24408**

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

## 9. SUBMISSION ON THE REDESIGN OF THE VOCATIONAL EDUCATION AND TRAINING SYSTEM

Report No. PFSC2024/4/265 by the Head of Business and Economy

The Head of Business and Economy elaborated on the report.

The Chair, Deputy Mayor Lewis and Cr Edwards expressed their appreciation to the officers for their work and acknowledged the importance of the submission.

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

**Minute No. PFSC 24409**

*"That the Committee:*

- (1) receives and notes the report;*
- (2) approves the joint submission regarding the proposed changes to the Vocational Education and Training System attached as Appendix 1 to the report; and*
- (3) notes that the consultation closes on 12 September 2024."*

## 10. INFORMATION ITEM

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

Memorandum dated 26 August 2024 by the Democracy Advisor

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

**Minute No. PFSC 24410**

*"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!

Unuhia!

Unuhia i te uru-tapu-nui

Kia wātea, kia mā mā

Te ngākau, te tinana, te wairua i te ara takatū

Koia rā e Rongo whakairihia ake ki runga

Kia wātea, kia wātea!

Ae rā, kua wātea!

Hau, pai mārire.

*Release us from the supreme sacredness of  
To be clear and free  
in heart, body and soul in our continuing j  
Oh Rongo, raise these words up high  
so that we be cleansed and be free,  
Yes indeed, we are free!  
Good and peaceful*

There being no further business, the Chair declared the meeting closed at 5.33 pm.

Cr A Mitchell  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 1<sup>st</sup> day of October 2024**

# HUTT CITY COUNCIL CLASS 4 GAMBLING VENUE AND BOARD VENUE POLICY 2021

Division	Strategy and Planning
Date created	November 2021
Publication date	December 2021
Review period	Begin review September 2023
Owner	Wendy Moore, Divisional Manager, Strategy and Planning
Approved by	Council, December 2021

Version	Author	Date	Description
V 1.0	Wendy Moore	23 November 2021	Peer review document
Final	Wendy Moore	24 November 2021	Finalised document
Final	Wendy Moore	2 December 2021	Approved by Council

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## 1. SECTION A: CLASS 4 GAMBLING VENUE POLICY 2021

### 1.1 POLICY

Council is adopting this policy in accordance with section 101 of the Gambling Act 2003 as the Class 4 Gambling Venue and Board Venue Policy 2021.

This policy has two main elements – it takes a wellbeing approach to minimising the regressive and inequitable social and economic harms of Class 4 gambling, particularly in high deprivation communities, and it ensures that Council is taking a leadership role, demonstrating this through its operational work and management of its own estate.

The goal is to reduce the number of gambling machines and Class 4 gambling venues in the Te Awa Kairangi ki Tai Lower Hutt and ensure that no new venues or gambling machines can be added. Venues will not be able to relocate, and no new licences will be issued. If a Class 4 gambling venue is closed for over six months, it cannot be re-opened by another operator. Over time, this approach means that the number of gambling venues and gambling machines may decrease. Council will not allow any further gambling venues to be established in Council owned buildings/facilities.

The policy does not affect existing gambling venues or Class 4 gambling machines in Te Awa Kairangi ki Tai Lower Hutt.

### 1.2 OBJECTIVES OF THE POLICY

The objectives of this policy are to:

- reduce Class 4 gambling machine numbers and venues in Te Awa Kairangi ki Tai Lower Hutt;
- adopt public health approaches to prevent and minimise harm from gambling, to support community problem gambling service providers, and monitor Class 4 Gambling venues;
- provide community access to information about the funds produced and distributed from Class 4 gambling within the city; and
- facilitate community involvement in decisions about the provision of Class 4 Gambling in Te Awa Kairangi ki Tai Lower Hutt.

### 1.3 WHERE CLASS 4 GAMBLING VENUES MAY BE ESTABLISHED

Council will not grant consent for any new Class 4 gambling venues to be established in the territorial authority district.

### 1.4 NUMBERS OF GAMBLING MACHINES TO BE ALLOWED

Council will not grant consent to any increase in the number of gambling machines in any Class 4 gambling venue in the territorial authority district

### 1.5 RELOCATION OF EXISTING VENUES AND MACHINES

Class 4 Venue licences cannot be transferred to a new location in Te Awa Kairangi ki Tai Lower Hutt.

### 1.6 PRIMARY ACTIVITY OF CLASS 4 GAMBLING VENUES

The primary activity of any Class 4 gambling venue shall be:



- a) for sporting activities, or
- b) for the sale of liquor or for liquor and food, or
- c) the activities as a venue owned or leased by the New Zealand Racing Board, and used mainly for racing betting, or sports betting, or as a racecourse.

## 1.7 MERGING VENUES

There will be no consents granted for venue mergers.

## 2. SECTION B: TAB BOARD VENUE POLICY

### 2.1 POLICY

- This policy is a policy adopted in accordance with Section 96, Racing Industry Act 2020 as a board venue policy.
- The policy covers standalone TAB board venues, which are owned or leased by the New Zealand Racing Board. Council consent is not required under the legislation for a TAB facility in a bar, hotel, or club.

### 2.2 OBJECTIVES OF THE POLICY

The objectives of this policy are to:

- reduce Class 4 gambling machine numbers and gambling venues in Te Awa Kairangi ki Tai Lower Hutt;
- adopt public health approaches to prevent and minimise harm from gambling, to support community problem gambling service providers, and monitor Class 4 Gambling venues;
- provide community access to information about the funds produced and distributed from Class 4 gambling within the city; and
- facilitate community involvement in decisions about the provision of Class 4 Gambling in Te Awa Kairangi ki Tai Lower Hutt.

### 2.3 WHERE TAB VENUE MAY BE ESTABLISHED

TAB Board Venues may be established within the central commercial and Petone commercial activity areas; suburban commercial and special commercial zones; and general recreation activity areas and special recreation activity areas subject to:

- (i) meeting application and fee requirements;
- (ii) not being a venue at which the primary activity is a family or children's activity;
- (iii) not being adjacent or adjoining to any residential zone, school, early childhood centre, kindergarten, place of worship or other community facility; and
- (iv) not being adjacent to another board venue i.e. two board venues may not be adjacent or adjoining

Where a TAB Board Venue is adjacent to or adjoining a Class 4 gambling venue, the TAB board venue is prohibited from operating Class 4 gambling machines.

Note: “Central commercial and Petone commercial activity areas”, “suburban commercial and special commercial zones”, “general recreation activity areas and special recreation activity areas” and “residential zone or recreation zone” have the meanings and will be applied in accordance with the meanings of those terms in the Hutt City Council District Plan as operative at the time an application is considered.

#### **2.4 INCOMPATIBILITY OF TAB BOARD VENUE PREMISES**

TAB board venues must not be located in premises that are incompatible with other predominant uses in a commercial or retail district.

#### **2.5 APPLICATIONS**

Applications for Council consent must be made on the approved form and must provide:

- name and contact details for the application;
- street address of premises proposed for the TAB board venue licence;
- the names of management staff; and
- if not in the central commercial zone, evidence of the distance to the nearest residential zone, educational or religious establishment and other Class 4 gambling venues.

#### **2.6 APPLICATION FEES**

These will be set by the Council from time to time, and shall include consideration of:

- (i) the cost of processing the application, including any consultation and hearings involved;
- (ii) the cost of triennially reviewing the TAB board venue policy;
- (iii) the cost of inspecting TAB board venues on a regular basis to ensure compliance with consent or license conditions; and
- (iv) a contribution towards the cost of triennial assessments of the economic and social impact of gambling in the city.



Attachment 1:

Te Awa Kairangi ki Tai  
Lower Hutt – Draft  
Parking Strategy

Business unit	Strategy and Policy
Date created	June 2024
Date effective	Month Year – TBC
Next review date	TBC
Review period	Three years
Owner	Head of Strategy and Policy
Approved by	TBC
Implementation	Transport group
Monitoring/evaluation	Strategy and Policy, Transport

Version	Author	Date	Description
V 1.0	Maarten Quivooy	June 2024	Insert brief description here
V 2.0	Name	Month Year	Insert brief description here



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## Purpose & Scope

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This strategy outlines Council's approach to managing the parking that it provides in Te Awa Kairangi ki Tai Lower Hutt. It sets out the strategic framework to inform and drive the development of parking management plans which will propose changes to parking management to address specific parking issues, challenges or opportunities.

The strategy applies to:

- All Council-provided public parking places, including on-street and off-street parking;
- All types of Council-provided parking places including parking for cars, motorcycles, servicing and loading spaces, and mobility parking spaces; and
- CBD and suburban shopping areas, and residential areas.

Bicycles and micro-mobility devices have not been included in this strategy as parking for them is generally provided for in off-street spaces (i.e. on footpaths).

Privately owned car parking is a significant contributor to parking in Te Awa Kairangi ki Tai Lower Hutt. Parking management plans will take into account the availability and pricing of privately owned car parking. This includes the impact of privately owned car parking on public parking, and not undermining the viability of privately owned car parking.

The strategy does not apply to:

- Privately owned off-street car parking;
- Any parking outside the city boundaries; and issues of parking used for freedom camping or homelessness.

Council's authority to make changes to parking management is enabled through the Hutt City Council Traffic Bylaw 2018. Any changes need to be in accordance with Land Transport Rule Traffic Control Devices Rule 2004, which sets out the functions and responsibilities of local authorities in their decisions on the control of traffic. All Council provided public parking is subject to compliance with the operative District Plan.

## Where does this strategy fit?

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This strategy aligns with the National Parking Management Guidance (2021) issued by Waka Kotahi NZ Transport Agency which requires parking strategies developed by local councils to be informed by key national inputs including:

- The Government Policy Statement on Land Transport;
- The national Policy Statement on Urban Development;
- The Zero Carbon Act; and
- Keeping Cities Moving.

This strategy has taken into account Council and regional plans that guide the transport system in Te Awa Kairangi ki Tai Lower Hutt, including:

- **Integrated Transport Strategy (2022)** – sets out the priorities for integrated transport in Hutt City including measures focused on kerbside parking management and road space reallocation;
- **The Interim Carbon Reduction and Climate Resilience Plan for Hutt City Council (2021–2031)** – this plan aims to reduce corporate emissions within Council, reduce the City's greenhouse gas emissions, and support climate resilience by encouraging mode shift and improving micromobility and cycling infrastructure;
- **Our Race Against Time (Lower Hutt Climate Action Pathway, 2022)** – this plan aims to reduce Council's climate impact by increasing electric vehicle charging, by working with Metlink to improve the public transport system, and by supporting mode shift;
- **Regional Emissions Reduction Plan (2024–2030)** – part of this plan focuses on transport and urban form, and the ways the region, including Hutt City, can improve sustainability and become a healthier and better-connected community; and
- **The Wellington Region Land Transport Plan (2021)** – this plan outlines 10–30 year targets for improving infrastructure, access, resilience and health outcomes, and reducing carbon emissions.

# What is a parking strategy & why do we need one?

---

A parking strategy provides the framework for Council to make consistent and transparent decisions about parking management. It establishes the objectives that Council wants parking management to achieve and provides guidance to help ensure balanced decisions are made about the competing demands for parking space on our streets.

This parking strategy addresses the significant challenges we face in Te Awa Kairangi ki Tai Lower Hutt which are putting increasing pressure on our limited parking capacity, including:

- *Our growing population means increased parking demand*

The population of Te Awa Kairangi ki Tai Lower Hutt has grown considerably, increasing from 107,500 in 2017 and is expected to reach 137,000 in 2043. This means we need to make better use of our limited road space, moves more people using fewer vehicles, and encourages more people to use public transport, walk or cycle.

- *The impacts of increasing housing density*

Our population growth has coincided with a rapid increase in infill housing and housing density. The National Policy Statement on Urban Development (2020) has removed off-street parking requirements for new housing developments, increasing the demand for on-street parking.

- *Parking supply is decreasing*

Hutt City will lose approximately 700 carparks in the central city as a result of the Te Wai Takamori o Te Awa Kairangi (RiverLink) Project, with the planned reduction of size in the riverbank carpark, construction of the new Melling interchange and station, and city centre streetscaping.

Greater Wellington Regional Council has signalled that they intend to introduce charging for car parking at Park & Ride locations across the region. There are flow on implications for these locations if commuters move to park on local streets to avoid these charges.

- *Access needs are not always met*

In the most recent resident satisfaction survey (2024) more than 80% of respondents who completed the survey were satisfied with the availability of parking. The remainder were dissatisfied with the availability of car parking in the city, and particularly with mobility parking.

- *The need to address climate change*

Council has a goal to have net zero carbon emissions by 2050. The availability and price of parking influences a person's decision to drive, cycle or use public transport. Parking management can contribute to reducing congestion and greenhouse gas emissions. It can also influence travel choices by setting road space priorities and the designations applied to that road space.

- *The cost of providing parking falls on ratepayers*

Most parking in Hutt City is currently free of charge. The construction cost of providing parking space, including land costs, has been estimated (by Wellington City Council) to be between \$14,000 and \$75,000 [per car park](#). These costs are met by all ratepayers, including those who do not drive. Parking fees offset the cost of parking from ratepayers to parking users, allowing Council to reinvest in parking management services.

## What is parking management and how do we manage parking?

Parking management is the package of measures designed to achieve the outcomes and objectives Council has set for its provision of public parking. It can include:

- limiting the space that is available for parking;
- restricting the time vehicles can use public parking spaces;
- allocating specific spaces for types of parking (e.g. mobility and loading zones); and
- requiring and setting the fees for use of public parking.

Te Awa Kairangi ki Tai Lower Hutt has a mix of unrestricted, paid and time-limited parking. In locations of high demand, such as schools and shopping areas, parking time limits and parking pricing encourage turnover in the use of parking spaces. Parking spaces are also designated to improve access for certain user groups or vehicles, such as mobility parking spaces, bus stops, pick up and drop off zones, and taxi ranks.



Time-restricted parking can optimise the use of parking space, but can also become poorly aligned with the needs of nearby activities. This means that parking restrictions need to be area and purpose specific.

Research indicates paid parking can increase the parking turnover rate and enables more cars to use the car parking spaces and reduce the time drivers spend looking for parking space. Paid parking can also have environmental benefits by encouraging the use of alternative modes of transport.

Underpriced and long-term parking can create congestion and unnecessary emissions. Overpriced and underoccupied parking can result in empty car parks with retailers losing customers, and a loss of revenue that could be put back into improving parking management.

To avoid these problems, councils adjust their parking pricing by location and time of day. The process of adjusting prices based on occupancy has been called demand-responsive pricing.

## What are Parking Management Plans (PMPs)?

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Parking Management Plans (PMPs) give effect to the Parking Strategy by addressing specific parking issues in a defined location in the city and recommending how these issues should be managed.

PMPs will be informed by data collection and analysis, and will be subject to consultation with affected communities or neighbourhoods prior to being considered and approved by Council.

The technical detail to be found in a PMP can include:

- a map of the defined area;
- data and information on current parking patterns;
- a detailed description of changing parking needs, parking issues and opportunities;
- a review of previous parking management decisions (Transport Resolutions);
- relevant context, including changes to land use, growth and any policy or strategy considerations;
- proposals for parking management changes (e.g. parking designations, parking restrictions, or parking charges);
- an implementation plan; and
- recommendations.

PMPs provide for increased accountability by ensuring parking management changes are evidence based, have been clearly signaled and consulted on, are formally approved, and then monitored for effectiveness.

## What we want parking management to achieve

Parking management is a critical component of creating a sustainable transport system in Te Awa Kairangi ki Tai Lower Hutt. It does this by moving away from a demand-based approach, to providing the right amount of parking, in the right place, at the right time, at the right price.

Parking management should enable people to visit recreational, commercial and civic facilities by helping to make sure they can find a place to park. Parking management approaches that aim for 85% occupancy generally enable sufficient availability for people to use and enjoy their city centres and increase the level of activity in them.

### Outcome:

The overarching outcome that Council has set for parking management is:

***Parking management supports Te Awa Kairangi ki Tai Lower Hutt to be a vibrant and well-functioning city where everyone thrives.***

### Objectives:

To deliver this outcome Council has articulated the following objectives that it wants the parking strategy and PMPs to achieve:

- ***Make best use of existing parking space*** – making the best use of existing parking space and not increasing the supply of parking;
- ***Ensure inclusive access*** – prioritising parking and street space to enable people of all ages and abilities to access community and council facilities;

- **Be good for business** – making parking more accessible at times when it is needed for businesses and their customers;
- **Encourage mode shift** – helping to tackle climate change by using parking management to encourage a shift to more sustainable alternative modes of transport;
- **Support social wellbeing** – ensuring parking management supports opportunities for wider social engagement across Te Awa Kairangi ki Tai Lower Hutt;
- ~~Use parking space efficiently – optimising the use of Council's parking as a community owned resource will deliver value for the community; and~~
- **Parking costs are shared equitably** – the cost of providing parking is shared more equitably between ratepayers and the users of parking spaces.
- **parking management delivers a high-quality user experience** – parking users understand how parking management works and can experience a positive engagement with the parking system; ~~and~~
- **parking management supports quality urban design and city-wide transport outcomes** – the allocation of parking space supports high quality urban design and parking management supports the wider city transport network.

## Principles:

There will be situations in which these objectives are in tension. The principles below are intended to help inform any trade-offs that may need to be made.

- **public safety** – allocation of street space for parking and parking management should maximise public safety;
- **prioritise parking for those with greatest need** – parking enables those with mobility or access needs to move around the city easily and safely;
- **parking management decisions are evidence based** – proposals for changes to parking management must be evidence based;
- ~~parking pricing responds to demand~~ – parking pricing responds to the demand for parking and the convenience of parking; ~~and~~
- ensure the movement function of roads and streets – two-way movement on roads and streets is prioritised where needed.

Where PMPs make recommendations for change in parking management they will be expected to clearly indicate which objectives these changes are intended to achieve, and which principles have been considered in making any trade-offs between those objectives.

# How we will make decisions about parking in Te Awa Kairangi ki Tai Lower Hutt

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## Priorities for our street space

Streets in Te Awa Kairangi ki Tai Lower Hutt provide three main functions:

- **movement** – space allocated for the safe movement of people and vehicles (including emergency management vehicles), such as: footpaths, cycle lanes, traffic lanes, driveways, and no stopping areas;
- **place** – space allocated for urban design, amenities and commerce, e.g. housing areas, sports fields, shopping areas, markets and events; and
- **parking** – space allocated for stationary vehicles, e.g. on-street parking, bus stops, and mobility parking.

Many streets support all three functions, while some only provide for one or two. For example, expressways only support movement, while a shared space may only provide place and movement. The function of a street can also change depending on time or day. Some streets only permit on-street parking at certain times of the day, while others, like Jackson Street in Petone, can be transformed into a street-market on occasion.

[Many of our roads and residential streets are not wide enough to support two parking lanes as well as two movement lanes. Where use of on-street parking increases this can create issues for emergency vehicles and refuse collection.](#)

We will assess street space priorities in accordance with the principles of the National Parking Management Guidance which prioritise safety, then property access, then footpaths and then public transport and cycling, over the provision of vehicle parking.

## Balancing parking demands in residential and non-residential areas

Where street space is not required to provide for movement or place, car parking can be provided where it is safe to do so. The tables below set out the high,

medium and low priority parking space priorities for parking in commercial areas (table 1) and residential areas (table 2).

**Table 1: Parking space priorities – non-residential areas**

<b>Parking space priorities – commercial areas</b>		
<b>Priority</b>	<b>Parking Designation</b>	<b>Characteristics</b>
<b>High</b>	Bus facilities	On-street and off-street bays to provide bus stops, super stops and interchange facilities to provide access to bus services
	Mobility parking	On-street parking bays suitable for people with disabilities
	Loading zones and taxi ranks	In areas of high demand or where private off-street loading bays are not available
	Rapid transactions (P10)	Typically, 10-minute parking to drop off or pick up people or goods at key locations (e.g. dairy, post office)
<b>Medium</b>	Customer parking	Short-medium-term parking for customers to access businesses and retail activities
	Car share spaces	Where scheme membership and demand justify the allocation of parking spaces
	<a href="#">EV charging spaces</a>	<a href="#">On-street parking bays in convenient locations to support the transition to low carbon vehicles including all types of sustainable vehicle parking requirements</a>
	Resident parking	Parking areas for residents
<b>Low</b>	Commuter parking	Parking areas for commuters

Table 2: Parking space priorities in residential areas

Parking space priorities – residential areas		
Priority	Parking Designation	Characteristics
High	Bus stops	On-street bays to provide access to bus services
	Mobility parking	On-street parking bays suitable for people with disabilities
	Rapid transactions (P10)	Typically, 10-minute parking bays suitable for people with disabilities
Medium	Car share spaces	Where scheme membership and demand justify the allocation of parking space
	Resident parking	Permit schemes may be considered for eligible properties in areas that qualify and experience high parking demand
Low	Commuter	Commuters should have the lowest priority as all-day parking demands can undermine residential access

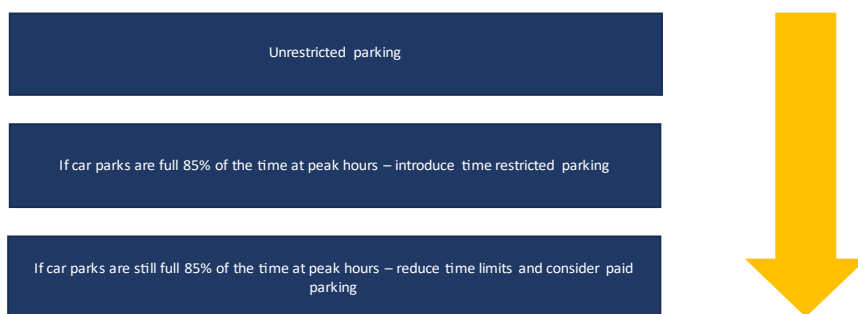
Parking in industrial and recreational areas

Parking space priorities in industrial and recreational areas will be informed by the commercial and residential parking space priorities above. More importantly however, they will reflect analysis of data about the demand for parking in specific industrial ~~or recreational~~ areas such as the Seaview and ~~recreational areas such the~~ Walter Nash ~~Centrea~~ areas.

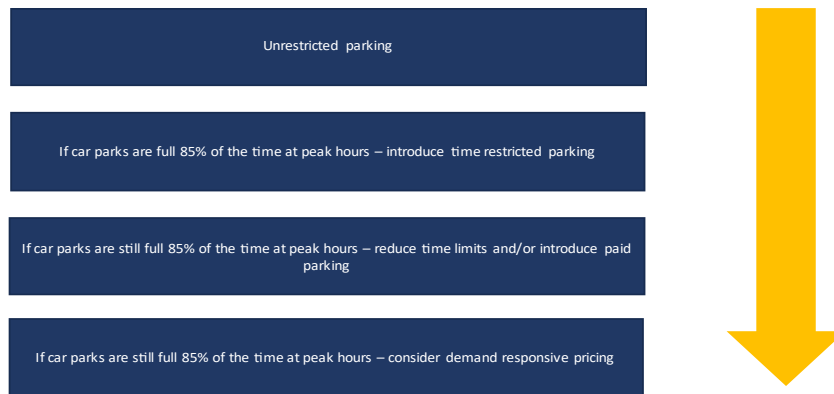
## Parking management thresholds

Parking will be managed in line with parking management thresholds based on occupancy data. Parking will be managed by levers such as time or price. Changes to time restrictions or fees to manage parking will be decided based on meeting or exceeding the occupancy thresholds outlined in the following flow charts: [Example graphics only]

Parking management thresholds – residential areas



## Parking management thresholds – commercial areas



The thresholds for residential parking will not be limited by the time of day.

## Collecting and using parking data

Information about parking demand is critical when making decisions about parking. Parking data is essential for measuring the effectiveness of parking interventions. Understanding where, when, and how long vehicles are parked in certain places will help the Council decide if changes are needed. Frequent monitoring of parking demand, especially in busy areas, will enable Council to determine whether the current parking tools are adequate or require further intervention.

Long-term data trends can highlight seasonal changes or demonstrate the influence of changes on the transport network and transport choices. The table below sets the key parking indicators which will inform changes to parking management settings:

Indicator	Description
<b>Occupancy rates</b>	The percentage of all parking spaces in use, by time of day and type of restriction
<b>Paid parking use</b>	The number of people that pay for parking, by time of day and length of stay



<b>Duration of stay</b>	The distribution of how long people stay parked for
<b>Offending</b>	The number of vehicles that are repeatedly ticketed for not paying, or for overstaying time restrictions
<b>Repeat offenders</b>	The number of vehicles that are repeatedly ticketed for not paying, or for overstaying time restrictions
<b>Revenue</b>	Data on the net and gross revenue generated from parking related activities
<b>Payment methods</b>	Classification of how people choose to pay for parking

Parking data will be collected by the Council and managed by the Transport Group. The Transport Group will analyse parking data to inform the development of parking management plans. The costs of collecting parking data will be met from the revenue generated by paid parking.

## The Parking Management Toolbox

There are several tools in the parking management toolbox. The purpose of these tools is to provide a framework and options to deal with parking challenges across the city.

### Designated Parking

Designated parking spaces are for a specific user group or vehicle (e.g. mobility parking, bus stop, loading zone). There are opportunities to use [some of](#) these parking spaces more efficiently by allowing shared use of the space (using appropriate signage) based on times of the day or week. For example, loading zones are useful for businesses during the day but can be designated as pick up zones or taxi [rank](#)s in the evening. [Priority spaces such as mobility parking spaces will always retain their designated status at all times.](#)

### Time Restrictions

Time restrictions are commonly used to manage parking in busy areas such as town centres, sports facilities, local shopping areas and schools. Time restrictions can also encourage people to use other modes of transport, reduce congestion

and carbon emissions by reducing the number of drivers cruising for free parking.

A variety of time restrictions are currently used in Te Awa Kairangi ki Tai Lower Hutt (e.g. P5, P10, P30, P60, P120) These tend to align with the need for turnover in commercial or residential areas. Most time restrictions only apply during the day on weekdays. ~~Some restrictions, such as P5 or P10 parking spaces, are applicable at all times.~~ The hours that time restrictions apply depends on the location and purpose of the parking space, and may ~~need to be reviewed~~ through Parking Management Plans, if ~~required there are changes in demand~~.

Peak parking occupancy commonly guides decisions to change time restrictions and paid parking. An 85% occupancy is a target threshold used by most councils, and is adopted in this strategy. 85% occupancy means that at any point in time around one in seven car parking spaces will be available. Higher occupancy levels results in drivers circling looking for parking, while ~~a~~ lower occupancy levels will result in empty parking spaces.

In residential areas with high parking demand generated by residents themselves, time restrictions should only be used sparingly as they provide little benefit but can lead to residents having to frequently move their vehicles.

Time restriction	Application
<b>Rapid transaction (up to 10 minutes)</b>	Designated parking spaces to provide convenient access for short trips and to drop off or pick up people or goods
	Generally located adjacent to businesses with high demand for rapid transactions (e.g. dairies and takeaway food)
	Frequently used outside community facilities (e.g. pools and libraries) to allow for picking up and dropping off
	Where possible, <u>high turnover spaces (such as P5, or P10, and loading zones parking spaces)</u> should not be used adjacent to cycle lanes <del>in order</del> to avoid potential accidents

<b>Short term (up to 30 or 60 minutes)</b>	On key streets in busy commercial areas where high turnover is needed but paid parking is not currently in use
	In neighbourhood activity centres and at community facilities where high turnover is needed
<b>Medium term (up to 2, 3 or 4 hours)</b>	Fringe areas of commercial zones and industrial areas
	Off-street carparks
<b>Long term (longer than 4 hours)</b>	Areas impacted by long term or overnight parking
	Off street carparks

## Paid Parking

Time restricted parking has limitations. The way people spend time in our city's commercial centres is changing, as people look to spend more time enjoying a variety of retail, hospitality and leisure activities, rather than simply making a single stop at a retail business. Time restrictions that support quick turnover may lack the flexibility modern businesses and customers require, by reducing the time and money people spend in an area.

Paid parking is best used where time restrictions are no longer effective in managing demand or where reducing time restrictions further no longer aligns with the customer and business needs. Paid parking encourages people to use alternative modes of transport and ensures road space is valued and used efficiently. The revenue generated by paid parking can help offset the costs of providing parking and parking management.

## Graduated and demand-responsive pricing

In areas with paid parking, time restrictions could be replaced with graduated or demand-responsive pricing to manage turnover and provide greater flexibility. Graduated and demand-responsive pricing encourages drivers to think about the price of parking as an integral element of their travel costs. Internationally, many cities are moving to implement graduated or demand responsive pricing, which allow people to pay to stay for as long as they need. This approach discourages long-term and commuter parking in the city and creates enhanced commercial activity in retail and other business areas.

The table below provides an example of the graduated pricing introduced in Auckland in 2022.

<b><i>Auckland's graduated parking pricing structure (as at January 2022)</i></b>		
<b>Time and day</b>	<b>Zone 1 – Central City</b>	<b>Zone 2 – Outer zone</b>
<b>Mon – Fri (8am to 6pm)</b>	\$5/hour for first 2 hours	\$3.50/hour for first 2 hours
	\$10/hour thereafter	\$7/hour thereafter
<b>Mon Fri (6pm to 10pm)</b>	\$2.50/hour for the first 2 hours	
	\$5/hour thereafter	
<b>Sat, Sun and public holidays 8am to 10pm</b>	\$2.50/hour for the first 2 hours	
	\$5/hour thereafter	
<b>Sat (8am to 6pm)</b>		\$1.50/hour for first 2 hours
		\$3/hour thereafter

## Long/short-term fee differentials

Charging different fees for short versus long-term parking can change turnover rate and user mix. Higher fees for long-term parking can help discourage commuter parking and make more spaces available for shoppers and short-term users. This can also encourage car-pooling and mode switching without hindering commercial activity.

## Permits

Council provides parking permits to specific users or vehicles where other parking arrangements are unsuitable. Most permits incur a fee and generally provide exemptions to time restrictions and/or payment. At present, Council provides Mobility Parking Permits, a limited number of Resident Parking Permits, and Permits for volunteers of specific organisations (e.g. Citizens Advice Bureau and Foodbanks).

Potential future categories of parking permits could include:

- Critical Service Permits: for essential and emergency service workers;
- Trade/Contractor Permits: to allow temporary access for tradespeople;

- Carpool/Car Share Permits: to allow permit holders access to dedicated carpool parking spaces with reduced parking fees; and
- Authorised Vehicle Permits: that provide exemptions in other situations, such as for events or filming, that are not covered by typical permits.

It is anticipated that unless there are exceptional circumstances, new categories of parking permits will only be introduced through PMPs.

## Enforcement

Enforcement is critical to effective parking management. Council's parking management staff enforce compliance with parking restrictions and payment requirements, illegal parking, as well as checking for valid warrants of fitness and vehicle registration.

Communities can have a complex relationship with parking enforcement. Too much enforcement can appear unfair and deter people from visiting an area, whereas too little means people disregard parking restrictions such as mobility parks, and it can also become harder for people to find a parking space.

Council's parking management staff exercise discretion in their enforcement role. This may take the form of targeting areas with known high levels of parking infringement, or alternatively not issuing infringement notices where the parking infringement was accidental or inadvertent.

Parking management changes proposed in PMPs, such as expanding the areas of paid and time-restricted parking, may require additional enforcement resources or investment in enforcement technology.

The efficiency of parking enforcement can be substantially improved by using technology such as licence plate recognition (LPR) camera enforcement. LPR enforcement can cover a greater area than wardens on foot and allow council to be more responsive to requests for enforcement.

## Paying for parking

Council receives income from parking infringements for overstaying time or paid parking restrictions, ~~and illegal parking, and for expired Warrants of Fitness (WOFs) and vehicle rRegistrations-Permits (vehicle licenses).~~ In the instances where Council receives income from fines for that are paid due to expired WOFs and vehicle licenses NZTA, the Crown (through the Land Transport Act 1998) is paid a portion of the amount received. - and for expired WOF or

~~registration permits~~. Council ~~also~~ incurs costs to deliver parking ~~management~~ services such as wages for enforcement staff, parking meter maintenance, infringement equipment, IT support costs, and legal costs. ~~In the 2023/24 financial year net parking revenue was approximately \$2830,000 month, while the net costs of parking management were \$130,000.~~

Business perceptions of paid parking can be improved by reinvesting parking revenue into services and facilities that benefit a commercial centre, such as urban design and amenity, public transport improvements, economic development initiatives or events.

Cash payment for parking creates costs for Council, in terms of having to pay for cash collection services, as well as increased risks of vandalism and theft. Pay by plate parking meters link vehicle registration to payment. Customers using the related parking app can choose to only pay for the time they use and increase their parking time remotely.

Existing methods of payment for parking include cash, EFTPOS and the PayMyPark mobile app, with fees applying for payment by credit card and the PayMyPark mobile app. There may be opportunities to remove or reduce app or credit card fees, along with linking parking payments to a public transport smartcard as part of an integrated transport payment system.

## Digital parking communication systems

Digital parking systems can communicate information on parking space availability, using real-time data on electronic directional signage, mobile apps, and websites. Real-time information on parking can help reduce congestion by decreasing the number of drivers searching for available parking.

Future technology may enable the number of available spaces in an area to be determined by sensors, access to be regulated via an automated barrier arm or geofencing parking (with a pre-paid tracking device), as well as enabling payments for specific areas.

## Electronic permits

Electronic permits are linked to a vehicle's registration number, eliminating the ability for permits to be shared. They also provide customers with more convenience as they can be applied for, issued, changed and cancelled online.

# Parking Management Plans will be used to make changes to parking management

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Parking Management Plans (PMPs) will make proposals for how parking in specified areas should be managed. PMPs generally include an overview of the amount and types of parking in an area and data on parking demands and trends. They outline the current transport networks and land use, as well as any future changes that could influence parking demand or supply. Based on this information, PMPs identify short, medium and long-term recommendations for improving how parking is managed.

PMPs will be developed where there is evidence to demonstrate a parking issue in the area or where there is demand for intervention from the local community. All PMPs will be developed in consultation with interested parties – e.g. local retailers, residents, and the local community.

Parking management plans will be data driven. Collection and analysis of data about parking patterns and the demand for parking, will inform the need for the development of a PMP, and any proposals for changes to parking management in the area covered by the PMP.

A PMP could be developed where:

- parking occupancy levels in commercial areas regularly exceed 85% at the busiest times of the day, or where parking occupancy levels are significantly lower than the 85% target occupancy
- there are significantly reduced levels of off-street or on-site parking provision due, for example, to housing intensification or changing land use by a service provision agency such as the hospital
- there are safety and/or access issues, for example, emergency services, roading upgrades, kerbside changes, improved bus services, or road design changes that require council to make changes to parking
- parking management could encourage mode shift.

PMPs will address parking in a defined geographical area and should be developed when most parking spaces, or more than 25% of parking spaces within a 200 metres radius are considered to be affected, or where changes

impact on existing parking management nearby. Local consultation with nearby residents and businesses will then be undertaken as part of the PMP process.

Initially, PMPs will be developed to address parking issues or challenges in specific areas of the Te Awa Kairangi ki Tai Lower Hutt. For example, a parking management plan will be required for the anticipated reduction of public parking resulting from the Riverlink Project.

## **When will a Parking Management Plan not be required?**

A PMP will not be required for small scale parking management changes that affect only a few parking spaces, or to address an isolated or discrete parking management problem such as:

- Where a parking restriction is needed for access or safety reasons
- a parking issue at a particular school
- where local businesses ask for the introduction of a time limited park near their businesses.

The process for making small scale changes to parking management where a PMP is not required will follow the existing Transport Resolution process. Council's Transport Group will identify the issue and options for addressing it. Changes to parking management proposed by the Transport Group will reference the Parking Strategy objectives and principles, and will require formal approval by Council.

## **Who will make it happen?**

The Parking Strategy provides Council and the community with a clear direction and framework for managing parking in Te Awa Kairangi ki Tai Lower Hutt, through the development of area-specific PMPs.

Implementation of the Parking Strategy and development of PMPs will be overseen by the head of the Transport Group at Hutt City Council. The Transport Group is responsible for the management and analysis of parking data collected by Council staff. The Transport Group will coordinate the collection of parking data, the creation of maps of car parking in Te Awa Kairangi ki Tai Lower Hutt, and the implementation of parking surveys. Their plans for this work will be set out in the Council's Integrated Transport Strategy. Council's commitment to the collection and analysis of parking data may also be referenced in future Long-Term Plans.



PMPs will be developed as and when they are required to address substantive parking management issues. PMPs will be subject to consultation with affected communities prior to being presented to Council for approval. PMPs will be developed with full regard to this Parking Strategy and will reference the Parking Strategy in support of any proposed changes to parking management. PMPs will be formally approved by Council.

The Regulatory Services group at Hutt City Council will enforce any parking management changes in a PMP and approved by Council.

Council performance against the Parking Strategy and PMPs will be monitored by the relevant Council committee. The Parking Strategy will be reviewed every three years, in response to any emerging issues, at the request of Council, or in response to changed legislative or statutory requirements.

# Appendices

## Appendix 1: Glossary

Term	Definition
Commercial area	An area which is primarily used for retail premises, office buildings, suburban shopping centres, and includes the central city.
Demand-responsive parking	Parking prices that are adjusted to respond to the demand for parking in parking areas (e.g. central city or commercial hubs such as Petone).
Industrial Zone	An area where the primary activity is of an industrial nature, including activities such as production and manufacturing, service and hiring of goods, extraction of natural resources, and the storage of goods, as outlined in the District Plan
Loading zone	Short-term parking spaces that allow businesses to load or unload goods. Loading zones serve an important function by facilitating the delivery of goods to centres, commercial areas, and industrial areas.
Mobility parking space	Parking spaces marked by a disability symbol. You must display a mobility permit to use mobility parking spaces.
Micro-mobility device	Small, lightweight vehicles (such as bicycles and scooters). That can be powered or unpowered transport device.
On-street parking	Parking your vehicle on the street as opposed to in a garage, parking building or on a driveway. On-street parking in urban areas is often paid parking and/or has time restrictions.

Off-street parking	Parking your vehicle anywhere that is not a street, such as a garage, parking building or on a driveway. Can be indoors or outdoors, and be private or commercial parking.
Parking fees	Fees required for the use of any parking place for any identified length of time. These fees will be managed through Parking Management Plans that are approved by Council.
Parking Management Plan	A parking management plan (PMP) is a location-specific plan that outlines parking management interventions for a centre, a neighbourhood, a particular land use (such as residential) or an area that is influenced by a land use (e.g. commercial parking spill over to a residential area). PMPs will be developed in reference to the Parking Strategy and will be approved by Council.
Parking space	Means a place (including a building) where vehicles, or any class of vehicles, may stop, stand, park.
Parking permit	Means a ticket obtained in the manner prescribed by the bylaw, allowing a vehicle to use a space in a pay and display area for the authorised period designated on the ticket.
Residential area	An area which is primarily used by people for accommodation and living purposes, as outlined in the District Plan
Taxi stand	A taxi stand is a queue area on a street where taxicabs line up to wait for passengers.
Note: similar terms may be used in other Council plans, strategies and policies, but their definitions should not be applied in this context.	

**HUTT CITY COUNCIL**

**KOMITI HANGANGA | INFRASTRUCTURE AND REGULATORY COMMITTEE**

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

**Thursday 12 September 2024 commencing at 2:00 pm**

**PRESENT:**

Cr S Edwards (Chair)	Mayor C Barry
Cr G Barratt <sup>1</sup>	Cr T Stallinger (Deputy Chair)
Cr B Dyer	Deputy Mayor T Lewis
Cr A Mitchell	

**APOLOGIES:**

Cr G Tupou

**NON ATTENDANCE**

Cr K Brown

**IN ATTENDANCE:**

J Kingsbury, Director of Economy and Development (via audio-visual link)  
 B Cato, Chief Legal Officer (part meeting)  
 K Stannard, Head of Democratic Services (part meeting)  
 P Hewitt, Head of Transport (part meeting)  
 T Johnstone, Head of Planning  
 R Barton, Head of Building Control  
 E Anand, Head of City Delivery (part meeting)  
 B Hodgins, Strategic Advisor (part meeting)  
 Z Hendriks, Programme Coordinator (part meeting)  
 R Oliver, Senior Consultant (part meeting)  
 D Pratt, Animal Services Manager (part meeting)  
 K Collins, Operations Manager (part meeting)  
 J Kilty, Democracy Advisor (part meeting)  
 V Gilmour, Democracy Advisor

**PUBLIC BUSINESS**

<sup>1</sup> Cr Barratt was not in attendance at the meeting.

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 Stallinger)

**Minute No. IARCC 24401**

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

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. **RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI  
COUNCIL - 1 October 2024**

## Cross Valley Connections Objectives

Speaking under public comment, **Dr David Tripp, representing the Hutt Cycle Network**, shared a presentation attached as pages 14-17 to the minutes. He emphasised the importance of Council's Integrated Transport Strategy (ITS) in guiding Lower Hutt's transport network. He expressed concern that the Cross Valley Link (CVL) project, aimed at addressing congestion, might significantly increase CO<sub>2</sub> emissions, contradicting Council's climate change plan to reduce transport-related emissions. He suggested that the project should focus on resilience and adaptation to sea level rise and urged Council to reconsider the objectives of the CVL project.

In response to questions from members, David Tripp raised questions about the location of the planned 3,500 homes and whether the CVL project would benefit the residents. He expressed concern that Council's problem statements and objectives needed to align with the community's desire for a better approach to transport in Lower Hutt. He suggested a shift in people's reliance on cars. He mentioned that his perspective on the CVL project could change if it included provisions for active transport and bus priority lanes.

The Head of City Delivery elaborated on the report. In response to questions raised by the public speaker, he explained that the objectives were broad and covered the entire transport system. He noted that the third problem statement addressed limiting modal choice and that the investment objectives encompassed the transport system, including various modes. He was confident that the investment objectives were sufficiently broad and suitable for all types of transportation.

Cr Mitchell foreshadowed his intention to suggest changes to the CVL project objectives.

In response to questions from members, the Head of City Delivery provided the following advice:

- officers reviewed the Transport Strategy, Spatial Plan and City Strategy to support the CVL objectives.
- the project was updated to align with Council strategies and central government transport goals.
- resilience was identified as a major challenge, with the first two problem statements addressing both low-probability/high-impact events and high-probability/low-impact events. The transport network in the area was kept at a high level for discussion during the business case.
- central government was working on broader resilience issues.

- agreed to clarify the Gross Domestic Product and job percentages mentioned in Appendix 2 of the report.
- the business case would evaluate all modes of transport and resilience options.
- outcomes aligning with central government policy statement would be addressed at the end of the business case, including the likelihood of seeking New Zealand Transport Agency Waka Kotahi or government subsidies for implementation.
- it was challenging to pinpoint the project's completion date.

Cr Mitchell suggested that officers revisit the CVL objectives. He proposed adding an objective focused on shifting modes of transport to reduce congestion and emissions. He reminded officers and members that the ITS aimed to enhance, rather than undermine, the appeal of public and active transport. He added that the project should enhance, not diminish, the resilience of surrounding areas.

Cr Dyer suggested that officers report back to Council with an updated version of objectives at its meeting on 1 October 2024.

MOVED: (Cr Edwards/Deputy Mayor Lewis)

"That the Committee recommends that Council:

- (1) receives and notes the report;
- (2) approves the updated Problem statements attached as Appendix 1 to the report;
- (3) approves the updated Cross Valley Connections (CVC) objectives attached as Appendix 2 to the report;
- (4) notes that these objectives set out Council's strategic outcomes sought from the CVC programme of works;
- (5) notes that the Cross Valley Link (CVL) forms part of the CVC programme of works; and
- (6) notes that following Council approval, council officers will meet with New Zealand Transport Agency (NZTA) Waka Kotahi to develop the next steps for delivery as part of the Petone to Grenada and CVL Business Case."

AMENDMENT MOVED (Cr Mitchell/Cr Dyer)

That a new part (3) read:

- (3) notes the updated Cross Valley Connections (CVC) objectives attached as Appendix 2 to the report and notes that changes may be provided at the Council meeting on 1 October 2024;

The amendment was declared CARRIED on the voices.

Cr Mitchell suggested that Council's ITS should also be presented to Waka Kotahi alongside the CVL.

Members then voted on the original motion parts (1)-(2) and (4)-(6), and the motion was declared CARRIED on the voices.

<p><b>RECOMMENDED:</b> (Cr Edwards/Deputy Mayor Lewis)</p> <p style="text-align: right;"><b>Minute No. IARCC 24402</b></p> <p><i>"That the Committee recommends that Council:</i></p> <p><i>(1) receives and notes the report;</i></p> <p><i>(2) approves the updated problem statements attached as Appendix 1 to the report;</i></p>
<p><b>RECOMMENDED:</b> (Cr Mitchell/Cr Dyer)</p> <p style="text-align: right;"><b>Minute No. IARCC 24403</b></p> <p><i>(3) notes the updated Cross Valley Connections (CVC) objectives attached as Appendix 2 to the report and notes that changes may be provided at the Council meeting on 1 October 2024;</i></p>
<p><b>RECOMMENDED:</b> (Cr Edwards/Deputy Mayor Lewis)</p> <p style="text-align: right;"><b>Minute No. IARCC 24404</b></p> <p><i>(4) notes that these objectives set out Council's strategic outcomes sought from the CVC programme of works;</i></p> <p><i>(5) notes that the Cross Valley Link (CVL) forms part of the CVC programme of works; and</i></p> <p><i>(6) notes that following Council approval, council officers will meet with New Zealand Transport Agency (NZTA) Waka Kotahi to develop the next steps for delivery as part of the Petone to Grenada and CVL Business Case."</i></p>



## 6. **THREE WATERS UPDATE**

Report No. IARCC2024/4/254 by the Strategic Advisor

The Strategic Advisor elaborated on the report. He provided the following advice:

- that the Eastbourne wastewater spill cost was now estimated at \$2.1M.
- that the image referred to three wastewater pipes. The first, closest to the sea, was the Eastbourne to Seaview wastewater main; the middle was the main outfall pipe running south; and the third, near Williams Park, was the wastewater main that carried wastewater from Days Bay to the pumping station where the spill had occurred. The pipe, dating back to 1915, was particularly vulnerable.
- the number of water leaks had been reduced to 76 from 231.
- the first three biofilter cells at the Seaview Wastewater Treatment Plant were complete, with the fourth cell underway and ahead of schedule.
- the draft water reform report had been received and Council had given feedback. A briefing on matters was scheduled for 25 September 2024, with a full report to be presented to Council on 29 October 2024.

In response to questions from members, the Strategic Advisor provided the following advice:

- the cost of repairing the Days Bay pipe was a shared expense with Upper Hutt City Council (UHCC). UHCC contributed to the Eastbourne to Seaview trunk but was not involved with the local Days Bay gravity main
- a short section of pipe, under 20 meters, was replaced during the repair of the Eastbourne wastewater rising main.
- Council would itemise the \$2.1M Eastbourne wastewater spill repair costs to distinguish between infrastructure and other services, making it clear to the public what was considered an additional service
- the 11.13ML of water saved per day by repair of leaks mentioned in the leaks backlog report dashboard involved all four metro councils, not just Lower Hutt.
- it was difficult for Wellington Water (WWL) to identify the sources of petrol chemical contamination at the Seaview Wastewater Treatment Plant.

- Council worked with WWL to implement plans to minimise leaks, particularly during the end-of-year holiday breaks. Additionally, Council were coordinating with WWL to assess the available resources for managing and monitoring leaks during this time. He agreed to update the Committee on the management plan for this period and provide key messages for the community to explain how Council addressed and responded to the challenges.

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

**Minute No. IARCC 24405**

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

**7. DISTRICT LICENSING COMMITTEE - AMENDMENTS TO THE CODE OF PRACTICE 2022-2025**

Report No. IARCC2024/4/255 by the Democracy Advisor

The Democracy Advisor elaborated on the report.

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

**Minute No. IARCC 24406**

*"That the Committee receives and approves the amended Code of Practice for the Hutt City District Licensing Committee attached as Appendix 1 to the report."*

8. **PROPOSED TEMPORARY ROAD CLOSURE(S) - HUTT VALLEY MOTORSPORT CLUB - PORT ROAD SPRINTS**

Report No. IARCC2024/4/256 by the Roding Engineer

The Head of Transport elaborated on the report.

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

**Minute No. IARCC 24407**

*"That the Committee:*

*(1) notes and receives the report;*

*(2) agrees to temporarily close the following sections of roads on Sunday 27 October 2024 (reserve day Monday 28 October 2024), and Sunday 19 January 2025 (reserve day Monday 20 January 2025), between the hours of 7:00am to 6:00pm:*

- a) Port Road, Seaview  
(between the intersection of Marchbanks Street to a point 500m north of the Barnes Street intersection), as shown in Appendix 1, attached to the report;*
- b) Toop Street, Seaview  
(between the intersection of Marchbanks Street to the intersection of Port Road), as shown in Appendix 1, attached to the report;*
- c) Meachen Street, Seaview  
(between Barnes Street and Port Road), as shown in Appendix 1, attached to the report;  
and*
- d) Barnes Street, Seaview  
(between its intersection of Port Road and Wareham Place), as shown in Appendix 1, attached to the report; and*

*(3) agrees that during the event, this resolution will rescind any previous resolutions related to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls outlined in this resolution."*

9. **PROPOSED TEMPORARY ROAD CLOSURE(S) - CAM COUNTY (INC)**  
**WELLINGTON - PORT ROAD DRAGS 2024**

Report No. IARCC2024/4/257 by the Traffic Engineer

The Head of Transport elaborated on the report.

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

**Minute No. IARCC 24408**

*"That the Committee:*

- (1) notes and receives the report;*
- (2) agrees to temporarily close the following sections of road on Sunday 10 November 2024 (reserve day Sunday 17 November 2024) between the hours of 7:00am to 6:00pm:*
  - a) Port Road, Seaview (from the intersection of Marchbanks Street to a point 500 metres north of the Barnes Street intersection), as shown in Appendix 1 attached to the report; and*
  - b) Toop Street, Seaview (from the intersection of Marchbanks Street to the intersection of Port Road), as shown in Appendix 1 attached to the report; and*
- (3) agrees that during the event, this resolution will rescind any previous resolutions related to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls outlined in this resolution."*

10. **PROPOSED TEMPORARY ROAD CLOSURES: PETONE CHRISTMAS PARADE 2024**

Report No. IARCC2024/4/266 by the Traffic Engineer

The Head of Transport elaborated on the report.

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

**Minute No. IARCC 24409**

*"That the Committee:*

- (1) notes and receives the report;*
- (2) agrees to temporarily close the following sections of road on 29 November 2024 from 5:00pm to 9:30pm:*
  - (a) Jackson Street, Petone (the section of road between the intersections of Gear Street and Cuba Street), as shown in Appendix 1 attached to the report;*
  - (b) Petone Avenue, Petone (the section of road between the intersections of Gear Street and Jackson Street), as shown in Appendix 1 attached to the report;*
  - (c) Buick Street, Petone (the section of road between Elizabeth Street and Jackson Street), as shown in Appendix 1 attached to the report;*
- (3) notes that throughout the event, the general public will not be able to cross Jackson Street at the intersection of the following roads: Campbell Terrace, Victoria Street, Fitzherbert Street, Sydney Street, Nelson Street, Scholes Lane, Richmond Street, Bay Street, Britannia Street, Beach Street, Elizabeth Street, Buick Street, Kensington Avenue, Bolton Street, Tory Street and Cuba Street, as shown in Appendix 1 attached to the report; and*
- (4) agrees that during the event, this resolution will rescind any previous resolutions related to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls outlined in this resolution."*

## 11. MICROMOBILITY PROGRAMME UPDATE

Report No. IARCC2024/4/258 by the Head of Transport

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport mentioned that officers could review proposed designs and revert to the original ones if necessary. He agreed to use "shared paths" instead of "cycleways" and noted that the designs were detailed, anticipating progress to construction drawings by February 2025.

RESOLVED: (Cr Edwards/Cr Stallinger)

**Minute No. IARCC 24410**

*"That the Committee:*

- (1) receives and notes the report;*
- (2) notes the Micromobility Programme – Community Connections (Avalon and Taitā) Designs for Approval was considered by the Infrastructure and Regulatory Committee at its meeting on 23 November 2023 report IARCC2023/5/360; and*
- (3) notes the report Micromobility was considered by the Long Term Plan/ Annual Plan Subcommittee at its meeting on 26 August 2024, report LTPAP2024/4/235 and has recommended the approval of \$7.28M unsubsidised budget over the 2024-2027 Long Term Plan period."*

## 12. RETROSPECTIVE APPROVAL FOR COUNCIL'S SUBMISSION ON THE BUILDING (EARTHQUAKE PRONE BUILDING DEADLINES AND OTHER MATTERS) AMENDMENT BILL

Report No. IARCC2024/4/259 by the Building Compliance Manager

The Head of Building Control elaborated on the report.

RESOLVED: (Cr Edwards/Cr Stallinger)

**Minute No. IARCC 24411**

*"That the Committee:*

- (1) receives and notes the submission on the Building (Earthquake-prone Building Deadlines and Other Matters) Amendment Bill attached as Appendix 1; and*
- (2) retrospectively approves Council's submission attached as Appendix 2 to the report."*

### 13. REGULATORY MATTERS

Report No. IARCC2024/4/261 by the Head of Planning

The Head of Planning elaborated on the report.

In response to questions from members, the Head of Planning confirmed that the billboard at 47 The Esplanade, Petone, was installed according to the application. He explained that the figures for resource and building consents for August 2024 were low and that there was usually a Christmas rush.

In response to questions from members, the Director of Economy and Development emphasised the importance of informing the public about parking charges, particularly considering the differences between Council's and central government's changes. He added the plan to communicate Petone's paid parking and highlighted the need for collaboration between Council's Transport and Communication teams to publicise government's increases in parking infringement fees.

Cr Mitchell suggested implementing proactive communication with the disability sector regarding mobility parking, including guidance on how individuals needing a mobility park could obtain one.

Cr Dyer emphasised the importance of communicating changes to parking charges to the public. He suggested being transparent about the origins of the charges and comparing the revenue received by Council with that of central government.

Mayor Barry agreed, emphasising the need for communication from Council. He highlighted that the issue warranted national coverage due to its widespread impact.

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

**Minute No. IARCC 24412**

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

#### 14. ECONOMY AND DEVELOPMENT DIRECTOR'S REPORT

Report No. IARCC2024/4/3 by the Director of Economy and Development

The Director of Economy and Development elaborated on the report.

In response to a question from a member, the Director of Economy and Development confirmed that Council would look at congestion charging.

RESOLVED: (Cr Edwards/Cr Stallinger)

**Minute No. IARCC 24413**

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

#### 15. INFORMATION ITEM

##### Infrastructure and Regulatory Forward Programme 2024

Memorandum dated 27 August 2024 by the Democracy Advisor

RESOLVED: (Cr Edwards/Cr Mitchell)

**Minute No. IARCC 24414**

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

#### 16. QUESTIONS

There were no questions.

#### 17. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia!

Unuhia!

Unuhia i te uru-tapu-nui

Kia wātea, kia māma

Te ngākau, te tinana,

te wairua i te ara takatū

Koia rā e Rongo

whakairihia ake ki runga

Kia wātea, kia wātea!

Ae rā, kua wātea!

Hau, pai mārire.

Release us from the supreme

sacredness of our tasks

To be clear and free

in heart, body and soul in our

continuing journey

Oh Rongo, raise these words up high

so that we be cleansed and be free,

Yes indeed, we are free!

Good and peaceful

There being no further business, the Chair declared the meeting closed at 3.14pm.

S Edwards

CHAIR

**CONFIRMED as a true and correct record**

**Dated this 1st day of October 2024**





## Cross Valley Link Objectives

David Tripp  
June 2024

a disconnected network, and transport infrastructure that is often not up to scratch. The added challenge of climate change requires us to make substantial changes to our transport network, infrastructure and preferred modes of travel.

That's why we've engaged and developed an overarching strategy that will guide our transport priorities and investment decisions – the Integrated Transport Strategy. With your help, we have created an ambitious vision and roadmap for the future of Lower Hutt's transport network. Your feedback has made it loud and clear that our people and environment need to be front and centre of Lower Hutt's transport network, and all modes – cycling, walking, driving, and public transport – need to be truly integrated so that we can all move around efficiently with lower environmental impact.

centred principles to guide our investments in roads, public transport, and active transport options. Ultimately, this will move us towards our goal of making Lower Hutt to be one of the easiest cities in the country to move around for all transport users.

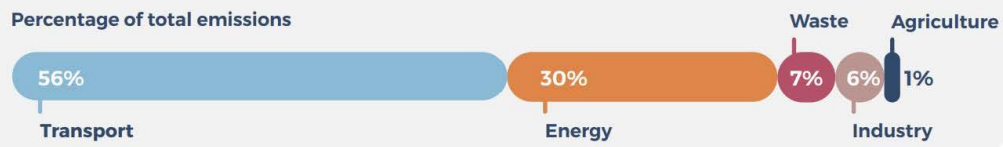
**Campbell Barry**  
Koromatua o  
Te Awa Kairangi ki Tai  
Mayor of Lower Hutt



*Integrated Transport Strategy, 2022*

## Lower Hutt total direct emissions

Percentage of total emissions



*Lower Hutt Climate Action Pathway*

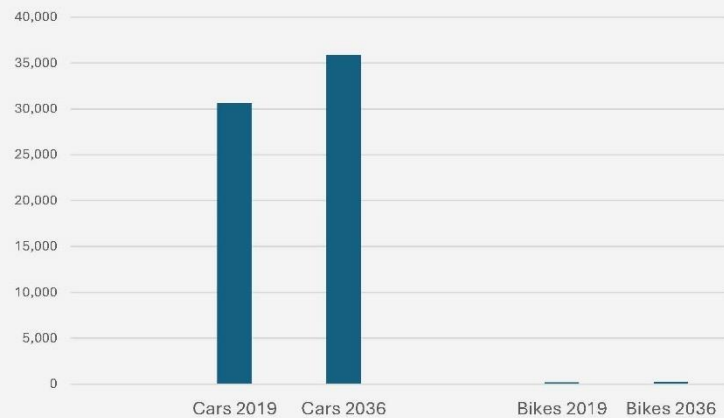


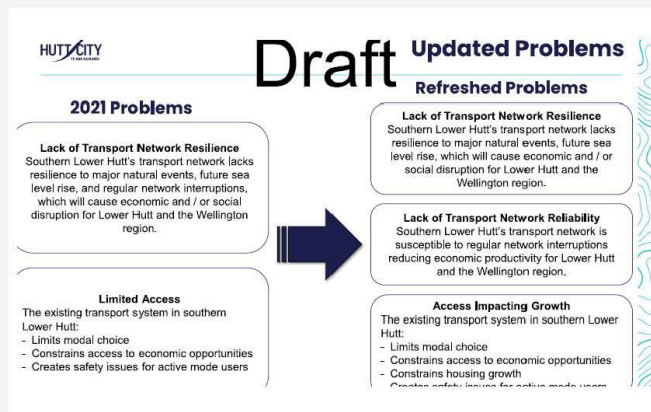
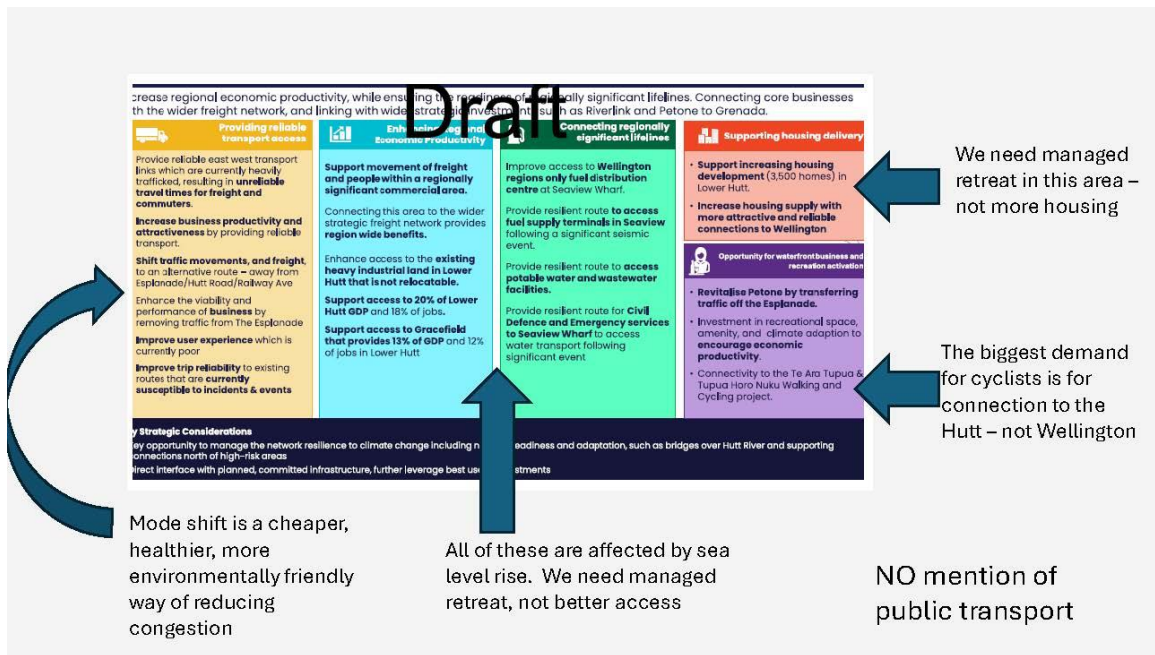
## Worksheet 3: Benefit cost analysis

Benefit cost analysis Cross Valley Transport Connections

Benefits	Preferred Programme
Travel time savings	221,990,522
Vehicle Operating Costs	4,311,391
Crash cost savings	485,115
Vehicle Emissions Savings	215,570
Pedestrian and Cycle	2,443,969
<b>Sub Total - Traditional Benefits</b>	<b>229,446,567</b>
Agglomeration	22,678,703
Imperfect Competition	11,339,351
Increased Labour	11,339,351
Land Value	32,499,702
Resilience	34,018,054
<b>Sub Total - WEBS</b>	<b>102,054,163</b>
<b>TOTAL BENEFITS</b>	<b>331,500,730</b>
<b>Costs</b>	
Construction	62,984,269
Maintenance	-
<b>PV total net costs</b>	<b>62,984,269</b>
<b>BCR =</b>	
<b>Without WEBS</b>	<b>3.6</b>
<b>With WEBS</b>	<b>5.3</b>

## Cross Valley Link





**The problems make no reference to the broader problems identified in your ITS:**

- Transport emissions are negatively impacting the environment
- A car focused transport system negatively impacts on the social, economic, and physical health of our communities.
- Some communities have limited travel choices



## DAYS BAY WASTEWATER NETWORK



# Draft Updated Problems

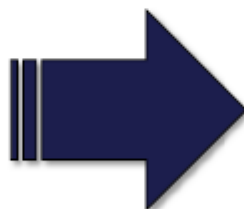
## Refreshed Problems

### 2021 Problems

**Lack of Transport Network Resilience**  
Southern Lower Hutt's transport network lacks resilience to major natural events, future sea level rise, and regular network interruptions, which will cause economic and / or social disruption for Lower Hutt and the Wellington region.

**Limited Access**  
The existing transport system in southern Lower Hutt:

- Limits modal choice
- Constrains access to economic opportunities
- Creates safety issues for active mode users



**Lack of Transport Network Resilience**  
Southern Lower Hutt's transport network lacks resilience to major natural events, future sea level rise, which will cause economic and / or social disruption for Lower Hutt and the Wellington region.

**Lack of Transport Network Reliability**  
Southern Lower Hutt's transport network is susceptible to regular network interruptions reducing economic productivity for Lower Hutt and the Wellington region.






**Access Impacting Growth**  
The existing transport system in southern Lower Hutt:

- Limits modal choice
- Constrains access to economic opportunities
- Constrains housing growth
- Creates safety issues for active mode users



**Investing in the Cross Valley Connections is critical for Lower Hutt – Objective Themes**

Increase regional economic productivity, while ensuring the readiness of regionally significant lifelines. Connecting core businesses with the wider freight network, and linking with wider strategic investments such as Riverlink and Petone to Grenada.

 <b>Providing reliable transport access</b>	 <b>Enhancing Regional Economic Productivity</b>	 <b>Connecting regionally significant lifelines</b>	 <b>Supporting housing delivery</b>
<p>Provide reliable east west transport links which are currently heavily trafficked, resulting in <b>unreliable travel times for freight and commuters</b>.</p> <p><b>Increase business productivity and attractiveness</b> by providing reliable transport.</p> <p><b>Shift traffic movements, and freight</b>, to an alternative route – away from Esplanade/Hutt Road/Railway Ave</p> <p>Enhance the viability and performance of <b>business</b> by removing traffic from The Esplanade</p> <p><b>Improve trip reliability</b> to existing routes that are <b>currently susceptible to incidents &amp; events</b></p>	<p><b>Support movement of freight and people within a regionally significant commercial, high employment, and economically productive area:</b></p> <p>- Impacts approx. 20% GDP and 18% of jobs for Lower Hutt (Gracefield alone provides 13% of GDP and 12% of jobs)</p> <p>Connecting this area to the wider strategic freight network provides <b>region wide benefits</b>.</p> <p>Enhance access to the <b>existing heavy industrial land in Lower Hutt that is not relocatable</b>.</p>	<p>Improve access to <b>Wellington regions only fuel distribution centre</b> at Seaview Wharf.</p> <p>Provide resilient route to <b>access fuel supply terminals in Seaview</b> following a significant seismic event.</p> <p>Provide resilient route to <b>access potable water and wastewater facilities</b>.</p> <p>Provide resilient route for <b>Civil Defence and Emergency services to Seaview Wharf</b> to access water transport following significant event</p> <p>Ensure works <b>do not worsen resilience impacts on other areas of Hutt Valley</b></p>	<ul style="list-style-type: none"> <li>• <b>Support increasing housing development</b> (3,500 homes) in Lower Hutt.</li> <li>• <b>Increase housing supply with more attractive and reliable connections to Wellington</b></li> </ul>
<div style="display: flex; align-items: center; justify-content: center;">  <div> <b>Encourage Mode Shift</b> </div> </div>			
<p><b>Increased choices for users</b>, through provision of viable alternative travel options, including active modes and Public Transport to align with <b>Integrated Transport Strategy</b></p> <p>Support broader transport outcomes to <b>reduce emissions, and provide people focused transport solutions that reduce reliance on the private motor vehicle</b></p>			

**Key Strategic Considerations**

- Key opportunity to manage the network resilience to climate change including network readiness and adaptation, such as bridges over Hutt River and supporting connections north of high-risk areas
- Direct interface with planned, committed infrastructure, further leverage best use of investments
- It is cost prohibitive to replicate this unique situation of core industrial activities in proximity to wharf infrastructure and strategic networks

12 September 2024

Report no: HCC2024/4/271

## Update on Traffic Subcommittee Actions

### Purpose of Report

1. The purpose of this report is to provide an update to Council on specific actions requested by the Traffic Subcommittee at the meeting on 29 August 2024.

### Recommendations

That Council receives and notes the information.

For the reasons outlined in this report.

### Background

2. At the Traffic Subcommittee meeting on 24 August 2024, Members requested additional information to supplement the reports received by the Subcommittee. These requests are addressed below.

### Discussion

Broken yellow Lines – No Stopping At All Times, Ōrongorongo Terrace, Wainuiomata (TSC2024/4/219)

3. Officers were asked by the Subcommittee to confirm with Fire and Emergency NZ (FENZ) whether broken yellow lines are required on both sides of Ōrongorongo Terrace.
4. Following consultation with FENZ, it is confirmed that broken yellow lines are only required on one side of Ōrongorongo Terrace as shown in the drawing attached as Appendix 1.

Formalising the Beltway Cycleway Corridor (as-built). (TSC2024/4/218)

5. Officers were asked by the Subcommittee to confirm with NZTA the warning signage required for vehicles approaching pedestrian crossings on side roads.
6. The Manual of Traffic Signs and Markings and the Traffic Control Devices manual do not require the installation of warning signs for pedestrian crossings on side roads. The Pedestrian crossing diamond proposed on High Street at the left hand turn from High Street into Taita Drive will be removed from the proposed markings.



### Paid Parking in Petone (TSC2024/4/224)

7. Officers were asked by the Traffic Subcommittee to provide information on revenue impacts and the number of free carparks at other Hutt City Libraries.
8. There is currently no paid parking in Council controlled library carparks. Various parking restrictions are in place in library carparks including P120 time restrictions, mobility parking and load zone restrictions.
9. The existing P30 and P10 carparks to the south of the Petone Library (accessed from Britannia Street) are not changing under the paid parking proposal.
10. Following feedback from the Petone Community Board and Traffic Subcommittee it is proposed that six carparks in the Peel Carpark will remain uncharged P120 restricted for library use. These parks will be signed "For Library Patrons." The P120 time restriction is recommended to remain consistent with the paid carparking restrictions in the carpark and reduce the likelihood these parks will be used by shoppers. An updated map of Peel Carpark is included in Appendix 2.
11. The inclusion of six uncharged parks in Peel Carpark is a 1.9% reduction of the proposed paid carparks to be introduced in Petone. A 1.9% reduction in forecast revenue from the paid parking in Petone is \$17,072p.a.
12. The option of increasing the time restriction at Peel Carpark to P240 (paid parking) is not considered practical. Carpark users will be paying for full day parking (\$10) if they occupy a carpark for four hours, but will not have the benefit of parking for a full day. It is anticipated the revenue change impact of retaining the P240 will be negligible with carpark occupancy remaining at a similar level.
13. Mobility carparks on Jackson Street are P60 time restricted. Under the paid parking proposal, mobility parks on Jackson Street between Hutt Road and Cuba street will be paid P120, consistent with other paid parking.

### **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. The decision will not increase greenhouse gas emissions and will not be affected by the changing climate.

### **Consultation**

16. Consultation with FENZ has been undertaken for Ōrongorongo Terrace and NZTA for the Beltway.

### **Legal Considerations**

17. Council's approval is required to make the proposed parking enforceable in accordance with Hutt City Council's Traffic Bylaw 2017.

**Financial Considerations**

18. The required changes to signage and road marking for implementing the Petone paid parking will be funded from the existing Transport road-marking and signage budget for the 2024/25 financial year.

**Appendices**

No.	Title	Page
<a href="#">1</a>	Appendix 1: Orongorongo Terrace Broken Yellow Lines	109
<a href="#">2</a>	Appendix 2: Peel Carpark Layout	110

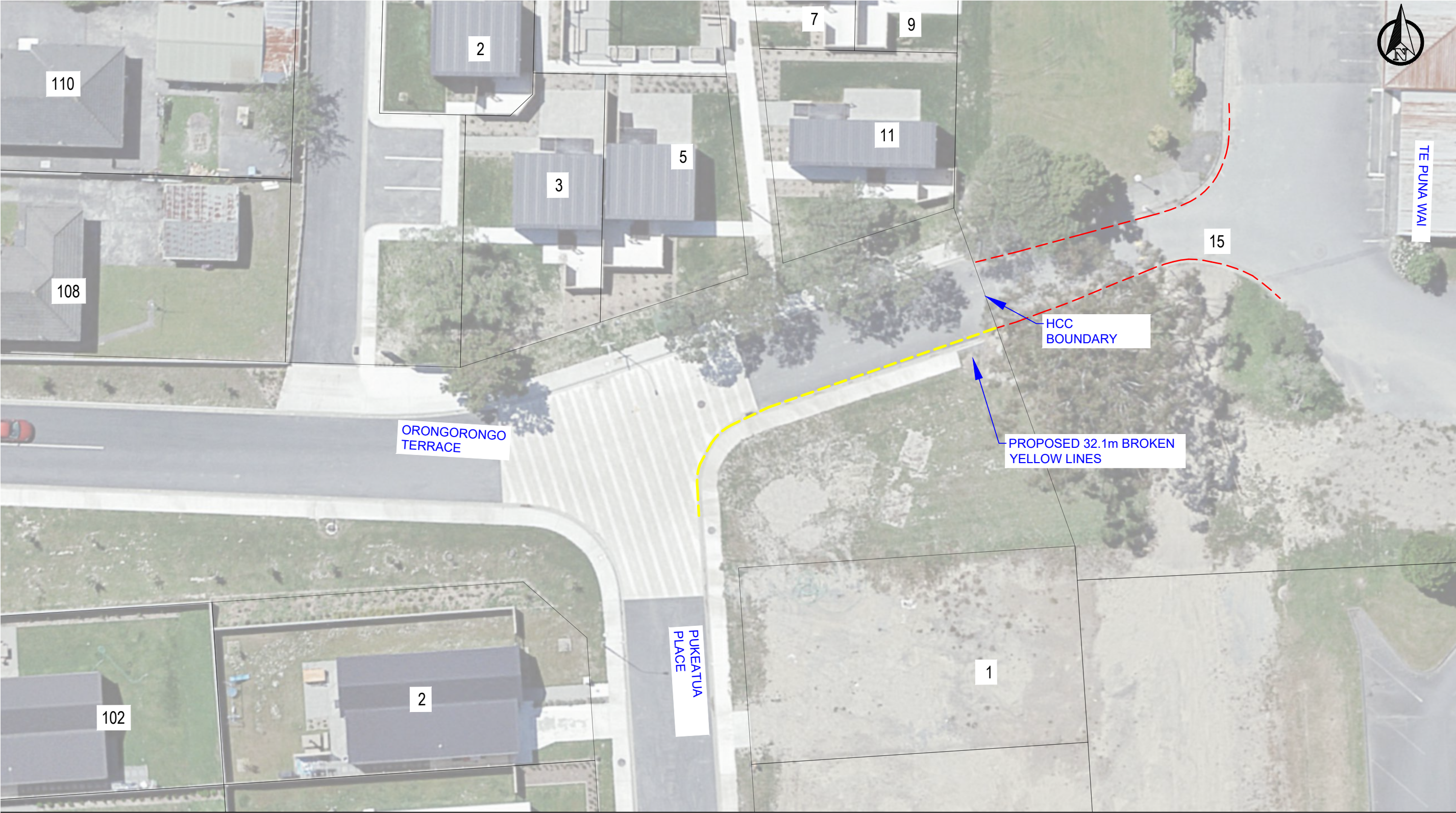
**Author:** Paul Hewitt  
Head of Transport

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**Reviewed By:** Andrea Mitchell  
Business Manager

**Approved By:** Jon Kingsbury  
Director Economy & Development



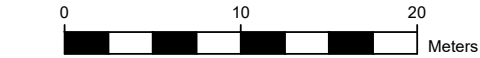


EGEND

BOUNDARY LINES

NEW BROKEN YELLOW LINES

EXISTING BROKEN YELLOW LINES  
(INSTALLED BY THE DEVELOPER)



SCALE 1:300 @ A3

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	AMENDED PLAN	A JOY	E SHERER	11/09/2024



PROJECT
TR25A - 2024
SHEET
BYLs- NO STOPPING AT ALL TIMES MARKINGS - PROPOSAL 15 ORONGORONGA TERRACE, WAINUIOMATA
PROJECT REF.
TR25A - 2024

The Council cannot guarantee the accuracy or completeness of the information, and accepts no liability for any loss as a result of reliance on it. Aerial photography (base map) was flown 2021 by AAM NZ Ltd for both HuttCity and Greater Wellington Regional Councils. Imagery is provided under the Creative Commons



## PEEL PLACE CAR PARK



**12 September 2024****Report no: HCC2024/4/272**

## **Recommendations from the Policy, Finance and Strategy Committee on the Control of Alcohol in Public Places Bylaw**

### **Purpose of Report**

1. The purpose of this report is to provide Council with additional information following the Policy, Finance, and Strategy Committee hearing of submissions on the Draft Control of Alcohol in Public Places Bylaw (the Bylaw). A final marked-up copy of the Bylaw, including all alcohol free zones is attached as Appendix 1 for Council's consideration and adoption.

### **Recommendations**

It is recommended that Council:

- (1) agrees to adopt the amended draft Control of Alcohol in Public Places Bylaw, attached as Appendix 1 to the report:
- (2) notes the additional alcohol-free zones (AFZ) requested by the Policy, Finance and Strategy Committee as follows:
  - (a) AFZ16 – Waterloo (attached as Appendix 3 to the report); and
  - (b) AFZ17 – Moerā (attached as Appendix 4 to the report); and
- (3) notes that officers will provide the following additional requested information when it becomes available:
  - (a) data on alcohol-related crime and disorder in Frederick Wise Park and Burdan's Gate; and
  - (b) a review of the design, messaging and placement of signage in alcohol free zones across Lower Hutt.

### **Background**

2. On 10 September 2024, following the close of public consultation on 25 August 2024, the Policy, Finance and Strategy Committee (the Committee) considered the results of the public consultation and heard verbal submissions on the Bylaw.

3. The Committee recommended that Council approve the Bylaw, subject to the following considerations and amendments:
  - a. officers to propose suitable boundaries for alcohol-free zones in Moerā and Waterloo for the reason that data demonstrates high levels of alcohol-related crime and disorder in these areas;
  - b. officers to seek alcohol-related crime and disorder data in Frederick Wise Park and Burdan's Gate for the reason that public submissions have called for alcohol-free zones in these areas; and
  - c. officers to review the design, content, and placement of alcohol-free zone signage to support Police enforcement.

## **Discussion**

### ***Proposed new alcohol-free zones***

4. To propose an area as an alcohol-free zone, section 147 of the Local Government Act 2002 requires evidence of a high-level of crime or disorder that is caused or made worse by alcohol consumption in that area.
5. Appendix 2, attached to the report, outlines data received from the Police National Alcohol Harm Viewer Database, which compares alcohol-related crime and disorder occurrences across suburbs.
6. Due to the high level of alcohol-related crime and disorder recorded in Moerā and Waterloo, the Committee has asked that alcohol-free zone maps be created for consideration.
7. A proposed alcohol-free zone map for Waterloo is attached as Appendix 3 to the report; a proposed alcohol-free zone map for Moerā is attached as Appendix 4 to the report.

### ***Further data requested for Frederick Wise Park and Burdan's Gate***

8. Two submissions from the public consultation suggested adding Frederick Wise Park and Burdan's Gate as alcohol-free zones.
9. Officers are currently seeking data from the National Alcohol Harm Viewer Database for these two areas to determine if the legislative threshold can be met.
10. If the data supports the creation of an alcohol-free zone for either or both areas, these can be adopted through a Council resolution process, as this is allowed by the Bylaw.
11. Officers will report back to Council to consider the response received from the official information request when the information becomes available.

### *Proposed process to review signage*

12. The Committee asked officers to review the design, messaging and placement of signage in alcohol-free zones.
13. Officers are conducting a survey of current signage and will later submit a report to Council. The report will cover:
  - a. the current state of signage, including both content and placement;
  - b. a proposal for additional and/or replacement of signage at alcohol-free zones; and
  - c. the costs associated with additional or replacement signage.

### **Options**

14. Council can agree to either adopt the Bylaw now or wait until information is received for additional alcohol-free zones at Frederic Wise Park and Burdan's Gate.
15. Consideration of the options is noted in Table 1 below. Officers recommend Option 1 – adopting the Bylaw now and making any future changes by resolution when the information becomes available.

**Table 1: Consideration of options for adopting the draft Bylaw**

<b>Option 1: adopt draft bylaw</b>  <i>Recommended</i>	<b>Advantages</b> <ul style="list-style-type: none"> <li>• A Bylaw will be in place by 2 October 2024.</li> <li>• Police will be able to enforce these areas immediately and request temporary alcohol-free zones for large-scale public events.</li> </ul>	<b>Disadvantages</b> <ul style="list-style-type: none"> <li>• If agreed, Frederick Wise Park and/or Burdan's Gate are proposed will need to be added as alcohol free zones later through a resolution.</li> </ul>
<b>Option 2: do not adopt the Bylaw</b>	<b>Advantages</b> <ul style="list-style-type: none"> <li>• Addition of alcohol-free zones at Frederick Wise Park and/or Burdan's Gate can be made prior to the adoption of the Bylaw later this year or early next year.</li> </ul>	<b>Disadvantages</b> <ul style="list-style-type: none"> <li>• Police will not be able to enforce any alcohol-free zones until the Bylaw is adopted.</li> <li>• Police will not be able to request any temporary alcohol-free zones to assist in any large-scale public events until the Bylaw is adopted.</li> </ul>

### Climate Change Impact and Considerations

16. There are no climate change impacts or considerations.

### Consultation

17. Updates to AFZ 10 and AFZ 12 have been reviewed by the Police, City Safety Manager, GIS team and the Legal Team.

### Legal Considerations

18. Territorial authorities can make alcohol control bylaws under s147 of the Local Government Act 2002.
19. Updates to the Bylaw, including adding alcohol free zones, can be made by Council resolution, as stated in section 5 of the Bylaw.

### Financial Considerations

20. Costings for additional and/or replacement signage are being assessed and will be reported to Council for consideration at a later date.

### Appendices

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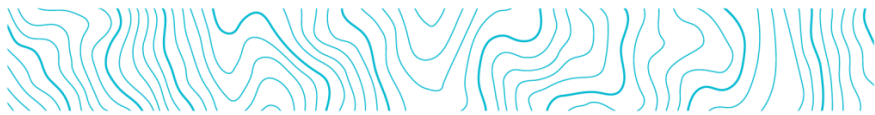
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**Approved By:** Jarred Griffiths  
Director Strategy and Engagement





# Draft Control of Alcohol in Public Places Bylaw

Division	Strategy and Policy		
Date created	July 2024		
Publication date	October 2024		
Review period	October 2029		
Owner	Strategy and Policy		
Approved by	Jarred Griffiths, Director Strategy & Engagement		
Version	Author	Date	Description
V 1.0	Angela Gordon	October 2024	Insert brief description here
V 2.0	Name	Month Year	Insert brief description here

## 1. Commencement

- 1.1 This Bylaw will come into force on 2 October 2024.

## 2. Application

- 1.1 This Bylaw applies to the Lower Hutt District.

## 3. Interpretation

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3.1 In this Bylaw, the following definitions apply:

- **Act** means the Local Government Act 2002.
- **Alcohol** has the meaning given to it in section 5(1) of the Sale and Supply of Alcohol Act 2012.
- **Alcohol free zone** means an alcohol ban area made under this Bylaw in accordance with section 147 of the Act.
- **Bylaw** means this Control of Alcohol in Public Places Bylaw.
- **Council** means Hutt City Council.
- **License** has the meaning given to it in section 5(1) of the Sale and Supply of Alcohol Act 2012.
- **Public Place** has the meaning given to it in section 147(1) of the Act.

## 4. Restrictions in Alcohol Free Zones

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4.1 A person must not consume, bring or possess alcohol in any public place or in any vehicle in any public place where:

- a. an alcohol free zone made by Council in accordance with clause ~~5.2~~ of this Bylaw applies; or
- b. an alcohol free zone in a Schedule of this Bylaw applies.

4.1.1. a public place does not include licensed premises.

4.2 However, subclause (1) does not apply in those circumstances described in section 147(4) or section 147 (1)(b) of the Local Government 2002.

4.2.1 Explanatory note on section 147(1) and 147(4): The possession or transport of alcohol in public places in alcohol free zones is limited by this

by bylaw and the Local Government Act, and is generally only allowed when transporting, carrying, or delivering alcohol through an area.

## 5. Alcohol Free Zones

### Permanent Alcohol Free Zones

5.1 The public places in each of the areas identified in Schedule 1 to this Bylaw are alcohol free zones.

### Alcohol Free Zones by Council resolution

5.2 The Council may, by resolution, specify additional permanent or temporary alcohol free zones, including where and when an alcohol-free zone will apply.

5.3 A resolution made under clause 5.2 may specify a temporary alcohol free zone associated with specific events or periods and permanent alcohol-free zones associated with specific areas or facilities.

5.4 For specified events or periods, the temporary alcohol free zone must be publicly notified at least 14 days in advance of the specified event or period in accordance with section 170(3) of the Act.

5.5 The Council may amend or revoke an Alcohol Free Zone under clause 5.1 or a resolution made under clause 5.2 at any time.

5.6 Before making a resolution under clause 5.2, the Council must be satisfied that the requirements of section 147B of the Act are met. Council may also take into account the following:

- a. whether it is necessary to consult the public to gauge community views on a proposed alcohol free zone;
- b. the nature, features, and scale of the proposed alcohol free zone;
- c. the problems that have been caused by the consumption of alcohol in the proposed alcohol free zone including the nature and severity of the problems, and the times and days that problems have occurred;
- d. the likelihood that alcohol will be present in the proposed alcohol free zone on the days or period specified;
- e. the extent to which the proposed alcohol free zone may assist in

addressing these problems;

- f. any restrictions or limitations on private individuals' rights that would be caused by a proposed alcohol free zone; and
- g. any other information considered by the Council to be relevant.

## **Chief Executive approval for temporary alcohol free zones**

5.7 Where there is insufficient time to specify a temporary alcohol free zone by Council resolution, a temporary alcohol free zone can be imposed by the Chief Executive, in consultation with Committee Chairs and the Mayor, in respect of that event during the specified times for that alcohol free zone area.

5.8 The Chief Executive, in consultation with the Committee Chairs and the Mayor, may only impose a temporary alcohol free zone after consideration of:

- The nature of the event;
- The number of people expected to attend the event; and
- The history of the event (if any).

## **Implementation**

5.9 For specified events or periods, the temporary alcohol free zone must be publicly notified at least 14 days in advance of the specified event or period in accordance with section 170(3) of the Act.

5.9.1 Applications to establish a temporary alcohol free zone can be made to the Chief Executive. Decisions will be made in consultation with the Committee Chairs and the Mayor.

5.9.2 Explanatory note: If approved, a formal process with time limits, access for setting up temporary alcohol free zones (eg Police only), an application form, fee and signage requirements will be agreed.

## **6. Hutt City Council Alcohol Free Zones**

6.1 The Council resolved at its meeting held on ~~XXXXX-1 October 2024~~ to create the alcohol free zones and times set out in Schedule 1 to which the Bylaw will apply. Maps outlining the areas in all the alcohol free zones in the table below can be found at Appendix 1.

**Schedule 1: Alcohol free zones**

<b>Alcohol free zones (AFZ)</b>	
9pm to 5am everyday	<ul style="list-style-type: none"> <li><del>As per previous bylaw, no changes</del>  <a href="#">AFZ 1 – Oakleigh Street carpark – entrance to Belmont Regional Park</a>  <a href="#">AFZ 2 – Jubilee Park carpark</a>  <a href="#">AFZ 3 – Cornish Street / Pito-One Road, Petone</a>  <a href="#">AFZ 5 – Days Bay Beach (except on Guy Fawkes night – 6:00pm 5 November to 5:00am 6 November)</a>  <a href="#">AFZ 6 – Eastbourne</a>  <a href="#">AFZ 7 – Seaview/Gracefield</a>  <a href="#">AFZ 15 – Lower Hutt City Wide</a> </li> </ul>
24-hour alcohol free zone everyday	<ul style="list-style-type: none"> <li><del>Proposed updated boundary for the Central Business District</del>  <a href="#">AFZ 4 – Petone</a>  <a href="#">AFZ 8 – Norfolk Street Shopping Area, Wainuiomata</a>  <a href="#">AFZ 9 – Homedale Village Shops, Wainuiomata</a>  <a href="#">AFZ 10 – Queen Street Shops and Hugh Sinclair Park, Wainuiomata</a>  <a href="#">AFZ 11 – Stokes Valley Shopping Centre, Delaney Park and Speldhurst Park</a>  <a href="#">AFZ 12 – Central Business District</a>  <a href="#">AFZ 13 – Taita</a>  <a href="#">AFZ 14 – Naenae</a>  <a href="#">AFZ 16 – Waterloo</a>  <a href="#">AFZ 17- Moera</a> </li> </ul>

## 7. Signage in alcohol free zones

7.1 Where it is practicable or reasonable to do so, the Council will erect signage within alcohol free zones to provide information to the public about the

restrictions. The size, location and content of the signage will be at the Council's discretion.

7.2 The absence of signage in any alcohol free zone does not authorise a breach of this Bylaw.

7.3 This clause is subject to any regulations made under section 147C of the Act.

## **8. Offence and penalty**

8.1 Every person who breaches this Bylaw commits an infringement offence under section 239A of the Act and may be served with an infringement notice under section 245 of the Act and may be liable to pay an infringement fee.

8.2 Any person in breach of the restrictions in place in an alcohol free zone is subject to any action taken by the Police in accordance with the powers given to the Police in the Act. These include the powers of search and seizure of alcohol, arrest, and the power to issue an infringement notice. For the avoidance of doubt, this includes the powers in section 170(2) of the Act.



AFZ1

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016



AFZ 2

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016





AFZ3

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016





AFZ4

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016





AFZ5

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016



AFZ6

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016



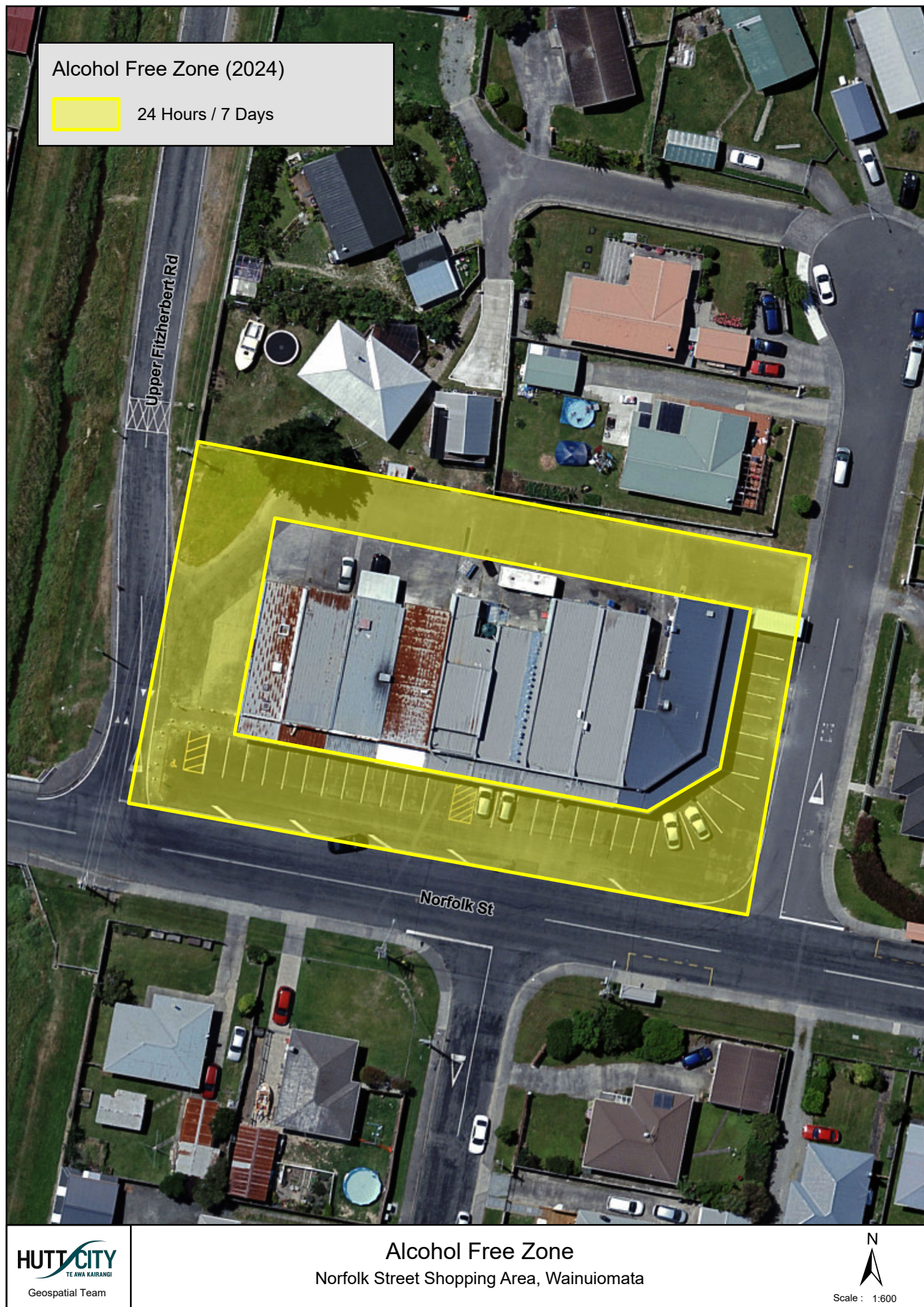
AFZ7

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016



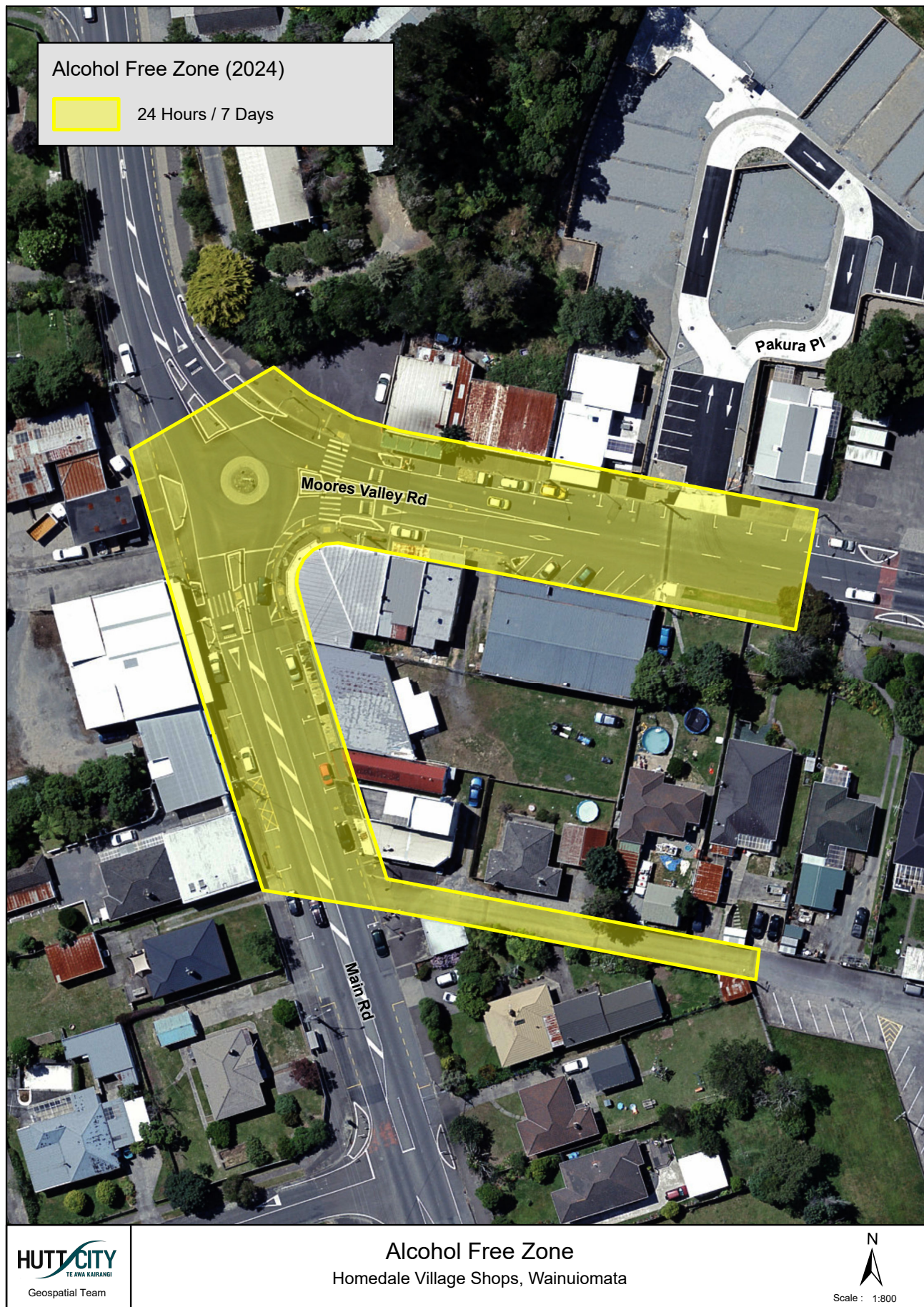


AFZ8

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016



AFZ9

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016



AFZ10

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016



AFZ11

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016







AFZ13

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016

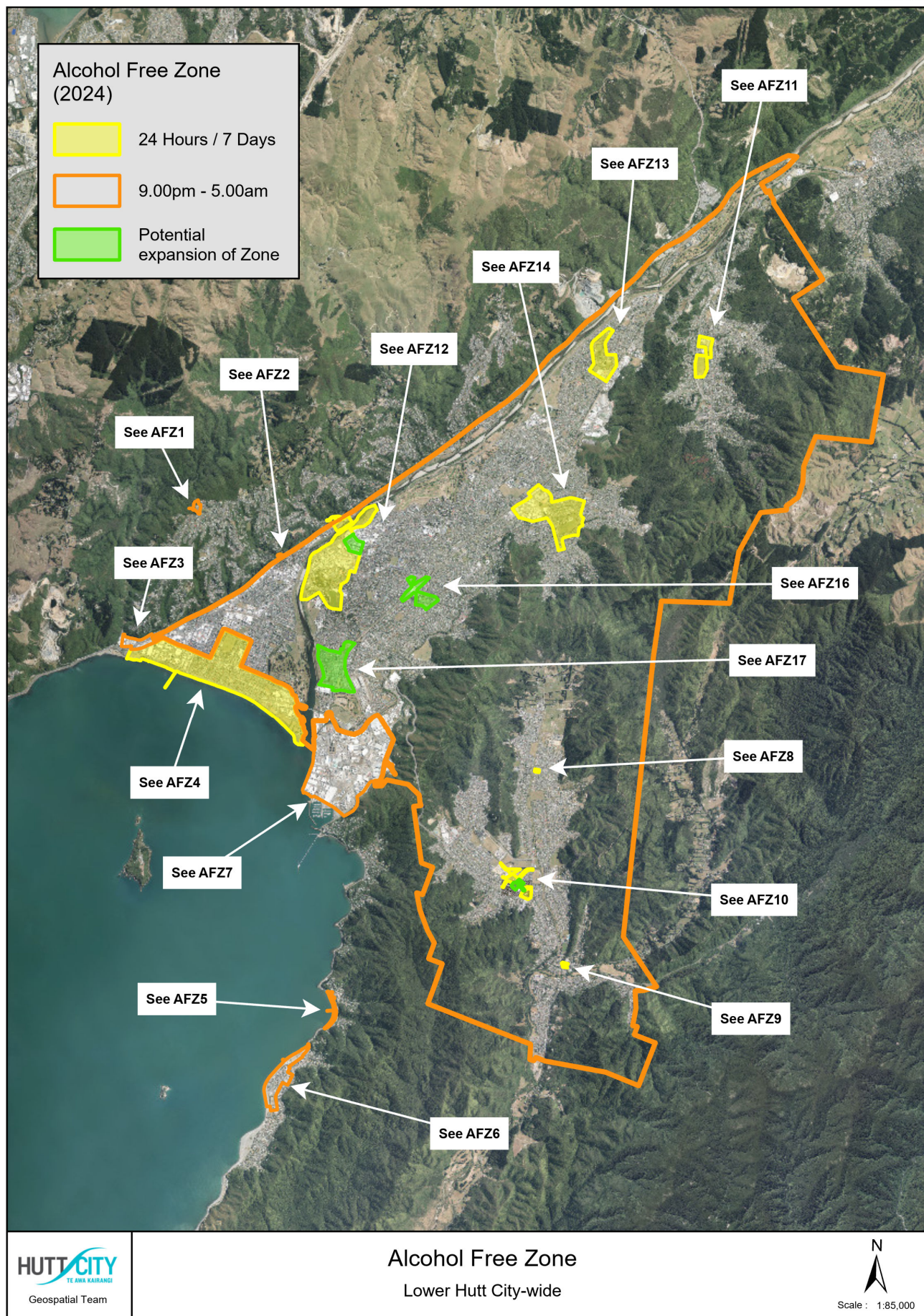






## AFZ15

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016





AFZ16

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016

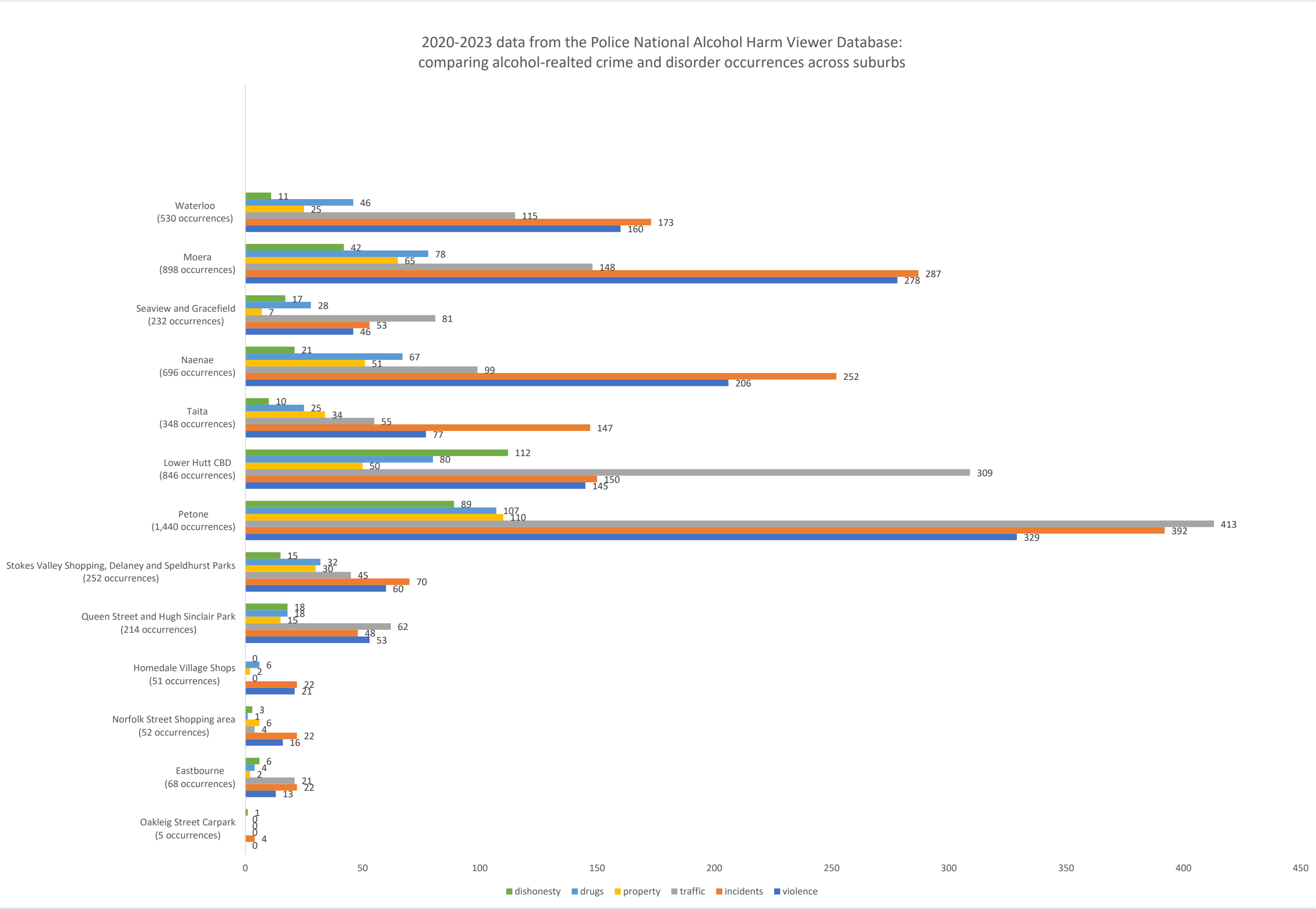




AFZ17

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016







AFZ16

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016





AFZ17

Hutt City Council  
Control of Alcohol in Public Places  
Bylaw 2016

**22 September 2024**

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**Report no: HCC2024/4/282**

## **Fraser Park Sportsville Update**

### **Purpose of Report**

1. To provide an update on:
  - a. the end of the Fraser Park Sportsville tenancy at Ricoh Sports Centre.
  - b. plans in place for the transition period 1 October – 31 December 2024.
  - c. progress in the Request for Proposal for new operators.

### **Recommendations**

It is recommended that Council:

- (a) notes the steps being taken to limit cost and risk to Council over the transition period;
- (b) notes that additional costs incurred by Council will be reported on in organisational performance reporting; and
- (c) notes the partnership with Founding Members Clubs to enable the facility to open at weekends with volunteers on site.

For the reason: There is a need to transition the facility to a new operator after Fraser Park Sportsville's decision to end its tenancy.

### **Background**

2. In May 2024 the Fraser Park Sportsville (FPS) Board advised Council that it would be ending its tenancy at Ricoh Sports Centre due to commercial reasons.
3. Officers worked with the FPS Board on a Transition Agreement that would see the tenancy end on 30 September 2024. A Transition Working Group was established to develop and lead a plan for the facility to return to Council management.
4. Alongside this, Council immediately began a process to find new operators for the facility.

## Discussion

### *The end of the Fraser Park Sportsville tenancy*

5. From 1 October 2024 the facility will be back in Council management and operating in a Transition Phase. Two FPS staff members will remain on site at the facility for two weeks to finish wind-up administration tasks.
6. As Council had not expected to take back management of the facility in this financial year, there will be a number of unbudgeted costs including building services. This will be partially offset by revenue from facility and turf hire over the three months. This will be reflected in Council's quarterly financial performance reporting. Council has also had to reprioritise resource to manage the transition, significant stakeholder engagement, bookings and building services. Other work is being delayed or deferred in the interim.
7. Both the Working Group and Council have provided regular communication to FPS Founding Members Clubs (FM Clubs) since the initial announcement, including two meetings hosted by the Mayor, mostly recently on 16 September 2024.
8. On 23 September 2024 officers met with representatives of all FM Clubs at Ricoh Sports Centre to talk through arrangements for the Transition Period and to answer questions.
9. Council's website has been updated with information on how the facility is operating and how bookings can now be made.
10. Key stakeholders have been advised of the arrangements including Regional Sports Organisations, sub tenants and service providers.
11. Leases of two sub-tenants (Hutt Valley Softball and Lower Hutt Football on behalf of the Phoenix Academy) have been novated to Council through until the end of the transition period.

### *Plans in place for the transition period 1 October – 31 December 2024*

12. The Working Group, including representatives of Council, the FPS Board and FM Clubs, has been meeting two-weekly since July to:
  - a. develop the Transition Operating Model (attached as Appendix 1)
  - b. work through novation of leases and operational implications for existing sub-tenants
  - c. identify ownership and management of assets
  - d. plan for the transfer of bookings for the facility and turfs to Council
  - e. plan for the transfer of all building services to Council (including security and swipe card access, IT, wi-fi, power, HVAC, cleaning etc)
  - f. identify relevant stakeholders and communications required



- g. develop a proposed pilot volunteer-run model for weekend opening of the facility to the public.
- 13. From 1 October 2024 the facility will be closed to the public, and accessible only to those with swipe cards - squash club members, sub-tenants, and groups with room bookings. There will be no staff on site and there will be no hospitality services offered including no licenced bar. All internal building services will continue to run as usual (IT, Wi-Fi, power, security, HVAC, cleaning).
- 14. Due to the need to reduce financial risk and manage health and safety risks, some existing services will not be available over the transition period. This includes the commercial kitchen and bar and the sauna.
- 15. FM Clubs will be able to, and are, hiring the hospitality space for clubrooms activity at weekends. Council has undertaken to charge them at the FPS discounted rates. Over this time, they will not be paying affiliation fees for use of the facility.
- 16. Bookings for the facility are being manually managed by Council's Recreation, Sport and Play team. Bookings for the turfs have been transferred to Mexteds Sports Turf who manage bookings for all other Council sports fields.
- 17. Council has undertaken to honour all current facility bookings through to 31 December 2024, and to confirm tentative bookings for 2025 once the new operators have been confirmed. Officers have contacted all groups with bookings to advise of the new arrangements, particularly those with hospitality requirement as they have needed to arrange their own catering and, if needed, alcohol license. Over the three-month transition period this has impacted 12 events.
- 18. Council has agreed that FM Clubs can leave their equipment in the facility and in storage containers on the reserve during the transition period. Those storing equipment have been asked to sign a Memorandum of Understanding (MOU) acknowledging that items are not covered by Council's insurance and are left there at their own risk.
- 19. There are three significant softball tournaments scheduled for Fraser Park in early 2025. While it is not yet known how the facility and turfs will be operating at that time, Council is confident the core needs of the events can still be met, if there is some flexibility on how services are provided.
- 20. If access to the facility is restricted, Council has agreed to enable Hutt Valley Softball to make alternate provision. This could be through the provision of a temporary building on-site and food trucks. We have provided a letter for Hutt Valley Softball to share with Softball NZ which outlines this and aims to give some assurance that, despite the change of management, the three tournaments can still be successfully delivered at Fraser Park next year.
- 21. Officers have been working with FM Clubs to develop a pilot volunteer-run model for weekend opening of the facility to the public. This would see the

ground level open and available for thoroughfare, access to internal toilets, alternate access to changing rooms and use of the café and table tennis areas.

22. A role description has been developed in conjunction with Council's Health and Safety Advisor and training will be provided for volunteers in situational awareness and use of first aid equipment.

#### *Procurement of new operators*

23. Officers have been undertaking a process to find new operators for the facility. A Registration of Interest was run from 12 July to 9 August 2024 and received nine applications. Three were selected to progress to a Request for Proposal (RFP) and on 28 August 2024 elected members received a briefing and a short presentation from these groups.
24. The RFP document included a list of FM clubs' priorities for future use of the facility and applicants were asked how they would respond to this, with an associated weighting.
25. The RFP closed on 16 September 2024 and the independent reviewers met on 20 September 2024 to score the proposals and provide advice for elected members on the pros and cons of each so they can decide on which to progress.
26. Officers will work with the preferred applicants to agree a contract in the weeks following, with the aim of announcing new operators by the end of November, and the new operators taking over the facility from 1 January 2024.

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

27. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
28. The RFP included environmental benefits in the broader benefits Council is seeking to achieve with all procurement, and this will be included in considerations.

#### **Consultation**

29. There have been regular communications to FM Clubs, through the Transition Working Group and directly from Council. At the most recent meeting with FM Clubs, officers agreed to work on a future-focused MOU or Accord with the clubs, once the new operators have been appointed.

#### **Legal Considerations**

30. There are a number of legal considerations including around sub-tenancies and assets, which officers are working through.

#### **Financial Considerations**

31. As noted, as Council had not expected to take back management of the facility in this financial year, there will be a number of unbudgeted costs including building services. This will be partially offset by revenue from facility and turf hire over the three months. This will be reflected in Council's quarterly financial performance reporting.

**Appendices**

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1 <a href="#">↓</a>	Information on Ricoh Sports Centre operations from 1 October - 31 December 2024	146

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

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**Approved By:** Jo Miller  
Chief Executive

## Information on Ricoh Sports Centre operations from 1 Oct - 31 Dec 2024

### Ricoh Sports Centre Facility:

On 30 September 2024 the lease to Fraser Park Sportsville Inc (FPS) will end and the building will fall back to Hutt City Council, as the owner of the building, to manage.

The Council will manage the building and facilities from 30 September as follows:

The facility will be closed to the public, and accessible only to those with swipe cards such as squash club members, sub-tenants, and groups with room bookings.

There will be no staff on site and there will be no hospitality services offered. All internal building services will continue to run as usual (IT, Wi-Fi, power, security, HVAC, cleaning).

For any issues with the facility, contact the HCC Contact Centre 04 570 6666 or 0800 488 824 who will connect you to the relevant support.

For issues with bookings or swipe cards, contact [Ricohsportscentre@huttcity.govt.nz](mailto:Ricohsportscentre@huttcity.govt.nz) or Manager Rec, Sport and Play, Earl Va'a 0272229845

### General Bookings

Bookings will be managed by Hutt City Council and existing bookings (made through FPS) for playing surfaces and rooms will stand at quoted prices.

For one-off room bookings, temporary swipe cards will be issued to access the facility. These can be picked up, and dropped back to, Walter Nash Centre front desk. Opening hours for Walter Nash Centre are 8am-8pm 7 days a week. For regular bookings it may be possible to issue a swipe card for a longer period.

Groups with bookings will be required to set up and pack down themselves and leave the area used in a clean and tidy state. (They will not be required to vacuum or clean floors or bathrooms, as this will be done by cleaners organised by the Hutt City Council.) Guidelines will be provided for use of technology. Hirers will need to provide their own plates, cutlery, cups and glasses etc. Due to the use of swipe cards, 48 hours notice will be required for bookings and changes to bookings. All weekend bookings will need to be made by midday Thursday prior so access cards can be arranged.

Council's [venue bookings policy](#) will apply, which includes:

- Council reserves the right to require a bond
- Hirers are responsible for the behaviour of all those attending
- Hirers are responsible for managing procedures for fire evacuation
- Hirers are able to bring their own food and drink (non-alcoholic) and can use the downstairs kitchen. The main bar and commercial kitchen in the Kadima will be out of bounds due to health and safety requirements, however the smaller bar can be used.

For one-off events, alcohol and health and safety considerations are on a case-by-case basis and an alcohol licence may be required, which is the responsibility of the hirer.

To make a new booking or enquire about an existing booking, contact [Ricohsportscentre@huttcity.govt.nz](mailto:Ricohsportscentre@huttcity.govt.nz) or Manager Rec, Sport and Play, Earl Va'a 0272229845

### Access to the artificial turf and No 1 diamond



From 1 October new bookings can be made by contacting Mexteds Sports Turfs:

Phone: +64 4 233 0703

Email: [bookings@mexteds.co.nz](mailto:bookings@mexteds.co.nz)

All existing bookings will stand at quoted rates.

Current and new bookings for dates after Dec 31 will be tentative until they can be confirmed by the end of Oct. Toilets, changing rooms and lights will continue to be available at usual times (we are currently working through logistics for this).

Hirers should note that all bookings for lights should cover potential extended play scenarios, as this will not be able to be extended at short notice.

### **Squash courts**

Bookings for squash club members will continue as usual, along with swipe card access to the facility. Casual Bookings will be managed by the squash club. The sauna will not operate over this time.

### **Bookings for Kadima Lounge on Saturday and Sunday**

The Kadima Lounge will be available for hire on Saturdays and Sundays, to the public and to sports clubs. Standard booking fees will apply, but there may be some flexibility depending on the type of activity. (eg: if the hire is aligned to a sporting event outside)

Bookings will be required and subject to there being no existing bookings. As there will be no staff on-site, hirers will be responsible for meeting hire agreement conditions including around opening and closing the space, behaviour, management of the food and drinks they bring in and fire evacuation procedures.

Hirers will be able to bring in their own food and **non-alcoholic** drinks. If alcohol is being served an alcohol licence will be required and the hirer owns the booking is accountable for arranging this and ensuring compliance. Hirers can apply for a [special license](#) for a one-off event. These can be lodged with Council's [Alcohol Licencing team](#) who are aware of this proposed temporary arrangement. Lower Hutt Police have also been advised.

The hirers would ultimately be responsible for ensuring they are being responsible hosts and for compliance with alcohol licence conditions. This includes things like monitoring intoxication levels, monitoring minors, providing substantial food items (not chippies and nuts), providing low and non-alcohol options, free drinking water, and transport options to ensure all their guests get home safely.

### **Q and A**

#### **1. Why is the Ricoh Sports Centre currently closed?**

Fraser Park Sportsville, who have operated the facility since it opened in 2019, have made the decision to end their tenancy at 30 September 2024 for commercial reasons.

Council is currently looking for new operators and we hope to have appointed them by the end of the year. In the interim, unfortunately the facility will be closed to the public at times,

due to the significant cost to operate it on a daily basis. Council had not budgeted for this and rate payers cannot be expected to carry this additional burden.

Council has committed to ensuring all of the core things needed for club sport will still be available – fields, toilets, changing rooms and lights. The facility will still be accessible for squash club members, sub-tenants and to groups who hire the activity zone and rooms.

**2. Will the bar and café still operate?**

No. Groups hiring the facility will need to provide their own hospitality.

**3. What will hirers need to do if they use the Kadima Lounge?**

Hirers will be responsible for meeting hire agreement conditions including around opening and closing the space, behaviour and the management of the food and drinks they bring in.

Groups with bookings will be required to set up and pack down themselves and leave the area used in a clean and tidy state. They will not be required to vacuum or clean floors or bathrooms, as this will be done by cleaners organised by the Hutt City Council.

The main bar and commercial kitchen in the Kadima will be out of bounds due to health and safety requirements, however the smaller bar in Kadima 2 can be used by prior arrangement. If alcohol is being served an alcohol licence will be required.

Hirers will also be responsible for some of the roles previously carried out by staff, including procedures for fire evacuation.

**4. What will happen to existing bookings for one-off events which expected to have a bar and catering?**

Council has contacted all groups with bookings in place in October to discuss changes. For bookings in November and December, we will be in touch by the end of September.

Hirers are able to bring their own food and drink and can use the downstairs kitchen. The main bar and commercial kitchen adjacent to Kadima 1 will be unavailable, but the smaller bar in Kadima 2 can be used by prior arrangement. Hirers will be required to provide their own plates, glasses, table clothes, cutlery etc. Alcohol and health and safety considerations will be on a case-by-case basis, in line with Council's policy.

For one-off events BYO may be possible and this will be determined on a case-by-case basis, in line with Council's other facilities. If BYO is not permitted, an alcohol licence will be required.

**5. What will happen to tournaments that expected to have use of the Ricoh Sports Centre facility?**

Council has contacted everyone who has booked a tournament or event during the Transition Period to discuss any changes. If services they expected are not available, Council will support them to find other solutions.

**6. What will happen to tournaments and events tentatively booked for 2025?**

Council has contacted everyone who has booked a tournament or event in 2025 to discuss changes. These dates will be confirmed as soon as possible.

**7. What should you do if you have not been contacted?**

If you would like to talk to someone about a future booking, please contact

[Ricohsportscentre@huttcity.govt.nz](mailto:Ricohsportscentre@huttcity.govt.nz)

**8. Why can't Council confirm 2025 bookings now?**

At this stage we don't know how the facility and turfs will be operating next year, so we are unable to confirm bookings. The facility, the artificial turf and the No 1 artificial diamond are the spaces involved in a tender for a new operator of the facility. However due to its size, Fraser Park still has the capacity to host regional and national events. There may need to be some flexibility and where we are unable to provide all of the services expected we will work with hosts to make alternate arrangements so events can go ahead. We are due to meet with Softball Hutt Valley this week to work through arrangements for three tournaments next year.

**9. What do I do if I have booked the Activity Zone (indoor space) for after hours (when Walter Nash is closed)? How do I get in, and what do I do when I leave?**

For regular bookings a swipe card will be provided for the Transition Period, with booking loaded onto the card. For other bookings, swipe cards can be picked up from Walter Nash between 8am-8pm 7 days a week. Hirers will be advised about this when they book or their booking is confirmed. Weekend bookings will need to be made by midday Thursday prior.

**10. If we have a regular weekly booking for trainings in the Activity Zone, can we hold on to our swipe cards, or do we need to hand them in and re-collect them from Walter Nash every week?**

For regular bookings a swipe card will be provided for the Transition Period, with booking loaded onto the card.

**11. What can I use if I have only booked an outdoor surface for use – can I use any indoor facilities at this time? How would I access changing rooms and toilets?**

Changing rooms and toilets will be available as they currently are. For those hiring outdoor spaces, other parts of the facility will not be able to be accessed.

**12. My club has made a booking for the Activity Zone for an event open to members of the public. What toilets will be open? With no on-site staff, what are our responsibilities for managing the building with all these people on site? Will I need to do a sweep of the building to make sure they've all left?**

As there will be no staff on-site, hirers will be responsible for meeting hire agreement conditions including opening and closing the space (which includes ensuring all of their people have left), behaviour and the management of the food and drinks they bring in. Downstairs toilets will be available.

**13. What do we do if our swipe cards do not work, and our booking is outside business hours?**

Swipe cards can be exchanged at Walter Nash Centre between 8am-8pm 7 days a week.

**14. Will Walter Nash have enough swipe cards for all the bookings?**

Yes – as long as these are returned by one-off hirers within 48 hours of their hire as required.

**15. How do we change bookings, or make new bookings?**

Due to the need for swipe card access to be arranged, 48 hours notice will be required for new bookings or changes to bookings. To make a new booking or enquire about an existing booking, contact [Ricohsportscentre@huttcity.govt.nz](mailto:Ricohsportscentre@huttcity.govt.nz).

For any other enquiries please contact [Ricohsportscentre@huttcity.govt.nz](mailto:Ricohsportscentre@huttcity.govt.nz)



16 July 2024

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**Report no: HCC2024/4/273**

## **Delegations Register**

### **Purpose of Report**

1. To seek approval of the updated version of the Hutt City Council Delegations Register.

### **Recommendations**

That Council approve the changes made to the Delegations Register attached as Appendix 1 to the report.

### **Background**

2. The Delegations Register sets out the delegations of Council's powers and duties from Council to the Chief Executive and from the Chief Executive to Council officers.
3. The Local Government Act 2002 recognises that delegations can be made for the purposes of efficiency and effectiveness in the conduct of Council's business. The delegation of certain powers and duties of Council allows Council officers to make day-to-day operational decisions on Council's behalf.
4. Part 1 of the Delegations Register sets out the delegations from Council to the Chief Executive.
5. Part 2 of the Delegations Register sets out the delegations from the Chief Executive to Council officers.
6. A recent review of the Delegations Register was carried out and amendments and additions were made to the delegations set out in parts 1 and 2.
7. Sub-part 8 has been added to the Delegations Register which provides for the delegation of any powers, duties or responsibilities concerning development contributions. An important delegation contained within sub-part 8 is the power to enter into development agreements up to \$2M.

### Discussion

8. The Delegations Register needs to be amended to allow for recent changes, including:
  - a) an updated list of bylaws.
  - b) removal of the power to initiate prosecutions and other enforcement proceedings from the Director Strategy and Engagement as this was not necessary for that role.
  - c) removal of powers under the Rates Rebate Act 1973 from the Director Strategy and Engagement as this was not necessary for that role.
  - d) removal of powers under the Companies Act 1993 from the Director Economy and Development and Director Environment and Sustainability as these were not necessary for those roles.
  - e) powers under the Companies Act 1993 have been given to the Chief Legal Officer to undertake administrative functions for Council and CCOs.
  - f) the Head of Procurement role has been moved from Strategy and Engagement to the Finance team.
  - g) updated role titles in the Environment and Sustainability Directorate.
  - h) updated role titles in the Neighbourhoods and Communities Directorate.
  - i) updated role titles in the Economy and Development Directorate.
  - j) inclusion of Development Contributions delegations in sub-part eight.

### Options

9. Council has the option to accept the changes and approve the new delegations in full or part or to decline to approve the updated delegations.
10. As these changes are almost exclusively to match powers to updated roles titles and other similar administrative amendments, the proposed changes are necessary to bring the Delegations Register up to date.

### Consultation

11. As a governance decision of Council, this decision does not require engagement or consultation with the public.

### Climate Change Impact and Considerations

12. There are no climate change considerations as the report relates to an administrative matter.

### Legal Considerations

13. The Local Government Act 2002 allows local authorities to adopt a Delegations Register for the purposes of efficiency and effectiveness in the conduct of Council's business.

**Financial Considerations**

14. There are no direct financial considerations arising from the report.

**Appendices**

No.	Title	Page
1 <a href="#">↓</a>	Appendix 1: Delegations Register	154

**Author:** Miranda Dunn  
Solicitor

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

**Approved By:** Jo Miller  
Chief Executive



# DELEGATIONS REGISTER

## 1. PURPOSE

The formal delegations set out in this Register ~~set~~ assist the Council to achieve its stated goals and objectives as recorded in the annual plan, the Long-Term Plan, and other approved documents, and to implement its statutory obligations. These delegations are in place to facilitate actions within the limits of authority permitted by Council itself and by the legislation under which it acts, to ensure that the organisation meets the needs of its customers in a lawful, timely, efficient, and effective manner.

## 2. STRUCTURE OF DELEGATIONS

The delegations contained in this Register are set out in the following way:

- Part One – delegations from Council to the Chief Executive
- Part Two – delegations from Chief Executive to Officers (for ease of reference, this part is split into sub-parts applicable to different divisions of Council).

## 3. DELEGATION: WHY AND HOW

Clauses 32, 32A and 32B of Schedule 7 of the Local Government Act 2002 (LGA 2002) allow Council to delegate all or any of its powers, responsibilities, or duties to specified people, including Committees, members, and officers (unless expressly provided otherwise in another Act). Clause 32 lists certain powers that are exceptions and may not be delegated. A delegation can be made subject to certain directions and the delegation is subject to revocation at any time at will by Council.

In addition, some other Acts also contain specific delegation provisions and can impose different restrictions from those arising under the LGA 2002.

## 4. EXTENT OF DELEGATED POWERS

It is important for staff to appreciate that local authorities are established by statute. As such the powers of a local authority are limited by statute. However, there is a long-established principle that local authorities have implied power to do anything that is ancillary to the discharge of any of their statutory functions.

All Council delegations, whether delegated from Council or by the Chief Executive are required to be exercised on the following basis:

- a) A delegation of authority made by Council to any officer will not affect Council's ability to exercise the power itself.
- b) Officers must note that a delegation is a permission to act on Council's behalf, which is revocable at any time by Council or, in the case of a delegation by the Chief Executive, by notice from the Chief Executive.



- c) Delegations must be exercised lawfully and, in a manner, consistent with Council's planning documents (particularly the Long-Term Plan and the Annual Plan) and Policies; and
- d) Where more than one officer designation is named, the powers are delegated **severally**.

## 5. DELEGATIONS BY COUNCIL

Delegations set out in Part One of this Register are made by Council resolution.

## 6. DELEGATIONS BY THE CHIEF EXECUTIVE

In approving this Register, the Chief Executive of Hutt City Council delegates the authorities described in that Part Two to the persons holding, at any time, the position of the officers specified.

Johanna Miller  
Chief Executive

~~11 April 2024~~ xxxxxxx

~~11 April 2024~~ xxxxxxx

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## 7. PART ONE

### 7.1 DELEGATIONS MADE BY COUNCIL TO THE CHIEF EXECUTIVE

1. Council delegates the powers, functions and duties listed in the table below to the Chief Executive, subject to any restrictions specified in the column headed 'delegation'.
2. In addition, any power, function, or duty of Council that is contained in any enactment and that is not listed below may be exercised by the Chief Executive, unless an enactment prevents the delegation of the relevant power, function, or duty.
3. The Chief Executive is given the authority to delegate any of the powers, functions, or duties he or she is given to another officer, unless otherwise stated in the table below.

#### Delegations

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Building Act 2004</b>	<p>All the functions and powers of Council as a territorial authority and building consent authority under the Act and any Regulations made under the Act except for:</p> <ol style="list-style-type: none"> <li>1. The power to adopt, amend or replace Council's policy on dangerous and insanitary buildings.</li> <li>2. The power to transfer Council's functions, duties, or powers under the Act to another territorial authority.</li> </ol> <p>For clarity, this delegation includes all the powers necessary for the Chief Executive to file a charging document on behalf of Council for an offence against the Act.</p>	To the Chief Executive with authority to delegate to officers.

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Burial and Cremation Act 1964</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Civil Defence Emergency Management Act 2002</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Companies Act 1993</b>	All the functions and powers relevant under the Act for council-controlled organisations/council-controlled trading organisations that are companies	To the Chief Executive with authority to delegate to officers.
<b>Crimes Act 1961</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Dog Control Act 1996</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers, except that the power to appoint dog control officers or dog rangers may only be delegated to: <ul style="list-style-type: none"> <li>- Director Environment and Sustainability</li> <li>- <a href="#">Head of Environmental Protection</a></li> <li>- Animal Services Manager</li> </ul>
<b>Family Violence Act 2018</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Fencing Act 1978</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Fire and Emergency New Zealand Act 2017</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Food Act 2014</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Gambling Act 2003</b>	<p>The power to consider applications for territorial authority consent for Class 4 Venue Licenses in accordance with Council's Class 4 Venue Policy and to:</p> <ol style="list-style-type: none"> <li>grant consent, with or without specifying the maximum number of machines that can be operated at the venue; or to</li> <li>decline consent</li> </ol>	<p>To the Chief Executive with authority to delegate to:</p> <ul style="list-style-type: none"> <li>Director Environment and Sustainability</li> <li><a href="#">Head of Environmental Protection</a></li> <li>Environmental Health Manager</li> </ul>
<b>Hazardous Substances and New Organisms Act 1996</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Health Act 1956</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Health and Safety at Work Act 2015.</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers
<b>Impounding Act 1955</b>	All the functions and powers of Council under the Act and any Regulations made under the Act, except those powers specified in section 14 (relating to poundage fees and sustenance charges).	To the Chief Executive with authority to delegate to officers.
<b>Land Act 1948</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.



LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Land Drainage Act 1908</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Land Transport Act 1998 and the Transport Act 1962</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Litter Act 1979</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Local Electoral Act 2001</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Local Government Act 1974</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Local Government Act 2002</b>	<p>All the functions and powers of Council under the Act and any Regulations made under the Act, except:</p> <ul style="list-style-type: none"> <li>- Powers set out in clause 32(1) (a) to (f) of the Seventh Schedule (namely the power to: make a rate; make a bylaw; borrow money, purchase or dispose of assets, other than in accordance with the long-term council community plan; adopt a long-term council community plan, annual plan, or annual report; appoint a chief executive; adopt policies required to be adopted and consulted on under this Act in association with the long-term council community plan or developed for the purpose of the local governance statement); and</li> </ul>	To the Chief Executive with authority to delegate to officers.

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	<ul style="list-style-type: none"> <li>Functions and powers of Council that relate to matters where Council has expressly requested that a report be prepared for a decision of Council or one of Council's standing committees, ward committees or community boards This delegation includes the authority to do all lawful acts necessary to implement Council's Policies and the Long-Term Plan. It also includes authority to Apply Hutt City Council's Common Seal provided the application is reported to Council in accordance with Hutt City Council's Standing Orders.</li> </ul>	
<b>Local Government (Rating) Act 2002</b>	<p>All the functions and powers of Council under the Act and any Regulations made under the Act, except:</p> <ul style="list-style-type: none"> <li>Functions and powers conferred by Part 1, Sub-part 2 (key provisions on what is rateable, i.e., who must pay rates, and the kinds of rates that may be set).</li> <li>Functions and powers conferred by Part 5, Sub-part 1 (replacement of rates); and</li> <li>The power to make rates.</li> </ul>	<p>To the Chief Executive with authority to delegate to:</p> <ul style="list-style-type: none"> <li>Director Strategy and Engagement</li> <li>Group Chief Financial Officer</li> <li>Rates Team Leader</li> </ul>
<b>Local Government Official Information and Meetings Act 1987 and any regulations made under the Act</b>	<p>All the functions and powers of Council under the Act and any Regulations made under the Act, except those in section 32 (which relates to responses to recommendations made by the Ombudsman under section 30(1)).</p>	<p>To the Chief Executive with authority to delegate to officers in accordance with section 43 of the Act.</p>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Machinery Act 1950 and Amusement Devices Regulations 1978</b>	The power to authorise, permit and carry out inspections in relation to amusement devices.	To the Chief Executive with authority to delegate to officers.
<b>Privacy Act 2020</b>	All the functions, powers and duties of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Property Law Act 2007</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Protected Disclosures Act 2000</b>	The power to establish and maintain internal procedures required by the Act and to receive and investigate disclosures made.	To the Chief Executive with authority to delegate to officers.
<b>Public Records Act 2005</b>	The power to establish and maintain internal procedures required by the Act and to receive and investigate disclosures made.	To the Chief Executive with authority to delegate to officers.
<b>Public Works Act 1981</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Railways Act 2005</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Rates Rebate Act 1973</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to: <ul style="list-style-type: none"> <li>- Director – Strategy and Engagement</li> <li>- Group Chief Financial Officer</li> <li>- Rates <a href="#">Team Leader and Debt Team Leader</a></li> <li>- Rates Officers</li> </ul>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Rating Valuations Act 1988</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Reserves Act 1977</b>	All the functions and powers of Council under the Act and any Regulations made under the Act, including: <ul style="list-style-type: none"> <li>- Council's functions and powers as an 'administering body'; and</li> <li>- any powers that the Minister of Conservation delegates or transfers to Council under the Act</li> </ul>	To the Chief Executive with authority to delegate to officers.
<b>Resource Management Act 1991</b>	All the functions and powers of Council under the Act, except for: <ul style="list-style-type: none"> <li>- the decision to change a district plan under section 73 and Schedule 1</li> <li>- the power to give a decision on the provisions of a proposed policy statement or plan and matters raised in submissions under clause 10 of Schedule 1 of the Act;</li> <li>- the power to initiate variations to a proposed policy statement or plan, or to a change, under clause 16A of Schedule 1 of the Act;</li> <li>- the power to approve a proposed policy statement or plan under clause 17 of Schedule 1 of the Act;</li> <li>- the powers relating to private plan changes under clauses 24, 25, 28(5), and 29 of Schedule 1 of the Act.</li> <li>- The power to set charges under section 36</li> </ul>	To the Chief Executive with authority to delegate to officers.



LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Sale and Supply of Alcohol Act 2012</b>	All the functions and powers of a territorial authority and the Chief Executive under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate the functions and powers of the territorial authority to officers, or the power to delegate the functions and powers of the Chief Executive in accordance with section 198 of the Act.
<b>Telecommunications Act 2001</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Trespass Act 1980</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Unit Titles Act 2010</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Waste Minimisation Act 2008</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	To the Chief Executive with authority to delegate to officers.
<b>Hutt City Council – Bylaws</b> <ul style="list-style-type: none"> <li>- <a href="#">Alcohol Fees Bylaw</a></li> <li>- <a href="#">Appearance Industries Bylaw</a></li> <li>- Cemeteries Bylaw</li> <li>- Control of Alcohol in Public Places Bylaw</li> <li>- Control of Animals Bylaw</li> <li>- Dog Control Bylaw</li> <li>- <del>HCC Refuse Collection &amp; Disposal Bylaw</del> <a href="#">Solid Waste Management and Minimisation Bylaw-2021</a></li> <li>- <a href="#">Hutt City Council</a> Speed Limits Bylaw</li> <li>- Hutt Valley Trade Wastes Bylaw</li> </ul>	All the functions and powers of Council under the Bylaws.	To the Chief Executive with authority to delegate to officers.

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<div><div><div></div><div>Food Premises Bylaw</div></div><div><div>-</div><div>Parks &amp; Reserves Bylaw</div></div><div><div>-</div><div>Prevention of Nuisance from Fires and Smoke Bylaw</div></div><div><div>-</div><div>Public Places Bylaw</div></div><div><div>-</div><div>Trading in Public Places Bylaw</div></div><div><div>-</div><div>Traffic Bylaw</div></div><div><div>-</div><div>Water Supply Bylaw</div></div></div>		

## 8. PART TWO

### 8.1 DELEGATIONS MADE BY THE CHIEF EXECUTIVE TO OTHER OFFICERS

1. The Chief Executive delegates the responsibilities, duties and powers listed in the tables in Sub-parts 1 to 7 below to the identified Council officers, subject to any restrictions specified in the column headed 'delegation'.
2. A reference to a particular section of an Act includes all the subsections and other subsidiary components of that section unless a particular subsection or other subsidiary component is expressly identified.

### 8.2 SUB-PART ONE – STRATEGY AND ENGAGEMENT

#### Delegations – Statute

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
Family Violence Act 2018 and any Regulations made under the Act	Power to decide whether to grant or decline applications made under section 231 of the Act, along with all necessary administrative functions and powers arising under the Act and the Regulations.	Director – Strategy and Engagement
Local Government Act 1974 Local Government Act 2002 and any Regulations made under those Acts	All functions and powers delegated to the Chief Executive. Applicable powers include:  1. all functions and powers (except those reserved to Council itself by statute or policy) contained in Hutt City Council standing orders;	Director – Strategy and Engagement  <u>Head of Procurement</u>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	<p><del>2. power to initiate prosecutions and other enforcement proceedings;</del></p> <p>2. power to engage consultants, purchase materials and, as applicable, call for tenders for matters associated with the relevant officer's role;</p> <p>3. power to execute and administer contracts in Council's name;</p> <p>4. power to execute in Council's name and to Apply Council's seal to, in a manner appropriate and consistent with standing orders, transfers, memoranda of mortgage and encumbrances, bonds and agreements and to execute release of the same;</p> <p>5. all the functions and powers arising under sections 327A and 348 of the Local Government Act 1974; 7. responsibility for delivering the briefing referred to in clause 21 of Schedule 7 of the Local Government Act 2002; and</p> <p>6. all the functions and powers necessary for ensuring compliance with the requirements for council-controlled organisations and council-controlled trading organisations under the Local Government Act 2002.</p>	
<b>Local Government Official Information and Meetings Act 1987 and any Regulations made under the Act</b>	All the functions and powers of Council under the Act, except those in section 32 (which relates to responses to recommendations made by the Ombudsman under section 30(1)) and Part 7.	Director – Strategy and Engagement



LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Local Government Official Information and Meetings Act 1987 and any Regulations made under the Act</b>	All the administrative functions and powers of Council under Part 7 of the Act.	Head of Democratic Services. Senior Democracy Advisor. Democracy Advisors.
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	All the functions and powers of Council with respects to hearings under the Act	Head of Democratic Services. Senior Democracy Advisor. Democracy Advisors.

Delegations - Bylaws

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Hutt City Council Bylaws:</b> <ul style="list-style-type: none"> <li>- Alcohol Fees Bylaw</li> <li>- Appearance Industries Bylaw</li> <li>- Cemeteries Bylaw</li> <li>- Control of Alcohol in Public Places Bylaw</li> <li>- Control of Animals Bylaw</li> <li>- Dog Control Bylaw</li> <li>- HCC Solid Waste Management and Minimisation Bylaw</li> <li>- Hutt City Council Speed Limits Bylaw</li> <li>- Hutt Valley Trade Wastes Bylaw</li> <li>- Parks &amp; Reserves Bylaw</li> </ul>	All functions and powers delegated to the Chief Executive, including the power to initiate proceedings and to issue notices.	Director – Strategy and Engagement

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<ul style="list-style-type: none"> <li>- Prevention of Nuisance from Fires and Smoke Bylaw</li> <li>- Public Places Bylaw</li> <li>- Trading in Public Places Bylaw</li> <li>- Traffic Bylaw</li> <li>- Water Supply Bylaw</li> </ul>		

### 8.3 SUB-PART TWO – ENVIRONMENT AND SUSTAINABILITY

#### Delegations – Statute

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Local Government Act 1974 Local Government Act 2002 and any Regulations made under those Acts</b>	<p>All functions and powers delegated to the Chief Executive, including:</p> <ol style="list-style-type: none"> <li>1. power to engage consultants, purchase materials and, as applicable, call for tenders for matters associated with the role of the Group;</li> <li>2. power to execute and administer contracts in Council's name;</li> <li>3. power to prepare the following planning documents: Annual Plan, Strategic Plan, Long Term Council Community Plan;</li> <li>4. power to prepare, have input into (as applicable), and monitor compliance with, Council Policies;</li> <li>5. power to maintain and safeguard Council records</li> </ol>	<p>Director - Environment and Sustainability (All Apply, 7 – 10 Directors responsibility).</p> <p>Head of Environmental Protection</p> <p>Environmental Health Manager (1 and 2 Apply)</p> <p>Resource Consents and Compliance Manager (1 and 2 Apply)</p> <p>Policy Planning Manager (1 and 2 Apply)</p> <p>Resource Consents Lead (1 and 2 Apply)</p> <p>Principal Policy Planner (1 and 2 Apply)</p> <p>Principal Resource Consents Planner (1 and 2 Apply).</p> <p>Head of Building Control (1 and 2 Apply)</p> <p>Building Consents Manager (1 and 2 Apply)</p>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	<p>6. power to investigate and remove abandoned vehicles (section 356 of the Local Government Act 1974).</p> <p>7. responsibility for the provision of water to properties within Council's reticulation area (Part 7, Subpart 2 of the Local Government Act 2002);</p> <p>8. power to operate systems for the disposal of stormwater and wastewater (Part 7, Subpart 1 of the Local Government Act 2002)</p> <p>9. power to operate systems for the disposal of trade wastes;</p> <p>10. Responsibility for ensuring that fire hydrants are always charged with water (section 648 of Local Government Act 1974).comp</p>	<p>Operational Policy &amp; Capability Manager (1 Applies)</p> <p>Principal Building Engineer (TA) (1 and 2 Apply)</p> <p>Parking Services Manager (1, 2 and 6 Apply)</p> <p>Senior Parking Warden (6 Applies).</p> <p>Parking Wardens (6 Applies).</p> <p>Head of Planning (1 and 2 Apply)</p> <p>Development Engineering Manager (1 and 2 Apply)</p> <p>Principal Strategic and Business Advisor (3 Applies).</p>
<b>Companies Act 1993 and any Regulations made under the Act</b>	All the functions and powers necessary to ensure compliance with the requirements of Companies Act 1993 for Council Controlled Organisations/Council Controlled Trading Organisations that are companies.	Director – Environment and Sustainability
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	<p>All the functions and powers of Council under the Act (including the power to investigate complaints and initiate proceedings), except for:</p> <ul style="list-style-type: none"> <li>- The power to appeal to the Environment Court under section 120 of the Act</li> <li>- The power to lodge a notice of requirement for a heritage order, or to</li> </ul>	Director – Environment and Sustainability

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	<p>alter a heritage order, with the Environmental Protection Authority under section 145 of the Act;</p> <ul style="list-style-type: none"><li>- The powers relating to heritage orders in sections 189, 193, 194, and 195A(1) of the Act;</li><li>- The powers of a requiring authority or a heritage protection authority under sections 198B, 198E, and 198C(8) of the Act;</li><li>- The power to make a submission or further submission under clauses 6 and 8 of Schedule 1 of the Act;</li><li>- The power to withdraw a proposal to prepare, change, or vary a policy statement or plan under clause 8D of Schedule 1 of the Act;</li><li>- The power to give a decision on the provisions of a proposed policy statement or plan and matters raised in submissions under clause 10 of Schedule 1 of the Act;</li><li>- The power to initiate variations to a proposed policy statement or plan, or to a change, under clause 16A of Schedule 1 of the Act;</li></ul>	



LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	<ul style="list-style-type: none"> <li>- The power to approve a proposed policy statement or plan under clause 17 of Schedule 1 of the Act;</li> <li>- The powers relating to private plan changes under clauses 24, 25, 28(5), and 29 of Schedule 1 of the Act.</li> </ul>	
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	<p>All the functions and powers of Council under the following provisions of the Act:</p> <p>Sections: 27, 32, 36(3), 36(5), 36A, 37, 37A, 42A(1), 42A(5), 80, 82, 85B, 86D, 87BA, 87BB, 87E, 88, 91, 92, 92A, 95, 95A-95G, 99, 99A, 100, 101, 102, 103, 104-104D, 108, 108A, 109, 124-124C, 125, 126, 127, 128, 130, 132, 133A, 138, 139, 139A, 149B, 149F, 149G, 149I, 149M, 149ZD, 168A, 169, 170, 171, 176A, 181, 182(2), 182(5), 184(1), 184(2), 184A, 189A, 190, 191, 195A(3), 196, 198C(5), 198D, 198F, 198J, 221, 222, 223, 224, 226, 234, 235, 237B, 240, 241, 243, 316, 322, 325A, 330, 333, 336, 339C, 343C.</p> <p>Schedule 1, clauses: 1, 2, 3, 4, 8AA, 9, 16, 20A, 23, 28(2), 34, 35.</p>	Head of Planning
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	All the functions and powers of Council under the following provisions of the Act:	Policy Planning Manager Principal Policy Planner Policy Planner (includes intermediate and senior)

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	Sections: 32, 36(3), 37, 37A, 91, 92, 99, 100, 101, 102, 103, 182(2), 184(1)  Schedule 1, clauses: 2, 3.	
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	All the functions and powers of Council under the following provisions of the Act:  Sections: 27, 36(3), 36(5), 36A, 37, 37A, 38, 42A(1), 42A(5), 87BA, 87BB, 87E, 88, 91, 92, 92A, 95, 95A-95G, 99, 99A, 100, 101, 102, 103, 104-104D, 108, 108A, 109, 124-124C, 125, 126, 127, 128, 130, 132, 133A, 138, 139, 139A, 149B, 149F, 149G, 176A, 221, 222, 223, 224, 226, 234, 235, 237B, 240, 241, 243, 316, 322, 325A, 330, 333, 336, 339C, 343C.	<u>Resource Consents and Compliance Manager</u> <del>Resource Consents Manager</del>  Resource Consents Lead  -
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	All the functions and powers of Council under the following provisions of the Act:  Sections: 16, 36(3), 36A, 37, 37A, 42A(1), 87BA, 87BB, 88, 91, 92, 92A, 95, 95A95G, 99, 100, 101, 102, 103, 104-104D, 108, 125, 126, 127, 128, 130, 132, 133A, 138, 139, 139A, 176A, 221, 222, 223, 224, 226, 234, 235, 237B, 240, 241, 243, 322, 326 – 328, 339C, 343C, 380-382A.	Principal Resource Consents Planner  Senior Resource Consents Planner  Intermediate <u>Resource Consents</u> Planner
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	All the functions and powers of Council under the following provisions of the Act:  Sections: 36(3), 36A, 37, 37A, 42A(1), 87BA, 87BB, 88, 91, 92, 92A, 95, 95A95G, 99, 104-104D, 108, 125, 127, 128, 133A, 138, 139, 139A,	Resource Consents Planner (includes Graduate)  Planning Technician

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	176A, 235, 237B (excluding 237B(8)), 322, 339C, 343C	
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	<p>All the functions and powers of Council under the following provisions of the Act:</p> <p>Sections: 36(3), 88, 91, 92, 92A, 95, 95A-95G, 104-104D, 108, 125, 126, 127, 128, 130, 132, 133A, 138, 139, 139A, 176A, 223, 224, 322, 339C, 343C.</p>	<p>Director - Environment and Sustainability.</p> <p>Head of Building Control</p> <p>Building Consents Manager</p> <p>Operational Policy &amp; Capability Manager</p> <p>Commercial Consents Lead</p> <p>Residential Consents Lead</p> <p>Building Officer</p> <p>Senior Building Officer</p> <p>Building Technician</p> <p>-</p>
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	<p>All the functions and powers of Council under the following provisions of the Act:</p> <p>Sections: 38, 316, 322, 325A, 330, 343C</p>	<p>Director - Environment and Sustainability</p> <p>Head of Planning</p> <p>Resource Consents and Compliance Manager</p> <p>Monitoring &amp; Enforcement Officers (including Senior)</p> <p><a href="#">Environmental Health Manager</a></p> <p><a href="#">Senior Environmental Health Officer</a></p> <p><a href="#">Environmental Health Officer</a></p> <p><a href="#">Environmental Technical Officer</a></p> <p><a href="#">Team Lead – Food</a></p>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	All the functions and powers of Council under the following provisions of the Act:  Sections: 316, 322, 325A, 343C.	Director - Environment and Sustainability Environmental Health Manager <a href="#">Senior Environmental Health Officer</a> <a href="#">Environmental Investigations Officer</a> <a href="#">Environmental Health Officer</a> <a href="#">Environmental Technical Officer</a> <a href="#">Team Lead - Food</a>
<b>Resource Management Act 1991 and any Regulations made under that Act</b>	All the functions and powers of Council under the following provisions of the Act:  Sections: 322, 326, 327, 328, 333, 336, 339C, 343C, 380 – 382A	Director - Environment and Sustainability Head of Environmental Protection Monitoring and Enforcement Officers (includes senior) <a href="#">Senior Environmental Health Officer</a> <a href="#">Environmental Health Officer</a> <a href="#">Senior ETO</a> Environmental Technical Officer
<b>Building Act 2004 and any Regulations made under the Act</b>	1. All the functions and powers of a territorial authority and a building consent authority under the Act and any Regulations made under the Act that are necessary to ensure compliance with building consents, compliance with the Act, and for the purposes of enforcement of the Act and/or Regulations.	Director - Environment and Sustainability (1 and 2 Apply) Head of Building Control (1 and 2 Apply) Building Consents Manager (1 and 2 Apply) Operational Policy & Capability Manager (1 Applies) Principal Building Engineer (TA) (1 and 2 Apply) Senior Building Officer (1 Applies)



LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	2. Power to initiate proceedings, commission works and issue notices under Parts 2 and 5 of the Act PROVIDED THAT the power to notify a building consent under section 73 of the Act or to issue/authenticate a certificate under sections 75 and 77 of the Act will only be exercised after the matter has been discussed with suitability qualified experts.	Building Officer (1 Applies) Residential Consents Team Lead (1 Applies) Commercial Consents Team Lead (1 Applies) Inspections Team Lead (1 and 2 Applies) Senior Building Officer, Building Inspection Team (1 and 2 Applies) Senior Building Inspections Officer (1 and 2 Applies) Building Technical Lead (1 Applies) Building Cadet (1 Applies) Building Technician (1 Applies) Principal Quality Assurance (1 Applies) Building Warrant of Fitness Auditor (1 and 2 Apply) Building Compliance Officer (1 and 2 Apply) Compliance Officer (1 and 2 Apply) Administrator, Building team (1 Applies) Financial Administrator, Building Team (1 Applies)

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Dog Control Act 1996 and any Regulations made under the Act</b>	<p>1. All the functions and powers of an Animal Control Officer and a Dog Ranger under the Act and any Regulations made under the Act;</p> <p>2. All the functions and powers of Council necessary for the administration of the Act and any Regulations made under the Act, including: licensing of dogs; promotion of responsible dog ownership and welfare of dogs;</p> <p>3. Power to initiate enforcement proceedings and/or other enforcement action under the Act;</p> <p>4. Power to Apply, and to contribute to the development of, Council's policy on dogs and the animal control provisions of Council's bylaws; and</p> <p>5. Power to appoint dog control officers or dog rangers.</p>	<p>Director - Environment and Sustainability.</p> <p>Head of Environmental Protection</p> <p>Animal Service Manager</p> <p>Animal Services Team Lead – HCC (1, 2, 3, and 4 applies)</p> <p><u>Animal Services Team Lead – WCC (1, 2, 3, and 4 applies)</u></p> <p><u>Principal Animal Control Officer</u> (1, 2, 3, and 4 applies)</p> <p><del>Warranted officers (1 Applies)</del> Senior Animal Control Officer (1, 2, 3, and 4 applies)</p> <p>Animal Control Officers (1, 2, 3, and 4 applies)</p> <p><del>(2 Applies)</del> <u>Administration Team Lead</u> (1, 2 and 3 applies)</p> <p><u>Administrator</u> (1, 2 and 3 applies)</p>
<b>Family Violence Act 2018 and any Regulations made under the Act</b>	Power to decide whether to grant or decline applications made under section 231 of the Act, along with all necessary administrative functions and powers arising under the Act and the Regulations.	<p>Director - Environment and Sustainability</p> <p>Head of Environmental Protection</p> <p>Animal Services Manager <del>(1 Applies)</del></p> <p>Animal Services Team Lead – HCC <del>/</del></p> <p><u>Animal Services Team Lead – WCC (1 Applies)</u></p> <p><u>Administration Team Lead</u></p>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
		<a href="#">Senior Animal Control Officer</a>
<b>Food Act 2014 and any Regulations made under the Act</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	Director - Environment and Sustainability Head of Environmental Protection Environmental Health Manager Food Team Lead Alcohol Team Lead Principal Quality Assurance Environmental Health Officers (includes Senior) Environmental Technical Officers (includes Senior) <a href="#">Environmental Investigations Officer</a>
<b>Health Act 1956 and any Regulations made under the Act</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	Director - Environment and Sustainability. Head of Environmental Protection Environmental Health Manager Food Team Lead Alcohol Team Lead Principal Quality Assurance Environmental Health Officers (includes Senior) Environmental Technical Officers (includes Senior) <a href="#">Environmental Investigations Officer</a>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Hazardous Substances and New Organisms Act 1996 and any Regulations made under the Act</b>	<p>All the functions and powers of enforcement officers under the Act and any Regulations made under the Act, including the power to initiate enforcement proceedings and/or other enforcement action under the Act. These powers include:</p> <ul style="list-style-type: none"> <li>- powers of entry and inspection under section 103 of the Act;</li> <li>- power to serve compliance orders under section 104 of the Act;</li> <li>- power to issue infringement notices under section 112 of the Act;</li> <li>- power to declare a hazardous substances emergency under section 136 of the Act; and</li> <li>- power to exercise emergency powers under section 137 of the Act in the event of a hazardous substance emergency.</li> </ul>	<p>Director - Environment and Sustainability. Head of Environmental Protection Environmental Health Manager Trade Waste Team Lead Trade Waste Officers (Including Intermediate and Senior) Environmental Health Officers (includes Senior) Environmental Technical Officers (includes Senior)</p> <p>PROVIDED THAT powers under sections 136 and 137, where proposed to be exercised by officers other than Director - Environment and Sustainability is only exercised after consultation with Director - Environment and Sustainability.</p>
<b>Impounding Act 1955 and any Regulations made under the Act</b>	<p>All the functions and powers of Council under the Act and any Regulations made under the Act, except those powers specified in section 14(1) (relating to poundage fees).</p>	<p>Director - Environment and Sustainability. Head of Environmental Protection Animal Services Manager <a href="#">Animal Control Officers (including Seniors)</a> <a href="#">Principal Animal Control Officer</a> <a href="#">Environmental Health Manager</a> <a href="#">Environmental Health Officer (Includes Senior)</a> <a href="#">Environmental Technical Officer (Includes Senior)</a></p>



LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Machinery Act 1950 and Amusement Devices Regulations 1978</b>	Power to authorise, permit and carry out inspections in relation to amusement devices.	Director - Environment and Sustainability. Head of Environmental Protection Food Team Lead Alcohol Team Lead Principal Quality Assurance Environmental Health Manager Environmental Health Officers (includes Senior) <a href="#">Environmental Investigations Officer</a>  Environmental Technical Officers (includes Senior)
<b>Fire and Emergency New Zealand Act 2017 and any Regulations made under the Act</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	Director - Environment and Sustainability. Head of Building Control Building Consents Manager Operational Policy & Capability Manager Principal Building Engineer (TA) Senior Building Officer Building Officer Senior Building Inspections Officer Residential Consents Team Lead Commercial Consents Team Lead

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
		Inspections Team Lead Inspections Team Lead Building Cadet Building Technician Building Warrant of Fitness Auditor Administrator BWOF Building Compliance Officer Compliance Officer
<b>Sale and Supply of Alcohol Act 2012 and any Regulations made under the Act</b>	All the functions and powers of the chief executive under the Act, in accordance with section 198.	The Secretary function under the Act is delegated to the Chief Legal Officer and Solicitor including the power to issue licences, certificates, and authorities under section 64(1) of the Act.
<b>Gambling Act 2003</b>	The power to consider applications for territorial authority consent for Class 4 Venue Licenses in accordance with Council's Class 4 Venue Policy and to grant consent, with or without specifying the maximum number of machines that can be operated at the venue; or to decline consent.	Director - Environment and Sustainability. Head of Environmental Protection Environmental Health Manager Food Team Lead Alcohol Team Lead Principal Quality Assurance Senior Environmental Health Officer <a href="#">Environmental Health Officer</a> Senior Environmental Technical Officer <a href="#">Environmental Technical Officer</a>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Litter Act 1979 and any Regulations made under the Act</b>	All the functions and powers of Litter Control Officers and Litter Wardens under the Act, including the power to initiate enforcement proceedings and/or other enforcement action under the Act.	Director - Environment and Sustainability. Head of Environmental Protection Food Team Lead Alcohol Team Lead Principal Quality Assurance Environmental Health Manager Environmental Health Officers (includes Senior) Environmental Technical Officers (includes Senior) <a href="#">Environmental Investigations Officers</a>
<b>Transport Act 1962 Land Transport Act 1998 and any Regulations and/or Rules made under those Acts</b>	All the functions and powers of Council under the Acts, Regulations and Rules	Director - Environment and Sustainability. Head of Environmental Protection Parking Services Manager Senior Parking Warden Parking Wardens

Delegations – Bylaws

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Hutt City Council Bylaws</b>	All the functions and powers of Council under the Bylaws.	Director - Environment and Sustainability

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Hutt City Council Bylaws</b> <b>Water Supply Bylaw</b>	All functions and powers necessary to maintain the integrity of Council's Water Services.	Director - Environment and Sustainability
<b>Hutt City Council Bylaws:</b> <b>Prevention of Nuisance from Fires and Smoke Bylaw</b>	All the functions and powers of Council under the Bylaw.	Director - Environment and Sustainability. Head of Environmental Protection Environmental Health Manager Food Team Lead Alcohol Team Lead Environmental Investigations Officers. Environmental Health Officers (includes Senior) Environmental Technical Officers (includes Senior) <a href="#">Principal - Quality Assurance</a> <del><a href="#">Trade Waste Manager.</a></del> <a href="#">Trade Waste Officers</a> <a href="#">Environmental Investigations Officers</a> <del><a href="#">Trade Waste Team Leader.</a></del> <del><a href="#">Principal Rural Fire Officer. xxxxxx</a></del> <del><a href="#">Rural Fire Officers.</a></del>
<b>Hutt City Council Bylaws:</b> - <b>Control of Alcohol in Public Places Bylaw</b> - <b>Public Places Bylaw</b>	All the functions and powers of Council under the Bylaw.	Director - Environment and Sustainability. Head of Environmental Protection Environmental Health Manager



LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<ul style="list-style-type: none"> <li>- <a href="#">Waste Management and Minimisation Bylaw 2021</a></li> <li>- <a href="#">Refuse Collection &amp; Disposal Bylaw</a></li> <li>- <a href="#">Trading in Public Places Bylaw</a></li> <li>- <a href="#">Alcohol Fees Bylaw</a></li> <li>- <a href="#">Appearance Industries Bylaw</a></li> </ul>		<p>Food Team Lead</p> <p>Alcohol Team Lead</p> <p>Principal Quality Assurance</p> <p>Environmental Health Officers (includes Senior)</p> <p>Environmental Technical Officers (includes Senior)</p> <p>Environmental Investigations Officers.</p> <p>Senior Trade Waste Officer.</p> <p>Trade Waste Officers</p> <p><a href="#">Trade Waste – Team Lead</a></p> <p><a href="#">Contracts Officer.</a></p>
<p><del>Hutt City Council Bylaws:</del></p> <ul style="list-style-type: none"> <li>- <del><a href="#">Food Premises Bylaw</a></del></li> </ul>	<p><del>All the functions and powers of Council under the Bylaw.</del></p>	<p><del>Director – Environment and Sustainability.</del></p> <p><del>Head of Environmental Protection</del></p> <p><del>Environmental Health Manager</del></p> <p><del>Food Team Lead</del></p> <p><del>Alcohol Team Lead</del></p> <p><del>Principal Quality Assurance</del></p> <p><del>Environmental Health Officers (includes Senior)</del></p> <p><del>Environmental Technical Officers (includes Senior)</del></p> <p><del>Environmental Investigations Officers</del></p> <p><del>Environmental Health Manager</del></p>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Hutt City Council Bylaws:</b> <ul style="list-style-type: none"> <li>- <b>Hutt Valley Trade Wastes Bylaw</b></li> </ul>	All the functions and powers of Council under the Bylaw.	Director - Environment and Sustainability. Head of Environmental Protection Trade Waste Team Lead Senior Trade Waste Officer Trade Waste Officers
<b>Hutt City Council Bylaws:</b> <ul style="list-style-type: none"> <li>- <b>Parks and Reserves Bylaw</b></li> <li>- <b>Traffic Bylaw</b></li> </ul>	All the functions and powers of Council under the Bylaw.	Director - Environment and Sustainability. Head of Environmental Protection Parking Services Manager. Senior Parking Warden. Parking Wardens. <a href="#">Environmental Health Manager</a> <a href="#">Food Team Lead</a> <a href="#">Alcohol Team Lead</a> <a href="#">Principal Quality Assurance</a> <a href="#">Environmental Health Officers (includes Senior)</a> <a href="#">Environmental Technical Officers (includes Senior)</a> <a href="#">Environmental Investigations Officers.</a>
<b>Hutt City Council Bylaws:</b> <ul style="list-style-type: none"> <li>- <b>Dog Control Bylaw</b></li> </ul>	All the functions and powers of Council under the Bylaw.	Director - Environment and Sustainability. Head of Environmental Protection

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
		Animal Services Manager <a href="#">Principal Animal Control Officer</a> Animal Services Team Lead HCC Animal Services Team Lead WCC Animal Control Officers (Includes Senior)
<b>Hutt City Council Bylaws:</b> - <b>Control of Animals Bylaw</b>	All the functions and powers of Council under the Bylaw.	Director - Environment and Sustainability. Head of Environmental Protection Animal Service Manager Animal Services Team Lead – HCC/WCC Animal Services Manager Animal Control Officers Environmental Health Manager Food Team Lead Principal Quality Assurance Alcohol Team Lead Environmental Investigations Officers. Environmental Health Officers (includes Senior) Environmental Technical Officers (includes Senior) <a href="#">Trade Waste Team Lead</a>

## 8.4 SUB-PART THREE – NEIGHBOURHOODS AND COMMUNITIES

### Delegations – Statute

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Building Act 2004,</b> <b>Fencing Act 1978,</b> <b>Fire and Emergency New Zealand Act 2017,</b> <b>Health and Safety at Work Act 2015,</b> <del><b>Reserves Act 1977,</b></del> <b>Local Government Act 2002,</b> <b>Local Government Act 1974,</b> <u><b>Freedom Camping Act 2011,</b></u> <u><b>Self-Contained Motor Vehicles Legislation Act 2023,</b></u> <u><b>Trespass Act 1980.</b></u> <b>and any Regulations made under those Acts</b>	All functions and powers necessary for the management of Council land and recreation facilities.	Director - Neighbourhoods and Communities. Head of Parks and Reserves Asset Manager <del>Parks</del> <u>Sportsgrounds</u> Asset Manager <u>Parks &amp;</u> Reserves Asset Manager Horticulture and <del>biodiversity</del> <u>Cemeteries</u>
<b>Burial and Cremation Act 1964 and any Regulations made under the Act</b>	All the functions and powers of Council under the Act.	Director - Neighbourhoods and Communities. Head of Parks and Reserves Asset Manager Parks <del>Asset Manager Reserves</del> <del>Asset Manager Horticulture and biodiversity</del> <del>Cemeteries Manager.</del> <u>Asset Manager Sportsgrounds</u> <u>Asset Manager Parks &amp; Reserves</u>



LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
		<u>Asset Manager Horticulture and Cemeteries</u>
<b>Land Act 1948 and any Regulations made under the Act</b>	Power to Apply funds in accordance with section 168 of the Act	Director - Neighbourhoods and Communities. Head of Parks and Reserves
<b>Land Drainage Act 1908 and any Regulations made under the Act</b>	All the powers of Council under sections 62 and 63 of the Act	Director - Neighbourhoods and Communities. Head of Parks and Reserves
<b>Local Government Act 1974</b> <b>Local Government Act 2002 and any Regulations made under those Acts</b>	All functions and powers delegated to the Chief Executive, including:  1. power to engage consultants, purchase materials and, as applicable, call for tenders for matters associated with the role of the Group;  2. power to execute and administer contracts in Council's name;  3. power to prepare the following planning documents: Annual Plan, Strategic Plan, Long Term Council Community Plan;  4 power to prepare, have input into (as applicable), and monitor compliance with, Council Policies;  5. power to maintain and safeguard Council records  6. power to investigate and remove abandoned vehicles (section 356 of the Local Government Act 1974).	Director - Neighbourhoods and Communities Head of Parks and Reserves. Asset Manager Parks Asset Manager Reserves Asset Manager Horticulture and biodiversity Head of Aquatics Head of Connected Communities Head of Arts and Culture Head of Neighbourhood <u>H</u> ubs and <u>L</u> ibrary <u>S</u> ervices Senior Contracts Officer – Parks and Reserves <del>Administration Manager</del> <del>Commercial Operations Manger</del> Recreation, <u>&amp;</u> Sport <u>&amp;</u> Play Programme Manager <del>Aquatic Facilities Manager</del>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	<p>7. responsibility for the provision of water to properties within Council's reticulation area (Part 7, Subpart 2 of the Local Government Act 2002);</p> <p>8. power to operate systems for the disposal of stormwater and wastewater (Part 7, Subpart 1 of the Local Government Act 2002)</p> <p>9. power to operate systems for the disposal of trade wastes;</p> <p>10. Responsibility for ensuring that fire hydrants are always charged with water (section 648 of Local Government Act 1974).</p>	<del>Strategic Comms Manager</del>

Delegations – Bylaws

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Hutt City Council Bylaws</b>	<p>All the functions and powers of Council under the Bylaws as relates to Parks and <a href="#">ReservesRecreation</a> Division.</p>	<p>Director - Neighbourhoods and Communities.</p> <p>Head of Parks and Reserves</p> <p>Asset Manager Parks</p> <p>Asset Manager Reserves</p> <p>Asset Manager Horticulture and biodiversity</p> <p>Head of Aquatics</p> <p>Head of Connected Communities</p> <p>Head of Arts and Culture</p> <p>Head of Neighbourhood hubs and library services</p>

## 8.5 SUB-PART FOUR – ECONOMY AND DEVELOPMENT

### Delegations – Statute

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Building Act 2004</b> <b>Fencing Act 1978</b> <b>Fire and Emergency New Zealand Act 2017</b> <b>Health and Safety at Work Act 2017 Reserves Act 1977</b> <b>and any Regulations made under those Acts</b>	All powers necessary for the management of Council owned, leased, or occupied land and buildings.	Director – Economy and Development Head of Assets and Facilities Head of Transport
<b>Local Government Act 1974 Local Government Act 2002 and any Regulations made under those Acts</b>	All functions and powers delegated to the Chief Executive including: 1. power to engage consultants, purchase materials and, as applicable, call for tenders for matters associated with the management of properties; 2. power to execute and administer contracts in Council's name; 3. arranging for the sale and purchase of Council land and other property PROVIDED THAT: the sale of land is at no less than the current market value as assessed by a registered valuer, the sale is contemplated in the Annual Plan or specific resolution of Council, the Chair of the relevant standing committee and/or ward committee or community board has been apprised of the sale, and all legal requirements prior to sale have been met; and b. the purchase	Director – Economy and Development Head of Assets and Facilities (1 and 2 Apply) Head of Urban Development (1 and 2 Apply). <u>Head of City Delivery (1 and 2 Apply)</u> <del>Project Manager – Riverlink (1 and 2 Apply).</del> <del>Project manager</del> <u>Project Delivery Manager –</u> <u>Shared Pathways</u> (1 and 2 Apply). Head of <del>Facilities Management</del> <u>Assets and Facilities</u> (1 and 2 Apply). Head of Transport (1, 2 and 5 Apply). <del>Head of Procurement (1 and 2 Apply).</del> Head of Business and Economy (1 and 2 Apply). <del>Road and Asset</del> <u>Maintenance and Renewals</u> Manager (1, 2 and 5 Apply)

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	<p>of property is required by Council for a particular purpose pursuant to a specific objective in the Annual Plan and within the financial provisions or the purchase is otherwise resolved by Council, the purchase price is no more than 15% above current market value as assessed by a registered valuer, and the Chair of the relevant standing committee and/or ward committee or community board has been apprised of the purchase;</p> <p>4. power to conduct rent reviews for Council properties PROVIDED THAT rental over \$30,000 excluding GST is consistent with the recommendation of a registered valuer.</p> <p>5. all the functions and powers of Council under Part XXI of the Local Government Act 1974;</p> <p>6. Responsibility for ensuring road closures are approved only in compliance with section 342 and Schedule 10 of the Local Government Act 1974.</p>	<p><del>Contracts Manager</del> (1 and 2 Apply)</p> <p><del>Traffic Transport</del> Engineering Manager (1 and 2 Apply)</p> <p>Urban Design Lead <a href="#">(1 and 2 Apply)</a></p> <p>Housing and <del>Urban</del> Development Lead <a href="#">(1 and 2 Apply)</a></p> <p><del>LIMS Lead</del> <a href="#">(1 and 2 Apply)</a></p> <p>Facilities Manager (1 and 2 Apply)</p> <p><del>Senior Advisor Business and Economy</del> <a href="#">(1 and 2 Apply)</a></p> <p><del>Community Assets and Project Manager</del> <a href="#">Principal Advisor – Aquatic &amp; Community Assets</a> (1 and 2 Apply)</p> <p><del>Traffic Assets Planning &amp; Transport</del> Engineering Manager (1, 2 and 5 Apply)</p>
<b>Companies Act 1993 and any Regulations made under the Act</b>	All the functions and powers necessary to ensure compliance with the requirements of Companies Act 1993 for Council Controlled Organisations/Council Controlled Trading Organisations that are companies.	Director – Economy and Development
<b>Public Works Act 1981 and any Regulations made under the Act</b>	Power to carry out all matters of All the functions and powers of the Council under the Act.	Director – Economy and Development
<b>Railways Act 2005 and any Regulations made under the Act</b>	All the functions and powers of the Council under the Act.	Director – Economy and Development.



LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
		<p>Head of Transport.</p> <p><del>Road Assets</del><u>Maintenance and Renewals</u> Manager.</p> <p><del>Traffic Transport</del> Engineering Manager</p> <p><del>Contracts Manager</del><u>Project Delivery Manager</u></p> <p><del>Project Manager – Riverlink</del><u>City Delivery</u> Manager</p>
Transport Act 1962 and the Land Transport Act 1998 and any Regulations or Land Transport Rules made under those Acts	All the functions and powers of the Council under the Act.	<p>Director – Economy and Development.</p> <p>Head of Transport.</p> <p><del>Traffic Transport</del> Engineering Manager</p> <p><del>Contracts Manager</del></p> <p><del>Road Asset Manager</del><u>Maintenance and Renewals Manager</u></p>

Delegations – Bylaws

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
Hutt City Council Bylaws	All functions and powers necessary to maintain the integrity of Council's Road and Traffic Services.	<p>Director – Economy and Development.</p> <p>Head of Transport.</p>
<p>Hutt City Council Bylaws:</p> <ul style="list-style-type: none"> <li>- Speed Limits Bylaw</li> <li>- Traffic Bylaw</li> </ul>	All the functions and powers of Council under the Bylaws	<p>Director – Economy and Development</p> <p>Head of Transport</p> <p><del>Traffic Transport</del> Engineering Manager</p>

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
		<del>Road Asset Manager</del> <del>Contracts Manager</del> <u>Maintenance and Renewals Manager</u>
<b>Hutt City Council Bylaws:</b> - <b>Public Places Bylaw</b>	All the functions and powers of Council under the Bylaw.	Director – Economy and Development. Head of Transport Head or Urban Development <del>Project Manager – Riverlink</del> <u>Delivery Manager</u>

8.6 SUB-PART FIVE – PEOPLE AND CAPABILITY

Delegations – Statute

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Protected Disclosures Act 2000 and any Regulations made under the Act</b>	Power to receive and investigate disclosures made.	Chief People Officer Chief Legal Officer
<b>Local Government Act 1974 Local Government Act 2002 and any Regulations made under those Acts</b>	All functions and powers delegated to the Chief Executive, including:  1. power to engage consultants, purchase materials and, as applicable, call for tenders for matters associated with the role of the Division;  2. power to execute and administer contracts in Council's name; and  3. Responsibility for ensuring members receive pay and expenses lawfully, including powers	Chief People Officer

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
	under clauses 6-13 of Schedule 7 of the Local Government Act 2002.	
<b>Health and Safety at Work Act 2015</b>	All the functions and powers of Council under the Act and any Regulations made under the Act	Chief People Officer

### 8.7 SUB-PART SIX– FINANCE

#### Delegations – Statute

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
<b>Family Violence Act 2018 and any Regulations made under the Act</b>	Power to decide whether to grant or decline applications made under section 231 of the Act, along with all necessary administrative functions and powers arising under the Act and the Regulations.	Group Chief Financial Officer
<b>Local Government Act 1974 Local Government Act 2002 and any Regulations made under those Acts</b>	All functions and powers delegated to the Chief Executive, including: 1. power to engage consultants, purchase materials and, as applicable, call for tenders for matters associated with the role of the Division; 2. power to execute and administer contracts in Council's name; 3. power to prepare, and have input into (as applicable), and to monitor compliance with, Council's Financial Policies;	Group Chief Financial Officer <a href="#">Manager Financial planning and performance</a> <a href="#">Manager Financial Strategy and Planning</a>  Budgeting and Reporting Manager Financial Accounting Manager Manager Financial Transaction Services Manager Risk and Assurance

	<p>4. all functions and powers necessary to ensure compliance with the following requirements of the Local Government Act 2002: Accountability and Accounting (Part 6, Sub-part 2); Financial Management (Part 6, Sub-part 3); Borrowing and Security (Part 6, Sub-part 4).</p> <p>5. Responsibility for ensuring members receive pay and expenses lawfully, including powers under clauses 6-13 of Schedule 7 of the Local Government Act 2002.</p>	<a href="#">Procurement Manager</a>
<b>Local Government (Rating) Act 2002 and any Regulations made under the Act</b>	<p>Council under the Act and any Regulations made under the Act, except:</p> <ul style="list-style-type: none"> <li>- Functions and powers conferred by Part 1, Sub-part 2 (key provisions on what is rateable, i.e., who must pay rates, and the kinds of rates that may be set)</li> <li>- Functions and powers conferred by Part 5, Sub-part 1 (replacement of rates); and</li> <li>- The power to make rate.</li> </ul>	<p>Group Chief Financial Officer Manager Financial Transaction Services Rates Team Leader.</p>
<b>Rates Rebate Act 1973 and any Regulations made under the Act</b>	All the functions and powers of Council under the Act and any Regulations made under the Act	<p>Group Chief Financial Officer Manager Financial Transaction Services Rates Team leader Senior Rates Officer/Rates Officer Senior Credit Control Officer</p>
<b>Rating Valuations Act 1998 and any Regulations made under the Act</b>	All the functions and powers of Council under the Act and any Regulations made under the Act.	<p>Group Chief Financial Officer. Manager Financial Transaction Services</p>



		Rates Team Leader
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8.8 SUB-PART SEVEN – OTHER

Delegations – Statute

LEGISLATION	AUTHORITY AND POWERS DELEGATED	DELEGATION
Public Records Act 2005 and any Regulations made under the Act	All the functions and powers of Council under the Act and any Regulations made under the Act that are necessary to ensure the protection and preservation of protected records, in accordance with any applicable standards or instructions issued by the Chief Digital Officer. All the functions and powers of Council under sections 45 and 46 of the Act, including the power to: classify the access of status of local authority records; to change that status from time to time; and to permit public access on certain conditions.	Chief Digital Officer
Local Government Act 1974 Local Government Act 2002 and any Regulations made under those Acts	All the functions and powers of the Council under the Act, including:  1. power to engage consultants, purchase materials and, as applicable, call for tenders for matters associated with the role of the Division;  2. power to execute and administer contracts in Council’s name.  3. power to maintain and safeguard Council records	Chief Digital Officer

<b>Public Records Act 2005 and any Regulations made under the Act</b>	All the functions and powers of the Council under the Act.	Chief Digital Officer
<b>Protected Disclosures Act 2000 and any Regulations made under the Act</b>	Power to establish and maintain internal procedures required by the Act and to receive and investigate disclosures made.	Chief Legal Officer Chief People Officer Director - Strategy and Engagement Director - Environment and Sustainability Director - Economy and Development Director - Neighbourhoods and Communities.
<b>Local Government Official Information and Meetings Act 1987 and any Regulations made under the Act</b>	All the powers and functions under the Act related to dealing with official information requests, including the ability to make decisions on, extend the time limit on, and transfer requests.	All officers and employees of Council.
<b>Local Government Act 1974 Local Government Act 2002 and any Regulations made under those Acts</b>	All functions and powers delegated to the Chief Executive, including:  1. power to engage consultants, purchase materials and, as applicable, call for tenders for matters associated with the role of the Division;  2. power to execute and administer contracts in Council's name.	Head of departments and officers holding equivalent or higher tier positions.
<b>Trespass Act 1980 and any Regulations made under the Act</b>	All the applicable functions and powers under the Act, subject to any written trespass notice being signed by managers and officers managing or in control of a facility.	All Council staff

<b>Privacy Act 2020</b>	All the functions, powers and duties of Council under the Act and any Regulations made under the Act.	Chief Legal Officer Chief Digital Officer Privacy Officer
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## 8.9 SUB-PART EIGHT – DEVELOPMENT CONTRIBUTIONS

<u>LEGISLATION</u>	<u>AUTHORITY AND POWERS DELEGATED</u>	<u>DELEGATION</u>
<u>Local Government Act 2002</u>	<u>All of the responsibilities, duties, and powers associated with any Development Contributions Policy prepared in accordance with section 106 of the Local Government Act 2002, not already specifically provided for below.</u>  <u>Section 106, Part 8, subpart 5, Schedule 13 of the Local Government Act</u>	<u>Group Chief Financial Officer</u>
<u>Local Government Act 2002</u> <u>Building Act 2004</u>	<u>Power to require development contributions under section 198 LGA02, make assessments (including special assessments), issue notices and exercise the powers under section of 208 of the LGA02 if development contributions are not made.</u>  <u>Exclude the power to register a development contribution as a charge on the title of the land</u>  <u>Section 198, 106 and 208 of the Local Government Act</u>  <u>Section 36 of the Building Act 2004</u>	<u>Director Environment and Sustainability</u>  <u>Head of Building Control</u>  <u>Building Consent Manager</u>  <u>Building Consents Team Lead</u>  <u>Building Technical Lead</u>  <u>Senior Building Officer</u>  <u>Building Officers</u>  <u>Head of Planning</u>  <u>Resource Consents and Compliance Manager</u>

		<a href="#">Resource Consents Team Lead</a> <a href="#">Principal Resource Consents Planner</a> <a href="#">Senior Resource Consents Planner</a> <a href="#">Intermediate Resource Consents Planner</a> <a href="#">Graduate Resource Consents Planner</a> <a href="#">Planning Technician</a>
<a href="#">Local Government Act 2002</a>	<a href="#">Power to register a development contribution under the Land Transfer Act 2017, as a charge on the title of the land in respect of which the development contribution was required.</a> <a href="#">Section 208 of the Local Government Act</a>	<a href="#">Director Environment and Sustainability</a> <a href="#">Head of Building Control</a> <a href="#">Head of Planning</a>
<a href="#">Local Government Act 2002</a>	<a href="#">Power to hear and determine reconsiderations, including requesting further information from reconsideration applicant.</a> <a href="#">Section 199A and 199B of the Local Government Act</a>	<a href="#">Any 2 of the following:</a> <ul style="list-style-type: none"> <li>- <a href="#">Chief Executive</a></li> <li>- <a href="#">Group Chief Financial Officer</a></li> <li>- <a href="#">Chief Legal Officer</a></li> <li>- <a href="#">and any Director acting jointly.</a></li> </ul> <a href="#">People hearing reconsiderations must be separate from the staff that made original assessment to ensure objectivity.</a>
<a href="#">Local Government Act 2002</a>	<a href="#">Power to manage initiation of the objections process - including appointment of commissioners and to allow an objection to be served after the 15-working-day period specified in the Act.</a> <a href="#">Schedule 13A of the Local Government Act.</a>	<a href="#">Director Environment and Sustainability</a> <a href="#">Head of Building Control</a> <a href="#">Head of Planning</a>



<a href="#"><u>Local Government Act 2002</u></a>	<a href="#"><u>Authority to provide information and represent Hutt City Council at objection hearings</u></a> <a href="#"><u>Section 199I of the Local Government Act.</u></a>	<a href="#"><u>Director Environment and Sustainability</u></a> <a href="#"><u>Head of Building Control</u></a> <a href="#"><u>Head of Planning</u></a>
<a href="#"><u>Local Government Act 2002</u></a>	<a href="#"><u>Power to recover actual and reasonable costs in respect of a development contributions objection.</u></a> <a href="#"><u>Section 150A of the Local Government Act.</u></a>	<a href="#"><u>Director Environment and Sustainability</u></a> <a href="#"><u>Head of Building Control</u></a> <a href="#"><u>Head of Planning</u></a>
<a href="#"><u>Local Government Act 2002</u></a>	<a href="#"><u>Power to:</u></a>  <ul style="list-style-type: none"> <li>- <a href="#"><u>make decisions on requests for development agreements</u></a></li> <li>- <a href="#"><u>request development agreements</u></a></li> <li>- <a href="#"><u>enter into development agreements up to \$2M</u></a></li> </ul> <a href="#"><u>Section 207A - 207F of the Local Government Act.</u></a>	<a href="#"><u>Chief Executive</u></a>
<a href="#"><u>Local Government Act 2002</u></a>	<a href="#"><u>Power to:</u></a>  <ul style="list-style-type: none"> <li>- <a href="#"><u>make decisions on requests for development agreements</u></a></li> <li>- <a href="#"><u>request development agreements</u></a></li> <li>- <a href="#"><u>enter into development agreements over \$2M.</u></a></li> </ul> <a href="#"><u>Section 207A - 207F of the Local Government Act.</u></a>	<a href="#"><u>Council</u></a>
<a href="#"><u>Local Government Act 2002</u></a>	<a href="#"><u>Power to inflation adjust the charges annually.</u></a>	<a href="#"><u>Director Environment and Sustainability</u></a>

	<a href="#">Section 106(2)(b) and (2)(c) of the Local Government Act.</a>	
<a href="#">Local Government Act 2002</a>	<a href="#">Authority to refund development contributions or return land in accordance with the Development Contributions Policy.</a> <a href="#">Section 209 and 210 of the Local Government Act.</a>	<a href="#">Director Environment and Sustainability</a>
<a href="#">Development and Financial Contributions Policy 2024</a>	<a href="#">Power to agree to a bond or payment arrangement in accordance with the Development Contributions Policy.</a> <a href="#">Paragraph 82 – 84 of the Development and Financial Contributions Policy 2024</a>	<a href="#">Group Chief Financial Officer</a>
<a href="#">Development and Financial Contributions Policy 2024</a>	<a href="#">Power to make a decision on a request for remission.</a> <a href="#">Paragraph 89 of the Development and Financial Contributions Policy 2024</a>	<a href="#">Chief Executive, in conjunction with the Chair of the Policy, Finance and Strategy Committee</a>
<a href="#">Development Contribution Remissions and Rebates for Community Housing Providers Policy 2024</a>	<a href="#">Power to make a decision on a request for remission or rebate and the power to approve such requests.</a> <a href="#">Paragraph 32 of the Development Contribution Remissions and Rebates for Community Housing Providers Policy 2024</a>	<a href="#">Chief Executive, in conjunction with the Chair of the Policy, Finance and Strategy Committee</a>
<a href="#">Development and Financial Contributions Policy 2024</a>	<a href="#">Power to consider reductions in development contributions for certain types of developments on Māori land and other land in collective Māori ownership.</a>	<a href="#">Group Chief Financial Officer</a>

	<a href="#">Paragraph 94 of the Development and Financial Contributions Policy 2024</a>	
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8.9

**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  
**Thursday 25 July 2024, commencing at 2:00 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:**

A Blackshaw, Acting Chief Executive  
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  
C Parish, Head of Mayor's Office  
J Lamb, Head of Business and Economy (part meeting)  
P Hewitt, Head of Transport  
W Botha, Acting Head of Strategy and Policy  
A Gordon, Senior Policy Advisor  
D Bentley, Environmental Health Manager (part meeting)  
E Anand, Head of City Delivery (part meeting)  
L Desrosiers, Head of Urban Development (part meeting)  
K Glanville, Senior Democracy Advisor  
V Gilmour, Democracy Advisor (via audio-visual link)

**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.

### PRECEDENCE OF BUSINESS

In accordance with Standing Order 10.4, Mayor Barry accorded precedence of business to item 8a) 'Ko Tātou | Local Government New Zealand four-monthly report to June 2024'. The item is recorded in the order it appeared on the agenda.

### 4. MAYORAL STATEMENT

Mayor Barry spoke to his statement, attached as page 24 to the minutes.

### 5. PRESENTATION

#### Infrastructure New Zealand delegation update

Mayor Barry shared a presentation attached as pages 25-28 to the minutes.

In response to a member's question, Mayor Barry stated that he would follow up with his connections from the delegation regarding any alternative water sources the United Kingdom may utilise beyond the typical rivers and rainfall.

Mayor Barry noted that Ko Tātou | Local Government New Zealand had supported his attendance at the conference, reducing the cost to Council.

### 6. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

### 7. COMMITTEE MINUTES WITH RECOMMENDED ITEMS

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

26 June 2024

Cr Shaw advised that New Zealand Transport Agency | Waka Kotahi had completed consultation with affected residents regarding the Hebden Crescent, State Highway 2 project.

RESOLVED: (Cr Shaw/Cr Parkin)

**Minute No. C 24301(3)**

*"That the Komiti Iti Ara Waka | Traffic Subcommittee minutes of the meeting held on 26 June 2024 be adopted, with the exception of items 5a) – 5d)."*



**Recommended Items****Item 5a) Broken Yellow Lines - No Stopping At All Times - NZTA, Waka Kotahi - Hebden Crescent, Kelson****RESOLVED:** (Cr Shaw/Cr Barratt)**Minute No. C 24302 (3)***"That Council:*

- (1) receives and notes the information;*
- (2) approves the installation of Broken Yellow Lines (BYLs) 'No Stopping – At All Times' parking restrictions along the proposed cul-de-sac area at the intersection of Hebden Crescent with State Highway 2 (SH2), attached as Appendix 1 to Report No. TSC2024/3/147;*
- (3) approves the installation of BYLs 'No Stopping – At All Times' within the turnaround facilities on Hebden Crescent – approximately 60m north of the intersection of Hebden Crescent with SH2, attached as Appendix 2 to Report No. TSC2024/3/147;*
- (4) 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*
- (5) notes that these parking restrictions will take effect once the appropriate road markings have been approved."*

**Item 5b) Broken Yellow Lines - No Stopping At All Times - High Street, Boulcott and Brook Street, Waiwhetū**

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

**Minute No. C 24303(3)**

*"That Council:*

- (1) receives and notes the information;*
- (2) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' parking restrictions outside 799 High Street, Boulcott, attached as Appendix 1 to Report No. TSC2024/3/148;*
- (3) approves the installation of BYLS – 'No Stopping At All Times' parking restrictions on High Street, Boulcott:*
  - a) outside 746 High Street;*
  - b) between 779 and 781 High Street; and*
  - c) outside 781A High Street, attached as Appendix 3 to Report No. TSC2024/3/148;*
- (4) approves the installation of various BYLs 'No Stopping At All Times' parking restrictions on Brook Street, Waiwhetū, between Grenville Street and Guthrie Street, attached as Appendix 5 to Report No. TSC2024/3/148;*
- (5) approves the installation of a "Give Way" control at the intersection of Brook Street and Grenville Street, attached as Appendix 5 to Report No. TSC2024/3/148;*
- (6) 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*
- (7) notes that these parking restrictions will take effect once the appropriate road markings have been approved."*

**Item 5c) Oxford Terrace Intersections (Mitchell and Copeland Streets) - Proposed Broken Yellow Lines**

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

**Minute No. C 24304(3)**

*"That Council:*

- (1) receives and notes the information;*
- (2) approves the Broken Yellow Lines (BYLs) 'No Stopping – At All Times' at the intersections of Mitchell and Copeland Streets along Oxford Terrace, attached as Appendix 1 to Report No. TSC2024/3/149;*
- (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*
- (4) notes that these BYLs will be installed after Council approval as part of ongoing kerb extension works."*

**Item 5d) Proposed Time Limited Parking - Sherwood Street, Hutt Central, Stokes Valley Road, Stokes Valley and Cuba Street, Alicetown**

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

**Minute No. C 24305(3)**

*"That Council:*

- (1) receives and notes the information;*
- (2) approves the time extension to 11 x P180 Time-Limited Parking (from 9:00am to 3:00pm, Monday to Friday) along the southern side of the road, from the intersection of Hautana Street / Sherwood Street to 20 Sherwood Street, attached as Appendix 1 to Report No. TSC2024/3/150;*
- (3) approves the installation of one P15 (At All Times) Time-Limited Parking outside 351 Stokes Valley Road, attached as Appendix 3 to Report No. TSC2024/3/150;*
- (4) approves the installation of various Time-Limited Parking, standard hours (from 8:00am to 6:00pm, Monday to Sunday) on Cuba Street, Alicetown;*
  - a) four P10 between 425 and 429 Cuba Street;*
  - b) three P60 between 426 and 432 Cuba Street;*
  - c) one P60 outside 419 Cuba Street; and*
  - d) three P15 Time-Limited parking between 424 and 426 attached as Appendix 5 to Report No. TSC2024/3/150;*
- (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 this recommendation; and*
- (6) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this resolution have been installed."*

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

9 July 2024

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

**Minute No. C 24306(3)**

*"That the minutes of the Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee meeting held on 9 July 2024 be adopted, with the exception of item 5."*

**Recommended Item****Item 5) Approval to consult on the Control of Alcohol in Public Places Bylaw****RESOLVED:** (Cr Mitchell/Cr Morgan)**Minute No. C 24307(3)***"That Council:*

- (1) notes that section 147 of the Local Government Act 2002 grants Council the power to make bylaws for alcohol control purposes;*
- (2) notes that the Control of Alcohol in Public Places Bylaw (the Bylaw) outlines alcohol-free zones across Te Awa Kairangi ki Tai Lower Hutt;*
- (3) notes that Council's previous Control of Alcohol in Public Places Bylaw was revoked in December 2023, and the development of a new Bylaw requires consultation;*
- (4) agrees to include the following proposals in the draft Bylaw for consultation:*
  - (a) the alcohol-free zones and maps from the previous bylaw with minor adjustments to reflect changes in town centres; and*
  - (b) the ability of the Chief Executive, in consultation with the Mayor and Committee Chairs, to authorise temporary alcohol-free zones in certain circumstances;*
- (5) agrees with the Statement of Proposal attached as Appendix 1 to Report No. PFSC2024/3/180;*
- (6) notes that public consultation on the Bylaw will occur from 26 July to 25 August 2024;*
- (7) notes that the Committee has previously agreed to hear public submissions on the proposed Bylaw at its meeting on 10 September 2024; and*
- (8) notes Council will consider adopting the proposed Bylaw on 1 October 2024."*

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

11 July 2024

**RESOLVED:** (Cr Edwards/Cr Stallinger)**Minute No. C 24308(3)**

*"That the minutes of the Komiti Hanganga | Infrastructure and Regulatory Committee meeting held on 11 July 2024 be adopted, with the exception of items 5a) – 5c)."*



**Recommended Items****Item 5a) Approval to consult on the Alcohol Fees Bylaw****RESOLVED:** (Cr Edwards/Cr Tupou)**Minute No. C 24309(3)***"That Council:*

- (1) notes that alcohol fees are prescribed in the Sale and Supply of Alcohol (Fees) Regulations 2013;*
- (2) notes that the Alcohol Fees Bylaw allows Council to modify these fees for the following:*
  - (a) application fees for new on-licence, off-licence, club license, special licenses, temporary authority certificates, and permanent chartered club certificates;*
  - (b) an application to vary an on-licence, off-licence, or club licence: and*
  - (c) an application to renew an on-licence, off-licence, or club licence;*
- (3) notes that officers have reviewed the current Alcohol Fees Bylaw and propose no substantive changes other than increasing the cost recovery to 100%;*
- (4) agrees to consult on the current Alcohol Fees Bylaw attached as Appendix 1 to Report No. IARCC2024/3/173;*
- (5) notes that public consultation on the Alcohol Fees Bylaw will take place from 26 July to 25 August 2024;*
- (6) notes that officers will present the Alcohol Fees Bylaw to the committee for consideration on 21 November 2024; and*
- (7) notes that Council will consider adopting the Alcohol Fees Bylaw on 10 December 2024."*

**Item 5b) Approval to consult on the review of the Local Alcohol Policy**

**RESOLVED:** (Cr Edwards/Deputy Mayor Lewis) **Minute No. C 24310(3)**

*“That Council:*

- (1) notes that Local Alcohol Policies are established under the Sale and Supply of Alcohol Act 2012;*
- (2) notes that the Local Alcohol Policy outlines the set of decisions made by a council about the sale and supply of alcohol in its area;*
- (3) notes that officers are reviewing the Local Alcohol Policy with reference to data provided by the Medical Health Officer (Appendix 1 attached to Report No. IARCC2024/3/174), the City Safety report (Appendix 2 attached to Report No. IARCC2024/3/174) and data provided by the Police summarised in Appendix 3 attached to Report No. IARCC2024/3/174;*
- (4) agrees, as part of the review, to use the special consultative procedure to consult on the existing Local Alcohol Policy with no changes;*
- (5) agrees to the draft Statement of Proposal attached as Appendix 4 to Report No. IARCC2024/3/174;*
- (6) notes that public consultation will take place from 26 July to 25 August 2024;*
- (7) notes that officers will present the proposed Local Alcohol Policy to the Committee for approval on 21 November 2024; and*
- (8) notes that Council will consider adopting the Local Alcohol Policy on 10 December 2024.”*

**Item 5c) Jackson Street Three Waters Renewal Options****RESOLVED:** (Cr Edwards/Cr Stallinger)**Minute No. C 24311(3)***"That Council:*

- (1) notes the options outlined in this report to renew ageing pipe infrastructure within a 560-metre stretch of Jackson Street between the Queen Street and William Street intersections;*
- (2) notes that most of the stormwater, wastewater and water pipes in this section of Jackson Street were laid in 1915 and are in poor condition;*
- (3) notes the optioneering assessment undertaken by GHD, attached as Appendix 1 to the report, recommends that Council renew the pipes simultaneously;*
- (4) notes the construction time to undertake renewals simultaneously has been estimated to take between 32 to 42 months to complete, with a 95th percentile project estimate of \$24.35M, including contingency and funding risk;*
- (5) notes that the Jackson Street Programme (JSP) has advised that it supports the option to undertake renewal works simultaneously;*
- (6) notes that the detailed planning and design for this option will take 12 months to complete, such that works would not commence until late 2025;*
- (7) notes that budget provision to undertake most of these works will need to be made from generic three water renewal budgets and brought forward from out years in the Long Term Plan (LTP) 2024-2034;*
- (8) agrees to proceed in principle with undertaking the Jackson Street renewals simultaneously, subject to agreement on budget provision;*
- (9) notes that a report will be prepared for the Long Term Plan/Annual Plan Subcommittee to agree on the budget aspects;*
- (10) notes that there is likely to be a higher rates revenue increase requirement if there is no offsetting mechanism, and*
- (11) asks officers to prepare, prior to the commencement of the project, comprehensive implementation and communication plans to manage the issues identified in this report, including but not limited to bus and traffic diversions, business deliveries, rubbish and recycling collections, parking, fencing, events conflicts, private lateral connections, and other road closures in the area."*

## 8. MISCELLANEOUS

### a) Ko Tātou | Local Government New Zealand four-monthly report to June 2024

Memorandum dated 7 June 2024 by the Democracy Advisor

Susan Freeman-Greene, Chief Executive from Ko Tātou | Local Government New Zealand (LGNZ), elaborated on the four-monthly report. She advised that the report was structured around three pillars, in agreement with the National Council: to champion, connect and support local government.

RESOLVED: (Mayor Barry/Cr Briggs)

**Minute No. C 24312(3)**

*"That Council receives and notes the Ko Tātou | Local Government New Zealand four-monthly report attached as Appendix 1 to the memorandum."*

### b) Variation to the Innovative Young Minds Charitable Trust Deed

Report No. HCC2024/3/184 by the Chief Legal Officer

Speaking under public comment, **Gaylene Hughes, Chairperson and Trustee of the Innovative Young Minds Charitable Trust (IYMCT)**, shared a presentation attached as pages 29-34 to the minutes. She emphasised that the proposed amendments to the trust deed provided IYMCT with operational independence and a clear path for future growth. She assured Council that the IYMCT was well-managed, with a diverse set of trustees.

RESOLVED: (Mayor Barry/Cr Edwards)

**Minute No. C 24313(3)**

*"That Council:*

*(1) notes the growth of Innovative Young Minds Charitable Trust and the increase in programmes and reach, and*

*(2) approves a variation to the Innovative Young Minds Charitable Trust deed attached as Appendix 1 to Report No. HCC2024/3/184."*

c) **Remits for Local Government New Zealand Annual General Meeting 2024**

Report No. HCC2024/3/185 by the Senior Policy Advisor

The Senior Policy Advisor elaborated on the report.

Remit #1: representation reviews

Members expressed support for the remit.

Remit #2: community services card

Members expressed support for the remit.

Remit #3: local government constituencies and wards should not be subject to referendum

Members expressed support for the remit in principle. The remit was considered alongside remit #4. Members agreed to authorise Council's delegates to vote on it at the Annual General Meeting (AGM).

Remit #4: entrenchment of Māori wards seats for local government;

Cr Stallinger expressed concern with the remit believing it took power away from elected members by entrenching Māori wards.

Cr Brown expressed support for the remit and advocated for its entrenchment to prevent future difficulties. She also acknowledged Cr Stallinger's comments regarding the need for elected members to have the authority to make local decisions.

Cr Tupou expressed support for the remit. He stated that Council needed to ensure certainty for the Māori ward so it would not be subject to the decisions of the current government.

Cr Mitchell expressed support for the remit. He noted that adopting Māori wards would not make them permanent but would require a majority vote for disestablishment. He believed some level of entrenchment should be implemented.

Cr Parkin and Cr Dyer agreed with Cr Mitchell's comments. They added that entrenchment would support councils that had already decided to implement Māori wards.

Cr Morgan expressed support for the remit and the comments made earlier.

Mayor Barry, in principle, supported the remit and emphasised the importance of treating all wards equally.

Cr Stallinger noted that if both remits #3 and #4 were approved, it would create a contradiction. He said that Ko Tātou | Local Government New Zealand (LGNZ)



would need to review the wording before presenting it to government.

Members agreed to leave remit #4 for the delegates to consider the debate and any amendments before making a decision at the AGM.

In response to a question from a member, Mayor Barry clarified that each remit did not need to align with the others. He said he could not recall a similar situation occurring before.

Cr Mitchell noted the distinctions between remits #3 and #4, noting that although both sought to achieve equitable treatment of Māori wards, they took different approaches. He proposed having a discussion with the sponsor councils of both remits to establish a more uniform position for Ko Tātou | LGNZ to present to the central government.

Mayor Barry said he would email the sponsor councils of each remit to consider discussing it as a single remit.

In general, members expressed support in principle for the remit. Members approved that Council's delegates would vote on it at the AGM.

#### Remit #5: graduated driver licensing system

Cr Edwards expressed concern about the purpose of the remit and was uncertain about what it aimed to achieve. He agreed to email Mayor Barry with suggested wording for Ko Tātou | LGNZ to advocate the central government for increased resources for the driver's licence tests.

Cr Mitchell, Cr Morgan, Cr Briggs and Cr Brown expressed support for remit #5. It was suggested that delegates seek clarification from the remit's sponsors before the AGM.

Members expressed support, in principle, for the remit.

Cr Brown left the meeting at 3.04pm.

#### Remit #6: proactive lever to mitigate the deterioration of unoccupied buildings

Members expressed support for the remit.

#### Remit #7: appropriate funding models for central government initiatives

Members expressed support for the remit.

#### Remit #8: good and services tax (GST) revenue sharing with local government

Cr Mitchell suggested that a discussion on a more consolidated approach was needed at the AGM. He agreed to email Mayor Barry about some proposed wording.

Cr Brown rejoined the meeting at 3.06pm.

Cr Dyer emphasised the need for alternative revenue sources beyond relying on

ratepayers.

Members opposed the remit to encourage further discussion at the AGM.

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

**Minute No. C 24314(3)**

*"That Council:*

- (1) notes that eight remits will be voted on at the Local Government New Zealand Annual General Meeting (AGM) on 21 August 2024;*
- (2) notes the full text of the remits attached as Appendix 1 to Report No. HCC2024/3/185;*
- (3) notes the officer assessment of each remit attached as Appendix 2 to Report No. HCC2024/3/185; and*
- (4) notes Council's delegates (Mayor Barry, Cr Dyer, Cr Parkin, and Cr Barratt) will be voting on the remits on behalf of Hutt City Council:*
  - (a) support remit #1: representation reviews;*
  - (b) support remit #2: community services card;*
  - (c) support in principle, allow Council's delegates to vote on remit #3: local government constituencies and wards should not be subject to referendum;*
  - (d) support in principle, allow Council's delegates to vote on remit #4: entrenchment of Māori wards seats for local government;*
  - (e) support in principle remit #5: graduated driver licensing system;*
  - (f) support remit #6: proactive lever to mitigate the deterioration of unoccupied buildings;*
  - (g) support remit #7: appropriate funding models for central government initiatives; and*
  - (h) does not support remit #8: good and services tax (GST) revenue sharing with local government."*

Cr Stallinger requested that his dissenting vote be recorded against part 4(d) above.

## 9. **COUNCIL MINUTES**

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

**Minute No. C 24315(3)**

*"That the minutes of the meeting of the Hutt City Council held on Friday, 17 May 2024, be confirmed as a true and correct record."*

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

**Minute No. C 24316(3)**

*"That the minutes of the meeting of the Hutt City Council held on Tuesday, 28 May 2024, be confirmed as a true and correct record."*

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

**Minute No. C 24317(3)**

*"That the minutes of the meeting of the Hutt City Council held on Tuesday, 4 June 2024, be confirmed as a true and correct record."*

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

**Minute No. C 24318(3)**

*"That the minutes of the meeting of the Hutt City Council held on Thursday, 27 June 2024, be confirmed as a true and correct record."*

## 10. **COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS**

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

15 May 2024

Deputy Mayor Lewis advised the minutes needed to reflect the presentation of a petition by Save Petone Wharf.

Cr Tupou left the meeting at 3.10pm.

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

**Minute No. C 24319(3)**

*"That the minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee meeting held on 15 May 2024 be adopted, noting an amendment to the minutes to refer to the petition presented by Save Petone Wharf."*

17 May 2024

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

**Minute No. C 24320(3)**

*"That the minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee meeting held on 17 May 2024 be adopted."*

4 June 2024

Mayor Barry noted an amendment to page 312 of the agenda, stating that the minutes should reflect 'Cr Barratt expressed support for including the Sister City Programme funding in the LTP' instead of Cr Morgan.

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

**Minute No. C 24321(3)**

*"That the minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee meeting held on 4 June 2024 be adopted subject to an amendment that Cr Barratt expressed support for including the Sister City Programme funding in the LTP' instead of Cr Morgan."*

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

25 June 2024

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

**Minute No. C 24322(3)**

*"That the minutes of the Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee meeting held on 25 June 2024 be adopted."*

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

2 July 2024

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

**Minute No. C 24323(3)**

*"That the minutes of the Komiti Kaupapa Taiao | Climate Change and Sustainability Committee meeting held on 2 July 2024 be adopted."*

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

3 July 2024

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

**Minute No. C 24324(3)**

*"That the minutes of the Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee meeting held on 3 July 2024 be adopted."*

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

4 July 2024

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

**Minute No. C 24325(3)**

*"That the minutes of the Komiti Arotake Mahere ā-Rohe | District Plan Review Committee meeting held on 4 July 2024 be adopted."*

## 11. SEALING AUTHORITY

Report No. HCC2024/3/19 by the Legal Co-ordinator

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

**Minute No. C 24326(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) 11 Lees Grove, Wainuiomata  
Lees Grove Developments Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-749*
- b) 15-17 Awamutu Grove, Lower Hutt  
Wolfbrook Residential No15 Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-751*
- c) 20 Fitzherbert Road, Wainuiomata  
Wolfbrook Residential No9 Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-756*
- d) 90A Rata Street, Lower Hutt  
Piran Thomas Pigneguy & Courtney Alice Vis and Hutt City Council  
57WNMYAPPKJ5-1407309756-758*
- e) 9 Mahoe Street, Lower Hutt  
Brian Alfred Dee and Jane Margaret Dee and Hutt City Council  
57WNMYAPPKJ5-1407309756-757*
- f) 31 Hay Street, Lower Hutt  
Brian Nguon and Hutt City Council  
57WNMYAPPKJ5-1407309756-759*
- g) 47-49 Laings Road, Lower Hutt  
JNS Holdings Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-762*



- h) 49 Reynolds Street, Lower Hutt  
The Wellington Diocesan Board of Trustees and Hutt City Council  
57WNMYAPPKJ5-1407309756-760
- i) 147-149 Reynolds Street, Lower Hutt  
147 Reynolds Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-761
- j) 12 Leighton Avenue, Lower Hutt  
Nicola Anne Gallacher & Richard Scott Lillyston and Hutt City Council  
57WNMYAPPKJ5-1407309756-784
- k) 61-63 Lincoln Avenue, Lower Hutt  
Broadsword Investments Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-786
- l) 92-93 Cambridge Terrace, Lower Hutt  
Cambridge Terrace Developments (92) Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-788

*A & I, easement instrument and two partial surrenders of easement*

- a) 80 Parkway, Wainuiomata  
Parkway Rise Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-750

*A & I for Discharge of Encumbrance*

- a) 47-49 Laings Road, Lower Hutt  
JNS Holdings Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-752

*A&I for Cancellation of Certificate s241 Resource Management Act 1991*

- a) 47-49 Laings Road, Lower Hutt  
JNS Holdings Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-754

*A&I for Withdrawal of Caveat (Caveat Instrument dated 22 August 1974)*

- a) 49 Reynolds Street, Taita, Lower Hutt  
57WNMYAPPKJ5-1407309756-753

*A&I for Partial Cancellation of Building Line Restriction (Certificate pursuant to Section 327A Local Government Act 1974 dated 17 April 2024)*

- a) 61 Totara Street, Wainuiomata, Lower Hutt

57WNMYAPPKJ5-1407309756-763

Section 461 of the Local Government Act 1974 Certificate Authorised by Council in Report No. CCPC2023/1/45 Minute No. CCPC 23104.

- a) 90A Rata Street, Lower Hutt  
Courtney Alice Vis and Piran Thomas Pigneguy and Hutt City Council  
57WNMYAPPKJ5-1407309756-764

Agreement for Sale & Purchase of Real Estate (The Council resolution for the sale was passed on 27 March 2024 - minute C24118(3))

A & I and tax statement pursuant to Agreement for Sale & Purchase dated 25 June 2024

509-510 Marine Drive, Sunshine Bay, Eastbourne  
Hamish Richard Cargill McMaster and Hutt City Council  
57WNMYAPPKJ5-1407309756-781  
57WNMYAPPKJ5-1407309756-785

#### SCHEDULE 2 – DEEDS

- a) Deed of Covenant  
Kata Varga and Khang Nguyen Phan and Hutt City Council  
268 Stratton Street, Normandale, Lower Hutt  
57WNMYAPPKJ5-1407309756-787

#### SCHEDULE 3 – WARRANTS

Fenton Dalziel WARRANT-24-24 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>
Abdullah-Al-Karim Samim WARRANT-24-25 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>
Riki Comins WARRANT-24-26 SOLUTIONS TEAM	<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</li> </ol>

Symon Bell WARRANT-24-27 AMOURGUARD	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) 2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11 3. Control of Animals Bylaw 2018 AUTHORISED OFFICER pursuant to cl 1.1

## 12. QUESTIONS

There were no questions.

## 13. EXCLUSION OF THE PUBLIC

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

**Minute No. C 24327(3)**

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

### 14. *Committee Minutes with Recommended Items*

*Komiti Hanganga | Infrastructure and Regulatory Committee - 11 July 2024*

### 15. *Council Minutes - 28 May 2024 and 4 June 2024*

### 16. *Committee Minutes without Recommended Items*

*a) Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee - 17 May 2024 and 4 June 2024*

*a) Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee - 9 July 2024*

*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>Minutes of the Komiti Hanganga Infrastructure and Regulatory Committee held on 11 July 2024:</i>	<i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the</i>

<i>Infrastructure Acceleration Fund (IAF)</i>	<i>or disadvantage, commercial activities(s7(2)(h)).</i>	<i>disclosure of information for which good reason for withholding exist.</i>
<i>Minutes of the Te Kaunihera o Te Awa Kairangi   Hutt City Council held on 28 May 2024: Civic Honours Awards 2024</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>
<i>Minutes of the Te Kaunihera o Te Awa Kairangi   Hutt City Council held on 4 June 2024: Te Wai Takamori o Te Awa Kairangi (RiverLink) Funding and Commercial 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 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>
<i>Minutes of the Te Kaunihera o Te Awa Kairangi   Hutt City Council held on 4 June 2024: Potential Long Term Plan savings in neighbourhood hubs</i>	<i>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 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>
<i>Report of the Komiti Iti Mahere ā-</i>	<i>The withholding of the information is</i>	<i>That the public conduct of the relevant part of</i>

Ngahurutanga /  
Mahere ā-Tau | Long  
Term Plan/Annual  
Plan Subcommittee  
held on 17 May 2024:  
Long Term Plan 2024-  
34 Financial Aspects –  
Supplementary Savings  
Information

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  
on, without prejudice  
or disadvantage,  
negotiations (including  
commercial and  
industrial  
negotiations)(s7(2)(i))

the proceedings of the  
meeting would be likely  
to result in the  
disclosure of  
information for which  
good reason for  
withholding exist.

Minutes of Komiti Iti  
Mahere ā-  
Ngahurutanga /  
Mahere ā-Tau | Long  
Term Plan/Annual  
Plan Subcommittee  
dated 4 June 2024: Te  
Wai Takamori o Te  
Awa Kairangi  
(RiverLink) Funding  
and Commercial  
Matters

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 Komiti Iti  
Mahere ā-  
Ngahurutanga /  
Mahere ā-Tau | Long  
Term Plan/Annual  
Plan Subcommittee  
dated 4 June 2024:  
Potential Long Term  
Plan savings in  
neighbourhood hubs

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  
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 Komiti  
Ratonga Rangatōpū me  
te Rautaki | Policy,

The withholding of the  
information is  
necessary to protect the

That the public conduct  
of the relevant part of  
the proceedings of the



*Finance and Strategy  
Committee dated 9 July  
2024: Rates Remission  
Application*

*privacy of natural  
persons. (s7(2)(a)).*

*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 public part of the meeting closed at 3.14 pm. The public excluded part of the meeting closed at 3.17pm.

C Barry  
**MAYOR**

**CONFIRMED as a true and correct record**  
**Dated this 1st day of October 2024**

Kia ora koutou,

Before we get started, I'd like to give a brief overview of what's happened over the past couple of months.

At the end of June, we unanimously signed off our 2024-34 10 Year Plan.

This was the most challenging plan I have been part of in my four terms as a councillor and Mayor. With cost escalation, the need to address historic underinvestment in infrastructure, and balancing affordability for our residents and businesses, we as a Council had a real challenge on our hands.

Thank you in particular to Jenny Livschitz and the Finance team, our Corporate Planning and Communications & Engagement team, and Democratic Services for their work on helping deliver the 10 Year Plan. I know I speak for all councillors when I say your mahi certainly was noticed and appreciated.

And again, I'd like to acknowledge our residents for engaging on the Plan. We received over 1700 submissions, full of diverse and invaluable thoughts.

We continue to make good progress on reducing leaks across Lower Hutt.

When we announced an extra \$2.8m into cracking down on leaks, we had 800 across the city. We are now at 333, nearing our target of 108 which allows Wellington Water to respond to lower level weeks within 20 days.

We know it's not just about fixing leaks, it's our large capital renewal program of replacing water pipes in the Hutt that will help turn this around.

Last week we turned the sod on Avalon Skatepark.

As part of Te Wai Takamori o Te Awa Kairangi, the Melling skate facility is being torn down. The upgraded skatepark has been designed by and for the community and is due to open this summer.

Importantly, the design has been made with the security and safety of users in mind – allowing clear views into, across, from and through the site.

We said goodnight to the Moerā Library at a whakamoe whare, laying the building's mana to rest until the new whare is ready to be occupied.

The library was a great community space for nearly 40 years, but will now be replaced by an exciting new space that meets the growing needs of Moerā.

The new building will be delivered by Niche Modular Construction – a local business building a local community asset.

We hit a milestone in our goal to plant 114,000 natives and plants through Mouri Tupu – Planting for the future.

10,000 natives were planted in Moerā, Stokes Valley and Wainuiomata.

It was great to join Arakura School at Arakura Park and the Stokes Valley community at Delaney Park as we got to work planting in the cold and wet conditions.

Lastly, I was selected for the Bloomberg Harvard City Leadership Initiative for 2024/25.

I spent last week with 39 mayors from 11 countries and five continents on a programme in New York.

I focused on how we can best leverage off opportunities ahead for Lower Hutt with Te Wai Takamori o Te Awa Kairangi, a new regional water services entity – along with how we manage development and infrastructure investment with the impacts of our changing climate.

I'm looking forward to sharing my experiences with Council to help support delivering on our priorities.

# Infrastructure New Zealand Delegation

Lessons from England and Wales

25/07/2024



## Overview

- Visited London, Manchester and Cardiff
- The delegation focused on: water and town/city/regional deals.
- **Water**
  - UK water sector – regulation, privatisation and water quality challenges.
  - Welsh Water – a similar, but different model to England
- **City and regional deals**
  - Lessons from city deals in the UK
  - Adapting city deals for New Zealand



## Water – the UK landscape

- Water services were privatised in 1989. The sector comprises 16 regional monopoly companies that differ in size, demographics, and environmental challenges.
- Responsibility for flood protection is shared among the Environment Agency, local authorities, internal drainage boards, water companies, and highway authorities.
- There have been some successes since 1989: leaks, drinking water quality, price of tap water.
- Water companies in England and Wales are under scrutiny over sewage spills. The context is different to New Zealand: we have separate stormwater and wastewater, whereas the UK has combined sewage and stormwater system.






## Water – regulatory framework

- Ofwat is the UK's economic regulator for England and Wales. It sets price limits, monitors performance, and ensures quality services.
- The Environment Agency and Natural Resources Wales enforce environmental standards, while the Drinking Water Inspectorate oversees drinking water safety.
- Clear tension between these regulators, with water companies often claiming to be caught in the middle.





## Water – price review 2024

- Ofwat conducts a five-yearly price review, setting price limits and performance expectations for water companies. This process aims to balance investment needs with fair consumer prices.
- The 2024 review involves a number of challenges.
- Ofwat has proposed a \$88bn spending package between 2025–2030 as part of 2024 Price Review.
- Consumers are facing an average bill increase of 21% over five years, but for some areas this could be up to 44%.
- This is a significant increase in comparison to previous Price Reviews and is primarily focused on addressing overflow and water supply issues.

## Water – supply challenges

- Demand for water is increasing due to
  - population growth
  - changing climate
  - need to increase resilience in droughts
  - environmental improvements.
- RAPID (Regulators' Alliance for Progressing Infrastructure Development), formed in 2019, is a partnership of the water regulators aiming to address the need for new water supply options in England and Wales due to increasing water consumption demands.
- RAPID has proposed 18 strategic supply schemes to meet water needs outlined in the National Framework for England.








## Water – Welsh Water



Dŵr Cymru  
Welsh Water

- Welsh Water delivers water & wastewater services to 3 million residents across Wales, Herefordshire & parts of Deeside.
- It is a private company with no shareholders. The point of difference between Welsh Water and English water companies is that all profits go back to the customer – either in off-setting bills or reinvesting back into the company.
- There has been a clear focus on the reputation of the board and company, as well as getting the right governance structure and accountability in place.
- Welsh Water face the same issues as England water companies – but have not had the same level of public outcry about the company itself.

## Water – key takeaways from the UK

1. Getting the regulation right

2. Competitive tension and benchmarking has been effective

3. Professional governance, removal of politics in day to day

4. Regulators independent, but joined up

5. We're on the right track with how to address water supply





**To encourage young women to explore science, technology, engineering, mathematics and high-tech manufacturing (STEMM) careers and study options**







**Encourage diversity & equality**

**Inspire new ways of working, living and making things**

**Encourage young women to enter the STEMM sector**

**Showcase Hutt Valley STEMM businesses**





## 6 day residential course

40 wāhine get hands-on, site visits, innovation challenges



## 5 day online course

100 online for webinars, virtual tours and innovation challenges



## IYM anytime

FREE virtual tours, blogs, videos and forums anytime anywhere







**Nearly 1,000 participants  
since 2017**

**of whom:**

**84% of school-leavers are  
studying or working in STEMM.**

\*2023 survey of 2017 – 2022 IYM graduates





## Inspiring future female innovators



**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  
**Monday 26 August 2024 commencing at 11.30am**

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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  
J Griffiths, Director Strategy and Engagement  
J Kingsbury, Director Economy and Development (part meeting)  
R Hardie, Head of Strategy and Policy (part meeting)  
C Parish, Head of Mayor's Office  
O Miller, Policy Advisor  
R Houlbrooke, Policy Lead (part meeting)  
S Bascand, Engagement Advisor (part meeting)  
V Gilmour, Democracy Advisor  
J Kilty, 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. CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

#### 4. INITIAL REPRESENTATION PROPOSAL - HEARING OF SUBMISSIONS

Report No. HCC2024/4/237 by the Policy Lead

The Head of Strategy and Policy elaborated on the report. He spoke to an electronic presentation available here: [Representation Review 2024: Consultation feedback on the initial representation proposal](#)

In response to questions from members, the Head of Strategy and Policy advised that moving the area south of Burdan's Gate from the Wainuiomata Ward to the Eastbourne Ward had no significant effect on the +/-10% rule for each ward. He agreed to provide details on the origin of the request to move Korokoro from the Petone Ward to the Western Ward. Additionally, he agreed to include a suburb breakdown of survey responses to the Council meeting on 6 September 2024.

##### Hearing of Submissions

**Belinda Moss and Murray Gibbons representing the Eastbourne Community Board (the Board)** presented the Board's submission. Belinda Moss acknowledged the costs associated with community boards but argued that they were effective and efficient, emphasising the need to extend democracy rather than reduce it. She highlighted the community boards benefits and cost savings, such as civil defence leadership. She noted the boards value in fostering community engagement. She noted the low survey participation from Eastbourne residents and urged Council to improve engagement methods. She believed the Independent Review Panel (the Panel) had focused too much on inequality and its report had lacked sufficient consultation with each board. She concluded that community boards played a vital role in local government, offering a fair and effective way for communities to be heard.

Murray Gibbons added that the Board played a crucial role in connecting Council with residents. He believed community boards were key to making Lower Hutt City a great place to live, work, and play

In response to questions from members, Belinda Moss expressed concern that the Panel had undermined community boards by overlooking their advocacy work. She noted that, despite the Board meeting with the Panel, their input was not reflected in the final report. She said that charging residents for community boards was inequitable, as some areas might be more able or willing to pay. She added that community boards cost approximately \$20 per resident annually.

**Mike Fisher, Semi Kuresa and Matthew Roberts (via audio-visual link) representing the Petone Community Board (the Board)** presented the Board's submission. Mike Fisher highlighted the role community boards in representing diverse communities and connecting them with Council. He noted the community boards support for ward councillors, advocacy efforts and the organisation of events. He said abolishing the community boards would place these responsibilities on a single councillor. He emphasised the Local Government New Zealand's conference focused on localism. He pointed out that many councillors had a background in community boards. He urged Council to strengthen the existing system rather than abolish community boards.

Semi Kuresa acknowledged the Board's diverse representation but highlighted

challenges in gaining Māori and Pacifica residents' trust, citing lower voter participation due to trust issues. He believed community boards could address this by acting as grassroots steering groups and amplifying the community's voice.

Matthew Roberts advocated for retaining both the Eastbourne and Petone Community Boards. He urged Council to consider their benefits beyond costs. He noted that the Boards submission effectively highlighted their value.

In response to a question from a member, Semi Kuresa suggested that existing community boards must demonstrate their value and urged Council to actively promote them.

In response to questions from members, Mike Fisher attributed the low number of submissions from the Petone area to a lack of understanding about community boards and local government, noting past strong community engagement on key issues. He believed current disengagement might stem from life pressures. He advocated for retaining community boards, expanding them to other areas, and redistributing councillors to improve representation balance, particularly in underrepresented areas. He said the Board preferred maintaining the status quo.

**Bruce Spedding** presented the submission. He opposed the abolishment of community boards, arguing the Panel provided insufficient evidence and overlooked their importance in representing those who struggle with local government. He criticised the Panel for assessing costs without offering alternatives and noted its recommendations mirrored current community board functions. He called for proper consultation to better understand the community boards roles in their communities.

In response to questions from members, Bruce Spedding stated that no cost analysis was provided for the potential abolition of community boards and that the report was unbalanced.

Cr Mitchell advised that following requests, Council had published the cost of community boards on its website.

**Richard Arlidge** presented the submission via audio-visual link. He opposed the establishment of a Māori ward, citing concerns about the referendum's cost to ratepayers and the potential for racial divisions. He believed it would undermine democratic equality and give disproportionate influence to a Māori ward, with its councillors focused solely on Māori interests.

**Robert Ashe** presented the submission via audio-visual link. He believed community boards were composed of skilled and well-connected individuals, and the Panel overlooked their positive impact. He suggested that Council's Standing Orders needed revision. He disagreed with the Panel's opposition to expanding community boards citywide, noting that Wellington's multiple advisory groups complicate local democracy. He supported redrawing the Wainuiomata and Eastbourne Ward boundaries and agreed communities with community boards could pay a targeted rate.

**Barbara Sullivan** presented the submission and shared an electronic presentation available here: [52 roles of community boards](#). She argued for the retaining of the Eastbourne Community Board (ECB) to ensure fair and effective representation for Eastbourne and the Eastern Bays. She cited sections 10 and 52 of the Local Government



Act (LGA) supporting community board's role. She questioned how local democracy for Eastbourne would be achieved without the ECB and believed a councillor from outside the community couldn't represent it effectively. She requested the retention of community boards.

In response to questions from members, Barbara Sullivan noted that local flooding in her neighbourhood was resolved through the ECB's coordination with Council. She emphasised the importance of maintaining community boards as outlined in the LGA and mentioned that she hadn't considered using targeted rates for areas with a community board.

**Stephen Greenside, representing Lowry Bay Residents Association (via audio-visual link)**, presented the association's submission. He opposed abolishing the community boards, describing the ECB as a proactive link between residents and Council. He emphasised the ECB's role in addressing issues like bird protection, pollution, traffic management and the shared path project. He believed that the Panel's reasons for disestablishment, based on the idea that if not everyone has a community board then no one should, was flawed.

Cr Stallinger left the meeting at 12.43pm.

**Emily Keddell** presented the submission. She argued that removing community boards would undermine localism in Lower Hutt. She believed the community boards effectively engaged with Council and addressed local issues that a larger council might overlook. She explained the Panel's recommendations were counterproductive, diminishing community representation and emphasised that elected community board members were accountable and ensured diverse representation. She urged Council to consider the efficiency and value of community boards.

In response to questions from members, Emily Keddell noted that community boards could amplify voices from harder-to-engage areas like Taitā and Naenae. She agreed that geographic isolation, such as that of Eastbourne and Wainuiomata, often strengthened community connections.

Cr Stallinger rejoined the meeting at 12.46pm.

Deputy Mayor Lewis left the meeting at 12.49pm.

**Malcolm Sime** presented the submission. He asked Council to listen to all submitters and retain the community boards. He suggested that if costs were a concern, savings could be found elsewhere in Council. He recommended focusing on expanding community boards to areas without them instead of removing existing boards.

In response to a question from a member, Malcolm Sime said he supported implementing a targeted rate for communities with community boards.

Deputy Mayor Lewis rejoined the meeting at 12.54pm.

**Te Awa Puketapu, Chair of the Wainuiomata Community Board (the Board)** presented the Board's submission. She advised the submission reflected community views and that as a new board, more time was needed to effectively represent Wainuiomata. She highlighted the community board's role in sustainability and as intermediaries between

Council and the community. While acknowledging concerns about inequities, she stressed the need for Council support and believed community boards should be restructured, not abolished. She noted the value of community boards for developing future councillors and youth leaders.

Cr Parkin left the meeting at 1.12pm.

In response to questions from members, Te Awa Puketapu suggested implementing a more comprehensive induction programme for board members. She noted the Board had consulted Wainuiomata contacts about the Panel's recommendations though few submissions came from the area. She mentioned recent Board meetings had been well attended and advocated for community boards to represent all city communities. She believed that Council's Standing Orders were unsuitable for community boards.

Cr Parkin rejoined the meeting at 1.14pm.

**Graham Wilson** presented the submission.

Cr Dyer and Cr Brown left the meeting at 1.15pm.

Graham Wilson supported retaining community boards for their crucial leadership in emergencies, especially in areas like the Eastern Bays, which rely on assistance from Wellington and lack local police. He also cited a recent Prime Minister directive on democratic decision-making, arguing that removing community boards would undermine this principle.

Cr Dyer rejoined the meeting at 1.18pm.

**Mike Fisher** presented the submission.

Cr Brown rejoined the meeting at 1.19pm

Mike Fisher stressed the importance of retaining community boards and suggested adjusting ward boundaries. He recommended a partial targeted rate for Lower Hutt and expressed concern that cost was the main reason for disbanding boards. He questioned who would organise local events if boards were disestablished. He requested retaining the existing community boards and adding at least three more for better representation.

In response to questions from members, Mike Fisher suggested establishing a Western, a Stokes Valley and Eastern Community Boards, arguing that eliminating boards due to cost or isolation would be a mistake. He believed community boards were essential in metropolitan areas.

**Frank Vickers** presented the submission. He expressed disappointment with the Panel's limited scope and believed a broader scope would have improved the outcome. He noted many current councillors came from community boards and highlighted the need for boards in isolated communities like Eastbourne and Stokes Valley. He advocated for community boards in all city areas and supported the introduction of a targeted rate to fund community boards.

**Sally-ann Moffat, representing the Petone Community House**, presented the house's submission. She expressed concern that without the PCB, meaningful consultation with

the Petone community might not happen. She urged Council to recognise existing distrust within the community and support community boards as an effective tool for building trust and communication. She noted that people found Council meetings too formal and intimidating, preferring the more approachable community board settings.

In response to questions from members, Sally-ann Moffat supported establishing community boards elsewhere, suggesting that only the chairs be salaried with other members serving as volunteers.

**Joy Baird** presented the submission. She argued that community boards were vital for effective governance and would be even more important with future local government changes. Disappointed with the Panel's recommendations, she emphasised that community boards were the best way to address local concerns in Council decisions. She highlighted their accessibility and advocacy for communities. She suggested that Ward councillors focus on local residents while At-Large councillors engage with special interest groups.

Cr Stallinger thanked Joy Baird for her past service to Council and for today's presentation.

In response to questions from members, Joy Baird felt that community boards had been imposed on communities without recognising their true value. She said they should engage with local leaders, communicate broadly and promote civic education in schools. She emphasised these functions would be even more critical if boards were disestablished.

**Sally Selwood** presented the submission. She was strongly opposed disbanding community boards, citing their role in informing residents and providing local knowledge. She advocated for increasing their number, recognising their achievements and strengthening their role.

**Jeremy Winter** presented the submission and shared an electronic presentation available here: [Submission on Hutt City Council's Representation Review 2024 - Community Boards and Community Engagement](#). He advocated for the retention of community boards, noting the ECB was deeply involved in the community. He questioned the cost of replacing community boards and why a functional structure was being dismantled.

**Gary Quirke** presented the submission. He supported keeping and expanding community boards in each ward, noting their value in understanding local issues. He proposed 13 councillors and six community boards. He opposed the establishment of a Māori ward, criticised the ward boundary process and suggested Manor Park should be included in Stokes Valley.

**Derek Wilshere** presented the submission and shared an electronic presentation available here: [2024 Representation Review](#). He found the Panel's report lacking, criticising its dismissal of community boards and the claim that the current structure was outdated. He opposed the proposed boundary change between Eastbourne and Wainuiomata Wards, preferring the current structure, number of councillors and the proposed Māori ward. While valuing residents' associations, he noted they lacked democratic election. He supported retaining the ECB for productive outcomes and the establishment of city-wide community boards, regardless of ward boundaries.

**Huia Puketapu, Deputy Chair of Taranaki Whānui ki Te Upoko o Te Ika Trust,** presented the submission. She supported keeping all community boards and adding one for Waiwhetū, noting its unique needs and the importance of local advocacy. She noted that a Waiwhetū board might cross ward boundaries and emphasised the need to protect and advocate for the community. She stressed including cultural and community values in discussions and supported the creation of a Māori Ward.

**Haiying Shi** presented the submission and shared an electronic presentation available here: [Keep the Eastbourne Community Board](#). She supported the ECB, stressing the importance of local channels for community feedback to Council. She said that each city area had unique needs and requested the retention of community boards.

**David Smith** presented the submission. He saw community boards as crucial for gathering local opinions and voicing concerns. He noted gaps in the Panel's report, such as missing financial perspectives, and questioned whether Council could ask the Panel to review their decision. He called for greater transparency on the proposed Māori Ward to boost public support.

The meeting adjourned at 2.30pm and resumed at 3.00pm.

**Karen Arraj-Fisher** presented the submission. She stressed the value of community boards, especially the PCB, for representing local views and nurturing future leaders. She preferred keeping the current system, noting the PCB's trust within the community and suggesting that the low number of submissions might be due to residents' time or knowledge constraints.

**Karen (Kaz) Yung** presented the submission. She highlighted the need to recognise local characteristics, like those in Waiwhetū, and called for a thorough review of ward boundaries. She suggested expanding community boards citywide and improving their support structures, including training and information. She proposed reinstating a three-month calendar of council meetings and briefings for board members. She supported having six wards with boundary adjustments and six community boards.

**Wal Loudon** presented the submission. He opposed abolishing community boards, stressing their role in representing local issues, especially in unique areas like the Eastern Bays. He argued that one ward councillor couldn't replace the ECB's work and highlighted the minimal cost and high value of community boards.

**Elizabeth Palmer** presented the submission. She argued for retaining community boards because of their democratic election, local presence and proactive engagement. She suggested expanding the model citywide, emphasising the effective partnership between boards and ward councillors. She also noted that the Harbour and Wainuiomata Wards had higher populations.

**Sandra Greig** presented the submission. She advocated for abolishing community boards, arguing the \$357,000 cost could be better spent and that Residents' Groups could address community issues. She questioned the community boards' democratic nature and noted public disengagement with local government. She proposed a targeted rate for areas with community boards or a return to volunteer-based representatives.

**Michael Draper** presented the submission. He supported abolishing community boards, citing their limited and inequitable delegated authorities. He suggested redistributing

their funding citywide. He valued their role during emergencies. He proposed either elected non-voting community representatives or restructuring communities boards with broader mandates and more councillors per ward.

**Pete Matcham, representing Grey Power Lower Hutt**, presented the group's submission. He proposed replacing community boards with a project-based structure to better include disenfranchised voices. He acknowledged current board members' efforts but found the system ineffective, supporting the Panel's recommendations for restructuring rather than expanding boards.

**Pete Matcham, representing Normandale Residents Association**, presented the association's submission.

**Jan Wijninckx** presented the submission. He considered Council ignored community input, citing an 18% rates increase. He called for a referendum if community boards were removed and suggested a better system should replace them. He proposed reducing the number of councillors from 13 to nine, with seven city-wide for efficiency. He emphasised the need for public input and transparency. He believed a decision had already been made.

**Ross Jamieson** presented the submission. He noted the history of community boards and believed any replacement would be equally costly. He suggested that the decision on whether to keep community boards should be made by the community.

**Elle Abel** presented the submission via audio-visual link. She opposed disestablishing the community boards, believing they were the best way for community voices to be heard. She noted that addressing Council could be daunting and argued that community boards provided a more approachable platform.

The meeting adjourned at 4:00pm and resumed at 4:19pm.

In response to questions from members, the Head of Strategy and Policy advised Schedule 6 of the Local Government Act required 10% of a community needed to petition Council. He said he would investigate further and report back including information regarding the actual process involved.

The Director of Strategy and Engagement noted that the threshold for a petition was 15% for communities with a population of 1500 or less people.

Members asked that officers report back on the following:

- clarification on community board composition and whether members could be selected from specific areas within a ward;
- a breakdown by suburb of the representation review survey results;
- a process for establishing a community board without a community petition;
- the cost implications of disestablishing community boards;
- the potential uses of a targeted rate for areas with community boards and whether



rates could vary by community;

- the possibility of establishing a community board for Waiwhetū; and
- requested a briefing to explore alternative community engagement options.

The Chief Executive advised the mana whenua partnership was working well and that having a Māori ward remained on the table. She added no official view from mana whenua on establishing a community board had been received.

Mayor Barry advised that the Panel's report highlighted poor Council engagement citywide which needed addressing. He observed that submissions from ECB and Eastbourne residents were higher than from other areas with community boards.

The Chief Executive stated that a decision on the issue would be made at the Council meeting on 10 September 2024. She said a workshop was planned to present options for alternative engagement methods.

Deputy Mayor Lewis noted that current issues in Eastbourne and increased community awareness of local government decisions might have influenced the higher turnout of submitters. Cr Brown agreed with this comment, noting that communities without community boards might not have submitted feedback due to lack of awareness.

In response to a question from a member, the Director Strategy and Engagement advised Council's previous representation review had been overturned by the Local Government Commission because the decision had not related to the underlying data.

## 5. 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</i>
Te ngākau, te tinana, te wairua i te ara	<i>journey</i>
takatū	<i>Oh Rongo, raise these words up high</i>
Koia rā e Rongo whakairihia ake ki	<i>so that we be cleansed and be free,</i>
runga	<i>Yes indeed, we are free!</i>
Kia wātea, kia wātea!	<i>Good and peaceful</i>
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business the Chair declared the meeting closed at 4.57 pm.

C Barry  
**MAYOR**

**CONFIRMED as a true and correct record**  
**Dated this 1st day of October 2024**

**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  
**Friday 6 September 2024 commencing at 3:00 pm**

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**PRESENT:**

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr G Barratt	Cr J Briggs (via audio-visual link) (until 4.50pm)
Cr K Brown	Cr B Dyer
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw (via audio-visual link)	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  
J Kingsbury, Director Economy and Development (via audio-visual link) (part meeting)  
B Cato, Chief Legal Officer (part meeting)  
K Butler-Hare, Tumuaki Māori (part meeting)  
R Hardie, Head of Strategy and Policy (part meeting)  
C Ellis, Head of Chief Executive's Office (part meeting)  
K Stannard, Head of Democratic Services  
H Houpapa, Senior Policy Advisor | Pou Tohutohu Kaupapa  
Here Matua-Māori (part meeting)  
K Glanville, Senior Democracy Advisor  
J Randall, Democracy Advisor

**PUBLIC BUSINESS**

Attendees at the meeting stood for a moment of silence for Māori Kingi Tūheitia.

**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. CONFLICT OF INTEREST DECLARATIONS

Cr Dyer declared a conflict of interest in relation to item 6) Pito One Name Change Joint Submission, and took no part in discussion or voting on the matter.

### 5. DECISION TO ESTABLISH MĀORI WARDS AT THE 2025 ELECTIONS

Report No. HCC2024/4/238 by the Head of Strategy and Policy

Speaking under public comment, **Vicki Hollywell, General Manager of the Wellington Tenth Trust, the Palmerston North Māori Reserve Trust**, expressed support for Māori wards. She acknowledged the strong Ahu Whenua Trust relationship with Council through its Tākai Here partnership. She believed that Council should hear other Māori voices.

Speaking under public comment, **Te Karanga O Te Tui Marino, Environmental Liaison Officer at Hikoiko Management**, expressed support for Māori wards. He noted the inconsistency of using a different constitutional arrangement to decide on Māori wards. He believed the central government's requirement for a referendum reduced the chances of the Council fulfilling its commitment to Te Tiriti o Waitangi. He said a Māori ward would guarantee at least one Māori voice on Council.

Speaking under public comment, **Liz Mellish, Chair of Palmerston North Māori Reserve Trust**, expressed support for Māori wards. She considered a Māori ward was important for Māori and for democracy. She said it would show how democracy could support equity.

Speaking under public comment, **Anaru Ryall** expressed support for Māori wards, emphasising the importance of having a Māori councillor to represent te ao Māori and uphold the principles of Te Tiriti o Waitangi. Anaru believed central government was forcing an unnecessary and divisive referendum and asked members to champion community support for Māori wards in 2025.

Speaking under public comment, **Hakepa** expressed support for Māori wards. Hakepa noted that Māori had become disconnected due to a history of land theft and colonisation and that some Māori had instead connected to gangs. Hakepa believed the Crown was misguided in thinking Māori had ceded sovereignty in 1840.

Speaking under public comment, **Pam Hanna, Sylvia Allen and Barbara Scott** expressed support for Māori wards. They believed that since councils were able to establish a rural ward without a referendum, it should be the same for a Māori ward. They asked the Chief Executive to petition central government for the referendum on Māori wards to be voluntary.

Speaking under public comment, **Michelle Ducat** expressed support for Māori wards. Michelle said there was no excuse for anyone not understanding the meaning of the articles in Te Tiriti o Waitangi. Michelle asked Council to work hard to encourage its community to take a stand if Māori wards were taken to a referendum.

Speaking under public comment, **Fanua Rimoni** read a letter on behalf of the Principal of Wainuiomata Intermediate, attached as pages 11-14 to the minutes.

Speaking under public comment, **Riana Leafa Paki, representing Ngā Hau e Wha and Wainuiomata Marae, and as a #TAG member, an ex-student of Wainuiomata Intermediate and in support of the letter from the Principal of Wainuiomata Intermediate**, expressed support for Māori wards and community boards, emphasising their importance as advocacy platforms for young Māori. Riana highlighted the impact of supportive communities on the success of young Māori and urged members to retain both Māori wards and community boards to prevent the loss of progress.

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

**Minute No. C 24401**

*"That Council agrees to extend the time for public comment until all public speakers have spoken."*

Speaking under public comment, **Katie Brown, Chief Executive of Te Hapori Matihiko and Te Ao Matihiko**, expressed support for Māori wards. She considered it unfortunate that central government was questioning Council's authority. She believed that Māori representation needed to be guaranteed. She noted that the social and environmental benefits of working with Māori had positively benefited everybody.

Speaking under public comment, **Keelan Renata, a student from Wainuiomata High School (Te Wharekura)**, expressed support for Māori wards. He said it was upsetting to hear that his culture's representation on Council was being questioned. He emphasised the importance of a Māori ward councillor who understood the Māori worldview. He believed a Māori ward councillor would enable better outcomes for young Māori, the land and the environment. He asked Councillors to uphold the interest of Māori in their decision.

Speaking under public comment, **Teira Jayde Rawiri, a student from Wainuiomata High School (Te Wharekura)**, expressed support for Māori wards. She believed that a Tangata Whenua voice would prioritise decisions to support the wellbeing of water, land and people. She stated that what was good for Māori would be good for everyone. She urged Council to work on educating its community now to ensure the referendum in 2025 was a success.

Speaking under public comment, **Barbara Hay** expressed support for Māori wards and urged Council to reaffirm its decision to establish one. She acknowledged that many of her generation drew their ideas from a position of white privilege. She said that until there was a true partnership with Māori, ensuring the Māori voice was heard was important. She asked Council to challenge central government's compulsory referendum.

Speaking under public comment, **Muriel Tunuho, representing the E Tu union**, expressed support for Māori wards. She said central government was driving a wedge of division. She acknowledged Council for its bravery, progress, and acting with aroha.

Speaking under public comment, **Linda Olsen** expressed support for Māori wards. She asked Council to fly the United Tribes flag and the Tino Rangatiratanga flag. Linda described the importance of practising Kotahitanga. She urged Council not to waste its money on a referendum.

Speaking under public comment, **Wayne Paaka**, one of Aotearoa's first bilingual teachers, expressed support for Māori wards. He said they showed a commitment to Te Tiriti o Waitangi. He believed ensuring that Māori voices were heard in local government was important as they brought more effective solutions, valuable perspectives and inclusive and equitable outcomes for residents. He highlighted that Māori wards would strengthen community cohesion. He encouraged the Councillor who abstained from the vote on Māori wards in 2023 to reconsider and vote. He noted the recent passing of Elizabeth (Topsy) Remuera, a long-standing teacher and Principal at Pukeatua Primary School.

Speaking under public comment, **Lillian Pak** expressed support for Māori wards. She highlighted that Te Tiriti o Waitangi was the first immigration policy in New Zealand, enabling her to live here. She believed it was important because it contained information on how New Zealanders should conduct themselves. She explained that when Tangata Whenua were not treated well in New Zealand, she despaired that her culture would ever be treated as equals. She expressed hope that Council would be on the correct side of history and vote to retain Māori wards.

Speaking under public comment, **Tauri Dawson** expressed support for Māori wards. He asked councillors to make decisions based on integrity and good character. He urged them to send the right message to the young people who had spoken during public comment. He challenged Councillors to research the circumstances of Māori in the community and vote with their conscience.

Speaking under public comment, **Dina Awarau and Mere te Paki, representatives of Hutt Union and Community Health Service (HUCS)**, expressed support for Māori wards. They said they also spoke on behalf of many Kaupapa Māori groups around the Hutt Valley that supported Māori wards. They noted the importance of having a Councillor in a dedicated seat around the Council table who shared the values of young Māori and gave them a voice. They advised Māori wards were also supported by Te Ngākau Kahukura, a rainbow community partnership.

Cr Dyer left the meeting at 4.17pm and rejoined the meeting at 4.22pm.

Speaking under public comment via audio-visual link, **Kara Puketapu-Dentice, Chief Executive of Taranaki Whānui ki te Upoko o Te Ika**, strongly supported Māori wards. He pointed out that Kohanga Reo had played a significant role in revitalising Māoritanga since the 1980s. He mentioned that many thousands of people had been raised with Māori as their first language and took great pride in their Māori heritage. He expressed his hope that Councillors would fully support the establishment of Māori wards.

The Head of Strategy and Policy elaborated on the report.



Cr Mitchell foreshadowed his intention to move four additional recommendations. He advised that these recommendations opposed the idea of allowing public polls to veto Māori wards, emphasised the commitment to honouring Te Tiriti o Waitangi, urged central government also to honour Te Tiriti o Waitangi, and asked for advice on the implications of not holding a referendum on Māori wards during the 2025 local elections. He believed that the requirement to hold a binding referendum on Māori wards in the 2025 local elections did not reflect the will of Council.

Cr Barratt expressed support for reaffirming Council's decision to establish a Māori ward. She stated that a vote to reaffirm the decision was a vote of integrity.

Cr Shaw expressed support for reaffirming Council's decision to establish a Māori ward. She said central government's requirement for councils to relitigate a decision it made in 2023 indicated a lack of trust in councils. She considered central government's action discriminatory and created division.

Cr Briggs expressed support for reaffirming Council's decision to establish a Māori ward. He apologised for potentially being absent from the vote but confirmed his support for establishing a Māori ward.

Cr Brown expressed support for reaffirming Council's decision to establish a Māori ward. She noted that the deep division created over the past year due to government policies had impacted Māori and damaged relationships. She expressed frustration that Council was forced to fight for something it should not have to fight for. She believed that the people and rangatahi of Lower Hutt would vote to support a Māori ward.

Cr Briggs left the meeting at 4.47pm.

Cr Morgan expressed support for reaffirming Council's decision to establish a Māori ward. She emphasised that having a dedicated Council seat for Māori was important and would benefit the rangatahi of Lower Hutt. She voiced her belief that central government's referendum was discriminatory and would polarise the country. She considered it a challenge and a call to action.

Cr Briggs rejoined the meeting at 4.49pm and left the meeting at 4.50pm.

Cr Dyer expressed support for reaffirming Council's decision to establish a Māori ward. He referred to the unnecessary cost of a referendum for Lower Hutt. He mentioned the unnecessary expense of holding a referendum for Lower Hutt and expressed frustration that the central government had compelled the Council to reconsider a decision already made. He believed this decision allowed Council to be on the right side of history.

Cr Stallinger expressed reservations about the value of a Māori ward, considering that it might not lead to better representation for Māori.

Cr Edwards expressed support for reaffirming Council's decision to establish a Māori ward. He said the compulsory referendum might result in missing the chance to understand the benefits of a Māori ward.

Cr Tupou expressed support for reaffirming Council's decision to establish a Māori ward, considering Te Tiriti o Waitangi the cornerstone of New Zealand's constitution. He expressed frustration at being coerced into revisiting a previous decision and urged

members to stand firm under the principles of Te Tiriti o Waitangi.

Deputy Mayor Lewis expressed support for reaffirming Council's decision to establish a Māori ward. She pointed out that the high cost of the debate was due to central government's directive, but she believed that the Māori people would bear the most significant cost. She emphasised that all New Zealanders should consider the principles of Te Tiriti o Waitangi and collaborate to avoid continuing to bear the cost in the future.

Cr Parkin expressed support for reaffirming Council's decision to establish a Māori ward. He stated that having Māori representation at the Council table would benefit everyone and was appropriate for New Zealand.

Mayor Barry expressed support for establishing a Māori ward, noting the community's attendance and love expressed. He assured that Te Tiriti o Waitangi would be honoured through partnership. He acknowledged the need for love and compassion to recognise the journey of some New Zealanders who did not yet understand the value of te ao Māori.

Cr Mitchell, during his right of reply, mentioned that mayors and councillors across the country recognised the positive impact of having Māori ward councillors in their decision-making processes and advocated for the establishment of a Māori ward for effective Māori representation at the Council table. He reassured Māori that their cultural wellbeing and overall health were crucial to Council.

The motion was taken in parts. Parts (1)-(3) and (5)-(9) were declared CARRIED by a show of hands. Part (4) was declared CARRIED by division.

**RESOLVED:** (UNANIMOUS) (Cr Mitchell/Cr Morgan)

**Minute No. C 24402**

*"That Council:*

- (1) notes that on 21 November 2023, Council resolved to establish a Māori ward in Te Awa Kairangi ki Tai Lower Hutt;*
- (2) notes that the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024 requires Council to actively consider and resolve to reaffirm or rescind its resolution on 21 November 2023 to establish a Māori ward;*
- (3) notes that provisions of the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024 impose additional, unbudgeted costs on Council;*

- (4) *agrees to reaffirm its decision of 21 November 2023 to establish a Māori ward in Te Awa Kairangi ki Tai Lower Hutt;*

The motion was declared CARRIED by division with the voting as follows:

**For**

**Against**

Mayor Barry  
Deputy Mayor Lewis  
Cr Barratt  
Cr Brown  
Cr Dyer  
Cr Edwards  
Cr Mitchell  
Cr Morgan  
Cr Parkin  
Cr Shaw  
Cr Tupou

Total: 11

0

Cr Stallinger abstained from voting on the above matter.

- (5) *affirms its opposition to provisions allowing Māori wards and constituencies to be vetoed by public poll, unlike any other wards or constituencies proposed by councils;*
- (6) *affirms its commitment to honouring Te Tiriti o Waitangi, including its obligation under the Local Government Act 2002 to improve opportunities for Māori to contribute to local government decision-making processes;*
- (7) *calls on the government to honour Te Tiriti o Waitangi in all of its legislation, policies and practices;*
- (8) *notes that if Council decides to reaffirm its decision to establish a Māori ward, the government legislation change will force a binding poll in the 2025 election on the question of continuing to have a Māori ward in Te Awa Kairangi ki Tai Lower Hutt; and*
- (9) *requests the Chief Executive to provide advice on the implications of Hutt City Council refusing to hold a referendum on Māori wards in conjunction with the 2025 triennial general election."*

The meeting adjourned at 5.23pm and resumed at 5.31pm

## 6. PITO ONE NAME CHANGE JOINT SUBMISSION

Report No. HCC2024/4/239 by the Senior Policy Advisor | Pou Tohutohu Kaupapa Here Matua-Māori

Speaking under public comment, **Vicki Hollywell, a representative of the Wellington Tenth's Trust, the Palmerston North Māori Reserve Trust and the Ahu Whenua Trust Mana Whenua**, confirmed the Ahu Whenua Trust supported the correction of the spelling of Petone to Pito One. She noted that the misspelling was a historical error.

Speaking under public comment, **Te Karanga O Te Tui Marino, a representative of Hikoikoi Management and the Ahu Whenua Trust**, expressed support for the corrected spelling of Petone to Pito One to restore mana to the area. He mentioned that the misspelling was an error from the 1800s and saw this as an opportunity to correct history for future generations. He emphasised the importance of getting names right to avoid repeating mistakes.

Speaking under public comment, **Liz Mellish, a representative of the Wellington Tenth's Trust, the Palmerston North Māori Reserve Trust and the Ahu Whenua Trust Mana Whenua**, emphasised the significance of changing the name from Petone to Pito One for the Māori community.

Speaking under public comment, **Pam Hanna, Sylvia Allen, and Barbara Scott** expressed support for a name change from Petone to Pito One, citing the need to correct the name.

Speaking under public comment, **Teira Jayde Rawiri, a student from Wainuiomata High School (Te Wharekura)**, believed that the name Petone represented a historical wrong. She asked Council to consider renaming Lower Hutt to 'Te Awa Kairangi ki Tai.' Teira explained that the name Te Awa Kairangi honoured the Māori mana and the unique character of the local environment.

Speaking under public comment, **Lillian Pak** expressed support for changing the name from Petone to Pito One. Lillian emphasised the importance of names in preserving cultural dignity.

Speaking under public comment, **Hakepa** expressed support for changing the name from Petone to Pito One.

Speaking under public comment, **Dina Awarau and Mere te Paki, representatives of the Hutt Union and Community Health Service (HUCS)**, expressed support for changing the name from Petone to Pito One.

The Senior Policy Advisor | Pou Tohutohu Kaupapa Here Matua-Māori elaborated on the report.

Members expressed support for the joint submission and highlighted the following points:

- the name change was important to correct a historical error.
- the name change was a way to restore and preserve the dignity and mana of the area

and its name.

- the name Pito One reflected the rich history of the name and the value of the story. It was seen to begin learning the language and educating people, providing a window into Māori culture and a basis for more understanding.

**RESOLVED:** (UNANIMOUS) (Mayor Barry/Deputy Mayor Lewis) **Minute No. C 24404**

*"That Council:*

- (1) notes that authority for changing suburb names sits with the Ngā Pou Taunaha o Aotearoa | The New Zealand Geographic Board;*
- (2) notes that prior to Ngā Pou Taunaha o Aotearoa | The New Zealand Geographic Board making a decision on the proposal to change the suburb name "Petone" to "Pito One", it has sought public submissions by 10 September 2024;*
- (3) notes the draft joint submission attached at Appendix 1 was developed in consultation with Mana Whenua;*
- (4) agrees to endorse the joint submission; and*
- (5) authorises the Mayor to make minor amendments and sign the letter on behalf of Council."*

## **7. PROPOSED NAME FOR NEW NAENAE POOL**

Report No. HCC2024/4/240 by the Director Neighbourhoods and Communities

The Director Neighbourhoods and Communities elaborated on the report.

In response to questions from members, the Director of Neighbourhoods and Communities advised that the proposed name for the new Naenae Pool would have a tagline 'Pool and Fitness Centre.'

Cr Mitchell noted that 'Te Ngaengae' was the original and correct name for the area. He acknowledged Council's Mana Whenua partners for gifting the name and sharing the story behind it. He mentioned that the community was now familiar with the story behind the name, which was reflected in murals, carvings, and the design of the new swimming pool.

**RESOLVED:** (UNANIMOUS) (Cr Mitchell/Cr Parkin)

**Minute No. C 24405**

*"That Council:*

- (1) notes that the Mana Whenua Naming Committee has proposed Te Ngaengae as the name for the new Naenae Pool;*
- (2) notes this has been supported by Council's Mana Whenua partners and by the community and;*
- (3) approves Te Ngaengae as the name for the new Naenae Pool."*



8. **AMENDMENTS TO HUTT CITY COUNCIL STANDING ORDERS - REMOTE PARTICIPATION**

Report No. HCC2024/4/241 by the Senior Democracy Advisor

The Senior Democracy Advisor elaborated on the report.

In response to a question from a member, the Senior Democracy Advisor advised that community boards would soon be able to attend their meetings remotely due to new live-streaming technology.

**RESOLVED:** (UNANIMOUS) (Mayor Barry/Cr Brown)

**Minute No. C 24406**

*"That Council:*

- (1) receives and notes the report;*
- (2) adopts amendments to Hutt City Council's Standing Orders that allow remote participation at Council meetings counting towards quorum attached as Appendix 1 to the report; and*
- (3) notes the requirement to achieve the agreement of at least 75% of members present at a meeting to amend Standing Orders."*

9. **RECOMMENDATIONS TO COUNCIL FROM THE LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE MEETING HELD ON 26 AUGUST 2024**

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

**Minute No. C 24407**

*"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 26 August 2024:*

- (a) Draft Annual Plan 2025-26 initial direction setting;*
- (b) Jackson Street Three Waters Renewals;*
- (c) Three Waters Capital Carry-Overs;*
- (d) Micromobility Programme; and*
- (e) Proposed budget changes for 2024-25 and later years."*

10. **QUESTIONS**

There were no questions.

# 11. 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 mā mā	<i>in heart, body and soul in our continuing</i>
Te ngākau, te tinana, te wairua i te	<i>journey</i>
ara takatū	<i>Oh Rongo, raise these words up high</i>
Koia rā e Rongo whakairihia ake ki	<i>so that we be cleansed and be free,</i>
runga	<i>Yes indeed, we are free!</i>
Kia wātea, kia wātea!	<i>Good and peaceful</i>
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business, the Chair declared the meeting closed at 5.45pm.

C Barry  
**MAYOR**

**CONFIRMED as a true and correct record**  
**Dated this 1st day of October 2024**

**Wainuiomata Intermediate School submission to Hutt City Council on the vote on Māori Wards.**

The reason I feel compelled to submit on the upcoming vote is about integrity. Our localised curriculum at Wainuiomata Intermediate School is strongly grounded in issues of equity and social justice, themes that resonate with pre-adolescents who are beginning to find their identity and voice.

It also reflects our commitment to enacting Te Tiriti o Waitangi, as required under the 2020 Education and Training Act. The purpose of the Act includes establishing and regulating “an education system that honours Te Tiriti o Waitangi and supports Māori-Crown relationships.”

To not voice an objection to a proposal that undermines Te Tiriti o Waitangi and Māori – Crown relationships would, I believe, show a lack of integrity with the position we take as a school, encouraging our students to fight injustice and to champion equity.

My understanding of the Bill passed in Parliament is that for those councils which have put in place Māori wards since 2021, requires them by 6 September, to either rescind or disestablish that ward or have a referendum on retaining the ward at the next council election.

My understanding of what Māori Wards are, is that they work like Māori seats in parliament, but at a local government level; they’re a way for voters on the Māori electoral roll to be specifically represented on local councils. Just like many councils have seats assigned to geographic areas so those people can give that area a voice, Māori ward seats allow Māori to be democratically represented on council. Because the electoral rolls are the same as for national elections, Māori don’t have to vote for the Māori ward, and can choose which electoral roll to be on. Māori are underrepresented in local government, and creating the option to have Māori wards was one way to guarantee a baseline of representation.

The Local Electoral Act (2001) had already created the option for Māori wards, but the creation of a Māori ward could be challenged by a petition and if 5% of the council’s population signed, a binding referendum on whether or not to establish a Māori ward would have to be held.

While NZ First leader Winston Peters has said “We campaigned on Māori wards, that this democracy should be equal.” Even my Year 7 students know that equality and equity are very different.

The Waitangi Tribunal has released The Māori Wards and Constituencies Urgent Inquiry Report and they identified that the Government has inadequately defined the policy problem as restoring the right of the public to make decisions about Māori wards and constituencies, when no other type of ward or constituency requires a poll, in breach of the principle of equity.

In addition, the Tribunal finds that the Crown has failed to actively protect Māori rights and interests by ignoring the desires and actions of Māori for dedicated local representation, and it finds breaches of the principles of mutual benefit and options. Combined, these Treaty breaches operate to cause significant prejudice to Māori.

In the Hutt Valley, this council is currently undertaking a representation review. The representation review will look at the establishment of or whether we should continue with community boards or ward committees; the number of ward councillors there should be; the number of at-large councillors there should be; and, whether or not to have, or to continue having, a Māori ward.

Only one of the decisions that comes out of that review will be subject to a referendum.

Only one, and that's whether or not there is a Māori ward.

There is no referendum on whether or not they should remove wards altogether and have at-large councillors. No referendum on the topic of whether there should be community boards or ward committees. No referendum on the topic of how many wards there should be.

And for other councils undertaking review, there is no referendum on the topic of whether there should be a rural ward within their councils. None of those things is subject to a referendum.

The only thing that is subject to a referendum is whether there should be a Māori ward or not. That is discrimination. When Māori are being treated differently to non-Māori, it is discrimination.

For my own community in Wainuiomata, if they don't like the idea that their community board might be disestablished, they have no say. But if they don't like the idea of having a Māori ward they do get a say on that through the means of a referendum.

Māori are being singled out by this Government for discriminatory treatment.

It's important to note that it's not compulsory for councils to have Māori wards. If they decide as part of their representation reviews to have Māori wards, they should be able to do that, just as if they decide to have a rural ward, they should be able to do that as well.

It's also important to note that having a separate Māori ward confers no additional rights on Māori compared to non-Māori. Māori still only get the same number of votes as non-Māori.

52 mayors and chairs wrote to the Government opposing this change, stating, "Our position – a position that has been held by Local Government New Zealand since 2018 – is that Māori wards and constituencies should be treated like all other wards and that decisions should be made at the [local] council level. Polls aren't required on any other wards or constituencies, and requiring them will add increased costs to councils."

They added "The Government's decision to remove decision-making from councils by mandating that polls be run on Māori wards and constituencies is an overreach on local decision-making when current legislation already requires councils to seek community views".

By saying that a majority can vote on the rights of a minority, or that a majority can vote on indigenous rights, betrays a profound lack of understanding of basic democratic principles.

The proposed change is not democracy; it is the tyranny of the majority.

The reason many countries established a “Bill of Rights” is because it has been well understood for centuries in the formulations of democracies across the world that there was a very evident problem with democracy: the tyranny of the majority. It is not possible by a purely majority rule to protect minority interests, and, indeed, persecution of minorities becomes nearly inevitable if you allow that tyranny.

We have something exceptional in this country, even beyond the New Zealand Bill of Rights Act. We have a uniquely founding agreement that recognises the right to self-determination of tangata whenua Māori.

That is something we should be profoundly proud of.

Indeed, Te Tiriti o Waitangi—in the words of Moana Jackson, “is a profound and visionary base on which to build a country”.

If we are to uphold that founding agreement, we must listen to the means by which Māori wish to express their self-determination, and if that means as Māori wards, then we must listen to that.

That is the fulfilment of our agreement.

The twisting of logic to suggest that by nullifying Māori rights, we make us all the better; we make us somehow more equal, is a profound untruth and a poisonous and divisive idea.

These proposals will take Aotearoa backwards, back to the time when there were no Māori seats on councils. The reason that the legislation changed was because of the “tyranny of the majority”. Up until the year 2019, only one council had Māori seats.

More than fourteen councils wanted to establish Māori seats but because of the previous legislation, they couldn't do it.

Once the legislation changed so that councils would be able to establish Māori seats, the number of councils increased to 50. Fifty councils have Māori seats now. That is the difference of the law when it is used to support equity.

I ask this council to be good ancestors, and to uphold their obligations under a treaty that was signed to give non-Māori the right to live here, I go back to Matua Moana Jackson as I often do when I need profound wisdom with a Wainuiomata flavour, he said; “The Treaty to me has never been about Treaty rights, it’s always been about the rightness that comes from people accepting their obligations to each other. And that was a profound, and I think, visionary base upon which to build a country”.



Please consider how much better this city and this country is when everyone's voice is heard and respected. It will take bravery to oppose the pressure from this coalition government to disestablish your Māori wards.

I ask you to look at the benefits you have gained from them, the richness that has been enabled, be brave.

And on how to be brave I return again to Moana; "But to be courageous to me, is just the deep breath you take before you make a hard decision. And I am confident, certainly, that our people have that courage, and the Treaty challenge for others who make this land their home, is to find that courage as well".

Craig Sharp  
Kaihautu/Principal  
Wainuiomata Intermediate School

**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  
**Tuesday 10 September 2024 commencing at 9.00am**

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**PRESENT:**

Mayor C Barry (Chair)  
Cr G Barratt  
Cr K Brown  
Cr S Edwards  
Cr K Morgan  
Cr N Shaw  
Cr G Tupou

Deputy Mayor T Lewis  
Cr J Briggs (via audio link)  
Cr B Dyer  
Cr A Mitchell  
Cr C Parkin  
Cr T Stallinger

**IN ATTENDANCE:**

J Miller, Chief Executive  
A Blackshaw, Director Neighbourhoods and Communities  
J Griffiths, Director Strategy and Engagement  
M Dunn, Solicitor  
R Hardie, Head of Strategy and Policy  
C Parish, Head of Mayor's Office  
R Houlbrooke, Policy Lead  
S Bascand, Engagement Advisor  
O Miller, Policy Advisor  
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  
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. REPRESENTATION REVIEW 2024: FINAL REPRESENTATION PROPOSAL**

Report No. HCC2024/4/262 by the Head of Strategy and Policy

The Chief Executive clarified that the meeting was sitting in a quasi-judicial capacity. She advised that the Chair had the discretion to allow speakers who had not previously submitted on the matter to speak. She said that any comments made by those speakers could not be considered due to the application of legal principles.

Speaking under public comment, **Pam Hanna** asked members to keep the current community board system, emphasising its success. She pointed out the achievements of the Petone Community Board, the unique communities of interest represented by existing community boards, and the increasing support since the 2019 representation review. She opposed disestablishing the community boards and asked Council to maintain the current system.

Speaking under public comment, **Craig Sharp, Principal of Wainuiomata Intermediate School**, supported the Wainuiomata Community Board, highlighting its role in connecting communities and enhancing public input in decision-making. He argued that community boards, with their less formal structure, helped overcome barriers to participation and provided meaningful citizen engagement. He urged Council to retain the current system.

Speaking under public comment, **Sisi Leafa**, the first Samoan woman elected to the Wainuiomata Community Board (WCB), emphasised the importance of community voices in decision-making. She argued for empowering boards to engage more effectively with the public. She noted the need for more platforms to ensure all voices were heard.

Speaking under public comment, **Fanua Rimoni** spoke in support of community boards, because they involved local people in decision-making and provided a safe space for community voices. She emphasised the importance of retaining community boards and noted the opportunities they offered for youth.

Speaking under public comment, **Riana Leafa** spoke in support of community boards as vital platforms for voicing concerns, supporting communities and providing pathways for rangitahi participation. She urged Council to retain them.

Speaking under public comment, **Lesa Bingley, Deputy Chair of the WCB**, supported retaining community boards, emphasising Wainuiomata's community spirit and the boards' ties to local groups. She argued that comparing support levels from different boards was unfair and urged Council to honour community sentiment.

Speaking under public comment, **Derek Wilshire** spoke in support of the boundary adjustment for Burdan's Gate and the creation of a Māori Ward. However, he opposed the removal of community boards, urging Council to retain them due to strong community support in submissions.

Speaking under public comment, **Emily Keddell, representing the Eastbourne Community Board (ECB)**, thanked Council for supporting Burdan's Gate's boundary adjustment. Emily urged Council to retain the community boards, emphasising their effective engagement with the community and the high percentage of submissions favouring their retention.

In response to a question from a member, Emily said she was unfamiliar with the details of the boundary adjustment between the Wainuiomata and Harbour Wards. Emily noted that the ECB had been in contact with the WCB.

Speaking under public comment, **Mike Fisher, Chair of the Petone Community Board**, emphasised the importance of community boards and urged Council to retain them to avoid diminishing local communities.

Speaking under public comment, **Mike Collett, President Lower Hutt Memorial RSA**, asked about future liaison contacts for community events and emphasised the RSA's commitment to supporting veterans and organising ANZAC Day parades. Mike inquired about a Memorandum of Understanding (MoU) with Council and highlighted funding challenges faced by community events.

The Chair asked the officers to investigate the MoU and to communicate directly with Mike Collett.

The Head of Strategy and Policy elaborated on the report.

In response to a member's question, the Head of Strategy and Policy initially stated that anyone could appeal Council's decision. However, he later clarified that only those who formally submitted could appeal.

Deputy Mayor Lewis left the meeting at 9.43am.

In response to additional inquiries from members, the Head of Strategy and Policy clarified that the boundary adjustment between Wainuiomata and Harbour Wards was solely for election purposes. He mentioned that consultation had been conducted with the two property owners affected by the adjustment.

The Chief Executive advised that Mana Whenua had been informed about the boundary adjustment proposal and understood it was solely for election purposes, not a land transfer. She stated that they did not anticipate formal consultation.

Deputy Mayor Lewis rejoined the meeting at 9.45am.

The meeting adjourned at 9.47am and resumed at 9.51am.

The members reviewed the table (attached as pages 11-20 to the minutes) outlining the reasons for responding to each submission theme. They agreed with the reasons for most themes, except those related to retaining community boards, which they planned to discuss separately. They also pointed out that the proposed response for retaining the Eastern Ward should also mention the Central Ward.

Cr Mitchell expressed support for the proposed changes to the boundaries of the Northern, Central, and Western Wards, noting minimal community concern. He

also acknowledged that the change would significantly impact the Eastern Ward.

Cr Shaw expressed support for the proposed boundary changes, stating that they would add value to the Northern Ward.

Cr Stallinger clarified his earlier abstention on the Māori Ward item, stating that he accepted and supported the democratic decision. He said he would support the proposal to have 13 councillors.

Deputy Mayor Lewis expressed support for the proposed changes to the boundaries of the Harbour and Wainuiomata Wards. She added that retaining Korokoro in the Harbour Ward was sensible as it represented a historic connection.

Cr Brown expressed support for the proposed ward boundary changes. She added that adding a Māori Ward Councillor would not change Council's overall remuneration pool.

Cr Briggs expressed support for reducing the number of city-wide councillors by one to make room for the Māori Ward Councillor. He believed that the proposed composition of Council was appropriate.

#### Community boards

The Chair focused the members' attention on whether to keep or disestablish the community boards for Lower Hutt. He advised that he had asked officers to investigate the possibility of having only one community board (Eastbourne) and had been told that it would be hard to justify this option. He believed that there was no valid reason to consider creating more boards.

Cr Brown thanked the public speakers and acknowledged the significance of community engagement. She emphasised that Wainuiomata, a large and diverse suburb, needed specific representation through a community board to ensure equity and support for rangitahi. She advocated for the continuation of the current system while recognising areas that did not have a community board.

MOVED: (Cr Brown/Deputy Mayor Lewis)

"That Council agrees to retain the current community boards representation – Petone, Eastbourne and Wainuiomata."

Deputy Mayor Lewis, who transitioned from the PCB to a councillor, mentioned that people strongly connect with community boards. While acknowledging imperfections, she believed the current system worked well where community boards exist. She urged members to improve representation in areas without boards and supported retaining the existing three community boards in Lower Hutt.

Cr Shaw said that she found the decision challenging and supported the disestablishment of community boards in favour of a new city-wide system for effective consultation and localism.



Cr Edwards expressed conflicting views on the issue and opposed creating more community boards or increasing delegations to existing ones. He suggested exploring a targeted rates system and emphasised the need for better representation in areas without community boards, especially in the northern areas. Despite supporting the retention of current community boards, he called for improvements.

Cr Tupou asked for a review to streamline the community board process, increase efficiency, and reduce formality. He believed the community board system should represent localism and suggested exploring alternative methods for city-wide representation.

Cr Morgan acknowledged the difficulty of retaining or disestablishing community boards. Although she valued the work of community board members, she supported disestablishment due to the current system's lack of equitable representation across the city. She believed a better representation system for localism could be developed.

Cr Parkin believed that some parts of the city needed to be better represented while others had effective models in place. He acknowledged the valuable work of existing community boards despite their limited funding. He foreshadowed a motion to create community boards in all city areas if the opportunity arose.

Cr Stallinger explained that he found the decision challenging and expressed support for disestablishing community boards to implement a new city-wide representation system.

Cr Barratt expressed support for disestablishing community boards. She stated that the current model was not equitable across the city.

Cr Dyer recognised the challenging decision and the strong feedback from areas with community boards. He believed that the current system was unfair and foreshadowed a motion to explore alternative representation models using existing community board funding.

Cr Briggs acknowledged the difficult decision at hand. He graduated from the community board system and expressed his belief that the current representation system did not achieve equity and equality. He advocated for a new model and supported disestablishing community boards, emphasising the need for a reset.

Cr Tupou left the meeting at 10.32am and rejoined the meeting at 10.33am.

Cr Mitchell believed the decision was a "lose-lose" situation. He noted that the community board system was not necessarily intended for Lower Hutt, even though three community boards were created. He referenced Local Government New Zealand's Guide to Localism. He highlighted that his research showed that many local communities in Lower Hutt felt excluded from the current representation system. He stated that he would support the status quo if the Eastern Ward had a community board. However, since no communities had

requested a board since 1989, he believed a better representation system could be found and reluctantly did not support the current system.

Mayor Barry stated that he started his journey in local government on a community board and acknowledged their importance in local governance. Although he recognised the efforts of all community board members, he reluctantly supported their disestablishment. He stressed that it was Council's duty to devise a fairer and more suitable representation system for the city.

The motion was declared LOST on the voices.

MOVED: (Mayor Barry/Cr Morgan)

“That Council agrees that there be no community boards in the City and the three existing community boards be disestablished.”

Cr Tupou spoke in for the motion and voiced disappointment about the city losing the existing community boards.

Cr Dyer proposed an amendment to the motion with a new part asking officers to investigate an alternative model for engagement. With the agreement of the majority of members, the motion was accepted as part of the original motion.

Cr Brown expressed disappointment that the current situation was not supported. She called for genuine representation for Wainuiomata and thanked the community boards for their hard work. She also opposed the disestablishment of community boards.

Cr Parkin opposed the disestablishment of community boards and foreshadowed a motion to establish community boards across the city if the vote to disestablish them was not carried.

Cr Stallinger hoped that the dedicated community board members could still be involved.

Mayor Barry stated that finding a way forward would be challenging, but he believed that a better method of engagement with all Lower Hutt communities could be found. He did not believe that the status quo was the solution, and he acknowledged the current distrust in both local and central government nationwide.

The meeting adjourned at 10.51am and resumed at 11.06am.

Mayor Barry read the updated rationale for disestablishing community boards, attached as pages 13-15 to the minutes.

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

**Minute No. C 24401(2)**

*“That Council:*

- (1) notes that on 27 June 2024 Council adopted its initial representation proposal for public consultation (attached as Appendix 1 to the report) based on the recommendations of the independent representation review panel;*
- (2) notes that consultation on the initial representation proposal ran from 1 July to 1 August 2024, with 370 valid submissions received;*
- (3) notes that hearings of submissions were held on 26 August 2024;*
- (4) notes the analysis of submissions attached in Appendix 2 to the report;*
- (5) agrees to extend the Harbour ward to include the area south of Burdan’s Gate to Pencarrow lighthouse, attached as Appendix 3 to the report, for the reason that:*
  - (a) submissions presented a compelling case that the area south of Burdan’s Gate better aligns with the functional dimension of the community of interest in Eastbourne rather than Wainuiomata due to its geographically bound accessibility constraint;*
- (6) agrees to adopt the following as its final representation proposal under sections 19H and 19J of the Local Electoral Act 2001:*
  - (a) Hutt City Council comprise a mayor and 13 councillors;*
  - (b) the councillors be elected under a mixed system of representation, with:*
    - i. five councillors elected at-large across the City;*
    - ii. seven councillors elected from five general wards; and*
    - iii. one councillor elected from one Māori ward;*
  - (c) the five general wards be as follows:*
    - i. Northern General Ward covering Stokes Valley, Taita, Naenae and Avalon, electing two councillors;*
    - ii. Central General Ward covering Boulcott, Epuni, Fairfield, Waterloo, Hutt Central, Alicetown, Melling, Woburn and Waiwhetu, electing two Councillors;*
    - iii. Western General Ward covering Manor Park, Belmont Park, Kelson, Belmont, Tirohanga, Normandale and Maungaraki, electing one councillor;*
    - iv. Harbour General Ward covering Korokoro, Petone, Moera, Gracefield, Eastern Bays and Eastbourne, including the area south of Burdan’s Gate, electing one councillor; and*
    - v. Wainuiomata General Ward electing one councillor;*
  - (d) the Māori ward, covering the area of the City, be called Mana Kairangi ki Tai Māori Ward; and*

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

**Minute No. C 24402(2)**

- (e) *there be no community boards in the City, and the three existing community boards be disestablished;*

The motion was declared CARRIED by division with the voting as follows:

**For**

Mayor Barry  
Cr Briggs  
Cr Dyer  
Cr Mitchell  
Cr Shaw  
Cr Barratt  
Cr Tupou  
Cr Stallinger  
Cr Morgan

Total: 9

**Against**

Deputy Mayor Lewis  
Cr Brown  
Cr Edwards  
Cr Parkin

Total: 4

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

**Minute No. C 24403(2)**

- (7) *agrees that the ground on which the final proposal is not compliant with section 19V(2) of the Local Electoral Act 2001 is that compliance with subsection (2) would result in either dividing Wainuiomata or uniting parts of this community of interest with other areas with few commonalities;*
- (8) *agrees to the proposed "reasons for any rejection of submissions" as outlined in the final representation proposal tabled at the meeting and attached as pages 12-21 to the minutes;*
- (9) *notes that officers will report back to Council on work to improve engagement efforts across Lower Hutt following the disestablishment of community boards. This will consider broad strategies, budget, and a timeline for this work;*
- (10) *notes that if agreed, the final representation proposal will be publicly notified on 11 September 2024; and*
- (11) *notes the appeals process will run from 12 September 2024 to 12 October 2024, with a Local Government Commission hearing date on 26 November 2024, if required."*

Cr Parkin requested that his dissenting vote be recorded against parts (7)-(11) above.

## 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 11.15am.

C Barry  
**MAYOR**

**CONFIRMED as a true and correct record**  
**Dated this 1st day of October 2024**





## Hutt City Council

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### Final proposal for representation arrangements for the 2025 local elections

On 10 September 2024, Hutt City Council considered submissions received on the initial proposal regarding representation arrangements for Council to apply to the local elections to be held on 11 October 2025.

Hutt City Council received 370 valid submissions on its proposal.

- 134 submissions supported and 116 submissions opposed that Hutt City Council comprise a Mayor and 13 Councillors.
- 132 submissions were in favour and 139 submissions opposed that Councillors be elected under a mixed system of representation.
- 139 submissions supported and 131 opposed proposed boundaries for 5 General wards.
- 79 submissions were in favour and 268 opposed that Community Boards be disestablished.

Comments shared in objection to various elements of the proposal are summarised as follows:

- 132 submitters said they wanted to retain the Eastbourne Community Board
- 125 submitters said they wanted to retain Community Boards
- 76 submitters said they didn't support adding a Māori ward
- 61 submitters said that Community Boards should be extended to all wards
- 35 submitters said 13 Councillors and a Mayor are too many
- 26 submitters said they wanted to retain the Wainuiomata Community Board
- 22 submitters said they prefer to retain the status quo
- 21 submitters said they didn't support some wards having two representatives, saying representation is uneven
- 20 submitters said that Wainuiomata was underrepresented

- 16 submitters said they wanted to retain the Petone Community Board
- 11 submitters said they preferred ward Councillors only
- 10 submitters said they preferred At-Large Councillors only
- 10 submitters said that the Harbour Ward should have 2 Councillors
- 8 submitters said they didn't want to lose the Eastern Ward
- 7 submitters said 13 Councillors and a Mayor were not enough people to do a big job
- 6 submitters suggested a combined Harbour Ward Community Board
- 4 submitters said there should be more than one Māori Ward
- 1 submitter suggested a part-time Wainuiomata Ward Councillor to support the bigger population
- 1 submitter said that Community Boards should be given more powers
- 1 submitter said there are too many wards
- 1 submitter said Council should be looking at amalgamation with Wellington City Council and Porirua City Council to create a super city.

## Final proposal

Having considered all submissions, Council resolved to adopt its initial proposal as Council's final proposal, subject to the following amendment:

- extending the Harbour Ward to include the area south of Burdan's Gate to Pencarrow lighthouse.

Council considered these changes appropriate for the following reasons:

Extending the Harbour Ward boundary

- submissions presented a compelling case that the area south of Burdan's Gate better aligns with the functional dimension of the community of interest in Eastbourne rather than Wainuiomata due to its geographically bound accessibility constraint.

Council rejected other matters raised for the following reasons:

Submission Theme	Number of comments	Proposed response
Council should retain Eastbourne Community Board	132	Council considers the final proposal provides for more fair and effective representation than having some wards with Community Boards.
Council should retain Community Boards	125	Council considers the final proposal provides for more fair and effective representation than having some wards with Community Boards.
Council should not add a Māori Ward	76	This decision sits outside the scope of the representation review.
Council should extend Community Boards to all Wards	61	Council concluded that there was not enough evidence in the submissions to support establishing Community Boards across the city. The elected member arrangements outlined in the final proposal provide for fair and effective representation across these areas.
Council should have fewer Councillors	35	Council agreed with the Panel's conclusion in section 8a of its report that having 13 Councillors (5 elected at large (i.e. city wide), 7

		elected to general wards, and 1 Māori ward) strikes the right balance for fair and effective representation.
Council should retain Wainuiomata Community Board	26	Council considers the final proposal provides for more fair and effective representation than having some Wards with Community Boards.
Council should maintain the status quo	22	Council considers the final proposal provides for more fair and effective representation than current representation arrangements.
Representation should be one ward councillor per General Ward only	21	Under section 19V of the Local Electoral Act 2001, Councillors must each represent approximately the same number of people (within a margin of +/-10%). Because two wards are significantly larger, they need to have two councillors to meet this requirement.
Council should add another Councillor to the Wainuiomata General Ward	20	Under section 19V of the Local Electoral Act 2001, Councillors must each represent approximately the same number of people (within a margin of +/-10%). Adding another Wainuiomata General Ward Councillor would not meet this requirement as it

		would result in over representation.
Council should retain Petone Community Board	16	Council considers the final proposal provides for more fair and effective representation than having some Wards with Community Boards.
Council should be made up of ward councillors only	11	A mixed system of representation (Ward and At-Large Councillors) provides for more fair and effective representation of the communities of interest in the city.
Council should be made up of At-Large Councillors only	10	A mixed system of representation (Ward and At-Large Councillors) provides for more fair and effective representation of the communities of interest in the city.
Council should add another Councillor to the Harbour General Ward	10	Under section 19V of the Local Electoral Act 2001, Councillors must each represent approximately the same number of people (within a margin of +/-10%). Adding another Harbour General Ward Councillor would not meet this requirement as it would result in over representation.



Council should retain the Eastern Ward	8	Council agreed with the Panel's conclusion that an expanded Northern Ward and Central Ward better reflects the interconnection of communities of interest across a wider northern area of the city than is evident in the current Eastern Ward.
Council should have a greater number of councillors	7	Council agreed with the Panel's conclusion in section 8a of its report that having 13 Councillors (5 elected at large, 7 elected to general wards, and 1 Māori ward) strikes the right balance for fair and effective representation.
Council should create a combined Harbour Ward Community Board	6	Council considers the final proposal provides for more fair and effective representation than having a large Community Board in the Harbour Ward. In addition, the +/-10% rule would add a significant number of representatives in the Petone subdivision of the Community Board over Eastbourne representatives.
Council should establish more than one Māori ward	4	The number of Māori ward Councillors that Hutt City can have is set by a formula in the Local Electoral Act 2001. With 13 Councillors,

		Hutt City cannot have more than one Māori ward Councillor.
Council should create a part-time Wainuiomata Councillor	1	The Local Electoral Act 2001 does not allow for the establishment of a 'part-time' Councillor.
Council should give Community Boards more powers	1	Decision-making powers for Community Boards are out of the scope of the final proposal.
Council should reduce the number of wards	1	The final proposal provides for a more fair and effective representation of our geographical communities of interest than reducing the number of wards.
Council should be considering amalgamation	1	Amalgamation is not in the scope of the representation review.

Therefore, the final proposal is as follows.

## Council representation

Hutt City Council is made up of a Mayor and 13 Councillors elected under a mixed system of representation, with:

- 7 Councillors elected from 5 General Wards
- 5 Councillors elected at-large from across the city
- 1 Councillor elected from Mana Kairangi ki Tai Māori Ward

The 5 General wards reflect the following identified communities of interest:

WARD	COMMUNITIES
Northern General Ward	Stokes Valley, Taitā, Naenae, Avalon
Central General Ward	Boulcott, Epuni, Fairfield, Waterloo, Hutt Central, Alicetown, Melling, Woburn, Waiwhetu
Western General Ward	Manor Park, Belmont Park, Kelson, Belmont, Tirohanga, Normandale, Maungaraki
Harbour General Ward	Korokoro, Petone, Moerā, Gracefield, Eastern Bays, Eastbourne, including the area south of Burdan's Gate
Wainuiomata General Ward	Arakura, Glendale, Homedale, Pencarrow, Wainuiomata

The population that Councillors will represent is as follows:

WARD	POPULATION	COUNCILLOR/S	POPULATION PER COUNCILLOR
Northern General Ward	27,500	2	13,750
Central General Ward	27,500	2	13,750
Western General Ward	13,950	1	13,950
Harbour General Ward	15,700	1	15,700
Wainuiomata General Ward	16,600	1	16,600

In accordance with section 19V(2) of the Local Electoral Act 2001, the population that each Councillor represents must be within the range of 14,750  $\pm$  10% (13,275

to 16,225), unless particular community of interest considerations justify otherwise.

Wainuiomata General Ward falls outside the stipulated range (16,600 or 12.54%). Council considers that it is necessary to avoid dividing the Wainuiomata General Ward for the following reason:

- to avoid separating communities of interest or uniting within one ward communities of interest with few commonalities.

## Community board representation

There be no community boards in Lower Hutt and the three existing community boards be disestablished.

## Appeals and objections

In accordance with Section 19O of the Local Electoral Act 2001, anyone who made a submission to Council's initial proposal may lodge an appeal against Council's final decision. An appeal must relate to matters raised in their initial submission.

In accordance with Section 19P of the Local Electoral Act 2001, anyone who objects to the amended final proposal may lodge an objection. The objection must clearly identify the matters being objected to, in the final proposal.

Appeals and objections must be:

- made in writing,
- received no later than 5pm 12 October 2024,
- be sent to either:

Email: [haveyoursay@huttcity.govt.nz](mailto:haveyoursay@huttcity.govt.nz), or

Post/physical address: Hutt City Council Administration Building, 30 Laings Road, Lower Hutt, 5040

## Further information

Visit our website:

- [Hutt.city/Repreview](https://hutt.city/Repreview)

Direct enquiries regarding Council's decision can be made in the following ways:

- Ph: 04 570 6666 | 0800 488 824

- Email: [Haveyoursay@huttcity.govt.nz](mailto:Haveyoursay@huttcity.govt.nz)

Johanna Miller  
Chief Executive  
11 September 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 8 August 2024 commencing at 2:00 pm**

**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  
 T Johnston, Head of Planning  
 N Geard, Policy Planning Manager  
 S Davis, Senior Policy Planner  
 P McDonald, Senior Policy Planner  
 L Chi, Principal, Quality Assurance (part meeting)  
 J Randall, Democracy Advisor  
 H Clegg, Minute Taker

**PUBLIC BUSINESS**

**1. OPENING FORMALITIES - KARAKIA TŪTURU: TĒNEI AU**

Tēnei au  
 Tēnei au te hōkai nei o taku tapuwae Ko  
 te hōkai nuku ko te hōkai rangi Ko te  
 hōkai a tō tupuna a Tāne-nui-a- rangi  
 Ka pikitia ai ki ngā rangi tūhāhā ki te  
 Tihi-o-Manono  
 Ka rokohina atu rā ko Io-Matua-Kore anake  
 Ka tikina mai ngā kete o te wānanga Ko  
 te kete-tuauri  
 Ko te kete-tuatea Ko te  
 kete-aronui  
 Ka tiritiria ka poupoua  
 Ka puta mai iho ko te ira tāngata Ki te  
 wheiao ki te ao mārama  
 Tihei-mauri ora!

This  
 This is the journey of sacred footsteps  
 Journeyed about the earth journeyed about the  
 heavens  
 The journey of the ancestral god Tānenuiarangi  
 Who ascended into the heavens to Te Tihi-o-  
 Manono  
 Where he found Io, the parentless source  
 From there he retrieved the baskets of knowledge  
 Te kete-tuauri  
 Te kete-tuatea  
 Te kete-aronui  
 These were distributed and implanted about the  
 earth  
 From which came human life  
 Growing from dim light to full light  
 There was life.

**2. APOLOGIES**

There were no apologies.

### 3. PUBLIC COMMENT

There was no public comment.

### 4. CONFLICT OF INTEREST DECLARATIONS

Deputy Mayor Lewis declared a conflict of interest in Item 7: Update on the Historic Heritage Chapter for the District Plan Review and took no part in discussion or voting on the matter.

### 5. SUBMISSION ON MAKING IT EASIER TO BUILD GRANNY FLATS DISCUSSION DOCUMENT

Report No. DPRC2024/4/189 by the Head of Planning

In response to questions from members, The Principal, Quality Assurance, advised that the risk of building a granny flat without building consent lay with the building owner. She further advised that if Council had been aware of a building where an issue subsequently became evident, Council could be liable. The Head of Planning highlighted that the submission requested clarity on this issue.

In response to questions from members, the Head of Planning advised residential buildings were required to be connected to Council services. He explained that if alternative water, power or toilet services were proposed, a resource consent would be required to assess their suitability.

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

**Minute No. DPRC 24401**

*"That the Committee approves the submission as set out in the officer's report on behalf of Hutt City Council, noting that the key submission points are summarised as follows:*

*The intentions of the policy to provide for smaller homes and increase affordable housing choices are supported in principle. However:*

- a. The health and safety of building occupants and their neighbours cannot be compromised.*
- b. Councils such as Hutt City Council that have given effect to the requirements of the National Policy Statement on Urban Development (NPS-UD) and already permit minor residential units should be excluded from any national direction that is specific to this issue.*
- c. The policy should only apply to residential and rural zones. Applying the policy to other zones could conflict with other land use priorities and result in an under-utilization of land contrary to the NPS-UD.*
- d. All district-wide matters should apply to minor residential units, such as hazards, historical and cultural values, earthworks etc.*
- e. A National Policy Statement is preferred to a National Environment Standard (NES) as it provides for a more comprehensive and coherent approach to enabling and managing minor residential units.*
- f. If an NPS is used it must enable changes to be made to district plans without needing a RMA Schedule 1 process.*
- g. There needs to be an additional standard, or an equivalent mechanism in place, that requires a check on the infrastructure capacity to serve the new development.*
- h. The final approach that government determines must include clear compliance responsibilities*

- and powers.*
- i. *Granny flats must contribute to the cost of infrastructure and there must be a clear mechanism for councils to collect development contributions for granny flats / minor residential units."*

**6. UPDATE ON LARGE LOT RESIDENTIAL ZONE FOR THE PROPOSED DISTRICT PLAN**

Report No. DPRC2024/4/186 by the Principal Policy Planner

The Policy Planning Manager elaborated on the report.

In response to questions from members, the Policy Planning Manager confirmed that the relevant submitters to the Draft District Plan had not been recontacted regarding the Slope Stability Overlay proposal. He advised zone changes following submissions had not been finalised.

In response to questions from members, the Policy Planning Manager and the Head of Planning agreed to create a communications plan for property owners where zoning provisions had changed due to the introduction of a Slope Stability Overlay or other material changes, as well as for those who had previously submitted on the Large Lot Residential Zone.

In response to a question from a member, the Policy Planning Manager confirmed it would be possible for Council's ePlan to identify the relevant Operative and Proposed District Plan requirements for properties. He noted there was potential for the two sets of requirements to be confusing.

Cr Mitchell said Council's online e-Plan viewer was a useful tool for residents to identify natural hazards for individual properties. He asked that information about the tool be included in the officers' communications plan.

Cr Dyer suggested that Council's e-Plan could be a newsworthy item on its own to communicate to residents.

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

**Minute No. DPRC 24402**

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

**7. UPDATE ON THE HISTORIC HERITAGE CHAPTER FOR THE DISTRICT PLAN REVIEW**

Report No. DPRC2024/4/197 by the Policy Planning Manager

Deputy Mayor Lewis declared a conflict of interest and took no part in discussion or voting on the matter.

Andrew Banks, Senior Planner, Boffa Miskell was in attendance for the item.

The Policy Planning Manager advised pages 28-33 contained in the agenda were an earlier draft of the report and could be discarded. He explained that the actual Appendix to the report was pages 34-35 contained in the agenda: *Criteria for identifying places, sites, and areas with significant historic heritage values.*

In response to questions from members, Andrew Banks advised that all councils were guided by the Regional Policy Statement which tended to unify their approaches to heritage chapters under the Resource Management Act. He clarified that a District Plan could not include a rule stating all buildings must be maintained. Nor could it distinguish between demolition by neglect and demolition due to a natural disaster. He suggested that councils could reduce the risk of demolition by neglect by making it easier for building owners to make changes that would make the building's use more sustainable, such as double glazing or solar panels.

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

**Minute No. DPRC 24403**

*"That the Committee:*

*(1) receives and notes the report; and*

*(2) directs officers to complete the Historic Heritage chapters for the proposed District Plan."*

**8. UPDATE ON OVERLAYS IN TRANSPORT CHAPTER OF DISTRICT PLAN**

Report No. DPRC2024/4/188 by the Intermediate Resource Consents Planner

The Senior Policy Planner advised of an update to paragraph 20 in the report. He said Natusch, Liverton, Westhill, Waitohu and Mackenzie Roads were all included in the Highly Constrained Roads Overlay. He explained that the Specified High Trip Generator Exemption Overlay (Overlay) would support higher density around rail stations and some larger local centres. He highlighted that the extent of the Overlay was still being finalised.

In response to questions from members, the Senior Policy Planner clarified that the Overlay provided exemptions to thresholds. He said the large scale residential development threshold to trigger a High Trip Generator Assessment had been lowered from 60 to 20 residential units. He said if large scale residential developments were located within a proposed Overlay area, and provided fewer than 10 on-site carparks, no

traffic assessment would be necessary for the resource consents. He confirmed that large scale residential developments outside of the proposed Overlay areas would require a traffic assessment. He advised the District Plan could not specify that on-site carparking be provided.

In response to questions from members, the Policy Planning Manager advised the proposed Overlay was not designed to address the need for alternative on-street parking solutions for large scale residential developments that had little or no on-site carparking. He added the proposed Overlay areas were designed to encourage residential development in preferred areas close to train stations, and the use of alternative modes of transport, including active transport.

The Head of Planning advised that a briefing would be scheduled for members, where more maps and details would be provided. He confirmed that all large scale residential developments would be required to pay Development Contributions, and a portion of these contributions would go towards road improvements.

Cr Edwards expressed concern that solutions to parking issues lay outside the District Plan. He emphasised the importance of the public understanding that on-street parking was not a right for those living in large scale residential developments without on-site carparking.

Cr Mitchell expressed concern that street parking congestion could be an unintended consequence of the incentives provided for large scale residential developments with fewer than 10 on-site carparks.

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

**Minute No. DPRC 24404**

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

## 9. **INFORMATION ITEM**

### a) **District Plan Review Committee Forward Programme 2024**

Memorandum dated 24 July 2024 by the Democracy Advisor

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

**Minute No. DPRC 24405**

*"That the Committee receives and notes the Forward Programme for the District Plan Review Committee for the remainder of 2024."*

## 10. **QUESTIONS**

There were no questions.



# 11. 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 2.47 pm.

Cr B Dyer  
CHAIR

**CONFIRMED as a true and correct record**  
**Dated this 1st day of October 2024**

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  
**Monday 26 August 2024 commencing at 9:00 am**

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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 (via audio-visual link)	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou (via audio-visual link)	

**APOLOGIES:**

There were no apologies.

**IN ATTENDANCE:**

J Miller, Chief Executive  
A Blackshaw, Director Neighbourhoods and Communities  
J Griffiths, Director Strategy and Engagement  
J Kingsbury, Director, Economy and Development (part meeting)  
B Hodgins, Acting Director Environment and Sustainability  
J Livschitz, Group Chief Financial Officer  
D Nunnian, Manager Financial Strategy and Planning  
C Parish, Head of Mayor's Office (part meeting)  
R Hardie, Head of Strategy and Policy  
A Andrews, Finance Transaction Services Manager  
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  
 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. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI  
 COUNCIL - 6 September 2024**

a) Draft Annual Plan 2025-26 initial direction setting

Speaking under public comment, **Nik Zangouropoulos, Chair of Jackson Street Programme (JSP)**, spoke to the history and establishment of the JSP. He believed Petone was again facing threats with rates, insurance and interest rate rises, the lowering of discretionary spending, and the introduction of paid parking. He added that JSP wished to work collaboratively with Council to navigate the economic downturn.

Speaking under public comment, **Robbie Schneider, a Board Member of JSP**, spoke to the importance of JSP for all of Lower Hutt. He said the JSP had become a conduit and trusted advisor for the businesses in Petone. He added that JSP was involved in grassroots activities for the area and managed the history of the Petone region. He thanked Council for its support to date.

Speaking under public comment, **Hellen Swales, Co-ordinator of the Jackson Street Programme**, discussed JSP's five pou. She said Petone had become a heritage destination and shared that the vacancy rates in the Jackson Street shopping precinct were very low. She highlighted that JSP regularly organised meetings with its members to discuss issues and provide advice. She advised that JSP had established strong partnerships and relationships with Council and had acted as a liaison and advocate for its members. She acknowledged the rates increase for new businesses within the expanded footprint area, stating that she believed the added value would be worth it.

In response to questions from members, Hellen Swales advised that at least 50% of the businesses in the proposed extended footprint area had been approached. She said that a formal survey would be undertaken if Council agreed in principle to the proposal.

In response to questions about where the additional revenue would be spent, Hellen Swales mentioned that JSP needed help to pay a living wage. She highlighted that if they received additional revenue, they would rectify that. She noted that they would reinstate a Barrowman to keep the streets clean, increase promotional and heritage-related staff working hours, tell more Petone stories, and undertake more innovative projects. She emphasised that JSP was an essential operation, not just a 'nice to have'.

The Group Chief Financial Officer elaborated on the report and shared a presentation that can be viewed here: [Annual Plan 2025-2026 presentation](#).

In response to questions from members, the Chief Executive advised that the wage and salary figures included in the Annual Plan were accurate. She said officers would continue to monitor and report back to Council if any changes were required.

In response to questions from members regarding the water services transition budget, the Group Chief Financial Officer advised that the modelling undertaken had used the most up-to-date data and figures. She said the dollar rate of any proposed rates increases should be referred to rather than the

percentage amount. She confirmed that in the Long Term Plan's later years, the rates increased from water-related items to other items, including other infrastructure requirements. She added that clear transparency was required to ensure the public understood the issues well. She noted it needed to be clarified how the new water entity would be financially viable without government assistance.

In response to questions from members, the Strategic Advisor advised there was one outstanding application for the voluntary targeted rate for waterwater and stormwater repairs on private properties. He confirmed the rate would be offered as a last resort after other avenues to fund private maintenance issues had been exhausted. He said it operated at a targeted rate on a specific property until the debt was repaid.

### **PRECEDENCE OF BUSINESS**

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

**Minute No. LTPAP 24401**

*"In accordance with Standing Order 10.4, that items 5b) 'Jackson Street Three Waters Renewals', 5c) 'Three Waters Capital Carry-Overs' and 5d) 'Micromobility Programme' be accorded precedence."*

The items are recorded in the order that they appear on the agenda.



Members discussed the recommendations contained in the officer's report.

Voluntary targeted rate for wastewater and stormwater repairs on private properties

Cr Dyer expressed support for the recommendation. He noted that the voluntary targeted rate would be offered as a last resort. He said it may enable long and complicated projects to be completed more efficiently.

Cr Stallinger supported Cr Dyer's comments.

Potential rating policy changes for Jackson Street targeted rates

The Chair acknowledged that the economic climate had changed since last year when the matter was initially discussed.

Cr Stallinger asked officers for information on whether the affected businesses in the proposed extended area had agreed to the targeted rate before making a decision.

Cr Edwards supported Cr Stallinger's comment, saying that an independent survey should be conducted provided the cost was not too high.

The Chair advised that if a survey was undertaken, only affected businesses would be surveyed and asked if they were prepared to accept an increase in rates of  $x$  amount.

In response to questions from members, the Group Chief Financial Officer stated that officers needed time to evaluate the impact on the identified businesses. She mentioned that extending the existing footprint would lower businesses' costs. The Director of Strategy and Engagement emphasised that a direct engagement project would require officer time. He noted that the project was not currently included in the work programme and stressed the need for a comprehensive scope.

In response to a question from a member, the Chief Executive clarified that the JSP was not a contractor or a Council Controlled Organisation and did not have a historical funding agreement with Council.

Cr Briggs expressed concern that the community had yet to be asked if they support an enlarged footprint for the JSP. He noted that the number of voluntary memberships had not increased. He believed that the scope of the JSP had changed over time and that returning to its original core business would reduce its costs.

Cr Dyer believed that a living wage should be paid to all JSP staff

Deputy Mayor Lewis raised concern about expanding JSP's footprint, noting the significant increase in budget from \$58,000 to \$300,000 and a shift from its original core focus.

Members agreed that officers should report to the Subcommittee regarding the cost of conducting an independent survey, including the time spent by officers.

Cr Brown left the meeting at 10.28am.

The Chief Executive emphasised that a significant period of decision making had just concluded with the Long Term Plan and that officers continued scrutinising every dollar spent.

Cr Brown rejoined the meeting at 10.30am.

Deputy Mayor Lewis left the meeting at 10.31am.

Cr Dyer expressed concern that the timeline for achieving a balanced budget was continuously extended. He pointed out that the water reforms could support this financially.

The Chair requested information from officers regarding unfunded mandates. The Chief Executive agreed to provide a report on these matters and added that the region did not support some of them.

Deputy Mayor Lewis rejoined the meeting at 10.34am.

The meeting adjourned at 10.35am and resumed at 10.41am.

**RECOMMENDED:** (Mayor Barry/Cr Edwards) **Minute No. LTPAP 24402**

*"That the Subcommittee recommends that Council:*

- (1) notes that there is a range of challenges and opportunities that were considered as part of the Long Term Plan 2024-2034 (LTP) process and that these remain relevant in the preparation of the Draft Annual Plan 2025-26, as detailed in section A of Report No. LTPAP2024/4/231;*
- (2) agrees to the high-level plan and approach to the Draft Annual Plan 2025-26 as outlined in table 1 in Report No. LTPAP2024/4/231;*
- (3) notes that there may be inflationary cost pressures impacting on Council operations and capital investment programme and that officers will undertake work on potential offsetting mechanisms for Council consideration, such as non-rates funding sources, savings, rephasing and reprioritisation of work programmes;*
- (4) notes that the risks relating to a downgrade of Council's Standard and Poors Credit Rating have been highlighted throughout the Annual Plan 2023-24 and the LTP process and that a downgrade would result in higher borrowing costs as outlined in Report No. LTPAP2024/4/231 in paragraphs 16 and 17;*
- (5) notes that the water reform financial modelling was completed to provide early indicative impacts for the Council, as detailed in Appendix 1, which is attached to Report No. LTPAP2024/4/231;*
- (6) notes the potential increase in depreciation costs based on the revaluation of three waters assets as part of the Annual Report 2023-2024 as outlined in section B in the report and that further analysis and officer advice will be presented to the Subcommittee on 25 November 2024;*
- (7) notes the key assumptions detailed in sections C, D, E and F in the report, together with Appendix 2 attached to Report No. LTPAP2024/4/231;*
- (8) agrees with the proposed approach to the inflation assumptions as outlined in paragraphs 29 to 31 and table 2 of Report No. LTPAP2024/4/231;*
- (9) agrees with the proposed approach to the interest cost assumption outlined in paragraphs 33, 34 and table 3 of Report No. LTPAP2024/4/231;*
- (10) notes that the proposed approach to the staff salary increase assumption remains unchanged from the LTP as outlined in paragraphs 35 and table 4 of Report No. LTPAP2024/4/231;*
- (11) notes the rates increases adopted through the Long Term Plan 2024-2034 as outlined in Table 6 in Report No. LTPAP2024/4/231;*
- (12) notes that further officer advice will be considered by the Subcommittee on the long term Financial Strategy considerations on 25 November 2024, including the approach to the balanced operating budget and setting a budget that is financially prudent as required by legislation;*

- (13) supports in principle and directs officers to provide further advice on the potential inclusion of a voluntary targeted rate for wastewater and stormwater repairs on private properties for the Draft Annual Plan 2025-26 as outlined in section G of Report No. LTPAP2024/4/231;*
- (14) agrees to only consider an extension of the Jackson Street Programme footprint and not an increase in the targeted rate generally. Before advancing this any further, directs officers to undertake light consultation with ratepayers who would be affected by the extension of the footprint and report back to Council on that engagement for further direction;*
- (15) notes that light community engagement is proposed for the Draft Annual Plan 2025-26; and*
- (16) notes the direction and guidance provided to officers in the preparation of the Draft Annual Plan 2025-26."*

b) Jackson Street Three Waters Renewals

The Strategic Advisor elaborated on the report. He advised that the cost of the Western Hills Wastewater Main project was still unknown. He said an update would be provided at the next Subcommittee meeting in November 2024.

In response to questions from members, the Strategic Advisor advised that the Western Hills project was located under the road at Melling Interchange and extended for 400-500m north under State Highway 2.

In response to questions from members, the Group Chief Financial Officer advised that borrowing more to fund the Western Hills project would lead to a higher rates increase. She said the funding announced was intended for growth projects and may not apply to aged infrastructure projects.

The Chair expressed support for recommendation 4b). He said this would allow the evaluation of all options, with more information reported back to Council. He noted that further information would be available over the next 12 months.

Cr Stallinger expressed support for recommendation 4b), stating that it provided officers with a wide range of options.

Cr Edwards expressed concern that the urgency of the work versus the urgency of works in the future was still being determined. He expressed support for bringing forward budgets.

Cr Dyer expressed support for recommendation 4b), stating that Council would consider further information in due course.

**RECOMMENDED:** (Mayor Barry/Cr Stallinger) **Minute No. LTPAP 24403**

*"That the Subcommittee recommends that Council:*

- (1) notes the Council resolution of 25 July 2024 that the renewal of three waters infrastructure within a 560-metre stretch of Jackson Street, Petone, be undertaken simultaneously;*
- (2) notes that, apart from a \$3.5M stormwater carry-over from 2023-24 to 2024-25, the cost of these works, estimated to be \$24.35M over a three year period, has not been included as a specific renewal project within the 2024-2034 Long Term Plan;*
- (3) notes the options identified in this report to fund this renewal project;*
- (4) direct officers to provide further advice to the next meeting of the subcommittee on projects, other than within the three waters activity, that might be deferred to offset the cost of this work; and*
- (5) notes the overall financial impact of the bring forward of budget option for three water renewals will result in additional interest cost for debt funding, with a rates impact of approximately 0.7% in 2026-27."*

## c) Three Waters Capital Carry-Overs

**RECOMMENDED:** (Mayor Barry/Cr Dyer) **Minute No. LTPAP 24404**

*"That the Subcommittee recommends that Council:*

- (1) notes that for the 2023/24 financial year, the three waters CAPEX budget was underspent by \$10.4M;*
- (2) notes that the main items contributing to this variance were:*
  - (a) Jackson Street Stormwater Renewal due to deferral while investigations were carried out into widening the scope of the project;*
  - (b) Naenae stormwater investigations that were not completed;*
  - (c) Pressure Management works as approved by Council in February 2024, which took longer to commence than planned;*
  - (d) Howard Road watermain renewal due to delays with the programme;*
  - (e) Eastern Hills Reservoir required to obtain resource consents from both Hutt City Council and Greater Wellington Regional Council; and*
  - (f) Wastewater works, which include trunk main outfall overflow consent investigations, Petone Collecting sewer and trunk main renewal (Totara Park) and*
- (3) agrees to carry-over to the 2024/25 financial year a sum of \$5.9M and to the 2025/26 financial year \$4.5M in respect of these underspent budgets."*



d) Micromobility Programme

The Director of Economy and Development elaborated on the report.

In response to questions from members, the Director of Economy and Development advised that officers were seeking approval to use the non-subsidised Council budget to construct the Avalon and Taitā projects. He acknowledged that while these projects may not be top priorities, they were the only ones that could be completed within the limited budget. He agreed to provide a report detailing the amount of money already spent on the consultation and design stages of the two projects, along with a breakdown of the additional \$400,000 requested. He stated that the final public consultation for the projects would include information about the construction stage.

Cr Mitchell expressed concern that the separate projects were being constructed using a piecemeal approach. He believed that the main connections were not being given focus.

Cr Shaw expressed support for the recommendations, stating the two projects would benefit tamariki school journeys.

Cr Briggs acknowledged Cr Mitchell's concern. He said that with the limited budget, the two proposed projects should proceed as they provided access to main routes to a portion of the city's population.

Cr Dyer expressed support for the recommendations, stating that completing the two projects would be a step forward in achieving the overall goal of micromobility in the city. He also mentioned that preliminary work for the two projects had already been completed.

The Chair expressed support for the recommendations. He said the two projects represented the best way forward under the current government's direction towards micromobility. He noted that costs had already been incurred for the two projects.

**RECOMMENDATION:** (Cr Stallinger/Cr Shaw) **Minute No. LTPAP 24405**

*"That the Subcommittee recommends that Council:*

- (1) receives and notes the report;*
- (2) notes the June 2024 report LTPAP2024/3/140 Micromobility Options 2024/25 onwards was considered by the Long Term Plan/Annual Plan Subcommittee; and*
- (3) approves a \$7.28M unsubsidised budget available over the 2024-2027 Long Term Plan period to fund Micromobility projects."*

e) Proposed budget changes for 2024-25 and later years

The Manager Financial Strategy and Planning elaborated on the report.

In response to questions from members, the Director Economy and Development advised that several options for the Cuba Street Overbridge had been assessed. He said that despite the future Cross Valley Connections Project, it was vital that the bridge be retained and its seismic safety ensured. He confirmed that the bridge would require piling and strengthening works.

In response to a question from a member regarding the proposed Capex carryover for Corporate Services, the Chief Executive advised that this was related to previously scheduled work, which included seismic strengthening of some buildings.

In response to a question from a member about the liability period for defects in the Eastern Hutt Road project, the Director of Economy and Development explained that it is standard practice to withhold full payment for a project. He said this was done in case the contractor needed additional remedial work within a specific timeframe.

In response to a question from a member about the state of the wastewater pipe at Taitā Rock, the Strategic Advisor advised that the pipe was not included in the current budget. He agreed to provide further information to the next Hutt Valley Services Committee.

<p><b>RECOMMENDED:</b> (Mayor Barry/Cr Parkin) <b>Minute No. LTPAP 24406</b></p> <p><i>“That the Subcommittee recommends that Council:</i></p> <p>(1) <i>notes the 2023-24 year-end budget changes to projects as outlined in Report No. LTPAP2024/4/236;</i></p> <p>(2) <i>agrees to amend the operating and capital budgets for 2024-25 and later years as detailed in this report due to the budget changes identified, refer to Tables 1 and 2 contained in Report No. LTPAP2024/4/236 and Appendix 1 attached to Report No. LTPAP2024/4/236; and</i></p> <p>(3) <i>agrees to the operating and capital budget changes for 2024-25 and future years as detailed in Table 3 of this report to be included in the Revised budget 2024-2025 and the Draft Annual Plan 2025-2026.”</i></p>
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## 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	<i>Oh Rongo, raise these words up high</i>
te ara takatū	<i>so that we be cleansed and be free,</i>
Koia rā e Rongo whakairihia ake	<i>Yes indeed, we are free!</i>
ki 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 10.50 am.

C Barry  
**MAYOR**

**CONFIRMED as a true and correct record**  
**Dated this 1st day of October 2024**

**HUTT CITY COUNCIL**  
**KOMITI ITI AHUMONI I TŪRARU | AUDIT AND RISK SUBCOMMITTEE**

Minutes of a meeting held via Zoom on  
**Tuesday 27 August 2024 commencing at 2:00 pm**

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**PRESENT:** h                      S Tindal (Independent                      Mayor C Barry (Deputy Chair)  
    Chair)    (until 2.37pm)  
    Cr S Edwards                                      Cr J Briggs  
    Cr K Morgan                                      Cr T Stallinger

**APOLOGIES:**                      There were no apologies.

**IN ATTENDANCE:**  
 (via audio-visual link): J Miller, Chief Executive  
    A Blackshaw, Director Neighbourhoods and Communities  
    J Griffiths, Director Strategy and Engagement  
    J Kingsbury, Director Economy and Development  
    J Livschitz, Group Chief Financial Officer  
    L Allott, Chief Digital Officer  
    B Hodgins, Strategic Advisor  
    N Reddy, Risk and Assurance Manager  
    G Usoalii-Phillips, Treasury Officer  
    M Connew-Simmons, Programme Manager  
    D Newth, Financial Accounting Manager  
    A Quinn, Project Manager  
    J Kilty, 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**

Cr Morgan confirmed that she had received reimbursement for personal training outlined in item 12: Sensitive Expenditure Disclosures.

The Chair provided an update on changes to her chairmanship at QuotableValue Limited.

5. **HUTT CITY COUNCIL GROUP ANNUAL REPORT 2023/24 AND UPDATE ON EXTERNAL AUDIT PROCESSES**

Report No. ARSC2024/4/208 by the Manager Financial Strategy and Planning

The Group Chief Financial Officer elaborated on the report.

The Chief Digital Officer advised that specific online security applications within the organisation needed a more thorough examination of user access rights. He emphasised the need for an annual review to ensure that a second review took place beyond the usual ad hoc reviews.

In response to questions from members, the Group Chief Financial Officer highlighted improvements in the system for customer complaints, each recorded separately. However, she emphasised that work was still needed and further efforts were needed. She mentioned that the GoDigital programme included Dynamics 365, which would address the issues related to customer complaints.

The Director of Strategy and Engagement noted that better management of complaints and requests for service through Dynamics 365 would improve customer relationship tools, allowing for greater accuracy and faster responses.

**RESOLVED:** (S Tindal/Cr Briggs)

**Minute No. ARSC 24401**

*"That the Subcommittee:*

- (1) receives and notes the update on the preparation of the Group Annual Report 2023/24;*
- (2) notes that the interim audit was completed successfully and that the interim management report issued by Audit NZ is included in the report as Appendix 1;*
- (3) notes that the final audited Group Annual Report 2023/24 is expected to be available for Council adoption on 29 October 2024;*
- (4) notes that the statutory deadline for the adoption of the Group Annual Report 2023/24 is 31 October 2024;*
- (5) notes that officers plan to present the draft unaudited Group Annual Report 2023/24 to the Audit and Risk Subcommittee on 24 September 2024;*
- (6) notes the risks highlighted about the asset revaluation for the three water assets, refer to paragraph 19 in the report; and*
- (7) receives and notes the Audit New Zealand final management report on the Long Term Plan 2024-2034, refer to Section F of the report and Appendix 2 attached to the report."*



## 6. THREE WATERS MATTERS

Report No. ARSC2024/4/209 by the Strategic Advisor

The Strategic Advisor elaborated on the report. He stated that the number of active water leaks had decreased to 231. He also noted that the WWL Board was preparing an implementation plan to present at the next Wellington Water Committee meeting. Additionally, he said WWL had been using a 6% overhead allocation for CAPEX when it should have been 10% due to the expansion of capital works.

The Chief Executive emphasised the importance of WWL's governance in holding their executive leadership team accountable and reporting to Council through the Wellington Water Committee.

The Chair highlighted the scrutiny of governance structures and the frequent discussions between herself and Council's Chief Executive to ensure proper coverage.

Mayor Barry stated that the overhead allocation error was unacceptable. He mentioned that further understanding would come from recommendations of the Wellington Water Committee following the Independent Review and the resulting actions to be implemented.

Cr Stallinger expressed surprise at the increase from 6% to 10% in overhead allocation. He said it represented a diseconomy of scale and asked for further advice from officers.

The Strategic Advisor agreed to communicate with WWL and report to the Subcommittee.

**RESOLVED:** (S Tindal/Cr Edwards)

**Minute No. ARSC 24405**

*"That the Subcommittee:*

- (1) notes the report and recommendations of the Wellington Water Limited (WWL) Board's independent review of its systems and processes, following the omission of corporate overheads in its advice on the Draft Long Term Plan capital works programme;*
- (2) notes that the WWL Board is developing an implementation plan to put into effect the recommendations of the report, which will be reported to the Water Committee at its meeting on 27 September 2024;*
- (3) notes that this matter has been added to Council's issues register intending to monitor actions arising from the report's recommendations;*
- (4) notes progress on the new regional model for delivering three waters and the risks associated with this process;*
- (5) notes that investigations into the upgrade/renewal of the main Hutt Valley Wastewater pipe under SH2 are progressing with two options short-listed for further development and consideration;*
- (6) notes that an abatement notice has been issued by Greater Wellington Regional Council, requiring odour treatment upgrade work to be completed by 1 November 2024, along with accompanying reports on the work and its effectiveness;*
- (7) notes that progress on eliminating the backlog of leaks remains on track and that officers are*

*working with WWL to understand resourcing requirements over the critical summer period to achieve and maintain leaks at the target level and that this information will be reported back to the next meeting of the subcommittee; and*

- (8) *notes the financial modelling prepared to provide an early indication of the impact of the new regional water entity being established, refer to Appendix 3 of the report."*

## 7. TUPUA HORO NUKU UPDATE

Report No. ARSC2024/4/210 by the Project Delivery Manager

The Director, Economy and Development elaborated on the report.

In response to a question from a member, the Director, Economy and Development said the officers would work with the implementation team to ensure the gate locations of the Bird Protection Areas at CL Bishop Park were properly signposted.

RESOLVED: (S Tindal/Cr Morgan)

**Minute No. ARSC 24403**

*"That the Subcommittee receives and notes the content of this report."*

## 8. INSURANCE RENEWAL UPDATE

Report No. ARSC2024/4/211 by the Treasury Officer

The Treasury Officer elaborated on the report.

RESOLVED: (S Tindal/Cr Stallinger)

**Minute No. ARSC 24404**

*"That the Subcommittee:*

- (1) *notes that Council has successfully renewed its Property and Infrastructure insurance programme for policies commencing 1 May 2024 for a 12-month term;*
- (2) *notes the remaining policies, renewed on 1 November 2023, for a 12-month term;*
- (3) *notes the insurance renewal challenges as outlined in paragraphs 10 and 11 of the report;*
- (4) *notes that insurance costs for 2024/25 are expected to be within the budget".*

## 9. RISK MANAGEMENT AND ASSURANCE UPDATE

Report No. ARSC2024/4/212 by the Risk and Assurance Manager – Finance

The Risk and Assurance Manager elaborated on the report.

Mayor Barry left the meeting at 2:37pm.

RESOLVED: (S Tindal/Cr Morgan)

**Minute No. ARSC 24405**

*"That the Subcommittee:*

- (1) receives and notes the information in the report;*
- (2) notes there are eight risks (no change since the last update) on Council's strategic risk register;*
- (3) notes the overall residual risk rating relating to "Legislative and regulatory changes creating higher cost or reducing subsidies" risk (previously known as Government Reforms - Risk 1) has decreased to medium (previously high);*
- (4) notes the update on "Other Activities" contained within the report; and*
- (5) notes the Risk Register as of 31 July 2024 attached as Appendix 1 to the report."*

## 10. THREE-YEAR INTERNAL AUDIT PLAN 2025-2027

Report No. ARSC2024/4/213 by the Risk and Assurance Manager – Finance

The Risk and Assurance Manager elaborated on the report.

The Chair emphasised the importance of maintaining a framework for internal audit plans.

RESOLVED: (S Tindal/Cr Stallinger)

**Minute No. ARSC 24406**

*"That the Subcommittee:*

- (1) receives and notes the report;*
- (2) approves the prioritisation of the internal audits/review engagements; and*
- (3) approves the Three-Year Internal Audit Plan 2025-2027, attached as Appendix 1 to this report."*

## 11. HRIS/PAYROLL PROJECT UPDATE

Report No. ARSC2024/4/215 by the Programme Manager

The Programme Manager and the Chief Digital Officer elaborated on the report.

In response to questions from members, the Chief Executive advised that there was a clear budget in place, and the goal was to achieve the best value for money. She emphasised the importance of ensuring that the payroll system complied with the requirements of the Holidays Act.

In response to questions from members, the Programme Manager advised that they were considering all options including talking with other councils about shared services agreements.

The Chair expressed support for this approach and emphasised the importance of data in implementing a new system.

**RESOLVED:** (S Tindal/Cr Edwards)

**Minute No. ARSC 24407**

*"That the Subcommittee:*

- (1) notes that the new HRIS and Payroll system to be implemented as part of the Te Kohao (Go Digital) Programme was initially due to go live in mid-2022;*
- (2) notes that on 27 February 2024, the previous provider and Hutt City Council signed a settlement agreement to terminate the contract;*
- (3) notes that in May 2024, the HRIS/Payroll project was re-started following approval by the Te Kohao (Go Digital) Programme Board to progress the initiation phase of the project;*
- (4) notes on 22 July 2024, a specialist HRIS/Payroll Project Manager started in the Te Kohao (Go Digital) team at Hutt City Council to manage the project; and*
- (5) notes the Holidays Act Remediation project is on hold pending the delivery of the Holidays Act compliant payroll system."*

**12. SENSITIVE EXPENDITURE DISCLOSURES**

Report No. ARSC2024/4/87 by the Financial Accounting Manager

The Financial Accounting Manager elaborated on the report.

**RESOLVED:** (S Tindal/ Cr Briggs)

**Minute No. ARSC 24408**

*"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 April 2024 to 30 June 2024."*

**13. INFORMATION ITEMS**

a) **Whakatupu Ngaengae**

Memorandum dated 11 August 2024 by the Project Manager (Naenae)

The Project Manager elaborated on the report. He advised that leading up to the opening day of Naenae Pool, a series of community days would be held to help develop plans for managing attendance numbers. He said a communications and marketing plan was being developed. He said officers would review the impact of parking on businesses on the north side of Everest Avenue that might be affected by the new facilities.

In response to questions from members, the Group Chief Financial Officer advised that the authorised CAPEX budget for the project was \$68M. She said the project was forecasted to be completed under budget. She noted that the demolition costs and associated expenditures were allocated to the OPEX budget. She added the Quantitative Risk Assessment numbers added up to \$67M, and with risk included, it totalled \$67.664M.

The Chief Executive noted a LGOIMA request and stated it could be sent to Cr Stallinger.

**RESOLVED:** (S Tindal/Cr Briggs)

**Minute No. ARSC 24409**

*“That the Subcommittee:*

- (1) receives and notes the information; and*
- (2) notes the following progress that has been made on the Whakatupu Ngaengae project in the reporting period June 2024 to August 2024:*
  - (a) work on the new Naenae Pool and Fitness Centre is in the final stages of fit-out. Plans are being made for a series of communications and events leading to a grand opening, dates for which will be made public at the end of August 2024;*
  - (b) the completion of Te Mako – Naenae Community Centre was celebrated with a public opening event on 29 June 2024 to a large crowd of residents and visitors. Team Naenae Trust is now operating Te Mako; and*
  - (c) designs for Walter Mildenhall Park are nearly complete following extensive community engagement. The project scope has been determined using co-design principles, and confidence is high that this part of the project can be completed on time and on budget.”*



b) **Audit and Risk Subcommittee Forward Programme 2024**

Memorandum dated 6 August 2024 by the Democracy Advisor

**RESOLVED:** (S Tindal/Cr Stallinger)

**Minute No. ARSC 24410**

*"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 Morgan)

**Minute No. ARSC 24411**

*"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:*

<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>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 3:09pm. The public excluded part of the meeting closed at 3:17pm.

S Tindal  
CHAIR

**CONFIRMED as a true and correct record**  
**Dated this 1<sup>st</sup> day of October 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

Wednesday 4 September 2024 commencing at 2:00 pm

**PRESENT:**

Cr J Briggs (Chair)	Mayor C Barry (from 2.01pm until 2.43pm)
Cr K Brown (via audio-visual link)	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:**

Cr K Morgan  
Cr B Dyer  
A Geddes, Director Environment and Sustainability  
J Scherzer, Head of Climate, Waste and Resource Recovery  
G Roberts, Waste and Resource Recovery Manager  
M Randall, Senior Advisor – Climate and Sustainability  
J Hayman, Senior Advisor Waste – Planning and Strategy  
G Muller, Advisor Waste Minimisation  
J Clarke, Advisor Resource and Recovery  
J Cain, Communications Advisor (part meeting)  
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**

Members noted the apology for early departure by Mayor Barry.

**3. PUBLIC COMMENT**

There was no public comment.

#### 4. **CONFLICT OF INTEREST DECLARATIONS**

Cr Mitchell declared a conflict of interest with Item 7: Update on Council's Climate Change work due to his involvement with the Climate Action Pathway.

The Chair did not believe that Cr Mitchell's conflict constituted a conflict of interest.

#### 5. **OPPORTUNITIES TO REDUCE RECYCLING CONTAMINATION**

Report No. CCASC2024/4/242 by the Senior Advisor Waste - Planning and Strategy

The Senior Advisor Waste - Planning and Strategy elaborated on the report. She advised that the options provided in the report addressed a range of barriers and encouraged correct recycling.

In response to questions from members, the Head of Climate, Waste and Resource Recovery provided the following advice:

- the scoop test method for detecting contamination was currently the best option for Council.
- properties with red stickered recycling bins received follow-up visits from bin ambassadors.
- a Radio Frequency Identification (RFID) system would prevent contaminated bins from being lifted, but it could sometimes provide incorrect data. It also required additional resources.
- a range of methods would be needed to reduce contamination, including education and bin removal.
- bin ambassadors did not engage face to face with householders to find out the reasons for contamination.
- if Council implemented an RFID system, there would be an opportunity to leave recycling information on the contaminated bins or a sticker with a phone number to call. This combination might reduce the need for bin removals.
- both the targeted rate and the waste levy were used to fund rubbish and recycling education.
- contamination had occurred in the previous crate system but had been separated at the kerbside. Additional resources would be needed for engagement to determine the reasons for contamination.
- if Option H was chosen, officers would undertake a trial to ensure it worked. Any bins that were up-sized would have a targeted rate increase the following rating year. The legal aspects of this would need further investigation.

- any trial conducted would differentiate between owner-occupied and rental properties. Officers were already engaging with Kāinga Ora on bin sizes.

In response to questions from members, the Senior Advisor Waste - Planning and Strategy provided the following advice:

- leaflet drops had targeted areas that were prone to contamination. The Enviroschools programme also helped to educate children in those areas.
- the reasons for contamination were often specific to households. Face to face interactions were the most effective way to determine why contamination occurred, but this required resources.

Members raised the following points:

- an RFID system could be used alongside stickers on bins to encourage behaviour change. An investment in RFID would save money in the long term.
- change recycling messages to advise that soft plastics could only be recycled in supermarkets. Otherwise, they should be disposed of in kerbside red bins.
- housing shortages were forcing more families into housing together. Council could advocate to government for tenants' right to choose their bin size.
- face to face engagement with contaminating households would be an opportunity to learn why the contamination was occurring and build relationships.
- link to marae, schools, and areas where contamination was happening. Use people in the community to educate households rather than a Council-led approach.

Members asked officers to monitor the results of their trials so Council could share the data with other councils.

The Chair noted it was important that officers continue to work to minimise contamination whether or not levels were reducing.

The meeting adjourned at 2.43pm and reconvened at 2.54pm.

Mayor Barry left the meeting at 2.43pm.

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

**Minute No. CCASC 24401**

*"That the Committee:*

- (1) *notes the work undertaken to date to minimise contamination;*
- (2) *notes the analysis on further opportunities to reduce recycling contamination;*
- (3) *notes the following four options as offering the highest opportunity value:*
  - (a) *bin audits before actioning a down-size request;*
  - (b) *RFIDs and suspension of service;*
  - (c) *mandatory bin size increase in response to repeated contamination and/or overfull*

*rubbish bins; and*

*(d) artificial intelligence and real-time tracking;*

- (4) notes the feedback provided on the options presented to assist in determining the preferred options for addressing our contamination challenges in the future;*
- (5) asks officers to investigate amending Council's bylaw to require suitably sized bins;*
- (6) asks officers to advocate government for right sized bins to be the right of any tenant of a rental property;*
- (7) considers conducting a trial of engaging face to face with households where repeated contamination has been identified;*
- (8) supports officers investigating the four highest value opportunities identified in the report; and*
- (9) requests that officers report back on the outcomes of their investigations at a future meeting of the Committee."*

## **6. UPDATE ON SOLID WASTE AND WASTE MINIMISATION MATTERS**

Report No. CCASC2024/4/243 by the Advisor Waste Minimisation

The Waste and Resource Recovery Manager elaborated on the report.

In response to questions from members, the Waste and Resource Recovery Manager confirmed that officers did respond to requests for second bin clips. He advised that the Otaihangā Zero Waste plant on the Kāpiti Coast was being established to take demolition materials. He added that officers were in the early stages of investigating this as an option for Lower Hutt.

In response to questions from members, the Communications Advisor advised that the second bin clips had been promoted via social media and on Council's website. He said officers were also considering promoting them via Neighbourhood Hubs. He confirmed that the services offered by Earthlink were promoted via Council's website, social media and at the Silverstream Landfill.

Cr Mitchell emphasised the importance of Council continuing its messaging to improve rubbish and recycling practices. He asked that officers continue reminding residents that second bin clips were available.

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

**Minute No. CCASC 24402**

*"That the Committee receives and notes the updates on various solid waste management and minimisation matters."*



## 7. UPDATE ON COUNCIL'S CLIMATE CHANGE WORK

Report No. CCASC2024/4/244 by the Senior Advisor - Climate and Sustainability

The Senior Advisor – Climate and Sustainability elaborated on the report.

In response to questions from a member, the Head of Climate, Waste and Resource Recovery confirmed that the limited progress on the Bus Priority Project in the Climate Action Pathway appendix was due to the project still being in the planning process. He agreed that officers could differentiate between ongoing 'business as usual' work and new actions in future when reporting on the Climate Action Pathway and the Carbon Reduction and Resilience Plan.

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

**Minute No. CCASC 24403**

*"That the Committee:*

- (1) notes the update on climate change work streams currently underway;*
- (2) notes that updates are only provided for those projects or activities where significant progress has been made or where significant changes have occurred from the [previous update from 23 April 2024](#); and*
- (3) 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."*

## 8. RETROSPECTIVE APPROVAL FOR SUBMISSION ON SECOND EMISSIONS REDUCTION PLAN

Memorandum dated 19 August 2024 by the Senior Advisor - Climate and Sustainability

The Senior Advisor – Climate and Sustainability elaborated on the memorandum.

In response to a question from a member, the Senior Advisor – Climate and Sustainability advised that government would assess all submissions before holding a briefing to decide on the necessary changes.

Cr Mitchell asked officers to include solutions as well as problems for future submissions.

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

**Minute No. CCASC 24404**

*"That the Committee:*

- (1) notes and receives the memorandum; and*
- (2) retrospectively approves the submission to government's consultation on the Second Emissions Reduction Plan attached as Appendix 1 to the memorandum."*

9. **CLIMATE CHANGE AND SUSTAINABILITY COMMITTEE FORWARD PROGRAMME 2024**

Report No. CCASC2024/4/245 by the Democracy Advisor

The Chair asked members to contact him with report suggestions for 2025. He advised that he would discuss all suggestions with the officers.

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

**Minute No. CCASC 24405**

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

10. **QUESTIONS**

There were no questions.

11. **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 3.15 pm.

Cr J Briggs  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 1<sup>st</sup> day of October 2024**

**HUTT CITY COUNCIL****KOMITI 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

**Monday 9 September 2024 commencing at 2:00 pm****PRESENT:**

Cr K Brown (Chair)	Mayor C Barry
Deputy Mayor T Lewis	Cr G Tupou (from 2.06pm)
Cr N Shaw (via audio-visual link)	Cr K Morgan (Deputy Chair)
Cr C Parkin until 2.32pm (via audio-visual link) and from 2.32pm (in person)	

**APOLOGIES:**

Cr G Barratt and Cr J Briggs

**IN ATTENDANCE:**

A Blackshaw, Director Neighbourhoods and Communities  
 J Griffiths, Director Strategy and Engagement (via audio-visual link)  
 R Hardie, Head of Strategy and Policy (part meeting)  
 L Allott, Chief Digital Officer (part meeting)  
 L Coe, Acting Head of Connected Communities  
 M McKenzie, City Safety Manager (part meeting)  
 D Gharbaoui, Policy Advisor (part meeting)  
 S King, Neighbourhood Facilitator  
 Y Friedlander, Senior Community Facilitator  
 V Gilmour, Democracy Advisor

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

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

## 2. APOLOGIES

RESOLVED: (Cr Brown/Cr Morgan)

**Minute No. CCPC 24401**

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

## 3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

Cr Tupou arrived at 2.06pm.

## 4. CONFLICT OF INTEREST DECLARATIONS

Cr Tupou declared he was a Māori warden volunteer and a member of the Wellington Region Emergency Management Office executive committee.

Cr Shaw declared that she was Council's representative of the Pōmare Taitā Community Trust.

5. **PROGRESS ON WHAKATUPU NGAENGAE AND DESIGN PLANS FOR WALTER MILDENHALL PARK**

Memorandum dated 23 August 2024 by the Project Manager (Naenae)

The Director Neighbourhoods and Communities elaborated on the report. She said that the opening date for the pool would be released next week. She noted that on 6 September 2024, Council approved the new name "Te Ngaengae" for the pool.

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

**Minute No. CCPC 24402**

*"That the Committee:*

- (1) receives and notes the information; and*
- (2) notes the following progress that has been made on the Whakatupu Ngaengae project in the reporting period June 2024 to August 2024:*
  - (a) work on the new Naenae Pool and Fitness Centre is in the final stages of construction. Plans are being made for a series of test days and special events leading to a grand opening in late 2024;*
  - (b) the completion of Te Mako – Naenae Community Centre was celebrated with a public opening event on 29 June 2024 to large numbers of residents and visitors. Team Naenae Trust is now operating Te Mako, and there is a growing interest in using the various spaces for community activities;*
  - (c) following extensive community engagement, designs for Walter Mildenhall Park are being finalised and are attached to the paper for endorsement by this Committee prior to tender;*
  - (d) the scope of the works for Walter Mildenhall Park has been determined to fit within the budget available, although there is the opportunity for the community to fundraise to enhance certain features if they wish; and*
  - (e) confidence is high that this last part of the Naenae Spatial Plan can be completed on-time and on-budget; and*
- (3) approves the design plans for the Walter Mildenhall Park prior to tendering, attached as Appendix 1 to the report."*

## 6. MOURI ORA FUND 2024-2025

Report No. CCPC2024/4/248 by the Programmes & Innovation Manager

Speaking under public comment, **Lily Chalmers** a Trustee of Free Ride Lower Hutt, spoke about their work in the community. She said that Free Ride met many of Council's funding criteria. She said it was proposed that Free Ride receive \$7,500 from the Mouri Ora Fund, which was less than requested. She asked Council to explore additional support options for community groups, such as land, building leases, partnerships and mentorships. She added that Free Ride sought a new premise and expressed interest in partnering with Council. She concluded by thanking Council for the funding that they had received to date.

In response to questions from members, Lily Chalmers explained that Free Ride currently had one shipping container for their bike hub but believed three would meet their needs. She said they were open to collaborating with other community groups but required more space for equipment and bike maintenance. She stated a preference to remain in Naenae but was also open to expanding to Wainuiomata and Pito One. She confirmed that Free Ride would look for additional funding sources.

The Chair informed Lily Chalmers that she would connect her with Council's Neighbourhood and Communities team to explore options for a new location and what that might entail.

The Acting Head of Connected Communities elaborated on the report.

In response to questions from members, the Acting Head of Connected Communities advised that she had spoken with the General Manager of Youth Inspire about the \$25,000 underspend. She said the General Manager had indicated they could not fill the role intended for that work and agreed to pause their allocation for this year.

Cr Parkin joined the meeting at 2.32pm.

In response to questions from members, the Acting Head of Connected Communities said she was willing to work with organisations on the Mouri Ora funding list. She mentioned sending regular emails to those on the list about other available funding opportunities nationwide. She also noted that funding advisors conducted six-monthly check-ins with all multi-year contract holders and regularly checked with all Mouri Ora funding recipients to review their work and offer continued support. Additionally, she highlighted that Council's Generosity NZ database, available through Lower Hutt libraries, provided an overview of funding opportunities and was accessible to anyone with a library card.



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

**Minute No. CCPC 24403**

*"That the Committee:*

- (1) notes there is \$776,070 available for allocation under the Mouri Ora Fund 2024-2025;*
- (2) notes that \$323,762 is tagged to community groups receiving multi-year contracts, leaving \$452,308 for allocation in the 2024/25 round;*
- (3) notes funding has been allocated in response to the outcomes in the Rautaki Māori and to fund community AEDs;*
- (4) agrees to the recommended allocations of \$431,991 attached as Appendix 1 to the report;*
- (5) agrees that unspent funds totalling \$10,058 be allocated later through Chief Executive approval, in consultation with the Mayor and Committee Chairs and reported back to the Committee."*

## 7. HOMELESSNESS OVERSIGHT ADVISORY GROUP PROGRESS REPORT

Report No. CCPC2024/4/246 by the Policy Advisor

The Policy Advisor elaborated on the report.

The Chair explained that the homelessness dashboard was centralised, with the Wellington Region Leadership Committee suggesting that Council contribute to it, while maintaining their own local counts. The Head of Strategy and Policy clarified that the dashboard was available at no cost. He explained that Lower Hutt data could be included in this centralised dashboard rather than kept separately. He said that using an existing platform helped keep Council's costs down.

In response to a question from a member, the Policy Advisor explained that Council would adhere to its internal policies, including existing privacy agreements with data-sharing providers. She mentioned that these agreements would be reviewed and updated to ensure proper confidentiality when working with providers. She said that this would enable the sharing of data publicly through the dashboard. She added that the process would follow all steps outlined in the Research Ethics Policy, including considerations for data sovereignty.

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

**Minute No. CCPC 24404**

*"That the Committee:*

- (1) receives and notes the report;*
- (2) notes the first Homelessness Oversight Advisory Group progress report on delivering the homelessness refreshed action plan, attached at Appendix 3 to the report along with the proposed SMART indicators for each action in the action plan;*
- (3) agrees to the proposed methodology for developing the homelessness dashboard, attached at Appendix 4 to the report; and*
- (4) agrees to the timeline for future reports to the Communities Culture and Partnerships Committee set out in Table 2 contained within the report."*

## 8. CCTV UPDATE

Report No. CCPC2024/4/247 by the Head of Connected Communities

Speaking under public comment, **Hakepa** reported being targeted by crime and inquired about the functionality of CCTV cameras in Stokes Valley. She mentioned that in early 2024, she had requested footage from a specific camera, only to be informed that it was not working. She observed that the camera had power and was scanning 180 degrees, raising concerns that it might be operational but not recording. She explained that she had submitted an official information request to understand CCTV camera operations and funding. She felt the response received did not address her specific questions.

The Chair informed Hakepa that the Director of Neighbourhoods and Communities would connect her with Council's City Safety team

In response to questions from members, Hakepa clarified that she was referring to cameras specifically in the Stokes Valley shopping centre area. She said the Privacy Officer had cited the reason 'under the Local Government Official Information Meetings Act to withhold many of her requests. She explained that she was trying to determine whether the specific camera in question was not recording or if the footage was being withheld.

The Director of Neighbourhoods and Communities elaborated on the report.

In response to a question from a member, the Chief Digital Officer explained that the existing CCTV camera system needed the ability to show the percentage of time that CCTV cameras in Lower Hutt were on and fully functioning versus the percentage of downtime. He added that Council was replacing the CCTV system and would be able to provide the information in a dashboard once the new system was in place.

In response to a question from a member, the Director of Neighbourhoods and Communities clarified that centralised governance in paragraphs 16 and 17 of the report, was referring to Council not managing all its CCTV cameras under a single system. She confirmed that Council would establish centralised governance for CCTV cameras going forward.

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

**Minute No. CCPC 24405**

*"That the Committee:*

- (1) notes and receives the report;*
- (2) notes the outcome and recommendations of the CCTV review;*
- (3) notes details on recent and future investment in CCTV;*
- (4) approves the proposed City Safety priorities for Long Term Plan 2024/34; and*
- (5) notes that the next report to the Committee will be the six-monthly update in February 2025."*

## 9. INFORMATION ITEMS

### a) Neighbourhoods and Communities Director's Report

Report No. CCPC2024/4/91 by the Head of Arts and Culture

The Director Neighbourhoods and Communities elaborated on the report. She advised that the Neighbourhoods and Communities team had completed 98% of their capital programme, with the majority of the work in the Parks and Reserves team.

In response to questions from members, the Director Neighbourhoods and Communities confirmed that there was a cost to hire Waterworld equipment at the pools, but that Council received all revenue. She noted that Mouri Tupu plants planted on Council land were included in Council's Parks and Reserves ongoing maintenance programme and agreed to report back on the maintenance of the plantings. She explained that future exploration of areas where native plants might need to be uprooted was a part of Council's indigenous biodiversity strategy project. She said the project focused on community partnerships and improving areas, particularly around waterways, to support indigenous biodiversity and ensure sustainable practices like reusing and recycling.

RESOLVED: (Cr Brown/Cr Morgan)

**Minute No. CCPC 24406**

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

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

Memorandum dated 9 August 2024 by the Democracy Advisor

RESOLVED: (Cr Brown/Deputy Mayor Lewis)

**Minute No. CCPC 24407**

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

## 10. QUESTIONS

There were no questions.

## 11. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Mai te tohi rangi, ki te tohu nuku,

Tiaho I roto, marama I roto,

Tupu mauri ora ki te whai ao ki te ao  
Marama

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 3.02pm  
.

K Brown  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 1<sup>st</sup> day of October 2024**

10 September 2024

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**Report no: HCC2024/4/20**

## 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 and Schedule 4 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) 61 Totara Street, Wainuiomata  
FH Developments Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-807
- b) 11 Randwick Crescent, Lower Hutt  
John Reginald Parton, Beverley May Parton and Lighthouse Nominees Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-806
- c) 1 Rimu Street, Lower Hutt  
1 Rimu Street Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-811
- d) 2 Mayo Grove, Lower Hutt  
Paul John Taylor & Krissie Ann Taylor and Hutt City Council  
57WNMYAPPKJ5-1407309756-812



- e) 46C Lees Grove, Wainuiomata  
Stanley Aaron Leenders, Anne-Marie Joy Leenders & William John de Vos and Hutt City Council  
57WNMYAPPKJ5-1407309756-825
- f) 27 Bledisloe Crescent, Wainuiomata  
Angela Donna Hunter and Brian Christian Curran and Hutt City Council  
57WNMYAPPKJ5-1407309756-829
- g) 28A Titiro Moana Road, Lower Hutt  
Clive Woodward and Susan Elizabeth Woodward, Daniel James Forster and Kelly Jane Forster and Hutt City Council  
57WNMYAPPKJ5-1407309756-835
- h) 64-66 Glen Road, Stokes Valley  
FH Developments Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-836
- i) 134-156 Naenae Road, Lower Hutt  
Housing New Zealand Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-838
- j) 6 Totara & 18 Penrose Streets, Lower Hutt  
Michael John Gellatly and Iris Henriette Vera Gellatly and Hutt City Council  
57WNMYAPPKJ5-1407309756-839
- k) 4 Pohutukawa Street, Lower Hutt  
Wei Hao and Hutt City Council  
57WNMYAPPKJ5-1407309756-840
- l) 66 Pekanga Road, Lower Hutt  
Gerard Patrick Anderson & Esther Mary-Anne Anderson and Hutt City Council  
57WNMYAPPKJ5-1407309756-847
- m) 15-19 Brook Street, Lower Hutt  
UPL Limited Partnership and Hutt City Council  
57WNMYAPPKJ5-1407309756-854

**A & I and land covenant (Land Covenant under s116(1)(a) or (b) Land Transfer Act 2017)**

- a) 32A Hall Crescent, Lower Hutt  
John Lawrence Havler and Hutt City Council  
57WNMYAPPKJ5-1407309756-805

**A&I and Partial Cancellation of Building Line Restriction (Certificate Pursuant to Section 327A Local Government Act 1974)**

- a) 6-8 Reading Street, Wainuiomata, Lower Hutt  
57WNMYAPPKJ5-1407309756-826

**A&I, Easement and Land Covenant under s116(1)(a) or (b) Land Transfer Act 2017**

- a) 78A Bell Road, Lower Hutt  
Phillip John Berkett and Ernest John Davey and Hutt City Council  
57WNMYAPPKJ5-1407309756-827

**A&I pursuant to LT 596786 and resource consent**

- a) Reserve, 80 Parkway, Wainuiomata  
Hutt City Council and Wellington Regional Council, Wellington  
Electricity Lines Limited and Chorus New Zealand Limited  
57WNMYAPPKJ5-1407309756-828

**A&I, A90, Partial Surrender Easement and Private Easement**

- a) 28A Titiro Moana Road, Lower Hutt  
Clive Woodward and Susan Elizabeth Woodward, Daniel James  
Forster and Kelly Jane Forster and Hutt City Council  
57WNMYAPPKJ5-1407309756-837

**SCHEDULE 2 - DEEDS**

- a) Deed of Covenant  
Under Section 108(2)(d) of the Resource Management Act 1991  
In the matter of Resource Consent RM240106  
Dyer Street Developments (5) Limited and Ahmad Osama and Hutt City  
Council  
57WNMYAPPKJ5-1407309756-858

**SCHEDULE 3 - WARRANTS**

<p>Inka Gliesche-Humphris</p> <p>WARRANT-24-28 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. Building Act 2004 AUTHORISED OFFICER pursuant to s222 ENFORCEMENT OFFICER pursuant to s371B</li> </ol>
<p>Adelaide Tsui</p> <p>WARRANT-24-29 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. Health Act 1956 ENVIRONMENTAL HEALTH OFFICER pursuant to s23a and s28</li> <li>3. Litter Act 1979 LITTER CONTROL OFFICER pursuant to s5</li> <li>4. Resource Management Act 1991 ENFORCEMENT OFFICER pursuant to s38(1)</li> <li>5. Sale and Supply of Alcohol Act 2012 INSPECTOR pursuant to s197</li> </ol>
<p>Amanaki Tupou</p> <p>WARRANT-24-30 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. Building Act 2004 AUTHORISED OFFICER pursuant to s222 ENFORCEMENT OFFICER pursuant to s371B</li> </ol>
<p>Alexis Ramos Garrido</p> <p>WARRANT-24-31 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>Kylie Rei</p> <p>WARRANT-24-32 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>Mohammed Intaz</p> <p>WARRANT-24-33 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>Sam Phelps-Barber</p> <p>WARRANT-24-34 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>Stacey McEwan</p> <p>WARRANT-24-35 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. Sale and Supply of Alcohol Act 2012 INSPECTOR pursuant to s197</li> </ol>
<p>Charlie Heath</p> <p>WARRANT-24-36 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. Building Act 2004 AUTHORISED OFFICER pursuant to s222 ENFORCEMENT OFFICER pursuant to s371B</li> </ol>

Sam Cuenca  WARRANT-24-37 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)
Derek Winchester  WARRANT-24-38 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) 2. Land Transport Act 1998 PARKING WARDEN pursuant to s128D
Robert V Erika  WARRANT-24-39 AMOURGUARD	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) 2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11
Peter Papps  WARRANT-24-40 AMOURGUARD	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) 2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11
Shane Forrest  WARRANT-24-41 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) 2. Building Act 2004 AUTHORISED OFFICER pursuant to s222 ENFORCEMENT OFFICER pursuant to s371B
Sachin Dave  WARRANT-24-42 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)

**SCHEDULE 4 - CERTIFICATES FOR CIVIC HONOUR FOR**  
**VOLUNTARY COMMUNITY SERVICE**

- a) Iris Kauffeld – Cultural Affairs  
57WNMYAPPKJ5-1407309756-845
- b) Juliet Clare – Community Service  
57WNMYAPPKJ5-1407309756-843
- c) Lillian Pak – Community Service  
57WNMYAPPKJ5-1407309756-846
- d) Graeme Lyon – Environmental Service  
57WNMYAPPKJ5-1407309756-844
- e) Sharyn Horn – Community Service  
57WNMYAPPKJ5-1407309756-842