



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	

For the dates and times of Council Meetings please visit www.huttcity.govt.nz

Have your say

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

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

Chair:	Cr Keri Brown
Deputy Chair:	Cr Karen Morgan
Membership:	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)
Quorum:	Half of the membership
Meeting cycle:	Meets on an eight-weekly basis or at the requisition of the Chair
Reports to:	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

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 14th 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 14th 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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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

APPENDIX 2: PETONE WHARF OPTIONS ADVANTAGE/DISADVANTAGE MATRIX

	OPTION 1: FULL REMEDIATION		OPTION 2: PART REMEDIATION		OPTION 3: DEMOLITION	
	ADVANTAGE	DISADVANTAGE	ADVANTAGE	DISADVANTAGE	ADVANTAGE	DISADVANTAGE
AFFORDABILITY		(a) Schedule of rates estimation between \$11.8m & \$19.1m (b) Schedule of rates average estimate \$14.2m (c) Contingencies and fixed costs included.	(a) Schedule of rates estimation between \$9.7m & \$15.0m (b) Schedule of rates average estimate \$11.6m (c) Contingencies and fixed costs included.		(a) Schedule of rates estimation between \$4.7m & \$8.1m (b) Schedule of rates average estimate \$6.2m (c) Contingencies and fixed costs included.	
LIFETIME COSTS		(a) If the wharf were to be fully remediated there would be ongoing maintenance and renewals costs impacting on rates for the foreseeable future. After 25 years, these costs are likely to increase.		(a) If the wharf were to be part remediated there would be ongoing maintenance and renewals costs impacting on rates for the foreseeable future. After 25 years, these costs are likely to increase.	(a) Following demolition of the wharf there would be no ongoing maintenance or renewals costs.	
FINANCIAL RISK		(a) <u>Prices provided are rate models rather than fixed prices.</u> Full remediation of the wharf could as a result be significantly higher than indicated following a commercial tender.	(a) <u>Prices provided are rate models rather than fixed prices.</u> A part remediation / part demolition approach is scalable up or down in relation to fixed costs received via a commercial tender.		(a) <u>Prices provided are rate models rather than fixed prices.</u> However, there is sufficient headroom in the allocated budget to manage any rate variations.	
RESOURCE CONSENT RISK		(a) Should a resource consent be sought for full remediation there is no flexibility to reduce the quantity of physical works if a commercial tender came in outside the financial envelope.	(a) The resource consent applied for would in itself be flexible to facilitate an increase or reduction in remediation as is possible with budget.		(a) A direct approach to the Environment Court would probably reduce the risk of appeals.	
	(b) Resource consents may be non-notified and as such take less time (14-18 months)			(b) Resource consent likely to be fully notified could take 19 - 36 months (if appealed).		(b) A direct application to the Environment Court to completely demolish the wharf could take 20- 36 months (if appealed to the high court).
ASSET RISK		(a) Liquefaction is likely to initiate at 55%ULS demands. 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.		(a) Liquefaction is likely to initiate at 55%ULS demands. 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.	(a) Liquefaction exposure would not be an issue should the wharf be demolished.	
RECREATION BENEFIT	(a) Retaining the wharf in its current condition would maintain the existing recreational use.		(a) Retaining a significant proportion of the wharf would maintain the existing recreational use at a level close to current use.			(a) Demolition of the wharf would clearly remove a recreational asset.
OPPORTUNITY COSTS		(a) Retaining the wharf in its current format would not increase the opportunity for additional recreational pursuits.	(a) Reconfiguring/remodelling the wharf may provide opportunities to consider other recreational use eg canoe launching.		(a) Demolition of the wharf would allow the remaining budget to be used for investment in other recreational assets, that are well-utilised by residents.	
HERITAGE VALUE	(a) Retaining the wharf in its current format would retain a historic and heritage facility close to its original configuration		(a) Reconfiguring/remodelling the wharf would retain a sizable portion of a feature with historic and heritage value.			(a) Demolition of the wharf would remove a much admired heritage structure from the community.

PETONE WHARF OPTIONS - RISK/BENEFIT ANALYSIS

DEFINITIONS

Affordability	Can be afforded within the designated budgets.	Asset Risk	What is the risk of failure of the structure at 55% ULS failing within 25 years
Lifetime Costs	Operational and renewal costs (maintenance, repair, and replacement)	Recreational Benefit	Recreational benefit to users for fishing, walking etc.
Financial Risk	Likelihood that unforeseen contingencies could significantly increase the cost of the project	Opportunity Costs	Opportunity to widen recreational use, or invest in other facilities.
		Heritage Value	What are the implications in terms of history and heritage loss



Ref: 8916
10 April 2025

PETONE WHARF – REMEDIATION FEASIBILITY STUDY

Background & Objectives:

Petone Wharf has been an iconic feature of the foreshore since 1909 and while it has not been used for shipping activities for some time, it is well-loved by recreational users and beach goers.

The wharf structure, particularly the timber piles, are suffering the effects of age, with severe deterioration within the tidal range. The Wharf was damaged in the 2016 Kaikoura earthquake and repaired and reopened in 2017. It was closed again in January 2021 due to Health and Safety concerns, relating primarily to the pile decay, and has remained closed to the public since

At its meeting of the Long-Term Plan/Annual Plan Subcommittee of 17th May 2024 the Hutt City Council directed Officers 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) agreed 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) agreed 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.

The objectives of the wharf assessment project will as a result consider the project in terms of the following priorities and to prepare preliminary budget estimates for each option:

- Priority One: remediation/renewal of existing wharf within the 12 million dollar envelope resolved by Council (inclusive of quantifiable risk assessment);
- Priority Two: repair/remediation of wharf reduced in size within the 12 million dollar envelope resolved by Council (inclusive of quantifiable risk assessment);
- Priority Three: demolition within the 12 million-dollar envelope resolved by Council (inclusive of quantifiable risk assessment).

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'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 at IL2.
- The wharf should not require further major maintenance for a minimum of 25 years.

Methodology

The methodology employed to derive the budget estimates has been as follows:

1. Assessment of existing condition and probable structural/seismic performance by:
 - Review of previous condition surveys, including underwater surveys.
 - Visual inspection from above and below (via boat) the wharf deck
 - Limited seismic assessment and preliminary retrofit design carried out by Dunning Thornton – refer separate report.
 - Assessment of likely onset of widespread, earthquake induced liquefaction, prepared by Tonkin & Taylor – refer separate memorandum.
2. Preparation of a schedule of repair typologies for the various structural elements of the wharf including:
 - Concrete deck.
 - Joists
 - Bearers
 - Piles
 - Sub-wharf bracing and walers
3. Preliminary Registration of Interest/Tendering process to determine representative construction costs/rates for each of the typologies identified above.
4. Identification of other costs to be included with the overall \$12m budget, including:
 - Consenting costs.
 - HCC internal costs.
 - External consultants – primarily engineering and project management.
 - Contingency costs.
5. Preparation of budget estimates, for each of the three options, based on:
 - The assessed scope of necessary repair.
 - Assessed requirements for structural reinstatement and improvement.
 - Cost/rates obtained from the ROI process.
 - Inclusion of other costs, to be included in the total budget allowance.
6. These estimates have derived for each of three zones along the wharf:
 - The first half of the Approach (without transverse cross-bracing).
 - The second half of the Approach (with transverse cross-bracing at each bent).
 - The Head section of the wharf.

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Assessment Results

1. The sub-structure is in very poor condition, with extensive decay and worm damage typical within the piles, and the transverse bracing typically at the end of its useful life. The wharf deck (concrete deck on timber joists and bearers is typically in better condition, except at the edge of the deck where the wharf timbers are exposed to rain wetting. The far end of the 'Head' of the deck is in poor condition, with signs of settlement. The existing bolts are extremely rusted throughout the length of the wharf.
2. The Tonkin & Taylor geotechnical report (and subsequent memo) predicts that widespread liquefaction will initiate at approximately 55% of Ultimate Limit State [ULS] demands when measured against current compliance requirements. When compared against 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 a probability of occurrence of 55% within a 25-year period.
3. A remediated wharf i.e. with jacketed piles and new cross-bracing to replicate the original geometry, together with a separation between the Head and Approach, would achieve an assessed performance of 22%NBS for the Approach and 33%NBS for the Head.
4. With additional modifications, i.e. altered cross-bracing geometry at the Head and a second seismic separation through the Approach, then an assessed performance in excess of 40% would be achieved for the Approach and 53%NBS for the Head. These additional modifications would add little by way of work or cost. Achieving performance levels in excess of 40%NBS for the Approach would likely add significant cost and would change the appearance of the wharf.

ROI Process

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 and were therefore considered to be non-compliant for the remediation options.

The remaining four proposals appear to be generally well prepared and have been used to prepare the budget cost estimates for each option. Follow-up requests for information have been made which resulted in some adjustment of rates.

Budget Estimates

Other 'fixed' project costs, including construction contingency have been estimated at approximately \$3.7m, leaving \$8.3m for physical remediation/demolition work.

Option 1 – Full Remediation

Estimated full remediation costs range from \$8.7m to \$14.6m, with an average (across four submitters) of \$10.6m. Caution is urged in relation to the lower end of the range until further cost verification is completed. Adding the fixed costs results in an average overall estimate of \$14.2m. This exceeds the \$12m cap.

Option 2 – Partial Remediation and Partial Demolition

For the purposes of preparing this estimate, 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 range from \$7m to \$11.2m, with an average (across four submitters) of \$8.5m. Again, caution is urged in relation to the lower end of the range until further cost verification is completed. Adding the fixed costs results in an average overall estimate for partial remediation of \$11.6m. This is within the \$12m cap.

Option 3 – Full Demolition

Estimated full demolition costs range from \$3m - \$5.7m, with an average (across five submitters) of \$4.1m. These include an allowance for limited foreshore remediation at the north end of the wharf. Adding the fixed costs results in an average overall estimate for partial remediation of \$6.1m. This is within the \$12m cap.

Conclusions

Based on the received information, it is concluded that the **Approach** together with somewhere between one-third and one-half of the **Head** could be retained, remediated and strengthened to 40%NBS. The remainder of the Head would need to be demolished. The retained wharf structure would also need to be seismically separated into three separate structures with 'gangway' links between them. The intent of the remediation should be that subsequently, no major maintenance should be necessary for the following 25 years.

To progress with the partial remediation option, the following process is suggested:

- Obtain a Resource Consent in relation to the proposed work, with some flexibility as the final length of Head to be retained.
- Carry out full engineering design development with detailed reinspection and full identification of all remediation to be carried out.
- Obtain Building consent in relation to the proposed work.
- Carry out a selected tender, preferably involving all 4 of the compliant ROI submitters. Note that a prolonged resource consent process may necessitate restarting the procurement process.

Risks/Qualifications

The following risks have been identified:

- Design development contingency – The estimates have been based on condition surveys carried out in 2021, recent limited visual inspections and preliminary structural strengthening design. As the design is developed to Consent/Tender, some scope creep is likely.
- Construction contingency – Renovation/restoration works typically require robust construction contingencies to allow for unknowns that are identified during construction.
- Construction cost escalation – The estimates have been based on current rates; some escalation is likely.

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- Resource Consent risk – Likely costs for obtaining Resource Consent have been estimated and included. There is always some risk of appeal or other processes that could result in additional costs/escalation and/or delays.
- In the event that the Resource Consent is appealed, time delays could be extensive, and the procurement process may need to be restarted.

To make reasonable allowances for these risks, a contingency of 25% has been allowed for. Flexibility in the final retained length of the Head section would also give additional cost comfort.

Report Prepared by:

Adam Thornton

On behalf of,
Dunning Thornton Consultants Ltd.

Rev1 250410

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Petone Wharf

Response to draft engineering and planning (resource consent) reports.

We have a major concern that the resource consent process (as advised so far) may result in Council expectations of very long time-frames and delays of 2 to 3 years, and a degree of uncertainty which prevents commencement of tendering and actual work to repair the wharf.

The community has expressed its dismay about the closure of the wharf. A further delay of 2 – 3 years without action is not acceptable. Over that period the wharf will deteriorate further, resulting in further costs and further endangering this listed heritage structure.

We are proposing a **consent strategy** that will allow repair work to commence as soon as a preferred tender is chosen.

Put simply, the strategy should be to **obtain consents for repair/remediation of the wharf structure commencing immediately**. This can be done quickly, efficiently and cheaply. The need for **consents for any partial demolition can be deferred** until the preferred tender has been chosen and work is well under way. This will have the benefit of improved information about the costs of repair and thus the necessary extent of demolition, which will make for a more straight-forward process with less uncertainty of outcome.

Details are set out below¹.

Repair Consent Requirements

1. Repair and remediation work² consists of
 - Pile fix (most or all piles, using FRP³ jackets)
 - Work on cross-bracing/bearers, including replacement and minor reconfiguration where necessary
 - Patching the deck
 - Installing seismic breaks
 - Repair of other components as necessary

¹ The wharf is partly on land and mostly within the coastal marine area. Mean high water springs marks the jurisdictional responsibility between Hutt City and Greater Wellington Regional Council. Above mean high water springs, the requirements of the operative Lower Hutt District Plan, and for heritage, the Proposed Lower Hutt District Plan, apply. Below mean high water springs, the provisions of the operative Natural Resources Plan for Wellington Region apply. All applicable plans recognise Petone Wharf as a listed historic heritage item, and all policy strongly supports its retention.

² There is sufficient information already available as to the nature of the repair work to scope up any necessary resource consent applications, starting immediately. Any additional necessary information would be generated in parallel during the further design and assessment processes being undertaken prior to tender.

³ Fibre Reinforced Polymer.

2. Under the zone rules in the operative Lower Hutt District Plan repair and remediation of the wharf is a permitted activity⁴ so no consent is needed.
3. Under the heritage rules of the operative District Plan, a restricted discretionary activity consent will be needed⁵.
4. The wharf can be maintained and repaired as a permitted activity under the heritage rules of the Proposed District Plan⁶, so no consent is needed.
5. Under the provisions of the Natural Resources Plan for the Wellington Region, a restricted discretionary activity consent will be needed to repair the wharf⁷.

The consents needed in terms of items 3 and 5 above are relatively minor. Putting together an application will involve straight-forward heritage report in support, and probably a visual assessment. Other information can be brought together on the basis of existing information by a planner, along with relatively standard draft conditions. The applications would not need to be notified.

It would be signalled that, when more details are available, it is likely that a subsequent consent may be sought for demolition of the outer part of the head of the wharf.

Estimated time to assemble an application 2-4 months, including necessary consultation⁸. Council processing time should not exceed 2 months⁹. Total time to consent – 6 months.

Cost estimate - \$50,000 to \$100,000.

These consents would allow repair/remediation work to proceed without unnecessary delay.

Partial Demolition Consents

Demolition of any part of a listed heritage item adds to the degree of difficulty in consenting work on a heritage structure or building. In all 3 applicable plans, the rules are more stringent, and the policy framework is adverse. Public notification is likely.

1. Under the heritage rules of the operative District Plan, a full discretionary activity consent will be needed to demolish part of the wharf¹⁰.

⁴ In the General Recreation Activity Area, all maintenance activities undertaken by Hutt City within a reserve are permitted activities – Rule 7A 2.1(e). The zone rules in the proposed District Plan do not apply as they are not yet operative.

⁵ Rule 14F 2.2 – the need for a Building Consent for the repairs means that it would not be a permitted activity. Rules 14F 2.2.1 and 2 set out matters of discretion, which are quite limited.

⁶ Rule HH-R1.

⁷ Rule 191 limits permitted activity status to similar materials being used, which is not met with the use of FRP for piles. The consent requirements therefore default to Rule 192. The matters of discretion are quite limited. A consent also would cover occupation, discharges, disturbance and any contaminant discharge.

⁸ This would be done in parallel with the further assessment and design being undertaken prior to tender.

⁹ The same two Councils processed considerably more complex non-notified consent applications for a new wharf and associated structures at Matiu/Somes Island in 2023 within 2 months.

¹⁰ Rule 14F 2.3.b

2. Under the heritage rules of the Proposed District Plan, a restricted discretionary activity consent will be needed to demolish part of the wharf¹¹.
3. Under the provisions of the Natural Resources Plan for the Wellington Region, a full discretionary activity consent will be needed to demolish part of the wharf¹².

The two rules which make the activity fully discretionary mean that there is broad scope for Councils to ask for comprehensive information, particularly if there is any uncertainty as to the extent of or justification for the demolition.

It is also highly likely that the application would be publicly notified.

Seeking a composite consent for partial repair and partial demolition together will add difficulty, time and overall cost to the consent process.

Benefits of Suggested Strategy – Consent for Repairs First; Partial Demolition Consents Sought Later

The strategy set out above responds to the extent of uncertainty about budget and contingencies as set out in Adam Thornton's report.

It avoids risk of early onset delays in tendering and work commencing¹³.

It is the best approach for an increasingly fragile and highly valued historic structure.

There is reduced risk of the community opposing a partial demolition proposal at a later date, as the 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.

Risks

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.

Comment on Council Position

The best position for the Council to take in relation to the consent strategy outlined above would be to **acknowledge that repair/remediation of the reduced wharf¹⁴ is most likely, but that the continuing process should seek to retain as much of the length of the wharf head as financially possible.**

The Council should also proceed with the consent process for repairs (excluding partial demolition) at the same time as proceeding to tender. This would retain the opportunity

¹¹ HH-R3. Matters of discretion are related to heritage values, visual impact and usability of the structure.

¹² Rule 194 – the removal, demolition or replacement of a heritage structure.

¹³ It avoids the consents being “bundled” and all aspects being considered as fully discretionary activities and subject to wider and more stringent conditions.

¹⁴ From Project Plan Scope Petone Wharf, Council's priorities – 10.8.24.

for tenderers to put forward their best pricing for the wharf, including their assessment of the extent of demolition necessary, rather than constraining that process. This would avoid extensive delays to the project and enable an early start to the repair work.

Response to engineering/planning reports for Petone Wharf

We are concerned about the potential for delay of work on the wharf if the consent process becomes overly complicated. To minimise delay and facilitate consenting we are proposing a two-stage consent process, which could start straight away. This assumes that most of the wharf can be kept, and that part of the outer head will need to be demolished.

What's involved?	Consent Status	Work Needed	Likely time frame
Stage One Repair/remediation, including fixing piles, work on cross-bracing/bearers, patching the deck, installing seismic beaks, other necessary repairs	Restricted discretionary under Lower Hutt and Greater Wellington Plans. Non-notified	Assemble consent application mostly from existing information. - Minor specialist reports needed on heritage impacts and landscape/visual. Other information provided by planner. - Consultation as necessary, and - Prepare draft conditions of consent (Further engineering detail would be developed in parallel as part of preparation for tender).	4 – 6 months
Stage Two Demolition of outer part of head that cannot be saved within budget.	Full discretionary activity Greater Wellington Plan (consent not needed from HCC as affects only far end of wharf). Most likely Publicly notified	Scope aspects that are relevant to assessment of effects and commission reports as necessary – these could be quite extensive, but will not be known until it is clear how much of the wharf needs to be demolished. -Analyse policy and prepare applications - Consultation as necessary, and - Prepare draft conditions of consent	Considerably longer, especially if there were objections and appeals (up to 2 years). This process could be undertaken once repairs are under way and more is known about the condition of the wharf and how far the money will extend.

A two-stage process avoids the two types of consent application (repair and demolition) being bundled together and all caught up in one lengthy process.

It will enable the Council to get on with repair/remediation of most of the wharf quickly.

It should enable a large part of the wharf to be available for public use earlier than if bundled consents are sought. It will minimise further deterioration of the wharf, and escalation of construction costs.

The approach is likely to get community buy-in.

03 April 2025

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

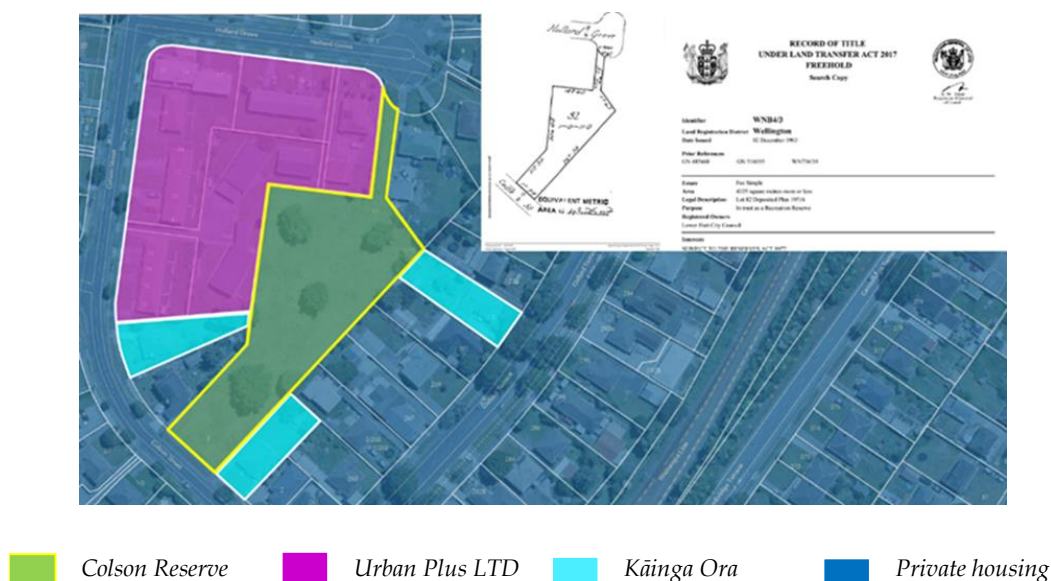
That the Committee recommends that Council:

- (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.

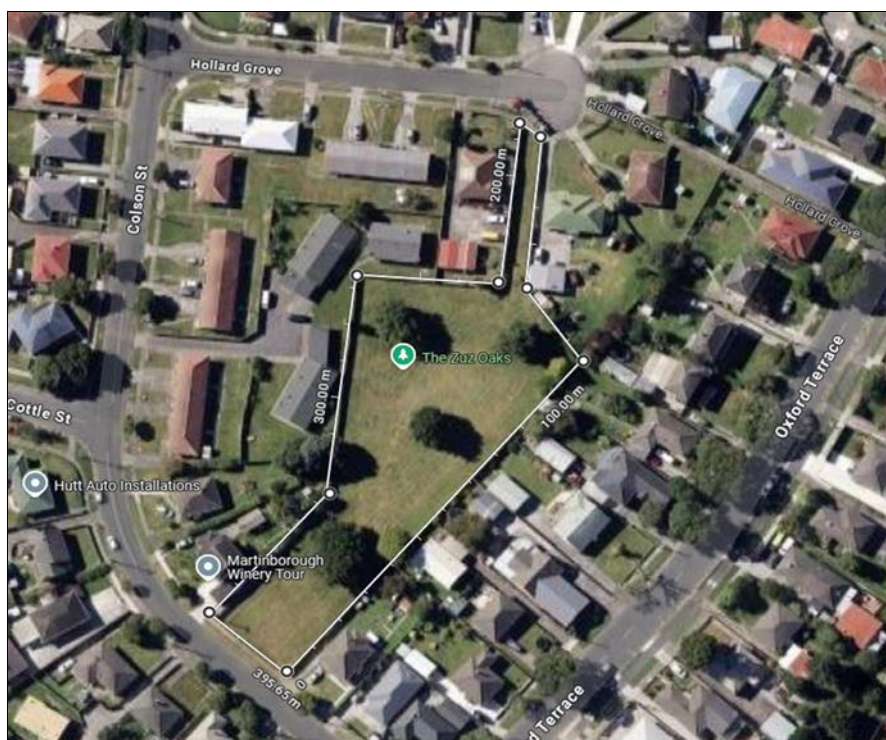
3. The reserve was officially registered in Wellington on 2 December 1963, under the identification number WBN4/3. It is designated as Lot 82 according to deposited plan 19516, with the intended purpose of serving as a Recreation Reserve.
4. The land and buildings directly adjoining the reserve to the 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
Colson Street Reserve re-development (Avalon)	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 m² 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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Housing & Development Lead

Author: Lucie Desrosiers
Head of Urban Development

Reviewed By: Arthur Nelson
Head of Parks and Reserves

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.

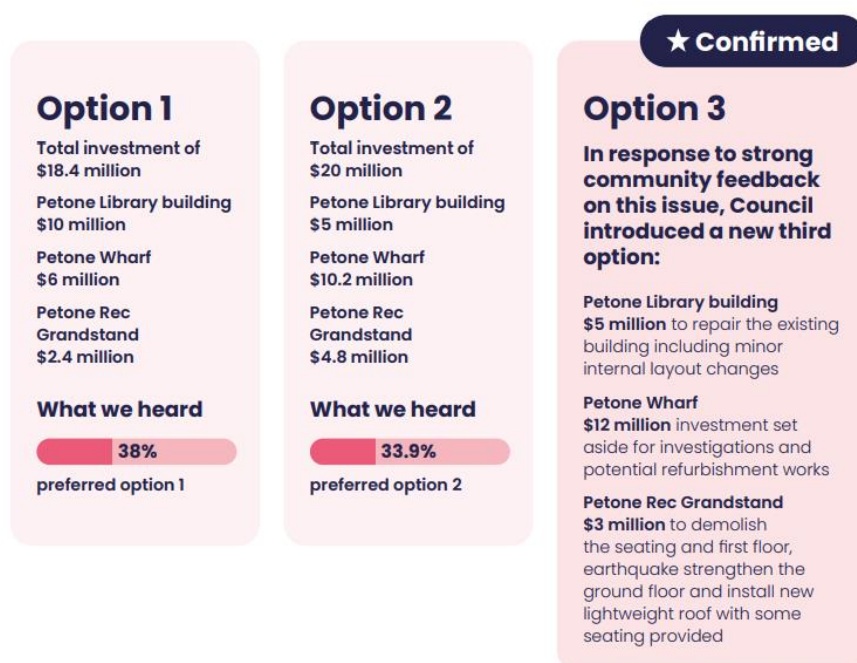
Recommendation

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
Director Neighbourhoods and Communities

Approved By: Jo Miller
Chief Executive

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

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

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1 ↓	Te Pātaka Kōrero o Pito-one	55
2 ↓	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

Te Pātaka Kōrero o Pito-one Hub - Scope of Works Report

Prepared by: Malcolm Miller, Project Manager

Date: 31st March 2025

Executive Summary

The Pito One Neighbourhood Hub requires significant remediation and upgrades to address mould, moisture, water tightness, structural integrity, and compliance issues. Key findings and recommended actions are summarized below.

Key Findings

1. Mould and Moisture:

- **Mould:** Testing has confirmed persistent airborne and surface mould, primarily on the first floor. Elevated levels in the ground floor foyer necessitate restricted access and additional containment screens.

Commercial clean required throughout level 1 and targeted areas of the ground floor.



- **Moisture:** Testing has confirmed the historical and ongoing water ingress has caused timber rot in structural and non-structural elements - wall framing, flooring & roof structure.

Structural condition report will confirm the extent and severity of the damage and replacement required.



2. Roofing:

- **Concrete Tiled Roof:** End of life.

Roofing contractor report has recommended full replacement as the tile roof is nearing the end of its serviceable life and it is likely issues will begin to arise at a frequent rate.

Additionally Structural Engineer, verbally confirmed they will also most likely recommend full replacement due to life safety factors during a seismic event.



- **Flat Roof Areas:** In poor condition.

Report confirmed targeted refurbishment and replacement needed.

Temporary repairs are required to stop water ingress.



- **Internal Gutters:** In poor condition.

Roofing report confirmed targeted refurbishment and replacement needed.

Building Condition Assessment noted these as an ongoing risk as these are typically a location of water ingress and that they should be replaced with external/surface gutters. Recommend a risk and reward analysis be completed during the design and planning stage.

- **Metal Rainwater Downpipes:** In poor condition.

Reports confirmed full replacement required alongside a review of the capacity, numbers & locations.

- **Skylights:** In poor condition.

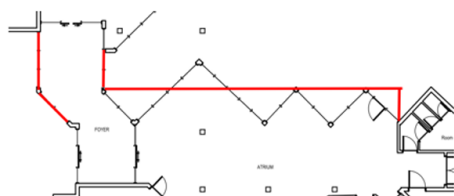
Report advised as end of life due to age and experience shows keeping in situ and adjusting for new roofing system, replacing flashings etc is costly & very hard to achieve the level of install required to mitigate existing risks.

3. Structural Elements:

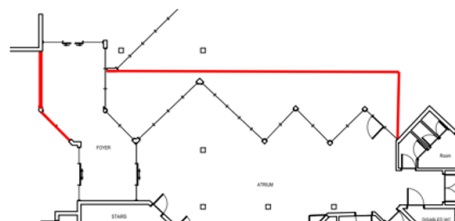
- Glass Atrium:** In very poor condition. Previous structural report confirmed full replacement required. Cost estimates available for like for like along with 3 options depending on budget & appetite for change.



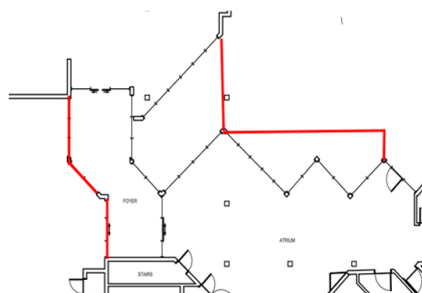
Option 1 Footprint 82m² - Increase of 43m²



Option 2 Footprint 135m² - Increase of 96m²



Option 3 Footprint 153m² - Increase of 114m²



Description	Estimate
Like for Like Replacement 39m2	\$ 274,016.74
Option 1 Atrium 82m2 - Increase of 43m2	\$ 299,546.87
Option 1a Atrium 82m2 - Replace Glass Roof with Metal	\$ 288,104.10
Option 1b Atrium 82m2 - Replace Glass Roof with Metal inc. Skylights	\$ 309,559.29
Option 1c Atrium 82m2- Replace Glazing for Timber, Glass Roof	\$ 281,429.18
Option 1d Atrium 82m2 - Replace Glazing for Timber, Metal Roof	\$ 269,986.41
Option 1e Atrium 82m2 - Replace Glazing for Timber, Metal Roof inc. Skylights	\$ 291,441.60
Option 2 Atrium 135m2 - Increase of 96m2	\$ 389,340.08
Option 2a Atrium 135m2 Replace Glass Roof with Metal.	\$ 370,537.11
Option 2b Atrium 135m2 Replace Glass Roof with Metal inc. Skylights	\$ 405,792.68
Option 2c Atrium 135m2 Replace Glazing for Timber, Glass Roof	\$ 371,222.39
Option 2d Atrium 135m2 Replace Glazing for Timber, Metal Roof	\$ 352,419.42
Option 2e Atrium 135m2 Replace Glazing for Timber, Metal Roof inc. Skylights	\$ 387,674.99
Option 3 Atrium 153m2 - Increase of 114m2	\$ 425,142.69
Option 3a Atrium 153m2 Replace Glazing Roof with Metal	\$ 403,956.34
Option 3b Atrium 153m2 Replace Glazing Roof with Metal inc. Skylights	\$ 443,680.75
Option 3c Atrium 153m2 Replace Glazing for Timber, Glass Roof	\$ 409,055.72
Option 3d Atrium 153m2 Replace Glazing for Timber, Metal Roof	\$ 387,869.37
Option 3d Atrium 153m2 Replace Glazing for Timber, Metal Roof inc. Skylights	\$ 427,593.77

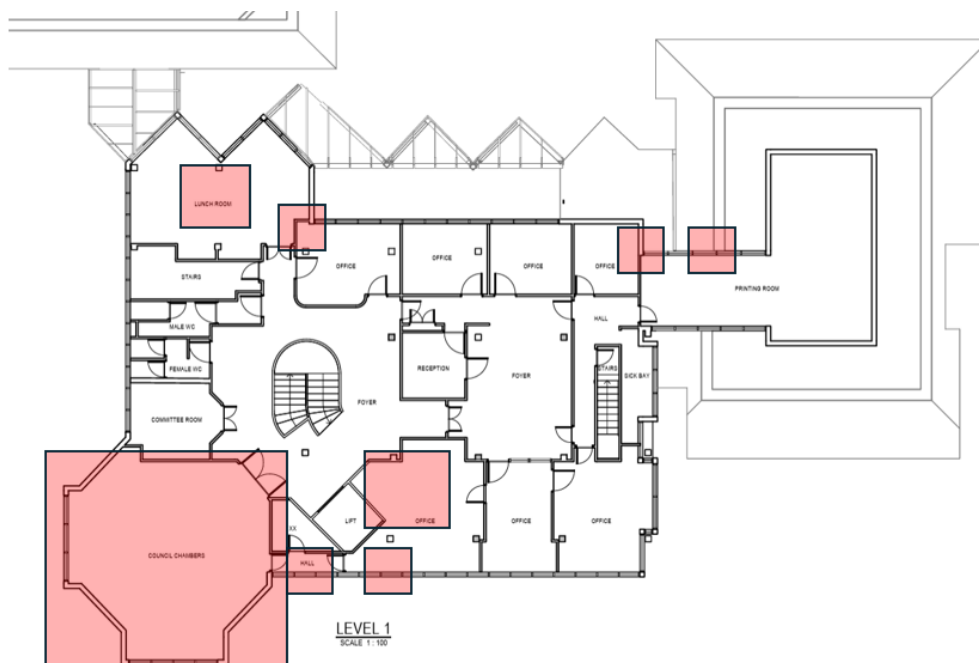
- **External Timber Columns:** Severe cracking and rot.

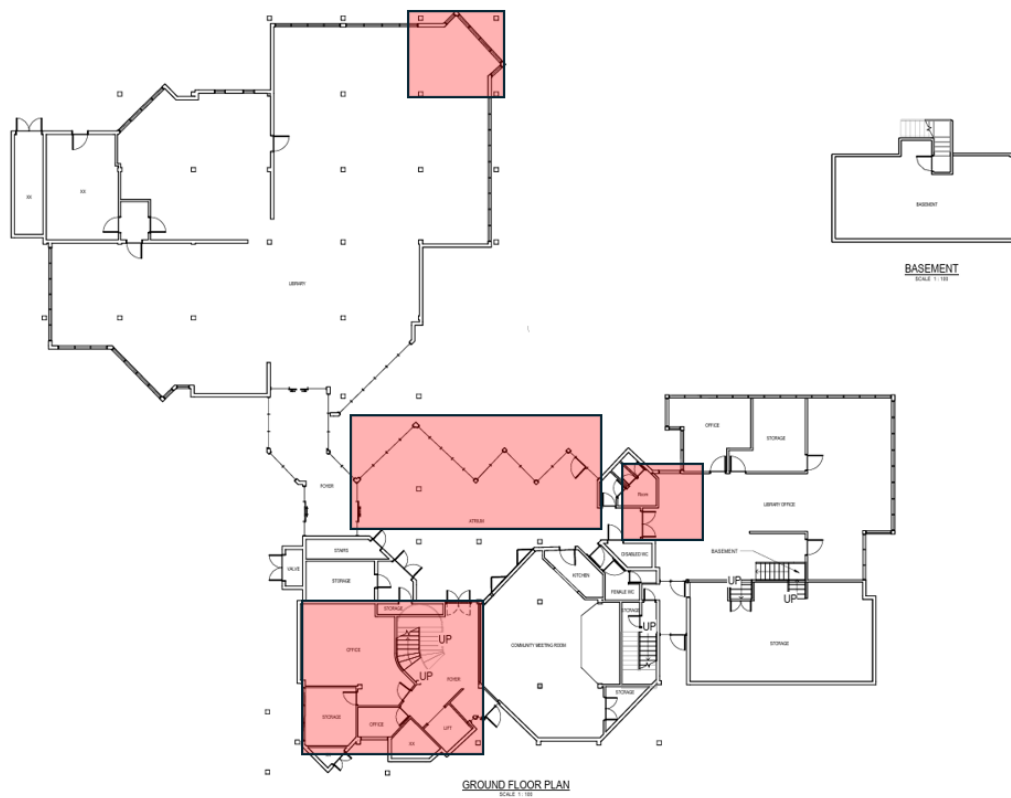
Structural condition report will confirm extent of full or partial replacement necessary.



- **Internal Structural Elements:** Specific areas in very poor condition.

Structural condition report to confirm targeted areas of timber wall framing, flooring & roof structure needing to be replaced. Approximate areas are highlighted on mark-up below.





4. Seismic Assessments:

- **Seismic Assessment:** Desktop study being completed and likely to show lower %NBS than previously reported (85-95%) due to concrete roof tiles.

An updated ISA (Initial Seismic Assessment) will be completed following all refurbishment and structural strengthening works.

5. Building Envelope:

- **Timber Weatherboard Cladding:** Specific areas in very poor condition.

Building Condition Report confirmed localised replacement required.

- **Fibre Cement Sheet Cladding:** No destructive testing completed.

No specific defects identified but Building Condition Report noted direct fix cladding is considered high risk in terms of weathertightness and depending on the extent of the refurbishment in these areas it should be anticipated that sections will need to be replaced.

- **Aluminium Glazing:** End of serviceable life.

Building Condition Report confirmed aluminium glazing has failed and should be replaced. There is potential to retain some windows where protected by

eaves/soffits, recommend a risk and reward analysis be completed during the design and planning stage.

It’s worth noting during the design process for replacing windows various areas of penetration and complications around detailing of flat roofs and timber columns can be considered.

6. Fire Compliance and Accessibility:

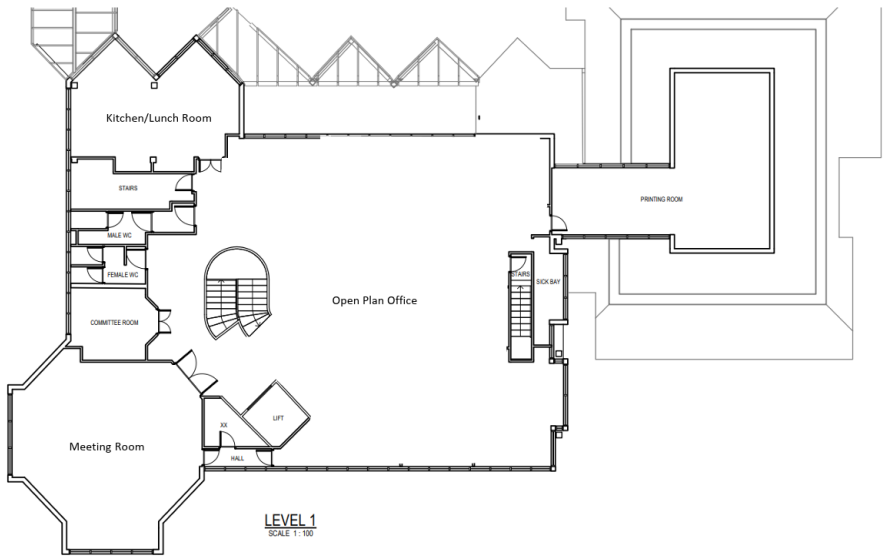
- **Fire Compliance:** Minor compliance issues.

Type 4 automatic fire alarm and minor improvements to illuminated exit signs required to Level 1.

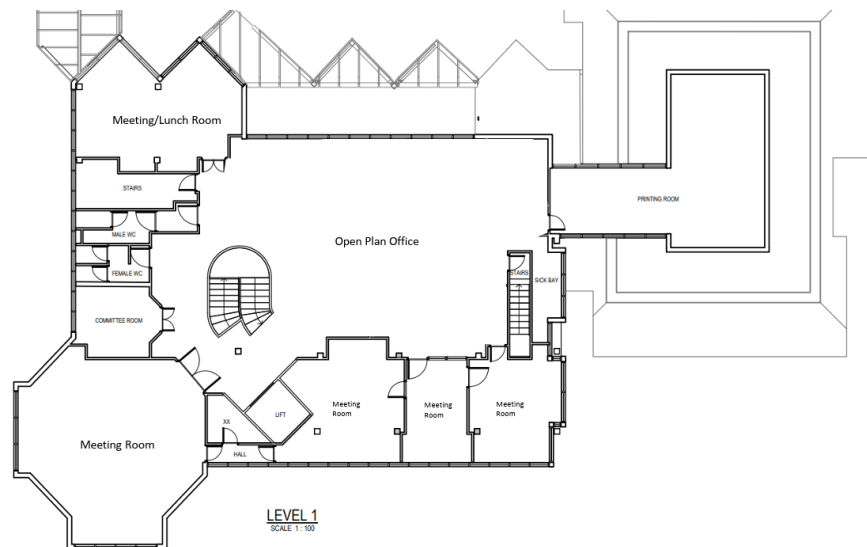
Review completed for hub complex with two options reviewed as speculative Level 1 office layouts to provide estimated occupancy numbers and maximum capacity.

Area	Occupancy	Capacity
First Floor	43	100
Main Library	41	201

Option 1



Option 2



- **Accessibility Compliance:** Minor compliance issues

Narrow accessible toilet door, cluttered routes, lack of clear colour definition, and missing handrails.

7. Other Considerations:

- **Asbestos:** No ACM detected in tested areas; two low-risk items presumed.
- **Demolition:** Significant strip-out required on the first floor.
- **Internal Finishes:** Flooring and internal finishes & fitout will need to be considered.
- **HVAC:** Likely upgrades required to Level 1 depending on future use. The location of various external condenser units may need to be considered with regards to the unsightly pipework/wiring and cladding/roof penetrations contributing to weather tightness risk.

Recommend this is reviewed during planning & design stage with a contingency line item included in the Rough Order of Costs.

- **Basement:** Building Condition report noted some visible efflorescence to the base of the concrete wall and water staining confirming some moisture ingress. Depending on how this space will be used in the future, remediation works may be required.
- **Consequential Works:** Whilst remediating the defects and damage noted in this report it must be noted that works may trigger Building Code compliance issues requiring upgrades to these and related building elements.
- **Rough Order of Costs:** QS ready to commence once all scoping reports received.

- **Trees and Gardens:** Overhanging trees and 'garden creep' contributing to water ingress. Parks & Gardens are aware, and discussions have started.

Develop a thorough maintenance program for trees and gardens to prevent future water ingress.



Summary

1. Scope of Works

- a) Extensive strip out & commercial mould clean.
- b) Full replacement of concrete tiled roof.
- c) Targeted repair/replacement of flat roof sections.

- d) Substantial replacement of external cladding including facias.
- e) Substantial window repairs/replacement.
- f) Full replacement of glass atrium.
- g) Full/partial replacement to all external structural timber columns.
- h) Targeted strengthening/replacement of timber framing to walls, floors and roofing.
- i) Minor Fire & Accessibility compliance upgrade works.
- j) Landscaping
- k) Updated ISA (Initial seismic assessment).
- l) Unforeseen and unknown consequential works.
- m) Flooring and internal finishes & fitout will need to be considered.
- n) Potential HVAC upgrades.
- o) Temporary repairs will be required to various areas of flat roof to prevent ongoing water ingress and containment screens along with ongoing air sampling is required to mitigate cross contamination of mould.

2. Outstanding

- Structural (expected 15/04/25) and seismic (expected 05/04/25) assessments.
- Implement temporary repairs to stop water ingress.
- Rough Order of Costs (expected 30/04/25).

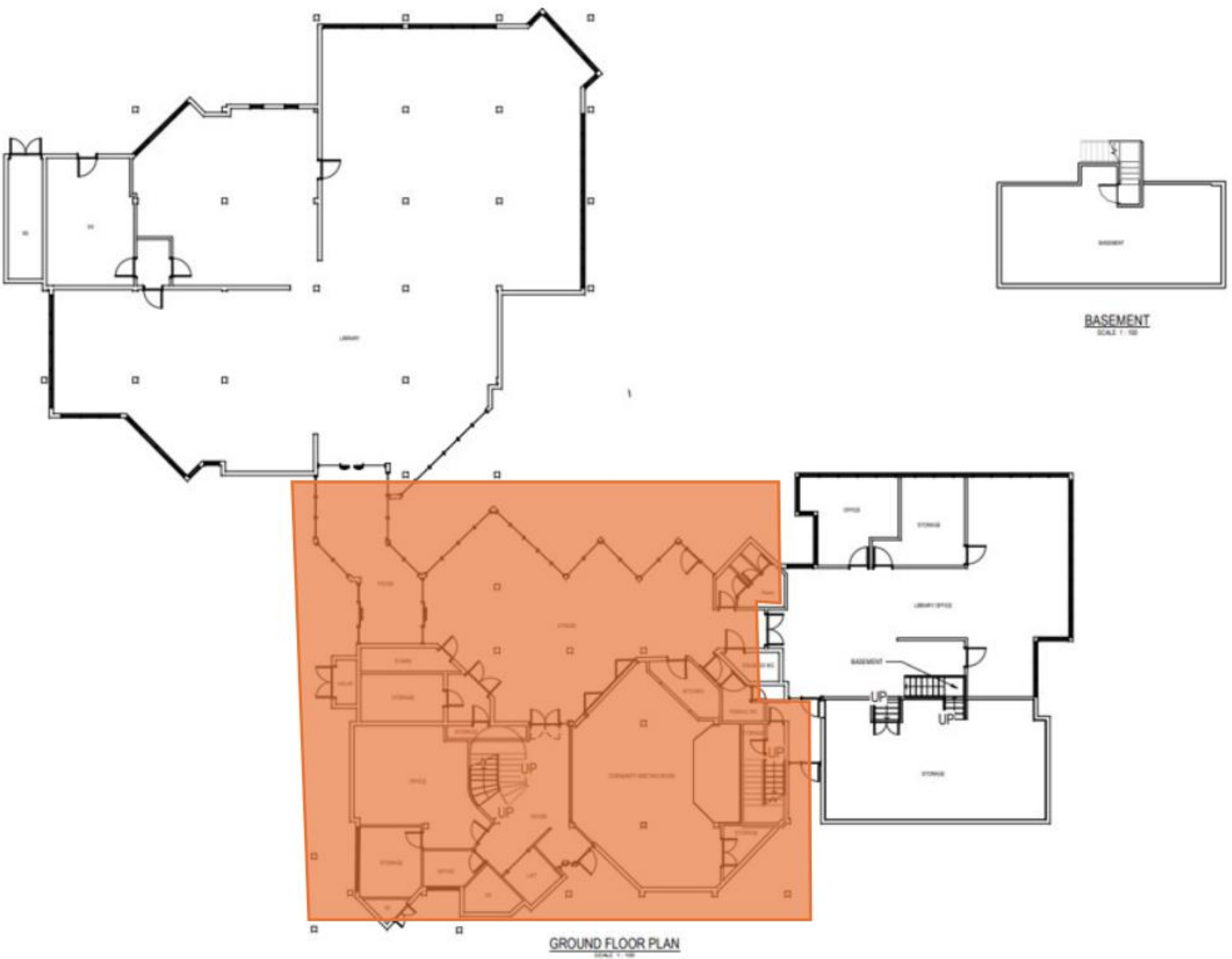
3. Potential Risks and Mitigation Strategies

- a. **Risk:** Budget & scope. If \$5M is insufficient once scope has been defined, then we would need to either compromise on project and/or rescope the project.
 - **Mitigation:** Thorough investigations during scoping, budget estimate (rough order of costs) to be completed, expert contract negotiations and budget management
- b. **Risk:** Unforeseen structural and other issues during remediation.
 - **Mitigation:** Conduct thorough investigations during scoping and maintain a healthy contingency budget for unexpected repairs.
- c. **Risk:** Scope creep away from original brief into wider library upgrades.
 - **Mitigation:** Clear scope of works, inclusions & exclusions.

4. Clarifications

- Building as EAC (emergency/post disaster centre)?

Please let me know if you need any further details or adjustments to this report.



20 March 2025

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 6,501m² 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

Reviewed By: Arthur Nelson
Head of Parks and Reserves

Approved By: Andrea Blackshaw
Director Neighbourhoods and Communities

03 April 2025

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

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

Approved By: Andrea Blackshaw
Director Neighbourhoods and Communities

Appendix A: Rangatahi Facilitator Work Programme: Update April 2025

RCF Key Performance Indicators (Aligned with Connected Communities Business Plan FY 24/25) – Progress Update April 2025

Strategic Priority	Initiative	Measure	Target Value	Quarter	Status	Notes
RDAP 1 - Increase Active Citizenship Among Rangatahi	Establishing a rangatahi leadership network, creating a space for young leaders to engage with council and contribute to decision-making processes.	Number of student leaders engaged in the network and rangatahi-led initiatives.	Establish a student leaders network by Q3 FY24 with quarterly meetings, targeting at least 30 participants by end of Q4.	Q3 FY24	At risk	Slightly behind schedule. Due to be further developed and delivered in April/May 2025. 8/30 participants identified so far.
RDAP 3 – Partner with Rangatahi sector leaders to creatively engage with rangatahi and increase participation	Explore and establish creative engagement strategies for rangatahi such as rangatahi-led digital campaigns, art projects and interactive storytelling platforms to ensure diverse youth participation	Number of partnerships established with sector leaders and the number of rangatahi engagements facilitated through these partnerships.	Establish partnership agreements with at least three sector leaders within the first six months. Conduct four creative engagement sessions per year, with a goal of at least 20 rangatahi participating in each session.	Q4 FY24	On track	RSS Engagements w/ schools – 161 rangatahi Youth Inspire Tour – 22 rangatahi Tihei Rangatahi MoU – 56 rangatahi
RDAP 2 – Improve rangatahi understanding of council and their rights in relation to citizen participation and opportunities for them to influence change.	Facilitate and coordinate educational programmes and workshops designed to increase rangatahi understanding of their rights, council processes, and opportunities to influence local decision-making. This will be achieved by delivering or supporting programmes in schools and community hubs, in partnership with council teams and community organisations.	Number of education programmes and workshops enabled/supported/delivered focusing on rangatahi rights and council processes. Increase in rangatahi involvement in council decision-making processes following participation in educational programmes.	Enable/support/deliver at least three education programmes in schools and community hubs within the first year, reaching a minimum of 100 rangatahi. Achieve an increase in rangatahi submissions or participation in identified key council consultations within 12 months, as measured by participation records and feedback loops established after workshops.	Q2 FY25	On track	RSS Engagements w/ schools – 8 delivered across 4 different secondary schools. 161 rangatahi reached. Improved rangatahi engagement with the RSS – from 28 (2024) to 161 (2025). Developed Council Tour kaupapa with Youth Inspire. Panel sessions with HCC staff was a highlight, and can be replicated with other groups of rangatahi. 22 rangatahi reached.

RDAP 3 - Work with community partners to weave civic education into existing rangatahi programmes to address the needs of our diverse communities.	Develop partnerships with local schools, community groups, and youth organizations to weave civic education into existing rangatahi-focused programmes, tailoring content to the cultural and social needs of diverse communities.	Number of programmes and participation rates	Establish baseline of programmes	Q4 FY24	On target	<p>RSS Sessions w/ Schools - Working alongside schools to deliver Council info sessions in different schools.</p> <p>Youth Inspire Council Tour - established a baseline model for <i>A Day Out w/ Council</i>.</p> <p>Weltec Student Expo - Stall at the student expo was well received and had multiple engagements available.</p>
RDAP 4 - Stats, insights challenges, trends are captured and relationships with key stakeholders are maintained with intel analysed to inform Rangatahi initiatives	Identify data sources and opportunities to analysing data, trends, and insights from rangatahi and key stakeholders. Use this intelligence to inform the development of rangatahi initiatives and ensure ongoing relationship management with community partners. This includes 6 monthly reports.	Rangatahi Reports presented to the CCP Committee.	Two Rangatahi Community Updates presented to the CCP Committee on a six-monthly basis (dates of papers).	Nov 24 Apr 25	Delivered	Two papers delivered - April 2025
Enhancing Community Wellbeing	Inform the delivery of targeted programs and initiatives in Council spaces, addressing the needs of our diverse communities.	Number of programmes held in Council spaces targeting Rangatahi	Establish baseline	Q4 FY 24	On target	<p>Tuhura Tech established in 2 community centres/hubs - weekly programming</p> <p>Moerā Hub programming alongside various community organisations - weekly programming</p> <p>Tihei Rangatahi Naenae - weekly programming</p>

09 April 2025

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.

Hazard	Occurrence	EM Response
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

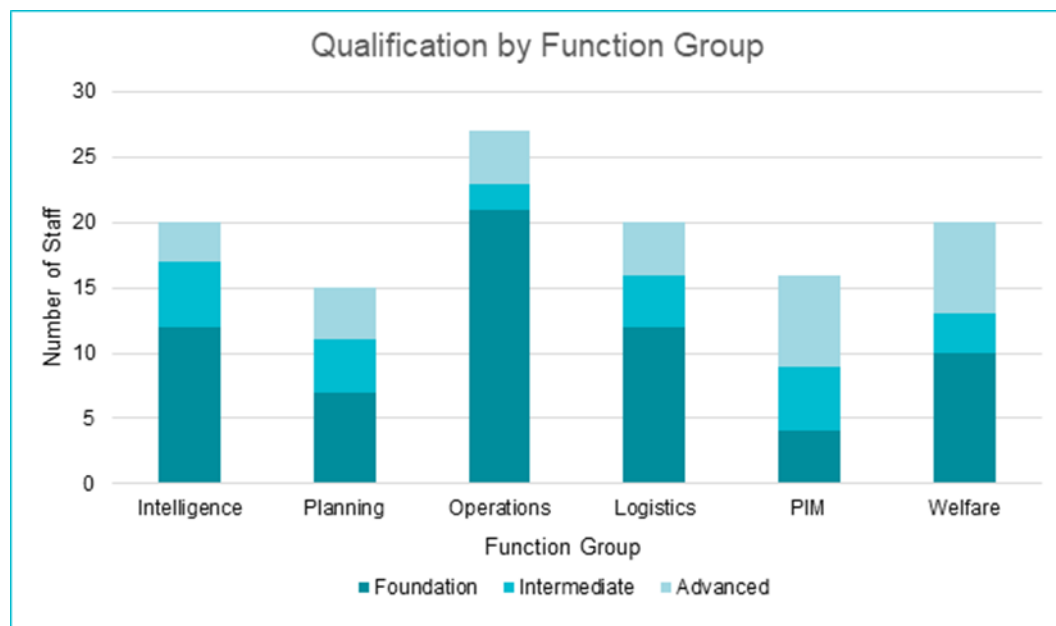
10. The content below provides a structured update across the four workstreams of Council's current Emergency Management Strategy:
- People;
 - Platforms;
 - Partnerships; and
 - Plans and procedures.

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

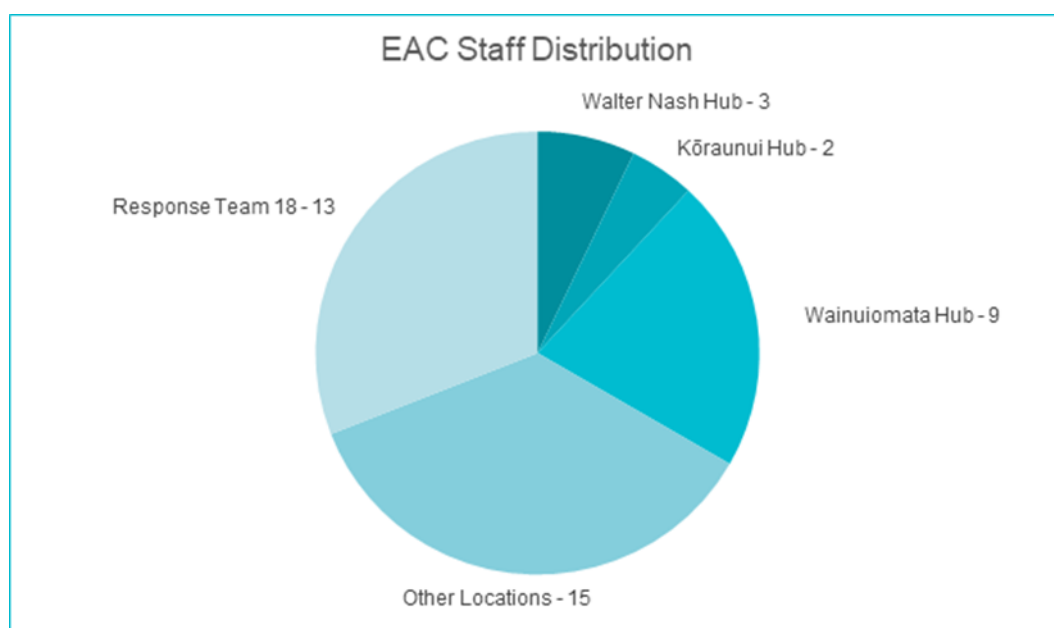
17. Rostering is assessed against two emergency scenarios: "most likely" and "most dangerous". A "most likely" scenario is a significant localised severe weather or flooding event with full staff availability. A minimum of 22 well-trained EOC council staff would be required for each shift.
18. A "most 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

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

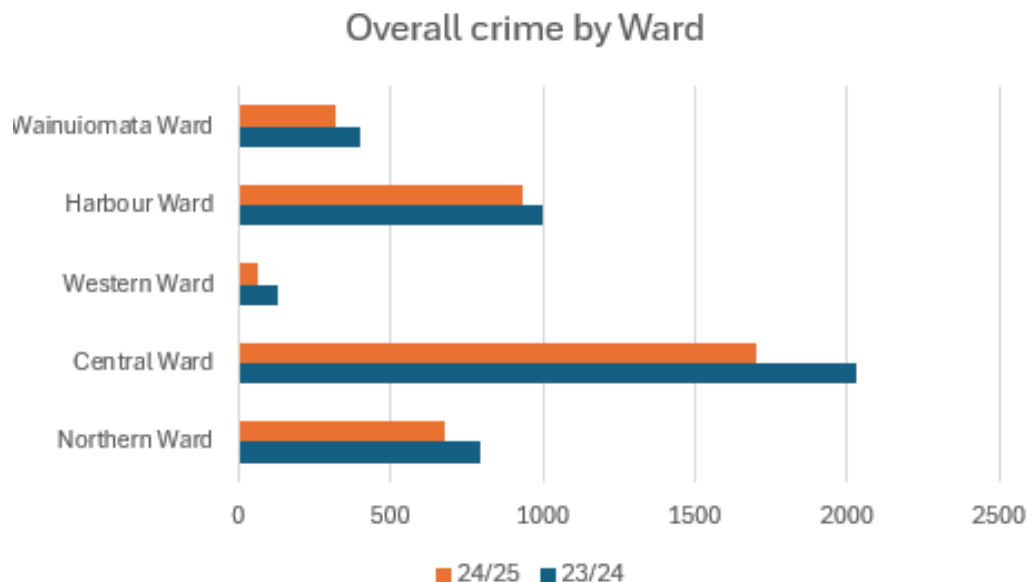
9. As of now, our city has made significant strides in improving safety. Recent data indicates a 14% reduction in crime across the City, when compared to this time last year:

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	↓
Total	4,381	3,725	↓



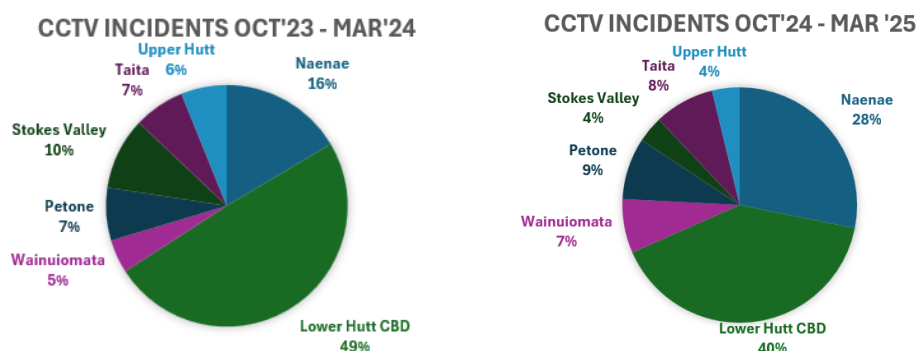
Note: This data from NZ Police <https://www.police.govt.nz/crime-snapshot> Data in the charts include victimisations where the outcome of an investigation was other than 'No Crime' as at 7 days.

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

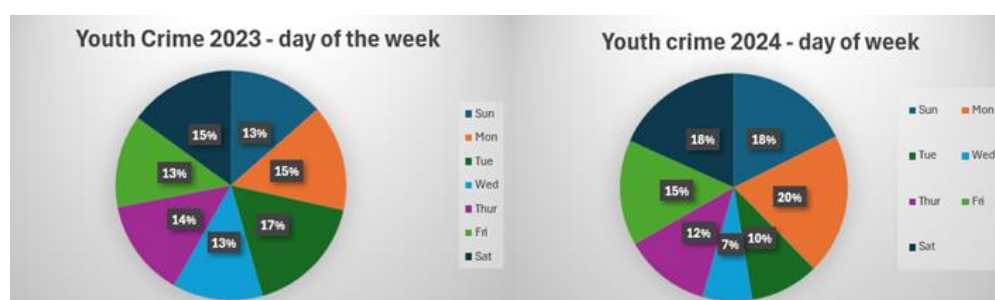
15. The CCTV network for the most part is functioning well. The cross-Council Governance committee meets regularly to consider and make decisions for the CCTV network, including guiding its priorities and resolving key issues. As at today's meeting, key operational issues for CCTV can be summarised as 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 Police¹, 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

¹ 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"> • CCTV BAU: continuing to operate CCTV • CCTV sustainability: working across Council teams to sustain CCTV • Rangatahi: working across Council and with support agencies including Police to reduce Youth Crime • Homelessness: working with providers to better understand scale and needs, and connecting whānau to the right providers/services • Partnering: with community groups (patrols, Māori Wardens, others etc.) in crime reduction measures. 	<ul style="list-style-type: none"> • Neighbourhood Support: taking action to increase households involved in neighbourhood support, particularly those in high-risk areas • Emergency management: building capability in readiness, response and recovery • Incident management in Council's public spaces: working across Council's teams to continually improve incident response, in collaboration with local Police 	<ul style="list-style-type: none"> • Business safety: safety training for local businesses through Kia Haumarū

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
1	Long Term Plan Priorities for City Safety	111
2	City Safety Crime by Wards	112

Author: Adrienne Moor
Head of Connected Communities

Approved By: Andrea Blackshaw
Director Neighbourhoods and Communities

Appendix A: Key City Safety LTP Outcomes

Key Outcome	Actions/activities
Crime is prevented and resolved quickly.	<ul style="list-style-type: none"> • Invest in and manage a CCTV network • Support police crime prevention initiatives • Create safe, well-lit and maintained public spaces that discourage criminal activity
People feel safe where they live, work and visit.	<ul style="list-style-type: none"> • Minimise graffiti and vandalism through rapid response and community involvement • Implement traffic calming measures, enhance pedestrian and cyclist infrastructure and support police to enforce traffic laws (including those relating to illegal driving) • Homelessness Strategy - Build relationships with homeless/housing network, invest in homelessness prevention programmes, advocate for policies that support homelessness prevention.
Communities are enabled and supported to be safe and resilient.	<ul style="list-style-type: none"> • Invest in and grow community patrols • Invest in and grow neighbourhood support networks • Support neighbourhood and community safety meetings and initiatives • Support retail, hospitality and consumer-facing businesses to improve safety and reduce crime • Through Council's Emergency Management function, support community emergency plans and drills and educate the public on disaster preparedness

Appendix B: Crime broken into Wards

Northern General Ward		
	Jan-Mar 2024	Jan – Mar 2025
Tawhai.	36	29
Holborn.	49	49
Delaney.	45	49
Manuka.	10	17
Taita North.	82	60
Taita South.	120	102
Naenae North.	131	167
Naenae South.	87	89
Avalon East.	175	67
Avalon West.	59	45
Total	794	674

Central General Ward		
	Jan-Mar 2024	Jan – Mar 2025
Boulcott.	190	173
Epuni West.	117	70
Epuni East.	81	88
Waterloo West.	36	50
Waterloo East.	97	60
Hutt Central.	1016	951
Alicetown.	102	67
Melling.	44	17
Woburn North.	26	19
Woburn South.	19	4
Waiwhetu North.	242	151
Waiwhetu South.	57	53
Total	2027	1703

Western General Ward		
	Jan-Mar 2024	Jan – Mar 2025
Haywards-Manor Park.	5	5
Kelson	37	13

Belmont	28	12
Tirohanga	15	6
Normandale	25	18
Maungaraki	20	9
Total	130	63

Harbour General Ward

	Jan-Mar 2024	Jan – Mar 2025
Korokoro.	33	13
Petone Central.	516	571
Moera.	120	42
Gracefield.	64	51
Wilford.	103	103
Esplanade.	117	112
Eastbourne.	48	39
Total	1001	931

Wainuiomata

	Jan-Mar 2024	Jan – Mar 2025
Glendale.	43	34
Parkway.	204	169
Fernlea.	47	22
Arakura.	25	17
Homedale West	31	37
Homedale East.	35	35
Pencarrow.	11	6
Total	396	320



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

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1 ↓	Attachment 1 - Project Closure Report	119
2 ↓	Appendix 2 - Lessons learnt report	127

Author: Andrew Quinn
Project Manager (Naenae)

Reviewed By: Andrea Blackshaw
Director Neighbourhoods and Communities

Reviewed By: Jenny Livschitz
Group Chief Financial Officer

Approved By: Jo Miller
Chief Executive



Project closure report

Project Name	Te Ngaengae Pool + Fitness
Prepared by	Andrew Quinn
Date of Submission	08 April 2025
Project Manager	Andrew Quinn
Project Sponsor	Andrea Blackshaw
Project Business Owner	Iain Brown

Project closure signoff

	Print name	Signature
Project manager	Andrew Quinn	
Project sponsor	Andrea Blackshaw	
Project business owner	Iain Brown	

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1. Reason for closure

Te Ngaengae Pool & Fitness opened to the public on 4th December 2024, to large crowds of excited residents and invited guests, led by mana whenua representatives, staff and students drawn from up to nine local schools.

The project is considered by the elected members, executive and staff as a success and there is a high level of satisfaction from Naenae community and from the wider Hutt Valley residents.

2. Background

In April 2019, Naenae Olympic Pool was closed to the public due to seismic issues. The closure of the pool has had a significant negative impact on several groups and stakeholders, in particular, the Naenae community and people in the wider Wellington region who used the pool for aquatic sports and activities, mainly competitive swimming, water polo and canoe polo. Local retailers were also affected by the demise of the old pool, due to the dramatic reduction in pool visitor numbers.

Following extensive community engagement, in December 2019 Council agreed to progress, subject to funding, a proposal to build a new pool and fitness suite on the site of, or adjacent to, the current pool. This required an amendment to the Long-Term Plan and a consultation document was prepared with a project cost of \$54M. Of this \$27M was funded by Crown Infrastructure Partners (now National Infrastructure Funding and Financing).

Following a risk-based approach to managing the risks of the project, a budget of \$68M was approved by Council, although CIP's contribution was not increased and was in fact capped. Council's contribution was therefore \$41M funding from the green loan scheme.

3. Closing activities

The project has transferred to pool operations, final financial accounts are being prepared, and defects resolution is coming to an end.

All received invoices have been paid, however there are invoices outstanding from the following companies.

- AECOM (project managers)
- Barnes Beagley Doherr (quantity surveyors)
- Pacific Commissioning (independent commissioning agent)
- Apollo Projects (main contractor)
- FF&E final costs
- HCC staff/media costs

4. Project managers report

Benefits achieved

- Improving the mental and physical health and wellbeing of the people of Hutt City – over 20,000 visits in the six weeks of operation, encouraged by the appeal of free admission for under 10s (+accompanying adult). More people are using the pool that did the old one, just a triumph in terms of health benefits alone.
- Increased connection for the Naenae community – the project team worked extensively with the Naenae Community Advisory Group over a four-year period, reviewing designs, receiving updates and generally contributing to the project. During the design and construction period, residents of the Hutt Valley and key stakeholders received regular updates via newsletter.
- Local economic development opportunities through local procurement and employment – over 70% of the suppliers and sub-contractors working on the project were local to the Hut Valley.
- Environmental benefits from an environmentally efficient facility that will be more sustainable in the long run – rated Greenstar 5 by the NZ Green

Building Council. Extensive list of energy savings features of the pool which contributes to climate change target of carbon neutrality by 2030.

Community Engagement

- 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.
- Due the involvement of the Naenae Community Advisory Group, the voice of the community has provided direction to the design team of Architecture HDT, building services engineers Powell Fenwick and Main Contractor Apollo Projects.

Industry collaboration and governance

- Hutt City Council engaged project manager AECOM due to their world-wide aquatic expertise and by April 2021 had appointed multi-disciplinary design team comprising Architecture HDT, Powell Fenwick, Boffa Miskell and GHD.
- Once the design was underway, procurement of a construction partner commenced. Expressions of interest were received and following a shortlisted process and interview, Apollo Projects were selected as the preferred contractor on an Early Contractor Involvement (ECI) basis.
- All procurements followed a public tender process and there was heavy 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 HCC, led by a single project manager from HCC, directed by a sponsor from the Neighbourhood and Communities team and oversight/governance from elected members and Council's own leadership team.

Cultural connection

- 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.

- 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 5.5 m "pou whenua", standing like Tāne, God of the forest.
- 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

- Health and Wellbeing – A safe place where people can meet friends and whānau, participate in exercise and be part of sports groups.
- Engaging the community – Tangata whenua and the community feel ownership of the facility and feel it is there to enable them to achieve their goals, whatever those goals might be.
- Local Economic Opportunities – The facility is designed, built, and run to maximise the positive impact for the people of Hutt City.
- Accessibility – Te Ngaengae Pool + Fitness has been designed to provide universal access for all our visitors.

Project performance

- Time – planned completion July 2024, actual completion November 2024, although original timeline did not include period for test/commissioning and client fit-out.
- Cost / budget – current forecast for the project is \$68.97M which includes site preparation, demolition and enabling works of \$1.85M. The nett (capital) cost of the project is 67.12M.
- Quality – comprehensive review of the finished product by project manager and architect both during and after PC. Most defects have now been attended to.
- Scope – the scope of the project has been delivered. Some key decisions were taken to fit within the budget e.g. spa pool and bombing platform.
- Benefits – see previous section.
- Risk – key risks were monitored constantly through the project team, contributing to regular risk reviews. The proof is that the project has delivered a capital expenditure surplus of \$0.9M.
- Delivered its deliverables – at each design stage the multi-disciplinary team produced a design report with design drawings. Documentation

began with the client concept design brief. The design team responded with a report at master plan, concept design, preliminary design and finally developed design stages. At the design development stage, HCC decided to progress with Apollo Projects using a design-build model and so further design deliverables (other than the detailed design report) were not required.

- Had correct documentation – at building consent stage, each part of the building had its own submission. The stages were (1) Ground improvements, (2) Substructure, (3) Civils, (4) Superstructure, (5) Building envelope and (6) Fit out.
- Procedures to deal with change – all changes to project scope were documented as per the Project Management Plan.
- Approval procedures – all necessary approvals were sought through the Project Sponsor, Major Projects Steering Group and Council's own sub-committees.
- Hand-over to the 'business as usual' units

5. Lessons report

The key lessons learnt are summarised below. For more information see the attached lessons learnt register.

Positives

- The project benefited from good governance in the form of clear direction and timely decision making.
- Stakeholder management, media management and communications flow were highly effective, leading to a positive atmosphere for the project.
- Collaboration with the community went beyond expectations leading to the establishment of a community advisory group and the project benefitted from its ongoing involvement.
- The change in procurement strategy to design-build reduced delivery risk for HCC.

Negatives

- There was slippage in the final stages of construction leading to a compression of the commissioning period.
- Defects resolution was slow in the beginning; however, most items have now been closed out.

6. Business as usual

The asset has been transferred to pool operations and has been operational for four months since December 2024.

The project team have received supplier warranties and operations manuals for all the key trades covering every part of the pool. In advance of this, a guide to maintenance was prepared by the project team and assisted the transfer of knowledge.

As mentioned previously, financial accounts are being settled, and this enables capitalisation of the assets to occur.

As project managers, AECOM will continue to monitor completion of all known defects and will issue the final progress payment schedule around November 2025. This will be the last activity to be completed for the project.



7. Benefits Realisation

The following benefits have, at the date of this report, been realised:

ID#	Benefit	Benefit type	Benefit category	Qualitative assessment
1.	<i>Improved health and wellbeing</i>	<i>Non-economic - quantitative</i>	<i>Community wellbeing</i>	<i>The Naenae community now have a world class aquatic facility where they can exercise in the two pool halls and gym; where they can celebrate birthdays and improve fitness.</i>
2.	<i>Improved community engagement</i>	<i>Non-economic - quantitative</i>	<i>Community wellbeing</i>	From the early days of the project, a representative community advisory group provided a focus for the community to sound out their aspirations and desires. This was a major step change from the original strategy for a hub concept and echoes the recommendations from the Voice of the Community Report.
3.	<i>Local economic opportunity</i>	<i>Non-economic - quantitative</i>	<i>Sustainability & environmental</i>	HCC ran a two-stage procurement process that encouraged participation from local suppliers from the Hutt Valley.
4.	<i>Environmental efficiency</i>	<i>Non-economic - quantitative</i>	<i>Efficiency</i>	The facility has been approved as the first Green Star Five pool in New Zealand and has many environmental features that will deliver operational savings over time.

ID	Project	Minor or Major?	Phase	Description / Impact	Lesson type	Lesson category	Recommendations / actions	Owner
	<i>Name of project</i>	<i>Select from dropdown</i>	<i>The phase of the project or programme delivery lifecycle we learned this lesson (select from dropdown)</i>	<i>Summarise what happened, including the impacts</i>	<i>Select lesson type from dropdown</i>	<i>Select lesson category from dropdown</i>	<i>What recommendations / advice would you give to stakeholders and future projects as to how to mitigate the impact (if negative) or maximise (if positive) and what are the actions required to ensure this happens?</i>	<i>Who is the business owner of these open actions?</i>
	Te Ngaengae Pool	Major	Deliver		Positive lessons	Governance & reporting	very good – quality papers, set a benchmark for other projects, critical that we determined and agreed this at the start. Important to take key stakeholders through key phases as we moved through them. Mayor was champion of the project and important that he was well-briefed on all key decisions and risks. Question on whether the reporting was too much – it reported to 3 Committees – A and R, CCP and MPSG – meant a lot of time in customising reports – question on whether this was required and was good use of PM/Sponsor time.	PM
	Te Ngaengae Pool	Major	Deliver		Positive lessons	Stakeholder engagement/comms	very good – different styles of comms through the project and some more effective than others with reinforces need to get comms/engagement/stakeholder management mix right. CAG – very good outcome due to their input in terms of value of their input, buy in from wider community and giving assurance to elected members.	PM
	Te Ngaengae Pool	Major	Deliver		Positive lessons	Governance & reporting		PM
	Te Ngaengae Pool	Major	Deliver		Neutral lessons	Governance & reporting	CAG – Neutral on the fact that they were very high resource and unlikely we would provide that kind to resource to a similar project again. Also neutral on clarity around what decisions they were making and not – need greater clarity from this on the start.	PM
	Te Ngaengae Pool	Major	Initiate		Negative lessons	Planning & design	when we had done comm engagement, confirmed the scope and produced the first design, I think we showed it to the community too early. We showed them a design that was not affordable by a long way, and once we had priced it we had to go back and remove a lot of items that the community wanted – a third stand alone pool and a bombing tank (3m). This meant there was a negative tone right from the start that we had to fight back from. Would have been preferable for us to show them a first design that was affordable.	PM
	Te Ngaengae Pool	Major	Deliver	Losing our commissioning period – from 6 weeks to 10 days – made it very hard for the operational team to open the pool safely and to expectations.	Negative lessons	Implementation & handover		PM
	Te Ngaengae Pool	Major	Initiate		Positive lessons	Planning & design	QRA on project cost/budget was critical – Council projects did not do that prior to this project	PM
	Te Ngaengae Pool	Major	Deliver	Engaged and passionate client/client PM – made good decisions, provided good strategic direction to the project.	Positive lessons	Stakeholder engagement/comms		PM
	Te Ngaengae Pool	Major	Deliver	From an electrical/IT perspective, engagement with HCC IT was a real positive and their approach to coordination was really helpful.	Positive lessons	Stakeholder engagement/comms		PM
	Te Ngaengae Pool	Major	Deliver	The major change from water source to air source heat pumps came at the right time and had good planning.	Positive lessons	Project/programme management methodology		PM
	Te Ngaengae Pool	Major	Initiate	Design/build and main contractor discussions early	Positive lessons	Procurement		PM

				Efficiencies in sub-contractor engagement during design. No tendering, dealing with known sub-contractors, early procurement of plant	Positive lessons	Procurement		PM
	Te Ngaengae Pool	Major	Initiate	Commitment to sustainable features, Green Star etc	Positive lessons	Quality		PM
	Te Ngaengae Pool	Major	Initiate	Quality design and documentation	Positive lessons	Quality		PM
	Te Ngaengae Pool	Major	Initiate	Well defined plant areas, good access provisions, i.e. pool undercroft	Positive lessons	Planning & design		PM
	Te Ngaengae Pool	Major	Deliver	Interaction with Wellington Electricity and their contractors was not easy	Neutral lessons	External vendors	Having the knowledge is useful. Every power authority is slightly different	PM
	Te Ngaengae Pool	Major	Deliver	D&B Direct interaction with HCC at the handover stage, less direct line of communication the client compared with traditional procurement. There were no major obstructions/barriers to this in the end.	Neutral lessons	Delivery	Pros and cons Earlier and more direct lines of communication between client and engineer through the main contractor on a design and build contract needs consideration.	PM
	Te Ngaengae Pool	Major	Initiate	Difficult to pin down operations brief from some areas or get it sufficient design briefing focus	Negative lessons	Stakeholder engagement/comms	Having clear and complete briefs, room data sheets etc	PM
	Te Ngaengae Pool	Major	Initiate	Security – mis-alignment between standard HCC IT specifications (Gallagher / Milestone) and facilities (Bosch / Dahua). Was aligned during the contract but would have been easier if resolved prior. The eventual installation is the right one	Negative lessons	Stakeholder engagement/comms		PM
	Te Ngaengae Pool	Major	Deliver	Some minor design changes requested in construction became quite slow in terms of approvals/processing (gym reception, etc).	Negative lessons	Delivery	Need deadlines set such that works on site are not impacted	PM
	Te Ngaengae Pool	Major	Deliver	Deferment of landscape works in external courtyard.	Negative lessons	Delivery		PM
	Te Ngaengae Pool	Major	Deliver	Handover and commissioning	Negative lessons	Delivery	Opening date decision should have considered commissioning programme and outstanding building/services works in more detail.	PM
	Te Ngaengae Pool	Major	Deliver	My understanding is throughout the project all parties collaborated reasonably effectively.	Positive lessons	Delivery		PM
	Te Ngaengae Pool	Major	Deliver	Relative cost certainty. Variations mainly due to client scope change or inground risk.	Positive lessons	Delivery		PM
	Te Ngaengae Pool	Major	Initiate	D&B contract / procurement. Both positive and negative outcomes.	Neutral lessons	Procurement	More open questions of whether another procurement method could have been better for all?	PM
	Te Ngaengae Pool	Major	Deliver	Continuity of team members touched on.	Negative lessons	Delivery	Difficult sue to duration and market conditions. Hard to mitigate.	PM
	Te Ngaengae Pool	Major	Initiate	Decision making around incorporation of key design features.	Negative lessons	Process	Both design team and contractor / client agree on key dates decisions are to be made by.	PM
	Te Ngaengae Pool	Major	Deliver	Contractor somewhat unfamiliar with Wellington market.	Negative lessons	Delivery	Identify key suppliers / sub contractors to use on the project.	PM
	Te Ngaengae Pool	Major	Initiate	Design evolved within the budget and time constraints.	Positive lessons	Planning & design	Be very clear on the constraints of the project.	PM
	Te Ngaengae Pool	Major	Initiate	Commitment to meet a firm end date was unwavering.	Positive lessons	Planning & design	Choosing the right partner.	PM
	Te Ngaengae Pool	Major	Deliver	Great collaboration between client, design team and contractor.	Positive lessons	Delivery	As above.	PM
	Te Ngaengae Pool	Major	Deliver	Energy and engagement of the delivery team was exceptional as was the support from the design team.	Positive lessons	Stakeholder engagement/comms	Team building was important and personal relationships should be cherished.	PM
	Te Ngaengae Pool	Major	Deliver	The switch to design build was a success and quite timely.	Positive lessons	Project/programme management methodology	Don't be afraid to change the delivery method when appropriate.	PM
	Te Ngaengae Pool	Major	Deliver	Great comms team	Positive lessons	Stakeholder engagement/comms	Ensure the comms team is fully staffed with people with skills appropriate to the needs of the stakeholders.	PM
	Te Ngaengae Pool	Major	Deliver	Clear direction from governance team and key stakeholders.	Neutral lessons	Governance & reporting		PM

				We will achieve the benefits/outcomes of the project as stated even if we haven't begun to measure the KPIs.	Neutral lessons	Project/programme management methodology		PM
	Te Ngaengae Pool	Major	Deliver	Resources to run for CAG was extensive.	Neutral lessons	Governance & reporting	Scale of advisory group appropriate to the projects.	PM
	Te Ngaengae Pool	Major	Deliver	Did we fully explore and test the revenue model?	Negative lessons	Planning & design		PM
	Te Ngaengae Pool	Major	Deliver	Are we clear on the operational vs revenue deficit?	Negative lessons	management methodology		PM
				Deficits resolution is slow eg. The access gates don't work as well as they should. (commissioning / testing records)	Negative lessons	Technology		PM
	Te Ngaengae Pool	Major	Initiate	Sufficient input from operations/fm teams?	Negative lessons	Planning & design		PM
	Te Ngaengae Pool	Major	Initiate	Resource consenting tackled early	Positive lessons	Planning & design	Identify requirements through early engagement with BOA.	PM
	Te Ngaengae Pool	Major	Deliver	Consented for potential risks such as dewatering.	Positive lessons	Delivery	Removed risk of programme delays if needed at a later time.	PM
	Te Ngaengae Pool	Major	Deliver	CAG involvement and HCC engagement very positive.	Positive lessons	engagement/comms	community needs.	PM
				QRA undertaken on initial budget which reset budget to achievable levels.	Positive lessons	Planning & design	Prevented unexpected cost increases as budget was appropriate.	PM
	Te Ngaengae Pool	Major	Deliver	Decisions such as changes to heat exchanger technology made early when it became clear this was a programme risk.	Positive lessons	Governance & reporting	Open team discussion on risks and mitigation lead to informed decision making.	PM
						Project/programme management methodology	Build strong and aligned team culture. Delivery team achieved great facility.	PM
	Te Ngaengae Pool	Major	Initiate	Project team showed vision. Complex project delivered well.	Positive lessons		Know when need to make decisions to include extra items without risks to programme etc.	PM
	Te Ngaengae Pool	Major	Initiate	Able to add in more community features when budget was established.	Positive lessons	Planning & design		PM
	Te Ngaengae Pool	Major	Deliver	Green funding.	Positive lessons	Project/programme management	Commercial beneficial.	PM
				Engagement of D&B contractor once design established to developed design level.	Positive lessons	Planning & design	Better surety of project scope.	PM
	Te Ngaengae Pool	Major	Initiate	Social procurement targets which were good but in some instances challenge by availability in local market.	Neutral lessons	Procurement	Being mindful of criteria and availability of local suppliers when setting requirements.	PM
	Te Ngaengae Pool	Major	Initiate	Comprehensive design documentation prepared but showed a later than anticipated.	Neutral lessons	Planning & design	Provide documentation timely, seek review comments and inputs.	PM
	Te Ngaengae Pool	Major	Deliver	Importance of robust and considered change management.	Neutral lessons	Stakeholder engagement/comms	Allows decision to be made based with full implications documented.	PM
	Te Ngaengae Pool	Major	Deliver	Construction during covid and challenging times impacted cost.	Neutral lessons	Delivery	Test budget regularly to see adequate for state of construction industry and market.	PM
	Te Ngaengae Pool	Major	Deliver	Team will change over time.	Neutral lessons	Resource management	Make sure have contingency resources/contractors.	PM
							Had issues early but implemented changes with benefit of hindsight seek some more feedback / engagement with police / HCC to determine risks.	PM
	Te Ngaengae Pool	Major	Deliver	Security and surveillance of site.	Neutral lessons	Delivery		PM
	Te Ngaengae Pool	Major	Deliver	Earlier engagement with HCC about security, infrastructure requirements etc.	Neutral lessons	Delivery	Avoid change later in project.	PM
				In later stages of the project, programme updates didn't reflect likely completion. This impacted on planning for commissioning and training.	Negative lessons	Governance & reporting	More contingency in programme for weather, risk elements, inclusion of commissioning activities. Transparency in project status.	PM
	Te Ngaengae Pool	Major	Deliver	Reliance on external utility providers can impact programme.	Negative lessons	Delivery	Early engagement and programme risk allowances included.	PM
	Te Ngaengae Pool	Major	Initiate	Test construction programme early.	Negative lessons	Planning & design	Workshop and consider likely risks and include contingency.	PM
	Te Ngaengae Pool	Major	Initiate	surprises.	Negative lessons	Governance & reporting	Allow for better decision making as changes can be assessed.	PM
	Te Ngaengae Pool	Major	Deliver	Progressing ... to reduce close out period.	Negative lessons	Delivery	perception risk.	PM
				Good inputs from mana whenua, wheels and canes, CAG groups.		Stakeholder engagement/comms	Engage early. Listen. Be / stay involved.	PM
	Te Ngaengae Pool	Major	Initiate	Cultural narrative inputs to inform concept design.	Positive lessons		Important to ask questions and not leave things unchallenged.	PM
	Te Ngaengae Pool	Major	Initiate	Step back at the outset to review strategic plan. Local history research, artist contributions.	Positive lessons	Planning & design	Critically important for project outcome.	PM

	Te Ngaengae Pool	Major	Deliver	End result is very good. Attention to detail and standard of finish.	Positive lessons	Delivery	Have a contractor who understands the importance of delivering a good product.	PM
	Te Ngaengae Pool	Major	Deliver	D&B delivery strategy has pros and cons (as does other approaches).	Neutral lessons	Project/programme management methodology		PM
	Te Ngaengae Pool	Major	Deliver	Multi stage building consents speeds up construction but adds risk and workload at critical times (especially for structural engineers).	Neutral lessons	Delivery		PM
	Te Ngaengae Pool	Major	Deliver	Managing scope creep etc with GMP.	Neutral lessons	Delivery		PM
	Te Ngaengae Pool	Major	Deliver	Having hydroslide indoors was a big programme risk and added complexity but has long term benefits on energy costs.	Neutral lessons	Delivery		PM
	Te Ngaengae Pool	Major	Deliver	Managing artists inputs was difficult (time, fee, comms, programme).	Negative lessons	Planning & design	Need to be aware of this up front and make allowances.	PM
	Te Ngaengae Pool	Major	Deliver	Late appointment of some consultants (QS, planner, traffic).	Negative lessons	Resource management	Need everyone on board early.	PM
	Te Ngaengae Pool	Major	Initiate	Client brief was not quite ready at day 1.	Negative lessons	Planning & design	Need to have the brief resolved.	PM
	Te Ngaengae Pool	Major	Deliver	Late changes / requests (gym, reception, café in foyer).	Negative lessons	Planning & design	Need to have the brief resolved.	PM
	Te Ngaengae Pool	Major	Initiate	If novation to builder is to be contemplated, develop design is the best time to do it but should be advised to lead consultant / team to ensure all is included in budget.	Negative lessons	Planning & design	Commentary on assumptions / contingency / further detail discussed and conveyed.	PM
	Te Ngaengae Pool	Major						

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

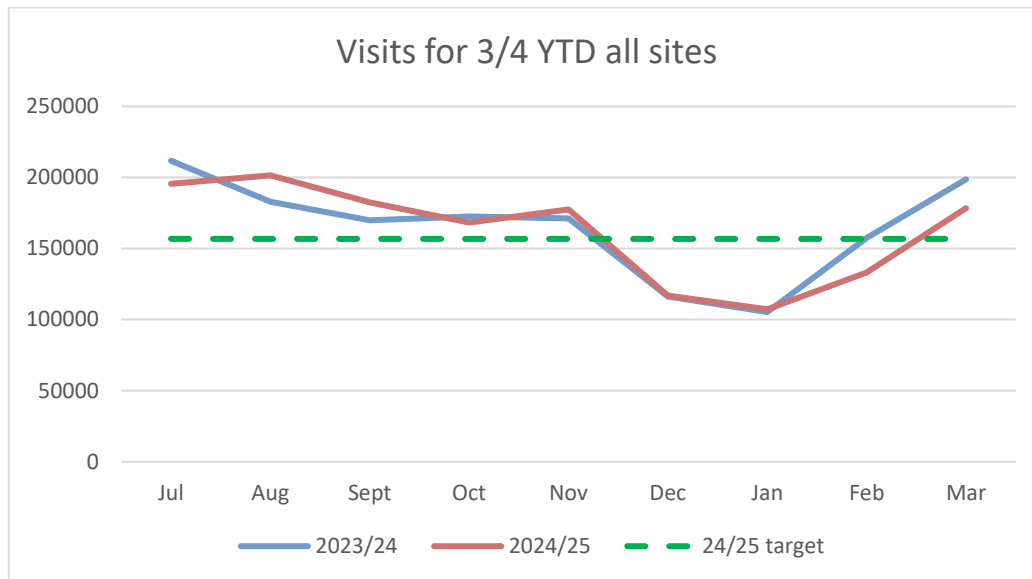
That the Committee receives and notes the information.

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.

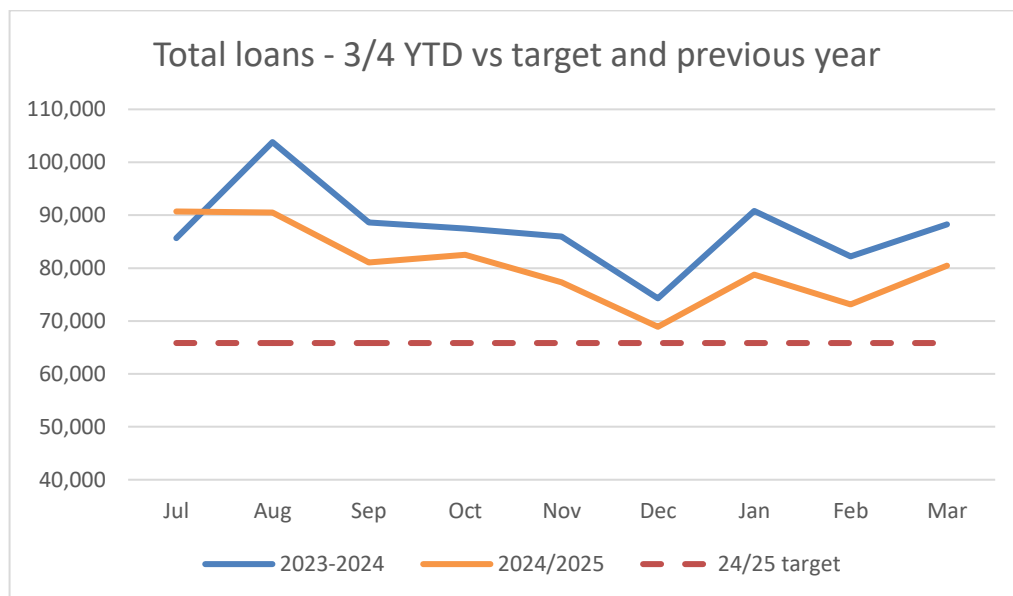
Community Halls

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.

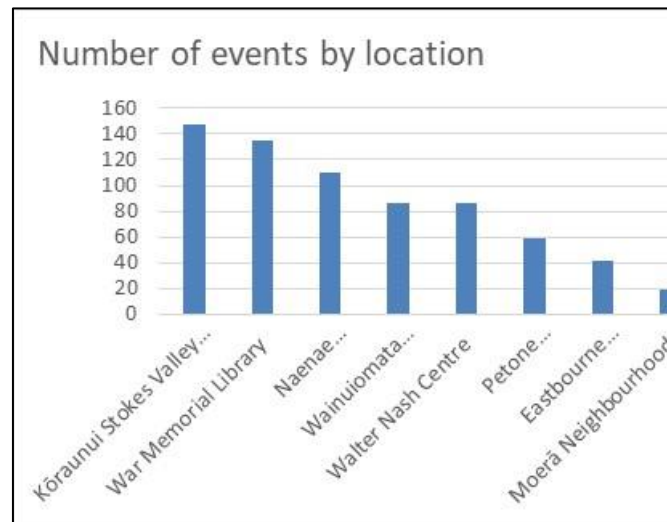
31. For Pito One Pā, the team is proposing small works around the urupā including a mobility bay, a kerb extension, a mural and fence treatment.

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.



Rainbow Communities: Pride Week

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.



Kai: Growers Gathering

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.

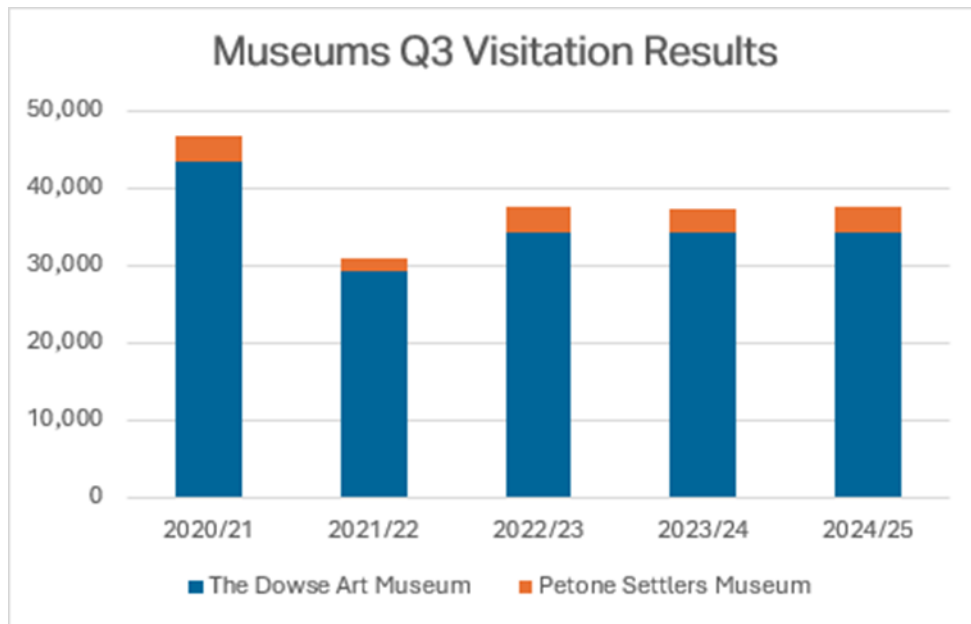
Cryptosporidium outbreak

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

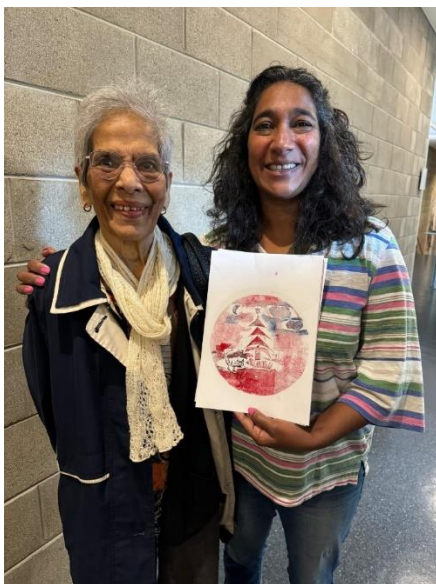
60. Over the Q3 period the Dowse opened 6 exhibitions:

- 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*



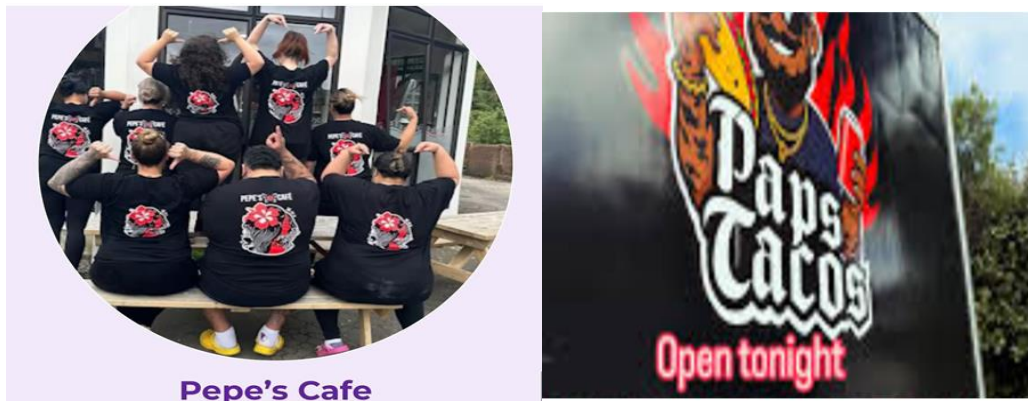
75. The Parks and Reserves Team has also been busy assisting small businesses to establish in the Reserves it controls.
76. Crispy Catch has been issued a 12-month licence to run a food truck at Petone Beach serving seafood.
77. It is anticipated this licence will widen the services available at the 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

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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

Appendix A: Community Impact Stories

CASE STUDY - IMPACT STORY: Hurricanes in Wainuiomata		
Outcome area/s in Council Social and Cultural Outcomes Framework	E.g., Social Connection, Physical Activity	
Strategic alignment	Ref N & C framework, Community-led development, Councils	KPIs <ul style="list-style-type: none"> • Voice of neighbourhoods informs Council decisions • Increased access to community spaces • Enhanced social connection and engagement • Strengthened partnerships with local businesses and social services
Why we did it – what was the spark, problem, opportunity, or gap?	<p>Council was approached by Wainuiomata Rugby Club who wanted to understand the cost and requirements for hosting a Hurricanes game for community on council grounds</p> <p>Local groups, Council and Hurricanes were involved in communication and promotion to reach a wider network across communities.</p> <p>The event created opportunities to for local schools to provide food stalls as a fundraising opportunity (\$4,750 back to community school activities).</p>	
Who was the target audience, who were our partners?	<p>Wainuiomata Rugby Club, community groups</p> <p>Partnership with HCC, Hurricanes</p>	
What did we do, enable, support? (event/ programme/ hui)	<p>Council had a critical role in ensuring the health, safety, and wellbeing particularly regarding risk mitigation strategies, crowd management, and the provision of resources.</p> <p>Council provided financial backing to cover traffic management, ground fees, portable toilets, barriers to secure event spaces.</p>	
Outcome – who took part? What was their experience? (quant and qual)	<p>2,000 attendees,</p> <p>\$4,750 community fundraising for local schools</p> <p>60 local volunteers and community groups who were mobilised to assist with various tasks leading up to and on the day crowd management, event setup, food provision, and community activities. Created a sense of local ownership and pride, as residents had the chance to contribute to the success of the event.</p>	

What were our learnings/reflections?	<p>The council's involvement was key to the development and implementation of effective risk mitigation strategies.</p> <p>A clear emphasis was placed on ensuring the health and wellbeing of participants particularly important given the large crowd and the nature of the event, and environmental factors such as very hot weather on the day.</p>
What are the next steps?	<p>Continue fostering collaboration between local councils, sports clubs, and national teams to create more opportunities for hosting large-scale community events in grassroots venues.</p> <p>Ensure consistent financial and logistical support from the council to facilitate the success of future events and minimise the financial burden on community.</p> <p>Invest in further volunteer training and management to ensure that future events can be efficiently run with local support, increasing the capacity for future community-led initiatives.</p> <p>Maintain a focus on safety and wellbeing by continuing to develop comprehensive risk mitigation strategies that prioritise public health and safety during high-profile events.</p>

CASE STUDY - IMPACT STORY: URA HIIT		
Outcome area/s in Council Social and Cultural Outcomes Framework	Community Arts – Enabling vibrant neighbourhoods that celebrate our diversity. Social Connection	
Strategic alignment	Ref N and C framework, Community-led development <ul style="list-style-type: none"> Enabling activities that support wellbeing Optimising our shared spaces and places 	KPIs 150 pax +
Why we did it – what was the spark, problem, opportunity, or gap?	The initiation of the Ura Hiit session addressed a gap by providing families with an outdoor, accessible, and engaging physical activity during the summer season	
Who was the target audience, who were our partners?	The sessions were designed for the Pasifika community, with a focus on families. Led by Creative Director Te Hau Winitana, Inano Dance Company facilitated these sessions.	
What did we do, enable, support? (event/ programme/ hui)	We enabled Inano Dance Company to run 4 weeks of Ura Hiit sessions by coordinating from planning phase to the deliver of the programme, including venue booking, social media promotion, health and safety and fair remuneration.	

Outcome - who took part? What was their experience? (quant and qual)	<p>Due to a high community demand, Inano Dance Company has added four extra sessions throughout March.</p> <p>From the 4 sessions in January and even in March an average number of 30-40 people (including elders to children) participated each session. The experience from Te Hau exceeded her expectations and stated:</p> <p>"There's nothing quite like the energy of an outdoor session-the fresh air, the summer sun and the pulse of live drumming make it impossible not to move. The feedback has been incredible and we're excited to offer extra sessions in March so even more people can experience the magic of URAHIT."</p>
What were our learnings/reflections?	<ul style="list-style-type: none"> • There is a clear need for family-oriented outdoor activations that Pasifika families can enjoy together. • Movement and music serve as powerful art forms that unite communities in Te-Awakairangi-ki-Tai, a need for cultural connection. • Offering these sessions free of charge enhances their impact, making them more accessible and meaningful for the community.
What are the next steps?	<p>Following these sessions, discussions will take place to reflect on ways to support and strengthen the return of these classes next summer. Additionally, there will be a deeper exploration of expanding physical activations that are both culturally and spiritually enriching, promoting the well-being of our Pasifika communities within Inano Dance Company and its networks. These conversations will be done in the spirit of cross collaboration with other various Council teams and community groups.</p>

CASE STUDY - IMPACT STORY: Chinese New Year		
Outcome area/s in Council Social and Cultural Outcomes Framework	<p>E.g., Social Connection, Civic Engagement</p> <p>Culture, and Identity, Welcoming Public Places, Connected Communities, Civic Activities</p>	
Strategic alignment	<p>Ref N and C framework,</p> <p>Community-led development</p> <ul style="list-style-type: none"> • Working towards Thriving Communities by supporting communities to connect with their cultural roots 	KPIs

	<ul style="list-style-type: none"> Optimising our shared spaces and places 	
Why we did it – what was the spark, problem, opportunity, or gap?	<ul style="list-style-type: none"> There is a lack of spaces for our ethnic communities to hold cultural events and share their rich heritage and identity with the wider society. This gap is even more pronounced when it comes to events specifically for children and youth. The need for this event came from the community, as there are hardly any opportunities designed for children to stay connected with their cultural heritage and identity. This event provides a valuable space for children to celebrate their heritage in a public setting like the library while also including and engaging with the host communities 	
Who was the target audience, who were our partners?	<ul style="list-style-type: none"> This was a community-led initiative, Welcoming Communities, War Memorial Library, the Hutt Multicultural Council, and local businesses such as Pak 'Save, along with other local businesses supported the event. The public and the Chinese community were the target audience of the event 	
What did we do, enable, and support? (event/ programme/ hui)	<ul style="list-style-type: none"> The event received Creative Communities Scheme funding, a free venue at the War Memorial Library, support from the Welcoming Communities Coordinator, and the staff at War Memorial Library on the day Marketing and communications support was also provided to promote the event 	
Outcome – who took part? What was their experience? (quant and qual)	<p>Over 1,000 people from diverse communities across the Wellington region, including a large number from the Chinese community, took part in the Chinese New Year event at War Memorial Library. The event, which was centered around children featured traditional activities, music, and fan dancing. With more than 14 stalls offering engaging activities, the children were entertained and kept busy throughout the day.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> The Chinese community feels more welcome in the city and council spaces, like libraries, and is now more confident in applying for funding. Host communities are engaging with and celebrating the presence of diverse cultures in our city. Children and youth feel proud of their culture because they had the chance to share it with many people. 	

	<ul style="list-style-type: none"> The strong support from the council has helped build a better connection with the Chinese community, leading to more involvement in council activities like the Representation Review Panel and Resident Satisfaction Survey
What were our learnings/reflections?	<ul style="list-style-type: none"> Through partnerships and collaborative initiatives, we are weaving a collective approach to creating a more welcoming, and thriving city for all. There is a risk that smaller or newer ethnic communities may feel underrepresented or excluded. Scaling up initiatives while maintaining their quality may strain existing resources, including staff capacity and funding.
What are the next steps?	<ul style="list-style-type: none"> Ensuring these events become a sustainable and permanent part of our city's annual cultural calendar is crucial. Currently, all event organisers work voluntarily to bring these events to the community, but securing sustainable funding and support remains a challenge. Multi-year funding could be a viable solution to cover essential costs such as performers, sound systems.

CASE STUDY - IMPACT STORY: Hutt City Council Pride Week 2025		
Outcome area/s in Council Social and Cultural Outcomes Framework	Social Connection, Inclusion and Diversity	
Strategic alignment	Ref N and C framework, Community-led development, Councils Commitment to Diversity, Equity and Inclusion	KPIs <ul style="list-style-type: none"> Number of events hosted and community participation Positive feedback from the Rainbow community and staff Implementation of risk mitigation strategies
Why we did it – what was the spark, problem, opportunity, or gap?	Hutt City Council recognizes the importance of fostering an inclusive environment for the Rainbow community in Te Awa Kairangi ki Tai / Lower Hutt. Celebrating Pride Week is a keyway to demonstrate our ongoing commitment to diversity, equity, and inclusion. While previous Pride events have been well received, recent national incidents of protest and opposition to LGBTQIA+ events underscored the need for a well-planned, safe, and engaging Pride Week celebration.	

Who was the target audience, who were our partners?	<p>Target Audience: The Rainbow community, their allies, families, and the wider Lower Hutt community</p> <p>Partners: Wellington Pride Festival, internal Rainbow staff network, local community groups, Hutt City Council staff and hubs</p>
What did we do, enable, support? (event/ programme/ hui)	<p>Council teams planned and delivered a variety of Pride Week events in March 2025, including:</p> <ul style="list-style-type: none"> • Council-led activities: Arts and crafts, story time sessions and Pride-themed games. • Community-led activities: Supported Wellington Pride Festival to book Council spaces and connected them with the City Safety Team for the Youth Pride Ball. <p>To ensure a safe and welcoming environment, a risk assessment was conducted, leading to security enhancements, staff de-escalation training, and coordination with local police.</p>
Outcome – who took part? What was their experience? (quant and qual)	<p>Quantitative:</p> <ul style="list-style-type: none"> • 86 community members participated across 11 events. <p>Qualitative:</p> <ul style="list-style-type: none"> • Feedback from the community led Youth Pride Ball was very positive.
What were our learnings/reflections?	<ul style="list-style-type: none"> • Balancing visibility and safety: While celebrating Pride Week openly is vital, ensuring robust security measures was equally important to make everyone feel safe. • Community-led programming is crucial: While Council-led activities were appreciated, strengthening partnerships with local Rainbow organizations for future co-design opportunities would enhance authenticity and reach. • Communication and preparation matter: Staff briefings and clear event guidelines helped mitigate risks and maintain a welcoming environment.
What are the next steps?	<ul style="list-style-type: none"> • Expand community involvement by working more closely with Rainbow-led groups for next year's programme. • Continue to enhance safety measures based on feedback, including training for de-escalation and emergency response as well as learning from other Councils . • Strengthen support for Rainbow staff and external events through ongoing initiatives, engagement and promotion. • Develop a robust public communications plan to improve messaging and visibility around Council's support for Pride, ensuring clear and proactive

	communication that reinforces Lower Hutt as an inclusive city
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CASE STUDY - IMPACT STORY: Growers Gathering		
Outcome area/s in Council Social and Cultural Outcomes Framework	Social Connection, environmental sustainability, health (food resilience)	
Strategic alignment	Ref N and C framework, Community-led development Harnessing Collective impact of those on the ground	KPIs
Why we did it – what was the spark, problem, opportunity, or gap?	Many community kai growers across Lower Hutt, feel isolated and unaware of other local initiatives. Shared challenges included engaging volunteers, accessing resources, and sustaining their gardens. The 2020 National Community Gardens Survey ¹ reflected similar issues nationwide, highlighting the value of collaboration facilitated networks. Recognising this, Council Officers saw an opportunity to foster connections, address common challenges, and explore collective impact by bringing growers together.	
Who was the target audience, who were our partners?	Target Audience: <ul style="list-style-type: none"> Community food-growing initiatives supported by Hutt City Council (HCC) through land or funding Wider Hutt Valley community growers, urban farms, and non-Council gardens Partners: <ul style="list-style-type: none"> Roberts Street Reserve Community Garden Group (hosted the gathering) Attendees contributed to a shared afternoon tea 	
What did we do, enable, support? (event/ programme/ hui)	<p>In response to interest from the community, Council officers led the coordination of the first <i>Growers Gathering</i>, collaborating with a community garden group to host the event at their site.</p> <p>The gathering was intentionally structured with facilitated discussions focused on:</p> <ul style="list-style-type: none"> Connecting and forming relationships Sharing challenges and opportunities Exploring collective action moving forward <p>Council officers also provided some administrative support to this first meeting.</p>	
Outcome – who took part? What was their experience? (quant and qual)	<p>The gathering brought together 14 participants, including representatives from:</p> <ul style="list-style-type: none"> Various community gardens on Council reserve land 	

¹ Morris, M., et al. (2020). Aotearoa New Zealand Community Gardens: Results from the first National Community Gardens Survey. [Aotearoa-Community-Gardens-First-Survey-Report-compressed-1.pdf](#)

	<ul style="list-style-type: none"> • An urban farm initiative • A non-Council community garden • An Upper Hutt community growing initiative <p>Attendees expressed appreciation for the opportunity to connect – not only with each other but also with Council.</p> <ul style="list-style-type: none"> • Key Outcomes: The Council-facilitated gathering strengthened connections among local growers, enabling direct communication and collaboration. Attendees identified shared challenges, such as engaging volunteers and effectively utilising harvests, sparking interest in practical, collective solutions. • Resource and knowledge sharing emerged, including new training opportunities and seed-sharing initiatives. • Participants valued the gathering's impact and committed to ongoing meetings, rotating hosting duties, and expanding the network to include others. <p><i>"Thanks for organising this gathering. Some useful contacts have been shared. It will be good to compile lists of free stuff, ideas for funding, etc.", "The seed bank was new to me and a good resource."</i></p>
What were our learnings/reflections?	A well-structured hui can have a strong impact. This event sparked new opportunities and laid a foundation for ongoing collaboration. Key insights included the need for clearer purpose in community gardens, with Council supporting alignment to the Regional Food System Strategy. Additionally, effective food distribution from community kai initiatives remains a challenge for many, with opportunities to connect surplus produce to those in need.
What are the next steps?	<ul style="list-style-type: none"> • Support the emerging network – Continue fostering connections gathering co-facilitation as the network evolved towards an autonomous community-led model. strengthens, with the goal of enabling community-led autonomy. • Explore collaborative funding – As connections deepen, opportunities for joint funding applications will be considered. • Facilitate connections for surplus food – Coordinate surplus community garden produce with foodbanks, Pātaka Kai, or community cooking initiatives to ensure it reaches those in need.

CASE STUDY - IMPACT STORY: <i>Ulalei Wainuiomata Summer Programme: Soccer & Touch</i>		
Outcome area/s in Council Social and Cultural Outcomes Framework	Social Connection and Physical Activity	
Strategic alignment	Ref N and C framework, Community-led development	KPIs
Why we did it – what was the spark, problem, opportunity, or gap?	We supported this programme because it fills a crucial gap in the Wainuiomata community by providing local, accessible opportunities for tamariki to be physically active. Without it, families are forced to travel over the hill to participate in soccer and touch, which adds both travel time and financial costs. This programme removes those barriers, ensuring all children can engage in sport right in their own community. We saw this as an opportunity to back a model that is community-led, inclusive, and accessible – one that keeps tamariki active while strengthening whānau connections and local engagement.	
Who was the target audience, who were our partners?	Primary and Intermediate school tamariki. Ulalei Wainuiomata Sport	
What did we do, enable, support? (event/ programme/ hui)	We supported this programme by providing funding, resources, and "All Star of the Week" certificates to recognize and encourage tamariki participation. Additionally, we offered advice on running this type of community-led model, ensuring it remained sustainable and effective. We also encouraged collaboration between schools, local clubs, and other organisations to strengthen the programme's impact and create a more connected sporting community in Wainuiomata.	
Outcome – who took part? What was their experience? (quant and qual)	Touch: seven Wainuiomata schools, one Hutt kura, one club representing four Hutt schools, 38 teams Soccer: seven Wainuiomata schools, one Hutt kura, one club representing five Hutt kura, 48 teams Whānau have deeply appreciated having this programme available right in their own backyard – free, accessible, and community-driven. Many have expressed their gratitude on Ulalei's Facebook page, praising the organisation for creating opportunities that remove barriers to participation. The community also values the dedication of the volunteers who run the programme while balancing full-time jobs, recognizing the hard work and passion that make these competitions possible.	
What were our learnings/reflections?	Our key learning from this programme is the significant impact of providing local, community-led sports opportunities. Seeing the success in Wainuiomata, we	

	recognize the need to replicate this model in other communities facing similar challenges, where travel and costs create barriers to participation in physical activity. By supporting locally driven initiatives like this, we can help ensure more tamariki have the opportunity to stay active and engaged in their own neighborhoods.
What are the next steps?	The next steps involve continuing to support Ulalei Wainuiomata Sports as they successfully run this programme on their own. Our role can now focus on providing access to green spaces to ensure these competitions continue to thrive. By enabling the use of local parks and facilities, we can help sustain this community-led model and ensure tamariki have ongoing opportunities to stay active close to home.

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

Communities, Culture and Partnerships Committee				
Description	Officer	Cycle 3 25 Jun	Cycle 4 2 Sep	Pending
Committee Work Programme 2025	Democracy Advisor	✓	✓	•
Director's Report (update on 2024/25 work programme)	Director Neighbourhoods and Communities	✓	✓	•
Neighbourhoods and Communities focus area (topic tbc)	Head of Connected Communities	✓	✓	•
Submission – Emergency Management Bill	Emergency Management Lead	✓	•	•
Neighbourhood Focus	Head of Connected Communities	✓		
Private Use of Hutt City Council Land Policy	Leasing Coordinator	✓		
City Safety Update	City Safety Manager	•	✓	•
Emergency Management Update	Emergency Management Lead	•	✓	•
Homelessness Oversight Advisory Group; Homelessness Strategy SMART indicators; Homelessness Strategy Proposed Methodology.	Policy Advisor	•	✓	•
Te Herenga Kairangi – Rautaki Māori/ Māori Strategy	Te Tira Māori	•	✓	•
Parks and Reserves Workplan 2025/26	Head of Parks and Reserves	•	✓	•
Mouri Ora Fund	Head of Connected Communities	•	✓	•
Smokefree Outdoor Public Places Policy	Policy Advisor	•	•	✓
Requests for leases under the Private Use of Public Land Policy	Head of Parks and Reserves	•	•	✓