



## KOMITI HAPORI AHUREA ME NGĀ RANGAPŪ COMMUNITIES, CULTURE AND PARTNERSHIPS COMMITTEE

22 April 2025

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

**Wednesday 30 April 2025 commencing at 2:00 pm**

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

### Membership

	Cr K Brown (Chair)
	Cr K Morgan (Deputy Chair)
Mayor C Barry	Cr G Barratt
Cr J Briggs	Deputy Mayor T Lewis
Cr C Parkin	Cr N Shaw
Cr G Tupou	

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### **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

## KOMITI HAPORI AHUREA ME NGĀ RANGAPŪ | COMMUNITIES, CULTURE AND PARTNERSHIPS COMMITTEE

<b>Chair:</b>	Cr Keri Brown
<b>Deputy Chair:</b>	Cr Karen Morgan
<b>Membership:</b>	Mayor Campbell Barry Deputy Mayor Tui Lewis Cr Glenda Barratt Cr Josh Briggs Cr Chris Parkin Cr Naomi Shaw Cr Gabriel Tupou Refer to Council's Standing Orders (SO 31 Provisions for Mana Whenua)
<b>Quorum:</b>	Half of the membership
<b>Meeting cycle:</b>	Meets on an eight-weekly basis or at the requisition of the Chair
<b>Reports to:</b>	Council

### OVERVIEW:

This committee assists Council to ensure healthy, vibrant and resilient communities through partnerships and the development and management of relevant plans, strategies and functions.

The committee is aligned with the Neighbourhoods and Communities Directorate and Te Tira Māori.

Its areas of focus are:

- Major neighbourhoods and communities projects
- Arts and culture
- Community funding
- Community development
- City/community safety
- Emergency management
- Housing needs
- Open spaces and places (parks and reserves, sport and recreation, community facilities and hubs)
- Social procurement
- Relationships with the seven marae
- Te Ao Māori
- Treaty partnerships
- Rangtahi | Youth engagement
- Oversight of the Pito-one projects
- Oversight of the Disability Advisory Group (if established)

## PURPOSE:

To develop, implement, monitor and review strategies, policies, plans and functions associated with community, social and cultural activities. This includes making the city a desirable, safe and attractive place, providing facilities and recreational opportunities that support quality living and healthy lifestyles, and supporting the cultural well-being of residents.

## DELEGATIONS FOR THE COMMITTEE'S AREAS OF FOCUS:

- All powers necessary to perform the committee's responsibilities including the activities outlined below.
- Develop required strategies and policies. **Recommend draft and final versions to Council** for adoption where they have a city-wide or strategic focus.
- Implement, monitor and review strategies and policies.
- Oversee the implementation of major projects provided for in the Long Term Plan (LTP) or Annual Plan.
- Oversee budgetary decisions provided for in the LTP or Annual Plan.
- Advocate for strong relationships with Council's Mana Whenua partners as outlined in the Tākai Here agreements ensuring the outcomes of the committee are in line with the aspirations of the partners.
- Advocate for the best interests of Māori communities in Lower Hutt having regard to the committee's goals.
- Ensure the committee is operating in a way that is consistent with various pieces of legislation that provide for Te Tiriti o Waitangi.
- Oversee the development and implementation of plans and functions associated with community, social and cultural activities.
- Oversee the social/broader outcomes through the delivery of Council's contracts.
- **Recommend to Council** the brief (alignment of projects, opportunity, community engagement) for the Pito-one projects.
- Maintain an overview of work programmes carried out by Council's Neighbourhoods and Communities Directorate.
- Advocate in conjunction with relevant community organisations on matters related to housing needs and the health and social/cultural well-being of communities.
- **Recommend to Council** the acquisition or disposal of assets unless the acquisition or disposal is provided for specifically in the LTP.
- Approve and oversee monitoring around Community Funding Strategy grants.
- Matters arising from the activities of Community Houses, other than those in the Harbour and Wainuiomata Wards, which are delegated to the community boards in those areas.
- Conduct any consultation/engagement processes required on issues before the committee.

- Approve and forward submissions (other than those delegated to the District Plan Review Committee).
- Any other matters delegated to the committee by Council in accordance with approved policies and bylaws.
- The committee has the powers to perform the responsibilities of another committee where it is necessary to make a decision before the next meeting of that other committee. When exercised, the report/minutes of the meeting require a resolution noting that the committee has performed the responsibilities of another committee and the reason/s.
- If a policy or project relates primarily to the responsibilities of the Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee, but aspects require additional decisions by the Komiti Hanganga | Infrastructure and Regulatory Committee and/or Komiti Kaupapa Taiao | Climate Change and Sustainability Committee, then the Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee has the powers to make associated decisions on behalf of those other committees. For the avoidance of doubt, this means that matters do not need to be taken to more than one of those committees for decisions.

#### **Additional Parks and Reserves Delegations:**

- Adopt, and agree amendments to, open space or reserve management plans.
- Make any decisions under open space or reserve management plans that are not otherwise delegated.
- Grant leases, licences, rights of way and easements in terms of Council policy for Council owned properties that are either open space under the District Plan or reserve under the Reserves Act 1977. This delegation, except the granting of leases and licences to Council owned community houses/centres in the Harbour and Wainuiomata Wards, is sub-delegated to the community boards in those areas.
- Official naming of parks, reserves and sports grounds within the provisions of Council's Kaupapa Here Tapanga Naming Policy, other than those in the Harbour and Wainuiomata Wards, which are delegated to the community boards in those areas, except where the sites have a high profile, city-wide importance due to their size and location and/or cross ward or community boundaries.
- Removal and/or planting of street trees within the provisions of Council's Operational Guide for Urban Forest Plan, other than those in the Harbour and Wainuiomata Wards, which are delegated to the community boards in those areas.

**HUTT CITY COUNCIL**

**KOMITI HAPORI AHUREA ME NGĀ RANGAPŪ**  
**COMMUNITIES, CULTURE AND PARTNERSHIPS COMMITTEE**

Meeting to be held in the Council Chambers,  
2nd Floor, 30 Laings Road, Lower Hutt on  
Wednesday 30 April 2025 commencing at 2:00 pm.

**ORDER PAPER**

**PUBLIC BUSINESS**

**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Kia tau ngā manaakitanga a  
te mea ngaro  
ki runga ki tēnā, ki tēnā o  
tātou  
Kia mahea te hua  
mākihikihi  
kia toi te kupu, toi te mana,  
toi te aroha, toi te Reo Māori  
kia tūturu, ka whakamaua  
kia tina! Tina! Hui e, Tāiki e!

*Let the strength and life force of  
our ancestors  
Be with each and every one of us  
Freeing our path from obstruction  
So that our words, spiritual power,  
love, and language are upheld;  
Permanently fixed, established and  
understood! Forward together!*

**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. 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

5. **RECOMMENDATION TO KOMITI ITI MAHERE Ā-NGAHURUTANGA / MAHERE Ā-TAU | LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE**  
**16 May 2025**

Petone Wharf options within \$12M Long Term Plan budget cap

Report No. CCPC2025/2/124 by the Parks Project Manager 9

**CHAIR'S RECOMMENDATION:**

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

6. **RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 29 May 2025**

Colson Street Reserve - Exchange of Land

Report No. CCPC2025/2/107 by the Housing & Development Lead 34

**CHAIR'S RECOMMENDATION:**

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

7. **PITO ONE PROJECTS OVERVIEW**

Report No. CCPC2025/2/60 by the Director Neighbourhoods and Communities 42

**CHAIR'S RECOMMENDATION:**

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

8. **PETONE RECREATION GROUND GRANDSTAND OPTIONS WITHIN CAPPED BUDGET OF \$3M**

Report No. CCPC2025/2/115 by the Parks Project Manager 46

**CHAIR'S RECOMMENDATION:**

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

9. **PETONE NEIGHBOURHOOD HUB OPTIONS WITHIN \$5M CAPPED LONG TERM PLAN BUDGET**

Report No. CCPC2025/2/114 by the Head of Neighbourhood Hubs and Library Services 51

**CHAIR'S RECOMMENDATION:**

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

10. **PROPOSAL FOR LONG TERM TELECOMMUNICATIONS LICENCE**  
 Report No. CCPC2025/2/108 by the Leasing Coordinator 67  
CHAIR'S RECOMMENDATION:  
 "That the recommendations contained in the report be endorsed."
11. **UPDATE ON THE DEVELOPMENT OF A HOMELESSNESS DASHBOARD FOR TE AWA KAIRANGI KI TAI LOWER HUTT**  
 Report No. CCPC2025/2/109 by the Policy Advisor 70  
CHAIR'S RECOMMENDATION:  
 "That the recommendations contained in the report be endorsed."
12. **COMMUNITY OF INTEREST UPDATE: RANGATAHI**  
 Memorandum dated 7 April 2025 by the Head of Connected Communities 75  
CHAIR'S RECOMMENDATION:  
 "That the recommendations contained in the report be endorsed."
13. **EMERGENCY MANAGEMENT SIX MONTH UPDATE - FY 2024/25**  
 Report No. CCPC2025/2/110 by the Emergency Management Advisor 83  
CHAIR'S RECOMMENDATION:  
 "That the recommendation contained in the report be endorsed."
14. **CITY SAFETY AND CCTV UPDATE**  
 Memorandum dated 7 April 2025 by the Head of Connected Communities 103  
CHAIR'S RECOMMENDATION:  
 "That the recommendations contained in the memorandum be endorsed."
15. **TE NGAENGAE POOL + FITNESS - FINAL REPORT**  
 Memorandum dated 7 April 2025 by the Project Manager 114  
CHAIR'S RECOMMENDATION:  
 "That the recommendation contained in the memorandum be endorsed."

## 16. NEIGHBOURHOODS AND COMMUNITIES DIRECTOR'S REPORT

Report No. CCPC2025/2/113 by the Head of Parks and Reserves

131

### CHAIR'S RECOMMENDATION:

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

## 17. INFORMATION ITEM

### Communities, Culture and Partnerships Committee Work Programme 2025

Memorandum dated 28 March 2025 by the Senior Democracy Advisor

170

### CHAIR'S RECOMMENDATION:

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

## 18. QUESTIONS

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

## 19. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Mai te tohi rangi, ki te tohu  
nuku,

Tiaho I roto, mārama I  
roto,

Tupu mauri ora ki te whai  
ao ki te ao Mārama

Haumi e, hui e tāiki e

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

Draw together!

Affirm!

Kate Glanville  
**SENIOR DEMOCRACY ADVISOR**



04 April 2025

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**Report no: CCPC2025/2/124**

## **Petone Wharf options within \$12M Long Term Plan budget cap**

### **Purpose of Report**

1. To report back on options for Petone Wharf within the \$12M Long Term Plan (LTP) budget cap and seek direction from Council on its preferred approach for the wharf moving forward.

### **Recommendations**

That the Committee recommends that the Subcommittee:

- (1) receives and notes this report;
- (2) receives and notes the report from Independent Advisor Adam Thornton attached as Appendix 3 to the report
- (3) notes the Matrix attached as Appendix 2 to the report which analyses advantages and disadvantages of each option;
- (4) notes the feedback from the Petone Community Board, the Pito One Steering Group and Save the Wharf Campaign regarding the repair/remediation of the wharf attached as Appendix 4 to the report;
- (5) notes that as the cost assessment of the options discussed do not represent a confirmed project cost and have not yet been subject to the P95 QRA contingency rate required by the Council decision of 17 May 2024, there is an ongoing risk that the physical works exceed the indicative prices in the report;
- (6) notes the financial information on Council's previous wharf projects outlined in paragraphs 12-13 of the report;
- (7) notes the increased risk relating to liquefaction outlined in paragraph 42 (f) of the report;
- (8) notes that in the Registration of Interest (ROI) there were no responses from anyone offering significantly different technology to the approach used for the other Council wharves in recent years; and
- (9) considers the options presented and provides direction to officers on which option to pursue.

For the reasons that officers require further direction from Council on the preferred option for managing Petone wharf moving forward.

## Background

2. At its meeting of the Long Term Plan/ Annual Plan Subcommittee of 17 May 2024 Council resolved as follows
  - a) directs officers to commission an independent report to consider the options for Petone Wharf, including the merits of different technology, heritage aspects, lifetime costs and associated risks;
  - b) agrees for the report to be considered by the Petone Community Board and the Pito One Steering Group for feedback, before being considered by Council for a decision on which option to progress;
  - c) agrees to budget a maximum cap of \$12m in the LTP 2024-34 for Petone Wharf, and any options explored through the independent process must not exceed this budget.
3. The \$12M budget described above, is required to meet all costs in relation to the project including all consultant fees; planning fees; consent applications; other reports; physical works; and contingency and risk allowances.
4. A project team was set up to manage the process which consists of an Independent Project Review Lead (Adam Thornton, Dunning Thornton Consultants Ltd); A Council Project Manager (Stephan Titze Parks Project Manager HCC); and an Advisor Resource Consent (Bernie Warmington, Align).
5. The wharf options assessment project scope was agreed with stakeholders (Petone Community Board, the Petone Steering Group and Save the Wharf Group) to consider the project in terms of the following priorities:
  - a) repair/remediation of existing wharf.
  - b) repair/remediation of reduced wharf.
  - c) demolition.
6. Given the fact that a fixed budget has been supplied for the work, and the inherent complexity of the structure, an innovative estimating approach has been required. This approach consists of obtaining schedules of rates from appropriately qualified organisations that –
  - a) provide a robust cost estimate for the repair/remediation of a representative section of the wharf.
  - b) provide a robust cost estimate for the cost of demolition of a representative section of the wharf.
7. This approach further allows the scope of repair/remediation and demolition costs to be scaled up or down according to the budget and provides a standard unit of measure from which to compare prices.

8. It is important to note that this initial stage does not represent a confirmed quote for undertaking the refurbishment/demolition works. The figures provided for the three options were extrapolated from the schedules of rates provided by the organisations by the Independent Project Lead. In this sense they are not 'tendered prices' in any meaningful way.
9. It should be further noted that once Council has indicated which option it wishes to pursue (full remediation/part remediation/or demolition), a second stage of procurement will be enacted to confirm a tender price for that selected option which addresses the wharf in its entirety.
10. Whilst the current schedule of rates approach has enabled the project team to propose a model for cost estimates for the three options, there is always the risk that a full tender may return prices at a higher level.
11. 'Remediation' in the context of the wharf has been taken to mean:
  - Replacement or repair of damaged and/or decayed wharf structure with materials of equivalent performance
  - Seismic strengthening to a minimum of 40%NBS
  - The wharf should not require further major maintenance for a minimum of 25 years.
  - However, ongoing provision will need to be made annually for renewals at the end of the 25-year period.

#### *Previous Wharf projects*

12. The Day's Bay wharf remediation which commenced in April 2019 was initially tendered for \$3,023,329 but had cost \$4,270,444 by its completion date in June 2021, an overspend of \$1,247,115 or 41% on the tendered price. The wharf at just 75m in length is considerably shorter than the Petone wharf, which is around 284m in the approach, and a further 110m at the head (making a total just shy of 400m).
13. Officers involved in the original remediation of Rona Bay and Days Bay wharves suggest that in 2017 Council approved "\$1.37M for the full refurb of Rona Bay – this eventually cost \$3.5M" which means the project cost more than twice the budget. The budget for Day's Bay wharf was "\$2M for the full refurb of Days Bay – this eventually cost \$4.5M". Indicating a similar magnitude of budget overspend.

#### *Registration of Interest/Preliminary Rates Tender*

14. The Registration of Interest/Preliminary Rates Tender was advertised on GETS and 96 parties downloaded the documents. Six-parties submitted ROIs with construction costs/rates. Four parties submitted rates for all elements requested and two parties only submitted demolition rates. The two submitting only demolition rates have been rejected in this first phase of the process as non-complying.

15. The remaining four proposals appear to be generally well prepared and have been used to prepare the budget cost estimates for each option. The process taken has been to extrapolate the various schedules of rates provided by the organisations to develop estimated prices for each option. In this context the prices indicated below are indicative rather than confirmed through a formal tender process.
16. There were no responses from anyone offering significantly different technology to the approach used for the other Council wharves in recent years.
17. The construction cost estimate exercise (based on representative sections of the wharf) for full remediation ranges from \$8.8m to \$14.6m given the figures provided are derived from schedules of rate schedules rather than a commercially tendered quote for the works, the mean average has been selected for the purpose of this report. The mean average is \$10,661,337. Note that these numbers exclude contingency and other non-construction costs (consenting, design consultants and the like). They also exclude escalation.
18. For the purposes of preparing the construction estimate for part remediation of the wharf, an assumption has been made that nine bays (just less than half) of the wharf Head would be demolished. This outer half is in particularly poor condition with evidence of wharf subsidence. Estimated partial remediation costs on the above basis range from \$7.2M to \$11.2M. As with full remediation the mean average has been selected for the purpose of this report. The mean average is \$8,458,602. Note that these numbers exclude contingency and other non-construction costs (consenting, design consultants and the like). They also exclude escalation.
19. Estimated full demolition costs for Petone Wharf range from \$3m to \$5.6m and include an allowance for limited foreshore remediation at the north end of the wharf. The mean average is \$4.1M. Note that these numbers exclude contingency and other non-construction costs (consenting, consultants and the like). They also exclude escalation.
20. The contingency element for this exercise has been estimated at 25%.
21. Officers note this is less than the 30% contingency figure assumed by Beca for its high-level assessment on Wellington Wharves in 2018. It is also significantly less than the 50% contingency recommended by Auckland Transport in its remediation proposal for Northcote Point wharf in 2018 (both documents available on request).
22. The contingency value for physical works for full remediation of the wharf at 25% equates to \$2,645,327. The contingency value for part remediation at 25% is \$2,114,651; and the contingency for demolition at 25% is \$1,033,912.

23. A budget contingency sum is integral to any estimating process. It is a general allowance for residual risk including design development, unanticipated wharf deterioration uncovered during construction and legitimate construction variations. The estimating contingency is not intended to cover the cost of scope change. Council's approach most recently to such projects is to carry out a Quantitative Risk Assessment (QRA) at P95 which would almost certainly require a larger contingency. However, the tendered schedule of rates process has identified the current market range of applicable rates which is a key aspect that would be allowed for in a QRA.
24. Resource consent costs have been assessed as \$180,000 for a non-notified consent; \$370,000 for a fully notified consent; and \$355,000 for a direct referral to the Environment Court. For the purpose of this report the resource consent has been estimated at a conservative \$400,000, which is a figure suggested by the Independent Project Review Lead (Adam Thornton).
25. Other Fixed costs are Building Consent (\$15,000); Project Management Costs (\$80,000); and External Consultants (\$500,000).
26. An assessment of the three option costs is identified in Appendix 1 attached to the report. The assessment indicates –
  - a) The estimate for full remediation of the wharf including the average arising from the schedule of rates; contingencies (at 25%); resource and building consents; and consultant and project management fees, would be \$14.2M, based on the average of the tendered rates.
  - b) The estimate for part remediation of the wharf including the average arising from the schedule of rates; contingencies (at 25%); resource and building consents; and consultant and project management fees, would be \$11.5M, based on the average of the tendered rates.
  - c) The estimate for full demolition of the wharf including the average arising from the schedule of rates; contingencies (at 25%); resource and building consents; and consultant and project management fees, would be \$6.1M, based on the average of the tendered rates.
27. It will be noted that the estimated cost of total refurbishment of the wharf according to the schedule of rates, contingencies, consents and fees at \$14.2M is outside the current budget identified at the Long-Term Plan/ Annual Plan Subcommittee of 17 May 2024.
28. It will be noted that the estimated cost of part refurbishment of the wharf according to the schedule of rates, contingencies, consents and fees at \$11.5M is within the budget allocated by the Long-Term Plan/ Annual Plan Subcommittee of 17 May 2024.
29. However, this option is scalable which means there is ample opportunity that unanticipated costs of the part remediation option can be achieved through reducing the length of wharf to be repaired/remediated. It further allows the length of wharf to be remediated to be scaled up should a commercial tender result in a lower than anticipated price.

30. It will be noted that the estimated cost of demolition of the wharf according to the schedule of rates, contingencies, consents and fees at \$6.1M is within the budget identified at the Long-Term Plan/ Annual Plan Subcommittee of 17 May 2024.
31. A Risk/Benefit Analysis (matrix) of the options for Petone Wharf is included as Appendix 2 to the report.
32. Align has indicated that the Petone Wharf approach is within the jurisdiction of Hutt City Council whereas the Head of the Wharf is within the jurisdiction of the Greater Wellington Regional Council. Consequently, both Councils would need to apply for individual consents or combine for a joint consent application.
33. Align suggest that the joint approach would be preferred and that a non-notified resource consent could take 14-18 months; a fully notified consent 15-19 months (without an appeal), or 2.5 – 3 years (if appealed); a direct application to the Environment Court would likely take between 20 – 24 months (assuming no appeal to the High Court).
34. Currently physical works on the Petone Wharf are scheduled for 25/26, the indication arising from the above timeline suggests that the budget to complete physical works needs to be deferred from 25/26 to 27/28 at the earliest and may need to be deferred for a longer period dependent on the consenting process and any appeals that may arise from it.

#### *Community feedback*

35. The Save the Wharf group has put forward a proposal as part of their feedback which is attached as Appendix 4. This proposal was also supported by the Petone Community Board when it met on Monday 14 April 2025 and by the Pito One Projects Steering Group, as advised by the Chair on 15 April 2025. It suggests that a two-stage consent application - one for repair, and one for remediation may expedite the project.
36. It is noted that the Save the Wharf proposal to gain a repair consent suggests that repair and remediation work would consist of:
  - a) Pile fix (most or all piles, using FRP jackets)
  - b) Work on cross-bracing/bearers, including replacement and minor reconfiguration where necessary
  - c) Patching the deck
  - d) Installing seismic breaks
  - e) Repair of other components as necessary.
37. There would be the need to test these assumptions with the consenting authorities concerned who would be able to advise whether they could be legitimately considered as repairs or alternatively considered as remediation / renewal rather than repair and as such be subject to a consent.

38. Save the Wharf suggests the benefits of a two-stage consent approach would be:

- a) The strategy set out above responds to the extent of uncertainty about budget and contingencies as set out in Adam Thornton's report.
- b) It avoids risk of early onset delays in tendering and work commencing.
- c) It is the best approach for an increasingly fragile and highly valued historic structure.
- d) There is reduced risk of the community opposing a partial demolition proposal later, as Council will be seen to have acted in good faith, on best information, and to have obtained best value for money given the repair work which could be well under way before a demolition consent is sought.

39. And that the risks would be:

- a. Project management will need to monitor progress of work (we understand that approximately a 2-year repair programme is anticipated by tenderers) to determine timing of a subsequent consent for demolition, and to ensure that there is sufficient budget remaining for that process.

40. The Save the Wharf Campaign also provided feedback on the Options Assessment Matrix (Appendix 2) which is summarized below:

- a. For Lifetime Costs, they disagree with the red rating for options 1 and 2 and felt it should be yellow.
- b. For Financial Risks, they questioned why Option 1 and 2 are so different when both options could equally be lower than the prices provided.
- c. For Resource Consent Risk, they disagree with some of the Resource Consent commentary and ratings.
- d. For Asset Risk, they believe both Options 1 and 2 have great strengthening benefits - especially with the two proposed seismic gaps.

*Officer's response to Save the Wharf feedback*

41. Council's regulatory team would require more information before being able to determine whether the proposed "two stage" approach to consenting is viable. This could be considered in the pre-planning meeting which would be one of the next steps after a preferred option is determined by Council.

42. Regulatory officers advise that as well as defining the type of activity being undertaken as 'repairs', consideration would also need to be given to a number of other factors under the Operational District Plan including -

- a) potential noise and vibration non-compliances in an area adjacent to a residential zone.
- b) Site establishment factors eg construction buildings, parking signage etc.

43. The Planner notes under the Proposed District Plan. *“Maintenance and repair” is not defined in scope for the PDP (Rule HH-R1) but the scope for activities being assessed under this rule will be pretty narrow.* Other matters for consideration under the Proposed District Plan would include –
- a) The wharf structure could be deemed an ‘active recreation activity’ which per the Natural Hazards section of the PDP would render it an activity ‘potentially sensitive to natural hazards’. This may trigger consent requirements under Rule NH-R9 when legally operative.
44. If it was possible to progress on a two part consent, Council would also need to consider the following risks:
- a) The costs that have been provided for this exercise are based on one project, not two, and therefore may not be valid in this scenario. Some of the tenderers have also based their proposal on demolition first, and this may also impact indicative pricing.
  - b) To get best value for money it would still be tendered as one project with two stages (avoids duplication of costs across two projects including set-up) however with uncertainty around when/if a Resource Consent will be granted for Part 2, contractors may not be prepared to carry that risk.
  - c) Commencing a repair-based approach would preclude the application of a P95 QRA which was a central consideration in setting the budget and would be more subject to market fluctuation and inflation than a fixed price contract for repair/remediation.
  - d) If the condition of the wharf approach is worse than expected or other risks materialise early on and indicative costings are exceeded, Council could be left in a difficult position with sunk costs and insufficient budget to complete the project to the satisfaction of the community.
  - e) Rather than reducing the risk of community opposing a partial demolition, once repairs are done this may increase community expectation that repairs continue on the rest of the wharf, rather than demolition being seen as part of the trade-off for the partial remediation.
  - f) A repair-based approach would not necessarily mean sections of the wharf can re-open to the public as they are repaired. Consideration would need to be given to health and safety, interruption to ongoing work and additional cost incurred, and work required at the wharf entry to enable this, which may be outside of the scope of repairs.
  - g) A repair-based approach would require Council to carry the risk for a much longer period in terms of access management and potential failure of the structure under a medium seismic event.



## Risks

45. Overall Risks/Qualifications surrounding the current project are indicated below.
- a) Estimates are based on the 2021 condition survey (Calibre). This means the wharf may have deteriorated further within the intervening years raising remediation costs further.
  - b) Remediation works on existing older structures in aggressive weathering environments typically require higher than anticipated contingencies during the physical works phase. This could increase costs.
  - c) Estimates are based on current market costs, given the period required to achieve the necessary consents (14 months – 3 years) market conditions may change, and inflation will have an impact.
  - d) Cost for resource consent are estimates only with broad assumptions made on the relevant resource consent requirement for each option. This may not be reflective of actual requirements.
  - e) Timeframes do not consider possible further delays within the resource consent application process subject to appeals.
  - f) Liquefaction is likely to initiate at 55% Ultimate Limit State (ULS) demands (ULS is the point where soil would liquefy). This would likely render the wharf unrepairable. Under current NZ Building Code Requirements, this has a probability of ~20% of occurring within a 25-year period. However, the latest science, as outlined in the 2022 National Seismic Hazard Model, suggests liquefaction with a likely significant effect on the wharf has a probability of occurrence of 55% within a 25-year period. Mitigation of the liquefaction risk is financially unviable.

## Options

46. There are three options:

### **Remediation of Full wharf**

#### **Advantages**

- a) If the decision were to fully remediate the wharf it may be able to do so under a non-notified consent which would reduce the consent time to 14-18 months.
- b) Retaining the wharf in its current condition would maintain the existing recreational use.
- c) Retaining the wharf in its current format would retain an historic and heritage structure in close to its original configuration.

### **Disadvantages**

- a) Estimated full remediation costs including contingency; consultant costs; consent charges; and project management have been costed at 14.2 million which is outside the current funding envelope.
- b) If the wharf were to be fully remediated there would be ongoing maintenance costs impacting on rates for the foreseeable future. These would likely increase after approximately 25 years.
- c) If the wharf were to be fully remediated there would be the need to make provision on an annual basis to fund further renewals after the 25-year lifecycle of the wharf.
- d) Prices provided are rate models rather than fixed prices. Full remediation of the wharf could as a result be higher than indicated following a commercial tender.
- e) Should a resource consent be sought for full remediation there is no flexibility to reduce the quantity of physical works to match the budget which is already outside the fiscal envelope from the meeting of the Long-Term Plan/ Annual Plan Subcommittee of 17 May 2024.
- f) The latest science, as outlined in the 2022 National Seismic Hazard Model, suggests liquefaction with a likely significant effect on the wharf has a probability of occurrence of 55% within a 25-year period.
- g) Retaining the wharf in its current configuration would not increase the opportunity for alternative recreational pursuits.

### **Partial Remediation of Wharf**

#### **Advantages**

- a) Estimated partial remediation including contingency; consultant costs; consent charges; and project management has been costed at 11.5 million which is within the funding envelope.
- b) Prices provided are rate models rather than fixed prices. A part remediation / part demolition approach is scalable up or down in relation to costs received via a commercial tender. Consequently, the length of wharf remediated can be reduced or increased to fit the funding envelope.
- c) The resource consent applied for could be flexible to facilitate an increase or reduction in remediation as is possible with budget.
- d) Retaining a significant proportion of the wharf would maintain the existing recreational use at a level close to current amenity.
- e) Reconfiguring/remodelling the wharf may provide opportunities to consider other recreational use eg canoe launching.

- f) Reconfiguring/remodelling the wharf would retain a significant portion of a feature with historic and heritage value.

### **Disadvantages**

- a) If the wharf were to be part remediated there would be ongoing maintenance costs impacting on rates for the foreseeable future.
- b) If the wharf were to be part remediated there would be the need to make provision on an annual basis to fund further renewals after the 25-year lifecycle of the wharf.
- c) This option would likely be fully notified taking 19-36 months to gain resource consent.
- d) The latest science, as outlined in the 2022 National Seismic Hazard Model, suggests liquefaction with a likely significant effect on the wharf has a probability of occurrence of 55% within a 25-year period.

### **Demolition of the Petone Wharf**

#### **Advantages**

- a) Estimated full demolition costs including contingency; consultant costs; consent charges; and project management are 6.1 million which is within the funding envelope.
- b) Following demolition of the wharf there would be no ongoing maintenance or renewals costs.
- c) Prices provided are rate models rather than fixed prices. However, there is sufficient headroom in the allocated budget to manage any rate variations and a straightforward demolition is unlikely to necessitate significant rate changes.
- d) A direct approach to the Environment Court would likely reduce the risk of appeals.
- e) Liquefaction exposure would not be an issue should the wharf be demolished.
- f) Removal of the wharf would allow investment in other recreational assets.

#### **Disadvantages**

- a) An application direct to the Environment Court for demolition could take 20-36 months to resolve.
- b) Demolition of the wharf would clearly remove a recreational asset.
- c) Demolition of the wharf would remove a much admired historic and heritage asset from the community.

## **Climate Change Impact and Considerations**

47. No site specific hydrological or other assessments have been undertaken to determine the potential impact of climate change on the existing structure.

## **Consultation**

48. The results of the initial assessment were shared with the Petone Community including the Petone Community Board, the Pito One Projects Steering Group and the Save Petone Wharf campaign on 9 April 2025.
49. Officers facilitated a questions and answers session on the morning of 14<sup>th</sup> April 2025 at the request of Save the Wharf. The Q&A session focused on building consent; liquefaction; timber recycling; and a range of technical matters relevant to the proposed part remediation/demolition. These included jacketing of piles, length of wharf to be demolished, seismic gaps, additional cross-bracing and contingencies. The notes on the Q & A session can be made available to Councillors if requested.
50. Save the wharf indicated at the meeting that it may support part remediation /demolition if the consent process could be expedited through separate resource consents one for repair and the other for remediation. The proposal is attached as Appendix 4.
51. Officers attended the Petone Community Board on the evening of 14<sup>th</sup> April 2025 where Save the Wharf group presented its proposal and officers spoke to the Petone wharf report. The Petone Community Board expressed support for the Save the Wharf proposal. (part remediation/demolition with a two-part consenting process). The Pito One Steering Group has also expressed support for this option.

## **Legal Considerations**

52. All three options discussed would require resource and building consent.

## **Financial Considerations**

53. Budget has been set at 12M for 2024-2034 Long Term Plan. Further financial information is included in the body of the report.

## Next Steps

54. Once Council has provided direction on which option it wishes to select officers would –
- Make arrangements with consenting authorities for a pre-consent lodgement meeting with a view to clarifying the type of consent required to progress with the selected option.
  - Clarify with the consenting authorities whether a split resource consent approach is viable with a repair proportion and a remediation proportion.
  - Seek to develop tender documents reflective of the option selected and consent approach to be adopted (single, joint, or two-part consent).
  - Seek confirmed tender prices for the work.
  - Report back to Council the outcome of the tenders sought.

## Appendices

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<a href="#">4</a>	Appendix 4: Save the Wharf feedback	29

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Chief Executive

## Appendix 1: Option Costs Petone Wharf

Option	Description	Physical Works		Consent Costs		Consultant Costs	HCC Project Management	Option Total Cost
		Schedule of Rates Cost	Contingency Cost	Resource Consent Cost	Building Consent			
1.0.	Full Repair/Remediation of Existing Wharf	\$10,581,307	\$2,645,327	\$400,000	\$15,000	\$500,000	\$80,000	\$14,221,634
2.0.	Partial Repair/Remediation of reduced Wharf	\$8,458,602	\$2,114,651	\$400,000	\$15,000	\$500,000	\$80,000	\$11,568,253
3.0.	Demolition of Wharf	\$4,135,648	\$1,033,912	\$400,000	\$15,000	\$500,000	\$80,000	\$6,164,560



























**03 April 2025**

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**Report no: CCPC2025/2/107**

## **Colson Street Reserve - Exchange of Land**

### **Purpose of Report**

1. To seek Committee approval to commence the exchange process of part of the Colson Street Reserve (Council-owned) for part of adjoining Urban Plus Ltd (UPL) land.

### **Recommendations**

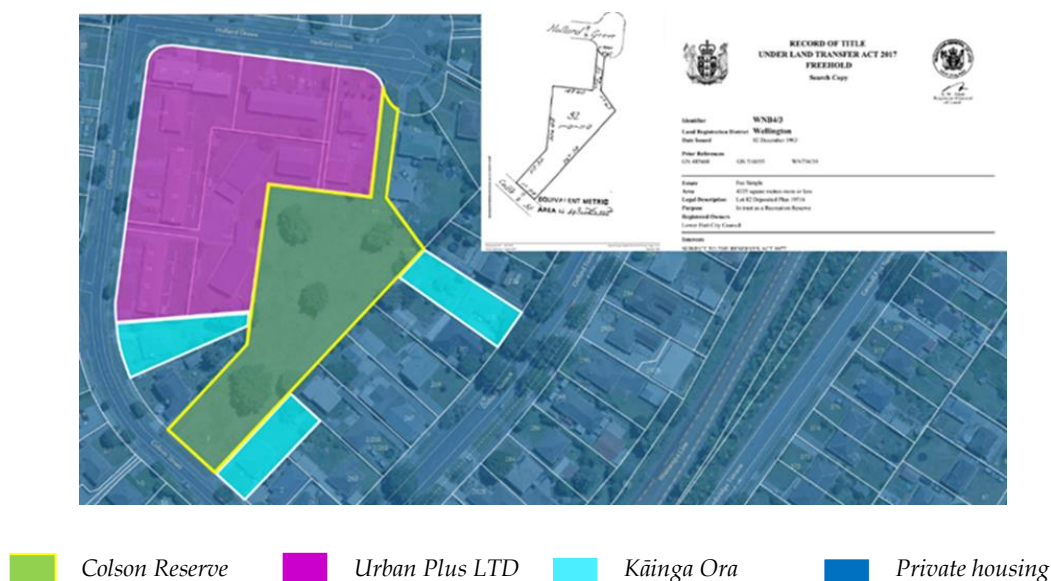
That the Committee recommends that Council:

- (1) receives the information; and
- (2) approves officers to commence the Reserves Act exchange of land process (under the Reserves Act 1977) of part of the Colson Street Reserve for part of adjoining Urban Plus Ltd (UPL) land.

For the reason that the exchange of land is beneficial from both a reserves and a housing supply perspectives.

### **Background**

2. Council owns Colson Street Reserve which covers an area of 4,325 square meters in Avalon. Access to this reserve is from a 6m wide pedestrian path from Hollard Grove at the northern end of the reserve and from 24m wide frontage on Colson Street at the southern end. The current land ownership around the reserve is shown below.

**Diagram 1: Current Ownership Configuration of Colson Reserve**

*Cartography developed with ArcGIS 2025, by Parks and Reserves Planning team.*

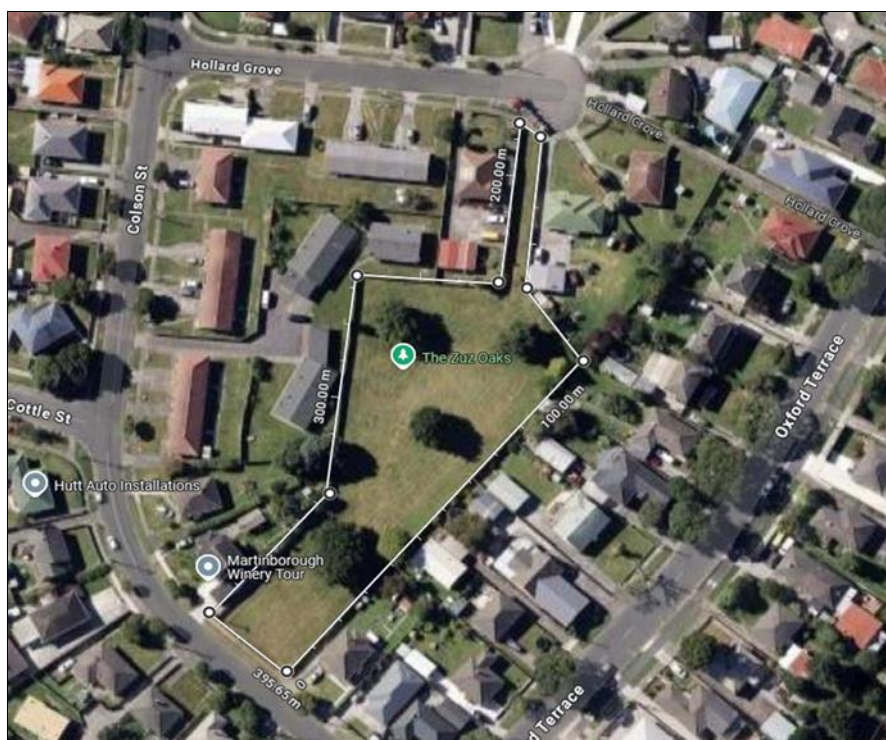
3. The reserve was officially registered in Wellington on 2 December 1963, under the identification number WBN4/3. It is designated as Lot 82 according to deposited plan 19516, with the intended purpose of serving as a Recreation Reserve.
4. The land and buildings directly adjoining the reserve to the west are owned by UPL and used as affordable pensioner rentals. UPL intends to demolish and re-develop these old single storey houses to create modern homes and to make better use of the land. UPL is in the process of constructing a new building on Hollard Grove to relocate their tenants prior to the re-development.

**Image 1:** *Artist's impression of UPL's Hollard Grove development*



## Discussion

5. Due to its characteristics, Colson Street Reserve is classified as a Neighbourhood Reserve. Its purpose is to provide spaces and facilities for recreational activities to residents living within a 400 to 800 metre distance, or a 5-10 minute walk. This approach ("pedestrian catchment") to the provision of green space within an urban situation is well-established in urban planning.
6. Colson Street Reserve is a flat, grassed open space with four semi-mature oak trees. The reserve does not have any play facilities, seating or other amenities. Its legal status under the Reserves Act is "Recreational Reserve". There is little anecdotal or empirical evidence that suggests it is a well-utilised facility by the local community.
7. The Draft Reserves Investment Strategy (2024) notes that there is a "shortfall of quality and accessible open space" in the vicinity.
8. The current configuration of the reserve and the UPL housing is sub-optimal. The reserve layout does not provide much in the way of street elevation. The UPL housing has very low density and does not provide a positive interface towards the reserve (e.g. access and overlooking for safety).

**Diagram 2: Colson Street Reserve Location Plan**

9. In discussion between UPL and Council's Parks and Reserves team (P&R) an opportunity has been identified to exchange reserve land for UPL land. This would facilitate a modern medium density housing development for UPL and create the opportunity to relocate and reconfigure the reserve to improve street frontage and overlooking.
10. As part of its master-planning process, UPL has investigated how a new reserve could be provided with direct street frontages on two sides (Hollard Grove and Colson Street) and residential properties overlooking the reserve on the other sides. This is considered to provide a significant improvement for access, visibility and personal safety compared to the current layout which has rear property fences around most of the reserve and is to a great extent 'a vulnerable site'.
11. In general terms P&R and UPL see the proposal as a win/win both opening the reserve and modernising some poorly configured housing units. P&R is therefore keen to work alongside UPL to further refine the outline proposal and ensure a critical green resource in the city is optimised to its best advantage, for the benefit of a currently underserved part of the community. A preliminary plan has been provided by UPL that outlines these improvements. It is shown below in Diagram 3.



**Diagram 3:** Preliminary Colson Street masterplan (including HCC and UPL land).

12. The Draft Reserves Investment Strategy (2024) identifies the sub-optimal nature of the current configuration at Colson Reserve (Table 1). However, it should also be noted that the reserve is a valuable resource in an underserved area of the city (in reserve terms).

**Table 1:** Colson Street Reserve Investment Strategy Assessment (Draft Reserves Investment Strategy (2024))

Focus Area Four: Spaces that create connection				
Project	Description	Reasoning	Proposed Timeframes	Indicative Cost
<b>Colson Street Reserve re-development (Avalon)</b>	Extent of development will be contingent upon practicality of land purchase for reserve expansion to create more inviting street frontage OR; upon engagement and further consultation, Colson Street may be best suited for increased enhancement to fit current and predicted level of service.	Immediate vicinity has existing shortfall of quality and accessible open space. Avalon has been experiencing high intensification, including changing demographic trends. Urban Plus is continuing to provide social housing directly adjacent to the reserve with a predicted influx of working-class families, singles, and aging seniors. There is opportunity to better align with the Go Outside and Play, Indigenous Biodiversity Strategy and Reserves Strategic Directions.	Medium Term	\$400K

13. The proposed new configuration results in a net loss of reserve space of 1,250 m<sup>2</sup> but removes long accessways which are of little recreational value in the current reserve.
14. Officers will negotiate with UPL for financial or in-kind contribution towards the new reserve to mitigate the reduction in reserve area. For example, UPL could be required to contribute to the Council 400k budget (LTP 2024-34) for an upgraded reserve and play area at Colson Street.
15. Other outcomes sought through the development are:
  - Ensuring the community has a fully accessible, integrated and functional recreational reserve.
  - Ensuring the area is designed, developed and maintained with the aim of increasing social cohesion, wellbeing and health, and removing vulnerable sites that may otherwise become areas for anti-social behaviour.
  - Maximising the space that could effectively be utilised for recreational purposes. In practice this would mean land provided specifically for infrastructure such as swales, raingardens, paths, roads and car parking (etc) would not count in the assessment of recreational space.

### **Process and timeline**

16. Council has the delegation\* to authorise the exchange of reserve land as this land was not acquired from the Crown. \* Under the "Instrument of Delegation for Territorial Authorities" enacted by the Conservation Minister in 2013.
17. If approved by the Committee, notice of the proposed land exchange will be gazetted for one month as per the requirements of the Reserves Act 1977.
18. The sequence of events for the Reserves Act exchange process is:
  - a. Approval sought from Communities, Culture and Partnerships Committee to start the Reserves Act exchange process.
  - b. Public notification of the exchange proposal (1 Month)
  - c. Consideration of submissions and amendment of proposal if required.
  - d. Endorsement sought from Communities, Culture and Partnerships Committee to approve the exchange.
  - e. Council decision on the exchange.

### **Risks**

19. The main risk identified is:

Opposition to the proposal from adjoining landowners or the surrounding community. Mitigation: Officers and UPL will ensure clear communications with adjoining landowners and the community, including explaining the benefits of the exchange.

### Other considerations

20. Should the land exchange process be approved by Council, the zoning of the reserve land (General Recreational) and adjoining UPL land (High Density Residential) will need to be amended in the District Plan. It is anticipated that this can be undertaken by way of a submission on the Proposed District Plan by UPL and the ensuing RMA process.

### Options

21. The options are to:
- a. **Approve** the commencement of the Reserves Act exchange of land process as spelt out in this report; or
  - b. **Decline** the commencement of exchange process. Under this option, UPL will develop their land around the reserve, leaving the existing reserve as is. This will reduce the number of houses delivered and will remove the opportunity to reconfigure the reserve in the future. New UPL housing could be designed to provide some overlooking of the existing reserve but will not address the lack of street frontage and visibility of the reserve from the surrounding neighbourhood.
22. Officers recommend option (a), as it will improve the location and design of the reserve and enable the development of additional housing.

### Climate Change Impact and Considerations

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

### Consultation

25. The Act requires one month of public consultation and the consideration of any objections by the Council prior to a decision being made.
26. In addition to this formal process, engagement will be undertaken with adjoining landowners, the local community and Mana Whenua.

### Legal Considerations

27. The Reserves Act 1977 spells out the process to follow for the exchange.
28. The re-zoning of the land will follow the process contained in the Resources Management Act.
29. Any legal agreement covering land transfer between parties will be developed with assistance from Council's Legal Team.



**Financial Considerations**

30. The Long Term Plan 2024-34 includes a budget of \$400,000 for the re-development of Colson Street Reserve. Additional funding may be required from UPL to facilitate the necessary improvements – this will not affect the LTP funding.
31. It is anticipated that UPL, as the developer, would be responsible for all costs associated with the development.

**Appendices**

There are no appendices for this report.

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**Approved By:** Andrea Blackshaw  
Director Neighbourhoods and Communities

**Report no: CCPC2025/2/60**

## **Pito One Projects overview**

1. To provide an overview and timeline of the three projects in the Pito One Projects (wharf, grandstand and hub/library) and broader contextual information to support decision-making. The three projects are covered by separate reports on the agenda.

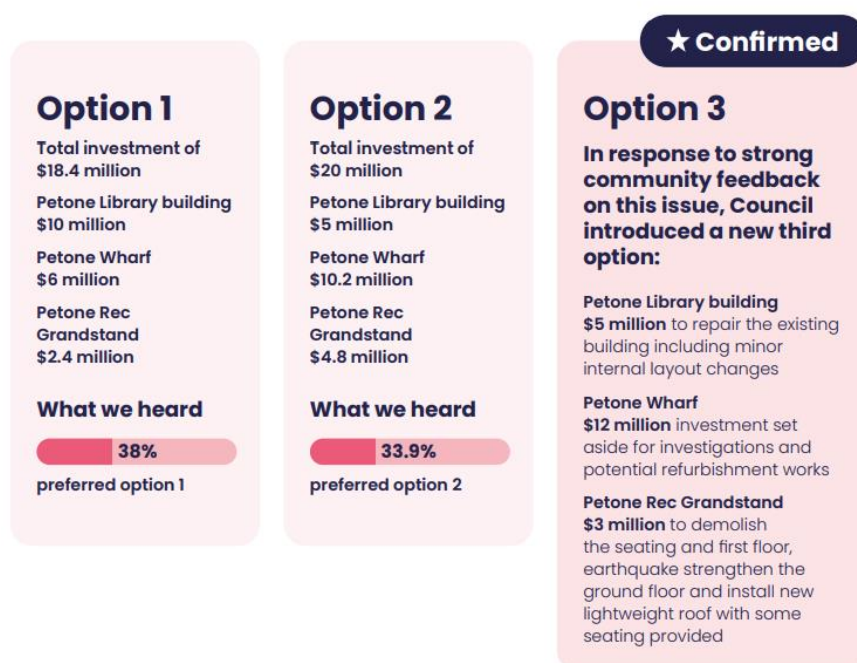
### **Recommendation**

That the Committee receives and notes the information.

### **Recent timeline and decisions**

2. Petone Wharf has been closed to the public since 2020 due to its poor condition. The 2022/23 Annual Plan allocated \$21M to rebuild the Peone Wharf and Council commissioned a report which provided six potential options, three of which were then progressed to more detailed design and costings. When the costings came back in January 2023, none could be delivered within the project's allocated budget.
3. As part of decision-making for the 2023/24 Annual Plan, on 20 December 2022 Council agreed to defer the budget (\$23.9M once inflated) to 2029-30 to 2031-2032 help manage financial pressures at the time. Council also agreed that the project would be reconsidered as a part of the DLTP24, in the context of all priorities.
4. Council then established the Pito-one Project Steering Group to oversee the alignment and co-ordination of several conceptual projects expected to be delivered in Petone, building on work already done by the Petone 2040 group. The Steering Group was asked to investigate additional options for the Petone Wharf project including more affordable options and to report back to the Long Term Plan/ Annual Plan Subcommittee in August 2023 for consideration in budgets for DLTP24.
5. Between April-June 2023 the steering group received briefings on the key projects within their purview and on the expected impact on Petone of the District Plan Review (including inclusion of sites of significance to Māori), climate change, population growth and increased residential density.

6. The Steering Group then oversaw, and took part in, two workshops with key community stakeholders and mana whena in July 2023 to develop options for all three projects. The workshop report said that 'most feedback recognised that the increased cost and limited amenity value meant that retaining the full wharf is no longer the best use of a significant investment in Petone'. Workshop participants suggested a number of alternative ways to provide coastal amenities and social, cultural and economic value. There was also strong support for ensuring that The Esplanade is developed to make the most of the opportunity of the two new cycleways at either end and the expected increase in visitors.
7. Post the workshops a series of options for all three assets were developed by the Steering Group and officers. After much consideration, Council agreed to provide a capped \$20M budget for the three projects in the DLTP24 and directed officers to undertake further work to determine priorities and options for public consultation.
8. In the DLTP24 Council consulted on two options and, after hearing public feedback, eventually agreed a new third option, as outlined below:



9. On 17 May 2024 Council agreed to:
  - a) commission an independent report to consider the options for Petone Wharf, including the merits of different technology, heritage aspects, lifetime costs and associated risks.
  - b) agree for the report to be considered by the Petone Community Board and the Pito One Steering Group for feedback, before being considered by Council for a decision on which option to progress.
  - c) agree to budget a maximum cap of \$12m in the LTP 2024-34 for Petone Wharf, and any options explored through the independent process must not exceed this budget.

- d) agree to budget \$5M in the LTP 2024-34 to repair Petone Library, noting this is a high-level estimate, and the facility is in poor condition; and (5) agrees to budget \$3M in the LTP 2024-34 for Petone Recreation Ground Grandstand and directs officers to report back on options for the grandstand, including the toilets and changing block.

### **Broader considerations**

10. Council's endeavour to take a sustainable development approach, thinking about the social, economic and cultural interests of the community and ensuring prudent stewardship and the efficient and effective use of resources on behalf of the community. Councils are required to assess the risks and expected returns from investments, to take into consideration the views of community and provide opportunities for Māori to contribute to council decision-making processes.
11. There are a number of broader matters that Council can consider in making this decision which are summarised below.
12. Council has pushed out budget and decisions on all three Petone assets in recent years due to affordability challenges and higher priorities, and in the case of the wharf, strong views in the community.
13. Community engagement in the past has shown there are mixed views on the future of the wharf, both in Petone and the broader community, and this was again reflected in Long Term Plan consultation in 2024. Those who want the Petone Wharf retained are generally concerned about heritage and the role of the wharf in Petone's identity and social history. Those who do not want it retained generally believe that in the current financial environment, the wharf is no longer a good investment given its' limited amenity and the fact that even if it was fully or partially refurbished, it would continue to be a vulnerable structure, especially in the face of sea level rise and extreme weather events.
14. Council's intention for the Long Term Plan 2024/27 was to consider what was 'affordable' in the context of other competing priorities. This included the \$35.9M shortfall for management of built and green assets. Council agreed on a new approach to managing these assets which requires some difficult trade-offs around old assets that are due for renewal and enables the recycling of funding into new assets that better meet the needs of the community into the future.
15. Currently the sea level is rising at about 3mm per year in the Wellington region and this is expected to accelerate soon due to climate change. Petone is particularly vulnerable as the land there is also sinking. Parts of Petone are expected to be impacted by coastal inundation and flooding from extreme weather events. The resilience of Council-owned assets will be a critical question. Officers are currently considering what this will mean for the Petone Settlers Museum and for land leases on the Petone foreshore where building owners may not be able to secure insurance in the future. Currently lease renewals in the area are being reduced due to this uncertainty.

16. Petone is also likely to undergo a significant change in the next ten years due to the opening of two cycleways – Te Ara Tupua and Tupu Horo Nuku – which will be linked by Petone Esplanade. Council is also working with central government on a more resilient, higher capacity, multi-use east-to-west connection which will take traffic away from the Esplanade to connect to SH2.
17. This will reduce volumes of traffic and heavy traffic on the Esplanade and create the potential for it to become a regional destination area for recreation and social and cultural activity. Some development has already been undertaken at the Iwi-owned and Council managed Honiana Te Puni Reserve at the western end of the Esplanade.
18. Last year's community workshops proposed an extension of this work with options for investment in The Esplanade to realise the opportunity of creating a precinct for social and cultural activities, both for the enjoyment of locals and to attract visitors and provide economic impact.

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

19. This is detailed in the report.

### **Consultation**

20. This is detailed in the report.

### **Legal Considerations**

21. This is detailed in the report.

### **Financial Considerations**

22. This is detailed in the report.

### **Appendices**

There are no appendices for this report.

**Author:** Andrea Blackshaw  
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**Approved By:** Jo Miller  
Chief Executive

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**Report no: CCPC2025/2/115**

## **Petone Recreation Ground Grandstand options within capped budget of \$3M**

### **Purpose of Report**

1. To update the Communities, Culture and Partnerships Committee on progress considering options related to the Petone Recreation Ground Grandstand (the grandstand).

### **Recommendations**

That the Committee recommends that Council:

- (1) receives and notes the information;
- (2) notes the cost estimates for repair are expected in late April 2025 and if available will be tabled at the meeting on 30 April 2025;
- (3) notes consultation that has been undertaken with the Petone Rugby Club, Pito One Steering Group and the Petone Community Board;
- (4) notes that a report will be considered by the Committee when options analysis has been carried out and further community consultation undertaken.

For the reason that Council has asked to be kept informed of progress around the seismic strengthening of the Petone Recreation Ground Grandstand.

### **Background**

2. The grandstand was built circa 1939. Some structural improvement was completed circa 1979 and some seismic strengthening completed circa 2014. The grandstand is made of heavy materials such as reinforced concrete and masonry. There are some lightweight elements such as the roof and partitioning in the level 1 clubrooms.
3. The seating area of the grandstand has been closed for public use due to health and safety concerns. Use has been limited to the ground floor level which includes the club changing facilities.

4. At the Long Term Plan/ Annual Plan Subcommittee on 17 May 2024, the following was agreed regarding the grandstand:
 

*“to budget \$3M in the LTP 2024-34 for Petone Recreation Ground Grandstand and directs officers to report back on options for the grandstand, including the toilets and changing block.”*
5. Officers met with Petone Rugby on 24 September 2024 - Wayne Smith (Chairman), Brent Pritchard (President), Gus McMillan (Groundsman) and Roger Thackery (Pito One Steering Group) - to gather input into the draft high-level scope document to progress options. Areas discussed included -
  - a) The Club’s view of the cultural and economic significance of the grandstand and the negative impact of its closure.
  - b) The Club’s view on current state and options for remediation.
  - c) Council’s responsibilities as the asset holder under the Health and Safety Act 2015, and Earthquake Prone Buildings Regulations of the Building Act.
6. Consulting engineers were then engaged to investigate three options:
  - a) **Option 1:** Seismic strengthening / rehabilitation of the existing building without any loss of functionality. (retains existing covered seating capacity and continued use of existing spaces).
  - b) **Option 2:** Seismic strengthening / rehabilitation of the existing building, reduced covered seating capacity from 1120 to 300 persons. Includes use of the long rooms and other associated rooms where financially viable (reduction in capacity reduces to IL 2 and reduces cost).
  - c) **Option 3:** Seismic strengthening / rehabilitation of the changing rooms and incorporation of a new roofing system. No seating, but where budget allows separate seating could be provided.

## Discussion

7. The current Detailed Seismic Assessment (DSA) indicates the earthquake rating to be 20% of the New Building Standard (NBS) as an Importance Level 3 Building (IL3) as assessed in accordance with the guidelines.
8. An initial desk-top exercise was completed to provide insight into the likely strengthening cost of the facility to 67% NBS for each of the options indicated above.
9. All three options under the desk-top analysis were within budget at around \$1.8 million. However, it is necessary to emphasise that the current assessment is a technical estimate and that the results of a commercial tender may be significantly more than indicated by the assessment.

10. The quantity survey indicated the below prices for each option.
  - a) Option 1: Retain the existing configuration \$1,811,314;
  - b) Option 2: Reduce covered seating to 300 persons \$1,881,706;
  - c) Option 3: Remove seating and reroof the facility \$1,804,329.
11. An intrusive condition inspection program is currently being undertaken on the Grandstand to determine the degree of concrete corrosion and spalling. The full report and cost estimate for repair are expected available late April 2025 and were not available in time for this report.
12. Early indications suggest there are some reasonably serious areas of corrosion and spalling as per the Images below.

**Image 1: Concrete Corrosion and Spalling Petone Grandstand.**



13. Remediation of the concrete and associated strengthening is not included in the desk-top analyses currently received and is likely to represent a fairly substantial cost on top of the baseline estimate for all three options.
14. The seismic strengthening work being proposed at Petone Grandstand will trigger updates to accessibility and escape requirements under the Building Act.
15. Accessibility requirements triggered by the seismic strengthening will include those items listed below (a-f). Prices are currently being sought, costs of which will need to be added to the existing base price for all three options.
  - a) Create dedicated accessible carpark and dedicated associability entrance;
  - b) Replace doorways which are not comply with required clearance;
  - c) Clear escape routes first floor to width of 1200mm;
  - d) Improve visibility contrast at doors, steps and outlets;
  - e) Improve signages (accessible carpark, stairwells, toilets, and routes);
  - f) Improve slip resistance of concrete floor on Ground floor and Grandstand



16. The proposed seismic strengthening also triggers the requirement for improvements to access and egress under the Building Act.
17. Additional costs likely to arise from means of access and egress (fire regulations) are not currently included in the base cost estimates for options 1-3 and will need to be added to the base estimate. Works arising from the fire regulations will include those items listed below (a-g).
  - a) Improvement of visibility in escape routes;
  - b) Improve emergency exit signages (illuminated);
  - c) Establishment of fire extinguishers in aisles and walkways;
  - d) Establish 60 min fire rating of building (floor between ground level and level 1);
  - e) Establishment of additional escape routes for seating area and recommended establishment of additional aisles in seating area;
  - f) Upgrade door hardware;
  - g) Improvement of emergency lighting system.
18. No allowance has currently been made for upgrades to the changing room and seating i.e. shower upgrades, lighting improvements, painting and decorating etc.
19. Once the crucial improvements have been priced (concrete and reinforcing work; accessibility improvements; and access and egress requirements), Officers will consider whether any further work to improve the facility can be made within the existing budget. Other costs will include –
  - a) Consultant costs (investigations; design; development; fire reports etc);
  - b) Project management costs;
  - c) Consenting costs.

## Options

20. Analysis of options will be provided once the full report and cost estimate for repair are received. In the interim, the following commentary is provided.
- a. **Option 1:** Seismic strengthening / rehabilitation of the existing building without any loss of functionality (retains existing covered seating capacity and continued use of existing spaces). This option will trigger Access and Egress requirements and will require a higher level of strengthening to achieve 67% NBS as an Importance Level 3 (IL3) building.
  - b. **Option 2:** Seismic strengthening / rehabilitation of the existing building reducing covered seating capacity from 1120 to 300 persons. Includes use of the long rooms and other associated rooms where financially viable. This option reduces the Grandstand from an Importance Level 3 building (IL3) to an Importance Level 2 (IL2) and will likely reduce anticipated costs as they relate to seismic strengthening and access and egress.
  - c. **Option 3:** Seismic strengthening / rehabilitation of the changing rooms and incorporation of a new roofing system. No seating, but where budget allows separate seating could be provided. This approach is likely to further reduce costs relating to seismic strengthening and access and egress.

## Climate Change Impact and Considerations

21. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
22. Heating options; energy saving opportunities; and the conservation of natural resources will be considered where budgets allow.

## Consultation

23. As noted, officers have consulted with a number of local groups including the Petone Rugby Club.

## Legal Considerations

24. There are no specific legal considerations.

## Financial Considerations

25. There are no specific financial considerations at this juncture.

## Appendices

There are no appendices for this report.

**Author:** Stephan Titze, Parks Project Manager

**Author:** Arthur Nelson, Head of Parks and Reserves

**Reviewed By:** Jenny Livschitz, Group Chief Financial Officer

**Reviewed By:** Andrea Blackshaw, Director Neighbourhoods and Communities

**Approved By:** Jo Miller, Chief Executive

## **Communities, Culture and Partnerships Committee**

**04 April 2025**

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**Report no: CCPC2025/2/114**

### **Petone Neighbourhood Hub options within \$5M capped Long Term Plan budget**

#### **Purpose of Report**

1. To provide an update on the project to repair Petone Neighbourhood Hub/Library building.

#### **Recommendations**

That the Committee:

- (1) notes the information in this report including the condition assessment for the Petone Hub building;
- (2) notes additional safety measures that have recently been implemented for the glass atrium;
- (3) notes the project was presented to a community feedback session on April 9 2025;
- (4) notes that rough order costings are expected to be received in late April and will be circulated to Committee members at that time and tabled at the meeting;
- (5) agrees to proceed with the identified repairs if the rough order costings are within the \$5M budget; and
- (6) directs officers to do further work to re-scope the project, consult with the community, and provide options that are within budget if the rough order costings are more than the \$5M budget; and

For the reason that the repairs to the facility are needed, the budget is capped at \$5M and rough order costings had not been received at the time of writing this report.

#### **Background**

2. On 17 May 2024, the Long Term Plan/ Annual Plan Subcommittee agreed 'to budget \$5M in the Long Term Plan (LTP) 2024-34 to repair Petone Library, noting this is a high-level estimate, and the facility is in poor condition'.

3. Since then, officers have scoped the project including having a detailed condition assessment carried out. This is attached as Appendix 1 to the report.

## Discussion

4. The Petone Neighbourhood Hub requires extensive remediation and upgrades to address several key issues, including mould, moisture, water tightness, structural integrity, and compliance. While some reports, such as those on asbestos and moisture, yielded better than expected results, the majority of investigations confirmed significant problems with the roof, glass atrium, windows and large sections of Level 1.
5. Key findings are detailed in the Scope of Works Report (Appendix 1), and the recommended actions are summarised below.

## Scope of Works

6. The proposed works will involve a comprehensive strip-out and commercial mould clean. The concrete tiled roof will be fully replaced, with targeted repairs and replacements to flat roof sections. External cladding will undergo substantial repairs, including the replacement of significant fascia elements, while windows throughout the building will also be largely replaced. The glass atrium will be completely replaced, and timber columns supporting the building's exterior will be fully or partially replaced. Additionally, timber framing in walls, floors, and the roof will undergo targeted strengthening or replacement.
7. Minor fire and accessibility compliance upgrades will be carried out, alongside landscaping works and an updated Initial Seismic Assessment (ISA). It is anticipated that unforeseen and unknown consequential works will arise as the project progresses, and the flooring and internal finishes will also need to be addressed. Potential HVAC upgrades are under consideration, though these will be confirmed in due course.
8. Temporary repairs will be necessary in various areas of the flat roof to prevent ongoing water ingress, and containment screens will be installed. Ongoing air sampling will be required to prevent the cross-contamination of mould. Once the remaining structural and seismic reports are received, a Rough Order of Costs is being prepared to determine whether the refurbishment works can be completed within the capped \$5M budget.
9. In mid-April 2025 additional safety measures were put in place to manage risks from the glass atrium and this is being monitored ongoing.

## Contingency Considerations

10. Due to the age of the building, the scale of the refurbishment works, and the extent of water ingress and damage, a significant budget contingency, no less than 15%, will be required. This contingency will cover any unforeseen issues and potential hidden problems that may arise once elements of the building envelope and internal linings are removed during the refurbishment process.

## Options

11. The rough order costings for this project are expected to be received in late April 2025. If they are within the \$5M budget, officers propose proceeding with repairs as identified.
12. If the rough order costings are more than the \$5M budget, officers propose further work to re-scope the project and provide options that are within budget. The options developed would be consulted on with community before coming back to this Committee in June 2025 for a decision.
13. The primary objective is to create a flexible, adaptable community space that is functional for the next 30-40 years, while ensuring safety and compliance for all users. Given the need to constrain future maintenance and renewal costs, the focus will be on quality rather than quantity.
14. At a community meeting on 9 April 2025, attended by members of the Petone Community Board, the Pito One Steering Group and other key stakeholders, an update on the project was provided.

## Climate Change Impact and Considerations

15. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
16. The brief for this project does not specifically include climate change-related works, and the building is gas-free, meaning no significant measures are required to reduce its operational carbon footprint. However, there are a few points that should still be considered:
  - a) If insulation is not already present, adding insulation to any areas where linings are being removed could improve the building's energy efficiency. This is acknowledged as a consideration, though a full reline of the building is not within the project's scope.
  - b) If the budget permits, the replacement windows should be double-glazed to enhance the building's energy efficiency.
  - c) Any contracts valued over \$250k will adhere to Hutt City Council procurement guidance, requiring emissions reporting to the Council. Additionally, contracts over \$1M must include efforts to reduce emissions associated with the project.

## Legal Considerations

17. There are no legal considerations.

## Financial Considerations

18. The estimated cost to complete this project is expected to remain within the \$5M budget, including contingencies.
19. There is a risk that costs could exceed the budget due to the nature of the refurbishment works, the age of the building, and the potential for uncovering additional water ingress and damage during the works. Regular budget checks will be carried out to ensure the project remains within budget and value engineering options will be identified and executed as needed.

## Appendices

No.	Title	Page
<a href="#">1</a>	Te Pātaka Kōrero o Pito-one	55
<a href="#">2</a>	Ground Floor Plan	66

**Author:** Joann Ransom  
Head of Neighbourhood Hubs and Library Services

**Reviewed By:** Andrea Blackshaw  
Director Neighbourhoods and Communities

**Reviewed By:** Jenny Livschitz  
Group Chief Financial Officer

**Approved By:** Jo Miller  
Chief Executive





























**20 March 2025**

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**Report no: CCPC2025/2/108**

## **Proposal for Long Term Telecommunications Licence**

### **Purpose of Report**

1. This report seeks Council permission to grant a long term Telecommunications Licence to Connexa Ltd to operate a new telecommunications facility on Council owned land.

### **Recommendations**

That the Committee:

- (1) receives and notes the information; and
- (2) approves the proposed Telecommunications licence term of 15 years on reserve land.

For the reason to allow Connexa Limited to erect a new telecommunications facility at 5 Benahr Close, Kelson.

### **Background**

2. In June 2022, Connexa Limited, an Aotearoa New Zealand specialist mobile tower infrastructure company, acquired passive mobile telecommunications tower assets from Two Degrees Network Ltds ('2degrees', an Aotearoa New Zealand full-service telecommunications provider).
3. A new telecommunication facility is set to be erected at 5 Benhar Close, Kelson, 5010 (Lot 7 DP 476471), which will comprise of a new 9m high monopole, antennas and support infrastructure including two new cabinets.
4. The total site area measures about 6,501m<sup>2</sup> and accommodates and existing water reservoir and hard surface access leg into the site.
5. 2degrees will continue to own the active elements of its network, including the radio access equipment, spectrum assets, transmission and backhaul.
6. Resource consent to erect the facility has been granted by Hutt City Council on 5 November 2024.
7. The proposed location, as set out in the Resource Consent Officer's report, is to be placed adjacent to the reservoir.



### Discussion

8. In alignment with the resource consent, a formal agreement must be entered into between Hutt City Council and Connexa Ltd to establish a Telecommunications Licence.
9. The Parks and Reserves Team has been facilitating discussion and will be authoring this Licence.
10. The land parcel in question is not under the Reserves Act 1977, but under Council's *Private Use of Public Land Policy*, all reserve land is treated as if classed as such.
11. The proposed duration for this Licence is for 15 years, with no rights of renewal, and will be charged per the Rental Formula for Commercial Use in the *Private Use of Public Land Policy* at the Consumer Price Index (CPI), with CPI rent increases being capped at 2%.

### Options

12. Approve the licence duration for 15 years OR;
13. Approve the licence, but for a shorter duration.

### 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.

### Consultation

15. Public notification has been over a period of 25 days, with advertisement in the Hutt News.

**Legal Considerations**

16. The application site is legally described as Lot 7 DP 476471 held within Record of Title 658595. There are a range of interests on the Record of Title including easements, rights of way and a fencing covenant; it is not considered that any of these interests will affect this proposal to grant a long-term Telecommunications Licence.
17. This proposal is in alignment with the Telecommunications Act 2001.

**Financial Considerations**

18. Other than officer time, there is no other financial considerations.

**Appendices**

There are no appendices for this report.

**Author:** Nicole Peurifoy  
Leasing Coordinator

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**Reviewed By:** Arthur Nelson  
Head of Parks and Reserves

**Approved By:** Andrea Blackshaw  
Director Neighbourhoods and Communities

**Report no: CCPC2025/2/109**

## Update on the development of a Homelessness Dashboard for Te Awa Kairangi ki Tai Lower Hutt

### **Purpose of Report**

1. To seek approval from the Community, Culture and Partnerships Committee (the Committee) on the homelessness dashboard and webpage for launch late May 2025.

### **Recommendations**

That the Committee:

- (1) notes that on 9 September 2024 the Committee agreed that officers would report back on 30 April 2025 on the development of a homelessness dashboard (the dashboard) and seek agreement to launch the dashboard in May 2025;
- (2) notes that officers provided a Council Briefing on the dashboard on 23 April 2025;
- (3) agrees to the proposed content of the dashboard; and
- (4) agrees to the proposed steps for launching the dashboard in May 2025.

For the reason that the dashboard development and implementation was set under action two of the refreshed action plan that supports the delivery of Council's objectives for the Homelessness Strategy.

### **Background**

2. In February 2024, the Communities, Culture and Partnerships Committee (the Committee) agreed to the refreshed action plan for helping end homelessness in Te Awa Kairangi ki Tai Lower Hutt.
3. The refreshed action plan includes the establishment of the Homelessness Oversight Advisory Group (the Oversight Group) to oversee the delivery of identified actions and initiatives for Council including the development of the homelessness dashboard (the dashboard) set under action 2.

4. Since 2019, understanding the underlying causes of homelessness has been identified as a key strategic priority towards achieving Council's goal to end homelessness in the city. A dashboard was envisioned from the outset of the original Homelessness Strategy.
5. On 28 February 2024, as part of the refreshed action plan the Committee agreed to prioritise developing a homelessness dashboard to address the lack of data for monitoring homelessness and understanding the scale of the issue in Te Awa Kairangi ki Tai Lower Hutt.
6. On 9 September 2024, the Committee agreed officers would report back on 30 April 2025 on the dashboard development and seek agreement to launch the dashboard in May 2025.

## **Discussion**

### ***Pilot Dashboard: platform change***

7. On 9 September 2024, the committee agreed to have the dashboard hosted on the Wellington Region Leadership Committee (WRLC) Regional Housing Dashboard platform with a link to Council's website for more locally specific information.
8. In January 2025, WRLC informed officers that this was no longer possible because at present, other Councils across the region do not currently collect homelessness data on a quarterly basis which doesn't allow for a regional focus on the Regional Housing platform.
9. After considering options, it was decided that the best option now is to host the dashboard internally by developing a supporting webpage that will provide clear, accessible information on homelessness and Hutt City Council's response.

### ***Pilot Dashboard: selected data and dashboard development***

10. Development of the Dashboard has been led by the Research and Evaluation team, with data sourced from regional data sets and data provided by our contracted providers. This has included a detailed consideration of privacy implications.
11. Officers have worked with our contracted providers to identify the most appropriate data sets to include in the dashboard. This means the dashboard provides a meaningful snapshot of the state of homelessness in Te Awa Kairangi ki Tai Lower Hutt and will track progress over time in addressing homelessness.
12. The data will be updated as required to ensure that the dashboard information remains current.

13. The proposed content of the dashboard includes aggregate, non-identifiable data for the following insight areas:
- a) High-level summary insights (the overall snapshot);
  - b) Public Housing register data;
  - c) Severe housing deprivation estimates;
  - d) A housing crowding index;
  - e) Ta Kiri Mai data on households and dependents, including tamariki;
  - f) Ta Kiri Mai data on housing types and suburbs; and
  - g) Further information about the dashboard.
14. The pages are interactive and incorporate the ability for users to filter data across several parameters, including year, ethnicity and suburb.

### Options

15. **Table 1** below provides proposed options towards launching the dashboard in late May 2025.

**Table 1: Options for launching the dashboard**

Options	Pros	Cons
1. Make no changes to the proposed dashboard content and launching approach	Allows for a timely launch of dashboard	No 'Cons' identified
2. Request changes to the dashboard content and launching approach	Addresses Committee's concerns and provides the opportunity for further feedback	Could significantly delay the dashboard launch

16. Option 1 ensures the launch of the dashboard in late May 2025. Officers note that because Council is hosting the dashboard, there will be opportunities to review and update the dashboard further following the launch.



17. The proposed steps for launching the dashboard in late May 2025 are set out below in **Table 2**.

**Table 2: Steps for launching the dashboard**

Date	Action
30 April	Webpage content completed
Early May	Draft media release and FAQs (for internal use only)
Early May	Internal staff update (Pānui/Kōrero)
27 May	Council approval of dashboard
29 May	Soft launch of dashboard and webpage
Late May	Internal update for Elected Members
Late May	Communications to targeted stakeholders (the sector)

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

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

### **Consultation**

19. Council's homelessness providers and the Connected Communities Team have provided feedback on the pilot dashboard which has been incorporated into the dashboard design.

### **Legal Considerations**

20. Council's Connected Communities and Legal teams are working with our providers to update provider contracts with a clause on data privacy requirements for sharing data provided as part of quarterly reporting into the homelessness dashboard.
21. Data sharing and the development of the dashboard are being undertaken in accordance with the requirements of Council's privacy policy. A Privacy Impact Assessment has been developed and reviewed by Council's Privacy Team.
22. Steps undertaken to ensure internal data privacy include:
- considering data sovereignty and following research ethics policy and privacy requirements for storing data appropriately;
  - consulting with Council's Privacy Team to work on technical aspects of sharing data; and
  - ensuring that the Legal Team is across the privacy requirements of the dashboard and provide a final peer-review of the legislative requirement of the tool before going live.

**Financial Considerations**

23. Development and activation of the dashboard will be funded through baseline operating budgets.

**Appendices**

There are no appendices for this report.

**Author:** Dalila Gharbaoui  
Policy Advisor

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

**Reviewed By:** Adrienne Moor  
Head of Connected Communities

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



**TO:** Chair and Members  
Communities, Culture and Partnerships Committee

**FROM:** Adrienne Moor

**DATE:** 07 April 2025

**SUBJECT:** COMMUNITY OF INTEREST UPDATE: RANGATAHI

### **Purpose of Memorandum**

1. This memorandum provides an update on recent activities, initiatives and outcomes relating to officers' engagement with Rangatahi in Lower Hutt. It covers how the Rangatahi Facilitator role has been utilised to progress the strategic goals and actions outlined in the Rangatahi Engagement Action Plan. It also includes a short update on wider Council engagement with Rangatahi and other key youth sector stakeholders.

### **Recommendation**

That the Committee:

- (1) receives and notes the memorandum;
- (2) notes the progress being made against the Rangatahi Engagement Action Plan (the Plan), including the establishment of a Student Leaders' Network attached as Appendix 1 to the memorandum; and
- (3) notes the next steps for the Plan outlined in the memorandum.

### **Background**

#### *Council Direction and Investment*

2. On 1 May 2024, the Communities, Culture, and Partnerships Committee adopted the Rangatahi Engagement Action Plan, which set a framework for more meaningful engagement with Rangatahi in Lower Hutt.
3. To support implementation, the Long-Term / Annual Plan Subcommittee approved funding for a 1.0 FTE Rangatahi Community Facilitator role, including associated operational costs. The role was established to lead the delivery of the action plan, foster relationships with sector leaders, and create meaningful engagement pathways for Rangatahi.

*Rangatahi Community Facilitator*

4. Since the appointment of the Rangatahi Community Facilitator in September 2024, key areas of focus have included:
  - a. reviewing and driving Council initiatives targeting Rangatahi.
  - b. developing new programmes and partnerships that enhance youth participation in civic processes.
  - c. establishing a student leadership network to provide Rangatahi with a direct mechanism to engage with Council.
  - d. coordinating training and capacity-building efforts for staff engaging with Rangatahi.
  - e. using data and insights to inform and adapt engagement.

**Progress Against the Rangatahi Engagement Action Plan**

**Strategic Priority 1:** Help Rangatahi understand how Council works and what rights they have when it comes to being a part of decision making

*Establish Rangatahi Education Programmes*

5. A key focus has been on integrating civic education into existing school curricula and community programming.
6. Resident Satisfaction Survey (RSS) School Sessions: The Facilitator has partnered with secondary schools to deliver workshops on civic engagement using the RSS as a learning tool. 165 students were directly engaged. Each participating school has shown interest in hosting more workshop style sessions like this.
7. Elections NZ Collaboration: Work is underway to adapt an existing Elections NZ programme into a classroom-based local elections education session. The Facilitator will connect with Social Studies departments in schools to deliver before September.

*Weave Civic Education into Existing Programmes*

8. RSS Focus Group: A Rangatahi-specific focus group was hosted at Moerā Hub to collect insights on youth experiences in Te Awa Kairangi ki Tai. Learnings from this will be used to give context to the RSS submissions by Rangatahi. This model of capturing stories alongside data is being explored for other Council engagement efforts.
9. Youth Inspire Council Tour: A group of 22 Rangatahi from Youth Inspire's work readiness programme "He Poutama Rangatahi" attended a panel session with HCC staff from various departments. The attendees asked the panel questions about their individual career paths as well as their mahi specific to Council. This beautifully blended their programmes kaupapa, with education around Council and local government.

**Strategic Priority 2:** Encourage young people to actively participate in their communities and in civic affairs

*Review current activities for opportunities for better engagement*

10. The Rangatahi Community Facilitator has conducted a stocktake of existing youth programmes and identified gaps in Council-supported Rangatahi initiatives, particularly in hubs and libraries. As a result, there has been a targeted push for more Rangatahi-focused programming.
11. Moerā Hub Activation: Regular weekly programming has been established to provide Rangatahi with a dedicated space for activities and community engagement. Partner organisations involved include Vibe, Zealandia, Voice of Aroha, and Tūhura Tech.
12. Streetball and Twilight Initiatives: Council-supported streetball events in Kōraunui and Twilight Basketball at the Walter Nash Centre have provided Rangatahi with structured, safe, and accessible spaces for physical activity and social engagement. These two kaupapa alone activated over 150 Rangatahi.

*Establish a Student Leaders' Network*

13. Work to establish a Student Leaders' Network continues.
14. Engagement efforts—including school visits, emails, and event outreach—have led to the formation of a project group of Rangatahi who will co-design a student leaders' network. The network will be developed and delivered through April/May 2025.
15. Student Network Workshops: A series of hui are planned throughout April 2025 to progress the development of the Leaders' Network. A group of eight interested Rangatahi have been identified and invited to participate. Although this group has been identified, the kaupapa will be an open invitation to any Rangatahi that may be keen to contribute.

**Strategic Priority 3:** Partner with schools and Rangatahi sector leaders to creatively engage with Rangatahi and increase participation.

*Creation of Partner Agreements*

16. Tihei Rangatahi MoU: A formal partnership has been established with Tihei Rangatahi to provide youth programming in Naenae. This has led to stronger collaboration between Council and Kokiri Marae Keriana Olsen Trust, and afterschool programming for 59 Tamariki and Rangatahi from various schools in and around Naenae.
17. Funding and Supporting Youth Outreach: Council continues to provide funding and support for organisations such as Vibe, Tihei Rangatahi, TRM and Youth Inspire to deliver Rangatahi-specific services and outreach /programmes.

18. Tuhura Tech – Tuhura Tech, partially funded by the Kākano fund have been delivering free Tech Club sessions from Te Mako Community Centre and the Walter Nash Centre. These sessions are growing rapidly, and they are looking to expand to a third session running out of Taitā College specifically for Rangatahi ages 13-18.

*Broader Council Rangatahi Engagement*

19. The Facilitator has engaged with over 50 stakeholders – including schools and youth organisations to grow the network, strengthen relationships and generate more collaboration opportunities. Relationships with sector partners are also growing, enabling passive engagements with Rangatahi through, for instance, making resources and collateral available in more Rangatahi spaces like the Weltec Student Expo and school libraries etc. Work continues to identify and act on further relationship and collaboration opportunities that can help to further build trust and awareness throughout the youth sector.
20. Physical Activity Initiatives: Programmes such as streetball, fitness training, and youth-focused wellness activities continue to support Rangatahi wellbeing and social inclusion.
21. Supporting Young People into Work: The Business and Economy Team continue to work towards delivering the “Maker Story” initiative to promote the manufacturing industry in an engaging way for Rangatahi. The Facilitator has also engaged with internal teams to explore the opportunities for engaging young people into work at Council.
22. Engaging young people through Social Media: Officers work currently to engage with young people through existing social media channels, including Facebook and LinkedIn and our web platform. Early work on the options for a Strategy for Tiktok and other socials has also been undertaken, however the timeframes for this work are not yet set.
23. Reactivation of TAYDN (Te Awa Kairangi Youth Development Network): TADYN was established to bring different players in the youth sector within Te Awa Kairangi together regularly. It has become less active over the years, but we are looking at ways to revitalise it through collaboration with sector leaders like Vibe, Ignite and Kickstart.
24. Rangatahi Newsletter: This resource gives stakeholders a baseline understanding of what is going on in Council spaces. It will be sent out alongside our monthly What’s On to cover events for whānau and Rangatahi. It will also contain links to things like our Civic and Youth Awards to raise awareness of opportunities offered through Council.

**Strategic Priority 4: Use Data and Insights to Inform Engagement***Stocktake of Existing Rangatahi Data and insights*

25. Analysis of prior Resident Satisfaction Surveys identified a low rate of youth participation. Strategies have since been implemented to increase Rangatahi submissions, resulting in a 475% increase in Rangatahi participation from 28 (2024) to 161 (2025). This exercise has given us new insight into Rangatahi drivers, goals and preferences, that will be utilised to inform wider Council processes and initiatives that would benefit from a Rangatahi perspective.

*Effective Data Use and Sharing*

26. From April 2025 a new community newsletter will be published to improve information-sharing with stakeholders. The Facilitator is co-designing the Newsletter with stakeholders to compile content and distribute across the sector.

*Keep up to date with new and creative ways to engage with Rangatahi including meeting with other councils*

27. Rangatahi Council Officer Hui: A meeting of officers from other Councils in the region monthly have been organised by Elections NZ and Porirua City Council. This hui brings Rangatahi Facilitators together regularly, and is an opportunity to network, share lessons and collaborate.
28. Involve Conference: Involve is the National Conference for youth health and development in Aotearoa hosted by Ara Taiohi. The Rangatahi Facilitator is looking to attend this conference in August 2025, using the opportunity to build a wider network of contacts in the Rangatahi sector, and to gain insights through the content of the conference to use to achieve the goals outlined in the work programme.

**Progress Against Rangatahi Community Facilitator Work Plan**

29. An update to the Rangatahi Community Facilitator's Work Plan, as reported previously to the Committee, is attached at Appendix 1 to the memorandum.

**Next Steps**

30. Mana Taiohi Training for Staff: Planning is underway to deliver Mana Taiohi training for frontline staff in public facilities to equip them with skills to engage effectively with Rangatahi in a safe and meaningful way.
31. Student Network: Establish a student network before June 2025 in accordance with the RCF Work Plan.
32. TAYDN: Work with sector partners (Vibe, Kickstart and Ignite Sport) to revitalise Te Awakairangi Youth Development Network.

**Climate Change Impact and Considerations**

33. There are no climate change impact considerations in this report.

**Legal Considerations**

34. There are no legal considerations in this report beyond what is already covered in terms of privacy requirements for sharing data in a public platform.

**Financial Considerations**

35. Financial aspects are noted in this memorandum.

**Appendices**

No.	Title	Page
1↓	Rangatahi Community Facilitator Work Programme	81

**Author:** Adrienne Moor  
Head of Connected Communities

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**Approved By:** Andrea Blackshaw  
Director Neighbourhoods and Communities







**Report no: CCPC2025/2/110**

## **Emergency Management Six Month Update - FY 2024/25**

### **Purpose of Report**

1. The purpose of this report is to provide a summary of Emergency Management (EM) activities at Council between 1 October 2024 and 31 March 2025.

### **Recommendation**

That the Committee receives and notes the information.

### **Discussion**

#### **Hazards**

2. There were no events during the quarter that required an EOC or EAC activation. During the last six months, EM monitored the hazards listed in Table 1 below.

**Table 1: Hazards impacting Council between 1 October 2024 and 31 March 2025.**

<b>Hazard</b>	<b>Occurrence</b>	<b>EM Response</b>
Strong Wind Watch (Yellow)	2 x October 1 x December 1 x March	Advanced notice provided to Communications and Transport Teams. Weather monitored.
Strong Wind Warning (Orange)	2 x October 3 x December	Advanced notice was provided to Council teams and external partners. Weather monitored.
Heavy Rain Watch (Yellow)	1 x November	Advanced notice was provided to the Communications and Transport Teams. Hazard monitored with updates provided when required.

Heavy Rain Warning (Orange)	2 x October 2 x November 1 x December	Advanced notice was provided to Council teams and external partners. Hazards monitored with updates provided when required.
Strong Earthquake	1 x October	A 5.7 magnitude earthquake 25km west of Wellington at a depth of 30km caused moderate shaking in Lower Hutt. EM took part in a regional multi-agency coordination call and monitored the situation. Updates were provided to the Communications Team and Council Leadership. No damage was reported.
Moderate Earthquake	1 x March	A 4.3 magnitude earthquake 5km south-west of Wellington at a depth of 27km caused weak shaking in Lower Hutt. Situation monitored with no damage reported and no further actions required.
National Tsunami Advisory	1 x December	A 7.3 magnitude earthquake near Vanuatu generated a national tsunami advisory. Notifications provided to the Offices of the Chief Executive and Mayor, on-call controller, and function managers. EM participated in a regional multi-agency coordination call. NEMA and GNS determined that there was no tsunami threat to the Wellington Region.
National Tsunami Advisory	1 x March	A 6.8 magnitude earthquake west of Rakiura generated a national tsunami advisory. Notifications provided to the Offices of the Chief Executive and Mayor, on-call controller, and function managers. NEMA and GNS determined that there was no tsunami threat to the Wellington Region.

## Future Hazards and Risks

### *Autumn weather predictions*

- NIWA autumn weather predictions for the Wellington region are for above average temperatures (50% chance), near normal (40% chance) or below normal (35% chance) rainfall totals, and river flows to be near normal or below normal.

### *Ava Rail Foot Bridge*

4. The proposed closure of the Ava Rail Foot Bridge on 24 February 2025 has been postponed pending further review between Council, KiwiRail and Central Government.
5. If it proceeds, this proposal could have significant ramifications for Petone residents evacuating out of the Tsunami Yellow Zone following a major long or strong earthquake (Hikurangi Subduction Zone or Wellington Fault). There are only five locations where most residents can cross railway lines (see Figure 1 below).

**Figure 1: Petone Rail Corridor Tsunami Evacuation Points.**



6. EM has assessed this risk, is incorporating it into future exercises, and will pass learnings onto the tsunami evacuation plan working group. EM will provide updates as the situation develops.

### *Restricted Fire Season*

7. On 25 February 2025, Fire and Emergency New Zealand (FENZ) moved the entire Wellington Fire District to a restricted fire season. This decision was driven by a significant dry period combined with high winds. EM monitored fire indices throughout Q2 and Q3 and liaises with FENZ when risks are elevated.

### *Highly Pathogenic Avian Influenza (HPAI)*

8. In December 2024, (high pathogenicity avian influenza) HPAI was detected at a Mainland Poultry farm in Otago. There is strong evidence to suggest that the current strain developed because of free-range hens being exposed to wild waterfowl.
9. Since it was detected, there has been no sign of HPAI outside of Mainland Poultry's farm. EM will continue to monitor this hazard.

## Quarterly Workstreams

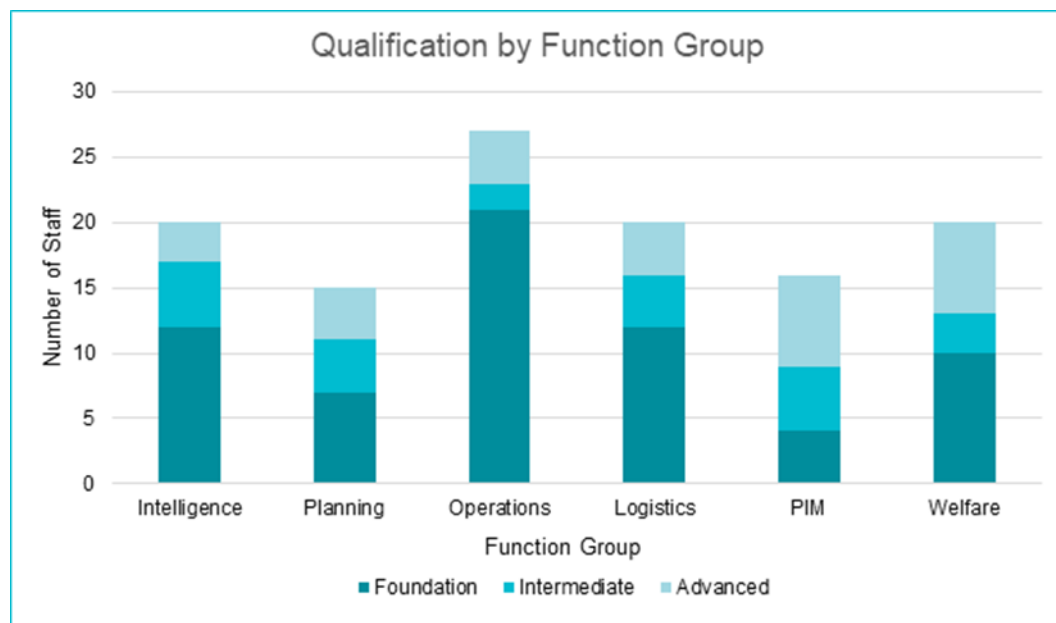
10. The content below provides a structured update across the four workstreams of Council's current Emergency Management Strategy:
- People;
  - Platforms;
  - Partnerships; and
  - Plans and procedures.

## People Workstream

### *EOC Personnel*

11. EOC staff numbers have grown over the last six months with a net increase of six staff. This included growth in the Intelligence and Planning Function Groups which were comparatively understaffed. The total EOC roster currently sits at 135 staff. Table 2 details the current qualification levels by function group in the EOC.

**Table 2: Qualification Levels in EOC by Function Group.**



12. Council staff from the Animal Services team have completed foundation level training and joined the EOC roster. This is an important milestone and significantly improves the ability of Council to provide and support animal welfare services during an emergency response.

### *EOC Competency Levels*

13. EOC competency measurements are based on regional training targets which includes participating in at least one EOC exercise as well as three hours of training activities every year. Note that this figure excludes the Control Function Group who have separate competency pathways.
  - a. **Tier 1** – Staff have completed a relevant Function Course and met training targets over the last 12 months. These staff should be able to work with minimal supervision. There are currently **22 staff** at this level.
  - b. **Tier 2** – Staff have met training targets over the last 12 months. These staff require some supervision. There are currently **20 staff** at this level.
  - c. **Tier 3** – Staff have not met training targets over the last 12 months. In a major emergency these staff could be called in to operate under significant supervision. There are currently **79 staff** at this level.
14. EM analysis of staff training shows that whilst many staff complete foundation training a significant portion do not continue with function specific training. We have asked WREMO to facilitate additional function courses and to look at different ways of delivering training such as via online training.
15. WREMO are reviewing online training offered via NEMA, but their preliminary advice is that much of the content offered is outdated or ineffective. WREMO has limited resources to produce online training.
16. EM has met with Council's People and Capability team to discuss how content could be created.

### *EOC Rostering*

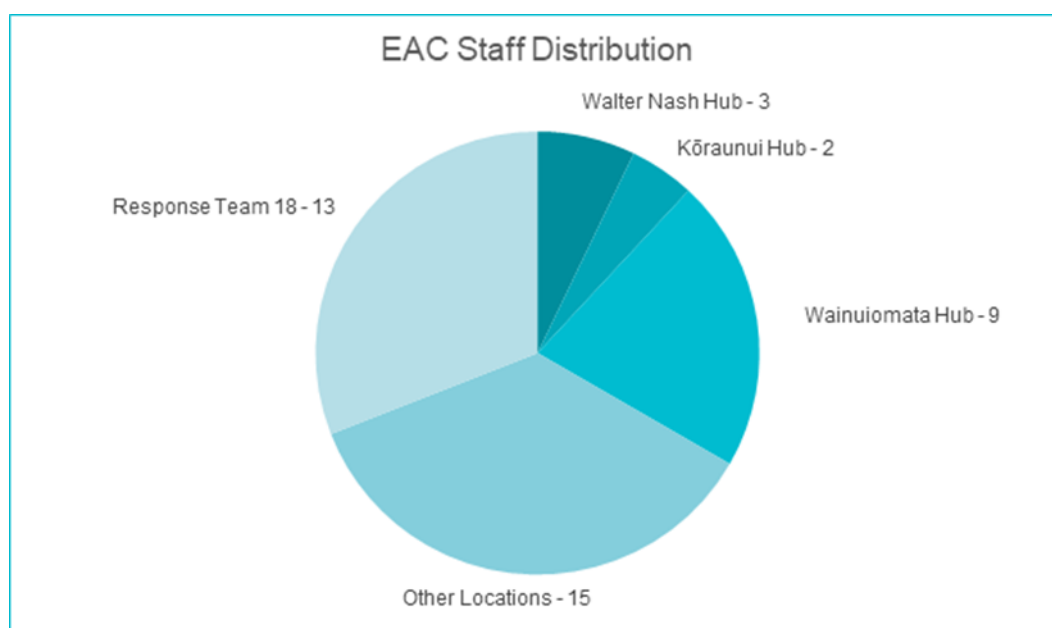
17. Rostering is assessed against two emergency scenarios: "most likely" and "most dangerous". A "most likely" scenario is a significant localised severe weather or flooding event with full staff availability. A minimum of 22 well-trained EOC council staff would be required for each shift.
18. A "most dangerous" scenario is a catastrophic regional or national event. EM have assumed, for planning purposes, that 20% of Council EM trained staff would be unavailable to participate in EM related tasks. A minimum of 41 trained EOC staff would be required on each shift.
19. In the event of a prolonged "most likely" scenario, Council currently has enough staff to roster four rotating shifts of 22 staff (100% strength). The average competency level across each shift would be **Tier 2**.
20. In the event of a prolonged "most dangerous" scenario, Council currently has enough staff to roster four rotating shifts of 27 staff (66% strength). The average competency level across each shift would be **Tier 3**.

21. The shift staffing estimates need to be validated and may need to be increased. A larger number of inexperienced or 'just-in-time' trained staff would need to be employed in significant or major events, or for longer duration response and recovery.

### *EAC Personnel*

22. EAC staff numbers have grown over the last six months with a net increase of three staff. This includes the addition of several New Zealand Response Team 18 volunteers. The total EAC roster currently sits at 42 staff. Table 3 details the distribution of EAC trained staff.

**Table 3: Current Council EAC Staff Distribution.**



### *EAC Competency Levels*

23. EAC staffing is at the following competency levels:
- Tier 1** – Staff have completed a Needs Assessment Course and met training targets over the last 12 months. These staff should be able to work with minimal supervision. There are currently **10 staff** at this level;
  - Tier 2** – Staff have met training targets over the last 12 months. These staff require some supervision. There are currently **three staff** at this level; and
  - Tier 3** – Staff have not met training targets over the last 12 months. In a major emergency these staff could be called in to operate under significant supervision. There are currently **29 staff** at this level.



*EAC Rostering*

24. Rostering is assessed against two emergency scenarios: “most likely” and “most dangerous”. A “most likely” scenario is a significant localised severe weather or flooding event with full staff availability. Seven well trained EAC staff would be required on each shift, not including other agency, contracted or community partners.
25. A “most dangerous” scenario is a catastrophic regional or national event. EM have assumed, for planning purposes, that 20% of council EAC trained staff would be unavailable to participate in EM related tasks. 15 trained EAC staff would be required on each shift, not including other agency, contracted or community partners.
26. In the event of a prolonged “most likely” scenario, Council currently has enough staff to roster four rotating shifts of seven staff (100% strength). The average competency level across each shift would be **Tier 2**.
27. In the event of a prolonged “most dangerous” scenario, Council has sufficient staff to roster four rotating shifts of eight staff (56% strength). The average competency level across each shift would be **Tier 3**.
28. For a “most dangerous” scenario, several EACs may need to be activated simultaneously to meet community needs. Redeployment of trained staff from across Council and activation of volunteer groups would be necessary.

## Training and Development

### *Exercise Summary.*

29. There have been four training exercises over the last six months which are shown in table 4 below.

**Table 4: Council EM Exercises between 1 October 2024 and 31 March 2025.**

Exercise	Date	Comments
Exercise Poseidon	4-6 October	A 36-hour training exercise for New Zealand Response Teams from all over the North Island sponsored by NEMA and planned/delivered by WREMO with the support of Council.
Bulk Fuel Fire Simulation Exercise	30 October	A tabletop exercise hosted by Fire and Emergency New Zealand practising a multi-agency/stakeholder response to a complex bulk fuel facility fire scenario in Seaview.
Exercise Rū Whenua	7 November	A regional multi-agency exercise involving the activation of the EOC. The scenario was based on a South Island magnitude 8 earthquake. The exercise saw record attendance of 68 people.
Elected Members Community Emergency Hub Exercise	20 November	Council elected members were provided with a briefing on the emergency hub model, and the rationalisation for consolidating some of these in the future. Members then took part in a hub activation exercise to role play scenarios and typical hub activities.

30. There are currently six exercises scheduled for the next quarter which are shown in table 5.

**Table 5: Council EM Exercise Schedule.**

Exercise	Date 2025	Comments
Reconnaissance Exercise	28 April	Tabletop exercise, involving regional Response Teams, Fire and Emergency New Zealand, Urban Search and Rescue, and Council Transport.
EAC Course/Tabletop Exercise	16 May (TBC)	EAC course and tabletop exercise at Koraunui-Stokes Valley Community Hub.
Exercise Wai Riri	21-22 May	EOC exercise to develop Council EOC trained staff, emergency services liaisons, and community stakeholders. Scenarios based around major/catastrophic distant source tsunami.
EAC Course/Tabletop Exercise	5 or 6 June (TBC)	EAC course and tabletop exercise at War Memorial Library.
EAC Activation Exercise	10 June	EAC activation practice involving the physical setup of an EAC (location TBC).
EAC Course/Tabletop Exercise	26 June	EAC course and tabletop exercise at Naenae Community Hub.

### ***Function Courses***

31. An analysis of training by EM indicates limited completion of function specific courses by EOC trained staff with only 20-25% of staff completing this training. Public Information Management and Welfare have higher completion rates of 67% and 41% respectively.
32. EM does not have data to identify why completion rates are low and other councils also report similar training levels. Additional courses have been requested of WREMO to be conducted locally.

### ***Training Development – Online and Self-learning***

33. Local Government Executives and Managers Class (LGEMC) has enquired as to whether online training and self-learning can be used alongside in-person training, and whether course duration can be reduced. WREMO has limited resources to design online and self-learning training but will investigate to determine whether suitable training products can be accessed elsewhere.

### *Function Huddles*

34. 15 EM Function Huddles were conducted by EM for Council staff over the last six months. These training sessions focused on individual preparedness, working in task teams, familiarisation with the Hutt City EOC SharePoint site, and reviewing EM workflow processes. Many of these topics were requested by staff during Exercise Ua Whero debriefings in November.

### *Staff Engagement*

35. Staff participation in training exercises and continuing professional development remains a significant issue. In recent months 18 EOC staff dropped down to Tier 3 competency because of not meeting regional training targets in over 12 months. There has also been an increase in Council staff failing to attend EM courses that they have booked.
36. The amount of EM engagement by staff varies between different Council teams and departments. As there is not a defined standard across the wider organisation, this can place a disproportionate burden on some of the more proactive teams.
37. Two councils in the region have addressed this issue with one council mandating a set number of hours to all staff for EM engagement and another council by renumeration staff who maintain set competency levels.
38. EM courses, training, and exercises continue to attract mostly positive feedback regarding training delivery, content, duration, and relevance. Participants often remark that these activities provide them with confidence to undertake their roles in an emergency response and to build networks with their own and other council staff. WREMO has been asked to help with identifying the reasons for the drop in participation and failure of some persons to attend courses, so that strategies to improve attendance can be devised.

### **Platforms Workstream**

#### *Information Reporting*

39. Capability and Quarterly reporting from WREMO are not providing the right type of information to allow councils to make good and timely decisions regarding EM and investments in EM.
40. Councils have provided direction to WREMO to develop improved reporting and dashboards of community preparedness, EM readiness indicators, and exercise evaluations and remedial actions. Councils and WREMO will collaborate to investigate a range of tools and reporting templates for consideration and adoption.
41. Development and approval of a Regional CDEM Group Strategy and subsequent Group Plan will provide greater clarity on objectives and key performance indicators that are useful for decision makers. This will provide greater clarity around reporting.

### *Radio Networks*

42. Last year, our annual radio network function checks identified that transmission quality with some Community Emergency Hubs in Eastbourne were deteriorating. Subsequent investigation identified that weather damage to the Maungaraki radio transmitter was the cause of the problem. EM replaced damaged antenna and wiring early in January restoring transmission quality to acceptable levels.
43. The broader Wellington Region CDEM radio network has several issues associated with it. WREMO has commissioned an in-house project to report on the status of the CDEM radio network and options for replacement. A report will be presented to the LGEMC later. If required, we will advise of any actions for Council arising from the report to LGEMC.

### *Emergency Assistance Centres*

44. Council previously had three designated EAC sites in Taitā, Stokes Valley, and Wainuiomata. We have identified that this leaves a significant geographic gap in the central city area of Lower Hutt.
45. The Parish Committee of St James Anglican Church (71 Woburn Road, Hutt Central) approached EM about volunteering their Community Hall facility to support the community in emergencies.
46. EM met with the building project team to conduct a site assessment and have determined that the building will be suitable and well located as a potential EAC in the CBD.
47. The Parish Committee have subsequently agreed to make their Community Hall available to Council for use as an EAC during emergencies. EM will investigate opportunities to conduct an activation exercise at the Parish Community Hall later in the year when upgrades have been completed.
48. Staff will work with the Legal team to determine if a formal MOU or other agreement is required to secure this relationship.
49. Later this year EM will conduct a formal reassessment of EAC plans to determine if current capacity and locations of designated EAC are sufficient across Lower Hutt. It should be noted that ad hoc EAC can be rapidly established if required.

### *Emergency Flood Siren Network Decommissioning.*

50. On 18 November 2024 the Corporate Leadership Team agreed to decommission our flood siren network. This was based on superior alert systems existing, the rising cost of maintaining a siren network, and the amount of public confusion generated by the network.
51. Public messaging about the emergency flood siren network decommissions went out in early February 2025 with the first siren in Alicetown was successfully decommissioned on 14 February 2025. This has removed the need for a lease agreement with the property owner.

52. The decommissioning project is currently not budgeted. As such, future siren decommissions will occur as they are requested by siren site owners i.e. when they need to conduct renovations or building maintenance.

## **Partnerships Workstream**

### **Agency Partnerships**

#### ***Regional Capability Assessment***

53. At the end of last year WREMO developed a capability assessment tool to determine current EM council capabilities. The purpose of this assessment was to provide councils with a baseline measurement to progress against. This was the first time that baselining has been undertaken regionally. The Wellington CDEM Group overall capability assessment is of a basic level of capability with all councils assessed as currently achieving this level. The basic level of capability is generally characterised by the following criteria:
- a. basic documented and repeatable processes;
  - b. some training and awareness programmes are in place (this includes programmes accessible by the community);
  - c. response is more coordinated but may lack consistency;
  - d. established protocols for communication, resource allocations, and control structure; and
  - e. after-action reviews are conducted informally.
54. The EM Capability Assessment criteria are:
- a. Goal One - increasing community awareness, understanding, preparedness and participation in CDEM;
  - b. Goal Two - reducing the risks from hazards;
  - c. Goal Three - enhancing capability to manage emergencies;
  - d. Goal Four - enhancing capability to recover from emergencies;
  - e. Enabler One - governance and management arrangements; and
  - f. Enabler Two - organisational resilience.

#### ***Wellington Region Emergency Management Office***

55. WREMO staff from the Community Resilience and Recovery (CRR) and Operational Readiness and Response (ORR) Teams are assigned to the EM Team.

56. Between 1 October 2024 and 31 March 2025 CRR staff undertook several activities on behalf of Council. These are summarised below on table 6.

**Table 6: Summary of CRR Activities between 1 October 2024 and 31 March 2025.**

Activity	Frequency	Comments
Community Response Practice	2 x October 3 x February 3 x March	Community Emergency Hub activation exercises that provide members of the community with the opportunity to familiarise themselves with their local hub and the different response roles that may need to be filled in an emergency.
Updating Community Response Plans	2 x October	Review and update of Community Emergency Hub plans in consultation with local community members.
Community Emergency Hub Audits	3 x February	Auditing equipment boxes and conducting radio checks with the Council EOC.
Household Preparedness Planning Session	1 x March	Classroom session that raises awareness around methods to improve individual and household emergency preparedness.
Petone Rotary Fair	1 x February	Staff set up an emergency management stand and held a 200L water tank giveaway competition. Engaged with 150 people over the course of the event.
Maungaraki Quiz Night	1 x March	Community quiz night to raise awareness around emergency management. Attended by 75 people.

57. Between 1 October 2024 and 31 March 2025 ORR staff undertook several activities on behalf of Council. These are summarised below on table 7.

**Table 7: Summary of ORR Activities between 1 October 2024 and 31 March 2025**

Activity	Frequency	Comments
Media and PIM Forum	1 x October	Regional forum including several radio broadcast agencies and local radio stations.
Response and Recovery Leadership Hui	1 x October	Discussions around emergency declarations, designated areas, transition to recovery, and regional coordination.
EM Foundation Course	1 x February	Delivered at the Council EOC building. Nine Council staff attended.
Wellington Regional Welfare Coordination Group	1 x November 1 x February	Attended regional group meeting which saw the introduction of the new Group Welfare Manager.
EAC Site Reconnaissance	1 x November 1 x February	Conducted site surveys of the Ricoh Sports Centre and Naenae Bowling Club to assess suitability as EACs during responses as well as training accessibility.
EAC Activation Kits	1 x November	Assembly and delivery of EAC activation kits to Walter Nash, Stokes Valley, and Wainuiomata Library Hubs.
Regional Inter-Agency Readiness Forum	1 x November	Attended by council, WREMO, and emergency service staff. This forum included a tabletop high-rise building fire tabletop exercise. Fire and Emergency New Zealand also demonstrated forward command and drone capabilities.



### *Hutt Valley Emergency Services Coordination Committee*

58. The Hutt Valley Emergency Services Coordination Committee met on 4 December 2024 and 20 March 2025. Key points from these meetings include:
- a. Most EM teams in the region are experiencing issues with limited staffing and restructures.
  - b. There is a need for improved planning and multi-agency coordination across major events.
  - c. There are several advanced capabilities being developed around the region such as drone reconnaissance and regional camera networks. During emergencies these may be available to Council on request.

### *Severe Weather Technical Advisory Group*

59. On 19 March 2025, EM participated in the first meeting of the regional Severe Weather Technical Advisory Group. Membership of this group includes council and WREMO EM advisors, the GWRC Flood Team, council infrastructure advisors, and MetService staff. The core function of the group is to provide the Group Controller and by extension Council EM managers with technical advice relating to severe weather events.
60. Discussions centred around public messaging, use of emergency mobile alerts for orange and red weather warnings, and weather warning criteria for meteorological events in the Tararua Range. The need to factor river level rises when determining severe weather warning criteria was highlighted by EM.

### *Other Agency Engagements*

61. EM took part in several other agency engagement activities including:
- a. **Training Course Design and Development** – WREMO working groups to review EM course content.
  - b. **ArcGIS Training** – Two-day “ArcGIS for Emergency Management” course to familiarise EM staff with GIS platforms and capabilities.
  - c. **Natural Hazards Commission Briefing** – briefing on current disaster related insurance legislation. Followed by a workshop for council building teams.
  - d. **NEMA Visit** – NEMA Workforce Support and Capability staff toured the Council EOC to gain a greater awareness of local level response capabilities.
  - e. **Emergency Management Orientation Course** – Positions on course offered by NEMA to three Council Function Managers. Improved understanding of the EM sector and included tours of the National Crisis Management Centre, New Zealand Rescue Coordination Centre, and the National Geohazards Monitoring Centre.

- f. **Wellington City Council (WCC)** – Initial meeting with WCC Emergency Logistics Advisor. Arrangement made for them to work out of Council EOC building one day a month to improve local level collaboration and build logistical capability.
- g. **200L Emergency Water Tanks.** EM has collaborated with other Council teams to establish a pool of 500 x 200L Emergency Water Tanks. These have been distributed to community hubs to be sold to the public.

## **Community Partnerships**

### *Mana Whenua and marae engagement*

- 62. EM provided an update to the Mana Whenua Quarterly Hui between Wellington Tenth Trust, Palmerston North Māori Reserves Trust and Council. EM briefed the hui on the Resilient Communities Fund and focus on funding for local marae in FY 2024/25.
- 63. Te Tira Māori have undertaken several EM focused visits to marae, including visits with Hono Māori Emergency Management Network. On 20 November 2024, EM staff participated in a volunteer activity alongside Neighbourhoods & Community staff in support of the Kokiri Marae Pātaka māra in Wainuiomata. Insights were gained on food and water security issues that can be addressed through the Resilient Communities Fund.

### *Hono Māori Emergency Management Network*

- 64. Hono, Māori Emergency Management Network is a collective of Māori leaders, practitioners, and communities committed to achieving tino rangatiratanga in emergency and disaster mitigation, preparedness, response, and recovery. Hono is physically located at Massey University Wellington and enjoys strong connections with local iwi and marae. Hono supported Te Rūnanganui o Te Āti Awa and Wainuiomata Marae funding applications for the RCF as part of their kaupapa.
- 65. EM is working to build a strong relationship with Hono to explore opportunities to collaborate in supporting Marae EM exercises, community training, preparedness, knowledge exchange, and resilience and has held several engagements during this quarter. Hono was highlighted as an emergent Māori Emergency Management actor at the recent workshop for the regions Mayors and CEs to discuss a Regional CDEM Group strategy.

### *Resilient Communities Fund*

- 66. The Resilient Communities Fund is a new contestable fund that focuses on enhancing resilience through risk reduction and management, building capability and capacity to manage emergencies, and fostering a culture of connectedness within the community.
- 67. The fund went live at the end of January 2025 and accepted funding applications from local Marae from 1 February to 28 February 2025. This was advertised via Te Tira Māori who also aided with promoting the fund.

68. Two applications for funding were submitted to Council, with \$20,100.00 being approved for distribution. These projects involve the purchase and installation of a 30,000L water tank and pump at Wainuiomata Marae, and the construction of a raised concrete platform for the emergency response container at Waiwhetū Marae.
69. The Resilient Communities Fund will expand to include the wider community and incorporate a participatory budgeting model in the new financial year, following elections. Council has already received inquiries about this new fund from various community organisations. EM and Engagement teams have begun meeting to confirm details of the new model.

### ***Bloomberg Global Mayors Challenge***

70. Council staff and EM collaborated to apply for the Global Mayors Challenge to propose an innovative project that would benefit Lower Hutt. An application was proposed that would provide community members with a tool to improve communications during an emergency and empower a community-led response.
71. Due to the quality and number of applications, the Global Mayors Challenge have extended application the review time. Their decision on Council's application is expected during the second quarter of this year.

### ***Moerā***

72. On 24 January 2025, EM and WREMO staff met with members of the Moerā Community House Board. Community vulnerabilities were discussed, and a follow up community event is being organised.
73. On 1 March 2025, the EM Team supported the opening of the Moerā Neighbourhood Hub community event by setting up an information stand.

### ***Community Notice Boards***

74. All Council Neighbourhood Hubs across Lower Hutt will now aim to have an EM specific noticeboard or display area.
75. EM public messaging and educational material is being made available for display.

### *Hutt Valley Welfare Committee*

76. The Hutt Valley Welfare Committee regularly met prior to the COVID Pandemic but disbanded in approximately 2020 due to difficulties meeting and conflicting priorities at the time. The HVWC has now been reestablished and met on 25 October 2024 and 14 March 2025. Key points from these meetings include:
- a. A strong desire from members to be more coordinate across agencies and prepare for emergencies.
  - b. Significant resources exist across various community groups that can be shared if local networks are established.
  - c. Many organisations lack the resources to train their staff internally and would like access to external development opportunities.
  - d. Feedback has been received on a draft Terms of Reference document. This will continue to be developed over the coming months.
  - e. Several community organisations that represent priority population groups have been approved for invitation to the committee.

### *Volunteer Hutt Valley*

84. EM is developing a relationship with Volunteer Hutt Valley to better enable the coordination of spontaneous volunteers during emergencies. Spontaneous volunteers are a ubiquitous occurrence in emergencies that can make a considerable contribution to community response and recovery. It is hoped that Volunteer Hutt Valley will be able to assist or lead the management of spontaneous volunteers on behalf of EM in an emergency.

### *Resilient Communities Fund.*

85. The Resilient Communities Fund is a new contestable fund that focuses on enhancing resilience through risk reduction and management, building capability and capacity to manage emergencies, and fostering a culture of connectedness within the community.
86. The fund went live at the end of January and accepted funding applications from local Marae from 1 February to 28 February 2025. This was advertised via Ti Tira Māori who also aided with promoting the fund.
87. Two applications for funding were submitted to the Council, with \$20,100.00 being approved for distribution. These projects involve the purchase and installation of a 30,000L water tank and pump at Wainuiomata Marae, and the construction of a raised concrete platform for the emergency response container at Waiwhetū Marae.
88. The Resilient Communities Fund will expand to include the wider community in the new financial year, following elections. Council has already received inquiries about this new fund from various community

organisations. EM and Engagement teams have begun meeting to confirm details of the engaging the wider community about the funding.

### *Community Group Visits.*

89. As part of ongoing engagement with community volunteers, visits to the EOC and briefs on EM were hosted for Youth Search and Rescue and Scouts Aotearoa.

## **Plans and Procedures Workstream**

### *River Catchment Guides*

90. GWRC are currently updating the catchment and flood activation guides across the region. EM has provided feedback on the catchment guides for Hutt River, Wainuiomata River and Waiwhetu Stream. GWRC has been asked to improve accessibility for all staff, incorporate future infrastructure improvements, link alarm levels to geospatial mapping tools, and identify the community impacts of local area flooding.

### *Local Emergency Response Plan*

91. The Council Local Emergency Response Plan is specific to Lower Hutt and is designed to provide initial guidance during emergency events. Feedback from staff is that the document is too long and not well structured.
92. The EM and Strategy and Policy Teams have begun collaboration to review and update the plan with the aim of making it more accessible to staff who do not have extensive EM backgrounds.

### *EM Strategy*

93. EM together with the Strategy and Policy team had developed a draft strategic framework for a Hutt City Council Emergency Management Strategy. The rationale for developing a Council strategy was to provide a structured framework for Council's decision-making and investment in emergency management.
94. Both teams learned in early February 2025 that the Wellington Region CDEM Group intended to fast track a Regional Group Strategy to be completed by 30 June 2025. Work on Council's standalone strategy has been halted to contribute to the Group Strategy.
95. A workshop for the regions Mayors and CEs was held on 18 March 2025 to develop vision statements and to confirm the key goals of the strategy. A series of workshops to further develop goals and objectives will be held in April 2025 with participants from councils and CDEM Group stakeholders.

## **Options**

96. There are no options to consider as this is a noting report only.

## **Climate Change Impact and Considerations**

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

**Consultation**

98. No consultation was included.

**Legal Considerations**

99. There are no legal considerations.

**Financial Considerations**

100. There are no financial considerations

**Appendices**

There are no appendices for this report.

**Author:** Nick Ridley  
Emergency Management Advisor

**Author:** Anthony Robinson  
Emergency Management Lead

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

*Our Reference*



**TO:** Chair and Members  
Communities, Culture and Partnerships Committee

**FROM:** Adrienne Moor

**DATE:** 07 April 2025

**SUBJECT:** CITY SAFETY AND CCTV UPDATE

### **Purpose of Memorandum**

1. This memorandum provides the 6 monthly update on recent activities, initiatives and outcomes pertaining to City Safety in Lower Hutt. It also includes an update on Council's CCTV programme.

### **Recommendation**

That the Committee:

- (1) receives and notes the report;
- (2) notes progress on City Safety against LTP outcomes and measures that focus on crime prevention, community resilience and safety, and business and retail safety;
- (3) notes that Police have recently recognised Council's increased investment into CCTV and its support of Community Patrols, and acknowledged their importance in policing and crime reduction in Lower Hutt; and
- (4) notes that crime overall in Lower Hutt is reducing, but serious crime is on the increase, with most crimes committed in the CBD.

## Background

2. The core purpose of Council's City Safety work is to help make businesses and communities in Te Awa Kairangi ki Tai Lower Hutt feel safer, enabling a welcoming environment for residents, businesses and visitors alike.
3. As part of its public commitment to improving City Safety, Council approved a series of City Safety outcomes and measures included in the 2024-34 Long Term Plan. These focus on:
  - a. **Crime Prevention:** CCTV, community patrols and partnerships
  - b. **Community Resilience and Safety:** Neighbourhood Support, graffiti removal, emergency preparedness
  - c. **Retail and Business Safety:** training and support fund.
4. The fuller action plan is attached at Appendix 1.

## Update on priority areas

### *Police insights into crime in Lower Hutt*

5. On 19 March 2025 local police senior leaders provided a closed briefing to Council on the current state of crime in Lower Hutt, from a Police point of view.
6. The update opened with an expression of gratitude to Council for its increased investment into CCTV in the current LTP, acknowledging its increasing role in policing and crime reduction in Lower Hutt.
7. Whilst overall crime is reducing, more serious crimes have increased, with police giving some focus locally to gang-related crimes and anti-social road users.
8. There also seems to be a shift towards the Social Investment approach, or data-driven risk assessment and early intervention for families and households identified as higher-risk. These approaches are being piloted across the City.

### *Overall crime is reducing, with most crimes committed in the Central City*

9. As of now, our city has made significant strides in improving safety. Recent data indicates a 14% reduction in crime across the City, when compared to this time last year:

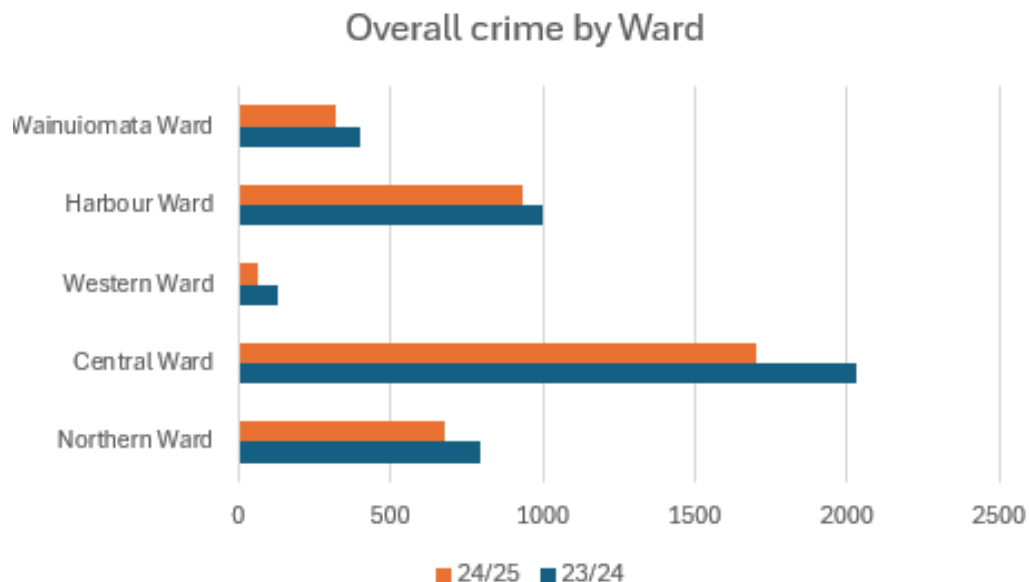
Crime type	OCT 24 -March 25		
	2024	2025	
Assault	380	375	↓
Sexual Assault	27	30	↑
Abduction	4	4	→
Robbery	45	39	↓
Burglary	793	711	↓
Theft	3,132	2,566	↓
<b>Total</b>	<b>4,381</b>	<b>3,725</b>	↓



Note: This data from NZ Police <https://www.police.govt.nz/crime-snapshot> Data in the charts include victimisations where the outcome of an investigation was other than 'No Crime' as at 7 days.

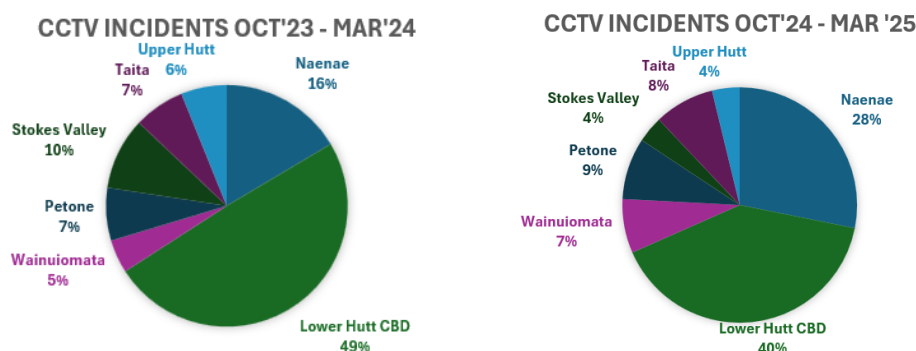


10. Most crimes continue to be committed in the central city and are also growing in the Harbour Ward; particularly in Petone Central. A further analysis of crimes by Ward is attached at Appendix B.



*CCTV continues to play a strong role in City Safety*

11. CCTV data is showing an increase in crime when compared to last year, particularly serious crime, throughout the city but most prominently in Naenae. According to CCTV data, Naenae equates to 28% of all incidents for Oct 2024-Mar 2025, compared to 16% for the same period last year.



12. The number of crimes has increased. From Oct 2024 – Mar 2025 there have been 579 incidents, a 36% increase from the previous year in the same period (425).
13. CCTV has been actively involved in 88 arrests since October 2024. Some of these have been serious crimes, where CCTV support has led to swifter Police response and arrest of offending individuals.
14. The CCTV Supervisor attends fortnightly meetings with NZ Police, Kainga Ora, Oranga Tamariki, Probations, Corrections and local NGOs. The collaboration allows for the sharing of resources and information, enhancing the effectiveness of safety strategies.

*CCTV network and operations*

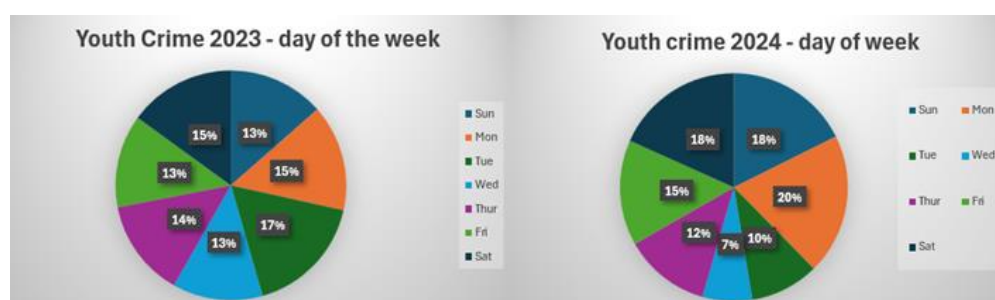
15. The CCTV network for the most part is functioning well. The cross-Council Governance committee meets regularly to consider and make decisions for the CCTV network, including guiding its priorities and resolving key issues. As at today's meeting, key operational issues for CCTV can be summarised as follows:
- a. **CCTV stock:** we are working with providers on a plan for installing the remaining stock of CCTV cameras.
  - b. **CCTV Hub Upgrades Completed:** the upgrade to the CCTV Hub at the Lower Hutt Police Station has been completed adding new consoles and a Smart Wall.
  - c. **Internal oversight:** stewardship of Council's internal CCTV network has been assigned to the CCTV hub, which is already yielding substantial savings in footage download costs. Whilst the savings are good news work is needed to ensure sustainability of the new model.
  - d. **Upper Hutt servicing:** Officers have secured agreement from Upper Hutt counterparts of payment terms for our monitoring of their CCTVs from our Hub.
  - e. **Integration of internal and external Council CCTV feeds:** work has continued to integrate cameras from Council CCTV feeds into the CCTV hub. The hub now has access to 300+ cameras located within and around Council facilities aiming to improve service response capabilities .
16. Looking forward, we continue to consider how to respond sustainably to changing needs for CCTV:
- a. **Avalon:** There have been requests for more CCTV cameras in Avalon Park following several serious events that have taken place in the last few months.
  - b. **Naenae:** We are currently working with the Walter Mildenhall Park project team to ensure that, as part of the new build, cameras are installed in ways that optimise visibility.

*Youth Crime*

17. Most recent data, including from Police<sup>1</sup>, is showing that most youth offending is occurring between 3-6pm. This has been consistent since 2021, in 2019-2020 the peak youth crime times were 6-9pm.
18. We are observing a shift in location of Youth Criminal offending patterns. Where previously Wainuiomata and Bunny Street were areas of concern, we are now seeing increasing youth crime in and around the Naenae centre.



19. In 2024 we saw a 5% increase in youth crime on a Monday compared to 2023.



This data is reflective of what we are seeing on CCTV.

*Supporting initiatives for at-risk youths.*

20. **Niu Mana:** we have been continuing to support the Niu Mana programme project in Naenae who ran programmes during school term to support the well-being of a carefully selected group of 14 male students with the hope of providing them with the tools, resources, and support they need to develop a positive sense of identity, strengthen relationships, and improve their overall engagement with school and community.

The programme was an overwhelming success, receiving highly positive and heartwarming feedback from all participants. The boys involved in the Niu Mana Programme thoroughly enjoyed the experience, particularly the group sessions and 1-on-1 mentoring provided by the two facilitators.

Several of the student participants faced many school-related challenges in the past, including poor attendance, disruptive behaviour, and difficulties maintaining positive relationships with teachers and peers. These boys were sometimes seen at school in a negative light due to incidents involving swearing at teachers, making poor choices, and acting

<sup>1</sup> Refer Police OIA response March 2025

out during lunch breaks. However, the Niu Mana facilitators were able to break through these barriers and engage the students in ways that fostered a high level of trust, respect, and a willingness to participate.

21. **Other programmes:** we are exploring opportunities to engage and support other programmes that work with other at-risk young people. For example Council's funds Tihei Rangatahi, partner with Naenae Boxing Academy and are exploring collaboration opportunities with other initiatives, including Love Me Nots, and other programmes and outreach being led by local Police.

#### *Safety for businesses*

22. Anecdotally, local businesses are indicating an increase in aggressive behaviour and antisocial activity, reflecting a national trend of rising crime for businesses. Christmas is always a difficult period for businesses dealing with retail crime and aggressive behaviour.
23. The **Kia Haumarū Project**, led from Council's Business and Economy team with support from the City Safety team, and run in partnership with the Police and First Retail, is a training programme that support businesses to uplift their capability in good safety practice. It has recently celebrated some strong success.
24. Kia Haumarū training sessions cover topics such as managing aggression, situational awareness, verbal de-escalation techniques, and retail-specific anti-theft strategies.
25. To date the teams have conducted two training sessions. These include a session at Walter Nash Stadium with approx. 38 attendees, and a very recent training session for businesses in Queensgate. The latter session had over 70 attendees and was received positively by participants. A further session is planned for Wainuiomata on 6 May.

#### *Neighbourhood Support Programme*

26. The Neighborhood Support Coordinator continues to engage actively with key partners and residents across Lower Hutt. The number of households involved in Lower Hutt Neighborhood Support has grown to 309, contributing to stronger community networks and safety.
27. The 2024/25 work programme shifted towards supporting resilience in flood-prone areas and this will continue to be a priority in 2025. We expect to focus the NHS work programme on increasing membership and building networks in those households in floodzone areas, working closely with internal Emergency Management teams and WREMO.

#### *Community Patrols*

28. We continue to hold monthly meetings with volunteer community patrollers who work in partnership with Council and NZ Police to provide visible patrols, aiming to prevent crime and minimise harm. Community patrols remain operational in Wainuiomata, Petone, Naenae, and Stokes Valley. Council invests \$5,000 per patrol per year to support radio transmission equipment and fuel for patrol vehicles. We are currently undergoing a recruitment drive for more volunteers for community patrols.

*Māori Wardens*

29. We have worked with Māori Wardens in a limited capacity previously with our prior City Safety Manager directly managing this relationship. Re-strengthening this relationship will be a key area of focus for our incoming City Safety Manager, once they are onboarded around the May timeframe.

*Community Safety in Public Spaces*

30. Over recent times the City Safety team has been working actively with Council's internal Health and Safety team to improve safety in Council's public-facing spaces, including for instance hubs, pools and other community facilities. Pride Week incidents nationally have highlighted the need for clear safety measures both for Council's workforce and also for public participants.
31. The City Safety team has conducted a survey to understand stakeholder sentiment and identify areas for further action, including for instance process clarity or more training. Work is continuing to establish and embed clear processes, communications approach and capability uplift (training).

*Looking ahead*

32. A recruitment process is in train for Council's City Safety Manager. At the time of report writing 25 applications have been received and recruitment from this pool is almost certain. Officers expect that Council's new City Safety Manager will be able to onboard into the role around May 2025.
33. In the meantime, the team is continuing its work around CCTV and Community Safety, under the overall stewardship of the Head of Connected Communities.
34. In respect of the work programme, whilst good progress is being made key issues remain that will require our ongoing attention. These include:

Crime prevention and response	Community safety and resilience	Business and retail safety
<ul style="list-style-type: none"> <li>• <b>CCTV BAU:</b> continuing to operate CCTV</li> <li>• <b>CCTV sustainability:</b> working across Council teams to sustain CCTV</li> <li>• <b>Rangatahi:</b> working across Council and with support agencies including Police to reduce Youth Crime</li> <li>• <b>Homelessness:</b> working with providers to better understand scale and needs, and connecting whānau to the right providers/services</li> <li>• <b>Partnering:</b> with community groups (patrols, Māori Wardens, others etc.) in crime reduction measures.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Neighbourhood Support:</b> taking action to increase households involved in neighbourhood support, particularly those in high-risk areas</li> <li>• <b>Emergency management:</b> building capability in readiness, response and recovery</li> <li>• <b>Incident management in Council's public spaces:</b> working across Council's teams to continually improve incident response, in collaboration with local Police</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Business safety:</b> safety training for local businesses through Kia Haumarū</li> </ul>

35. The City Safety team's focus will be given to progressing work across the priorities noted above. This will include working over coming months with key stakeholders to identify opportunities to close gaps, advance continuous improvement, accelerate results and outcomes and evaluate our impact. This early work will lay the foundation for building trust and ensuring that solutions are sustainable and achieve desired results.

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

36. There are no climate change impact considerations in this report.

### **Consultation**

37. Consultation with several stakeholders involved in CCTV operations was undertaken as part of the CCTV review.

### **Legal Considerations**

38. There are no legal considerations in this report beyond what is already covered in terms of privacy requirements for sharing data in a public platform.

### **Financial Considerations**

39. Financial aspects are noted in this paper. All activities are within budgets agreed in the LTP.

### **Appendices**

No.	Title	Page
<a href="#">1</a>	Long Term Plan Priorities for City Safety	111
<a href="#">2</a>	City Safety Crime by Wards	112

**Author:** Adrienne Moor  
Head of Connected Communities

**Approved By:** Andrea Blackshaw  
Director Neighbourhoods and Communities











**TO:** Chair and Members  
Communities, Culture and Partnerships Committee

**FROM:** Andrew Quinn

**DATE:** 07 April 2025

**SUBJECT:** TE NGAENGAE POOL + FITNESS - FINAL REPORT

### **Purpose of Memorandum**

1. To provide the Committee with a report on the completion of Te Ngaengae Pool + Fitness including final report and lesson learnt register.

### **Recommendation**

That the Subcommittee receives and notes the completion of the Te Ngaengae Pool + Fitness project including the final report and lesson learned register.

### **Background**

2. In 2019, the Naenae Olympic Pool closed due to seismic concerns. Council considered several options including permanent closure, refurbishment or re-build.
3. Concurrent with the options considered, government had invited local authorities to bid for funding assistance through the COVID19 response and recovery fund. Council submitted for funding assistance; the application was successful and \$27.0M of funding assistance was approved.
4. A thorough risk review of the potential cost outcomes for the project was carried out by project managers AECOM, and a project capital budget of \$68.0M was approved by Council. In addition, \$1.5M was set aside for site preparation, demolition and enabling works.

### **Grand Opening - Tā i te Kawa (Blessing)**

5. Te Ngaengae Pool & Fitness opened to the public on 4th December 2024, to large crowds of excited residents and invited guests and led by mana whenua representatives, staff and students drawn from up to nine local schools.
6. Following a kapa haka performance the students and welcome (mihi whakatau) from Chairman of Te Atiawa Kura Moeahu, there were speeches from Hutt City Council Mayor Barry, Ministers Hipkins and Bishop, Chair of Naenae Community Advisory Group Lyn Bareta and Executive Director of Apollo Projects Paul Lloyd.

**Community Engagement**

7. The project has been collaboration with the Naenae Community from the very outset. Naenae residents were very clear about their preference for the Naenae Olympic Pool to be rebuilt at the same location within Walter Mildenhall Park, and with an Olympic sized 50m lane pool with leisure facilities.
8. Due to the involvement of the Naenae Community Advisory Group, the voice of the community has provided valuable direction to the design team of Architecture HDT, building services engineers Powell Fenwick and main contractor Apollo Projects.

**Industry collaboration and governance**

9. Council engaged project manager AECOM due to their world-wide aquatic expertise and by April 2021 had appointed a multi-disciplinary design team comprising Architecture HDT, Powell Fenwick, Boffa Miskell and GHD.
10. Once the design was underway, procurement of a construction partner commenced. Expressions of interest were received and following a shortlisting process and interview, Apollo Projects were selected as the preferred contractor on an early contractor involvement (ECI) basis.
11. All procurements followed a public tender process and there was strong interest from the market. Appointments were made on a price-quality basis, and a project team was formed including pool operator, maintenance and asset staff from Council, led by a single project manager from Council, directed by a sponsor from the Neighbourhood & Communities team and with oversight/governance from elected members and Council's own leadership team.

**Construction**

12. In September 2021, demolition of the old pool commenced, once services had been diverted. Together the project team fast-tracked design and consenting process and by April 2022, resource consent for the new pool had been secured.
13. At this time Council received a proposal from Apollo Projects to complete the project on a design-build basis. This entailed novation of the whole design team and the associated transfer of risk.
14. On reflection this was a key decision for the project team and provided the desired level of cost certainty. Ground improvement works began in August 2022, followed by substructure, building frame and envelope through 2023 and 2024.
15. Client fit out works overlapped with the final stages of construction, enabled by early access provided by Apollo. Final furniture and gym equipment was installed in November 2024.

## Sustainability

16. In line with Council's commitment for carbon neutrality by 2030, the build and design of the new pool has a strong sustainability focus. The old Naenae Olympic Pool ran on natural gas and was a major contributor to greenhouse gas emissions. The new pool has reduced emissions of nearly 50%.
17. The design team also received support from Crown agency Callaghan Innovation which in turn ensured Te Ngaengae is the first aquatic centre in Aotearoa New Zealand to have a Green Star Five rating. Green Star is Australasia's largest voluntary sustainability rating system for non-residential buildings, fit outs, and communities.
18. Achieving this rating starts right at the start, and we recycled or reused 80% of all building materials, saving more than 13,000 tonnes of scrap metal and concrete from going to landfill. For example, concrete from the pool and bleachers was crushed on site and re-used to fill the pool void. Community salvage days provided an opportunity for people to take home a piece of the old pool, including wall tiles, wood and old fittings and furniture, which also diverted materials from the landfill.

## Other environmental features

Design	Energy
A building resilient to the impacts of climate change and natural disasters	High efficiency heat recovery air-conditioning units providing dehumidification and air-conditioning
High level of maintenance and serviceability of services and structure	Metering and monitoring of energy and water use
Using sun-shading or smaller windows to reduce heat gain and high efficiency glazing using low-E glass and thermally broken framing	Centralised heating, cooling, and electrical systems
Stainless steel tank construction - less embodied carbon than concrete base/walls	Solar PV system (future upgrade option)
The use of Glued Laminated timber for the main pool hall structures	Energy efficient LED lights
EV parks with charging points and secure bike stands	Fine tuning of pool water temperatures
High quality indoor air quality; high standards of acoustic, lighting, visual and thermal comfort	Energy efficient pool services, for e.g., backwash water heat recovery
Ability to separate operational waste	

**Cultural connection**

19. The name Te Ngaengae was proposed by Te Rūnanganui o Te Āti Awa and approved by Council. It reflects the original Māori name of the suburb and is a tribute to the rivers that shaped our land. Te Rūnanganui o Te Āti Awa gifted the project a cultural history to inform design and is reflected in the architecture of Te Ngaengae.
20. The building's roof is reimagined as an upturned waka, and the entrance features a roof canopy that appears as the bow of a waka supported by a 5.5m "pou whenua", standing like Tāne, God of the forest.
21. The community has also contributed to the design in the form of individual woven stars captured on digital film, "Nga Whetu". There is a weaving pattern to the changing room tiles and "Ara Moana" pattern to the pillars that support the main pool roof.

**Other project outcomes**

22. At the start of the project, Council commissioned Ākina to develop an Impact Model (Theory of change) and Impact Evaluation Framework (Indicators). These tools are used to understand and maximise the impact of the new facility. The model demonstrated how the facility is likely to achieve positive social, economic and environmental impact, with the most likely impacts identified being:
  - a) Improving the mental and physical health and wellbeing of the people of Hutt City
  - b) Increased connection for the Naenae community
  - c) Local economic development opportunities through local procurement and employment
  - d) Environmental benefits from an environmentally efficient facility that will be more sustainable in the long run
23. Impacts c) and d) have been achieved through the project and officers are considering how a) and b) can be measured over time.
24. Additionally, there are accessibility impacts, with Te Ngaengae Pool + Fitness been designed to provide universal access for all our visitors.

**Summary**

25. Te Ngaengae Pool + Fitness was initiated, procured, designed and built during a period of high uncertainty in the construction industry, following the COVID19 pandemic.
26. Through the careful choice of project manager, design team and construction partner, Council was able to rebuild the pool within four years of securing funding from Crown Infrastructure Partners.

27. It is a model project on how to collaborate with both community and industry, whilst delivering on the planned outcomes for the project.

## Appendices

No.	Title	Page
1 <a href="#">↓</a>	Attachment 1 - Project Closure Report	119
2 <a href="#">↓</a>	Appendix 2 - Lessons learnt report	127

**Author:** Andrew Quinn  
Project Manager (Naenae)

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**Reviewed By:** Andrea Blackshaw  
Director Neighbourhoods and Communities

**Reviewed By:** Jenny Livschitz  
Group Chief Financial Officer

**Approved By:** Jo Miller  
Chief Executive





























**Report no: CCPC2025/2/113**

## **Neighbourhoods and Communities Director's Report**

### **Purpose of Report**

1. To update the Committee on work across the Neighbourhoods and Communities team.

### **Recommendation**

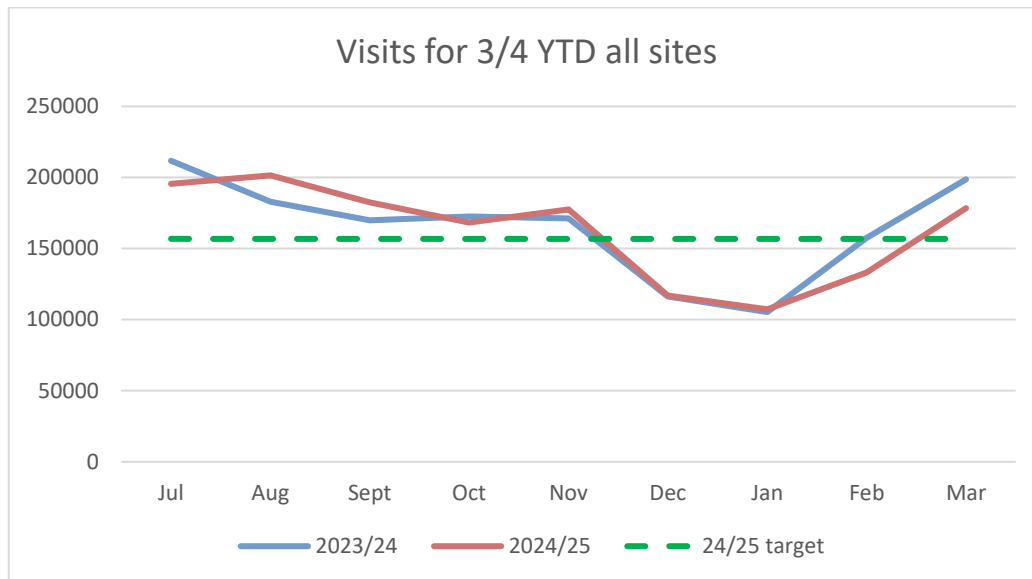
That the Committee receives and notes the information.

### **Highlights**

1. One of the highlights of the last two months was the opening of the new Moerā Neighbourhood Hub on Saturday, 1 March 2025, with 600-800 people attending a community day.
2. Council's summer programme of activities proved popular and impactful, with good attendances at a wide range of events across the city. The focus was on activating central areas, Dowse Square in particular, which hosted Pacifica Dance and Extreme Hiphop sessions.
3. The number of visitors to our neighbourhood hubs overall was down, as expected during the summer months, but remains on track to make annual targets.
4. Naenae café Trade School Kitchen has now opened a pop-up coffee stand in the foyer at Te Ngaengae Pool+ Fitness. The new pool was also pleased to host elite swimmers from the New Zealand training program recently, as part of a partnership with the NZ Central Institute for Sport, in Upper Hutt.

### **Neighbourhood Hubs**

5. Visits for Q3 are 9% less than the same quarter last year and 11% below target mostly due to this being the summer months where more activity is focused outdoors. Three of nine sites did not meet their Q3 targets, which are spread evenly over all 12 months. Additionally Maungaraki Community Library is closed most of the day throughout January and most sports codes have a summer break which impacts court play at Walter Nash Centre and thus visitor counts.
6. For the ¾ YTD visits are 2% less than last year but 3.5% above target.



### Walter Nash Centre

7. As part of the Neighbourhoods and Communities approach we are seeking to transition our eight anchor facilities to operate as thriving neighbourhood hubs. The current focus is on Taita. Over the next few months, a small refurbishment of the library and staff area at the Walter Nash Centre will be carried out. There has been no revitalisation of this part of the building since it was completed in 2015. Officers intend to have this work completed around June/July 2025. Changes are in response to what we have learned about how the space operates over that time and what community have told us they would like.
8. The "oval office" which is currently where staff work, will be converted into a children's area. The library will still be entered through the main entry as it currently is, but there will be a performance area with a slightly larger stage immediately to the right along with welcoming seats and tables. The Te Ao Māori and Pasifika collections will feature prominently as the first things customers see when they walk in. The staff office space is to be relocated to the far side of the "oval office" in a rebuilt area with hot-desking implemented and proper storage.
9. While the Walter Nash sports stadium operates very successfully, officers are also redesigning and relaunching the neighbourhood hub and library offering, working alongside our Connected Communities colleagues. This is to better enable those of the local resident community who are less sports orientated to also make full use of this community facility.
10. The 60 days of programming model which has been implemented at Moerā is the exemplar officers will basing the relaunch on.

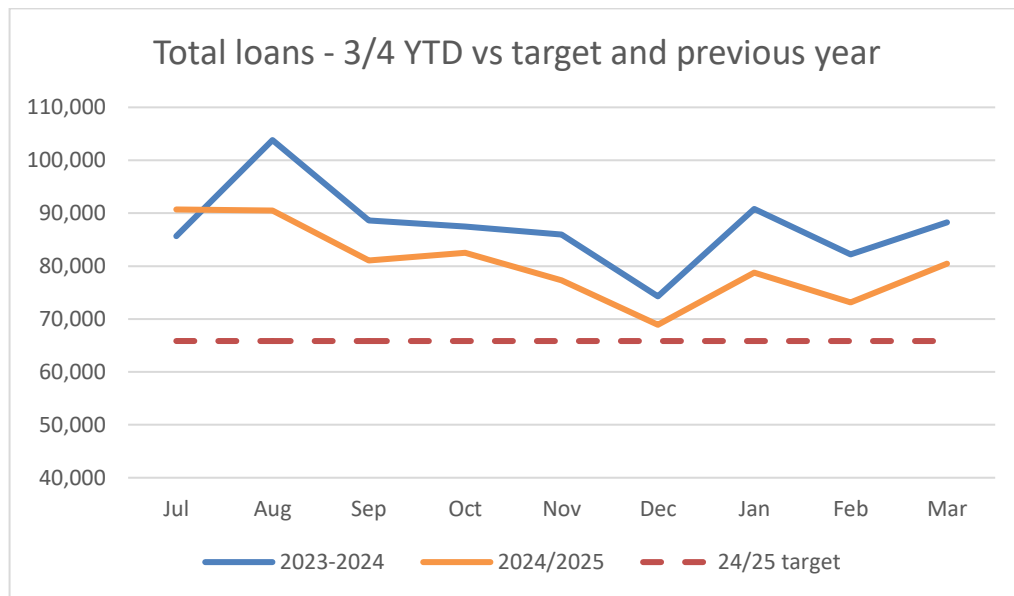
### Community Halls

11. Since the implementation of Bookable in November 2024, there have been significant improvements that have streamlined our booking processes and improved the customer experience. The online platform enables customers to create and manage their own bookings, freeing up considerable staff time and eliminating a great deal of email engagement (down 50% from October 2024). As a result of this we have been able to reduce resource in this activity.

12. The reporting system means that we can now easily see breakdowns of revenue, utilisation, and other statistics, while the implementation of comprehensive training guides for staff and customers has also ensured that users are well-equipped to utilise the system effectively. These improvements have collectively contributed to a more seamless and efficient booking experience for both staff and customers.

### Library Services

13. Library loans for Q3 are 17% above target, but 11% below last year. Only Petone has more loans than last year – a 2% increase.
14. Library loans for  $\frac{3}{4}$  YTD are 22% above target, but 9% below last year.



### Neighbourhoods

#### Moerā

##### *Opening of the new hub*

15. The new Moerā Neighbourhood Hub opened on Saturday, 1 March 2025, with 600-800 people attending a community day. Like the build project itself, the day was delivered by a cross-Council team worked closely with community networks to deliver a successful celebration of this beautiful new community facility.



16. This event was sponsored by our design and construction partners, Niche Commercial and DGSE Architects who wanted to enable local residents to freely participate in the event including food and activities. The delight on people's face as they received a free hangi, a free cup of tea in the kaumatua lounge, or a free face paint, exemplified the manaakitanga and kotahitanga upon which this event was developed.
17. The opening utilised the entire Moerā Reserve stretching from the hub in the south to behind the hall and into the community gardens to the north. A stage was in the carpark featuring dance and music performances. A historical exhibition showed maps and photographs from the early days of European settlement, social and emergency services supported attendees on the day and storyteller Moira Wairama told stories about the Hutt Taniwha.

### *Usage*

18. Residents are making good use of the new community facility. Last year the average visitation in March 2024 was 116 per day. In the two weeks between the blessing and the opening, there was an average of 195 visits per day. Excluding the opening day, which had 1,322 visits, the daily average has been 213 on weekdays and 250 on Saturdays.
19. The operating hours have been changed from Monday to Friday to Tuesday to Saturday, and from 9am-5pm to 9:30 am to 5:30 pm to better accommodate people who may work during the week.
20. The new hub is not available for after-hours hire. This is because it is part of a wider eco-system at Moerā Reserve and it is important not to negatively impact the financial viability of Moerā Hall or Moerā Community House, both of which offer space for hire.

### *60 Days of Programming*

21. A 2-month schedule of activities was developed by the Hub and Libraries and Connected Communities teams to ensure the new hub got off to a good start. The purpose of this was to showcase the opportunities for community to deliver and lead activity from the new facility. This 60 day programme is further strengthening partnerships, ensuring hub remains a vibrant, inclusive space for all whanau and community.

22. The team designed a programme of activities with different audiences in mind. The table below shows that sessions aimed at families attracted the most attendees. Where 21% of the sessions were designed for families attendance at those sessions accounted for 77% of total attendees.

Target age	# Sessions	# Attendees	Ratio of attendees per session
Preschool (0-5)	18	113	6.3
Tamariki (5-11)	8	81	10.1
Rangatahi (12-24)	9	55	6.1
Families	17	971	57.1
Adults	29	46	1.6
Seniors	1	0	0.0

### *Wainuiomata*

#### *Hurricanes in Wainuiomata*

23. The preseason rugby game between the Hurricanes and the defending Super Rugby Pacific champions, the Blues, held at the Wainuiomata Rugby Club, was a significant community event. It attracted a crowd of approximately 2,000 people and showcased a strong partnership between Council and event organisers. Officers contributed through assessing potential risks and ensuring appropriate safety measures including crowd control, emergency response protocols, and securing the grounds to maintain the safety of attendees. Council also facilitated traffic management, ground fees, portable toilets, and rubbish and waste removal services to maintain cleanliness throughout and after the event. By removing some of the financial burden from the event organisers, Council helped ensure the community-focused event was successful, creating a positive experience for all involved.



#### *Wainuiomata Fire Brigade Open Day*

24. On 8 March 2025 the Wainuiomata Volunteer Fire Brigade hosted a successful Open Day to recruit volunteer fire officers. The event attracted

nearly 1,000 local residents, thanks in part to Council's efforts promoting the day through various channels, including its community networks.

25. Council also contributed to the event by linking Neighbourhood Support and the Wellington Region Emergency Management Office to uplift emergency preparedness.
26. This collaboration helped showcase emergency response, through interactive demonstrations and training exercises. Residents gained valuable insights into emergency preparedness, key to building a more resilient, informed and connected community.



## *Petone*

### *Pito One Landing project*

28. Under the Petone 2040 programme, the Urban Design team has funding for small-scale improvements that give effect to aspects of the Petone 2040 plan. The plan identifies the 'Western and Eastern Gateways' of Petone. These have led to two projects currently under development:
  - Pito One Pā Landing to the west
  - Hikoikoi Landing to the east
29. The purpose of the two Landings projects is to highlight some of Petone's cultural heritage and to improve public spaces.
30. For Hikoikoi Landing, the team has developed a range of small works to be implemented shortly:
  - A shared path between the existing walking and cycling network and the Hutt River Trail.
  - A seating area with wayfinding, planting and paving near the entrance of the Hutt River Trail.



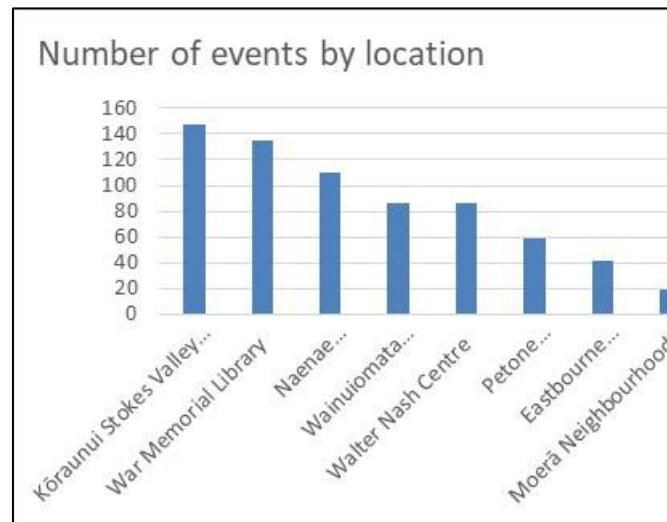
- Riparian planting along Te Mome Stream to improve the health of the waterway.
  - Logs and bollards to prevent vehicular access to Te Mome Stream to address illegal dumping.
  - Artworks on either side of Waione Street to reflect the significance of the area to Mana Whenua.
31. For Pito One Pā, the team is proposing small works around the urupā including a mobility bay, a kerb extension, a mural and fence treatment.

### **Services and activities to support wellbeing**

32. Our community programmes are showing significant engagement and impact across numerous initiatives hosted through our various hubs. In total we have delivered 727 programmes in this reporting period, with 10,673 attendees. These programmes targeted and, in many areas, had a strongly positive impact for the Communities of Interest for Council.
33. Council's programmes this reporting period ranged in nature from educational to physical activity to employment and training initiatives. Programmes for our ethnic and migrant communities ranked amongst the highest attended in this reporting. Our programmes in Kōraunui Stokes Valley, War Memorial Library and Naenae Neighbourhood Hubs ranked amongst the highest, in terms of community participation.

Data from Jan-Feb 2025

Number of programmes	727
Number of attendees	10673
Highest uptake	Chinese New Year for Children at War Memorial Library, 1000 attendees  Begonia Shows at Walter Nash, 1820 attendees
Highest focus area	Education, Training and Employment = 294 events
Highest category	Play = 144 events



### *Summer Activation Programme*

34. Council's Summer Activation Programme has successfully activated public places and spaces in the centre city, creating a vibrant atmosphere encouraging a bringing together of residents and communities, whilst also stimulating the local economy. This programme creating opportunities for people to connect, build relationships and have fun together, promoting inclusivity and strengthening social ties. Two key programmes – Xtreme Hip Hop and Urahiit, strongly demonstrate the positive impact of community/Council collaboration in community-led action.

#### *Pasifika: Urahiit*

35. The Ura Hiit sessions, led by Inano Dance Company and Creative Director Te Hau Winitana, addressed a gap by providing free, family-friendly outdoor fitness activities for the Pasifika community during summer. Supported by the council through funding and coordination support, the four-week programme was well received, drawing 30–40 participants per session and leading to an additional four sessions due to high demand. Participants highlighted the unique energy of the outdoor sessions, combining movement, music, and cultural connection. Key learnings underscored the need for accessible, community-driven activations that celebrate Pasifika identity. Next steps include exploring ways to sustain and expand these offerings for future summers in collaboration with Council teams and community.



*Xtreme Hip Hop Step with John at the Dowse Square*

36. Council funded and provided space for John Mainuu of Welly Step 'Xtreme Hip Hop Step' to bring a free, fun, and engaging fitness experience to Dowse Square. This initiative provided an accessible way for the community to stay active, removing financial barriers by offering four complimentary sessions. The high-energy workouts promoted physical fitness and created a welcoming and uplifting environment, where people of all ages and abilities could move to great music together. A highlight was seeing passersby spontaneously join in, creating a sense of inclusivity and community connection. Council supported this initiative through funding, coordination, and promotion, and all four Saturday sessions were well attended. Officers will continue exploring ways to expand these sessions to other neighbourhoods, ensuring more communities have access to fun and accessible fitness opportunities.



*Ethnic and Migrant Communities: Afrika Bazaar*

37. The Afrika Bazaar at Hilary Court in Naenae provided a vibrant platform for African communities to celebrate their culture, strengthen community connections, and support local businesses. Organised in collaboration with DJ Orikol, the African Communities Council of Wellington, the Hutt Multicultural Council, and supported by Hutt City Council through funding and coordination support, the event featured over 40 African artists, cultural performances, food, crafts, and an African library stall. With more than 1000 attendees, it successfully promoted cultural awareness, economic empowerment, and social cohesion. Vendors experienced strong sales, and attendees engaged in cultural exchange. The event highlighted the growing demand for ethnic community celebrations and underscored the need for sustained support to ensure their long-term success.



*Chinese New Year Celebration*

38. The Chinese New Year event at War Memorial Library addressed a gap in spaces for ethnic communities, particularly children and youth, to celebrate their cultural heritage. Led by the community and supported by Welcoming Communities, the Hutt Multicultural Council, local businesses, and Council through funding and provision of a venue, the event attracted over 1,000 attendees. It featured traditional activities, music, and fan dancing. It fostered a sense of belonging among the Chinese community, encouraged engagement with Council initiatives, and strengthened cultural connections. Key learnings included the need for inclusive representation and sustainable funding to ensure long-term success.





39. Council's Pride Week 2025 celebrated diversity, equity, and inclusion by hosting 11 events that engaged 86 participants from the Rainbow community, their allies, and the wider Lower Hutt community. Partnering with Wellington Pride Festival, local groups, and Council staff, the initiative included Council-led arts and story time activities and supported community-led events like the Youth Pride Ball. A risk assessment and intentional executive decisions on the schedule ensured a safe environment through security measures, staff training, and police coordination. Feedback highlighted the importance of balancing visibility and safety, strengthening partnerships with Rainbow-led groups, and improving communication.



40. The Growers Gathering was a Council-facilitated event that brought together community kai growers to strengthen connections, discuss challenges, and explore opportunities for collaboration. Enthusiasm from participants reinforced the importance of Council's role in enabling and supporting these initiatives – helping groups to navigate challenges, access resources, and harness their collective impact for sustainability and success.



*Ulalei Wainuiomata Summer Programme: Soccer & Touch*

41. Ulalei Wainuiomata Sports successfully hosted its summer programme for primary and intermediate students in Wainuiomata, wrapping up its second season of soccer and first season of touch competitions at Wise Park. These free-entry competitions provided a great opportunity for local tamariki to participate in sport without the need to travel over the hill. Council played a vital role in supporting Ulalei's summer programme through the provision of resources, funding and "All Star of the Week" certificates to recognise and encourage tamariki to participate. This support contributed to the success of Ulalei's summer programme which kept over hundreds of tamariki active and engaged on Monday and Friday nights. Ulalei aims to continue offering these competitions over the summer, ensuring whānau have accessible sporting opportunities in their own community.



### Resident Satisfaction Survey

42. Connected Communities has worked closely with the survey team to fully utilise the Neighbourhoods and Communities model in support of the survey process. This included facilitating wānanga with Rangatahi and Ethnic Communities that led to deeper insights into these communities and their needs, drivers and preferences. This work provided new, previously uncaptured insights into the views of these communities, and officers are exploring wider use of these insights for other Council teams and mahi.
43. Through focused effort of our Facilitator, Rangatahi participation in the survey increased 475% from 28 last year to 161 this year. A further highlight was the first Ethnic Communities Wānanga, where a Chinese community member promoted the RSS to a large network in Te Awakairangi ki Tai. Despite the survey not being available in Mandarin or Cantonese, they found their own solutions that enabled them to engage in their preferred language. This has highlighted an opportunity for the RSS to further diversify in its approach to community engagement. Insights from these focus groups will be used to support and provide context for RSS analysis and reporting.

## Community funds and grants

### 44. Mouri Ora and Kākano Funds

- The Mouri Ora and Kākano Funds are both on track to be fully allocated by the end of the financial year. Officers are currently considering options for the \$10,058 left over from last year's Mouri Ora funding for later allocation by the CE in consultation with the Mayor and Chairs.
- Accountability reporting is also on track.

### 45. Creative Communities Scheme

- The current funding round closed on 1 April. 35 applications were received, and at the time of writing officers were in the process of preparing the applications for the panel's consideration/approval.

### 46. Resilient Communities

- The recently established Resilient Communities Fund has gone smoothly, with Connected Communities working well with the Emergency Management Team on delivering the first funding round targeting marae in Waiwhetu and Wainuiomata.
- The second round will open in July/August 2025 and will be contestable.

### 47. Community Climate Fund

- Round two of funding has seen an increase of 400% in applications when compared to round one.
- \$204k worth of applications across 21 applications, compared with \$52k allocated in round one across five applications.
- Although we have seen a large increase in applications, there is still a potential underspend of approximately \$140k.
- The Committee Chair has agreed with officers' advice to run another funding round to allocate residual funding, around the June 2025 timeframe, to support Community Board and Panel decisions in August 2025.
- Officers are working with the Committee Chair and Chair of the fund panel to review and improve the process for the next triennium.



## Aquatics

48. The new Te Ngaengae Pool recorded over 100,000 visitors in its first 12 weeks of operation. Some early teething problems have been worked through and the pool is proving popular with the community.



49. Naenae café Trade School Kitchen has now opened a pop-up coffee stand in the foyer at Te Ngaengae Pool+ Fitness. This partnership is a three-month trial to gauge interest in the service. The coffee on-site also meant the Pool was able to host 'Coffee with a Cop' catch up.



50. Elite swimmers from the New Zealand training program took a moment for a picture with Mirko, Braden and Jack from Te Ngaengae pool and fitness
51. HCC partnered with the NZ Central Institute for Sport, in Upper Hutt, to host the squad. The squad lived on campus where they were in the altitude training suite and trained both on campus and at Te Ngaengae as part of their build up for World Championships and Olympics. Te Ngaengae was able to offer the 50mtr set up five mornings a week which is more than what they can get at other pools in the country.

52. Many of our regular swimmers loved the long set-up for those extra days as well.



53. The Pirates swim club, based out of Karori, visited Te Ngaengae pool as part of a fundraiser that they are doing to travel to the Gold Coast for a training camp. The team was going to ten pools, and each person was swimming a kilometer in each one.

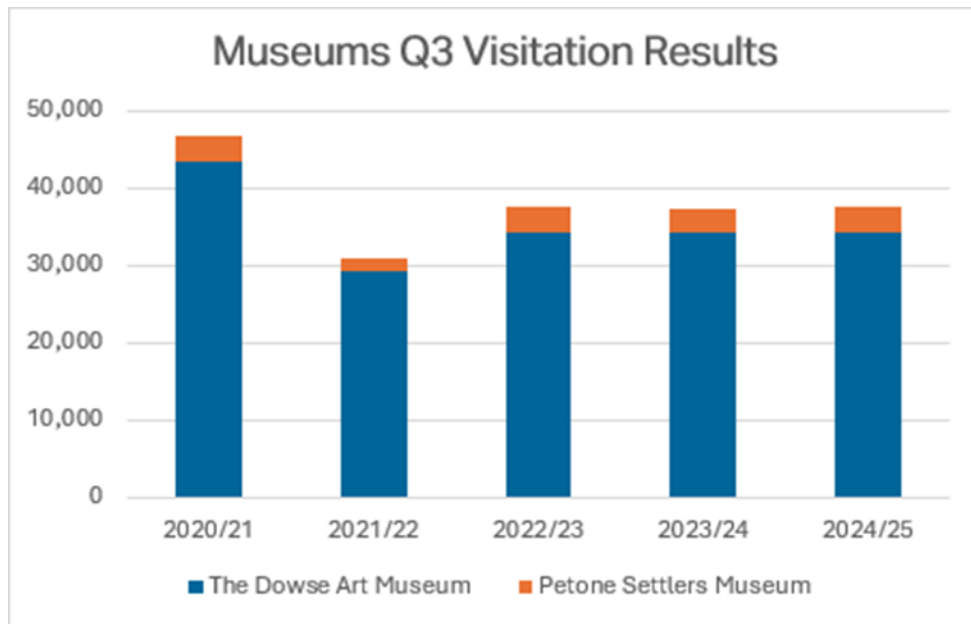
#### *Cryptosporidium outbreak*

54. Elected members will be aware of the recent cryptosporidium outbreak in the region and the connection to public swimming pools including those in Lower Hutt.
55. Aquatics staff have been working closely with Regional Public Health to take all necessary measures to respond to reported cases. This included draining and deep cleaning pools where needed. This will result in lower attendance and some revenue loss which will be reported in quarterly reporting, however was a necessary step to ensure community safety.
56. The cases were widespread throughout the region with several swimming pools being notified. Public Health were very happy with HCC's protocols and response. Some lessons learned have been identified and these are being incorporated into our Standard Operating Procedures.

### **Arts and Culture**

#### *Museums Visitation*

57. Total Q3 visitation is 37,673, up slightly on the same period in the previous financial year but has dropped against the previous quarter results. Q3 results at The Dowse have been affected by 7 weeks of combined exhibition changeovers and a reduction in marketing due to scheduling and capacity.
58. Petone Settlers Museum Q3 visitation is the highest it's been since 19/20 financial year even with reduced open hours.
59. 99% of those surveyed would recommend The Dowse to others and 54% say The Dowse is the reason they came to the Hutt which remains the same % on last quarter.



### *Programmes*

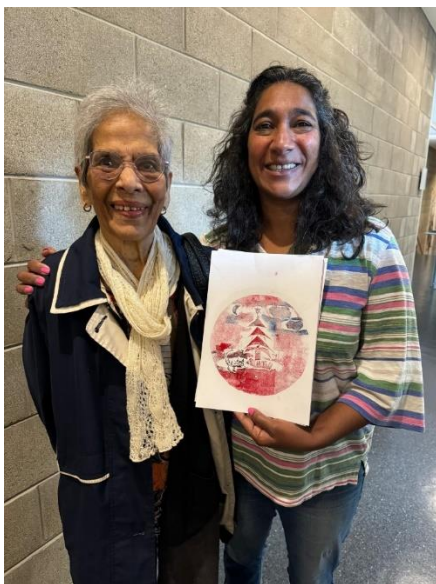
60. Over the Q3 period the Dowse opened 6 exhibitions:

- The Brood exploring connections between horror films and contemporary art practice (opened 22 Feb).
- Paul Maseyk: Jugs in New Zealand Painting at Sarjeant Gallery, Wanganui showcasing the work of potter Paul Maseyk (opened 1 March)
- Flash Cats featuring the tattoo practices of 9 regionally-based artists and studios including 3 from Te Awakairangi (opened 8 March)
- Familiar in the Foreign: Jewellery from the Southern Hemisphere at Galerie Handwerk, Munich, Germany featuring 70 works by 47 artists from The Dowse collection (opened 12 March). Opening function was attended by over 300 people including the NZ Ambassador to Germany Craig Hawke, the Chairman of Handwerkskammer (German Chamber of Crafts) and the Director of Pinakothek der Moderne (Museum of Modern Art).
- Shannon Te Ao: ia rā, ia rā (rere runga, rere raro) showcasing the practice of one of Aotearoa's most influential Māori artists. Shown following a very successful partnership with Te Tuhi to present this work in Gwangju, South Korea as the NZ Pavilion at the Gwangju Biennale. (opened 29 March)
- Pōhatu Roa: Stories in Stone features the work of 7 artists who work predominantly in stone (opened 29 March)



*(New Zealand Ambassador to Germany Craig Hawke speaking at the opening of Familiar in the Foreign, Munich, Germany)*

61. A number of targeted arts & culture rangatahi and whānau workshops and programmes were delivered through The Dowse and Petone Settlers Museum.
  - Through accessible workshops over the Q3 summer period drop-in and booked opportunities were programmed for whānau to learn together and connect inter-generationally with others in the community with nearly 500 participants over the period with one person saying, 'I loved that this was for adults too! A unique and fun experience while visiting with my elderly mother who lives in the Hutt'.



*(participants from the whānau workshops)*

- Engagement with rangatahi (15-24yrs) continues to grow this quarter with 619 young people engaging in programmes. Building on existing relationships and feedback through targeted surveys we responded by



providing more specific opportunities to connect to themes and topics that were relevant and meaningful for this demographic.

- Nuku Tewhatewha continues to be a significant subject for schools wanting to reference local histories as part of the social sciences curriculum. Nuku Tewhatewha is also used as a resource for the Enviro-schools programme. Over Q3 we have hosted 751 students on-site.



*(students from Hutt Valley High School drawing in Nuku Tewhatewha)*

### *Partnerships*

62. The Arts & Culture team have been working on a number of exhibition partnerships including those mentioned above with Gallerie Handwerk, Munich, Germany and Sarjeant Gallery, Whanganui. We have also entered into exhibition partnerships for future projects with Suter Gallery, Nelson; City Gallery, Wellington, and are in discussions with Tauranga Art Gallery, Objectspace, Auckland, and the Australian Design Centre.
63. Arts & Culture and Te Tira Māori met with the Nuku Tewhatewha roopu to discuss the ongoing kaitiakitanga of this taonga. A terms of reference is currently being developed that will help define engagement with whānau and stakeholders, and the roles and responsibilities moving forward.

*Collections*

64. HCC collections continue to be a valuable resource for our local, national and international communities. In Q3 115 works from The Dowse and Petone Settlers Museum collections were on display in Wellington, Wairarapa, Hastings, Auckland, Whanganui and Germany. Alongside exhibitions, outreach was also important. Local art teachers met with our team to use our collection as a resource in their classrooms.
65. The relocation of the Petone Settlers Museum collection to The Dowse is progressing well with a majority of items having already been assessed and moved. The relocation of the collection aspect of the project is on-track to be completed by the beginning of May.

*Boulcott Memorial*

66. Based on strong feedback from the kaupūrakau the Boulcott Memorial Project team have needed to reassess the approach to the final outcomes and timeframes of the project.
  - It has become clear that kaupūrakau need to express their respective narratives as distinct elements. This will likely be in digital form but is still to be confirmed.
  - Through the engagement of a Māori graphic designer, it has been identified that the approach to the physical monument and its surrounds needs to be reconsidered.
  - Timeframes need to be adjusted accordingly with some carryover of funds for delivery to the 25/26 financial year.

*Workplan (Draft)*

Kaipurākau hui – reengagement with Stage 2	August – September 2024	Complete
Visitor goals and project parameters confirmed	August - September 2024	Complete
Kaipurākau hui - open brainstorm visual ideas/ artist input/digital solutions	October – November 2024	Complete
Residential Community and internal council engagement	December – January 2025	Ongoing
Graphic Designer contracted	December – January 2025	Complete
Concept/approach sign-off	Feb - April 2025	Initial meetings completed – new approach underway
Scope delivery, get quotes and begin design work	April-May 2025	
Kaipurākau check-in on progress	June 2025	
Residential Community and internal council check-in on progress	June - July 2025	
Final deliverables	June - September 2025	

**Parks and Reserves****Operational Delivery***Grounds Maintenance Contract*

67. A Registration of Interest (ROI) for the Horticultural Parks, Cemeteries and Street Gardens contract was released onto GETS on 10 March 2025 which closed on 4 April 2025. The Registration of Interest attracted interest from six well-established grounds maintenance providers that will be reviewed week commencing 7 April 2025.
68. Providers who meet the necessary criterion will be asked to complete a Request for Price (RFP) which will be released on 21 April 2025.
69. Hutt Recreation Ground has once again been confirmed by Cricket Wellington as Ground of the Year for the 2024/25 season, receiving the highest average ratings from captains and umpires each week across the competition.
70. This recognition is a testament to the excellent work of our contractor, Mexted, and reflects our ongoing commitment to providing high-quality

sportsgrounds for the community. The award will be formally presented at Cricket Wellington's Prizegiving on Tuesday 15 April 2025.

### **Leases and Licences**

71. Following approval by the Communities, Culture and Partnership Committee in February, leases have now been put in place or renewed for a number of organisations.
72. This includes Free Ride who are now based at the Naenae Park Pavillion, Gibson Crescent, Naenae.
73. Free Ride is a charitable trust set up to increase bike riding for transportation, recreation and fitness. The trust aims to provide services and support for riders in Lower Hutt in the aims of increasing access to cycling.

**Image 1:** *Free Ride Naenae Pavilion*



74. A lease is also now in place for The Lions Club of Lower Hutt to continue operate the mini golf course at Avalon Park. The organisation has indicated that they want to undertake a renewal program on the course and to that effect needed a new lease.



**Image 3:** *Avalon Park Mini-golf*



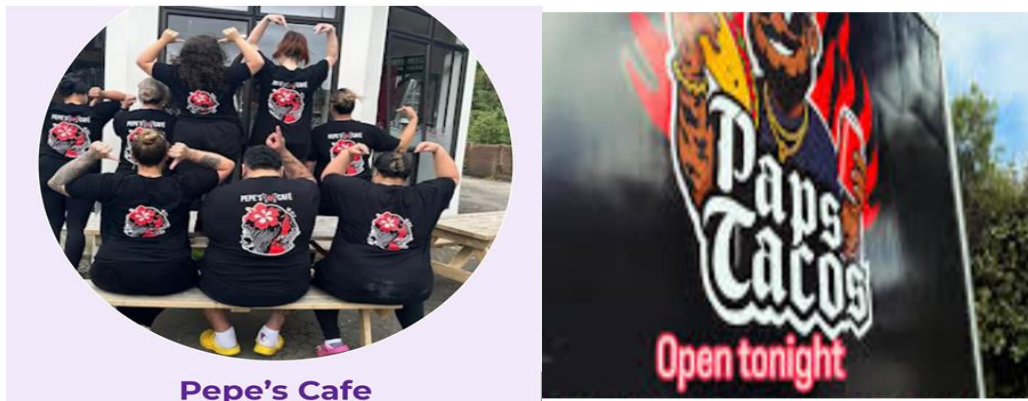
75. The Parks and Reserves Team has also been busy assisting small businesses to establish in the Reserves it controls.
76. Crispy Catch has been issued a 12-month licence to run a food truck at Petone Beach serving seafood.
77. It is anticipated this licence will widen the services available at the reserve by providing take-away fish and chips and other snacks/meals for those who do not wish to eat in a café or restaurant.

**Image 4:** *Crispy Catch serving seafood Takeaways at Petone Foreshore*



78. A licence has been issued to Pepe Food Trucks to operate at Frederic Wise and Riddiford Gardens, Pap's Tacos at Ludlam Crescent and On the Grind Coffee at the Hutt Recreation Ground. It is anticipated all will provide an additional service that will be well-received especially by those utilising the reserves in the upcoming winter months.

**Image 5:** *Pepe's Café; Pap's Tacos; and On the Grind Coffee*



79. A licence to operate a mobile sauna on the Petone Foreshore has been issued to Embody's.

**Image 6:** *Embodys's Sauna*



80. The Parks and Reserves Team were recently approached by a small local television company requesting the use of the Waterloo and Epuni reserves to film 'A Small Town Scandal'. A request it was happy to facilitate.



**Image 7: A Small-Town Scandal.**



## Projects

### *Point Howard Demolition*

81. The Pt Howard Wharf demolition is near completion. The last of the reusable materials is getting processed to be used for other projects for Council. Some of the salvage wood will be made available to Iwi and our local Point Howard community.

**Image 8: Salvaged timber Point Howard Wharf**



## Reserves Investment Strategy Projects

### *Pomare Reserve*

82. Pomare Reserve Development is taking shape. The pathways have been installed, and work is taking place on resurfacing the grassed area. The benefit of the newly surfaced open space will provide opportunities for informal play. This project has been community led and once we have a

completion date we will support our community to celebrate the opening of the park.

**Image 9: Pomare Park**



### *Hall Crescent Reserve*

83. The Hall Crescent Reserve Development is at the procurement stage. There has been good interest in this construction work and we look forward to the works starting shortly.

**Image 10: Hall Crescent Draft Plan**



### *Hugh Sinclair Park*

84. Redevelopment of Hugh Sinclair Park in Wainuiomata is one of the projects in the Reserves Investment Strategy for 2025. It occupies a central spot in Wainuiomata but has extremely poor drainage and a number of past-their-best play features including the existing play equipment and skate park.
85. Parks and Reserves have recently worked with the Ward Councillor to carry out engagement with key community stakeholders, working in coordination with the Brad Landscape Architecture Collective (BLAC). The aim is to develop a draft concept plan for the site for wider community consultation.
86. The project aims to enhance the park's functionality, accessibility, and integration with the surrounding community. The masterplan will respond to key priorities, including:
  - a) Enhancing recreational opportunities for all ages and abilities.
  - b) Addressing poorly functioning site drainage.
  - c) Strengthening ecological and cultural values, ensuring a sustainable and meaningful landscape.
  - d) Creating a safe, vibrant, inclusive public space that fosters community connection and engagement.
87. By reimagining Hugh Sinclair Park, this project supports Wainuiomata's long-term vision, ensuring the park remains a cherished and valuable asset for both residents and visitors for generations to come.
88. Parks and Reserves recently completed a well-attended community event at the Wainuiomata Hub on 26 March 2025 and followed that up with a similar community event at the local Masonic Village by way of introducing the concept to attendees. There was a great deal of interest.

**Image 9:** *Hugh Sinclair Park Community Meeting at the Masonic Village*



89. A Master plan design development is in progress and is expected to be presented to community in May 2025



## Sportsgrounds Renewals Programme

### *Richard Prouse and Hutt Park*

90. Work on drainage has now wrapped up at both Richard Prouse and Hutt Park. The subsoil drainage systems are in place, and we're currently giving the grass a couple more weeks to fully establish. Wainuiomata AFC and Stop Out will play their opening fixtures away, allowing the surfaces a bit more time to recover before winter use kicks in.

**Image 7:** *Richard Prouse Primary Drainage*



**Image 7:** *Hutt Park Primary Drainage*



91. At Naenae Park, installation of the new drainage system and surface levelling is progressing well. The project, which started in early March 2025, remains

on track for completion from late April to early May 2025. The turf establishment will take place through the winter, with the field expected to be ready for use by late August 2025.

**Image 8:** *Naenae Park Levelling*



92. Six pieces of outdoor exercise equipment were installed at Bell Park late last year, positioned throughout the park to support community wellbeing. Following community feedback, colourful safety surfacing has now been added beneath each station. These surfaces improve user safety and ensure the equipment can be used year-round, regardless of weather conditions.

**Image 9:** *Safety Surfacing Under Bell Park Exercise Equipment*



## Appendices

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**Author:** Arthur Nelson, Head of Parks and Reserves

**Author:** Joann Ransom, Head of Neighbourhood Hubs and Library Services

**Author:** Karl Chitham, Head of Arts and Culture

**Author:** Iain Brown, Head of Aquatics

**Author:** Adrienne Moor, Head of Connected Communities

**Approved By:** Andrea Blackshaw, Director Neighbourhoods and Communities

























*Our Reference*

**TO:** Chair and Members  
Communities, Culture and Partnerships Committee

**FROM:** Kate Glanville

**DATE:** 28 March 2025

**SUBJECT:** COMMUNITIES, CULTURE AND PARTNERSHIPS  
COMMITTEE WORK PROGRAMME 2025

### **Purpose of Memorandum**

1. To provide the Communities Culture and Partnerships Committee (the Committee) with a Forward Programme of work planned for 2025.

### **Recommendation**

That the Forward Programme 2025 for the Communities, Culture and Partnerships Committee be received and noted.

### **Background**

2. The Terms of Reference for the Committee require the Committee to develop, implement, monitor and review strategies, policies, plans and functions associated with community, social and cultural activities. This includes making the city a desirable, safe and attractive place, providing facilities and recreational opportunities that support quality living and healthy lifestyles, and supporting the cultural wellbeing of residents.
3. The Forward Programme for 2025 provides a planning tool for both members and officers to coordinate programmes of work for the year. The programme is attached as Appendix 1 to the report.

### **Executive Summary**

4. The Forward Programme is a working document and is subject to change on a regular basis.

### **Appendices**

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**Author:** Kate Glanville  
Senior Democracy Advisor

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

