

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

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

Monday 14 October 2024 commencing at 2:00 pm

PRESENT:

Cr A Mitchell (Chair)	
Cr K Brown	Cr B Dyer
Cr Edwards	Deputy Mayor T Lewis (Deputy Chair)
Cr K Morgan	Cr C Parkin
Cr T Stallinger	

APOLOGIES:

Mayor C Barry

IN ATTENDANCE:

J Miller, Chief Executive
A Blackshaw, Director Neighbourhoods and Communities
J Griffiths, Director Strategy and Planning
A Geddes, Director Environment and Sustainability
J Kingsbury, Director Economy and Development
J Livschitz, Group Chief Financial Officer
H Singh, Advisor Strategic Planning and Business (part meeting)
D Newth, Financial Accounting Manager (part meeting)
S Smith, Senior Advisor, Business & Economy (part meeting)
J Lamb, Head of Business & Economy (part meeting)
J Kilty, Democracy Advisor

PUBLIC BUSINESS1. OPENING FORMALITIES - KARAKIA TIMATANGA

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

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

2. APOLOGIES

RESOLVED: (Cr Mitchell/Deputy Mayor Lewis)

Minute No. PFSC 24501

"That the apology from Mayor Barry be accepted and a leave of absence granted."

3. PUBLIC COMMENT

There was no public comment.

4. CONFLICT OF INTEREST DECLARATIONS

Cr Brown declared a conflict of interest for item 1. Cr Brown took no part in voting because she was Council's representative on the Board of UrbanPlus Limited.

Deputy Mayor Lewis declared a conflict of interest for item 10. Deputy Mayor Lewis took no part in the discussion or voting because she was Council's representative on the Board of Seaview Marina Limited.

PRECEDENCE OF BUSINESS

RESOLVED: (Cr Mitchell/Deputy Mayor Lewis)

Minute No. PFSC 24502

"Pursuant to Standing Order 10.4, the Chair accorded precedence to the following items:

Jackson Street Programme – 12 Month Report to 30 June 2024;

Love Wainuiomata 12-Month Report to 30 June 2024;

Hutt Valley Chamber of Commerce 12-Month Report to 30 June 2024;

Urban Plus Limited Group Annual Report For The Year Ended 30 June 2024;

Seaview Marina Limited Group Annual Report For The Year Ended 30 June 2024."

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

5. **RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 29 October 2024**

New Zealand Local Government Funding Agency Annual General Meeting

The Group Chief Financial Officer elaborated on the report.

In response to questions from members, the Group Chief Financial Officer stated that the Local Government Funding Agency (LGFA) Directors' fees had increased last year. She also indicated that LGFA would issue additional guidelines on emergency financing.

RECOMMENDED: (Cr Mitchell/Cr Morgan)	Minute No. PFSC 24503
<i>"That the Committee recommends Council:</i>	
(1) <i>notes that the next Local Government Funding Agency (LGFA) Annual General Meeting (AGM) is scheduled for 19 November 2024;</i>	
(2) <i>agrees that the Group Chief Financial Officer attend the AGM and vote on behalf of Hutt City Council, in line with the decisions that follow;</i>	
(3) <i>agrees to vote to support the appointment of the following as directors of the LGFA Board:</i>	
<i>Craig Stobo, Elena Trout and Alan Adcock as detailed in Section B of the officer's report</i>	
(4) <i>agrees to vote to support Auckland and Wellington City Councils being reappointed as Nominating Local Authority members, as detailed in Section C of the officer's report;</i>	
(5) <i>agrees to vote to support the proposed remuneration increases for directors, as detailed in Section D of the officer's report; and</i>	
(6) <i>agrees to vote to support the proposed changes to the LGFA Foundation Policies, as detailed in Section E of the officer's report."</i>	

6. **NEW ZEALAND LOCAL GOVERNMENT FUNDING AGENCY 2024 ANNUAL REPORT**

Report No. PFSC2024/5/287 by the Treasury Officer

The Group Chief Financial Officer elaborated on the report.

RESOLVED: (Cr Mitchell/Deputy Mayor Lewis) **Minute No. PFSC 24504**

"That the Committee notes and receives the Local Government Funding Agency Annual Report for the year ended 30 June 2024 attached as Appendix 1 to the report."

7. **HUTT CITY COUNCIL GROUP ANNUAL REPORT 2023-24**

Report No. PFSC2024/5/285 by the Corporate Planning Lead

Jon Whittal, Audit Director, Audit New Zealand, was in attendance for the item.

The Advisor Strategic Planning and Business and the Senior Financial Accountant elaborated on the report.

RESOLVED: (Cr Mitchell/Cr Stallinger)

Minute No. PFSC 24505

"That the Committee:

- (1) reviews the draft Group Annual Report attached as Appendix 1 to the report and provides officers with feedback to incorporate into the final version;*
- (2) notes that the draft Group Annual Report is currently with the auditors for final review; and*
- (3) notes that the final version of the 2023-2024 Annual Report will be reported back to the Policy, Finance and Strategy Committee for final endorsement on 29 October 2024 before being considered by Council."*

8. **JACKSON STREET PROGRAMME - 12 MONTH REPORT TO 30 JUNE 2024**

Report No. PFSC2024/5/293 by the Head of Business and Economy

Hellen Swales, Jackson Street Programme (JSP), was in attendance for the item.

The Head of Business and Economy and the JSP Coordinator elaborated on the report.

In response to questions from members, the JSP Coordinator shared the following information:

- (a) businesses in Petone were struggling due to the economic climate and COVID-19 recovery.
- (b) the insurance rates for businesses on Jackson Street increased by 45- 80%. Insurance costs and compliance were the two most difficult challenges for small to medium businesses.
- (c) highlighted the community's support for businesses on Jackson Street and emphasised the strong relationship between Council and JSP.
- (d) JSP committed to providing financial records for the next report. JSP released its finances on its website as part of an annual report.
- (e) visitor numbers accounted for the people accessing the JSP offices or The Old Jail Museum.
- (f) there have been significant increases in businesses operating from home since COVID-19. There was a small increase in consumers for Jackson Street businesses as people worked from home, but disposable income was down.

The Chair advised that annual reporting for community groups such as JSP and Love Wainuiomata would be sufficient.

RESOLVED: (Cr Mitchell/Cr Brown)

Minute No. PFSC 24506

"That the Committee receives and notes the Jackson Street Programme report for the year to June 2024 attached as Appendix 1 to the report."

9. **LOVE WAINUIOMATA 12-MONTH REPORT TO 30 JUNE 2024**

Report No. PFSC2024/5/290 by the Senior Advisor, Business and Economy

Chastity Card, Kaiwhakahaere (Coordinator) and Nicky Smith (Love Wainuiomata Committee member), Love Wainuiomata, were in attendance for the item.

The Senior Advisor, Business and Economy elaborated on the report.

The Kaiwhakahaere (Coordinator) and the Love Wainuiomata Committee member shared a presentation attached as pages 10-36 of the minutes.

In response to questions from members, the Love Wainuiomata Committee member stated that Love Wainuiomata would require additional resources to expand.

The Kaiwhakahaere (Coordinator) agreed to prepare a report for members detailing the finances of the Wainuiomata sign project. She said that Love Wainuiomata could provide budgeting for future annual reports.

The Love Wainuiomata Committee member noted that a survey conducted by Love Wainuiomata demonstrated the desire for quality hospitality outlets by the community.

The Kaiwhakahaere (Coordinator) stated that Love Wainuiomata would add a question to future surveys about Wainuiomata residents' shopping preferences.

Cr Brown acknowledged the work completed by Love Wainuiomata and emphasised that there had been significant change in Wainuiomata, with Love Wainuiomata being central to these efforts. She stressed the importance of events organised by Love Wainuiomata for the community and noted that Love Wainuiomata's first business breakfast was a success.

Cr Dyer emphasised the benefits and value of Love Wainuiomata to their local community. He suggested that Love Wainuiomata could serve as a model for community organisations in other parts of Hutt City.

RESOLVED: (Cr Mitchell/Cr Morgan)

Minute No. PFSC 24507

"That the Committee receives and notes the Love Wainuiomata report for the year to June 2024 attached as Appendix 1 to the report."

10. **HUTT VALLEY CHAMBER OF COMMERCE - 12 MONTH REPORT TO 30 JUNE 2024**

Report No. PFSC2024/5/288 by the Head of Business and Economy

Patrick McKibbin, Chief Executive of the Hutt Valley Chamber of Commerce (HVCoC), was in attendance for the item.

The Head of Business and Economy elaborated on the report.

The Chief Executive of HVCoC noted that much work was to be done in Māori development. He mentioned that the central government's Electronic Tender Service (GETS) posed challenges for new businesses to the scheme. He also noted that HVCoC was actively working in this area. He pointed out that Māori and Pasifika businesses often did not participate in GETS, indicating the need for additional support.

The Head of Business and Economy noted that Te Papatipu Matihiko had an opportunity to establish a hub in Lower Hutt. However, Council's library programmes already offered similar services. He stated that the HVCoC was working on a 10-year action plan to create partnership opportunities for Council.

The Chief Executive of HVCoC noted that the HVCoC had been taking students through local manufacturing facilities to get them involved in manufacturing. He mentioned that HVCoC was focused on introducing students to level 2 NCEA-accredited courses, which could prepare young people for manufacturing jobs. He said there was evidence showing that programmes engaging students delivered a return on investment and attendance and engagement benefits for schools.

RESOLVED: (Cr Mitchell/Cr Edwards)

Minute No. PFSC 24508

"That the Committee receives and notes the Hutt Valley Chamber of Commerce report for the year to June 2024 attached as Appendix 1 to the report."

11. **URBAN PLUS LIMITED GROUP ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2024**

Report No. PFSC2024/5/289 by the Financial Accounting Manager

Cr Brown declared a conflict of interest and took no part in voting on the matter.

The Financial Accounting Manager elaborated on the report.

The Chair pointed out that according to item 1.7 in the Statement of Service Performance, the target to increase the portfolio size to 220 units by December 2024 had remained the same since 2019 and had yet to be achieved. He stated that the number of units had decreased by one. He questioned whether the goal should be revised.

Cr Brown clarified that the target of 220 rental units was set when UrbanPlus Limited (UPL) primarily owned a housing portfolio. She advised that UPL had shifted its focus to constructing and transferring housing units to community providers.

RESOLVED: (Cr Mitchell/Cr Stallinger)

Minute No. PFSC 24509

"That the Committee receives and notes the Annual Report for Urban Plus Limited and Group for the year ended 30 June 2024 attached as Appendix 1 to the report."

12. **SEAVIEW MARINA LIMITED ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2024**

Report No. PFSC2024/5/283 by the Financial Accounting Manager

Deputy Mayor Lewis declared a conflict of interest and took no part in the discussion or voting on the matter.

Peter Steele (via audio-visual link) and Tim Lidgard, Chief Executive of Seaview Marina Limited (SML), were in attendance for the item.

The Financial Accounting Manager elaborated on the report.

In response to a question from a member, the Chief Executive of SML stated that a decision had been made three years ago to deliver two pricing tiers. He noted that it had become apparent that the synchronisation of these two tiers needed to occur in 2024. He also said he needed to discuss Council's District Plan review with the SML Board.

RESOLVED: (Cr Mitchell/Cr Dyer)

Minute No. PFSC 24510

"That the Committee receives and notes the Annual Report for Seaview Marina Limited for the year ended 30 June 2024 attached as Appendix 1 to the report."

13. INFORMATION ITEM

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

Memorandum dated 2 October 2024 by the Democracy Advisor

RESOLVED: (Cr Mitchell/Cr Edwards)

Minute No. PFSC 24511

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

14. QUESTIONS

There were no questions.

15. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

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

There being no further business, the Chair declared the meeting closed at 3.25 pm.

Cr A Mitchell
CHAIR

CONFIRMED as a true and correct record
Dated this 10th day of December 2024

LOVE WAINUIOMATA
Report: Year 2023-2024

Empowering Leadership, Fostering Relationships, Championing Community

Presented by Nicky Smith & Chastity Card

WAINUIOMATA



Wainuiomata



WAINUIOMATA

Love Wainuiomata
5.9K likes · 6.9K followers

Message Following Search



A symbol of community collaboration & cultural pride

Wainuiomata Hill Sign

- After eight years, Wainuiomata's long-awaited welcome sign was unveiled in October 2023.
- A testament to the community's vision, the sign incorporates local talent and craftsmanship.



Love Wainuiomata

Unique Destination

- **Outcome:** The welcome sign stands as a landmark of Wainuiomata's unique identity, fostering local pride and cultural expression.
- **Impact:** Builds community cohesion, reinforces a sense of belonging, and enhances Wainuiomata as a destination for visitors.

22,000
Population

100%
Community
Vision

100%
Made Local

8 years
completion
Time Frame



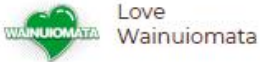


Matariki 2023 & 2024

In 2023, Matariki celebrations attracted over 4,000 attendees, showcasing local bands, businesses, and offering free hāngi.



- **Outcome** : The event promoted cultural understanding, encouraged intergenerational connections, and positioned Wainuiomata as a regional hub for cultural celebrations.
- **Impact** : Strengthens community relationships, boosts local economy, and builds a strong foundation for future cultural events.



Christmas in the Nui

Key Outcome:

Strengthening of community bonds and the celebration of Wainuiomata's unique cultural and social fabric. The event provides a platform for local talent to be showcased, businesses to engage with the public, and families to participate in free, fun activities, fostering a deeper sense of belonging and pride among residents.

Impact:

\By offering a welcoming, accessible space for diverse groups to come together, Xmas in the Nui promotes cultural understanding and reinforces the community's resilience. This event creates connections between residents, businesses, and local organisations, leaving a positive ripple effect on future community engagement and participation in Wainuiomata initiatives.




5,000+
Attendance

63
Stall Holders

20
Collaborative Partners

100%
Local Talent





Survey base Line 100-200 responses

Survey Results Goal 1000


106%

Landscape

Population 22,000

One ward councillor

Disestablishment of community boards





“Revitalise Wainuiomata” survey

REVITALIZE WAINUIOMATA *Your Community. Our Future.*

Name & Contact (Optional)

Please answer the following questions from a scale of 1 - 5, not marked as 0. 1=Very important

- Which community facilities or services do you believe are most vital for Wainuiomata and our community?

Health services (e.g. clinics, hospitals)	0	0	0	0	5
Educational facilities (e.g. schools, libraries)	0	0	0	0	5
Recreational spaces (e.g. parks, sports facilities)	0	0	0	0	5
Social services (e.g. community centres, support groups)	0	0	0	0	5
Public transport and infrastructure	0	0	0	0	5
Housing and accommodation	0	0	0	0	5
Other	0	0	0	0	5
- What are the biggest challenges facing Wainuiomata today, and what solutions do you propose?

Unemployment and job creation	0	0	0	0	5
Housing affordability and availability	0	0	0	0	5
Access to quality healthcare	0	0	0	0	5
Crime and safety concerns	0	0	0	0	5
Environmental sustainability	0	0	0	0	5
Education and skill development	0	0	0	0	5
Other	0	0	0	0	5
- What do you think we can do to attract new business and to support existing businesses in Wainuiomata?

Improve local infrastructure (e.g. roads, internet)	0	0	0	0	5
Provide training and resources for entrepreneurs	0	0	0	0	5
Enhance marketing and promotion of the area	0	0	0	0	5
Foster partnerships between local businesses and schools	0	0	0	0	5
Organise networking events and business forums	0	0	0	0	5
Other	0	0	0	0	5
- What activities or events would you like to see at the town centre to make it more vibrant?

Farmers' markets or local craft fairs	0	0	0	0	5
Musical and cultural festivals	0	0	0	0	5
Community youth sports or classes	0	0	0	0	5
Outdoor movie nights or concerts	0	0	0	0	5
Food trucks and street food festivals	0	0	0	0	5
Family-friendly events (e.g. parades, holiday celebrations)	0	0	0	0	5
Other	0	0	0	0	5
- What suggestions do you have to make Wainuiomata a more welcoming destination?

Improve signage and visitor information	0	0	0	0	5
Develop more green spaces and public art	0	0	0	0	5
Increase community events and festivals	0	0	0	0	5
Enhance safety and cleanliness	0	0	0	0	5
Promote local history and culture	0	0	0	0	5
Create a visitor center or tourist hub	0	0	0	0	5
Other	0	0	0	0	5
- How long have you lived in Wainuiomata?

Under 1 year	0	0	0	0	5
1-2 years	0	0	0	0	5
3-5 years	0	0	0	0	5
6-10 years	0	0	0	0	5
11-20 years	0	0	0	0	5
21-30 years	0	0	0	0	5
31-40 years	0	0	0	0	5
41-50 years	0	0	0	0	5
51-60 years	0	0	0	0	5
61-70 years	0	0	0	0	5
71+ years	0	0	0	0	5
- How old are you?

0-18 yrs	0	0	0	0	5
19-29 yrs	0	0	0	0	5
30-39 yrs	0	0	0	0	5
40-49 yrs	0	0	0	0	5
50-59 yrs	0	0	0	0	5
60-69 yrs	0	0	0	0	5
70-79 yrs	0	0	0	0	5
80+ yrs	0	0	0	0	5



Stake holders meeting



Door knocking



Drop in Sessions



Community Free BBQ's



Event stalls



1000

surveys completed



60%

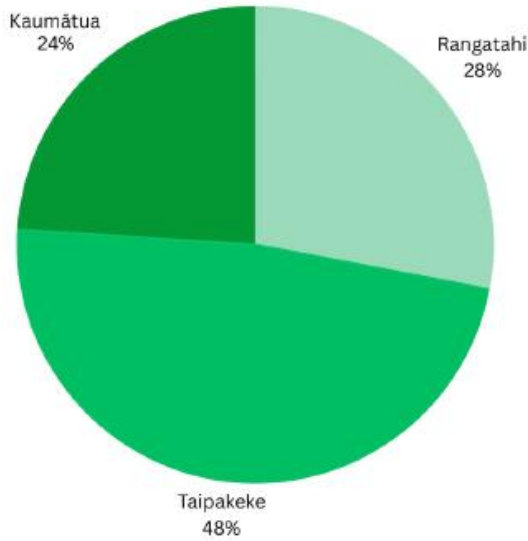
through on the ground engagement

40%

completed online


Age representation in

survey data

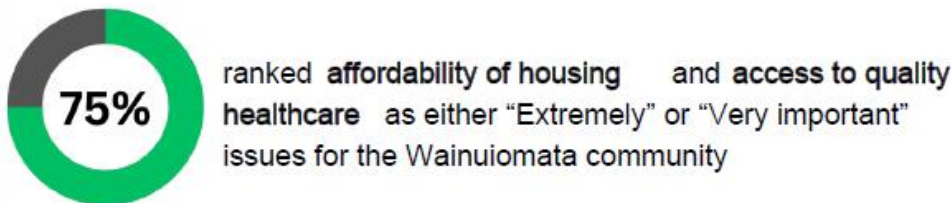
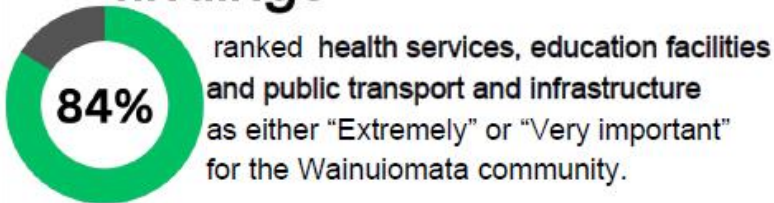


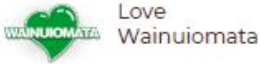
Love Wainuiomata 



 Love Wainuiomata

Initial findings





Initial findings



ranked **farmers markets and local craft fairs, and family -friendly events** either “Extremely” or “Very important” activities to bringing vibrancy to Wainuiomata’s town centre



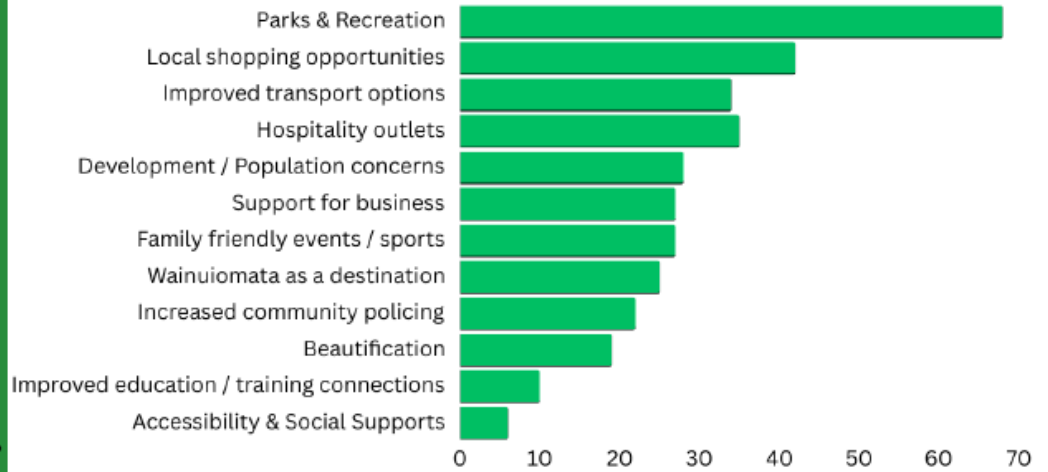
thought that **improving local infrastructure and enhancing promotion of the area** were either “Extremely” or “Very important” to supporting current and attracting new businesses in Wainuiomata.



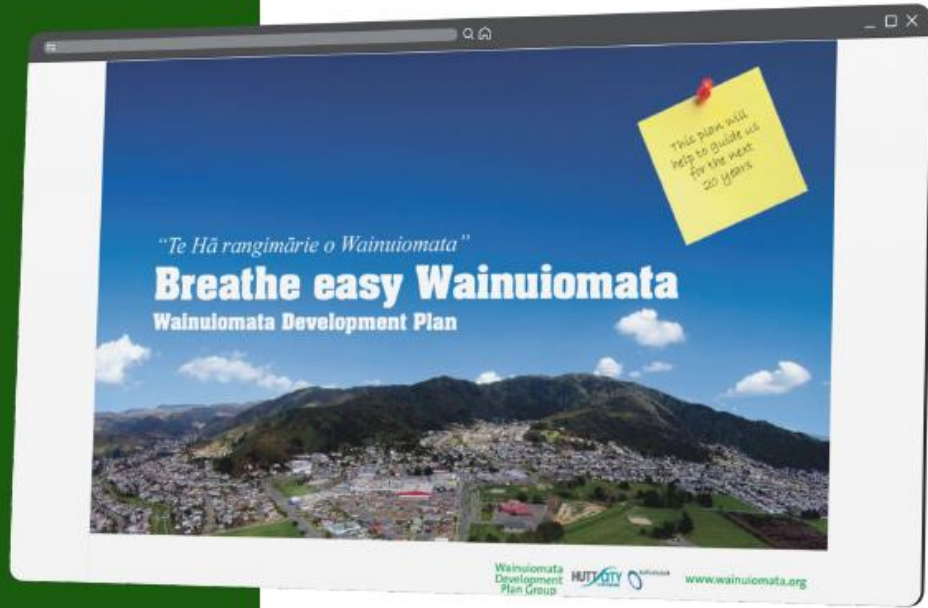
20%

Love Wainuiomata

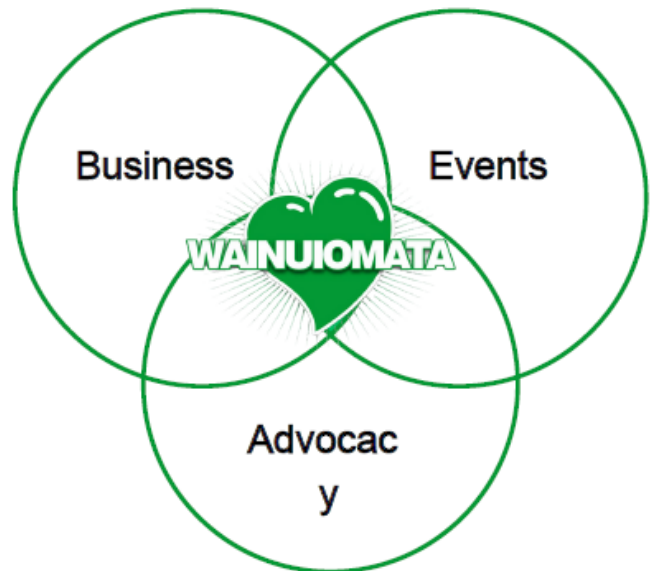
of surveys included additional comments



Wainuiomata Development Plan



Wainuiomata Development Plan



Community navigator/ advocacy

Future workplan could include:

- Working with community partners to improve Wainuiomata's recreation areas including:
 - Developing the children's playground and skatepark on the Strand into a destination playground precinct.
- Development and hosting of community hui to address key community issues in accessible ways:
 - District Planning
 - Community safety
 - Improved transport options



WAINUIOMATA Love
Wainuiomata

“Destination Wainuiomata”

Future workplan could include:

- Creation of an online local business directory to:
 - Highlight the range of businesses already operating from / within Wainuiomata.
 - Help connect local businesses
- Promotion of existing activities in the area:
 - Working with key stakeholders to promote recreation opportunities in the area
 - Improving signage to these opportunities— onsite and within the township
 - Creating events / activations around specific sites.
- Working with local businesses / landlords to encourage pop up / boutique shopping opportunities in the village.
- Revamping the Village shopping precinct.





Community Activations

Future workplan could include:

- Maintaining the current range of events already on Wainuiomata's events calendar.
 - Christmas in the Nui
 - Matariki
 - Community BBQ's
 - Business breakfast... and more.
- Working with key community and regional stakeholders to bring further market and pop up shopping opportunities to the area.
- Scopeout possible flagship events for the community.
- Collaborations with existing community groups to promote other events and activations across the community.



Pull with us!

