



TE KAUNIHERA O TE AWA KAIRANGI

18 March 2025

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

Tuesday 25 March 2025 commencing at 2:00 pm

The meeting will be livestreamed on Council's You Tube page.

Membership

Mayor C Barry (Chair)
Deputy Mayor T Lewis

Cr G Barratt
Cr K Brown
Cr S Edwards
Cr K Morgan
Cr N Shaw
Cr G Tupou

Cr J Briggs
Cr B Dyer
Cr A Mitchell
Cr C Parkin
Cr T Stallinger

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

TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL

Chair	Mayor Campbell Barry
Deputy Chair	Deputy Mayor Tui Lewis
Membership:	All Councillors (11) Refer to Council's Standing Orders (SO 31.10 Provisions for Mana Whenua)
Meeting Cycle:	Council meets on an eight-weekly basis (extraordinary meetings can be called following a resolution of Council, or on the requisition of the Chair or one-third of the total membership of Council)
Quorum:	Half of the members

POWER TO (BEING A POWER THAT IS NOT CAPABLE OF BEING DELEGATED)¹:

- Make a rate.
- Make bylaws.
- Borrow money other than in accordance with the Long Term Plan (LTP).
- Purchase or dispose of assets other than those in accordance with the LTP.
- Purchase or dispose of Council land and property other than in accordance with the LTP.
- Adopt the LTP, Annual Plan and Annual Report.
- Adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the LTP or developed for the purpose of the Local Governance Statement.
- Appoint the Chief Executive.
- Exercise any powers and duties conferred or imposed on the local authority by the Local Government Act 1974, the Public Works Act 1981, or the Resource Management Act 1991, that are unable to be delegated.
- Undertake all other actions which are by law not capable of being delegated.
- The power to adopt a Remuneration and Employment Policy for Council employees.

DECIDE ON:

Policy and Bylaw issues:

- Adoption of all policies required by legislation.
- Adoption of strategies, and policies with a city-wide or strategic focus.
- Approval of draft bylaws before the consultation.
- Adoption of new or amended bylaws.

District Plan:

- Approval to call for submissions on any Proposed District Plan, Plan Changes and Variations.

¹ Work required before the making of any of these decisions may be delegated.

- Before public notification, approval of recommendations of District Plan Hearings Subcommittees on any Proposed Plan, Plan Changes (including private Plan Changes) and Variations.
- The withdrawal of Plan Changes in accordance with clause 8D, Part 1, Schedule 1 of the Resource Management Act 1991.
- Approval, to make operative, District Plan and Plan Changes (in accordance with clause 17, Part 1, Schedule 1 of the Resource Management Act 1991).
- Acceptance, adoption, or rejection of private Plan Changes.

Representation, electoral and governance matters:

- The method of voting for the triennial elections.
- Representation reviews.
- Council's Code of Conduct for elected members.
- Hearing of and making decisions on breaches of Council's Code of Conduct for elected members.
- Elected members' remuneration.
- The outcome of any extraordinary vacancies on Council.
- Any other matters for which a local authority decision is required under the Local Electoral Act 2001.
- Appointment and discharge of members of committees when not appointed by the Mayor.
- Adoption of Terms of Reference for Council Committees, Subcommittees and Working Groups, and oversight of those delegations.
- Council's delegations to officers, community boards and community funding panels.

Delegations and employment of the Chief Executive:

Appointment of the Chief Executive of Hutt City Council.

Meetings and committees:

- Standing Orders for Council and its committees.
- Council's annual meeting schedule.

Long Term and Annual Plans:

- The adoption of the LTP and Annual Plans.
- Determination of rating levels and policies required as part of the LTP.
- Adoption of Consultation Documents proposed and final LTPs and proposed and final Annual Plans.

Council Controlled Organisations:

- The establishment and disposal of any Council Controlled Organisation or Council Controlled Trading Organisation.
- Approval of annual Statements of Intent and annual Statement of Expectation for Council Controlled Organisations and Council Controlled Trading Organisations.

Community Engagement and Advocacy:

- Receive reports from the Council's Advisory Groups.
- Regular reporting from strategic partners.

Operational Matters:

- Civil Defence Emergency Management matters requiring Council's input.
- Road closing and road stopping matters.
- Approval of overseas travel for elected members.
- All other matters for which final authority is not delegated.

Appoint:

- The non-elected members of the Standing Committees, including extraordinary vacancies of non- elected representatives.
- The Directors of Council Controlled Organisations and Council Controlled Trading Organisations.
- Council's nominee on any Trust.
- Council representatives on any outside organisations (where applicable and time permits, recommendations for the appointment may be sought from the appropriate Standing Committee and/or outside organisations).
- Council's Electoral Officer, Principal Rural Fire Officer and any other appointments required by statute.
- The recipients of the annual Civic Honours awards.

TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Ordinary meeting to be held in the Council Chambers,
2nd Floor, 30 Laings Road, Lower Hutt on
Tuesday 25 March 2025 commencing at 2:00 pm.

ORDER PAPER

PUBLIC BUSINESS

1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with</i>
He tio, he huka, he hau hū	<i>a sharpened air.</i>
Tihei mauri ora.	<i>A touch of frost, a promise of a</i>
	<i>glorious day.</i>

2. APOLOGIES

An apology from Cr Shaw has been received.

3. PUBLIC COMMENT

Generally up to 30 minutes is set aside for public comment (three minutes per speaker on items appearing on the agenda). Speakers may be asked questions on the matters they raise.

4. MAYORAL STATEMENT

5. CONFLICT OF INTEREST DECLARATIONS

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

6. COMMITTEE MINUTES WITH RECOMMENDED ITEMS

a) Komiti Iti Ara Waka | Traffic Subcommittee

20 February 2025

13

Recommended Items

Item 5a) Proposed Authorised Parking - Wingate Crescent, Naenae 14

MAYOR'S RECOMMENDATION:

“That the recommendations contained in the minutes be endorsed.”

- Item 5b) Proposed Authorised Parking - Marine Parade/ Kirkcaldy Street, Petone** 15

MAYOR'S RECOMMENDATION:

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

- Item 5c) Proposed Authorised Parking - Waiu Street, Wainuiomata** 16

MAYOR'S RECOMMENDATION:

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

- Item 5d) Proposed Unrestricted Parking - St Albans Grove, Woburn (Hutt Valley High School)** 16

MAYOR'S RECOMMENDATION:

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

- Item 5e) Proposed Time Limited Parking - Hardy Street, Waterloo (Waterloo School)** 17

MAYOR'S RECOMMENDATION:

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

- Item 5f) Proposed Time Limited Parking - William Street, Petone (Wilford Primary School)** 18

MAYOR'S RECOMMENDATION:

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

- Item 5g) Proposed Time Limited Parking - Britannia Street, Petone (Sacred Heart School)** 18

MAYOR'S RECOMMENDATION:

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

- Item 5h) Proposed Time Limited Parking - Hutt Road and Nevis Street, Petone** 19

MAYOR'S RECOMMENDATION:

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

- Item 5i) Proposed Parking Restrictions on Cambridge Terrace (between Treadwell Street and Vogel Street) 20**

MAYOR'S RECOMMENDATION:

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

- Item 5j) Proposed Parking Restrictions on the Service Lane in front of Matai Park, The Strand, Wainuiomata 21**

MAYOR'S RECOMMENDATION:

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

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

26 February 2025 33

Recommended Item

- Item 5) Hutt City Council's Cemeteries Future Focus 35**

MAYOR'S RECOMMENDATION:

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

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

11 March 2025 45

Please note the recommended items 6a) and 6b) were resolved at the Council meeting held on 11 March 2025.

Recommended Items

- Item 5a) 2025 Local Elections 47**

MAYOR'S RECOMMENDATION:

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

- Item 5b) Review of Appearance Industries Bylaw 2020 47**

MAYOR'S RECOMMENDATION:

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

Item 5c) Review of the Dog Control Policy and Bylaw 48

MAYOR'S RECOMMENDATION:

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

d) Komiti Hanganga | Infrastructure and Regulatory Committee

13 March 2025 142

Recommended Item

Item 5) Setting of Speed Limits 2024 - Speed Limit Changes around schools and Marine Drive 144

MAYOR'S RECOMMENDATION:

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

7. MISCELLANEOUS

a) Avalon and Taitā Community Connections Update

Report to be separately circulated.

b) Recommendations to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 25 March 2025

"That Council adopts the recommendations made on the 'Draft Annual Plan 2025-26' report, and any amendments agreed at the Long Term Plan/Annual Plan Subcommittee meeting held on 25 March 2025."

8. MINUTES - HUTT CITY COUNCIL

4 December 2024 161

10 December 2024 164

16 December 2024 185

14 February 2025 190

24 February 2025 193

9. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

- a) **Komiti Arotake Mahere ā-Rohe | District Plan Review Committee**
- | | |
|-----------------|-----|
| 4 December 2024 | 195 |
|-----------------|-----|
- Please note the recommended items were resolved at the Council meeting held on 4 December 2024.*
- b) **Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee**
- | | |
|------------------|-----|
| 22 November 2024 | 201 |
|------------------|-----|
- c) **Komiti Ngā Wai Hangarua | Wellington Water Committee**
- | | |
|------------------|-----|
| 13 December 2024 | 212 |
|------------------|-----|
- d) **Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee**
- | | |
|------------------|-----|
| 16 December 2024 | 222 |
| 24 February 2025 | 242 |
- Please note the recommended items were resolved at the Council meetings held on 13 December 2024 and 24 February 2025 respectively.*
- e) **Komiti Kaupapa Taiao | Climate Change and Sustainability Committee**
- | | |
|------------------|-----|
| 25 February 2025 | 254 |
|------------------|-----|
- f) **Komiti Arotake Mahere ā-Rohe | District Plan Review Committee**
- | | |
|--------------|-----|
| 4 March 2025 | 258 |
|--------------|-----|
- g) **Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee**
- | | |
|------------------|-----|
| 18 February 2025 | 262 |
|------------------|-----|

10. SEALING AUTHORITY

Report No. HCC2025/1/24 by the Legal Operations Advisor 268

MAYOR'S RECOMMENDATION:

“That the recommendations contained in the report be endorsed.”

11. QUESTIONS

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

12. EXCLUSION OF THE PUBLIC

MAYOR'S RECOMMENDATION:

“That the public be excluded from the following parts of the proceedings of this meeting, namely:

13. MINUTES

10 December 2024
16 December 2024
14 February 2025

14. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

a) Komiti Ngā Wai Hangarua | Wellington Water Committee

13 December 2024

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

18 February 2025

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

24 February 2025

d) Komiti Hanganga | Infrastructure and Regulatory Committee

13 March 2025

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
General subject of the matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground under section 48(1) for the passing of this resolution.
Minutes of the Te Kaunihera o Te Awa Kairangi Hutt City Council held on 10 December 2024: Ricoh Sports Centre Procurement Process	The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

	necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).	
Minutes of the Te Kaunihera o Te Awa Kairangi Hutt City Council held on 16 December 2024: Infrastructure Acceleration Fund Property Acquisition; and Ricoh Sports Centre Contract Negotiations	The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.
Minutes of the Te Kaunihera o Te Awa Kairangi Hutt City Council held on 14 February 2025: Ricoh Sports Centre Lease	The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.
Minutes of the Komiti Ngā Wai Hangarua Wellington Water Committee held on 13	The withholding of the information is necessary to protect the privacy of natural	That the public conduct of the relevant part of the proceedings of the

December 2024: Directors to Wellington Water Limited – December 2024	persons.(s7(2)(a)).	meeting would be likely to result in the disclosure of information for which good reason for withholding exist.
Minutes of Komiti Iti Ahumoni I Tūraru Audit and Risk Subcommittee held on 18 February 2025: Potential legal claim against Council	The withholding of the information is necessary to maintain legal professional privilege (s7(2)(g)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.
Minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau Long Term Plan/ Annual Plan Subcommittee held on 24 February 2025: Draft Annual Plan 2025-2026 update – supplementary savings information	The withholding of the information is necessary to protect the privacy of natural persons.(s7(2)(a)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.
Minutes of the Komiti Hanganga Infrastructure and Regulatory Committee held on 13 March 2025: Infrastructure Acceleration Fund Update	The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above.”

Kate Glanville
SENIOR DEMOCRACY ADVISOR

HUTT CITY COUNCIL
KOMITI ITI ARA WAKA
TRAFFIC SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers,
 2nd Floor, 30 Laings Road, Lower Hutt on
Thursday, 20 February 2025 commencing at 2:00 pm

PRESENT: Cr N Shaw (Chair) Cr B Dyer (Deputy Chair)
 Cr A Mitchell Cr C Parkin
 Cr G Tupou

APOLOGIES: Cr G Barratt

IN ATTENDANCE: J Kingsbury, Director Economy and Development
 P Hewitt, Head of Transport
 E Scherer, Transport Engineering Manager
 J Randall, Democracy Advisor (via audio-visual link)
 K Glanville, Senior Democracy Advisor

PUBLIC BUSINESS

1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tihei mauri ora	Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean Let the red-tipped dawn come with a sharpened air. A touch of frost, a promise of a glorious day.
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2. APOLOGIES

RESOLVED: (Cr Shaw/Cr Mitchell)

Minute No. TSC 25101

"That the apology from Cr Barratt be accepted and leave of absence granted."

3. PUBLIC COMMENT

There was no public comment.

4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

5. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 25 March 2025**

a) Proposed Authorised Parking - Wingate Crescent, Naenae

Scott Mowat (Programme Delivery Lead) and James Walker (Programme Lead), representatives of Wellington Water Limited (WWL), were in attendance for the item.

The Head of Transport elaborated on the report.

The Programme Delivery Lead, WWL, stated that the bulk water filling station aimed to reduce backflow contamination and improve control over usage. He said the new stations would better manage water pressure and decrease the risk of pipe damage.

In response to questions from members, the Programme Delivery Lead, WWL, provided the following information:

- WWL aimed to promote the use of new water filling stations to reduce network risk through fire hydrants.
- these water filling stations would allow WWL to monitor water use. Swipe cards would control access, and users would be automatically charged for the water they consume.
- Council was responsible for the water filling units, while WWL managed the delivery. So far this financial year, Council had incurred \$1.1M for the three Lower Hutt sites, with additional costs planned from the 2025-26 budget.

In response to questions from members, the Head of Transport provided the following information:

- the site was more significant than other proposed water filling station sites, as it provided sufficient space for trucks with trailers to park. Wingate Crescent was able to accommodate additional parking for trucks.
- the consultation held in December 2024 clarified that the proposal would change the purpose of parking rather than reduce parking.
- officers left letters on vehicle windscreens parked in the laybys of Wingate Crescent to notify drivers of the changes.

In response to a question from a member, the officers agreed to install signage indicating that vehicles were allowed to park at the water filling station only while they were filling up.

RECOMMENDED: (Cr Shaw/Cr Dyer) **Minute No. TSC 25102**

"That the Subcommittee recommends that Council:

- (1) receives and notes the information;*
- (2) approves the installation of 1x 'No Parking Except Water Filling Vehicles (At All Times)' restriction for the new bulk water filling station located approximately 60m south of the Wingate Bridge on Wingate Crescent, Naenae, outlined in Appendix 1 to the report;*
- (3) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' approximately 60 metres south of the Wingate Bridge on Wingate Crescent, outlined in Appendix 1 to the report;*
- (4) rescinds any previous resolutions related traffic controls made under any bylaw to the extent that they conflict with the traffic controls outlined in this recommendation; and*
- (5) notes that this matter will take effect once the traffic control devices indicating the recommended restrictions have been installed."*

b) Proposed Authorised Parking - Marine Parade/ Kirkcaldy Street, Petone

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport clarified that the proposed water filling station on Marine Parade was located on a one-way street, directing trucks toward the Esplanade for a left turn, with no expected traffic issues. He also noted that this site was smaller than the Wingate water filling site and was not intended for trucks with trailers.

RECOMMENDED: (Cr Shaw/Cr Tupou) **Minute No. TSC 25103**

"That the Subcommittee recommends that Council:

- (1) receives and notes the information;*
- (2) approves the installation of a 1x 'No Parking Except Water Filling Vehicles (At All Times)' restriction for the new bulk water filling station located at the corner of Marine Parade and Kirkcaldy Street, Petone, as outlined in Appendix 1 to the report;*
- (3) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' at the corner of Marine Parade and Kirkcaldy Street, Petone, as outlined in Appendix 1 to the report;*
- (4) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls outlined in this recommendation; and*
- (5) notes that the changes will take effect once the traffic control devices indicating the recommended restrictions have been installed."*

c) Proposed Authorised Parking - Waiu Street, Wainuiomata

The Head of Transport elaborated on the report.

RECOMMENDED: (Cr Shaw/Cr Parkin)	Minute No. TSC 25104
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the installation of 1x 'No Parking Except Water Filling Vehicles (At All Times)' restriction for the new bulk water filling station located outside 21 Waiu Street, Wainuiomata, outlined in Appendix 1 to the report;</i>	
<i>(3) approves the installation of Broken Yellow Lines (BYLs) - 'No Stopping At All Times' outside 21 Waiu Street, Wainuiomata, outlined in Appendix 1 to the report;</i>	
<i>(4) rescinds any previous resolutions related to traffic controls made under any bylaw to the extent that they conflict with the traffic controls outlined in this recommendation; and</i>	
<i>(5) notes that this matter will take effect once the traffic control devices indicating the recommended restrictions have been installed."</i>	

d) Proposed Unrestricted Parking - St Albans Grove, Woburn
(Hutt Valley High School)

The Head of Transport elaborated on the report.

RECOMMENDED: (Cr Shaw/Cr Dyer)	Minute No. TSC 25105
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the conversion of 6x P120 (standard hours) parking spaces to 6x unrestricted parking spaces between properties 1 and 7 St Albans Grove, Woburn, outlined in Appendix 1 attached to the report;</i>	
<i>(3) rescinds any previous resolutions related to traffic controls made under any bylaw to the extent that they conflict with the traffic controls outlined in this recommendation; and</i>	
<i>(4) notes that this matter will take effect once the traffic control devices indicating the restrictions outlined in this resolution have been installed."</i>	

- e) Proposed Time Limited Parking - Hardy Street, Waterloo
(Waterloo School)

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport advised that officers would review the alignment between government proposed variable speed limits and the parking time limits on Hardy Street to ensure they aligned.

RECOMMENDED: (Cr Shaw/Cr Mitchell)	Minute No. TSC 25106
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the conversion of the existing clearway into 2x P10 parking spaces (Monday to Friday, 8:15-9:15am and 2:45-3:45pm, School Days only) outside property 27 Hardy Street, Waterloo; as shown in Appendix 1 of the report;</i>	
<i>(3) approves the conversion of 7x existing P5 parking spaces to P10 parking spaces (Monday to Friday, 8:15-9:15am and 2:45-3:45pm, School Days only) outside 26 Hardy Street, Waterloo, as shown in Appendix 1 of the report;</i>	
<i>(4) approves the conversion of the existing clearway into Broken Yellow Lines (BYLs) with 'No Stopping At All Times' parking restrictions outside 30 Hardy Street, Waterloo, as shown in Appendix 1 of the report;</i>	
<i>(5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in this recommendation; and</i>	
<i>(6) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this resolution have been installed."</i>	

- f) Proposed Time Limited Parking - William Street, Petone
(Wilford Primary School)

The Head of Transport elaborated on the report.

RECOMMENDED: (Cr Shaw/Cr Tupou)	Minute No. TSC 25107
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the installation of 4x P10 parking spaces (Monday to Friday, 8:15am-9:15am and 2:45pm-3:45pm, school days only), outside 100A William Street, Petone, outlined in Appendix 1 attached to the report;</i>	
<i>(3) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' outside 100A William Street, Petone, outlined in Appendix 1 attached to the report;</i>	
<i>(4) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in this recommendation; and</i>	
<i>(5) notes that the changes will take effect once the traffic control devices indicating the recommended restrictions have been installed."</i>	

- g) Proposed Time Limited Parking - Britannia Street, Petone
(Sacred Heart School)

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport advised that officers would investigate the possibility of utilising defined L bar parking spaces on Britannia Street to enhance parking management.

RECOMMENDED: (Cr Shaw/Cr Mitchell)	Minute No. TSC 25108
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the installation of 3x P10 parking spaces (Monday to Friday, 8:15am-9:15am and 2:45pm-3:45pm, school days only), outside 33 Britannia Street (Sacred Heart School), Petone, outlined in Appendix 1 attached to the report;</i>	
<i>(3) rescinds any previous resolutions related to traffic controls made under any bylaw to the extent that they conflict with the traffic controls outlined in this recommendation; and</i>	
<i>(4) notes that this matter will take effect once the traffic control devices indicating the recommended restrictions have been installed."</i>	

h) Proposed Time Limited Parking - Hutt Road and Nevis Street, Petone

The Head of Transport elaborated on the report.

In response to questions from members, the Transport Engineering Manager advised that the P15 parking restrictions on Nevis Street during the mornings and afternoons were necessary for the kindergarten. He added that P30, at other times, would benefit customers of the nearby supermarket.

RECOMMENDED: (Cr Shaw/Cr Parkin)	Minute No. TSC 25109
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the installation of 2x P30 parking spaces to operate "At All Times" outside 52 Hutt Road, Petone, outlined in Appendix 1 to the report;</i>	
<i>(3) approves the conversion of 2x existing P30 parking spaces (standard business hours, Monday to Friday, 8am to 6pm) to operate "At All Times" outside 56 Hutt Road, Petone, outlined in Appendix 1 to the report;</i>	
<i>(4) approves the addition of 3x P30 parking spaces ('At Other Times') restrictions to the existing 3x P15 parking restrictions (Monday to Friday, 7am to 10am and 2pm to 5pm) outside 32 Nevis Street, Petone, outlined in Appendix 1 to the report;</i>	
<i>(5) approves the formalisation of Broken Yellow Lines (BYLs) - 'No Stopping At All Times' along Hutt Road and Nevis Street, Petone, outlined in Appendix 1 to the report;</i>	
<i>(6) rescinds any previous resolutions related to traffic controls made under any bylaw to the extent that they conflict with the traffic controls outlined in this recommendation; and</i>	
<i>(7) notes that this matter will take effect once the traffic control devices indicating the restrictions outlined in this resolution have been installed."</i>	

- i) Proposed Parking Restrictions on Cambridge Terrace (between Treadwell Street and Vogel Street)

The Head of Transport elaborated on the report. He clarified that the map attached to the report incorrectly showed a mobility car park outside the library as P15. He explained that, in reality, the car park was a designated standard mobility car park.

In response to questions from members, the Head of Transport confirmed that officers had consulted taxi companies about the proposed changes but received no feedback. He advised that the taxi stands were not operating at full capacity. He said the disability community had not been consulted, as no significant changes were planned for mobility parking.

Members discussed converting four taxi stands outside 341 Cambridge Terrace to P15 (Monday to Friday, 8am to 6pm) and installing a sign at the bus layover to clarify that it was not a bus stop.

RECOMMENDED: (Cr Shaw/Cr Mitchell)	Minute No. TSC 25111
<i>"That the Subcommittee recommends that Council:</i>	
<i>(1) receives and notes the information;</i>	
<i>(2) approves the conversion of the existing 3x Taxi Stands into 1x Bus Layover 'At All Times' outside 339 Cambridge Terrace, as shown in Appendix 1 of the report;</i>	
<i>(3) approves the conversion of the existing 4x Taxi Stands into 4x P15 (Monday to Friday, 8am to 6pm) opposite 341 Cambridge Terrace, as shown in Appendix 1 of the report;</i>	
<i>(4) approves the formalisation of the existing Mobility Parking to operate 'At All Times' outside 341 Cambridge Terrace;</i>	
<i>(5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and</i>	
<i>(6) notes that these parking restrictions will take effect once the appropriate road markings have been installed."</i>	

- j) Proposed Parking Restrictions on the Service Lane in front of Matai Park,
The Strand, Wainuiomata

The Head of Transport elaborated on the report.

RECOMMENDED: (Cr Shaw/Cr Tupou)	Minute No. TSC 25112
<p><i>“That the Subcommittee recommends that Council:</i></p> <ol style="list-style-type: none"> <li data-bbox="387 526 861 571"><i>(1) receives and notes the information;</i> <li data-bbox="387 593 1433 705"><i>(2) approves the installation of Broken Yellow Lines (BYLs) – ‘No Stopping At All Times’ parking restrictions on The Strand, Wainuiomata, outlined in Appendix 1 attached to the report;</i> <li data-bbox="387 728 1433 840"><i>(3) approves the installation of BYLs – ‘No Stopping At All Times’ parking restrictions on the Service Lane near the Matai Park housing development on The Strand, Wainuiomata, outlined in Appendix 1 attached to the report;</i> <li data-bbox="387 862 1433 974"><i>(4) approves the formalisation of the existing mobility parking spaces to operate at ‘At All Times’ on the Service Lane near the Matai Park housing development on The Strand, Wainuiomata, outlined in Appendix 1 attached to the report;</i> <li data-bbox="387 996 1433 1086"><i>(5) rescinds any previous resolutions related to traffic controls made under any bylaw to the extent that they conflict with the traffic controls outlined in the report; and</i> <li data-bbox="387 1108 1433 1198"><i>(6) notes that these parking restrictions will take effect once the required road markings have been installed.”</i> 	

6. INFORMATION ITEM

Traffic Subcommittee Work Programme 2025 and Status Update of Approved Traffic Resolutions

Memorandum dated 6 February 2025 by the Democracy Advisor

The Head of Transport elaborated on the memorandum.

In response to a question from a member, officers agreed to include a list of projects awaiting completion in future updates, detailing their locations and timelines for completion.

RESOLVED: (Cr Shaw/Cr Mitchell)

Minute No. TSC 25113

"That the Subcommittee:

(1) receives and notes the Forward Programme for 2025, attached as Appendix 1 to the memorandum; and

(2) notes the status update of approved traffic resolutions attached as Appendix 2 to the memorandum."

7. QUESTIONS

There were no questions.

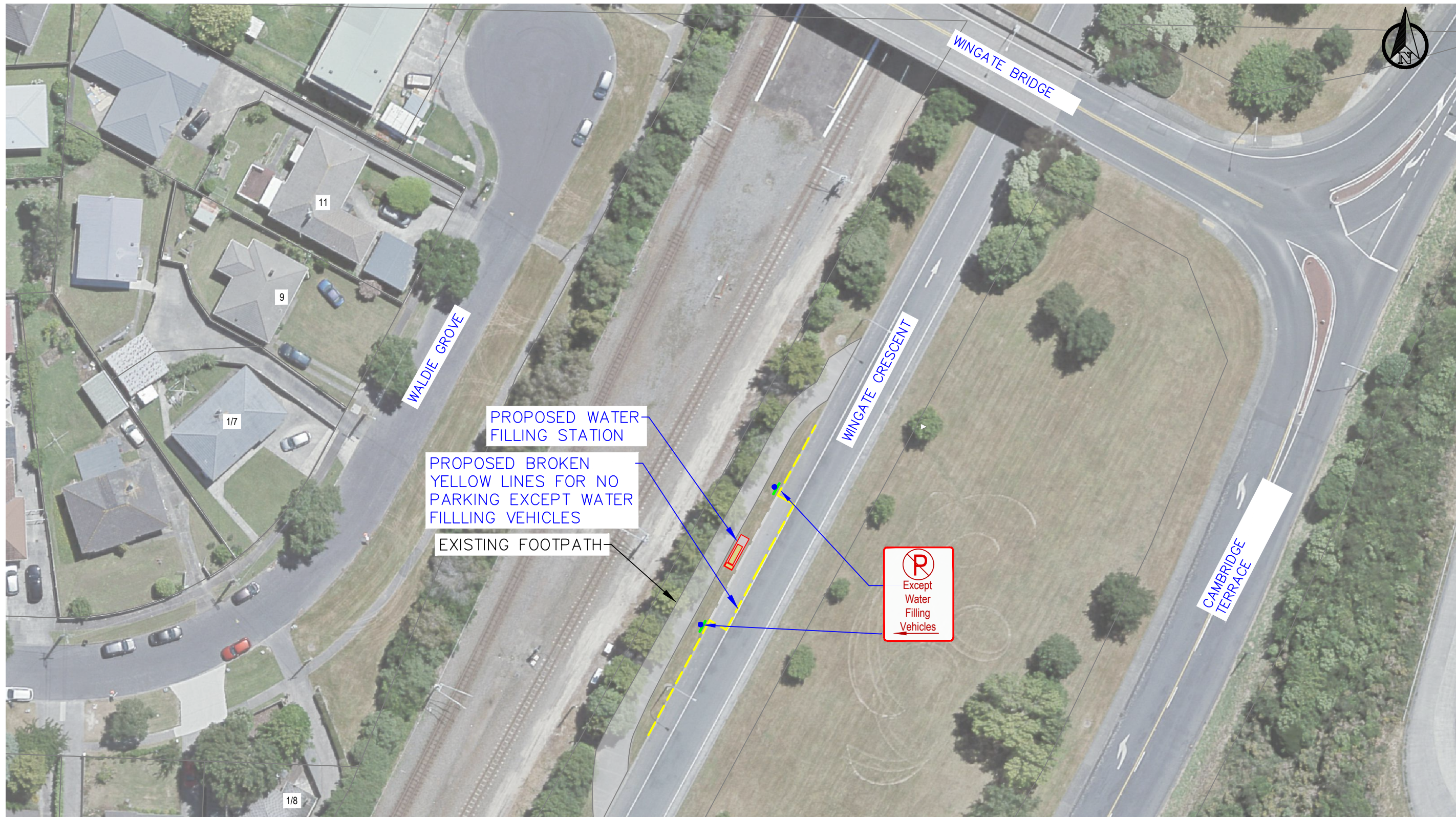
8. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

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

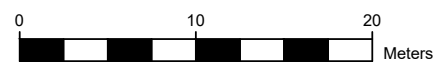
There being no further business, the Chair declared the meeting closed at 3.04 pm.

N Shaw
CHAIR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025



EGEND	
	BOUNDARY LINES
	NO PARKING EXCEPT AUTHORISED PARKING
	BROKEN YELLOW LINES
	NEW POLE/SIGN



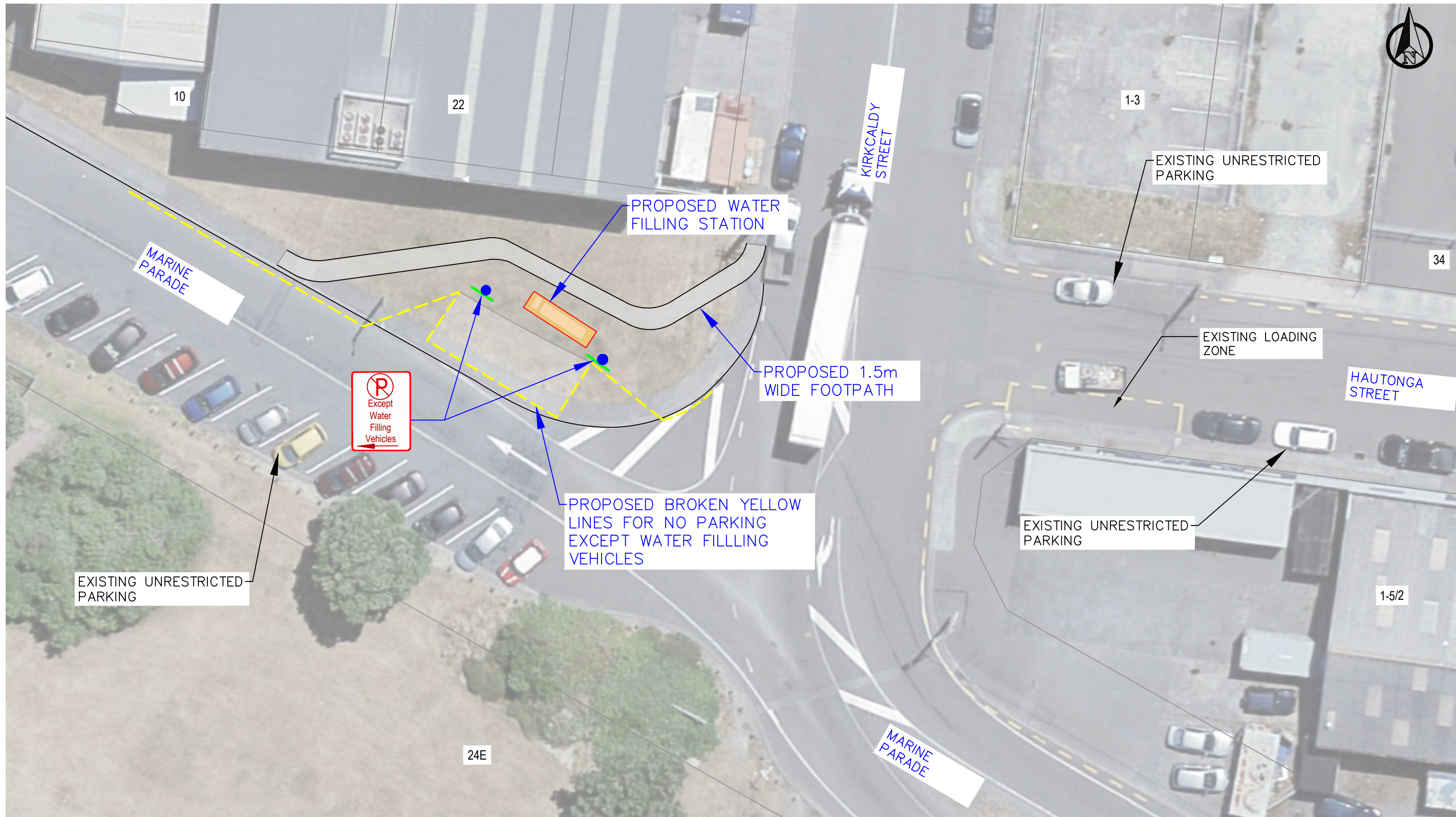
SCALE 1:400 @ A3

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION LETTER	J VARGHESE	E SCHERER	22/11/2024



PROJECT	TR07 – 2025
SHEET	AUTHORISED PARKING ONLY – PROPOSAL WINGATE CRESCENT, NAENAE
PROJECT REF.	TR07 – 2025

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EGEND	
	BOUNDARY LINES
	NO PARKING EXCEPT AUTHORISED PARKING
	BROKEN YELLOW LINES
	NEW POLE/SIGN



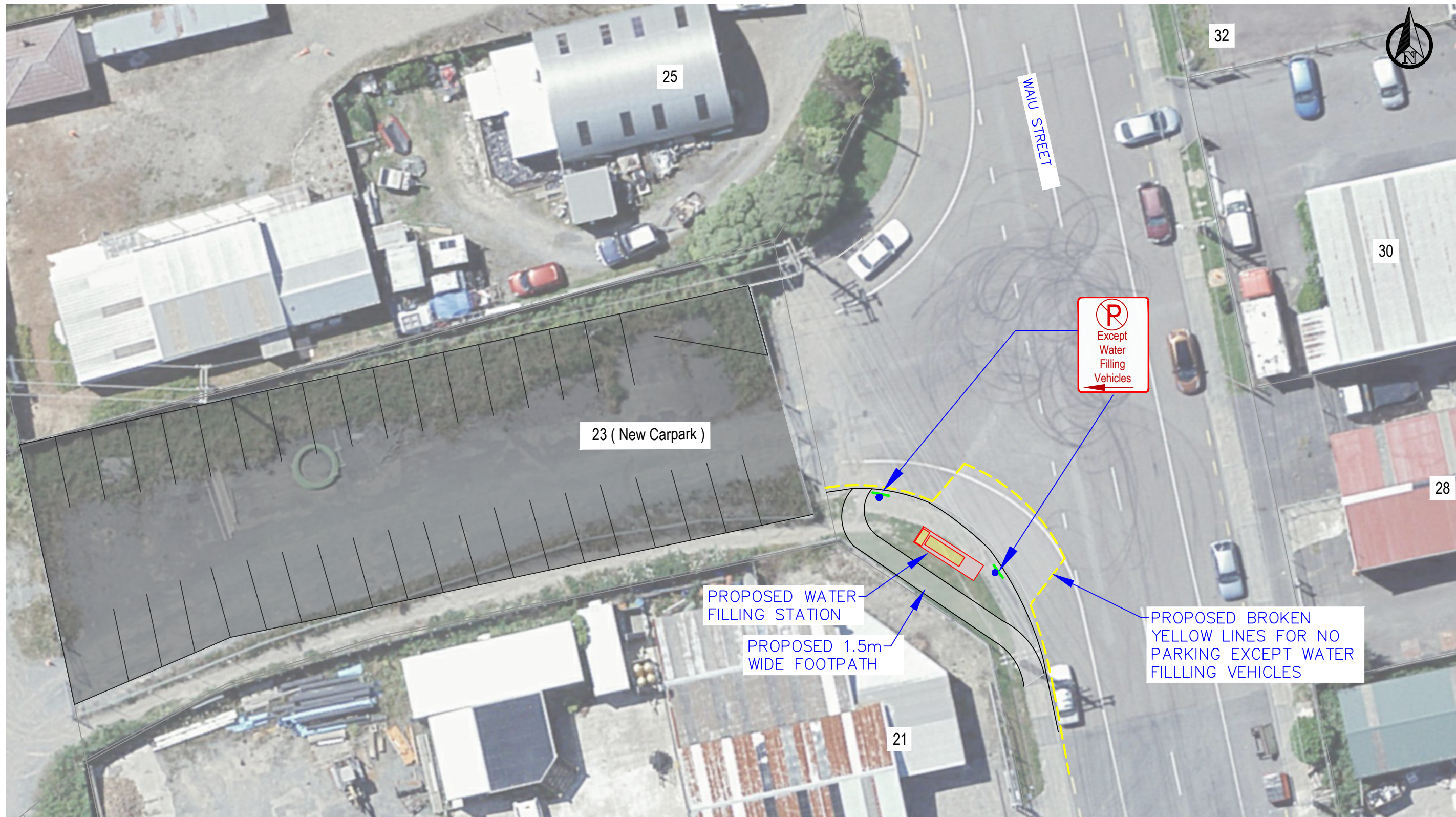
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REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION PLAN	J VARGHESE	E SCHERER	22/11/2024



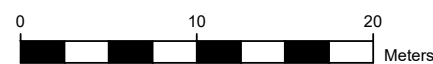
PROJECT
TR05 – 2025
SHEET
AUTHORISED PARKING ONLY – PROPOSAL MARINE PARADE AND KIRKCALDY STREET INTERSECTION
PROJECT REF.
TR05 – 2025

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EGEND

	BOUNDARY LINES
	NEW POLE/SIGN
	NO PARKING EXCEPT AUTHORISED PARKING



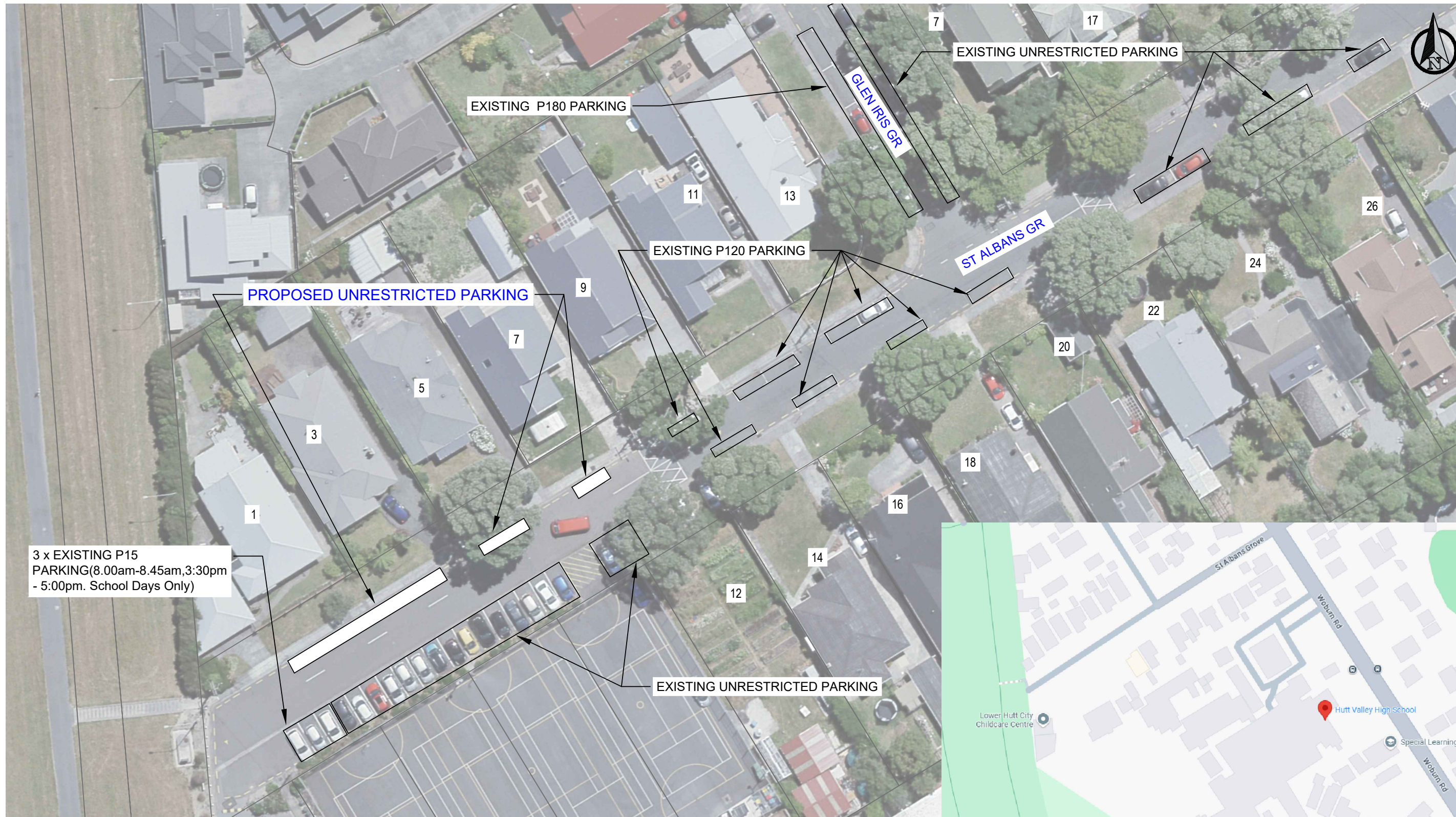
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REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION PLAN	J VARGHESE	E SCHERER	22/11/2024

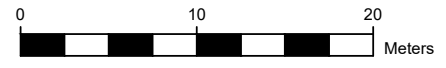


PROJECT
TR06 – 2025
SHEET
AUTHORISED PARKING ONLY – PROPOSAL 21 WAIU STREET, WAINUIOMATA
PROJECT REF.
TR06 – 2025

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LEGEND			
	BOUNDARY LINES		
	PROPOSED UNRESTRICTED PARKING		



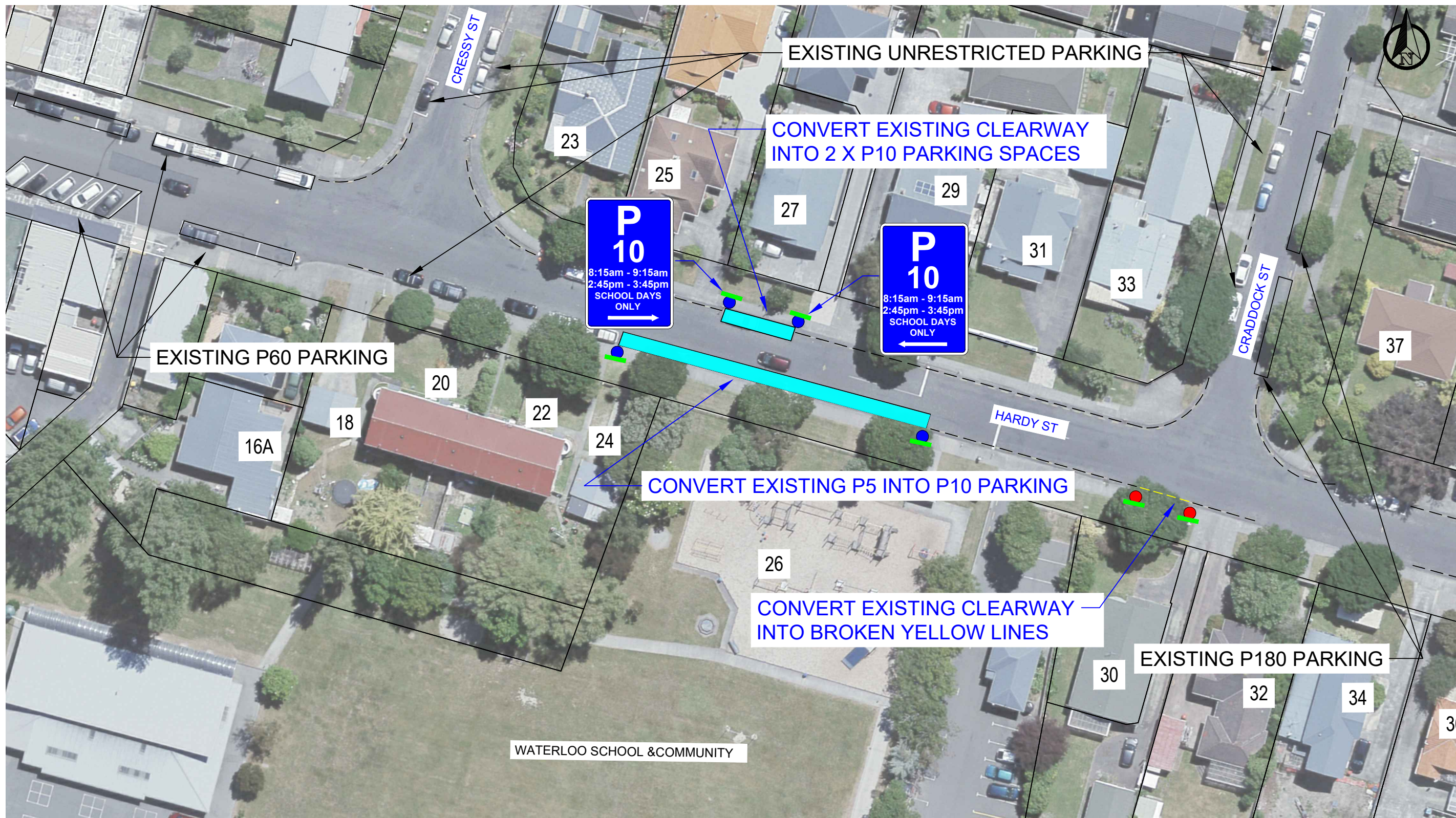
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REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	INITIAL DESIGN - DRAFT	R MURUGADHAS	E SCHERER	21/11/2024
2	AMENDMENT	R MURUGADHAS	E SCHERER	12/12/2024

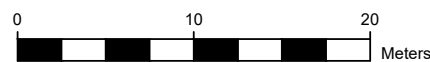


PROJECT	TR13 - 2025
SHEET	PROPOSED UNRESTRICTED PARKING - ST ALBANS GR
PROJECT REF.	TR13 - 2025

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EGEND			
	BOUNDARY LINES		PROPOSED BYL'S
	NEW POLE/SIGN		REMOVE EXISTING SIGN POLES
	EXISTING BROKEN YELLOW LINES		



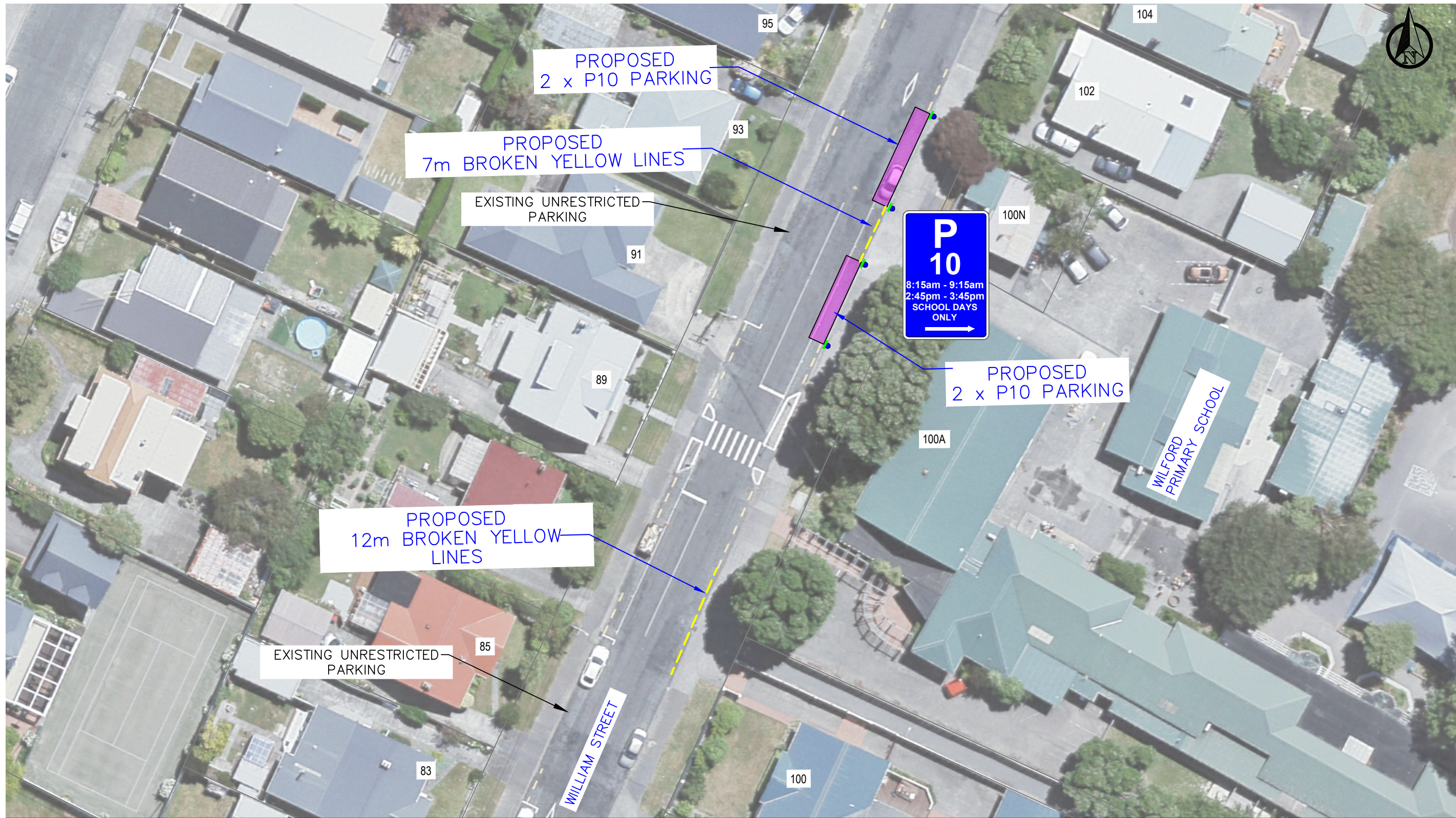
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REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	INITIAL DESIGN - DRAFT	R MURUGADHAS	E SCHERER	21/11/2024
2	AMENDMENT	R MURUGADHAS	E SCHERER	12/12/2024



PROJECT	TR11 - 2025
SHEET	P10 PARKING SCHOOL TIME ONLY- PROPOSAL, WATERLOO SCHOOL, HARDY ST
PROJECT REF.	TR11 - 2025

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LEGEND			
	BOUNDARY LINES		PROPOSED P10 PARKING
	EXISTING BROKEN YELLOW LINES		RELOCATE EXISTING SIGN
	BROKEN YELLOW LINES		
	NEW POLE/SIGN		

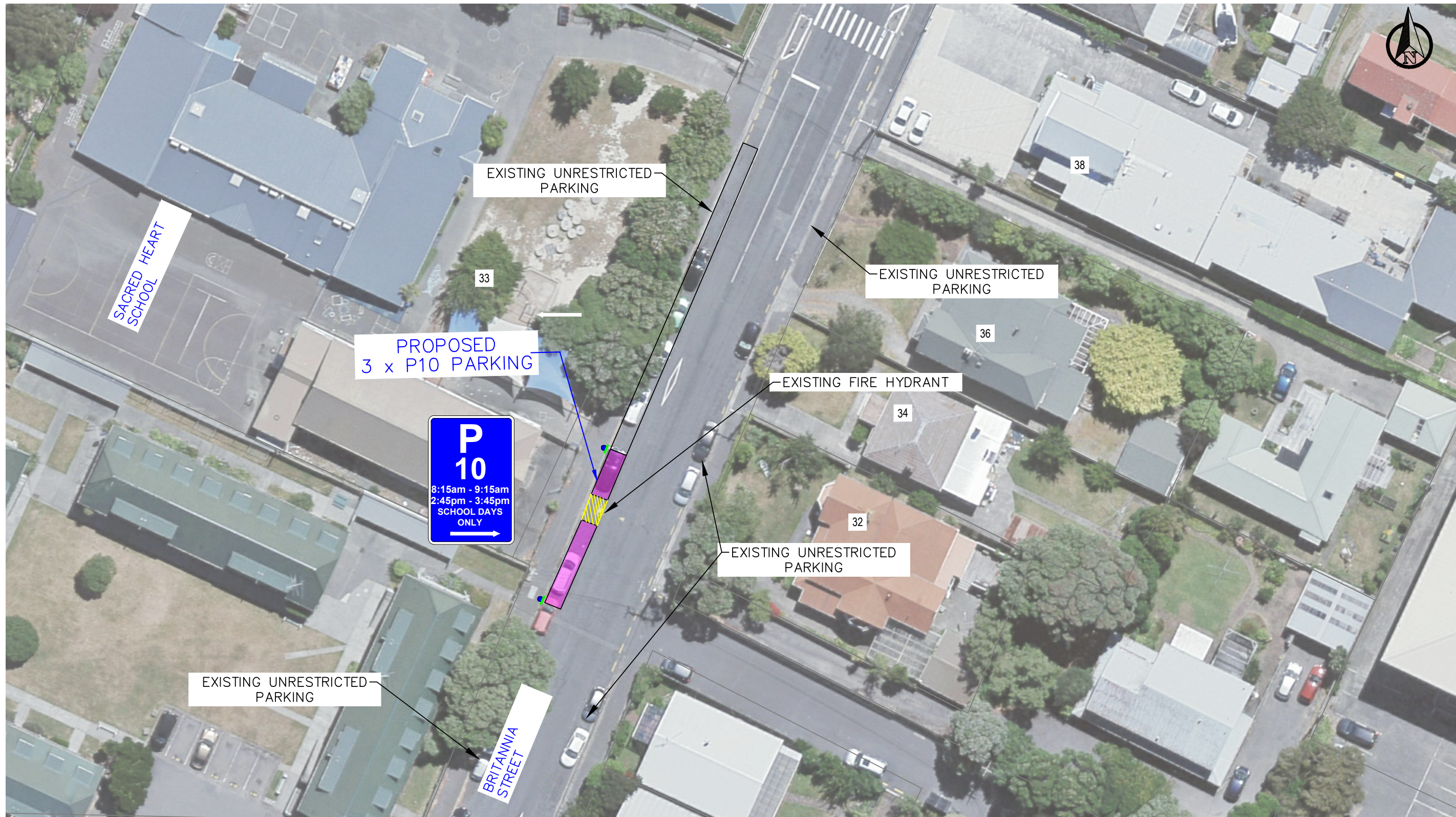
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REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION LETTER	J VARGHESE	E SCHERER	22/11/2024

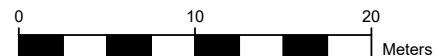


PROJECT	TR10 – 2025
SHEET	TIME RESTRICTED PARKING FOR SCHOOL DAYS ONLY – PROPOSAL WILLIAM STREET
PROJECT REF.	TR10 – 2025

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LEGEND			
	BOUNDARY LINES		PROPOSED P10 PARKING
	EXISTING BROKEN YELLOW LINES		RELOCATE EXISTING SIGN
	BROKEN YELLOW LINES		
	NEW POLE/SIGN		



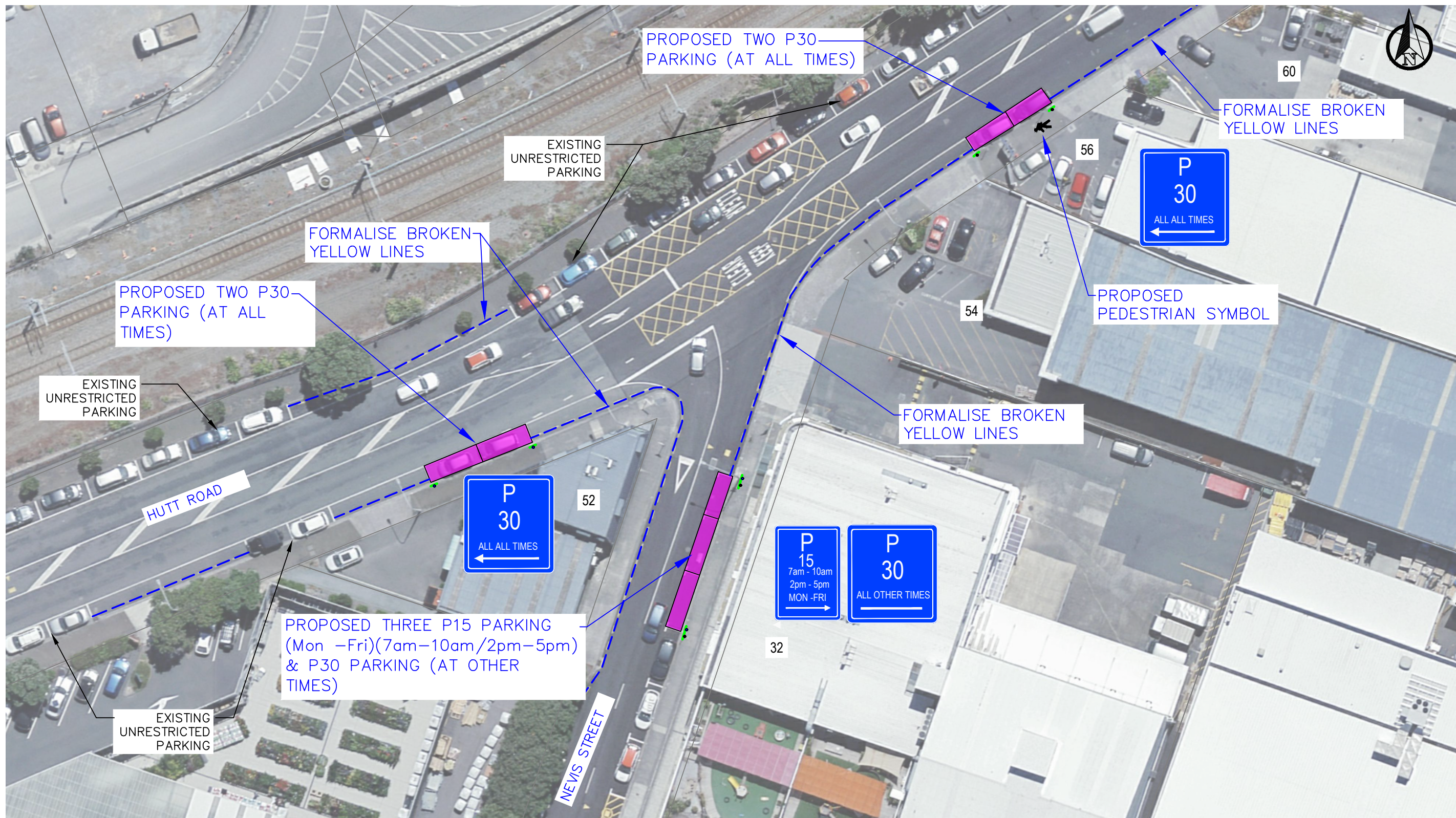
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REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION LETTER	J VARGHESE	E SCHERER	22/11/2024

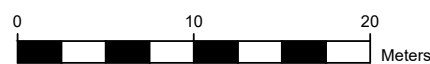


PROJECT	TR09 – 2025
SHEET	TIME RESTRICTED PARKING FOR SCHOOL DAYS ON – PROPOSAL BRITANNIA STREET
PROJECT REF.	TR09 – 2025

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EGEND	
	FORMALISE EXISTING BROKEN YELLOW LINES
	BOUNDARY LINES
	NEW P30 PARKING AT ALL TIMES
	NEW POLE/SIGN
	EXISTING POLE/SIGN



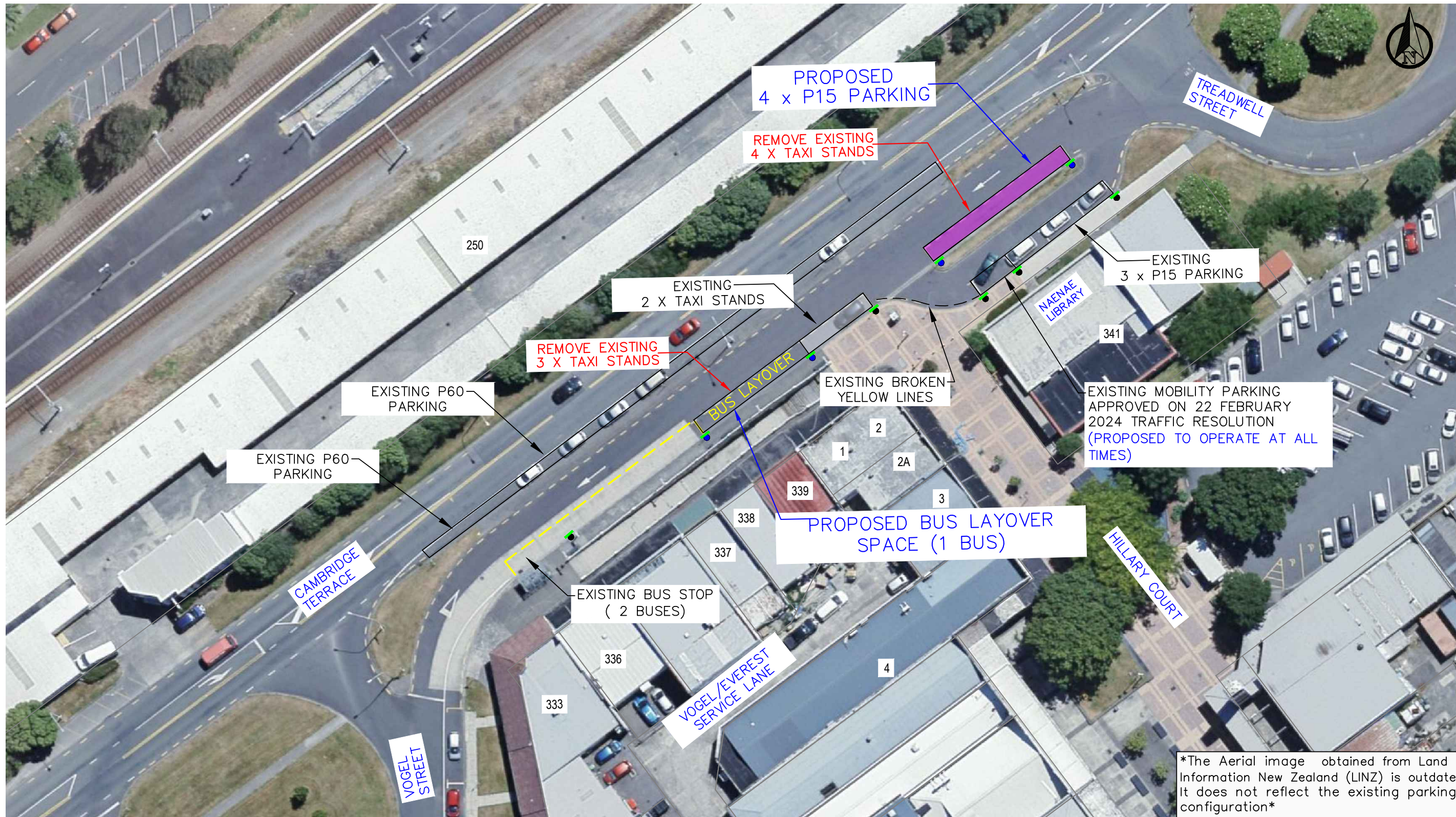
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REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION LETTER	J VARGHESE	E SCHERER	22/11/2024



PROJECT	TR08 - 2025
SHEET	TIME LIMITED PARKING - PROPOSAL HUTT ROAD/ NEVIS STREET
PROJECT REF.	TR08 - 2025

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The Aerial image obtained from Land Information New Zealand (LINZ) is outdated. It does not reflect the existing parking configuration

LEGEND			
	BOUNDARY LINES		PROPOSED P15 PARKING
	EXISTING BROKEN YELLOW LINES		TAXI STAND
	BROKEN YELLOW LINES		RELOCATE EXISTING SIGN
	NEW POLE/SIGN		EXISTING BUS STOP

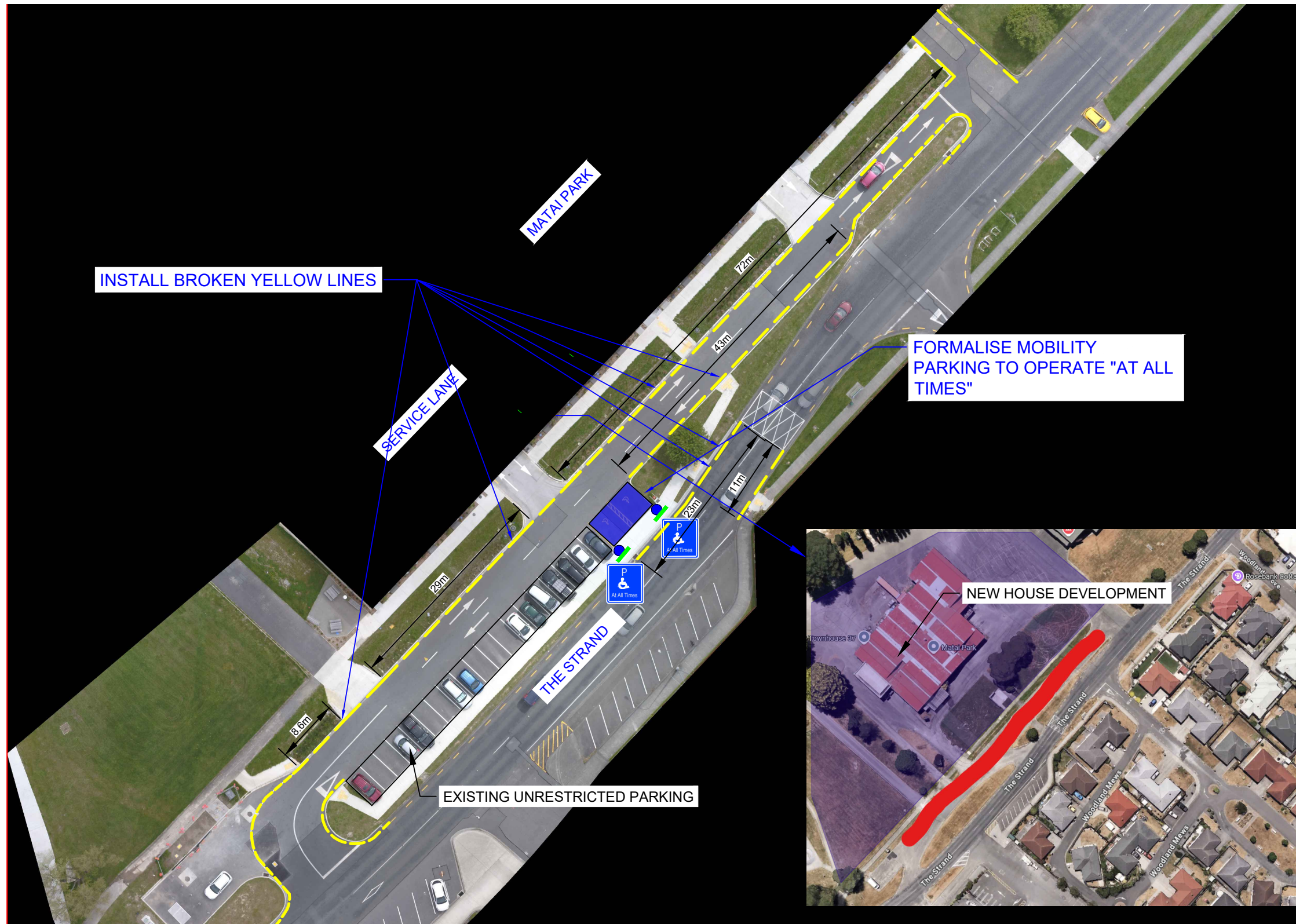


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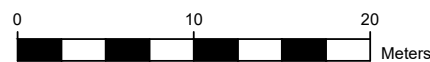
REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION PLAN	J VARGHESE	E SCHERER	22/11/2024

PROJECT
TR14 – 2025
SHEET
PARKING – PROPOSAL NAENAE TRAIN STATION
PROJECT REF.
OPTION A

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EGEND			
	BROKEN YELLOW LINES		FORMALISE MOBILITY PARKING
	NEW POLE/SIGN		



SCALE 1:400 @ A3

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	INITIAL DESIGN - DRAFT	A JOY	E SCHERER	22/11/2024
2	AMENDMENT	A JOY	E SCHERER	14/01/2025



PROJECT
TR15 - 2025
SHEET
FORMALISING THE PARKING LOT-BROKEN YELLOW LINES,MOBILITY PARKING SPACES- THE STRAND
PROJECT REF.
TR15 - 2025

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HUTT CITY COUNCILKOMITI HAPORI AHUREA ME NGĀ RANGAPŪ
COMMUNITIES, CULTURE AND PARTNERSHIPS COMMITTEE

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

Wednesday, 26 February 2025, commencing at 2:00 pm

PRESENT:

Cr K Brown (Chair)	Mayor C Barry (from 2.11pm until 3.51pm)
Cr G Tupou	Cr J Briggs
Deputy Mayor T Lewis (until 3.33pm)	Cr K Morgan (Deputy Chair)
Cr C Parkin	Cr N Shaw

APOLOGIES: Cr G Barratt

IN ATTENDANCE:

A Blackshaw, Director Neighbourhoods and Communities
 A Nelson, Head of Parks and Reserves
 J Ransom, Head of Neighbourhood Hubs and Library Services (part meeting)
 A Laban, Head of Assets and Facilities Management (part meeting)
 A Moor, Head of Connected Communities
 K Chitham, Head of Arts and Culture (part meeting)
 I Brown, Head of Aquatics (part meeting)
 A Quinn, Project Manager - Naenae (part meeting)
 N Peurifoy, Leasing Coordinator (part meeting)
 L Coe, Programmes and Innovation Manager
 S Hughes, Programmes and Partnerships Facilitator
 J Kilty, Democracy Advisor
 V Gilmour, Democracy Advisor

PUBLIC BUSINESS1. 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 tīna!
 Tīna! 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

RESOLVED: (Cr Brown/Cr Briggs)

Minute No. CCPC 25101

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

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

Mayor Barry joined the meeting at 2.11pm.

RESOLVED: (Cr Brown/Deputy Mayor Lewis)

Minute No. CCPC 25102

"That in terms of Standing Order 16.2, the time limit for public comment be extended to allow those present to speak."

4. CONFLICT OF INTEREST DECLARATIONS

Mayor Barry declared that he was a member of the Eastbourne Sports and Services Club.

PRECEDENCE OF BUSINESS

In accordance with Standing Order 10.4, Item 8) Assets Review – Community Halls was accorded precedence of business. The item is recorded in the order it appeared on the agenda.

5. RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 25 March 2025

Hutt City Council's Cemeteries Future Focus

Speaking under public comment, **Daniel Chrisp** spoke to his written statement attached as page 12 to the minutes.

In response to questions from members, Daniel Chrisp noted that many funeral directors and members of the public were surprised by the lack of local burial options. He recognised this as a regional issue and emphasised that the ideal time for expansion was in 2016 with the construction of Taitā cemetery. He explained that public consultation was crucial and highlighted potential land options in Hutt City. While acknowledging alternative body disposal methods, he stressed that burial should always remain a viable option to respect cultural rights.

The Head of Parks and Reserves elaborated on the report.

In response to questions from a member, the Head of Parks and Reserves advised that he was unaware of any prior discussions about the cemetery expansion. He noted that there was no capacity for consultation and that Council direction was needed to prioritise this work.

In response to questions from members, the Head of Parks and Reserves advised that Akatārawa Cemetery had significant capacity for future development. He also said that pursuing an alternative approach would be costly.

Cr Parkin suggested that officers should engage with the community regarding burial options in Lower Hutt. He recognised the associated costs but pointed out that the current approach also involves rising expenses.

Mayor Barry suggested revisiting the matter as part of the next Long Term Plan (LTP).

Cr Briggs and Cr Tupou agreed that officers should be guided to consult during the next LTP process.

Deputy Mayor Lewis left the meeting at 3.33pm.

RECOMMENDED: (Cr Brown/Cr Briggs)

Minute No. CCPC 25103

"That the Committee recommends that Council:

- (1) receives and notes the information;*
- (2) notes potential closer alignment of services with Upper Hutt and provide guidance to officers, which will be relayed to the Hutt Valley Services Committee;*
- (3) notes the information on Council's current strategic direction on the location of cemeteries; and*
- (4) continues with the current strategic direction, and as part of deliberations, the matter would be reconsidered as part of the 2027-37 Long Term Plan."*

6. WHAKATUPU NGAENGAE

Memorandum dated 29 January 2025 by the Project Manager (Naenae)

Speaking under public comment, **Hakepa** advised that she had submitted a complaint regarding the lack of customer service and acknowledgment at the front desk of the Te Ngaengae Pool and Fitness Complex.

In response to a question from a member, Hakepa said that she was seeking the improvement of customer service at Te Ngaengae. She added that there had been no improvement in the two weeks following her complaint. She believed Te Ngaengae's management needed to manage the younger employees better.

The Chair invited the Head of Aquatics to respond to the public speaker's comments.

The Head of Aquatics acknowledged Hakepa's concerns and informed members that he and the Customer Service Manager at Te Ngaengae had spoken with her. He believed the young employees at the front counter and noted that her concerns about customer service had been addressed in the broader team meeting. He also mentioned that customer service workshops and training classes were available for the employees.

The Project Manager - Naenae elaborated on the memorandum.

In response to a question from a member, the Project Manager – Naenae confirmed a lessons learned workshop would be held to close the project, involving contractors, consultants, and the design team. He highlighted that a survey on parking use would be conducted with feedback from local shop owners to be considered by the Traffic Subcommittee.

RESOLVED: (Cr Brown/Cr Morgan)

Minute No. CCPC 25104

"That the Committee:

- (1) receives and notes the information; and*
- (2) notes the following progress that has been made on the Whakatupu Ngaengae project in the period November 2024 to January 2025:*
 - (a) Te Ngaengae Pool + Fitness opened to the public on 4 December 2024 following a dawn blessing by mana whenua, supported by community leaders, staff and students from local schools;*
 - (b) the project being within the financial allocation of the \$68M budget and the project team are in the process of closing out the project financials; and*
 - (c) works to the Walter Mildenhall Park has started on time, and a small ground-breaking ceremony is scheduled for 7 February 2025."*

7. **PROPOSAL FOR GRANTING LONG-TERM LEASES ON RESERVE LAND**

Report No. CCPC2025/1/34 by the Leasing Coordinator

Speaking under public comment, **Mike Collett, representing the Sea Cadet Association New Zealand (SCANZ)**, acknowledged the efforts of Council officers. He endorsed the officer's recommendation for a 6-year lease with two rights of renewal.

The Leasing Coordinator elaborated on the report.

RESOLVED: (Cr Brown/Cr Tupou)

Minute No. CCPC 25105

"That the Committee:

- (1) notes and receives the content of this report; and*
- (2) approves the granting of long-term leases to Sea Cadets Association New Zealand and the Lions Club Lower Hutt Charitable Trust."*

8. ASSETS REVIEW - COMMUNITY HALLS

Report No. CCPC2025/1/31 by the Head of Assets and Facilities Management

Speaking under public comment, **Hugo van Stratum, representing Hutt City Musical Theatre** (the theatre group), expressed concerns about the potential economic impact if Council took control of the hall bookings. He pointed out that the theatre group already provided valuable services by managing rentals and supporting cultural activities at Epuni Hall (the hall), which often remained underutilised. He proposed integrating Council's booking system with theirs to optimise hall usage. He noted that the proposal lacked clarity on how they could better support Council and expectations for community hall use.

In response to a question from a member, Hugo van Stratum stated that the theatre group could not take over the maintenance of the building. However, he mentioned that they ensured the hall remained clean and covered the cost of cleaning services. He confirmed that the hall was used to store equipment and that managing the booking system provides them flexibility for rehearsals and performances. He expressed his gratitude that the theatre group had the opportunity to use the hall.

Speaking under public comment, **Aaron Moore and Stephen Church, representing Maungaraki Residents Association** (the Association), said the Association engaged with Council's asset review process in March 2024 and participated in multiple discussions with Council officers. They initially understood that various options would be considered with ongoing communication throughout the process. However, they were only informed of Council's preferred option upon receiving the report. They asked for additional time to engage with the community on the proposal.

In response to questions from a member, Aaron Moore confirmed that the Association accepted the need for Council to raise prices. He confirmed that they would prefer a gradual increase.

Speaking under public comment, Shane Robinson, **representing Maungaraki School**, said the proposed changes to pricing and scheduling for Maungaraki hall would negatively impact the school's curriculum, student engagement and community involvement. He expressed concern that the rushed process had put the school in an uncomfortable position and requested more time to work with Council on sustainable options.

In response to questions from members, Shane Robinson said that they were only made aware of the proposed changes on the evening of 20 February 2025. He acknowledged that work had been occurring behind the scenes but was unaware that a decision was imminent. He confirmed that he could provide detailed information on the usage of Maungaraki Hall. He said that Maungaraki School was willing to work with Council and acknowledged that their current payment was insufficient but expressed a willingness to meet Council halfway.

Speaking under public comment, **Chris Cox, representing Hutt City Musical Theatre** (the theatre group), said the theatre group acknowledged that the current yearly payment was low and expected an increase. She believed they had not been given sufficient time to respond, having only received the memorandum on 20 February 2025. She noted that

their booking rates aligned with those charged for other halls under Council's central booking system. She expressed concern that if the booking system moved in-house, allowing anyone to reserve time slots online, it could impact their ability to organise and stage productions.

In response to questions from members, Chris Cox stated that discussions with Council would be necessary to determine how scheduling would work in a centralised system.

Speaking under public comment, **Neil Gray, representing Eastbourne Sports and Services Club** (the club), said the club also received the memorandum on 20 February 2025. While acknowledging Council's financial situation, he asked for more time to review costs and bookings in detail. He noted the club had been offered the opportunity to purchase the Community Centre around 15 years ago but declined at the time, suggesting this option was worth reconsidering. He highlighted that their bookings were made in block allocations, which did not always reflect actual usage.

In response to a question from a member, Neil Gray said that bookings were primarily made as a contingency for bad weather affecting sports activities.

The Head of Assets and Facilities Management elaborated on the report. She acknowledged public concerns about the limited time available but clarified that the report aimed to secure approval to initiate discussions.

In response to a question from a member, the Head of Assets and Facilities Management confirmed that once the Committee set the parameters, officers would start discussions with the groups to work towards a shared agreement. She added that they would report back to the Committee if an agreement could not be reached.

In response to questions from members, the Director Neighbourhoods and Communities confirmed that resourcing was sufficient to support discussions with all groups over the coming months. She outlined three different user scenarios with varying needs. She noted that the parameters for the conversations included aligning halls with the Asset Review, improving cost recovery, and optimising hall usage, and that the transition to a new arrangement would take over two years. She also highlighted that other community halls using Council's online booking system had already seen increased usage.

Mayor Barry suggested that option (a) should include 'in principle' to promote good faith discussions with community groups and demonstrate Council's intent.

Deputy Mayor Lewis, Cr Parkin and Cr Morgan acknowledged the community feedback and the officers' efforts in the engagement process.

Mayor Barry emphasised the need to address issues structured and strategically. He recognised that a comprehensive view of all halls revealed the cost inefficiencies facing the Council's facilities.

RESOLVED: (Cr Brown/Deputy Mayor Lewis)

Minute No. CCPC 25106

"That the Committee:

- (1) receives and notes the information in this report;*
- (2) notes the financial challenges Council faces in managing built and green assets into the future;*
- (3) notes the approach agreed by Council as part of the Assets Review, including optimisation of spaces and increased cost recovery, which was consulted on as part of the current Long Term Plan;*
- (4) notes this report proposes aligning management of Community Halls with this approach;*
- (5) notes community groups impacted by this proposed change have been advised and will be supported with advice to adjust their operating and funding models during a two-year transition; and*
- (6) approves, in principle, option (a) - align the management of community halls with the Assets Review to address the budget shortfall."*

9. NEIGHBOURHOODS AND COMMUNITIES FOCUS AREA | PROGRAMMING

Report No. CCPC2025/1/35 by the Programmes & Innovation Manager

The Programmes and Innovation Manager elaborated on the report.

Mayor Barry left the meeting at 3.51pm.

In response to a question from a member, the Programmes and Innovation Manager stated that the high attendance numbers at the Walter Nash Hub were mainly due to sporting events.

In response to a question from a member, the Director of Neighbourhoods and Communities explained that faith-based bookings for hall rentals were currently classified at the community benefit level. She noted that the classification aligned with the criteria established as part of the Long Term Plan. She also said this approach reflected a new method of categorising activities differently..

RESOLVED: (Cr Brown/Cr Morgan)

Minute No. CCPC 25107

"That the Committee:

- (1) notes progress in transitioning to a coordinated, strategically aligned programme of activities to support community wellbeing;*
- (2) notes the Solus database now provides insights into programme participation, supports evidence-based decision-making for programming, and presents opportunities to expand Solus towards a singular view of Council's community activities;*
- (3) notes the Annual Plan key performance indicator to deliver at least 3000 events has already been exceeded at the end of Q2; and*
- (4) notes the upcoming Q3 and Q4 programming, including Matariki, Pasifika Language Weeks, and Youth Week, which will support underrepresented categories and incorporate sustainability elements."*

10. INFORMATION ITEMS

a) Neighbourhoods and Communities Director's Report

Report No. CCPC2025/1/32 by the Director Neighbourhoods and Communities

The Director Neighbourhoods and Communities elaborated on the report.

RESOLVED: (Cr Brown/Cr Shaw) **Minute No. CCPC 25108**

"That the Committee receives and notes the information."

b) Communities, Culture and Partnerships Committee Work Programme 2025

Memorandum dated 10 February 2025 by the Democracy Advisor

RESOLVED: (Cr Brown/Cr Morgan) **Minute No. CCPC 25109**

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

11. QUESTIONS

There were no questions.

12. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Mai te tohi rangi, ki te tohu nuku,	Of heavenly and terrestrial
Tiaho I roto, mārama I roto,	blessings may it twinkle and shine
Tupu mauri ora ki te whai ao ki te ao	within me and allow my being to
Mārama	grow out into the work of life and
	light
Haumi e, hui e tāiki e	Draw together!
	Affirm!

There being no further business, the Chair declared the meeting closed at 4.02pm.

K Brown
CHAIR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025

From: Daniel Chrisp

To: Communities, Culture and Partnerships Committee

Firstly, I would like to thank officers for taking on what has been raised at previous meetings and taking action to produce this report. I'd like to thank Arthur Nelson, the report is well written and very thorough, with enough detail provided to give Councillor's something to consider.

This is the type of report that requires serious consideration by Councillor's, and I see it as an opportunity for Council to put right previous poor decision making and consultation.

A reminder and recap of my previous public comments

- 1. The decision to join cemetery services was done entirely behind closed doors, i have combed all previous documents and meeting minutes regarding this matter and found no evidence that residents were ever consulted, one meeting minutes stated from officers "we do not consider this matter needs public consultation"*
- 2. That when cemetery land options were investigated in the early 2000's, only council and crown owned lands were looked at, this would be considered not best practice within the industry when it comes to cemetery development, officers at the time appear to have made the decision purely based on financial motives.*
- 3. There is no clear reason found as to why Hutt City Council (HCC) ever purchased the land in Akatarawa, and therefore this should be considered a null point to consider.*

I would like to stress that as a resident and an industry advisor all I have ever wanted is 2 things.

- 1. For Council to properly consult on what is a very important decision and service to the community, to ask its residents if they are happy to merge with Akatarawa for the purpose of burials (Ashes can be easily accommodated at the existing cemeteries)*
- 2. That if residents want a Lower Hutt cemetery option for burials (which i would suggest they do given the petition) that HCC redo the work it previously did and do it thoroughly and with all due diligence, should there indeed be no good land options (or land options that are far out of reach due to cost) then continue along its track with Akatarawa. (This part of the project is costing PCC \$150k)*

Given this Agenda item I did a couple quick Facebook polls for the community and the local cemetery option instead of going to Akatarawa received widespread support. One poll with 50% support compared to 18% support for Akatarawa (over 300 respondents). The other poll received 78% support for a local cemetery vs 7% support for Akatarawa (over 100 respondents).

I would also like to reiterate points previously made for consideration of this strategic decision.

While both HCC and Upper Hutt City Council (UHCC) officers are throwing out the figure of extending burial capacity at Akatarawa Cemetery for 25 years, these figures were questioned as to the calculations being inaccurate and UHCC officers ignored that questioning, I have submitted an OIA to UHCC regarding this, if both councils are putting all their eggs in one basket, they are owed to know exactly how big or small that basket is. Even if we can achieve 25 years capacity at Akatarawa Cemetery, best practice for cemetery developments is to aim for a minimum of 30 years capacity. Wellington City Council and Porirua City Council are currently aiming for at least 50 years capacity with their cemetery expansion projects.

Regarding aligning closer to UHCC with specifically the fees charged. I would caution HCC about this until they have certainty from UHCC that their officers have done a full review on their fees, with their review comparing their fees to the region, and considering the balance of offering a service vs not running at a loss.

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

Minutes of a meeting held in the Council Chambers,
2nd Floor, 30 Laings Road, Lower Hutt on
Tuesday 11 March 2025 commencing at 2:00 pm

PRESENT:

Cr A Mitchell (Chair)	Mayor C Barry (via audio-visual link)
Cr T Stallinger	Cr B Dyer
Cr Edwards	Deputy Mayor T Lewis (Deputy Chair)
Cr K Morgan	Cr C Parkin

APOLOGIES: Cr Brown

IN ATTENDANCE:

Cr J Briggs
J Miller, Chief Executive
A Blackshaw, Director Neighbourhoods and Communities
J Griffiths, Director Strategy and Planning (via audio-visual
link)
J Scherzer, Acting Director Environment and Sustainability (via
audio-visual link)
J Kingsbury, Director Economy and Development
J Livschitz, Group Chief Financial Officer
B Cato, Chief Legal Officer
B Hodgins, Electoral Officer
R Hardie, Head of Strategy & Policy
S White, Policy Advisor
D Pratt, Animal Services Manager
Y Chung, Senior Financial Accountant
D Cowan, Financial Accountant
J Lamb, Head of Business and Economy
G Birse, Head of Enterprise Portfolio Management Office
J Kilty, Democracy Advisor

PUBLIC BUSINESS

1. **OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with a sharpened air.</i>
He tio, he huka, he hau hū	<i>A touch of frost, a promise of a glorious day.</i>
Tihei mauri ora.	

2. **APOLOGIES**

RESOLVED: (Cr Mitchell/Cr Parkin)

Minute No. PFSC 25101

"That the apology received from Cr Brown be accepted and leave of absence granted."

3. **PUBLIC COMMENT**

There was no public comment.

4. **CONFLICT OF INTEREST DECLARATIONS**

Deputy-Mayor Lewis declared a conflict of interest in relation to items 6b) and 8 as she was Council's representative on the Seaview Marina Limited Board.

PRECEDENCE OF BUSINESS

The Chair gave precedence of business to the following items: 6a) Urban Plus Limited Group Draft Statement of Intent 2025/26 to 2027/28, 6b) Seaview Marina Limited Draft Statement of Intent 2025/26 to 2027/28, 7) Urban Plus Limited Group Six Month Report to 31 December 2024, 8) Seaview Marina Limited Six Month Report to 31 December 2024 and 9) Hutt Valley Chamber Of Commerce - 6 Month Report to 31 December 2024.

The items are listed in the order they appear on the agenda.

5. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 25 MARCH 2025**

a) 2025 Local Elections

The Electoral Officer elaborated on the report.

In response to questions from members, the Electoral Officer stated that random order on voting papers had been proven to be fairer. He also advised that information on the upcoming local elections would be published on Council's website shortly.

<p><u>RECOMMENDED:</u> (Cr Mitchell/Cr Stallinger) Minute No. PFSC 25102</p> <p><i>"That the Committee recommends that Council:</i></p> <p>(1) <i>notes that in accordance with regulation 31 of the Local Electoral Regulations 2001, Council can determine the method used to order the names on the voting paper for the 2025 local elections, using alphabetical, random or pseudo-random order; and</i></p> <p>(2) <i>agrees to use the random order method of arranging candidates' names on the voting paper for the 2025 triennial local elections for Lower Hutt City and Wainuiomata and Eastbourne Community Boards and for any by-elections held during the 2025-2028 triennium."</i></p>

b) Review of Appearance Industries Bylaw 2020

The Head of Strategy and Policy elaborated on the report.

<p><u>RECOMMENDED:</u> (Cr Mitchell/Deputy Mayor Lewis) Minute No. PFSC 25103</p> <p><i>"That the Committee recommends that Council:</i></p> <p>(1) <i>notes that under section 158 of the Local Government Act 2002, Hutt City Council is required to review its Appearance Industries Bylaw by October 2025;</i></p> <p>(2) <i>notes the feedback and analysis from the early engagement process as summarised at Appendix 1 to the report;</i></p> <p>(3) <i>approves the proposed changes to the Appearance Industries Bylaw 2020 and its Code of Practice for public consultation as outlined in the draft Statement of Proposal attached at Appendix 2 to the report; and</i></p> <p>(4) <i>approves the proposed special consultative procedure required under section 86 of the Local Government Act 2002 to run from 28 March to 26 April 2025."</i></p>

c) Review of the Dog Control Policy and Bylaw

The Policy Advisor elaborated on the report.

In response to questions from members, the Animal Services Manager said that Council operated under the Dog Control Act, which had limited welfare provisions for Council to enforce.

In response to questions from members, the Policy Advisor stated that the changes aimed to address inconsistencies. He said that more details could be provided regarding impounded dogs. He added that signs would be implemented in areas most used by dog walkers. He advised that engagement had been conducted with Greater Wellington to ensure alignment with their dog control practices.

Cr Dyer recommended signs be placed in those areas to alert the public to the proposed changes.

The Policy Advisor noted that engagement had been conducted with Greater Wellington Regional Council to ensure alignment with their Dog Control practices.

Members asked officers to review the maps for clarity before the consultation.

RECOMMENDED: (Cr Mitchell/Cr Stallinger)

Minute No. PFSC 25104

"That the Committee recommends Council:

- (1) *notes the Dog Control Policy and the Dog Control Bylaw were last reviewed on 15 December 2015;*
- (2) *notes that under the Local Government Act 2002 and the Dog Control Act 1996, the Dog Control Policy and Dog Control Bylaw are required to be reviewed by December 2025;*
- (3) *notes the draft Statement of Proposal attached at Appendix 1 to the report, including:*
 - a. *the draft Dog Control Policy;*
 - b. *the draft Dog Control Bylaw;*
 - c. *a summary of the proposed changes;*
 - d. *an overview of the early engagement results; and*
 - e. *the draft consultation material;*
- (4) *notes the Communications and Engagement Plan at Appendix 2 attached to the report;*
- (5) *approves the proposed draft Statement of Proposal for consultation attached as Appendix 1 to the report subject to review of the maps detailing proposed changes; and*

(6) *approves running a special consultative procedure from 26 March to 26 April 2025 in accordance with the Local Government Act 2002."*

6. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 11 MARCH 2025**

a) Urban Plus Limited Group Draft Statement of Intent 2025/26 to 2027/28

Daniel Moriarty, Chief Executive and Cameron Madgwick, Board Chair of Urban Plus Limited (UPL), were in attendance for the item.

The Senior Financial Accountant elaborated on the report.

In response to questions from members, UPL's Chief Executive stated that their assumptions were based on market projections and historical trends in the Hutt Valley. He mentioned that UPL plans to expand its portfolio with a new key performance indicator outlining the target number of properties. He also emphasised that UPL's portfolio and Community Housing Providers were being expanded.

RECOMMENDED: (Cr Mitchell/Cr Edwards) **Minute No. PFSC 25105**

"That the Committee recommends that Council:

- (1) *notes that the Urban Plus Group (UPL) board has submitted a draft Statement of Intent (SOI) for the three years 2025/26 - 2027/28, attached as Appendix 1 to the report, in accordance with the Local Government Act 2002;*
- (2) *notes the projected 10 year plan attached as Appendix 2 to the report;*
- (3) *notes that officers have reviewed the draft SOI for compliance with the Local Government Act 2002 and provided their analysis;*
- (4) *receives the draft SOI;*
- (5) *reviews the draft SOI and considers if any modifications should be made; and*
- (6) *notes the comments provided for the UPL board to consider in finalising its SOI "*

b) Seaview Marina Limited Draft Statement of Intent 2025/26 to 2027/28

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

Tim Lidgard, Chief Executive of Seaview Marina Limited (SML), was in attendance for the item.

The Financial Accountant elaborated on the report.

In response to questions from members, the Chief Executive of SML noted that the marina spaces had not been fully occupied and were being rented out on a short-term basis.

In response to a question from a member, the Financial Accountant said that equity had been invested in SML to finance the new seawall and other projects.

RECOMMENDED: (Cr Mitchell/Cr Morgan)	Minute No. PFSC 25106
<p><i>"That the Committee recommends that Council:</i></p> <ol style="list-style-type: none"> <li data-bbox="387 985 1433 1086"><i>(1) notes the Seaview Marina (SML) board has submitted a draft Statement of Intent (SOI) for the three years 2025/26 to 2027/28, attached as Appendix 1 to the report, in accordance with the Local Government Act 2002;</i> <li data-bbox="387 1108 1433 1176"><i>(2) notes that officers have reviewed the draft SOI for compliance with the Local Government Act 2002 and provided their analysis;</i> <li data-bbox="387 1198 1433 1232"><i>(3) receives the draft SOI;</i> <li data-bbox="387 1243 1433 1276"><i>(4) reviews the draft SOI and considers if any modifications should be made;</i> <li data-bbox="387 1288 1433 1355"><i>(5) notes the comment provided for the SML Board to consider in finalising its SOI; and</i> <li data-bbox="387 1377 1433 1489"><i>(6) notes the SOI includes the assumed purchase of the breakwater from Council for \$3.4M which will be funded by additional borrowings; this is subject to further decision making processes by Council and may vary."</i> 	

7. **URBAN PLUS LIMITED GROUP SIX MONTH REPORT TO 31 DECEMBER 2024**

Report No. PFSC2025/1/50 by the Senior Financial Accountant

Daniel Moriarty, Chief Executive and Cameron Madgwick, Board Chair of Urban Plus Limited (UPL), were in attendance for the item.

The Senior Financial Accountant elaborated on the report.

In response to questions from members, the Board Chair of UPL suggested that forecasting could be provided in the future. The Chief Executive of UPL said that UPL would adopt a more conservative approach when evaluating projects during the market downturn. He noted that entities had received positive feedback regarding the CHPs programme in Stokes Valley. He added that UPL would proceed cautiously with the CHPs project due to ongoing uncertainties.

The Chief Executive acknowledged that several significant achievements had been made despite the downturn in the property market.

Cr Stallinger proposed receiving forecast figures biannually moving forward. Cr Parkin supported Cr Stallinger's proposal.

RESOLVED: (Cr Mitchell/Cr Morgan)

Minute No. PFSC 25107

"That the Committee receives the half year report from Urban Plus Limited Group attached as Appendix 1 to the report."

8. **SEAVIEW MARINA LIMITED SIX MONTH REPORT TO 31 DECEMBER 2024**

Report No. PFSC2025/1/52 by the Financial Accountant

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

Tim Lidgard, Chief Executive of Seaview Marina Limited (SML), was in attendance for the item.

The Financial Accountant elaborated on the report.

In response to questions from members, the Chief Executive of SML noted that the predicted increase in occupancy over the summer had not materialised. He stated that a full-time Health and Safety Advisor was necessary due to SML's various activities. He also noted that lessons had been learned from the diesel leak failure and stated that the new above-ground infrastructure would help mitigate any future issues.

RESOLVED: (Cr Mitchell/Cr Stallinger)

Minute No. PFSC 25108

"That the Committee receives and notes the half year report from Seaview Marina Limited attached as Appendix 1 to the report."

9. **HUTT VALLEY CHAMBER OF COMMERCE - 6 MONTH REPORT TO 31 DECEMBER 2024**

Report No. PFSC2025/1/54 by the Head of Business and Economy

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

The Head of Business and Economy elaborated on the report.

In response to member questions, the Chief Executive of HVCC explained that they had engaged stakeholders about the Gracefield site, supported by local MPs and Council, to involve the Ministry of Business, Innovation and Employment in discussions. He noted that while Callaghan Innovation was being disestablished, HVCC was focused on shaping the site's future. Although they had contacted the Jackson Street Programme (JSP) without a response, HVCC continued to support Petone businesses independently and remained open to future collaboration.

RESOLVED: (Cr Mitchell/Cr Edwards)

Minute No. PFSC 25109

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

10. **QUARTERLY PERFORMANCE REPORT - 1 OCTOBER TO 31 DECEMBER 2024**

Report No. PFSC2025/1/56 by the Portfolio Analyst

The Head of Enterprise Portfolio Management Office (EPMO) elaborated on the report.

RESOLVED: (Cr Mitchell/Cr Stallinger)

Minute No. PFSC 25110

"That the Committee receives and notes the Quarterly Performance Report for the period 1 October to 31 December 2024, attached as Appendix 1 to the report."

11. **INFORMATION ITEM**

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

Memorandum dated 24 February 2025 by the Democracy Advisor

RESOLVED: (Cr Mitchell/Deputy Mayor Lewis)

Minute No. PFSC 25111

"That the Committee receives and notes the draft forward programme for 2025 attached as Appendix 1 to the memorandum."

12. **QUESTIONS**

There were no questions.

13. **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 3.19 pm.

Cr A Mitchell
CHAIR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025



Statement of Proposal

Draft Appearance Industries Bylaw Review

Summary of Proposal

The Appearance Industries Bylaw 2020 and the Appearance Industries Bylaw 2020 Code of Practice regulate the provision of beauty therapy, skin and body piercing, and tattooing services in Te Awa Kairangi ki Tai, Lower Hutt.

The purpose is to safeguard public health by ensuring businesses comply with hygiene, sterilisation, and safety protocols to prevent the spread of infections and other health risks.

The Appearance Industries Bylaw 2020 sets rules for licensing and hygiene, ensuring safety, while the Code of Practice provides guidance on compliance and safe procedures.

The Bylaw has now been in place for five years and is due to be reviewed in accordance with Section 158 of the Local Government Act (2002). The goal of the review is to make sure the Bylaw and Code of Practice still work well, protect public health and meet industry needs.

Early engagement

In January 2025, initial feedback was sought from registered businesses and relevant industry groups to ensure the Bylaw and Code of Practice were effective in protecting public health and meeting industry needs.

The survey asked respondents what changes they would like to see made to the Bylaw and Code. the qualitative details in these responses were used to inform the proposed changes in this document.

There were 12 respondents to the early engagement. Of the respondents, 10 work in 'beauty enhancement', 4 'tattooing' and 3 in 'skin and body piercing'. As some businesses provide multiple services, respondents could select all that applied.

There was a mixture of levels of satisfaction with the Bylaw and Code, with most of the respondents neither satisfied nor dissatisfied with the bylaw and satisfied with the Code.

Comprehensive feedback was received from the NZ Board of Professional Skin Therapies (NZBPST). The role of NZBPST is to represent, support and advocate on behalf of skin therapists and other sectors of the beauty industry to safeguard the health and well-being of their clients, staff and public. Where possible, the recommendations from NZBPST have been incorporated into the proposed changes.

Consideration of traditional tā moko practices

Currently, traditional tā moko practices on Marae are exempt from the Bylaw and Code of Practice. Officers have engaged with iwi to understand tā moko practices and whether these should be included in the Bylaw and Code of Practice. Our conclusion is that Marae have appropriate tikanga and processes to manage tā moko work so there is no reason to change the exemption of tā moko from the Bylaw and Code of Practice at this time.

Proposed changes to the Bylaw and Code of Practice

Council has developed a consolidated list of proposed changes to the Bylaw and Code of Practice. These changes are tracked in the draft Bylaw and Code of Practice attached as Appendix A (the draft Bylaw) and Appendix B (the draft Code of Practice).

The proposed changes primarily focus on clarifying standards, improving hygiene and safety measures, and ensuring compliance with industry best practices.

The table below summarises the issues identified during early engagement, both externally and internally, and provides the proposed change to the Bylaw or Code.

Proposed changes to the Bylaw and Code of Practice

Issue Identified	Proposed Change	Relevant Code Section
Training & Qualifications	Changed "recognised qualification" to "appropriate qualification" to include overseas verification.	Minimum Standard 2

Incident Recording	Added requirement to notify the council of incidents by the next working day.	Minimum Standard 2
Recognition of NZBPST	Added NZ Board of Professional Skin Therapies (NZBPST) as an official industry oversight body.	Minimum Standard 2
Sterilisation Process	Updated to ensure instruments remain sterile during use.	Minimum Standard 3
Electrolysis Definition	Corrected spelling and, refined technical terminology and added recommended aftercare.	Minimum Standard 3
Autoclave Spore Testing	Required operators to provide proof of regular spore testing during inspections.	Minimum Standard 3
Hygiene Standards	Added floor cleaning protocols and a new rule restricting operator jewellery	Minimum Standard 4
Threading Hygiene	Prohibited holding thread in the mouth.	Minimum Standard 4A
Manicure & Pedicure Health	Added a clause requiring operators to stop treatment and refer to a medical practitioner if infection is identified.	Minimum Standard 4B
Electric Nail File Safety	Banned use of electric nail files on natural nails to prevent burns and trauma.	Minimum Standard 4B
Imported Machinery Safety	Required NZ/AU compliance before use of imported machinery.	Minimum Standard 5
Laser Equipment Calibration	Required regular recalibration of IPL/Laser equipment by a certified technician.	Minimum Standard 5
Licence Naming	Renamed 'Health Protection Licence' to 'Certificate of Registration'.	General References
Fee Structure	Removed fixed fees to allow annual updates without a formal bylaw review.	Section 9 (Bylaw)

The rationale for Council's decision about what proposed changes to come out of the early engagement has been made and what have not can be found here [Rationale for proposed decisions](#)

The full version of the proposed changes to the Bylaw and Code, with the proposed changes marked in red, can be found here:

[Proposed track changes for Appearance Industries Bylaw 2020](#)

Proposed tack changes for Code of Practice

How to have your say

We want your feedback on the proposed changes to the Appearance Industries Bylaw (Bylaw) and Code of Practice (Code). The submission period runs from **26 March- 28 April 2025**. If required, hearings will be held in June 2025.

You can provide feedback in multiple ways:

- Make an online submission at haveyoursay.huttcity.govt.nz [link];
- Email your submission to policy@huttcity.govt.nz with 'Appearance Industries' in the email subject line; and
- Drop off a submission at the front counter at our offices at 30 Laings Road.

Timeline for consultation

The consultation is open from 26 March – 28 April 2025

Public consultation	26 March - 28 April 2025
Hearings of submissions	June 2022 (if required)
Results of consultation and options presented to Policy and Finance Committee for approval	1 July 2025
Council adopts updated Bylaw and Code	27 July 2025

Privacy Statement

We require your name, contact details and the suburb you live in as part of your feedback. All feedback will be published on our website with your name. All other personal or commercially sensitive information (including your email address and suburb) will be removed. Publishing feedback in full supports a transparent process and will assist in the public hearing process. If you have specific reasons for not wanting your feedback publicly released, please contact policy@huttcity.govt.nz.

Public Hearings

The online survey also asks if you want to present directly to Councillors at a hearing. If you state that you do want to present to Councillors, you will be contacted by Council staff to arrange a time for you to speak.

Feedback will be considered by Council regardless of whether you wish to present your views at a hearing or not. Final decisions will be made in July 2025 and the reviewed Appearance Industries Bylaw and Code of Practice will be adopted in July 2025.

Storing personal information

Council stores information with reasonable safeguards against loss and disclosure. Reasonable safeguards include physical and technological protections. Personal information is accessible to staff who have a legitimate reason to access it. Council has a code of conduct where unauthorised disclosure of confidential information or records in accordance with the provisions of the Public Records Act, which includes the authorised destruction of records once they are no longer required to be kept for legislative compliance or business purposes.

Access to your information

The information you provide will be accessible only by Council staff and will not be shared with any third party outside of the Bang the Table survey platform. You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at policy@huttcity.govt.nz, or 04 570 6666, or 30 Laings Road, Lower Hutt 5010.

Statutory authority to undertake reviews

Relevant legislation

Relevant Act:	Section:	Description:
Local Government Act 2002	145	Councils may enact bylaws to prevent nuisance, protect public health and safety, and minimise offensive behaviour in public spaces.
	155	Council must decide if a bylaw is necessary. If so, it must ensure it is the best option and complies with the New Zealand Bill of Rights Act 1990.
	158	Council must review bylaws within 5 years of it being made.
	Part 8 subpart 2	LGA enforcement includes: <ul style="list-style-type: none"> • court injunctions (s.162), • property seizure and disposal of property (s.164, 165, 168) • entry powers (s.171, 172, 173), • and the ability to request personal information (s.178).
Health Act 1956	64	The Health Act allows local authorities to make bylaws to protect public health, prevent nuisances, and enforce sanitary measures for businesses.
	Parts 2 and 7.	Enforcement powers include: <ul style="list-style-type: none"> • court orders (s.33) • cost recovery to abate nuisance (s.34) • cleaning of premises (s.41) • powers of entry (s.128)

Council has made the following determinations previously in relation to the review of the Bylaw and Code

In 2020, Council identified the perceived problems with the Appearance Industry that warranted a bylaw as:

- the public health risk associated with appearance industry procedures that risk breaking or cutting the skin, such as pedicures, microblading, tattooing, and piercing.

- these treatments can expose clients to bacterial infections, blood-borne viruses (e.g., hepatitis B, C, HIV), and fungal infections.

As no national legislation regulates the appearance industries, local councils are responsible for setting and enforcing minimum hygiene and safety standards. While many operators follow best practices, others do not, and new businesses may unknowingly operate below the expected standards.

The most appropriate way of addressing the perceived problem

When creating the Bylaw in 2020, Council identified three options for addressing the perceived problem with the appearance industries:

- Non-regulatory: eg voluntary compliance and education;
- Other regulatory options: using existing regulatory powers when Council is notified of harm occurring; and
- Establish a bylaw.

After analysing all options, Council determined that a Bylaw was the most effective and appropriate solution for mitigating public health risks posed by the appearance Industries.

Recent inspection results provided in the table below show the number of hygiene and safety issues that had to be corrected before licenses were granted. This indicates that the problem persists and that the Bylaw and inspections remain essential in improving compliance and protecting public health.

issues identified during licencing inspections 2022-2024

Issue identified	2022	2023	2024
Cleaning and sanitising	16	20	17
Facilities/Structure	3	7	1
Equipment	12	19	5
Sanitary fixtures	0	4	1
Operator conduct etc	6	2	3
Consent	3	4	1
Qualifications/standards/policies	19	18	7
	59	74	35

Because evidence shows the risks posed by those working in the Appearance Industry remain and no national legislation has been implemented, Council considers retaining and updating the Bylaw and Code of Practice are still the most appropriate way to address the perceived problem.

New Zealand Bill of Rights Implications

Under section 155 of the Local Government Act 2002, Council must assess whether the reviewed Appearance Industries Bylaw has implications under the New Zealand Bill of Rights Act 1990 (NZBORA).

The only potential concern is a limitation on freedom of expression (section 14) As the Bylaw aims to protect public health by regulating service methods rather than restricting their use for expression, we consider this does not infringe on civil or political rights under NZBORA.

Appendix 1: Draft Appearance Industries Bylaw

Appendix 2: Draft Code of Practice



Statement of Proposal

Draft Dog Control Policy and Dog Control Bylaw

Summary of Proposal

The Dog Control Act 1996 (the Act) requires councils to adopt a dog control policy. To implement the Policy, councils can also adopt a dog control bylaw at their discretion.

Under the Local Government Act 2002 (the LGA), councils must review their bylaws within five years of being made, and then subsequently reviewed within ten years after the date of any previous review.

Section 10AA of the Act requires Council to review its policy if the bylaw implementing the policy requires review.

Council's Dog Control Policy (the Policy) and Dog Control Bylaw (the Bylaw) were last reviewed in 2015 and are now required to be reviewed by December 2025.

What does the Dog Control Policy do?

The purpose of the Policy is to outline how Hutt City Council will address requirements under the Act. Residents of Te Awa Kairangi ki Tai Lower Hutt can refer to the Policy to better understand what regulatory controls are in place to ensure that dog owners and other users share public spaces safely and responsibly.

The Policy includes:

- expected behaviour of a good dog-owner;
- identification of dog exercise areas and prohibition areas;
- licensing and registration requirements; and
- enforcement actions of Council's Animal Control Services.

What does the Dog Control Bylaw do?

The Act gives territorial authorities the means to develop a bylaw to enforce the regulatory controls set out in the policy and Act, such as:

- general controls in public places;
- standards for the keeping of dogs;
- setting and collecting registration fees; and
- licensing exemptions.

Residents can refer to the Bylaw to understand how Hutt City Council enforces all aspects of dog control within the city.

Proposed changes to the Policy and Bylaw described in this Statement of Proposal include:

- minor changes to improve clarity;
- administrative changes; and
- updated maps of dog prohibition areas and dog exercise areas.

Authority to undertake reviews

Section 10 of the Act requires councils to have a policy. Section 20 of the Act provides for councils to establish a bylaw to enforce the Policy and Act. The statutory authority to undertake the review of the Policy and Bylaw comes from both the Act and the LGA.

Under the Act, a new bylaw must be reviewed within five years of being made, and then subsequently reviewed within ten years after the date of any previous review. The current Dog Control Bylaw was last reviewed in December 2015, and therefore the review is required by December 2025.

Section 10AA(2) of the Act provides that the councils must review the bylaw by making the determinations required under Section 155 of the Local Government Act 2002 in the context of a reconsideration of the matters in Section 10(4) of the Act. Only the Council can make these determinations, and this authority cannot be delegated.

Section 10AA also outlines the processes that must be followed after the review has been completed. If the Council considers that the bylaw should be amended, revoked, or revoked and replaced, it must deal with the bylaw under section 156 of the LGA (relating to consultation requirements) and if appropriate amend its policy.

Section 10AA of the Act requires a council to review its policy if the bylaw implementing the policy requires review. Section 10 of the Act allows the Council, in accordance with the special consultative procedure, to adopt an amended policy at any time.

The regulatory scope and requirements are set out in Section 10 of the Act for dog control policies, and section 20 for dog control bylaws. Section 10(2) of the Act requires that the Council give notice of any draft policy to all registered dog owners.

As the bylaw is made under the authority of two Acts, the requirements of both must be considered. The bylaw must be made using the processes set out in the LGA and may be made to address a range of matters set out in Section 20 of the Act. As the policy must be reviewed when the bylaw is reviewed, the Act requires councils use the special consultative procedure for both the policy and the bylaw, and that these processes be conducted concurrently.

Section 83 of the LGA requires that a Statement of Proposal be prepared and adopted as part of the Special Consultative Procedure.

The review of the bylaw requires analysis of Section 155 of the LGA. This analysis involves a determination of whether or not a bylaw is the most appropriate way of addressing a perceived problem. If it is identified as being the most appropriate way of addressing a problem, the Council must decide whether the bylaw is the most appropriate form of bylaw, and whether or not the bylaw gives rise to any implications under the New Zealand Bill of Rights Act 1990 (NZBoRA).

Early engagement

Initial feedback was sought from the public on several questions related to dog ownership and enforcement of rules. Of the 1,317 responses received, 1,301 were Lower Hutt residents, and 1,269 were dog owners. Overall, respondents were satisfied with dog exercise areas and the management of dogs on marked sports fields and shared paths. Table 1 below outlines the results of the early engagement:

Table 1: Results of early engagement

Question	Yes	No	Not sure/ rather not say	Comments

Are you a dog owner? (1317 responses)	96.3% (1269)	3% (39)	0.7% (9)	N/A																						
Do you ever take care of someone else's dog in Lower Hutt? (47 responses)	29.8% (14)	61.7% (29)	8.5% (4)	This question was only asked of people who answered no to the dog owner question.																						
Do the dog exercise areas in Lower Hutt meet your needs? (1316 responses)	62% (811)	25% (335)	13% (170)	From respondents that are not satisfied or unsure, most responses cited: <ul style="list-style-type: none"> Public safety issues Dog owner responsibility issues More dog exercise options needed Accessibility/closer to home More fenced areas for safety Better maintenance and infrastructure Year-round beach access Use of school grounds when not in use 																						
Do you visit dog exercise areas outside your suburb? (1290 responses)	66% (855)	33% (424)	1% (11)	The following areas are reported as most visited: <table border="1"> <tr> <td>Hutt Riverbanks</td> <td>650</td> </tr> <tr> <td>Petone Beach area: West of Petone Wharf</td> <td>595</td> </tr> <tr> <td>Petone Beach East</td> <td>465</td> </tr> <tr> <td>Eastbourne: Muritai Beach</td> <td>274</td> </tr> <tr> <td>Petone: Sladden Park</td> <td>225</td> </tr> <tr> <td>Days Bay</td> <td>204</td> </tr> <tr> <td>Petone Recreation Ground</td> <td>196</td> </tr> <tr> <td>Petone: Western side of Te Mome Stream</td> <td>166</td> </tr> <tr> <td>Hutt Recreation Ground</td> <td>149</td> </tr> <tr> <td>Petone: North Park</td> <td>102</td> </tr> <tr> <td>Alicetown: Ava Park</td> <td>101</td> </tr> </table>	Hutt Riverbanks	650	Petone Beach area: West of Petone Wharf	595	Petone Beach East	465	Eastbourne: Muritai Beach	274	Petone: Sladden Park	225	Days Bay	204	Petone Recreation Ground	196	Petone: Western side of Te Mome Stream	166	Hutt Recreation Ground	149	Petone: North Park	102	Alicetown: Ava Park	101
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Hutt Recreation Ground	149																									
Petone: North Park	102																									
Alicetown: Ava Park	101																									
Do you have any issues with how dogs are managed around marked fields? (1295 responses)	16% (214)	71% (915)	13% (166)	Of the 29% of respondents that said yes or not sure, most comments were about: <ul style="list-style-type: none"> Issues with dogs being on or off lead; Being able to use marked fields when not in use; and Lack of dog owner responsibility. 																						
Do you have any issues with how dogs are managed on shared paths? (1250 responses)	21% (268)	72% (899)	7% (83)	Of the 28% of respondents that said yes or not sure, comments focused mostly on: <ul style="list-style-type: none"> Cyclists; Dogs being off lead; Owner responsibility; and Public safety. 																						
Do you have any specific issues related to dog control in Lower Hutt? (498 responses – text box)	Most common themes in the responses: <ul style="list-style-type: none"> Roaming dogs are an issue (217) More enforcement required (167) Public safety issues (155) Owner responsibility (98) Barking dogs (51) 																									

Summary of proposed changes

Clarification and administrative changes

Where a particular section of the Act is referenced in the Policy, wording has been amended to more accurately reflect the contents of the Act.

Map-related changes

There are proposed changes to areas along the Lower Hutt Riverbank, Honiana Te Puni Reserve (Petone), and Sunset Point (Seaview), Avalon Park (Avalon), York Park (Moera), Bell Park (Waiwhetu), and the Eastern section of Richard Prouse Park (Wainuiomata). These changes are made clear in our consultation questions. In addition, there are minor changes to other maps proposed, including tidying preexisting maps within the Bylaw for clarity (e.g. amending a map to ensure it lines up with an access point).

Commercial licence and limiting dog numbers

Council is proposing to add a commercial licence for professional dog walkers, and an exemption for people wishing to walk four or more dogs (non-commercially). This is to help ensure they can manage multiple dogs in a public place. The commercial dog walkers' licence will include officers checking the competency of those applying. In the case of non-commercial dog walkers, it will be an exemption rather than a licence. The exemption will be granted at Council's discretion and may require proof of competency.

This change is being proposed due to issues arising from dog walkers losing control of the large numbers of dogs they are walking and Council receiving complaints from the community.

Always maintaining control of your dog, regardless of it being on a lead, is an essential part of the Bylaw and Policy. The impact of this proposed change will primarily affect those individuals walking other peoples' dogs rather than private dog owners.

Council determines this change to the Bylaw is the most appropriate way of controlling commercial dog walkers (and controlling non-commercial dog walkers who wish to walk four or more dogs). This is because of the potential safety risk to both the general public and other dogs, as well as the potential for nuisance to the community from uncontrolled dogs. Council is proposing to make this change for groups of four or more dogs (that are under the responsibility of one individual).

This proposed change to licence commercial dog walkers will help to promote dog walking professionals who are experienced and are effective dog handlers. This will allow the community to have greater confidence when choosing professionals they pay to look after their dogs. Implementing this proposed change will give Animal Services officers the ability to enforce the rules when there are instances of irresponsible and unsafe dog handling.

The proposed change to require commercial dog walkers to apply for a license was introduced by Wellington City Council during their last review of their dog control measures. This change in Lower Hutt would help to make the rules consistent across the two neighbouring communities.

Council could have implemented a ban on walking more than four dogs. However, Council recognises the need for quality-assured commercial dog walking services (and in some cases a private individual needing to walk more than four dogs), and this license requirement supports this. Therefore, Council proposes that this change to the Bylaw is the most appropriate form of the Bylaw.

Working dogs in the Policy

Council is proposing to amend its Policy to include some additional wording around working dogs as well as a working dogs registration form, to provide clarity to the community, and reflect what is prescribed under the Act.

Under Section 36 of the Act, working dogs are required to be registered by the age of 3 months. Under Section 37(2)(b) of the Act, Council may fix fees for working dogs that are lower than would otherwise be payable to non-working dogs.

This proposed change to the wording of the Policy will help to address confusion around the definition of “working dogs” by directing community members to the [Act’s definition](#) and the Council’s fees schedule.

You can find the fees and charges for dogs [at this link](#).

A summary of all proposed changes is provided in the table below.

Summary of proposed changes to Council’s Dog Control Bylaw and Policy

Issues/Themes	Source	Impact	Comment/proposal
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Roaming dogs	Survey feedback	Safety concerns	The Bylaw and Policy provide appropriate rules and powers for managing roaming dogs. No change.
Not enough enforcement	Survey feedback	Nuisance and safety concerns	The Bylaw provides appropriate powers for officers to enforce the rules. No change.
Public safety	Survey feedback	Safety concerns	The Bylaw and Policy provide appropriate rules and powers for keeping people and dogs safe. No change.
Irresponsible owners	Survey feedback	Nuisance and safety concerns	The Bylaw and Policy provide appropriate powers for officers to issue infringements and warnings to irresponsible dog owners. No change.
Barking dogs	Survey feedback	Nuisance	The Bylaw and Policy provide appropriate rules and powers for managing barking dogs. No change.
Issues on shared paths	Survey & internal feedback	Safety concerns	Focus on educational approach to shared spaces (e.g. paths running through dog exercise areas).
Unclear wording in Policy and Bylaw	Internal feedback	Lack of clarity	Update wording where appropriate.
Policy and Bylaw could better reflect the Act	Internal feedback	Lack of clarity	Review the Policy and Bylaw against the Act and update where appropriate.
Inaccurate maps	Internal feedback	Lack of clarity	Review and update all maps in the Bylaw.
Proposed amendments to maps in significant areas	Survey & internal feedback	Changes dog exercise and dog on-lead areas in specific locations	Review and update relevant maps in the Bylaw to show amended dog exercise and dog-on-lead areas.
Maps do not align with	Consent conditions	Changes the dog on-lead	Review and update the relevant map.

consent conditions		area at Sunset Point, Seaview	
Would like more dog exercise areas	Survey feedback	Changes to dog on-lead and exercise areas	Review and update the relevant map and wording in the Bylaw.
Licence for commercial dog walkers	Internal feedback & complaints	Safety concerns	Amend Bylaw to include licensing for commercial dog walkers
Limits on the number of dogs individuals can walk - and exemptions	Internal and external feedback	Safety concerns	Amend Bylaw to include wording for controlling the number of dogs an individual can walk, and the opportunity for people to apply for an exemption to the rule.
Inconsistent summertime restrictions	Internal feedback	Lack of clarity	Review and update relevant wording (e.g. refer to summer months or daylight saving).

Council has made the following determinations in relation to the review of the Policy and Bylaw:

Defining the perceived problem

Under section 145 of the LGA, councils may make bylaws for the purpose of:

- protecting the public from nuisance;
- protecting, promoting, and maintaining public health and safety; and
- minimising the potential for offensive behaviour in public places.

The perceived problems with dogs and dog control are:

- nuisance behaviours, such as barking and aggressive behaviour;
- public health concerns including issues with dog faeces not being picked up by owners or left by roaming dogs;
- perceived lack of responsible ownership including failure to respect rules of Bylaw;
- perceived lack of bylaw enforcement; and
- perceived lack of dog friendly spaces.

Most appropriate way of addressing the perceived problem

The intention of the Policy and the Bylaw is to supplement existing legislation in relation to dogs rather than to duplicate it. Specific legislation in relation to dogs includes:

- Dog Control Act 1996 – sets out the law about legal obligations of dog ownership, including their care, control and owner responsibilities for damage caused by their dog.
- Animal Welfare Act 1999 and related codes of welfare – animal owners are required to provide for the physical, health and behavioural needs of their animals, such as food, water, shelter and appropriate exercise. The act is enforced by the Ministry for Primary Industries (MPI) and the Royal New Zealand Society for the Prevention of Cruelty to Animals (SPCA). Under Section 141, approved organisations may take animals into their custody, following which they must take reasonable steps to locate or contact the owner. One possibility, if the owner cannot be identified, is to destroy or otherwise dispose of the animal. Currently, the only “approved organisation” under the act is the SPCA. Councils have no role or functions under this act.
- Health Act 1956 – The act gives powers for councils to address general health nuisances. The abatement of these nuisances can be done by Council Environment Health officers without creation of additional bylaws. Officers have the ability, if necessary, to enter a premises without notice to the occupier and abate the nuisance.
- The District Plan and the Resource Management Act – contain rules around noise and where kennels can be established.

Council bylaws may only address problems within Council’s bylaw-making power. The bylaw-making power must be exercised for the relevant statutory purpose, and all bylaws must be reasonable. The bylaw-making power in Section 20 of Act is restricted to addressing matters which properly arise out of the control of dogs and not the mere existence or presence of dogs within Lower Hutt boundaries.

The language of the bylaw-making power in Section 20 of the Act indicates a restricted role for territorial authorities, limited to regulating matters that properly arise out of the control of dogs. Any perceived problems potentially requiring a bylaw response must arise in that context e.g. the control of dogs in public places, in restricted areas and within dog friendly spaces across Lower Hutt.

Council has assessed that a bylaw and its associated policy continues to be the most appropriate way to regulate the control of dogs within the requirements of the legislation.

Implications under the New Zealand Bill of Rights Act 1990

Under Section 155(3) of the LGA, the Council is required to consider whether the proposed Bylaw gives rise to any implications under the New Zealand Bill of Rights Act 1990 (NZBoRA).

The Dog Control Act allows councils to develop bylaws that restrict access to specified public places for the purposes of dog control. Given that restrictions are permitted, a corresponding restriction on freedom of movement (if any) can be understood as a reasonable and justified limitation. In summary, there are no NZBoRA implications relating to the activities regulated in the Dog Control Bylaw.

The Act also includes a power to regulate “for any other purpose that... is, in the opinion of the territorial authority, necessary or desirable to further the control of dogs.” On this basis, the focus on wildlife, biodiversity and habitat protection in the Policy and Bylaw has strong alignment with other work the Council is doing.

The Bylaw enables most residents to keep dogs if they wish, within the parameters set by the Policy and Bylaw which fairly balance the potential impacts on other people. Council’s assessment is that the NZBORA rights are not impacted by the proposed changes to the Bylaw and Policy.

Proposed changes

It is Council’s view that the proposed changes outlined in the Bylaw and Policy are:

- within the authorising provisions of the Act and the LGA;
- consistent with each other; and
- in line with the Section 155 obligations for the procedure of making bylaws within the LGA.

How to have your say

We want your feedback on the proposed Policy and Bylaw.

You can provide feedback in multiple ways:

- make an online submission at haveyoursay.huttcity.govt.nz;
- make a paper submission at any of our Neighbourhood Hubs;
- email your submission to policy@huttcity.govt.nz with 'Dog Control' in the email subject line; or
- drop off a submission at the front counter at Councils' offices at 30 Laings Road, Lower Hutt.

Timetable for consultation

The consultation is open from 26 March – 26 April 2025

Privacy Statement

We require your name, contact details and the suburb you live in as part of your feedback. All feedback will be published on our website with your name. All other personal or commercially sensitive information (including your email address and suburb) will be removed. Publishing feedback in full supports a transparent process and will assist in the public hearing process. If you have specific reasons for not wanting your feedback publicly released, please contact policy@huttcity.govt.nz.

The feedback form asks for the suburb you live in to better understand how you are impacted by the changes happening in your suburb.

Public Hearings

The feedback form also asks if you want to present directly to Councillors at a hearing. If you state that you do want to present to Councillors, you will be contacted by council staff to arrange a time for you to speak.

Feedback will be considered by Council regardless of whether you wish to present your views at a hearing or not. Final decisions will be made in July 2025 and the Bylaw and Policy will be adopted in July 2025.

Storing personal information

Council stores information with reasonable safeguards against loss and disclosure. Reasonable safeguards include physical and technological protections. Personal information is accessible to staff who have a legitimate reason to access it. Council has a code of conduct where unauthorised disclosure of confidential information or records in accordance with the provisions of the Public Records Act, which includes the authorised destruction

of records once they are no longer required to be kept for legislative compliance or business purposes.

Access to your information

The personal information you provide will be accessible only by Council staff and is not shared with any third party outside of the Bang the Table survey platform (you can read their [Privacy Statement here](#)). You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at policy@huttcity.govt.nz, or 04 570 6666, or 30 Laings Road, Lower Hutt 5010.

Questions to consider

Shared pathways in Lower Hutt

Early engagement on the Policy and Bylaw revealed that some members of the community have issues with how shared paths that go through dog exercise areas are managed.

This includes the shared pathways through Hutt Riverbank. As this is a popular dog exercise area, we are proposing to maintain current dog control measures, apart from moving the dog exercise area slightly further from the stopbank path (which is currently a dog on-lead pathway). You can view this proposed change in the [interactive map here](#).

However, to support safe use of shared pathways, Council plans to enhance educational materials, including signage.

Q: Do you support the educational approach to managing shared pathways?

- Yes
- Neutral
- Don't know
- No

Q: Do you have any comments to make about shared pathways

A: [free-text box]

Licence for commercial dog walkers

Council is proposing a new commercial licence for commercial dog walkers to ensure they can safely manage multiple dogs in public spaces. As part of this process, officers would assess applicants' ability to control multiple dogs.

This change is being proposed in response to public complaints and instances where dog walkers have lost control of large groups of dogs. Maintaining control of a dog—on or off a lead—is a key requirement under the current Dog Bylaw, Policy and the Act.

Under this proposal, individuals walking dogs for commercial purposes would need a license. This approach aims to:

- improve public safety and reduce nuisance complaints;
- ensure professional dog walkers meet a competency standard; and
- align Lower Hutt's rules with Wellington City Council's recent dog control measures to manage commercial dog walkers.

This licensing option was chosen to support professional dog walking services while ensuring responsible practices.

Survey Questions

1. Do you support Council managing commercial dog walkers in public spaces through a licensing system?
 - Yes
 - Neutral
 - No
 - Don't know
2. Do you have any comments about licensing commercial dog walkers?
 - [Free-text box]

Limiting the number of dogs an individual can walk

Council is proposing a rule to limit the number of dogs one person can walk to four at any given time without an exemption. The exemption will apply to private dog owners who own or walk more than four dogs (not commercial dog walkers).

Please note, the exemption to walk more than four dogs is different from the licence to own additional dogs in Clause 3 of the Bylaw. For those people who own more than four dogs, there will be no additional charge to receive an exemption to walk more than four dogs.

Survey Questions:

1. Do you support limiting the number of dogs an individual can walk at one time (without an exemption) to four?
 - Yes
 - Neutral (Neither support nor oppose)
 - No
 - Don't know
2. Do you have any comments about limiting the number of dogs an individual can walk to four?
 - [Free-text box]

Inconsistent wording for summertime restrictions

Currently, the Bylaw defines summer dog restrictions on beaches in two different ways:

- some areas use daylight saving time (e.g. dogs are prohibited during daylight saving at specific times).
- other areas use specific months (e.g. dogs are prohibited from December to March).

Council is considering making the wording consistent across all relevant areas.

Survey Questions:

1. Would you support making the wording consistent throughout the Bylaw?
 - Yes
 - Neutral (Neither support nor oppose)

- No
- Don't know

2. (If Yes to Q1, ask.) Which approach would you prefer?

- Option 1: Use daylight saving time as the standard across all relevant areas.
- Option 2: Use specific months (e.g. December to March) as the standard across all relevant areas.

Sunset Point, Seaview



Q: Council has applied for consent to relocate Korora/Little Blue Penguin nesting locations from sites on Point Howard Wharf to this new location next to Seaview Marina. Currently classed as a local purpose reserve (dogs on-lead area), a small section of Sunset Point/Seaview Marina will be fenced off and dogs will be prohibited to accommodate nesting sites for the Korora. You can view the proposed changes on this [interactive map here](#).

Do you support this change to Sunset Point?

- Yes
- Neutral
- No
- Don't know

- Q: Do you have any comments to make about this proposed change to Sunset Point?

A: [free-text box]

Honiana Te Puni Reserve, Petone

As part of the development of a Reserve Management Plan for Honiana Te Puni Reserve alongside Te Ara Tupua (shared pathway along the highway), Council is proposing to amend dog control measures in the Reserve (as pictured below).

The proposed changes will make Honiana Te Puni Reserve, and the shared pathway that will go through it, a dog on-lead area rather than a dog exercise area. As the map shows, the dog exercise area between the carpark and Petone Wharf is away from the road, shared pathway, and carpark so that it lines up with the beach and grassy areas, where dogs can be exercised safely.



The proposed change to Honiana Te Puni Reserve will not impact the dog exercise area on the beach from the Western side of Petone Wharf to the Reserve's carpark. The Reserve's carpark will also remain accessible to dogs on-lead. You can view the proposed changes on this [interactive map here](#).

Q: Do you support the proposed change in Honiana Te Puni Reserve?

- Yes
- Neutral
- Don't know
- No

Follow up Q: Do you have any comments about the proposed change in Honiana Te Puni Reserve?

A: [free-text box]

York Park, Moera

Council is proposing to change the dog on-lead area to a dog exercise area in York Park to provide a greater opportunity for dogs to exercise there. (This location does not contain marked sports fields). You can view the proposed changes on this [interactive map here](#).



York

Q: Do you support this change?

- Yes
- Neutral
- Don't know
- No

Follow up Q: Do you have any comments about the proposed change in York Park?

A: [free-text box]

Richard Prouse Park – Eastern Section, Wainuiomata

Council is proposing to change a dog on-lead area to a dog exercise area in the Eastern section of Richard Prouse Park because this section is not used as marked sports fields. This will give dog owners a better opportunity to exercise their dogs away from the sports fields to the Western side of the park. You can view the proposed changes on this [interactive map here](#).



Q: Do you support this change?

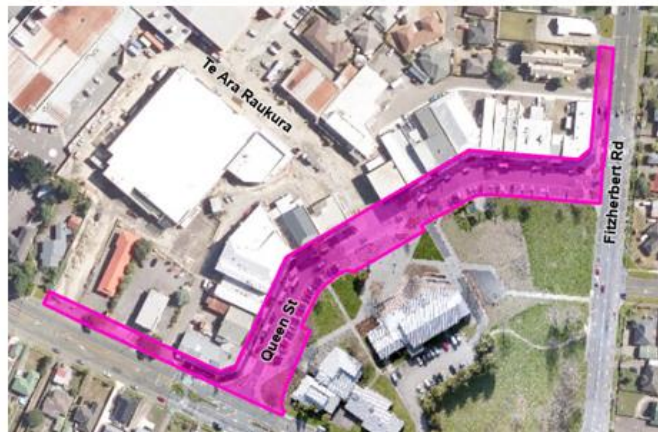
- Yes
- Neutral
- Don't know
- No

Follow up Q: Do you have any comments about the proposed change in Richard Prouse Park?

A: [free-text box]

Wainuiomata Prohibition Areas

Council is proposing to remove the residential and commercial prohibition areas below and revert their status to dogs on lead. These areas are the between Upper Fitzherbert Road and Honey Street, Queen Street, and the corner of Ruthven Road and Castlereas Street.



Q: Do you support this change?

- Yes
- Neutral
- Don't know
- No

Follow up Q: Do you have any comments about the proposed changes to the commercial and residential areas pictured above?

A: [free-text box]

Bell Park, Waiwhetu

Council is proposing to change a dog on-lead area to a dog exercise area in Bell Park to give dog owners a greater opportunity to exercise their dogs there. This exercise area excludes the marked field at the Southern end of the park. You can view the proposed changes on this [interactive map here](#).



Q: Do you support this change?

- Yes
- Neutral
- Don't know
- No

Follow up Q: Do you have any comments about the proposed change in Bell Park?

A: [free-text box]

Drainage Reserve between Konini and Parkway, Wainuiomata

Council is proposing to change this drainage reserve to a dog off-lead area for consistency with other drainage reserves in the area. You can view the proposed changes on this [interactive map here](#).



Q: Do you support this change?

- Yes
- Neutral
- Don't know
- No

Q: Do you have any comments about the change in this drainage reserve?

A: text box

Avalon Park, Avalon

Following the increased use of Avalon Park, Council received internal feedback from officers that the entire Southern end of Avalon Park would be safer (given the playground, bike park and introduction of the skate park) with dogs prohibited (note: dogs will still be allowed on-lead in the Northern section of the park beyond the prohibition area pictured below).

The current restrictions at the Southern end of Avalon Park are dogs on-lead on formed walking paths, and dogs prohibited in all other areas. You can view

the proposed change to prohibit dogs from the Southern section of Avalon Park on this [interactive map here](#).



Council wants to seek community feedback on this location given its increased usage since the area was last reviewed.

Survey questions:

Q: Would you support completely prohibiting dogs from the Southern section (highlighted in pink) of Avalon Park, or do you prefer to keep the current rules?

- Option 1: I support completely prohibiting dogs from this section of Avalon Park.

- Option 2: I prefer to keep the current rules (dogs on-lead on walking paths, prohibited elsewhere).

Waddington Canal, Naenae

The current restrictions through Waddington Canal are dogs on-lead. Council is proposing to make those areas marked in yellow as dog exercise areas to improve dog exercising opportunities there. You can view the proposed changes on this [interactive map here](#).



Survey questions:

Q: Do you support this change?

- Yes
- Neutral
- Don't know
- No

Q: Do you have any comments about the change through Waddington Canal

A: text box

Western Hutt Riverbank – North of Owen Street, Belmont

Council is proposing to extend the dog exercise area from the Northern end of Owen Street (Belmont Reserve - map 6) on the Western side of the Hutt Riverbank up to where the pathway narrows below map 40. (This is opposite the Northern end of Taita Drive meeting High Street on the Eastern side of the river). You can view the proposed changes on this [interactive map here](#).



Survey questions:

Q: Do you support this change?

- Yes
- Neutral
- Don't know
- No

Q: Do you have any comments about the change along the Hutt Riverbank North of Belmont Reserve?

A: [free text box]

Eastern Hutt Riverbank – Croft Grove to Ava Bridge East End

Council is proposing to introduce a new dog exercise area that is currently a dog on-lead area. This would extend the pre-existing dog exercise area that is North of Ava Bridge East to Croft Grove. You can view the proposed changes on this [interactive map here](#).



Survey questions:

Q: Do you support this change?

- Yes
- Neutral
- Don't know
- No

Q: Do you have any comments about the change along the Hutt Riverbank between Croft Grove and Ava Bridge East End?

A: [free text box]

Additional comments

Other proposed changes to the Policy and Bylaw primarily include administrative changes, alignment with the Dog Control Act, and additional wording to clarify existing content.

If you have any comments to make about those other changes, please include them below.

A: [free-text box]

Appendix 1: Draft Dog Control Bylaw

Hutt City Council Dog Control Bylaw 2025

Business unit(s) & Division(s)	Strategy & Policy, Legal, Animal Services
Date adopted	29/07/2025
Date effective	29/07/2025
Review period	Ten years
Owner	Head of Strategy & Policy
Approved by	Council
Implementation	Animal Services
Monitoring/Evaluation	Animal Services, Strategy & Policy

Archived Version	Author	Date	Description
V 1.0	Name, Role, Business unit	Date created: Day Month Year Date superseded: Day Month Year	Insert brief description here (this version can be found in the archived folder)

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1. Interpretation

- 1.1 In this ~~Bylaw~~bylaw, unless inconsistent with the context, or where otherwise expressly provided:
- **Commercial dog walker** means any individual or business that walks or trains dogs in public spaces in exchange for payment.
 - **Dog Exercise Area** means an area within a public place that is specified by ordinary Council resolution to be a dog exercise area where dogs may be exercised off the lead.
 - **Dog Park** means a Dog Exercise Area that is defined and fenced, used solely for the purpose of dog exercise and contains specific additional amenities.
 - **Dog Prohibition Area** has the meaning set out in clause ~~11~~8.2 of this ~~Bylaw~~bylaw.
 - **Household Unit** means a building or group of buildings, or part of a building or group of buildings, used principally for residential purposes and occupied exclusively as the home or residence of one household.
 - **Land** means a separately owned or occupied portion of land.
 - **Reserve** means any open space, plantation, park, garden or ground set apart for public recreation or enjoyment which is under the management and control of ~~the~~Council and includes all land administered by ~~the~~Council under the Reserves Act 1977.
 - **Sports Surface** includes any Council land used for sporting activities, whether permanently or temporarily marked, including athletic fields, playing fields, playing courts and other constructions provided for sporting purposes.
- 1.2 The expressions "Dog Control Officer", "Dog Ranger", "Owner", "Public Place", "Working Dog", "Disability Assist Dog"~~Guide Dog~~"~~Companion Dog~~" and "Hearing Ear Dog" have the same meaning as in section 2 of the Dog Control Act 1996.

2. Limitation on Number of Dogs Permitted on Land or Premises

- 2.1 No person shall keep more than two dogs over the age of three months on any premises unless they have a licence or exemption from ~~the~~ Council under clause 3.
- 2.2 ~~No person may exercise (on-lead or off-lead) more than four dogs at any time in a public place without an exemption or Commercial Dog Walker's licence.~~
- 3.2 ~~Council will have discretion to waive licensing requirements and issue an exemption on a case-by-case basis. Any persons wishing to be considered for an exemption should contact Council's Animal Services team.~~

43. Licensing of Additional Dogs

- 4.23.2 The owner of a dog, or the owner or occupier of the land or premises, ~~desiring wanting~~ to obtain a licence for an additional dog or dogs shall make written application to ~~the~~ Council ~~for a licence~~ in the form set out in Schedule One ~~to of~~ this ~~part of the~~ bylaw and shall provide with their application any information ~~the~~ Council requires.
- 4.3 ~~Council, when considering an application under clause 3.1, shall have regard to:~~
- ~~a. the adequacy of the premises for the keeping of the additional dog or dogs specified in the application;~~
 - ~~b. the likely effect which the keeping of the additional dog or dogs would have upon the surrounding neighbourhood;~~
 - ~~c. the likelihood of the dog or dogs becoming a nuisance; and~~
 - ~~d. any other relevant matter including the fact that the additional dog or dogs have previously been kept in another local authority area.~~

3.3 Any Commercial Dog Walker shall make written application to Council for a licence in the form set out in Schedule 3 of this bylaw and shall provide with their application any information Council requires.

~~4.43.4~~ Any licence issued under clause 3.1 and 3.2 may be subject to any reasonable terms, conditions and restrictions consistent with this ~~part of the bylaw that the Council determines.~~ Every licence shall be ~~in-issued on the forms~~ set out in Schedules Two and Three ~~to of~~ this ~~part of the~~ bylaw and, subject to clause ~~446.1~~, shall remain in force from the date of issue until the 30th of June ~~in~~ the following year.

3.5 For every licence the ~~applicants~~ applicant(s) shall pay to ~~the~~ Council ~~-(before the issue of the licence,)~~ the fee, or a proportionate part of the fee in the case of a licence issued for a period of less than a year, ~~as the Council may by resolution determine.~~ The fee for the licence shall be payable in addition to the registration fees payable under the Dog Control Act 1996.

4. Revocation of Licence

~~4.54.2~~ Council may revoke a licence at any time while ~~that~~ licence is in force in accordance with clause 3 ~~of this part of the bylaw:-if:~~

- a. Council is satisfied that the keeping of the additional dog or dogs has caused or materially contributed to a nuisance or the likelihood of injury to health; or
- b. Council is satisfied that the keeping of the additional dog or dogs has caused an unduly detrimental effect upon the surrounding neighbourhood; or
- c. There has been a failure to comply with all or any of the terms, conditions and restrictions of the licence, ~~then the Council may revoke the licence.~~

~~4.64.3~~ Any exemptions issued under 3.5 are subject to revocation under 4.1.

4.4 Where an owner fails to obtain a license or exemption within seven days of being notified of the requirement to do so, the Dog Control Officer will by written notice require the owner/occupier to reduce the number of dogs on their premises to no more than two dogs within 14 days. Where the owner/occupier fails to comply with this notice, Council is permitted to seize and impound the number of dogs necessary to reduce the number of dogs on the premises to two.

5. Limitation on Numbers Not to Apply in Certain Areas

- 7.1 Nothing in clauses 2- ~~and 3~~ shall apply:
- a. to premises within any rural areas under an operative or proposed District Plan prepared by Council-~~;~~
 - b. to premises lawfully used exclusively or principally as a veterinary clinic including an office used by a veterinary surgeon in the course of their business-~~;~~ ~~and~~
 - c. to premises lawfully used exclusively or principally for carrying on the business of boarding, ~~walking or grooming~~ dogs.

6. General Controls in Public Places

- 6.1 Except as provided in clauses 7.1 and 9~~;~~
- a. no dog shall be permitted in a public place; and
 - b. no person being the owner of a dog shall take the dog into or permit the dog to enter or remain in a public place ~~unless~~~~;~~

- i. ~~Unless~~ the dog is kept under continuous control by: an effectual leash or chain held by a person and securely attached to a collar on the dog; or ~~being~~
- ii. ~~the dog is~~ contained in a vehicle or cage.

~~6.2~~ — If a dog defecates in a public place or on land or premises other than that occupied by the owner, the owner or other person having control of that dog shall immediately remove the faeces.

7. Dog Exercise Areas

7.1 Notwithstanding anything contained in clause ~~6 of this Bylaw~~⁹, a person may exercise ~~that~~ dog off ~~the~~ lead in any designated Dog Exercise Area (including a Dog Park) as outlined in Schedule ~~Three to this part of the bylaw~~³.

7.2 The owner or person responsible for the dog shall ensure that the dog is kept under constant supervision and control while being exercised in a Dog Exercise Area.

8. Resolution to Specify Dog Exercise Areas

8.1 Council may, by resolution, specify Dog Exercise Areas where dogs may be exercised off lead.

8.2 ~~The~~ Council may amend or revoke a resolution made under clause 8.1 ~~7A~~ at any time.

8.3 Before making a resolution under clause ~~7A~~^{8.1}, ~~the~~ Council must take into account:

- a. The need to minimise danger, distress and nuisance to the community generally.
- b. The need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults.
- c. The importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs.
- d. The exercise and recreational needs of dogs and their owners.
- e. Impact on wildlife areas.
- f. Whether it is necessary to consult with the public to gauge community views on a proposed Dog Exercise Area.
- g. Any other information considered by Council to be relevant.

9. Prohibited Areas

- 9.1 No dog shall be permitted in a ~~dog prohibition area~~Dog Prohibition Area, and no owner may cause or permit any dog that he or she owns to enter or remain in a ~~dog prohibition area.~~Dog Prohibition Area.
- 9.2 For the purposes of clause ~~89.1~~, the following are ~~dog prohibition areas~~Dog Prohibition Areas as outlined in Schedule ~~Three to this part of the bylaw:- 3~~:
 - a. any premises used as a public library;
 - b. any children's playground within the district;
 - c. any swimming pool owned or controlled by Council;
 - d. any land used as a kindergarden or playcentre;
 - e. any marked sports surface;

f. any unmarked sports surface when in use for sporting purposes;

f.g. any area that forms part of a park or reserve where a special event that is organised and in respect of which ~~the~~ Council has publicly notified the time, date and duration of the closure. ~~;~~ and

g.h. any other area within a public place that is specified by ordinary Council resolution to be an area that dogs are prohibited to enter upon or remain in.

10. Resolution to Specify Dog Prohibition Areas

- 10.1 Council may, by resolution, specify Dog Prohibition Areas where dogs are prohibited to enter upon or remain in.
- 10.2 A resolution made under clause ~~8A~~10.1 may specify that dogs are prohibited from the area either generally or only in relation to specified times and days or events.
- 10.3 ~~The~~ Council may amend or revoke a resolution made under clause ~~8A~~10.1 at any time.
- 10.4 Before making a resolution under clause ~~8A~~10.1, ~~the~~ Council must take into account:
- a. ~~The~~~~the~~ need to minimise danger, distress and nuisance to the community generally. ~~;~~
 - b. ~~The~~~~the~~ need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults. ~~;~~

- c. ~~The~~the importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs~~;~~
- d. ~~The~~the exercise and recreational needs of dogs and their owners~~;~~
- e. ~~Impact~~impact on wildlife areas~~;~~
- f. ~~Whether~~whether it is necessary to consult with the public to gauge community views on a proposed ~~dog prohibition area.~~Dog Prohibition Area; and
- g. ~~Any~~any other information considered by ~~the~~Council to be relevant.

11. Exemption for Certain Working Dogs

- 11.1 Nothing in clauses ~~11.9 of this Bylaw~~ shall apply to ~~a working dog guide dog;~~ a Disability Assist Dog ~~hearing ear dog companion dog~~ or to a ~~working dog~~Working Dog which is being used by the Police or a security guard in the course of their functions and duties.
- 11.2 Clause 6.1 shall not apply to the types of dogs referred to in ~~9.1 or~~11.1 or to a ~~working dog~~Working Dog being lawfully used to move stock.

12. Owner Deemed to Have Permitted Dog to be in Public Place

- 12.1 The owner of a dog found in any place in breach of clauses 6 or ~~9 of~~ this Bylaw shall, unless the contrary is proved, be deemed to have permitted the dog to enter or remain in that place.

~~CONFINEMENT OF DOGS AT NIGHT~~

~~11.1 The owner of any dog shall, during the night keep the dog:~~

- ~~a. tied up by a leash or chain which is securely attached to a collar on the dog; or~~
- ~~b. confined in an enclosed yard so that the dog cannot escape; or~~
- ~~c. confined in a kennel, shed or other building so that the dog cannot escape.~~

~~IMPOUNDING OF DOGS~~

~~12.1 Where a dog is found at large in breach of any provision of this Bylaw it may be impounded.~~

13. Standards for Keeping of Dogs

13.1 The occupier of any premises on which a dog is kept shall take all steps reasonably necessary to:

- a. eEnsure the dog receives proper care and attention and is supplied with proper and sufficient food, water and shelter; ~~-and~~
- b. pPrevent the keeping of the dog becoming a nuisance to any person or injuring, endangering or causing distress to any person.

14. Notice to Upgrade Standards

14.1 If ~~the~~ Council considers that clause 13 is breached, ~~the~~ Council may (but shall not be obliged to) serve a notice on the occupier to take action to ensure the conditions under which the dog is kept are improved so that clause 13 is not breached. The notice may specify all or any of the following

actions to be taken ~~and~~ (except in the case of ongoing actions) ~~taken~~ within a reasonable time specified in the notice:

- a. Reduce the number of dogs kept notwithstanding the existence of a licence under clause 3.
- b. Construct, alter or reconstruct kennels or other places where dogs are kept.
- c. Keep dogs confined or restrained in specified ways, specified areas and for specified times.
- d. Clean kennels and other places where dogs are kept.
- e. Take any other action necessary to properly house any dogs or to reduce or eliminate the nuisance caused by the dogs.

14.2 Council shall only specify actions under clause 14.1 which are reasonable having regard to the inadequacy of housing, or the nature of the nuisance. In specifying any action under clause 14.1 ~~the~~ Council shall have regard to:

- a. The need for adequate shelter and space.
- b. The need for a reasonably clean and healthy living area.
- c. The proximity of other dwellings.
- d. The separation of kennels or other places dogs are kept from boundaries.
- e. The use of materials which are easily cleaned in kennels and other places dogs are kept.
- f. The construction of the flooring or ground treatment of a kennel or other place where dogs are kept, such as whether it is graded and whether it is drained to a sewer drain.
- g. The need for cleaning of kennels or other places where dogs are kept.

14.3 ~~The~~ Council may at any time cancel any notice given under clause 14.1 ~~by notice to the occupier~~ if it believes the notice has not been complied with and will not be complied with.

14.4 So long as a notice under this section has been issued and has not been cancelled in accordance with clause 14.3 ~~the~~ Council shall not prosecute the occupier for a breach of clause 14 before the date stated on the notice as the date by which the actions (except ongoing actions) are to be carried out.

15. Schedule One

APPLICATION FOR A LICENCE TO KEEP ADDITIONAL DOGS ON LAND OR PREMISES



HUTT CITY COUNCIL

Adobe Acrobat V11 is required to fill this form online
Download for free <http://get.adobe.com/reader/>

Name		Person ID
Address		
Work Phone	Home Phone	Mobile Phone
Email		

I hereby apply, pursuant to Clause 3 of the Hutt City Bylaw 2005 – Dog Control, for a licence in respect of the land or premises described below permitting an additional dog/s to be kept on the land or premises.

DETAILS OF ALL DOG/S TO BE KEPT ON THE PROPERTY

Address of premises on which it is intended to keep the additional dogs. (if different from above)

Dogs name	Dogs ID number	Current tag number	Owner (if different from above)
Owner signature	Date		

OFFICE USE ONLY		
Fee paid	Receipt no	RFS enquiry no
\$		

Animal Services | 21 Meachen Street, Seaview, Lower Hutt 5010 | animals@huttcity.govt.nz
 Hutt City Council | 531 High Street, Private Bag 31912, Lower Hutt 5040 | 04 570 6666 | huttcity.govt.nz
 RSA-FORM-114F HCC | DOC/14/185976 | December 2013

16. Schedule Two

LICENCE TO KEEP ADDITIONAL DOG OR DOGS ON LAND OR PREMISES



Licence number

Pursuant to Clause 3 of the Hutt City Bylaw 2005 – Hutt City Council hereby licences the land or premises, described below for the purpose of keeping the dog(s), described below on the land or premises subject to the provisions of Part 4 of the Bylaw and the conditions contained in this licence.

Name of applicant for licence		
Address of land or premises on which the additional dog or dogs are permitted to be kept		
Dog name	Dog ID	Owner (if different from above)
Conditions of Licence		

Any change to the listed address or any addition to the dogs listed will require a new application.

Any breach of Conditions of Licence will result in this Licence being cancelled.

Licence granted by	Date
<i>Regional Manager Animal Services</i>	

Animal Services | 21 Meachen Street, Seaview, Lower Hutt 5010 | animals@huttcity.govt.nz
Hutt City Council | 531 High Street, Private Bag 31912, Lower Hutt 5040 | 04 570 6666 | huttcity.govt.nz
RSA-FORM-115L HCC | DOC/14/185978 | December 2013

17. Schedule Three



Commercial Dog Walking

Requirement	Evidence Required
<p>Training and Assessment</p> <p>You must demonstrate required knowledge and be assessed by an Animal Control Officer.</p>	<p>Be assessed by an Animal Control Officer. This will cover knowledge of</p> <ul style="list-style-type: none"> - Dog Control Act 1996 - Hutt City Council's Dog Control Bylaw - Hutt City Council's Dog Control Policy <p>An Animal Control Officer will require a demonstration of the dog handlers ability to control and handle multiple dogs</p>
<p>Insurance and Application</p> <p>Public Liability Insurance</p>	<p>You need to supply HuttCity Council with a public liability insurance certificate and submit a Commercial Dog Walkers licence application along with the required fee.</p>
<p>Legal Compliance</p>	<p>You must not have been convicted or received an infringement under the following in the past year.</p> <ul style="list-style-type: none"> • Dog Control Act 1996 • Animal Welfare Act 1999 • Hutt City Council Dog Control Bylaw 2015 <p>You must not have received a substantiated complaint in the past year or been classified as a Probationary or Disqualified dog owner at any time.</p>
<p>Licence Renewal:</p>	<p>You need to renew your licence annually with Hutt City Council</p>

Document Name / XX Month XXXX / Version XX

P.1

Licence on request.	You are required to have your Commercial dogs walkers licence on your person and available on request by any Warranted Animal Control officer, when walking multiple dogs.
----------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Licensee Details:

Full Name:	
Date of Birth:	
Name of Business	
Business Mobile:	Business Phone:
Business Email:	
Company Registration Number:	

18. Schedule ~~Three~~ Four

DOG PROHIBITION AREAS AND DOG EXERCISE AREAS

Introduction

The following areas were adopted by Council at its meeting on ~~15-December 2015~~ XX July 2025 as either Dog Prohibition Areas, or Dog Exercise Areas. On 28 May 2024 Council, by resolution, made amendments within the ~~Bylaw~~ bylaw to include additional dog prohibition areas in the Eastern Bays.

The file containing tables with descriptions relevant to each corresponding map that is indicative of the areas can be viewed [here](#).

1. DOG PROHIBITION AREAS	
1.1 Eastbourne	
a. The picnic and leisure areas of Point Howard where there are signs prohibiting dogs between 9.00am and 8.00pm during daylight saving time each year.	<u>46</u> TBC
b. The picnic and leisure areas of Lowry Bay where there are signs prohibiting dogs between 9.00am and 8.00pm during daylight saving time each year.	72 TBC
c. The picnic and leisure areas of York Bay where there are signs prohibiting dogs between 9.00am and 8.00pm during daylight saving time each year.	73 TBC
d. The picnic and leisure areas of Mahina Bay where there are signs prohibiting dogs between 9.00am and 8.00pm during daylight saving time each year.	74 TBC
e. The picnic and leisure areas of Sunshine Bay where there are signs prohibiting dogs between 9.00am and 8.00pm during daylight saving time each year.	75 TBC

f	The picnic and leisure areas of Days Bay where there are signs prohibiting dogs between 9.00am and 8.00pm during daylight saving time each year.	76 TBC
g	The picnic and leisure areas of Rona Bay where there are signs prohibiting dogs between 9.00am and 8.00pm during daylight saving time each year.	77 TBC
h.	That piece of land vested in Council at Marine Drive, Days Bay, being Lots 5, 6 and 7 Deposited Plan 1694, and being all of the land contained in Certificate of Title 498/171 (Wellington Registry), more commonly known as the Days Bay Pumping Station Site and the Proposed Local Purpose Reserve (Wildlife Management).	45
i.	That piece of Pencarrow Road south of Pencarrow Head where there are signs prohibiting dogs.	No map
j.	That area from Burdans Gate on Pencarrow Road south to Pencarrow Head effective during lambing time on an annual basis from 1 August to 31 October.	No map 60 TBC
k.	Sorrento Bay – Dogs prohibited at all times from the areas where there are signs: the foreshore and beach area of Sorrento Bay; from the S southern end of the rocky outcrop and running to the N northern end of the oystercatcher managed works zone.	56
l.	Whiorau Reserve – Dogs prohibited at all times from the bird protection area as indicated by the signs.	57
m.	CL Bishop Park – Dogs prohibited at all times from the areas where there are signs: the foreshore and beach area of Rona Bay abutting Bishop Park bird protection area; and from the bird protection area.	58
n.	HW Shortt Recreation Ground – dogs to be prohibited at all times from the bird protection areas as indicated by the signs.	34
1.2 Petone		
a.	Petone Beach between Hikoikoi Reserve and the Petone Wharf between the hours of 9.00am and 8.00pm during the period in which daylight-saving time applies.	42
b.	Percy Scenic Reserve.	43

c.	Eastern section of McEwan Park	20A
d.	Memorial Park	10A TBC
1.3 Wainuiomata		
a.	The entire road reserve of Queen Street, and the footpath and berm on the road frontages of the commercial properties on Wainuiomata Road and Fitzherbert Road adjacent to Queen Street.	47
b.	The footpaths and berms on the road frontages of the commercial properties on Norfolk Street and Ruthven Road.	49, 50
c.	That piece of Pencarrow Road south of Pencarrow Head where there are signs prohibiting dogs.	No map
1.4 Lower Hutt		
a.	Mitchell Park.	52
b.	Avalon Park Three-quarters of Avalon Park from the tree line to the north of the children's bicycle track through to the Park's southern boundary be specified as a dog prohibition area. However, a dog on a leash is permitted to walk along the pathway as designated on Map 53 and coloured as a broken yellow line. Dogs are also permitted on leash at the northern end of the park as designated in Map 53.	53
1.5 Rimutaka Forest Park and Catchpool Valley		
a.	Picnic areas adjacent to the Catchpool Valley Road upstream of the vehicle ford.	No map
b.	The camping areas adjacent to Catchpool Stream.	No map
c.	Landcare Research Station, formerly DSIR Field Station, Orongorongo Valley.	No map
1.6 Turakirae Head Scenic Reserve		
		No map
1.7 Stokes Valley		
a.	Speldhurst Park	1A
1.8 Belmont		
a.	Belmont Recreation Reserve Southern end	6A

1.9 Seaview	
a. The small, fenced section of Sunset Point where the bird protection area is located	<u>59 TBC</u>

2. DOG EXERCISE AREAS		
2.1 Stokes Valley		
Area	Entrances	
Delaney Park (excluding sports surfaces)	George Street, Stokes Valley Road	<u>1</u>
Kamahi Park (excluding sports surfaces)	Stokes Valley Road	<u>2</u>
2.2 Kelson		
Area	Entrances	
Kelson Reserve	Kelso Grove	<u>7</u>
b. Fraser Park		<u>3</u>

2.3 Belmont		
Area	Entrances	
Belmont Recreation Reserve	Owen Street to Belmont Domain <u>the Northern end of the Riverbank before the path narrows (opposite High Street at the Northern end of Taita Drive).</u>	<u>6</u> <u>TBC</u>
Redvers Drive Reserve	Redvers Drive	<u>55</u>
2.4 Naenae		
Area	Entrances	
Naenae Park (excluding sports surfaces)	Seddon Street Naenae Road Gibson Street <u>Waddington Drive</u> Rimu Street	<u>8</u>

<u>Waddington Canal</u>	<u>Balgownie Grove</u> <u>Waddington Drive</u> <u>Hill Grove</u> <u>Judd Crescent</u> <u>Seddon Street</u>	<u>63 TBC</u>
2.5 Waiwhetu		
Area	Entrances	
Te Whiti Park (excluding sports surfaces)	Whites Line East, Riverside Drive	<u>9</u>
Trafalgar Park (excluding sports surfaces)	Trafalgar Street, Brook Street	<u>10</u>
<u>Bell Park (excluding sports surfaces)</u>	<u>Bell Road, Douglas Street,</u> <u>Riverside Drive South</u>	<u>14 TBC</u>
2.6 Petone		
Area	Entrances	
Portion of Te Mome Stream east side from Bracken Street along rear of Wilford School to Petone Central Croquet Club right of way.	Bracken Street Petone Central Croquet Club right of way.	<u>10B</u>
Sladden Park (excluding <u>children's playground and</u> -sports surfaces)	Bracken Street	<u>11</u>
Ava Park	Wakefield Street	<u>18</u>
Petone Recreation Ground (excluding children's playground and sports surfaces)	Buick Street	<u>19</u>
North Park (excluding sports surfaces)	Roxburgh Street	<u>21</u>
Frank Cameron Park (excluding sports surfaces)	London Road	<u>22</u>

Petone Beach Area (west of Petone Wharf) – <u>excluding Honiana Te Puni Reserve as indicated by the boundary lines</u>	The Esplanade, <u>Honiana Te Puni Reserve carpark</u>	<u>17 TBC</u>
Petone Beach East	Marine Parade	<u>20</u>
2.7 Hutt Central		
Area	Entrances	
Hutt Recreation Ground (excluding sports surfaces)	Myrtle Street, Woburn Road, Bellevue Road	<u>12</u>
2.8 Moera		
Area	Entrances	
York Park (excluding sports surfaces)	York Street, Elizabeth Street	<u>13 TBC</u>

2.9H Hutt River-banks		
Area	Entrances	
Eastern bank from <u>Tirangi Road to Croft Grove, Moera.</u>	<u>Tirangi Road to Croft Grove, Moera</u>	<u>64 TBC</u>
Eastern bank from Ava <u>Rail Bridge to Barber Grove, Moera</u>	Ava <u>Rail Bridge to Barber Grove, Moera</u>	<u>65 TBC</u>
Eastern bank from <u>Ewen Bridge to Ava Rail Bridge</u>	<u>Ewen Bridge to Ava Rail Bridge</u>	<u>66 TBC</u>
Eastern bank from <u>Melling Bridge to Ewen Bridge</u>	<u>Melling Bridge to Ewen Bridge</u>	<u>67 TBC</u>

Eastern bank from Kennedy Good Bridge to Melling Bridge	Kennedy Good Bridge to Melling Bridge	68 TBC
Eastern bank from Stokes Valley to Kennedy Good Bridge	Stokes Valley to Kennedy Good Bridge	5 TBC
Eastern bank from Reynold Bach Drive to Stokes Valley	Reynold Bach Drive to Stokes Valley	69 TBC
Western bank from Manor Park Road to Benmore Crescent extension.	Benmore Crescent, Western Hutt Road, Manor Park Road.	40
Western bank north of Owen St, Belmont.	Owen Street	70 TBC
Western bank from Kennedy Good Bridge south to Firth's Industrial Plant Melling Bridge	Kennedy Good Bridge, Melling Bridge	15
Western bank from Firth's Industrial Park south Melling Bridge to Ewen Bridge	Melling Bridge, Ewen Bridge	16
Western bank from Ewen Bridge to Ava Park.	Ewen Bridge, Ava Park	71 TBC
2.102 Wainuiomata		
Area	Entrances	
Leonard Wood Park (excluding sports surfaces children's playground)	Wood Street/Willow Grove/Parenga Street	23
Wainuiomata River Bank	Main Road/Poole Crescent	24
Hine Road Reserve	Hine Road	25
Black Creek (West) Banks	Nelson Crescent Moohan Street	26

Pencarrow Hall Reserve	Tipperary Grove	27
Drainage Reserve between Norfolk Street and Nelson Street.	Norfolk Street Nelson Street	28
Drainage Reserve between Mohaka Street and Momona Street	Parkway Manutuke Street	29
Karaka Park (excluding children's playground-area)	Karaka Street	30
Drainage Reserve between Wainuiomata Road and Fraser Street	Fraser Street Wainuiomata Road	31
Drainage Reserve between Parkway and Konini Street	Parking, Konini Street, Totara Street, Karamu Crescent	61 TBC
Burden Avenue Riverbank Reserve	Faulke Avenue Main Road	32
The Eastern section of Richard Prouse Park, and outside the sports surfaces in the Western section	Hine Road	33 TBC
Wood Street Reserve	Wood Street	36
Rotary Park	Main Road, Gibbs Crescent	37
Les Dalton Dog Park	Waiu Street	62 TBC
2.113 Eastbourne		
Area	Entrances	
Muritai Beach, 200 metres south of the Rona Bay Wharf (Rata Street) to Miro Street. This excludes the bird protection area that runs parallel to HW Shortt Recreation Ground.	Rata Street to Miro Street.	34

3. EASTBOURNE DOG EXERCISE AND DOG PROHIBITION AREAS

3.1 Eastbourne		
<p>The area in Days Bay on the beach north of the wharf is –</p> <ul style="list-style-type: none"> i) A Dog Exercise Area between 7.00pm and 10.00am from 1 December to 31 March every year; ii) A Dog Exercise Area at all times from 1 April to 30 November; and iii) A Dog Prohibition Area between 10.00am and 7.00pm from 1 December to 31 March every year. 	<p>Area to the north of the Days Bay Wharf</p>	<p>54</p>

Appendix 2: Draft Dog Control Policy

Dog Control Policy

Business unit(s) & Division(s)	Strategy and Policy		
Date adopted	29 July 2025		
Date effective	29 July 2025		
Review period	Ten years, or earlier if required		
Owner	Head of Strategy and Policy		
Approved by	Council		
Implementation	Animal services		
Monitoring/Evaluation	Animal services		
	Author	Date	Description
V 2.0	TBC	Adopted: 29 July 2025	Legislatively required review
V 1.0	Graham Sewell	Adopted: 15 December 2015	Legislatively required review

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Hutt City Council Dog Control Policy

1. Overview

1.1 Under the Dog Control Act 1996, ~~(the Act), Hutt City~~ Council ~~(Council)~~ is responsible for dog control within ~~Lower Hutt City~~.

Council has many powers under ~~that Act (for example the power to declare dogs to be dangerous or menacing dogs) the Act~~. The purpose of this policy is to let the ~~Lower Hutt City Community~~ community know how Council will ~~approach carrying~~ carry out its functions and powers under ~~that~~the Act.

1.1.2 ~~In Hutt City Council's Annual Plan 2014 – 2015 it is noted that dog control is necessary to achieving a clean, healthy, attractive and sustainable environment. Council has established resident satisfaction targets concerning dog control.~~

1.1.3 The aim of this policy is to ~~balance the needs of two general groups:~~

- ~~Those people who own a dog(s). In this regard Council aims to encourage responsible dog ownership and support the needs of dog owners, for example by establishing exercise areas for dogs; and~~
- ~~The general public. In this regard Council needs to support the right for people to move freely around within the city without experiencing danger, distress or nuisance from dogs, for example by establishing areas within the city where dogs are prohibited or restricted.~~

~~Council has undertaken a review of the current Hutt City Dog Policy 2005 to ensure that its approach to dog control meets the needs of dogs and their owners balanced against the needs of the wider community. This has been done in accordance with the requirements of the Dog Control Act 1996.~~

~~DOG CONTROL ACT 1996~~

~~1.4 The Dog Control This Policy has been divided into three parts. Part one sets out how dog exercise and prohibition areas are established. Part two sets out dog owner's responsibilities and part three deals with administration and enforcement.~~

2. Dog Control Act 1996

~~2.1 Section 10 of the Act 1996 requires each territorial authority to adopt a Dog Control Policy dog control policy for its district. In accordance with section 10(3) of the Act; every policy adopted under section 10:~~

- ~~• shall specify the nature and application of any bylaws made or to be made under section 20 of the Act; and~~
- ~~• shall identify any public places where dogs are to be prohibited either generally or at specified times, pursuant to a bylaw under section 20(1)(a) of the Act; and~~
- ~~• shall identify any particular public places, and any other areas or parts of the district in which dogs (other than working dogs) in public places are to be required by a bylaw made under section 20(1)(b) of the Act to be controlled on a leash; and~~
- ~~• shall identify those areas or parts of the district in respect of which no public places or areas are to be identified under sections 10(3)(b) and 10(3)(c) of the Act; and~~
- ~~• shall identify any places within areas or parts of the district specified in section 10(3)(c)(ii) of the Act that are to be designated by a bylaw under section 20(1)(d) of the Act as dog exercise areas in which dogs may be exercised at large; and~~
- ~~• must state whether dogs classified by the territorial authority as menacing dogs under section 33A or 33C of the Act are required to be neutered under section 33E(1)(b) of the Act and if so whether the requirement applies to all such dogs and if not, the~~

matters taken into account by it in requiring any particular dog to be neutered; and

- must state whether dogs classified by any other territorial authority as menacing dogs under section 33A of 33C of the Act are required to be neutered under section 33EB(2) of the Act if the dog is registered with the territorial authority and if so, whether the requirement applies to all such dogs and if not the matters taken into account by it in requiring any particular dog to be neutered; and
- shall include such other details as the territorial authority thinks fit including, but not limited to:
 - i. fees or proposed fees; and
 - ii. owner education programmes; and
 - iii. dog obedience courses; and
 - iv. the classification of owners; and
 - v. the disqualification of owners; and
 - vi. the issuing of infringement notices.

132.2 In accordance with section 10(4); when adopting a policy, a territorial authority must have regard to—;

- the need to minimise danger, distress, and nuisance to the community generally; and
- the need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults; and
- the importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs; ~~and~~
- ~~the exercise and recreational needs of dogs and their owners.~~
- ~~In the policy, territorial authorities are required to:~~

- ~~specify the nature and application of any bylaws made or to be made to give effect to the Policy; and~~
- ~~identify any public places where dogs are to be prohibited under a bylaw; and~~
- ~~identify any particular public places, in which dogs (other than working dogs) are to be required by a bylaw to be controlled on a leash; and~~
- ~~identify those areas or parts of the district in respect of which dogs will not be prohibited or required to be controlled on a leash; and~~
- ~~identify any places that are to be designated by a bylaw as dog exercise areas; and~~
- ~~include such other details as the territorial authority thinks fit including, but not limited to:~~
 - ~~fees or proposed fees; and~~
 - ~~owner education programmes; and~~
 - ~~dog obedience courses; and~~
 - ~~the classification of owners; and~~
 - ~~the disqualification of owners; and~~
 - ~~the issuing of infringement notices.~~

1.42.3 Every statement or publication of a policy adopted under ~~this~~ section ~~is required to~~ 10(5) of the Act shall identify any land within the district that is included in:

- a controlled dog area or open dog area under section 26ZS of the Conservation Act 1987; or
- a national park constituted under the National Parks Act 1980;
and or

- Te Urewera, as defined in section 7 of the Te Urewera Act 2014;
and
- may contain such other information and advice in relation to dogs as the territorial authority thinks fit.

1.52.4 The territorial authority must give effect to a policy adopted under ~~this section 10 of the Act~~ by making the necessary bylaws ~~and~~ may under section 20 of the Act, which must come into force not ~~have in place later than the adoption of the policy and by repealing, before the 60th day after the adoption of the policy,~~ any bylaws that are inconsistent with the policy.

~~This Policy has been divided into three sections. Part 1, Dog Control, sets out such matters as how dog exercise and prohibition areas are established. Part Two sets out Dog Owners Responsibilities and Part Three deals with Administration and Enforcement.~~

2.3. Dog Control

Overview

3.1 When a dog is on land or premises occupied by its owner, the owner must at all times ensure that either the dog is under the direct control of a person, or the dog is confined in such a manner that it cannot freely leave the land or premises.

~~Owners must ensure that meet the reasonable needs of dog owners and promote animal welfare, to clearly identify to the public where dogs may and may not be exercised, and to minimize danger, distress and nuisance to the community generally and to safeguard the welfare of children the Council will designate specified dog exercise areas and specified dog prohibition areas.~~

3.2 ~~1.1.2~~ are kept under control at all times. Dogs not under the control of their owners or a person in charge, ~~will be~~ prohibited from all public places at all times. ~~The~~

3.3 Dogs must be kept on a leash, chain, or lead when in any public area, unless it's a designated dog exercise area or specified prohibited public place.

2.13.4 Council will put signposts at public places where dogs are prohibited or permitted during specified times.

3.5 Council will designate specific dog exercise areas and dog prohibition areas in order to:

- ~~meet the reasonable needs of dog owners~~
- ~~promote animal welfare;~~
- ~~protect wildlife;~~
- ~~inform the public about areas where dogs may and may not be exercised,~~
- ~~minimise danger, distress and nuisance to the community generally; and~~
- ~~safeguard the welfare of children.~~

4. Dog Prohibition Areas

2.24.1 In order to minimise danger, distress and nuisance to the community generally and to safeguard the welfare of children and wildlife, areas within Lower Hutt City will be designated as dog prohibition areas. Dogs will not be permitted to enter or remain in these areas. This is the responsibility of the dog's owner.

~~1.2.2~~

4.2 Dog prohibition areas ~~areas~~ set out in the Hutt City Council Dog Control Bylaw ~~2015~~2025 (the Bylaw) ~~and are:~~

- any premises used as a public library;
- any children's playground within the district;
- any swimming pool owned or controlled by Council;
- any land used as a kindergarten or playcentre;
- any marked sports surface;
- any unmarked sports surface when in use for sporting purposes;
- any area that forms part of a park or reserve where a special event that is organised and in respect of which Council has publicly notified the time, date and duration of the closure; and
- other area within a public place that is specified by ordinary Council resolution to be an area that dogs are prohibited to enter upon or remain in.

4.3 Dog Prohibition Areas are also set out at <https://www.huttcity.govt.nz/services/dogs> and will be clearly identified to the public.

4.4 Dog Prohibition Areas can also be established by ordinary Council resolution under the Bylaw. ~~They are set out on the Council website at [huttcity.govt.nz](https://www.huttcity.govt.nz). Dog Prohibition areas will be clearly identified to the public. Areas where dogs are not permitted include playing fields and children's playgrounds within Council's parks and reserves.~~

~~1.2.3 Dog owners can have their dogs on any public places that are not specified prohibited public places or specified dog exercise areas, as long as the dogs are under proper control by being secured effectively by a leash, chain or lead.~~

~~2.34.4~~ ~~1.2.4~~ The matters that Council must have regard to under the Bylaw ~~in~~when making a decision to establish or disestablish a dog prohibition area are as follows:

- the need to minimise danger, distress, and nuisance to the community generally;
- the need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults;
- the importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs;
- the exercise and recreational needs of dogs and their owners;
- impact on wildlife areas;
- whether it is necessary to consult with the public to gauge community views on a proposed dog exercise area; ~~and~~
- any other information considered by ~~the~~ Council to be relevant.

5. Dog Exercise Areas

~~2.45.1~~ To meet the ~~reasonable~~ needs of dog owners ~~and~~, promote animal welfare, and ~~also to~~ clearly ~~identify to the public~~indicate where dogs ~~may and may not~~can be exercised, the Council will designate ~~specified~~specific dog exercise areas.

~~2.55.2~~ ~~1.3.2~~ Designated dog exercise areas are set out in the Bylaw and can also be established by ordinary Council resolution under the ~~Hutt City Council Dog Control~~ Bylaw ~~2015~~. They are set out on ~~Council's~~Council's website at huttcity.govt.nz. It is important to have a number of exercise areas available within Lower Hutt ~~City~~ for dogs to be exercised. These are clearly signposted and include most Council

parks and reserves; ~~and~~ the Hutt River banks and drainage reserves in Wainuiomata.

~~2.65.3~~ ~~1.3.3~~ The matters that Council must have regard to ~~in~~when making a decision to establish or disestablish a dog exercise area are as follows:

- ~~(~~the need to minimise danger, distress, and nuisance to the community generally;
- the need to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults;
- the importance of enabling, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs;
- the exercise and recreational needs of dogs and their owners;
- impact on all wildlife ~~areas~~;
- whether it is necessary to consult with the public to gauge community views on a proposed dog exercise area; ~~and~~
- any other information considered by ~~the~~ Council to be relevant.

3.6. Designation of Exercise and Prohibition Areas and Maps

~~3.16.1~~ Dog exercise areas and dog prohibition areas will be clearly signposted.

~~3.26.2~~ ~~1.4.2~~ Owners or anyone ~~in control of~~responsible for a dog being exercised ~~within such~~in a dog exercise area must carry ~~their dogs~~ dog leash and ~~not allow the dog to foul the area. However, no offence will~~ a waste bag for picking up their dog's excrement. ~~Any excrement must~~ be committed against the bylaw if such people ~~remove the droppings~~ immediately. ~~removed and appropriately disposed of.~~

~~3.36.3~~ ~~1.4.3~~ Owners of dogs that enter or remain in a dog prohibition area will be liable for prosecution for a breach of the Bylaw.

4.7. Department of Conservation Land

4.7.1 Under the Conservation Act 1987, the Minister of Conservation can, by notice in the Gazette, declare any part or parts of land managed and administered by the Minister or Department under specific acts to be either a controlled dog area or an open dog area.

4.7.2 To identify such areas within the Lower Hutt district, please refer to the Department of Conservation website: www.doc.govt.nz

5.8. Owner Responsibilities

Overview

5.8.1 Council recognises the importance of owner responsibility and education and wishes to have in place policies and measures that support responsible dog owner status and send clear signals as to the preferred way that owners should carry out their responsibilities as dog owners. The measures that Council will have in place to support and promote responsible dog owner behaviour are as follows:

- ~~Pamphlets~~pamphlets will be available and, when appropriate, distributed to dog owners explaining their obligations and rights, and the provisions of the ~~Dog Control~~ Bylaw;
- ~~Closer links and partnerships will be sought with dog training and obedience clubs to formally recognise their role in effective owner education and dog obedience;~~
- ~~In~~in order to support dog owners in fulfilling their responsibilities, the Council's Animal Control Officers will be available to give dog owners advice on all matters relating to the keeping and control of dogs;
- ~~A~~A fee rebate is available to dog owners who qualify as responsible dog owners under Council's criteria set out below;
and

- Council will actively enforce the ~~bylaws~~Bylaw and the ~~Dog Control~~ Act.

Owner Obligations, Education and Dog Obedience

5.28.2 In addition to the requirements of any other Act or of any regulations or bylaws regulating the control, keeping, and treatment of dogs, the ~~Dog Control Act 1996~~ requires every owner of a dog ~~—~~:

- ~~To~~ ensure that the dog is registered in accordance with this Act, and that all relevant territorial authorities are promptly notified of any change of address or ownership of the dog ~~;~~;
- ~~To~~ ensure that the dog is kept under control at all times:
- To ensure that the dog receives proper care and attention and is supplied with proper and sufficient food, water and shelter ~~;~~;
- ~~To~~ ensure that the dog receives adequate exercise ~~;~~;
- ~~To~~ take all reasonable steps to ensure that the dog does not cause a nuisance to any other person, whether by persistent and loud barking or howling or by any other means ~~;~~;
- ~~To~~ take all reasonable steps to ensure that the dog does not injure, endanger, intimidate, or otherwise cause distress to any person ~~;~~;
- ~~To~~ take all reasonable steps to ensure that the dog does not injure, endanger, or cause distress to any stock, poultry, domestic animal, or protected wildlife ~~;~~;
- ~~To~~ take all reasonable steps to ensure that the dog does not damage or endanger any property belonging to any other person ~~;~~ and
- ~~To~~ comply with the requirements of this Act and of all regulations and bylaws made under this Act.

Responsible Dog Owner Status

~~5.38.3~~ Council will encourage responsible dog ownership by; formally recognising "Responsible Dog owner" status, dog ownership education programmes and dog obedience courses. Responsible Dog Owner status will qualify owners for significantly lower registration fees under the Act.

~~5.48.4~~ ~~To may only be made between 1 February and 30 May in each year. In order to~~ obtain Responsible Dog Owner Status, in addition to the obligations imposed on every dog owner by the Act, owners are required by ~~Hutt City~~ Council to:

- ~~Make complete a questionnaire demonstrating their knowledge of the Act and the Bylaw;~~
- ~~make~~ a written declaration that they will comply with the requirements for Responsible Dog Owner status and understand that any breaches of the ~~Dog Control Act 2003~~ or ~~City Bylaw~~ ~~the Bylaw~~ will lead to the immediate cancellation of the Responsible ~~Dog~~ Owner status for a period of 2 years;
- ~~Register~~ ~~register~~ their dog(s) by 31 July in any registration year;
- ~~Have ensure~~ their property ~~is~~ fully fenced or the dogs ~~are~~ penned or controlled ~~in such a way that to allow~~ safe access to the front door ~~is assured~~ for people lawfully ~~going~~ about their business ~~and that, while preventing the dog cannot escape dogs from the property; escaping;~~
- ~~a. Demonstrate that they have full control over ensure~~ their ~~dogs~~ both on and off a leash and in other situations. This can be proved by presentation of a certificate from an approved trainer that the dog and owner have passed a Grade 2 Dog Obedience Course or by a practicable demonstration to a Hutt City Animal Control Officer;

- ~~The dog(s) are provided with~~ have a warm ~~and,~~ dry, draft-free kennel, ~~given~~ proper exercise ~~and,~~ sufficient food daily, and ~~have~~ access to ~~a~~ clean water ~~supply~~ at all times;
- ~~Clean~~ clean up after their dog if it fouls any public place or property owned by any other person ~~and;~~
- ensure ~~the dog~~ is leashed in public places when not being exercised under control in a designated dog exercise area;
- ~~Notify~~ notify Council of any changes of address, transfer of ownership or death of their dogs; ~~and~~
- ~~Dogs need to~~ have ~~been~~ registered their dogs with Hutt City Council for a period of 12 months prior to ~~owners~~ applying for ~~responsible dog~~ Responsible Dog Owner status. Owners who currently have Responsible Dog Owner status and obtain an additional dog can apply as soon as that dog is registered.

8.5 An Animal Control Officer may complete an inspection to verify that (d) and (e) have been complied with.

5.58.6 It is desirable but not mandatory for an owner ~~status to provide a certificate from an approved trainer showing that the dog and owner have passed a Grade 2 Dog Obedience Course. The Animal Control Officer may require a demonstration that an owner has full control over their dogs both on and off leash and in other situations.~~

Licence for Three or More Dogs

5.68.7 ~~To~~ minimise ~~the potential~~ nuisance and ~~danger to the community caused by dogs, and to ensure that adequate provision is being made for the proper~~ care ~~and welfare of~~ dogs, ~~under the Bylaw~~ a ~~licence~~ license is required ~~if for owners/occupiers of premises~~ in the city ~~who~~ wish to keep three or more dogs aged three months or ~~more~~ older on their premises ~~at any one time, regardless of ownership status~~. This does not apply to rural working dogs.

Owners to Keep Dogs Under Effective Confinement and Control

~~5.78.8~~ To enable the public, to the extent that is practicable, to use streets and public amenities without fear of attack or intimidation by dogs and to minimise nuisance to the community generally caused by dogs, dog owners must prevent their dogs from wandering by keeping them under proper control or under effective confinement, especially at night. This includes, to the extent possible ~~—~~:

- ~~Keeping~~keeping every bitch, while in season, confined or under control while being exercised;
- ~~Taking~~taking all practicable steps to stop their dog barking, howling or being aggressive; and
- ~~Cleaning~~cleaning up after their dogs defecate in any public place, or on land or premises other than the owner's. Droppings must be disposed of in an ~~approved~~appropriate manner (i.e. in a bin~~—~~).

Access to Front Door

~~5.88.9~~ Safe access to a dog owner's front door (or another safe access point) is to be provided at all times, to people lawfully going about their business. Where the gate is locked to prevent access, this requirement does not apply.

~~5.98.10~~ ~~2.6.2~~ The intention is to ensure that people entering a property are not attacked by aggressive or savage dogs. Owners must ensure that such dogs are penned, chained or contained ~~in the rear yard.~~

Disability Assist and Working Dogs

~~5.108.11~~ The Act contains some specific exceptions for certain types of dogs. Section 75 of the ~~Dog Control Act 1996~~ provides an exclusion for a disability assist dog accompanying or assisting a person with a disability, or any person engaged in training such a dog. These dogs may enter and remain:

a. ~~in~~ any premises registered under regulations made pursuant to Section 120 of the Health

- Act 1956; or
- ~~in~~ any public place, subject to compliance with any reasonable condition imposed by the occupier or person having control of the premises or public place, as the case may be.

~~5.118.12~~ ~~2.7.2~~ Under Section 2 of ~~the~~ ~~the~~ Act, Working Dogs are defined as:

- a. any disability assist dog;
- b. any dog:
 - i. kept by the Police or any constable, the New Zealand Customs Service, the Ministry of Agriculture and Forestry, the Ministry of Fisheries, or the Ministry of Defence, or any officer or employee of any such department of State solely or principally for the purposes of carrying out the functions, powers, and duties of the Police or the department of State or that constable, officer, or employee; ~~or~~
 - ii. kept solely or principally for the purposes of herding or driving stock; ~~or~~
 - iii. kept by the Department of Conservation or any officer or employee of that department solely or principally for the purposes of carrying out the functions, duties, and powers of that department; ~~or~~
 - iv. kept solely or principally for the purposes of destroying pests or pest agents under any pest management plan under the Biosecurity Act 1993; ~~or~~
 - v. kept by the Department of Corrections or any officer or employee of that department solely or principally for the purposes of carrying out the functions, duties, and powers of that department; ~~or~~

- vi. kept by the Aviation Security Service under [section 72B\(2\)\(ca\) of](#) the Civil Aviation Act 1990, or any officer or employee of that service solely or principally for the purposes of carrying out the functions, duties, and powers of that service; ~~or~~
- vii. certified for use by the Director of Civil Defence Emergency Management for the purposes of carrying out the functions, duties, and powers conferred by the [Civil Defence Emergency Management Act 2002](#);
- viii. ~~Defence Emergency Management Act 2002~~; ~~or~~ ~~viii.~~
———owned by a property guard as defined in [section 9 of](#) the Private Security Personnel and Private Investigators Act 2010 or a property guard employee as defined in [section 17 of](#) that Act, and kept solely or principally for the purpose of doing the things specified in [section 9\(1\)\(a\) to \(c\) of](#) that Act; or
- ~~ix.~~ ~~ix.~~———declared by resolution of the territorial authority to be a working dog for the purposes of this Act, or any dog of a class so declared by the authority, being a dog owned by any class of persons specified in the resolution and kept solely or principally for the purposes specified in the resolution.

[8.13](#) [The owner of a dog or dogs wanting to register a Working Dog or Dogs shall make an online application to Council in the form set out at Schedule One and shall provide with their application any information Council requires.](#)

6.9. Administration and Enforcement

Registration Fees

~~6.19.1~~ Fees under the ~~Dog Control~~ Act are set by Council resolution and notified in the Long Term ~~Council Community~~ Plan and on the Council's website: huttcity.govt.nz.

~~9.2~~ Council will fix reasonable dog registration fees to allow effective management and enforcement of the ~~Dog Control~~ Act ~~1996~~ and ~~Council bylaws: the Bylaw~~. All revenue received and retained under the Act will be used only for purposes authorised ~~by or~~ under the Act. The fee structure will recognise dog owners who are licensed as "responsible dog owners", or who have had their dogs neutered or spayed ~~and microchipped~~.

~~6.29.3~~ Incentives will be available to encourage owners to register their dogs before July 31 each year.

Enforcement

~~6.39.4~~ The Act and Bylaw will generally be enforced by ~~Hutt City~~ Council Animal Control Officers. There are a range of possible enforcement tools including:

- ~~Seizure~~seizure of dog;
- ~~Issue~~issue of infringement notices and fines;
- ~~Prosecution~~prosecution with fines ~~of \$~~ being possible;
- ~~Declaring~~declaring a dog menacing or dangerous; and
- ~~Prohibiting~~prohibiting people from ~~owning~~owning dogs.

~~6.49.5~~ ~~3.2.2~~ The Council aims to enforce the ~~Dog Control~~ Act ~~1996~~ and the ~~Dog Control~~ Bylaw in order to meet the objects of ~~that~~the Act. ~~To that end, the~~ Council will undertake prosecutions for breaches of the ~~bylaw~~Act and the Bylaw, and issue infringement notices for offences specified in the First Schedule to the Act. Recovery of unpaid

infringement fees will be sought through the Summary Proceedings Act 1957, in the courts.

~~6.59.6~~ ~~3.2.3~~ In addition to powers of prosecution and issuing infringement notices, ~~the~~ Council has a number of other powers under the Act which will also be carried out with the aim of safeguarding the public and minimising nuisance caused by dogs and ill-treatment of dogs.

~~6.69.7~~ ~~3.2.4~~ To enable the public, to the extent that is practicable, to use streets and public amenities without fear of attack or intimidation by dogs, dogs found roaming in any public place or on another person's property, whether or not they are wearing collars or properly registered, will be impounded.

~~6.79.8~~ ~~3.2.5~~ In addition, where ~~the~~ Council receives complaints, Animal Control Officers may take appropriate action including seizing a dog that is not being properly provided for.

Probationary Owners

~~6.89.9~~ Council notes that the Act establishes disincentives for owners who are issued with repeat infringement notices under the ~~Dog Control Act~~. Such behaviour can affect that person's ability to register future dogs and so impact on their ability to lawfully own dogs in the future.

~~6.99.10~~ ~~3.3.2~~ Section 21 of the ~~Dog Control Act 1996~~ provides for the classification of a dog owner as a probationary owner. This applies where that person has been convicted of any offence ~~against~~under the Act (except an infringement offence), or has committed three or more infringement offences within a continuous period of two years.

~~6.109.11~~ ~~3.3.3~~ Under the Act, "Probationary Owner" status will last for 24 months. Probationary owners will not be allowed to register any dog unless they were the registered owner of the dog at the time of the offence.

~~6.119.12~~ ~~3.3.4~~ Probationary owners will be required to pay a 50 percent surcharge over and above all dog control fees.

Disqualification of Owners

~~6.129.13~~ Dog owners will be disqualified from owning a dog under Section 25 of the ~~Dog Control Act 1996~~ if they are convicted of an offence (not

being an infringement offence) against the Act while a probationary owner at the time of the offence. Disqualified owners will not be allowed to own a dog for up to five years after the offence.

Menacing Dogs – Requirement to be Neutered

~~6.139.14~~ 6.149.14 ~~The Act 1996~~ provides that a territorial authority must classify as menacing any dog that the territorial authority has reasonable grounds to believe belongs wholly or predominantly to 1 or more breeds or types listed in Schedule 4 of the Act.

~~6.149.15~~ 6.149.15 ~~3.5.2~~ These breeds ~~and type~~ are currently Brazilian Fila, Dogo Argentino, Japanese Tosa; ~~Perro de Presa Canario~~ and ~~American~~ American Pit Bull Terrier. In addition, a territorial authority may classify a dog as menacing under the Act in relation to the dog's behaviour. An owner of a dog that is classified as menacing may object to this classification and has the right to be heard. The territorial authority may require that the owner of a menacing dog is required to produce evidence that the dog has been neutered or that it is not in a fit condition to be neutered by the specified date.

~~6.159.16~~ 6.159.16 ~~3.5.3~~ It is Council policy in all cases where dogs are classified as menacing because of their breed (~~i.e.~~ because they are one of the breeds of dogs specified in the 4th Schedule to the Act) or behaviour to require evidence that the dog has been neutered or is unfit to be neutered by the specified date.

Barking Dogs

~~6.169.17~~ 6.169.17 Where a dog control officer has received a complaint and has reasonable grounds for believing that a nuisance is being created by the persistent ~~and/or~~ loud barking or howling of any dog, ~~In determining whether a nuisance is being created~~ the officer ~~may~~ will consider:

- Barking during unsociable hours;
- Persistent barking of a long duration;
- Prolonged barking over a period of days; and
- And other factors which the officer deems relevant.

9.18 ~~In the event of a nuisance the officer may:~~

- Enter the premises to inspect ~~;~~ and
- Serve written notice requiring the nuisance to be reduced to a reasonable level ~~;~~ ~~or~~ ~~Remove the dog from the land or premises.~~

6.179.19 ~~3.6.2~~ Owners ~~may appeal to the Council within~~ have seven days ~~against these notices to comply with the notice or object to Council about the content of the notice.~~ Where a notice has been served and the dog causes a further nuisance by barking, the ~~dog control officer~~ Animal Control Officer may remove the dog from the premises.

~~DOGS ATTACKING PEOPLE OR ANIMALS~~

9.20 ~~3.7.1~~ Aggressive behaviour is not limited to but may include:

- Rushing at or startling another person or animal in a way that causes or is likely to cause them injury or endangerment;
- Rushing at any vehicle in a way that is likely to cause an accident; or
- Attacking any person or animal.

6.189.21 Where a dog control officer observes or believes a dog has ~~attacked~~ attacked ~~a person or animal~~ acted aggressively, the officer may:

- ~~At~~ At the time, seize the dog if it is at large; or
- ~~If~~ If the dog continues to be a threat to the safety of people or animals, seize the dog.

~~3.7.2~~ ~~The matter may also be taken to court, where the dog control officer might ask that the dog be destroyed and that penalties be imposed.~~

9.22 ~~3.8.1~~ If a dog is seized, then a criminal prosecution against the owner of the dog may be advanced.

Dangerous Dogs

9.23 Where a dog is declared a "dangerous dog" under the Act, the dog must be muzzled at all times while in a public place and neutered or spayed within one month of the classification. The dog must also be kept in a secure area within the property and the owner must pay a higher registration fee.

10. Implementation

- This policy is given effect by Hutt City Council's Animal Services team.
- You can find more information on our website, here:
<https://www.huttcity.govt.nz/services/dogs>

11. Related Documents

- Dog Control Act 1996;
- Hutt City Council's Dog Control Bylaw
- Conservation Act 1987
- National Parks Act 1980
- Health Act 1956
- Biosecurity Act 1993
- Civil Aviation Act 1990
- Civil Defence Emergency Management Act 2002

7.12. Schedule One



Working Dogs

Class	Evidence Required
<p>Working dogs as Stock dogs.</p> <p>Dogs that are kept principally for the purposes of herding or driving stock.</p>	<p>The following breeds are considered by Council to be used as stock dogs in the District:</p> <ul style="list-style-type: none"> • Any "Collie" breed • Huntaway • Heading • Australian Cattle Dog • Kelpie • Sheepdog (Maremma) <p>Any of the above crosses.</p>
<p>An Animal Control Officer will be notified of any registrations for other breeds. The Animal Control Officer may request a demonstration of the dog working, when it is of age.</p>	
<p>Working Dogs</p>	<p>Pest dog: Photo/copy/scan of the pest management plan under the Biosecurity Act 1993.</p> <p>Dogs owned by a licensed Property, Guard under section 9 or section 17 of the Private Security Personnel & Private Investigators Act 2010: Photo/copy/scan of property guard approval documentation</p> <p>Government dogs: Photo/copy/scan of documentation from one of the following Government agencies:</p> <ul style="list-style-type: none"> • Police • Customs Service • MPI (fisheries/forestry) • Ministry of Defence • Department of Conservation • Department of Corrections • Aviation Security Service • Civil Defence Emergency Management

Declaration of Working Dog

Document Name / XX Month XXXX / Version XX

P.1

This form is to be completed to declare that your dog(s) is a/are full time working dog(s) kept solely or principally for the purpose of herding or driving stock, pest control under a Pest Management Plan under the Biosecurity Act 1993 or guarding property under section 9 or section 17 of the Private Security Personnel & Private Investigators Act 2010. If requested you must demonstrate the dog's ability to perform its specified function to council's satisfaction.

Registered Dog Owner Details:

Full Name:	
Date of Birth:	
Address where dog(s) are kept at:	
Mobile:	Business Phone:
Email:	
Company Registration Number:	

Dog Details:

Name	Breed	Primary Colour	Secondary Colour	Age:	Sex M/F

In accordance with section 40(1) of the Dog Control Act, I hereby declare that the dog(s) listed above is a/are full time working dog/s, as defined by section 2 of the Dog Control Act 1996 and is/are kept solely or principally for this purpose. I understand that if I knowingly provide any false or misleading statements in relation to this declaration that, on summary conviction, I am liable to a fine not exceeding \$3,000.

Signature:	Date: / /
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HUTT CITY COUNCILKOMITI HANGANGA
INFRASTRUCTURE AND REGULATORY COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor,
30 Laings Road, Lower Hutt on
Thursday, 13 March 2025, commencing at 2:00pm

PRESENT: Cr S Edwards (Chair) Cr T Stallinger (Deputy Chair)
Cr G Barratt Cr K Brown (until 4.22pm)
Cr B Dyer Deputy Mayor T Lewis
Cr A Mitchell

APOLOGIES: Mayor C Barry and Cr G Tupou

IN ATTENDANCE: A Geddes, Director Environment and Sustainability
J Kingsbury, Director Economy and Development
E Anand, Head of City Delivery (via audio-visual link)
P Hewitt, Head of Transport
T Johnstone, Head of Planning (part meeting)
J Roberts, Head of Environmental Protection (part meeting)
E Scherer, Transport Engineering Manager (part meeting)
R Lemalu, Project Delivery Manger (part meeting)
D Kennedy, Transport Project Manager (part meeting)
B Hodgins, Strategic Advisor (part meeting)
N Hardie, Building Consents Manager (part meeting)
H Bell, Elected Member Support Coordinator (part meeting)
V Gilmour, Democracy Advisor
H Clegg, Minute Taker

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	Cease the winds from the west
Whakataka te hau ki te tonga	Cease the winds from the south
Kia mākinakina ki uta	Let the breeze blow over the land
Kia mātaratara ki tai	Let the breeze blow over the ocean
E hī ake ana te atākura	Let the red-tipped dawn come with a
He tio, he huka, he hau hū	sharpened air.
Tihei mauri ora	A touch of frost, a promise of a
	glorious day.

2. **APOLOGIES**

RESOLVED: (Cr Edwards/Cr Barratt)

Minute No. IARCC 25101

"That the apologies received from Mayor Barry and Cr Tupou be accepted and leave of absence be granted."

3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

5. **RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 25 March 2025**

Setting of Speed Limits 2024 - Speed Limit Changes around schools and Marine Drive

Speaking under public comment, **Belinda Moss, Chair of Eastbourne Community Board**, asked that the 50km/h speed limit along Marine Drive be maintained due to changes in land use from the construction of Tupua Horo Nuku. She noted that a recent review had reduced the speed limit from 70km/h to 50km/h following community feedback about increased pedestrian and cyclist traffic. She highlighted that existing concrete barriers hindered prams, cycles, and wheelchairs, requiring more time to navigate the area. She raised concerns about the feasibility of planned pedestrian crossings if the speed limit were increased to 70km/h and emphasised that the current limit had improved safety on Marine Drive.

In response to a question from a member, Belinda Moss believed the Principal of Wellesley College was satisfied with the current variable speed limit near the school.

The Chair read a written comment by **Murray Reed** attached as page 15 to the minutes.

Speaking under public comment, **Clare Kernot, representing Mahina Bay Residents' Association** (the Association), stated that a 2021 survey showed 75% of respondents supported the 50km/h speed limit. She asked for additional speed deterrents, such as double yellow lines and speed cameras, and expressed residents' relief at the limit and concerns over pedestrian crossings with a higher speed limit.

Speaking under public comment, **Anna Sutherland and Susan Ewart, representing the York Bay Residents' Association**, asked that the 50km/h speed limit be retained. Anna Sutherland mentioned that the Tupua Horo Nuku construction enhanced the beach and encouraged public transport use, as new developments no longer required on-site parking. She expressed concerns that concrete barriers hindered access to the shared pathway and emphasised the importance of lower vehicle speeds for the safety of non-motorised users, especially given that 14 driveways in York Bay directly connect to Marine Drive.

Susan Ewart highlighted the increase in pedestrians and kayakers using the pathway to access the beach. She mentioned that the main entry point in York Bay did not align with the road intersection, forcing users to walk along the road. Additionally, she noted that inconsistent speed limits on Marine Drive had caused confusion and suggested maintaining a consistent 50 km/h limit.

In response to a question from a member, Anna Sutherland stated that a 50km/h speed limit on Marine Drive would enhance safety, even without a shared pathway. Susan Ewart noted that elderly residents in York Bay struggled to cross Marine Drive due to high vehicle speeds.

The Head of Transport elaborated on the report. He confirmed that the Land

Transport Rule: Setting of Speed Limits 2022 permitted exceptions to the requirement that all speed limits changed under the 2022 rule must revert to their original limits. He noted that Tupua Horo Nuku could significantly change land use.

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

- confirmed that a condition of consent for Tupua Horo Nuku required a review of speed limits. He said this had been completed, reducing the speed limit to 50km/h. He added that the review had factored in the future development of Tupua Horo Nuku at the time.
- if the speed limit change were deemed justified based on a significant land use change, the requirements outlined in paragraph 7 of the report would not apply.
- officers intended to visit all school sites to assess entrances and speed limit sign locations before engaging with schools on potential changes. Council had extensively consulted schools following the 2022 rule changes, leading to the reduction of speed limits near most schools. The maps in the report were in draft form and could have potential adjustments after discussions with each school.
- agreed that transparency in discussions with schools was essential and noted that all councils in New Zealand were facing the same situation. Using existing signposts, rather than installing new ones, was preferred, and lessons had been learned from the previous rollout of speed limits.
- limited resources were available to carry out this mandatory but unfunded work. The safety of children would always be a priority. However, other projects may need to be deferred to prioritise this work.

Cr Mitchell proposed new parts (3) and (4), agreeing that officers would work with schools to implement changes that comply with the Land Transport Rule - Setting Speed Limits 2024 and to maintain the 50km/h speed limit on Marine Drive.

Cr Brown supported retaining the 50km/h speed limit on Marine Drive. She questioned the necessity of consulting with schools when the government mandate required speed limits to revert to pre-2022 levels. She noted that most schools had already participated in prior consultations and supported the lower speed limits. She expressed concern that Council had lost the ability to support schools in their efforts to maintain reduced speed limits.

Cr Mitchell emphasised the need for clear communication on the process to schools, which could simplify speed limits. He advocated for consistent drop-off and pick-up times for speed limit signage to reduce confusion for drivers. He also supported the proposed 50km/h limit for Marine Drive.

Cr Stallinger expressed support for the 50km/h speed limit for Marine Drive, highlighting safety concerns due to the numerous driveways directly accessing the road.

Cr Dyer expressed concern about the government mandating unfunded work. He noted that the new speed limits from the 2022 rule changes had not

significantly affected travel times but had enhanced student safety. He urged officers to prioritise safety while adhering to the new rules and advocated for clear communication with schools regarding the reasons for the changes.

RECOMMENDED: (Cr Edwards/Cr Mitchell)

Minute No. IARCC 25102

"That the Committee recommends that Council:

- (1) receives and notes the information;*
- (2) notes that the reversal of reduced speed limits and the installation of variable speed limits is required by the Land Transport Rule: Setting of Speed Limits 2024;*
- (3) approves officers to work with schools to make changes that comply with the Land Transport Rule - Setting Speed Limits 2024 and maximise the safety of students travelling to and from school; and*
- (4) directs officers to complete the work required to maintain Marine Drive at 50km/h due to the significant change of land use since the speed was lowered in accordance with the Eastbourne Speed review, which was a consent condition for Tupua Horo Nuku."*

6. **WATER FILLING STATIONS AND FOOTPATH IMPROVEMENTS - WAIU STREET, WAINUIOMATA, MARINE PARADE, PETONE AND WINGATE CRESCENT, NAENAE**

Report No. IARCC2025/1/44 by the Traffic Engineer

The Head of Transport elaborated on the report.

The Strategic Advisor noted that Wellington Water Ltd (WWL) was conducting the work on behalf of Council and that it was included in the budget.

In response to questions from members, the Strategic Advisor confirmed that tankers could use existing hydrants after applying to WWL for each instance. He acknowledged that unauthorised usage had likely occurred and that WWL was committed to stricter enforcement. He noted that monitoring hydrant use at night posed challenges.

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. IARCC 25103

"That the Committee:

- (1) receives and notes the information;*
- (2) approves the installation of one new bulk water filling station outside 21 Waiu Street, Wainuiomata, as outlined in Appendix 1 to the report;*
- (3) approves the installation of one new bulk water filling station at the corner of Marine Parade and Kirkcaldy Street, Petone, as outlined in Appendix 2 to the report;*
- (4) approves the installation of one new bulk water filling station approximately 60m south of the Wingate Bridge on Wingate Crescent, Naenae, as outlined in Appendix 3 to the report;*
- (5) approves the following improvements in Petone and Wainuiomata:*
 - a) relocation of the footpath in Wainuiomata, shifting it from the east to the west, ensuring a minimum width of 1.5m, as outlined in Appendix 1 to the report;*
 - b) relocation of the footpath in Petone, shifting it from the south to the north, ensuring a minimum width of 1.5m, as outlined in Appendix 2 to the report; and*
 - c) replacing the existing footpath and grassed area in Petone with a vehicle access layby as outlined in Appendix 2 to the report;*
- (6) rescinds any previous resolutions related to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in this recommendation; and*
- (7) notes that the changes will take effect once the traffic control devices indicating the recommended restrictions have been installed."*

7. THREE WATERS UPDATE

Report No. IARCC2025/1/42 by the Strategic Advisor

The Strategic Advisor elaborated on the report and provided the following updates:

- paragraph 3 – the latest year-end forecast was now \$75.7M, with \$3M in savings achieved without reducing the programme. Savings were due to contingency amounts not being required for three projects and timing adjustments in other projects.
- paragraph 5 – Wellington Water Ltd (WWL) had provided initial cost estimates for pipeline renewals completed over the past 22 months, ranging from \$1M to \$4M per kilometre. These figures included all associated costs. Cost variations were attributed to location, depth, number of connections, ground conditions, pipe size and construction methods. The Chief Executive of WWL advised that a detailed analysis could only be conducted for current projects and those completed within the past 12 months.
- paragraph 6 – the total number of backlogged leaks was 110, and the current budget resourcing was sufficient to maintain this level.
- paragraphs 9 and 10 – the total cost had been reduced to \$135,000.

The Strategic Advisor indicated that revenue from the second tranche of commercial water rates was projected to be \$500,000 higher than anticipated.

In response to member questions, the Strategic Advisor confirmed that;

- increased funding for pipe renewals resulted from deferring other projects.
- WWL would be asked to provide the average cost per kilometre for pipe renewals over the past three years.
- funding for the water meter project was included in next year's budget.
- current work involved input from all Iwi partners with monthly meetings. A business case was in development and expected to be finalised in six weeks, followed by a detailed report for Council consideration.

In response to questions from members, the Strategic Advisor explained that the decrease in bulk water usage was due to leak repairs. However, Council's percentage of bulk water use had not decreased as much as neighbouring councils, so fees have not dropped proportionally. He would ask that WWL include the number of leaks fixed in its regular reports.

RESOLVED: (Cr Edwards/Cr Mitchell)

Minute No. IARCC 25104

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

8. MICROMOBILITY PROGRAMME UPDATE

Report No. IARCC2025/1/45 by the Transport Project Manager

The Transport Project Manager shared a presentation attached as pages 16-18 to the minutes.

In response to questions from a member, the Project Delivery Manager explained that the proposed pedestrian crossing near Avalon Park had been removed due to the absence of confirmation regarding speed limit changes in the area. She noted that pedestrian crossings were prohibited on roads with a speed limit of 70km/h.

The Director of Economy and Development noted that the pathway connecting the Beltway to RiverLink may have been inadvertently omitted from the maps. He agreed to provide an update on its current status. He acknowledged the members' frustrations, explaining that the Taitā Connection was meant to link cycle routes, but it did not accomplish this goal.

In response to questions from members, the Transport Project Manager explained that the Taitā project had been divided into two phases for procurement purposes. He confirmed that the Avalon project would commence on 17 March 2025. Stage 1 of the Taitā project would commence on 18 July 2025, followed by Stage 2, due to commence on 22 August 2025. He confirmed costs were \$1.9M for Avalon and \$3.9M for Taitā, contributing to an overall budget of \$7.28M. The Head of Transport also mentioned that a portion of the budget was allocated for a strategic review of cycleways.

In response to questions from members, the Project Delivery Manager confirmed that some raised crossing platforms could be retained and agreed to report back on the proposed locations.

The Transport Project Manager acknowledged concerns regarding the proposed parking changes on Walter Street, which could reduce the carriageway to one-way traffic. He agreed to reassess the proposal and the width of the proposed bus stop shown on the map attached as page 18 to the minutes.

In response to a question from a member, the Project Delivery Manager confirmed that the zebra crossing's proposed location on the map, attached as page 19 to the minutes, could be adjusted for better alignment. She also stated that barriers restricting cycle access on pathways would be reassessed for removal.

Cr Mitchell suggested that the crossings at both ends of the project (Oxford Terrace, High Street, and Avalon) be maintained as raised dual platforms due to these roads' high-speed, high-traffic nature. He asked that five raised platform crossings be preserved across both projects. He also emphasised the importance of providing maps promptly for adequate assessment by the members.

The Director of Economy and Development indicated that a report on reinstating raised platform crossings, including cost estimates, could be considered by Council at its meeting on 25 March 2025.

Cr Barratt mentioned that parking issues on Walter Street had been ongoing for years and suggested that converting it to a one-way could serve as a long term solution.

Cr Brown questioned the rationale for reinstating raised platform crossings, emphasising that many areas in the city needed them for safety. She expressed support for the Taitā and Avalon proposals.

Cr Stallinger expressed concern about whether these projects would set a precedent for the city and how raised platform crossings would be assessed, especially considering budget constraints.

The Director of Economy and Development stated that any proposals for raised platform crossings would need Committee approval because of cost implications. He mentioned that the original project design was created when 90% of the funding was external and included higher-quality design features.

The Chair supported completing a micromobility project within the limited budget, suggesting that future assessments could be conducted for other areas of the city.

Cr Dyer asked for clarification regarding removing the raised platform crossing at Tocker Street. He believed it was necessary as part of a traffic calming and Speed Reduction Strategy. He proposed that a speed hump be considered in place of the crossing instead.

Members agreed that part (4) of the officer's recommendations – "*approves option (a) changes to Community Connections (Avalon and Taitā) designs as noted in the officer's report*" - should be referred to the Council meeting on 25 March 2025.

RESOLVED: (Cr Edwards/Cr Dyer)

Minute No. IARCC 25105

"That the Committee:

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

9. **PROPOSED TEMPORARY ROAD CLOSURE, REYNOLDS BACH DRIVE, STOKES VALLEY - HUTT VALLEY MOTORSPORT CLUB HILL CLIMB EVENT | 2025 - 2027**

Report No. IARCC2025/1/41 by the Transport Engineering Manager

The Head of Transport elaborated on the report.

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. IARCC 25106

"That the Committee:

- (1) *receives and notes the information;*
- (2) *agrees to temporarily close the following section of Reynolds Bach Drive, Stokes Valley, from the 'gates' to the end of Reynolds Bach Drive;*
 - a) *Hutt Valley Motorsport Club Hill Climb – 2025:
Friday, 18 April 2025 (Good Friday) from 7:00am to 6:00pm (attached as Appendix 2 to the report);*
 - b) *Hutt Valley Motorsport Club Hill Climb – 2026:
Friday, 3 April 2026 (Good Friday) from 7:00am to 6:00pm (attached as Appendix 2 to the report); and*
 - c) *Hutt Valley Motorsport Club Hill Climb – 2027:
Friday, 26 March 2027 (Good Friday) from 7:00am to 6:00pm (attached as Appendix 2 to the report); and*
- (3) *notes that during the event, this resolution will rescind any previous resolutions related to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls outlined in these resolutions."*

10. REGULATORY MATTERS

Report No. IARCC2025/1/43 by the Head of Building Control

Cr Brown left the meeting at 3.35pm.

The Director of Environment and Sustainability highlighted that the latest IANZ report confirmed that the building team was making good progress, had a strong structure, and had been reclassified as low-risk.

Cr Brown rejoined the meeting at 3.39pm.

In response to questions from members, the Building Consents Manager stated that the current operating system would be discontinued in 2026. She mentioned that investigations into two potential replacement systems were ongoing and emphasised that efforts were being made to address any possible transition issues.

The Head of Planning confirmed that many subdivision consent applications were submitted before the new Development Contributions Policy took effect, and several remained on hold.

The Director Economy and Development stated that the timeframes for the Tupua Horo Nuku project were being reassessed to stay as close to the original schedule as possible.

In response to questions from members, the Head of Environmental Protection informed that officers were communicating with operators that the government had established the new Food Licensing levy. Additionally, he attributed the decline in parking infringement numbers to a directive from the Ministry of Transport, which required higher fines for serious offenses and challenges related to staff resourcing.

RESOLVED: (Cr Edwards/Deputy Mayor Lewis)

Minute No. IARCC 25107

"That the Committee receives and notes the information."

11. ECONOMY AND DEVELOPMENT - DIRECTOR'S REPORT

Report No. IARCC2025/1/1 by the Director of Economy and Development

The Director of Economy and Development elaborated on the report, noting that the Hikoikoi project had been unintentionally excluded. He also confirmed that a briefing for members would take place on 2 April 2025.

The Head of Transport elaborated on the Temporary Traffic Management section. He noted that officers were engaging with neighbouring councils and that all current trials were associated with projects rather than maintenance work. He emphasised that high-volume road projects still need site-specific traffic management plans for Council approval. He recognised that moving away from the previous system would take time for the industry.

The Director of Economy and Development highlighted the high traffic management costs under previous regulations, often exceeding project costs. He reiterated that health and safety were top priorities and suggested temporarily closing roads to allow simultaneous project completion, reducing disruption.

In response to a question from a member, the Head of Transport indicated that traffic management costs were not expected to decrease in the short term, although savings might be realised in the longer term.

The Director Economy and Development confirmed that the Strategic Cycling Network Plan and the Cycling Strategy (the strategy) referred to the initiative for connecting micromobility projects. He noted that internal workshops were recently conducted and a report for members would be available soon. He added that a draft strategy was expected later this year.

RESOLVED: (Cr Edwards/Cr Barratt)

Minute No. IARCC 25108

"That the Committee receives and notes the information."

12. INFORMATION ITEM**Infrastructure and Regulatory Forward Programme 2025**

Memorandum dated 18 February 2025 by the Democracy Advisor

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. IARCC 25109

"That the Committee receives and notes the Forward Programme for 2025 attached as Appendix 1 to the memorandum."

13. QUESTIONS

There were no questions.

14. EXCLUSION OF THE PUBLIC

RESOLVED: (Cr Edwards/Deputy Mayor Lewis)

Minute No. IARCC 25110

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

15. *Infrastructure Acceleration Fund Update h*

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Infrastructure Acceleration Fund Update.</i>	<i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i>

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

There being no further business, the Chair declared the public part of the meeting closed at 4.02pm. The public excluded part of the meeting was declared closed at 4.25pm.

S Edwards
CHAIR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025

Public comment

How come the speed limit for the eastern bays is back on the agenda? Apparently it is to be discussed by the Hutt City Council Meeting on the 13th of March. The speed limit was set after years of consultation, discussions, surveys, and rational consideration.

Indeed, the grand and wonderful pathway project around the bays had as a condition for consent that the speed limit be reduced to its current 50km. This was because of safety concerns for those who are being encouraged to come and visit the bays using the new recreational pathway.

We, the residents, strongly supported the change. How is it that the matter is back on the agenda? Silly, ill-considered government intervention seems to be the only reason.

Murray Reed



Avalon & Taitā Connected Community's Shared Path

Infrastructure and Regulatory
Committee

13 March 2025



Background

- Formally known as Magic Triangle, Naenae has since been removed from scope
- Designs approved for Avalon and Taitā, however NZTA CERF funding paused November 2023
- HCC approved a self-funded budget August 2024



Proposed Design Changes

- Converting raised platform crossings to road level crossings
- Design changes align with Government Policy Statement on Land Transport 1 July 2024
- Future maintenance of raised pedestrian crossings will not receive any NZTA subsidies
- Still aligns with climate change goals by promoting low-emission, sustainable transport that supports wellbeing



Avalon Raised Vs Level Crossing Cost Estimates



RAISED CROSSING VS
LEVEL CROSSING
DIFFERENCE \$71,469.33
(PER CROSSING)



TIMEFRAME
DIFFERENCE OF 50 DAYS



TRAFFIC MANAGEMENT
DIFFERENCE \$122,450



TOTAL PROJECT
DIFFERENCE \$726,101.81



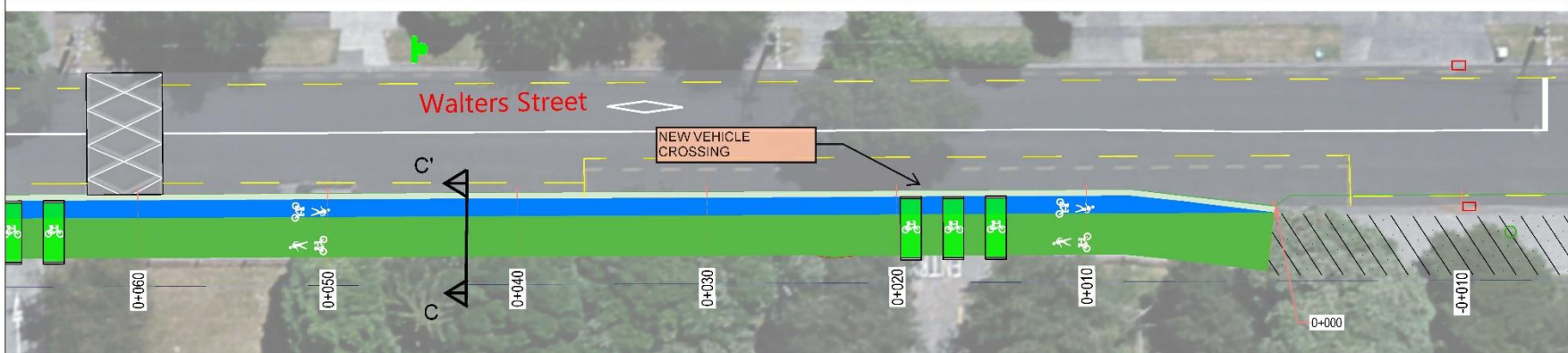
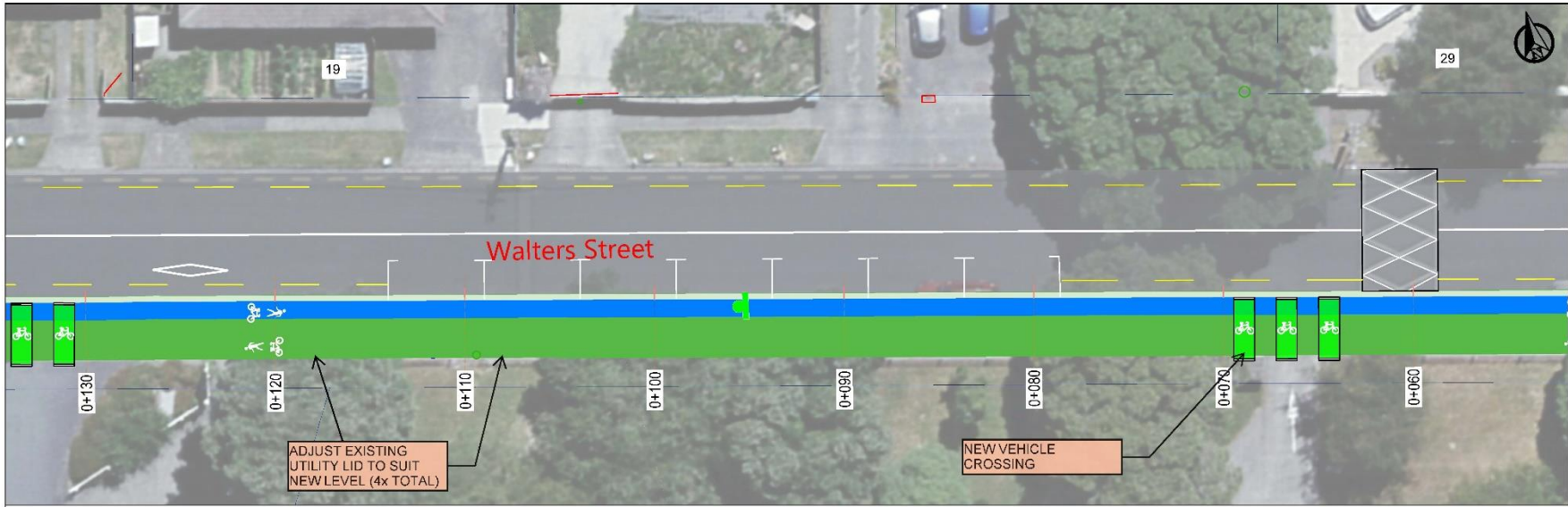
Maintenance Cost Example



- 3353 High St
- Raised Dual Crossing
- Asset age – 3 years
- Repair cost \$2,306.66
- TTM cost estimate \$4,688.34

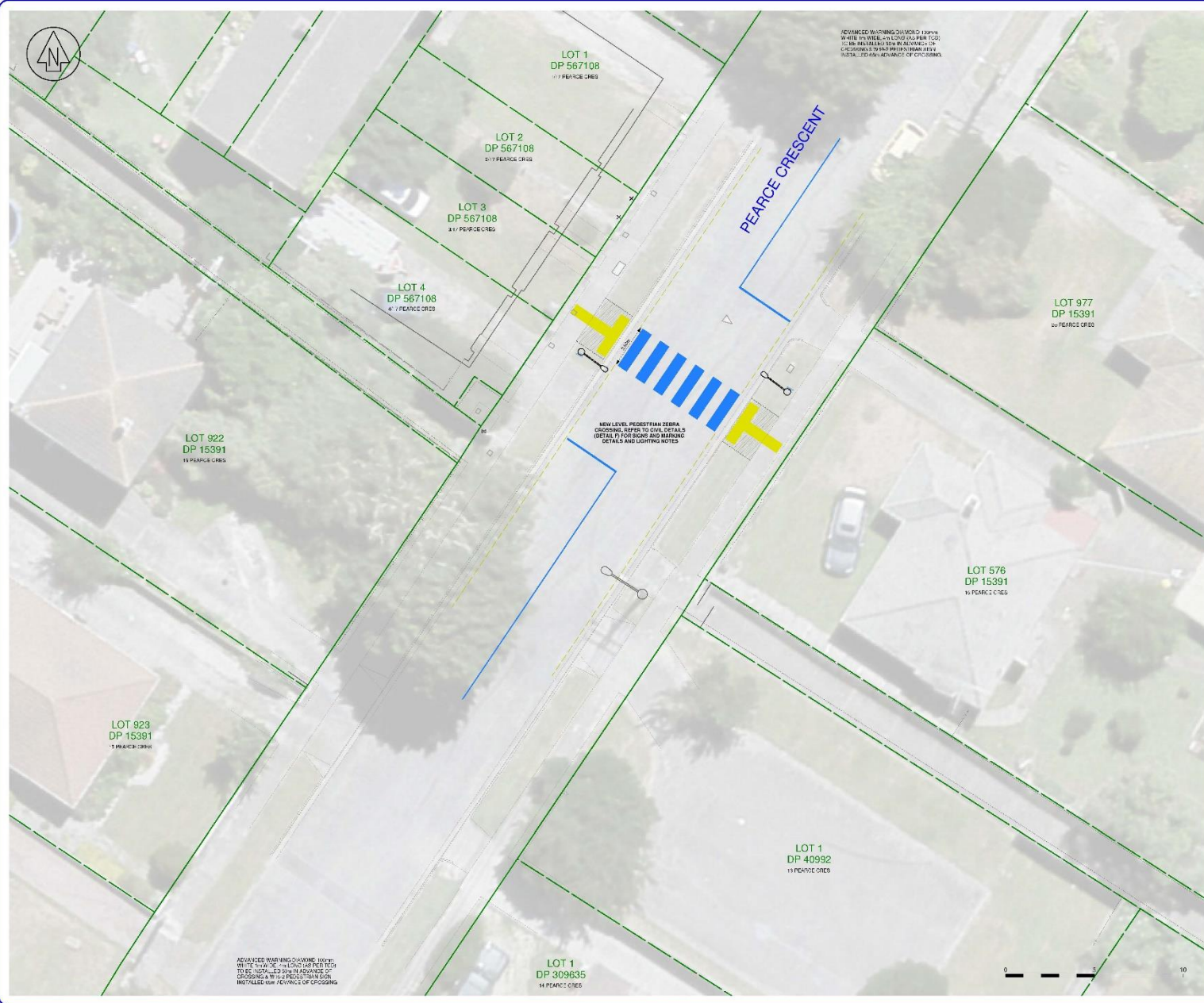
**Kia ora
Thank You**





LEGEND	
[Blue line]	PROPOSED EXTENSION
[Green line]	EXISTING FOOTPATH
[Dashed line]	SAMPLE LINES TOP CROSS SECTIONS
[Green line]	PROPOSED KERB AND CHANTEL
[Hatched area]	PROPOSED ASPHALT OVERLAY
[Green line]	PROPOSED S/CORRODIBLE PIPE
[Green line]	PROPOSED S/S GIS
[Yellow hatched area]	FACILITIES
[Blue square]	PROPOSED CESSPIT
[Orange square]	EXISTING CESSPIT - TO BE REMOVED
[Green circle]	EXISTING CESSPIT
[Red circle]	EXISTING MANHOLES
[Green line]	PROPOSED STRUCTURES

		PROJECT: CONNECTED COMMUNITIES AVALON IMPROVEMENTS	STATUS: ISSUED FOR TENDER	Designed/Drawn S BHANDARI	Approved A SHAHIN	Date 09/23
			TITLE: Plan of Footpath Extension at Walters and High Street	Sheet No. 010 Revision 3	Project No. AVA	Scale 1:200 @ A3



NO	REVISION	BY	DATE
A	ISSUE		

- NOTES**
1. FOR LEVEL CROSSING DETAILS REFER TO CIVIL DETAILS DRAWING
 2. NEW KERB TO BE CONSTRUCTED WITH 150mm GALV STEEL AND SHALL CONNECT TO EXISTING CURB. PPH.
 3. NEW SIGNAGE WITH BASH COURSE TO BE INSTALLED TO INDICATE TO DRIVERS IN PATH CROSSING DRIVEWAY'S AND PEDESTRIAN CROSSING PAVEMENT DETAILS.
 4. ROAD MARKINGS WITH INDICATIONS IN ACCORDANCE WITH NZTA 2022:
 - A) NO STOPPING LINE - YELLOW 150mm WIDE 100m IN GAP
 - B) CENTRELINE CONTINUOUS - WHITE 100mm WIDE
 - C) CENTRELINE BROKEN - WHITE 100mm WIDE, 5m OVER 7m BREAK
 - D) PEDESTRIAN MARKING - WHITE SYMBOL M2.4 (FOUR RULE)
 - E) CYCLIST MARKING - WHITE SYMBOL M2.3E (FOUR RULE)
 - F) ADVANCED WARNING DAMAGED - WHITE 100mm WIDE 1.5m TALL SIGN 50m WIDE
 - G) CIVIL WAY 1 HANGOFF - WHITE M2.2 SYMBOL
- REFER TO DETAIL F CIVIL DETAILS DWG

NOTE SURVEY WAS UNDERTAKEN BY WOODS BAGOT
 COORDINATE DATUM: NZGD2000, NZTM 2000
 HEIGHTS ARE IN TERMS OF NZVD 2010

ORIGIN OF LEVELS
 - MARK NAME: DP 13 80 34545
 - FINISHED LEVEL: 21.699m
 - 500MM: 1.1M DATUM

SpencerHolmes
engineers - surveyors - planners

Level 10 - 57 Willis Street
 PO Box 388 Wellington New Zealand
 (64) 4 222 661 www.spencerholmes.co.nz

CLIENT
HUTT CITY COUNCIL

PROJECT
TAITA COMMUNITY CONNECTIONS STAGE C

DRAWING TITLE
GENERAL LAYOUT PLAN SHEET 11

DESIGN CONSULTANT

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 C. DRAWN: JOE
 P. CHECKED: JOE
 SCALE: 1:100
 DATE: 2024
 SHEET: A1
 DRAWING NO: S24-0574-D12
 REV: A

RESOURCE MANAGEMENT - LAND PLANNING - SURVEYING - STRUCTURAL - CIVIL - FIRE

TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Minutes of an ordinary meeting of The Hutt City Council held in the Council Chambers,
2nd Floor, 30 Laings Road, Lower Hutt on
Wednesday 4 December 2024 commencing at 10.45am

PRESENT:

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr K Brown (via audio-visual link)	Cr B Dyer
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger (via audio-visual link)

APOLOGIES: Cr G Barratt, Cr J Briggs, Cr G Tupou

IN ATTENDANCE: A Geddes, Director Environment and Sustainability
T Johnston, Head of Planning
N Geard, Policy Planning Manager
S Davis, Senior Policy Planner
S Bellamy, Intermediate Policy Manager
P McDonald, Senior Policy Planner
C Bennett, Pou Whakamahere Kaupapa Here | Senior Tikanga Māori Policy Planner
K Haylock, Principal Policy Planner
J Randall, Democracy Advisor
H Clegg, Minute Taker

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with</i>
He tio, he huka, he hau hū	<i>a sharpened air.</i>
Tihei mauri ora.	<i>A touch of frost, a promise of a</i>
	<i>glorious day.</i>

2. APOLOGIES

RESOLVED: (Mayor Barry/Deputy Mayor Lewis) **Minute No. C 24505**

"That the apologies received from Crs Barratt, Briggs and Tupou be accepted and leave of absence be granted."

3. **PUBLIC COMMENT**

There was no public comment.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

5. **RECOMMENDATION TO COUNCIL FROM THE DISTRICT PLAN REVIEW COMMITTEE MEETING HELD ON 4 DECEMBER 2024: DISTRICT PLAN REVIEW – PROPOSED DISTRICT PLAN**

RESOLVED: (Mayor Barry/Cr Dyer) (UNANIMOUS)

Minute No. C 24506

“That Council:

- (1) notes and receives the information, including the final draft of the proposed District Plan and Section 32 Evaluation Reports;*
- (2) approves the proposed Lower Hutt District Plan for public notification pursuant to Clause 5 of Schedule 1 of the Resource Management Act 1991 (RMA);*
- (3) endorses the content of the Section 32 Evaluation Reports that have been prepared for the proposed District Plan;*
- (4) agrees that the date for public notification of the Proposed District Plan will be in February 2025, and that the submission period will be for 40 working days;*
- (5) approves that officers make further, non-substantial changes to the proposed District Plan (including maps) and updates to the Section 32 Evaluation Reports, as required, prior to public notification of the proposed District Plan;*
- (6) asks officers to report back to the Committee in 2025 with an updated proposed District Plan that shows changes made subsequent to this meeting as tracked changes;*
- (7) notes that under Section 86B of the Resource Management Act (RMA), some rules have immediate legal effect on public notification of the proposed District Plan – including rules relating to protection of historic heritage (in the HH – Historical Heritage and SASM – Sites and Areas of Significance to Māori chapters) protection of areas of significant indigenous vegetation and habitats of indigenous fauna (in the ECO – Ecosystems and Indigenous Biodiversity chapter), and rules for subdivision, infrastructure and earthworks in these areas; and*
- (8) acknowledges and thanks the District Plan team for their dedicated work over the past five years in preparing this proposed District Plan and supporting documents.”*

6. **QUESTIONS**

There were no questions.

7. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

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

There being no further business the Chair declared the meeting closed at 10.49 am.

C Barry
MAYOR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025

TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Minutes of an ordinary meeting of The Hutt City Council held in the Council Chambers,
2nd Floor, 30 Laings Road, Lower Hutt on
Tuesday 10 December 2024 commencing at 1:00 pm

PRESENT:

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr G Barratt	Cr J Briggs
Cr K Brown	Cr B Dyer
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou	

APOLOGIES: There were no apologies.

IN ATTENDANCE:

J Miller, Chief Executive
A Blackshaw, Director Neighbourhoods and Communities
J Griffiths, Director Strategy and Engagement
A Geddes, Director Environment and Sustainability
J Kingsbury, Director Economy and Development
J Livschitz, Group Chief Financial Officer
B Cato, Chief Legal Officer (part meeting)
P Hewitt, Head of Transport (part meeting)
R Hardie, Head of Strategy and Policy (part meeting)
L Desrosiers, Head of Urban Development (part meeting)
H Ellison, Events Lead (part meeting)
D Grocott, Senior Events Advisor (part meeting)
K Stannard, Head of Democratic Services (part meeting)
J Randall, Democracy Advisor
V Gilmour, Democracy Advisor

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

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

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

2. APOLOGIES

There were no apologies.

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

PRECEDENCE OF BUSINESS

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 24501

"In accordance with Standing Order 10.4, Item 7a) 'Notice of Motion by Cr Brown - submission opposing the Principles of the Treaty of Waitangi Bill currently before Parliament' is accorded precedence of business."

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

4. MAYORAL STATEMENT

Mayor Barry deferred his Mayoral statement to the Long Term Plan/ Annual Plan Subcommittee meeting on Monday, 16 December 2024.

5. CONFLICT OF INTEREST DECLARATIONS

Cr Edwards and Cr Dyer declared a conflict of interest in item 7b) Application for a temporary alcohol free zone in south Moerā and Seaview for JuicyFest 2025, and took no part in discussion or voting on the matter.

6. COMMITTEE MINUTES WITH RECOMMENDED ITEMS

a) Komiti Iti Ara Waka | Traffic Subcommittee

7 November 2024

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 24502

"That the Komiti Ara Waka | Traffic Subcommittee minutes from the meeting held on 7 November 2024 be adopted, with the exception of items 4a) – 8e)."

Recommended Items**Item 4a) Proposed Mobility Parking Restriction - The Esplanade Carpark, Petone**

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 24503

"That Council:

- (1) receives and notes the information;*
- (2) approves the conversion of 3x P120 parking spaces into 2x P120 'At All Times' mobility parking at the Esplanade Carpark, Petone, attached as Appendix 1 to the report;*
- (3) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in this recommendation; and*
- (4) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this recommendation have been installed."*

Item 5b) Proposed Time Limited Parking - Gear Street and Petone Avenue, Petone

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 24504

"That Council:

- (1) receives and notes the information;*
- (2) approves the conversion of the redundant motorcycle parking and the existing Broken Yellow Lines (BYLs) into 3x new P60 (Monday to Friday, 8am to 6pm) parking spaces outside 20 Gear Street, Petone, as attached in Appendix 1 to the report;*
- (3) approves the conversion of the redundant vehicle crossing into 2x P60 (Monday to Friday, 8am to 6pm) parking spaces outside 20 Gear Street Petone, as attached in Appendix 1 to the report;*
- (4) approves the conversion of the redundant BYLs/vehicle crossing into 2x P120 (Monday to Friday, 8am to 6pm) parking spaces opposite 6 Petone Avenue Petone, as attached in Appendix 1 to the report;*
- (5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in this recommendation; and*
- (6) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this resolution have been installed."*

Item 6c) Proposed Time Limited Parking - Matuhi Street, Tirohanga (Raphael House Rudolf Steiner School)

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 24505

"That Council:

- (1) receives and notes the information;*
- (2) approves the installation of 3x P10 parking spaces (Monday to Friday, 8:15-9:15am and 2:45-3:45pm / School days only) outside property 27 Matuhi Street, Tirohanga, attached as Appendix 1 to the report;*
- (3) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in this recommendation; and*
- (4) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this resolution have been installed."*

Item 7d) Broken Yellow Lines - No Stopping At All Times, Taine Street - Tocker Street Service Lane, Taitā

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 24506

"That Council:

- (1) receives and notes the information;*
- (2) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' parking restriction at the cul-de-sac on the Service Lane of Taine and Tocker Streets attached as Appendix 1 to the report;*
- (3) notes the BYLs start outside 14 Taine Street, extending by 30m, to the back of 18 Tocker Street, Taitā;*
- (4) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and*
- (5) notes that these parking restrictions will take effect once the appropriate road markings have been installed."*

Item 8e) Broken Yellow Lines - No Stopping At All Times - Farmer Crescent Service Lane, Taitā

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 24507

"That Council:

- (1) receives and notes the information;*
- (2) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' around the cul-de-sac, between 48C and 56 Farmer Crescent Service Lane, Taitā, as attached as Appendix 1 to the report;*
- (3) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and*
- (4) notes that these parking restrictions will take effect once the appropriate road markings have been installed."*

b) Komiti Hanganga | Infrastructure and Regulatory Committee

18 November 2024

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. C 24508

"That the minutes of the Komiti Hanganga | Infrastructure and Regulatory Committee meeting held on 18 November 2024 be adopted, with the exception of items 2a) – 4c)."

Recommended Items

Item 2a) KiwiRail Partial Land Acquisition - Substation Construction, Cambridge Terrace, Naenae

RESOLVED: (Cr Edwards/Cr Mitchell)

Minute No. C 24509

"That Council:

- (1) receives and notes the information;*
- (2) approves the sale of a 325m² parcel of Council Road Reserve to KiwiRail as shown in Appendix 1 attached to the report; and*
- (3) notes that the transfer of land will take place under section 50 of the Public Works Act 1981."*

Item 3b) Hearing Subcommittee recommendations for the Local Alcohol Policy review

RESOLVED: (Cr Edwards/Deputy Mayor Lewis) **Minute No. C 24510**

"That Council:

- (1) notes that the Hearing Subcommittee received 48 submissions on the draft Local Alcohol Policy (LAP);*
- (2) approves the draft LAP subject to:*
 - (a) introducing a discretionary condition for off-licenses related to "Buy Now, Pay Later" purchase schemes;*
 - (b) officers providing a map defining the Lower Hutt CBD area in the draft LAP, for clarity purposes;*
- (3) agrees to the Hearing Subcommittee recommendations to review the LAP in three years, including:*
 - (a) seeking submissions, especially regarding (but not limited to) the proximity of alcohol licenses to sensitive sites (schools, marae, etc.), and advertising signs for alcohol; and*
 - (b) carrying out public consultation on these issues before formulating changes to the next LAP; and*
- (4) adopts the final LAP, attached as Appendix 1 to the report, that incorporates the Hearing Subcommittee recommended changes;*
- (5) directs officers to publicly notify the finalised LAP in accordance with clause 17 of the Sale and Supply of Alcohol Regulations 2013; and*
- (6) notes that the LAP will be adopted 30 days after the date it is publicly notified and resolves to bring it into force on 1 February 2025."*

Item 4c) Hearing Subcommittee recommendations for the Alcohol Fees Bylaw review

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. C 24511

“That Council:

- (1) notes that the Hearing Subcommittee received 33 submissions on the draft Alcohol Fees Bylaw (the draft Bylaw);*
- (2) approves the draft Bylaw subject to:*
 - (a) including full details (weightings and definitions) of the Risk Matrix table in the draft Bylaw for transparency reasons; and*
 - (b) including a 90/10 cost recovery split fee increase table;*
- (3) notes that officers will:*
 - (a) closely monitor the Wellington City Council's proposal to amend their Alcohol Fees Bylaw to enable fees to be set by resolution. This proposal would allow for an annual review of fees; and*
 - (b) ensure that when calculating the fees associated with the mandated weightings, the actual workload and costs of the appropriate council division are taken into account; and*
- (4) adopts the final Bylaw, attached as Appendix 1 to the report incorporating the Hearing Subcommittee's recommendations.”*

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

20 November 2024

RESOLVED: (Cr Mitchell/Cr Morgan)

Minute No. C 24512

“That the minutes of the Komiti Ratonga Rangatōpū me te Rautaki | Policy Finance and Strategy Committee meeting held on 20 November 2024 be adopted, with the exception of item 6a).”

Recommended Item

Item 6a) Parking strategy - designed version and engagement results

RESOLVED: (Cr Mitchell/Cr Edwards)

Minute No. C 24513

“That Council:

- (1) notes on 1 October 2024 Council approved the draft Parking Strategy for public engagement;*
- (2) notes the results of public engagement attached as Attachment 1 to the report;*
- (3) considers any required changes following community feedback; and*
- (4) approves the final designed version of the Parking Strategy attached as Attachment 2 to the report.”*

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

26 November 2024

RESOLVED: (Mayor Barry/Cr Dyer)

Minute No. C 24514

“That the minutes of the Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee meeting held on 26 November 2024 be adopted, with the exception of item 5).”

Recommended Item

Item 5) Overview of Artificial Intelligence at Council

RESOLVED: (Mayor Barry/Cr Morgan)

Minute No. C 24515

“That Council:

- (1) notes that Artificial Intelligence (AI) is increasingly being used by a range of public and private organisations to improve operational effectiveness and service delivery;*
- (2) notes that AI encompasses a range of unique risks, which, combined with the emergence and rapid uptake of the technology, means it is appropriate for Council’s Audit and Risk Subcommittee to maintain oversight of Council’s AI work;*
- (3) notes that the AI Strategy and AI Policy approved by Council’s Corporate Leadership Team form a sound basis to guide the organisation’s AI use;*
- (4) notes AI has been included in Council’s Strategic Risk Register, which will ensure the Corporate Leadership Team and elected members have appropriate oversight of risks associated with AI;*
- (5) notes that a strategic partnership has been agreed upon between Hutt City Council and PwC to work together on AI initiatives and that this partnership has a range of benefits to Council, including access to resources and expertise and reduced AI implementation costs;*
- (6) notes an internal improvement project is underway called “AI-Volution”, which is implementing AI within Council’s environment in a way that will lead to savings in the short-medium term;*
- (7) notes that Council’s focus on AI supports the strategic intentions set out in the Long Term Plan, mainly the focus on improving operational efficiency and achieving cost savings, and delivering this work in a way that represents value for money; and*
- (8) notes that AI is a focus of the Chief Executive’s Performance Objectives for this financial year, and AI-related work underway is consistent with achieving those objectives.”*

e) **Komiti Arotake Mahere A-Rohe | District Plan Review Committee**

14 November 2024

RESOLVED: (Cr Dyer/Cr Mitchell)

Minute No. C 24516

“That the minutes of the Komiti Arotake Mahere A-Rohe | District Plan Review Committee meeting held on 14 November 2024 be adopted, with the exception of item 5).”

Recommended Item

Item 5) Draft Sustainable Growth Strategy 2025-2055 for Community Engagement

RESOLVED: (Cr Dyer/Deputy Mayor Lewis)

Minute No. C 24517

“That Council:

- (1) approves the Draft Sustainable Growth Strategy 2025-55, attached as Appendix 1 to the report;*
- (2) notes that subject to the approval of the document, community engagement on the Draft Sustainable Growth Strategy and Proposed District Plan will take place in February and March 2025; and*
- (3) notes that adoption of the Sustainable Growth Strategy 2025-55 by Council is planned for May 2025.”*

7. MISCELLANEOUS

a) **Notice of Motion by Cr Brown - submission opposing the Principles of the Treaty of Waitangi Bill currently before Parliament**

Report No. HCC2024/5/364 by Cr Brown

Under Standing Order 31.10, **the meeting was addressed by Kara Puketapu-Dentice, Chief Executive Officer of Taranaki Whānui ki te Upoko o Te Ika.** He expressed support for the notice of motion. He assured Council that Taranaki Whānui ki Te Upoko o Te Ika would stand alongside them to uphold Māori values. He urged Council to oppose the Treaty Principles Bill (the Bill) currently before Parliament and emphasised the importance of the Treaty of Waitangi (Te Tiriti) as New Zealand’s founding document.

Under Standing Order 31.10, **Liz Mellish, a representative of the Wellington Tenth Trust,** addressed the meeting. She expressed concern that government legislation had often been used to the detriment of Māori. She mentioned that the support received through the hīkoi against the Bill had given Māori hope. She urged Councillors to submit against the Bill, stating that it was destructive, unnecessary, and did not reflect the views of the New Zealand people.

Speaking under public comment, **Lillian Pak** emphasised the significant value of Te Tiriti. She highlighted that it had facilitated the migration of many individuals, including her family, to New Zealand. She expressed her belief that the Bill was a distraction to further entrench European dominance and urged Council to oppose

it.

Speaking under public comment, **Keelan Renata**, a Wainuiomata rangatahi and a student at Wainuiomata High School, emphasised the importance of Te Tiriti for fostering partnerships and shaping the future of local government. He pointed out that his tipuna disagreed with the Te Tiriti interpretation that David Seymour had been promoting. He urged Council to respond to the Bill to send a strong message to the government.

Speaking under public comment, **Rebecca Le Lievre**, a kaiako at Wainuiomata High School, expressed her concerns about the Bill, stating that it suggested rangatiratanga could be ignored or demonised. She highlighted that Māoritanga did not diminish the rights of others; rather, it represented how Māori saw themselves and their place in the world. She believed it was dangerous for a Bill to overlook past breaches of Te Tiriti. She predicted this could be a pivotal moment in history where Council's actions could lead to meaningful change, and she urged Council to formally respond to the Bill.

Speaking under public comment, **Linda Olsen, a representative of Wainuiomata Marae**, expressed that Māori shared their country with various cultures. She believed David Seymour had caused significant issues and questioned why people paid attention to him.

Speaking under public comment, **Michelle Ducat** supported Council in responding to the Bill.

Speaking under public comment, **Anaru Ryall** supported the notice of motion. He stated that the Bill undermined the government's partnership with Māori and conveyed the message that Māori's rights and history were not valued. He believed that it would create barriers in areas where collaboration with Māori was essential. He added that the Bill threatened national unity and could impact New Zealand's future. He urged Council to oppose it.

Speaking under public comment, **Wayne Paaka** expressed support for the notice of motion. He shared the trauma his parents and grandparents faced as children when their language and culture were ignored. He emphasised the ongoing intergenerational trauma stemming from these historical injustices.

Speaking under public comment, **Dina Awarau, a Hutt Union Community Health Pomare (HUHP) representative**, urged Council to oppose the Bill. She emphasised that the Bill would hinder HUHP's ability to care for whānau and potentially lead to worse health outcomes for its clients. She stated that any attempt to diminish Tiriti principles would undermine trust, drive clients away and exacerbate existing health and socio-economic disparities. She also pointed out that the Bill failed to acknowledge the ongoing effects of colonisation.

Cr Brown elaborated on the notice of motion. She considered that Te Tiriti was an essential exchange of promises and a framework for belonging that formed the basis of a partnership with Mana Whenua and the Tākai Here. She explained that it brought two world views together so New Zealanders could live side by side. She said the Bill had undermined Te Tiriti. She highlighted that New Zealand's

history was not understood, so it was not easy to have conversations about the future. She spoke to the importance of the principles of Te Tiriti that gave it legal effect and emphasised the importance of sending a message that the Bill was not wanted.

Cr Tupou expressed support for the notice of motion and described the Bill as divisive. He noted confusion surrounding rights and privileges, asserting that it was not a privilege for Māori to have the poorest prison and health statistics. He believed the Bill was not engaging with its Māori partners in good faith.

Cr Barratt supported the notice of motion. She believed the Bill posed a danger to New Zealanders and Tiriti partnerships.

Cr Shaw expressed support for the notice of motion. She stated that Te Tiriti's purpose was to unite people, but the Bill would create division. She believed it was the Council's responsibility to support its community, so it was essential to send a clear message.

Cr Morgan said she was proud to stand alongside Cr Brown and support the notice of motion. She noted that the coalition government's actions were divisive and emphasised the importance of a collective voice opposing the Bill.

Cr Briggs expressed support for the notice of motion. He highlighted the positive changes as te reo Māori had become more normalised. He urged members to consider what positive change should look like and to choose behaviours that support this change rather than those, like the Bill, that would cause harm.

Mayor Barry emphasised the members' support for opposing the Bill. He stated that it was crucial to reject the Bill as strongly as possible through submissions, hīkoi, and other available avenues. He expressed concern that a condition in a coalition agreement could threaten New Zealand's founding document. He also acknowledged the impactful words spoken by public speakers and the guidance Council had received from Mana Whenua.

RESOLVED: (Cr Brown/Cr Tupou)

Minute No. C 24518

"That Te Kaunihera o Te Awa Kairangi | Council:

- (1) opposes the Principles of The Treaty of Waitangi Bill currently before Parliament;*
- (2) affirms that Te Tiriti o Waitangi/ The Treaty of Waitangi underpins the core work of Local Government; and*
- (3) reaffirms its commitment to its partnership with mana whenua and Māori through the Takai Here."*

Mayor Barry moved a consequential motion for Council, led by Cr Brown, to prepare and submit a submission opposing the 'Principles of the Treaty of Waitangi' Bill, prior to 7 January 2025.

RESOLVED: (Mayor Barry/Cr Barratt)

Minute No. C 24519

"That Council, led by Cr Brown, prepares and submits a submission opposing the 'Principles of the Treaty of Waitangi' Bill, prior to 7 January 2025."

b) **Application for a temporary alcohol free zone in south Moerā and Seaview for JuicyFest 2025**

Report No. HCC2024/5/365 by the Commercial Events Developer

Cr Edwards and Dyer took no part in discussion or voting on the item.

The Commercial Events Developer elaborated on the report.

Cr Brown left the meeting at 2.19 pm.

In response to questions from members, the Commercial Events Developer confirmed that officers would erect signs on street posts in the surrounding streets within 14 days of the event to advise of the 24-hour liquor ban.

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 24520

“That Council:

- (1) *notes that the Control of Alcohol in Public Places Bylaw 2024 enables Council to make temporary alcohol-free zones by resolution;*
- (2) *notes that the New Zealand Police have requested a 24-hour Liquor ban in the Moerā and Seaview area commencing 0700 10 January 2025 and concluding 0700 11 January 2025 to help them oversee the successful delivery of Juicy Fest 2025 attached at Appendix 1 to the report; and*
- (3) *approves the Application for Temporary Alcohol-Free Zone attached at Appendix 2 to the report.”*

c) **Proposed removal of the trial cycle lane road markings on Knights Road**

Report No. HCC2024/5/356 by the Head of Transport

Cr Brown rejoined the meeting at 2.20pm.

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport advised that letters had been posted to residents to advise the trial cycleway would be removed after chip sealing. He confirmed that officers would send a follow-up letter to advise when the changes would take place. He acknowledged there would be a reduction in cycleways but said the cost and lack of government funding were factors in this reduction. He noted that more cycleways would be constructed through Tupua Horo Nuku and RiverLink.

The Director, Economy and Development agreed to report back on whether

temporary cycleways were included in Council's cycle network.

RESOLVED: (Mayor Barry/Cr Barratt)

Minute No. C 24521

"That Council:

- (1) receives and notes the report;*
- (2) notes at its meeting held on 3 October 2023, Council agreed that the Knights Road trial cycleway will remain in place until the completion of the Waterloo Station to city centre cycleway for reasons outlined in Report No. IARCC2023/4/274 (Minute No. C23401(2));*
- (3) agrees to revoke Minute No. C 23401(2) outlined in part (2);*
- (4) agrees to remove the trial cycleway on Knights Road, Lower Hutt between Waterloo Station and Willoughby Street; and*
- (5) approves the reinstatement of road markings to the pre-cycleway configuration."*

d) Ko Tātou | Local Government New Zealand four-monthly report to October 2024

Memorandum dated 21 November 2024 by the Elected Member Support Coordinator

RESOLVED: (Mayor Barry/Cr Morgan)

Minute No. C 24522

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

8. COUNCIL MINUTES

RESOLVED: (Mayor Barry/Cr Tupou)

Minute No. C 24523

"That the minutes of the meeting of the Hutt City Council held on Tuesday, 1 October 2024, be confirmed as a true and correct record."

RESOLVED: (Mayor Barry/Cr Tupou)

Minute No. C 24524

"That the minutes of the meeting of the Hutt City Council held on Tuesday, 29 October 2024, be confirmed as a true and correct record."

RESOLVED: (Mayor Barry/Cr Tupou)

Minute No. C 24525

"That the minutes of the meeting of the Hutt City Council held on Wednesday, 20 November 2024, be confirmed as a true and correct record."

9. **COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS**

a) **Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee**

20 September 2024

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 24526

"That the minutes of the Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee meeting held on 20 September 2024 be noted."

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

24 September 2024

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 24527

"That the minutes of the Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee meeting held on 24 September 2024 be adopted."

c) **Komiti Ngā Wai Hangarua | Wellington Water Committee**

27 September 2024

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 24528

"That the minutes of the Komiti Ngā Wai Hangarua | Wellington Water Committee meeting held on 27 September 2024 be noted."

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

14 October 2024

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 24529

"That the minutes of the Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee meeting held on 14 October 2024 be adopted."

29 October 2024

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 24530

"That the minutes of the Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee meeting held on 29 October 2024 be adopted."

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

12 November 2024

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 24531

"That the minutes of the Komiti Kaupapa Taiao | Climate Change and Sustainability Committee meeting held on 12 November 2024 be adopted."

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

13 November 2024

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 24532

“That the minutes of the Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee meeting held on 13 November be adopted.”

10. **QUESTIONS**

There were no questions.

11. **SEALING AUTHORITY**

Report No. HCC2024/5/21 by the Legal Operations Advisor

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. C 24533

“That Council:

- (1) *approves the affixing of the Common Seal to all relevant documents in connection with the items specified in Schedule 1 in accordance with Standing Order 8.2;*
- (2) *notes that no documents were signed under Power of Attorney in this period; and*
- (3) *approves the Warrants set out in Schedule 3.”*

SCHEDULE 1 - General Sealing Authority

Subdivision related documents – including Easements to Council

Standard easements and related requirements granting rights to Council as part of the subdivision process:

Easements in Gross

- a) *45 Frederick Street, Lower Hutt
Geoffrey Philip Belcher, Karen Margaret Smart & New Zealand Trustee Services Limited
and Hutt City Council
57WNMYAPPKJ5-1407309756-861*
- b) *342-348 Waiwhetu Road, Lower Hutt
Waiwhetu Road Developments (342) Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-865*

- c) *45 Judd Crescent, Lower Hutt
Andres Su and Hutt City Council
57WNMYAPPKJ5-1407309756-868*
- d) *67 Moohan Street, Wainuiomata
BTC Developments Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-871*
- e) *15A Pringle Street, Lower Hutt
Leonard Chung Ning Chan, Huangui Cai & Lisi Christine Chong and Hutt City Council
57WNMYAPPKJ5-1407309756-872*
- f) *349 Cambridge Terrace & 3 Sladden Street, Lower Hutt
Wolfbrook Residential No9 Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-873*
- g) *13 Churton Crescent, Lower Hutt
Josias Adriaan Heyns, Lisa Eileen Edythe Jaques and The Jaques Heyns Trust Trustees
Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-878*
- h) *16A Colson Street & 12-16 Hollard Grove, Lower Hutt
Urban Plus Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-879*
- i) *18 Mayo Grove, Lower Hutt
Jason Norman Harvey Sartorelli and Hutt City Council
57WNMYAPPKJ5-1407309756-890*

A&I for Land Covenant under s116(1)(a) or (b) Land Transfer Act 2017

- a) *892 High Street, Avalon, Lower Hutt
RK Enterprises (2017) Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-863*

A & I, easement and partial surrender of easement

- a) *39 & 41 Percy Cameron Street, Lower Hutt
A Investment Company Limited & Central Forklift Properties No. 2 Limited and Hutt City
Council
57WNMYAPPKJ5-1407309756-864*

A&I and Application under s90 Land Transfer Act 2017 for titles WN450/136 and WN24D/894

- a) *107 Randwick Crescent, Lower Hutt
57WNMYAPPKJ5-1407309756-869*

A&I and Partial Cancellation of Building Line Restriction

- a) 6 Tama Street, Alicetown, Lower Hutt
57WNMYAPPKJ5-1407309756-876

A&I, Application under s90 Land Transfer Act 2017, Certificate under s461 Local Government Act 1974 and Easement Instrument

- a) 14 Norfolk Street, Wainuiomata
Jermaine Joseph Robinson & Lillian Margaret Patricia Costello and Hutt City Council
57WNMYAPPKJ5-1407309756-877

A&I and Application under s90 Land Transfer Act 2017 for titles WN36B/553

- a) 7 Rahui Grove, Lower Hutt
Marieke Margaret van den Bergh and Paul Stowers and Hutt City Council
57WNMYAPPKJ5-1407309756-875

A&I, Easement Instrument and Land Covenant under s116(1)(a) or (b) Land Transfer Act 2017 for titles 1166127 and 1166128

- a) 192-194 Naenae Road, Lower Hutt
The Roman Catholic Archbishop of the Archdiocese of Wellington and Hutt City Council
57WNMYAPPKJ5-1407309756-887

SCHEDULE 2 – DEEDS

None.

SCHEDULE 3 – WARRANTS

<p><i>Kelly Doherty</i> WARRANT-24-07 HCC (Amendment only)</p>	<ol style="list-style-type: none"> 1. <i>Local Government Act 2002</i> AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry) 2. <i>Health Act 1956</i> LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry 3. <i>Sale and Supply of Alcohol Act 2012</i> INSPECTOR pursuant to s197
<p><i>Kelly Gee</i> WARRANT-24-43 HCC</p>	<ol style="list-style-type: none"> 1. <i>Local Government Act 2002</i> AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry) 2. <i>Building Act 2004</i> AUTHORISED OFFICER pursuant to s222

	ENFORCEMENT OFFICER pursuant to s371B
Vikas Bandral WARRANT-24-44 VAULT SECURITY	<ol style="list-style-type: none"> 1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry) 2. Resource Management Act 1991 ENFORCEMENT OFFICER (Noise Control only) pursuant to s38(2)

12. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Cr Briggs)_

Minute No. C 24534

“That the public be excluded from the following parts of the proceedings of this meeting, namely:

13. *Ricoh sports centre procurement process*

14. *COUNCIL Minutes*

1 October 2024

29 October 2024

20 November 2024

15. *Committee Minutes with Recommended Items*

Komiti Hanganga \ Infrastructure and Regulatory Committee

18 November 2024

Komiti Iti Ahumoni I Tūraru \ Audit and Risk Subcommittee

26 November 2024

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Ricoh Sports Centre Procurement Process.</i>	<i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i>
<i>Public Excluded Minutes of the of the Te Kaunihera o Te Awa Kairangi Hutt City Council dated 1 October 2024 Ricoh Sports Centre Update.</i>	<i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i>
<i>Public Excluded Minutes of Te Kaunihera o Te Awa Kairangi Hutt City Council dated 29 October 2024 Ricoh Sports Centre.</i>	<i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which</i>

(s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).

good reason for withholding exist.

Minutes of the Te Kaunihera o Te Awa Kairangi | Hutt City Council held on 20 November 2024: Ricoh Sports Centre Procurement Process update and Te Wai Takamori o Te Awa Kairangi RiverLink Update.

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).

The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).

Public Excluded Minutes of the Komiti Hanganga | Infrastructure and Regulatory Committee dated 18 November 2024. National Land Transport Programme 2024-27 publication report back and implications and Infrastructure Acceleration Fund project update.

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Public Excluded

The withholding of the

That the public conduct

*Minutes of Komiti Iti
Ahumoni I Tūraru |
Audit and Risk
Subcommittee dated 26
November 2024 –
Attachment 3.*

*information is
necessary to protect
information where the
making available of the
information would be
likely unreasonably to
prejudice the
commercial position of
the person who
supplied or who is the
subject of the
information
(s7(2)(b)(ii)).*

*of the relevant part of
the proceedings of the
meeting would be likely
to result in the
disclosure of
information for which
good reason for
withholding exist.*

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above.

That Andrew Howie, Independent Strategic Advisor be permitted to remain after the public section of the meeting as he holds knowledge that will assist Council in relation to Item 13."

There being no further business the Chair declared the public part of the meeting closed at 2.28pm. The public excluded part of the meeting closed at 2.51pm.

C Barry
MAYOR

**CONFIRMED as a true and correct record
Dated this 25th day of March 2025**

TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Minutes of an ordinary meeting of The Hutt City Council held in the Council Chambers,
2nd Floor, 30 Laings Road, Lower Hutt on
Monday 16 December 2024 commencing at 4.28pm

PRESENT:

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr G Barratt	Cr J Briggs
Cr K Brown	Cr B Dyer
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou	

APOLOGIES: There were no apologies.

IN ATTENDANCE:

A Blackshaw, Acting Chief Executive (part meeting)
J Griffiths, Director Strategy and Engagement (part meeting)
A Geddes, Director Environment and Sustainability (part meeting)
J Kingsbury, Director Economy and Development (part meeting)
J Livschitz, Group Chief Financial Officer (part meeting)
B Cato, Chief Legal Officer
C Ellis, Head of Chief Executive's Office (part meeting)
K Stannard, Head of Democratic Services (part meeting)
K Glanville, Senior Democracy Advisor
J Kilty, Democracy Advisor (part meeting)

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

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

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

MAJOR ITEM NOT ON THE AGENDA**RESOLVED:** (Mayor Barry/Cr Briggs)**Minute No. C 24501***"That, in terms of Standing Order 10.12, Council:*

- (1) *notes that the public matter of the 'Appointment of Chair for the Board of Urban Plus Limited' and the public excluded matter of the 'Legal advice on claim by the Free Speech Union' were not listed on the agenda because the information was received after the agenda was distributed; and*
- (2) *agrees to discuss the matters at this meeting due to the urgency of the matters."*

2. APOLOGIES

There were no apologies.

3. PUBLIC COMMENT

There was no public comment.

4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

5. RECOMMENDATIONS TO COUNCIL FROM THE LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE MEETING HELD ON 16 DECEMBER 2024**RESOLVED:** (Mayor Barry/Cr Briggs)**Minute No. C 24502***"That Council adopts the recommendations made on the following reports, and any amendments agreed at the Long Term Plan/Annual Plan Subcommittee meeting held on 16 December 2024:*

- a) Annual Plan 2025-2026 – Financial Aspects;*
- b) Investment in Water Services;*
- c) National Land Transport Programme 2024-27 Publication report back and implications; and*
- d) Draft Annual Plan 2025-2026 – Rating Policy decisions."*

APPOINTMENT OF CHAIR FOR THE BOARD OF URBAN PLUS LIMITED

Mayor Barry elaborated on the report.

Deputy Mayor Lewis expressed support for the appointment.

Cr Briggs noted Pamela Bell's work as Chair of the Board and expressed that retaining her on the Board was also a great outcome.

Mayor Barry echoed Cr Briggs' comments. He stated that a letter of thanks would be sent to Pamela Bell for her work as Chair.

RESOLVED: (Mayor Barry/Cr Edwards)

Minute No. C 24503

"That Council:

- (1) receives and notes the information;*
- (2) notes the resignation of Pamela Bell as chair of the Urban Plus Limited (UPL) from 20 February 2025; and*
- (3) agrees to appoint Cameron Madgwick as chair of UPL from 20 February 2025 until 1 July 2027."*

6. QUESTIONS

There were no questions.

7. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. C 24504

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

- 8. Infrastructure Acceleration Fund Property Acquisition*
- 9. Ricoh Sports Centre Contract Negotiations*

MAJOR ITEM NOT ON THE AGENDA

Legal advice on claim by the Free Speech Union

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Infrastructure Acceleration Fund Property Acquisition.</i>	<i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i>
<i>Ricoh Sports Centre Contract Negotiations.</i>	<i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i>
<i>Legal advice on claim by the Free Speech Union</i>	<i>The withholding of the information is necessary to maintain legal professional privilege (s7(2)(g)).</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i>

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

There being no further business, the Chair declared the public part of the meeting closed at 4.33pm. The public excluded part of the meeting closed at 5.23pm.

C Barry
MAYOR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025

TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Minutes of an emergency meeting of Hutt City Council held via Zoom on
Friday 14 February 2025 commencing at 8:30am

PRESENT:
(via audio-visual link)

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr J Briggs (from 9.08am)	Cr K Brown
Cr B Dyer	Cr S Edwards (until 9.00am)
Cr A Mitchell	Cr C Parkin
Cr N Shaw	Cr T Stallinger

APOLOGIES: Crs G Barratt, K Morgan and G Tupou

IN ATTENDANCE:
(via audio-visual link)

A Blackshaw, Acting Chief Executive
B Cato, Chief Legal Officer
K Glanville, Senior Democracy Advisor

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with</i>
He tio, he huka, he hau hū	<i>a sharpened air.</i>
Tihei mauri ora.	<i>A touch of frost, a promise of a</i>
	<i>glorious day.</i>

2. APOLOGIES

RESOLVED: (Mayor Barry/Cr Shaw)

Minute No. C 25101

"That the apologies from Crs Barratt, Morgan and Tupou be accepted and leave of absence granted and the apologies for early departure from Cr Edwards and lateness from Cr Briggs be accepted."

3. PUBLIC COMMENT

There was no public comment.

4. CONFLICT OF INTEREST DECLARATIONS

Cr Shaw declared that she was a member of the Hutt Valley Softball Association.

5. QUESTIONS

There were no questions.

6. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. C 25102

“That the public be excluded from the following parts of the proceedings of this meeting, namely:

7. *Ricoh Sports Centre lease*

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Ricoh Sports Centre lease.</i>	<i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i>

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above.

That Andrew Howie, Independent Strategic Advisor be permitted to remain after the public section of the meeting as he holds knowledge that will assist Council in relation to Item 7.”

There being no further business, the Chair declared the public part of the meeting closed at 8.34 am. The public excluded part of the meeting closed at 9.23am.

C Barry
MAYOR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025

TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Minutes of an ordinary meeting of The Hutt City Council held in the
Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on
Monday 24 February 2025 commencing at 12.30 pm

PRESENT:

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr G Barratt	Cr J Briggs
Cr K Brown	Cr B Dyer
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou	

IN ATTENDANCE:

J Miller, Chief Executive
A Blackshaw, Director Neighbourhoods and Communities
J Griffiths, Director Strategy and Engagement
A Geddes, Director Environment and Sustainability
J Kingsbury, Director Economy and Development
J Livschitz, Group Chief Financial Officer
B Cato, Chief Legal Officer
C Parish, Head of Mayor's Office
D Nunnian, Manager Financial Planning and Performance
A Andrews, Finance Transaction Services Manager
K Glanville, Senior Democracy Advisor
H Clegg, Minute Taker

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with</i>
He tio, he huka, he hau hū	<i>a sharpened air.</i>
Tihei mauri ora.	<i>A touch of frost, a promise of a</i>
	<i>glorious day.</i>

2. APOLOGIES

There were no apologies.

3. PUBLIC COMMENT

There was no public comment.

4. CONFLICT OF INTEREST DECLARATIONS

There were no declarations of conflict of interest.

5. RECOMMENDATIONS TO COUNCIL FROM THE LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE MEETING HELD ON 24 FEBRUARY 2025

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25101(2)

“That Council adopts the recommendations made on the following reports, and any amendments agreed at the Long Term Plan/Annual Plan Subcommittee meeting held on 24 February 2025:

- a) Draft Annual Plan 2025-2026 update; and*
- b) Draft Annual Plan 2025-26 – Rating Policy decisions 2.”*

6. QUESTIONS

There were no questions.

7. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

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

There being no further business, the Chair declared the meeting closed at 12.32pm.

C Barry
MAYOR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025

HUTT CITY COUNCIL
KOMITI AROTAKE MAHERE Ā-ROHE
DISTRICT PLAN REVIEW COMMITTEE

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

Wednesday 4 December 2024 commencing at 9:35 am

PRESENT:

Cr B Dyer (Chair)	Mayor C Barry
Cr S Edwards (Deputy Chair)	Deputy Mayor T Lewis
Cr A Mitchell	Cr K Morgan
Cr N Shaw	R Te One Mana Whenua Representative (Te Āti Awa, Taranaki)

APOLOGIES:

Cr J Briggs

IN ATTENDANCE:

Cr Parkin
 Cr Stallinger (via audio-visual link)
 Cr Brown (part meeting) (via audio-visual link)
 A Geddes, Director Environment and Sustainability
 T Johnston, Head of Planning
 N Geard, Policy Planning Manager
 S Davis, Senior Policy Planner
 S Bellamy, Intermediate Policy Manager
 P McDonald, Senior Policy Planner
 C Bennett, Pou Whakamahere Kaupapa Here | Senior Tikanga
 Māori Policy Planner
 K Haylock, Principal Policy Planner
 L Desrosiers, Head of Urban Development (part meeting)
 J Randall, Democracy Advisor
 H Clegg, Minute Taker

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TŪTURU: TĒNEI AU**

Tēnei au	This
Tēnei au te hōkai nei o taku tapuwae	This is the journey of sacred footsteps
Ko te hōkai nuku ko te hōkai rangi	Journeyed about the earth journeyed about the
Ko te hōkai a tō tupuna a Tāne-nui-a- rangi	heavens
Ka pikitia ai ki ngā rangi tūhāhā ki te Tihi- o-Manono	The journey of the ancestral god Tānenuiarangi Who ascended into the heavens to Te Tihi-o- Manono
Ka rokohina atu rā ko Io-Matua-Kore anake	Where he found Io, the parentless source
Ka tīkina mai ngā kete o te wānanga	From there he retrieved the baskets of knowledge
Ko te kete-tuauri	Te kete-tuauri
Ko te kete-tuatea	Te kete-tuatea
Ko te kete-aronui	Te kete-aronui
Ka tiritiria ka poupoua	These were distributed and implanted about the earth
Ka puta mai iho ko te ira tāngata	From which came human life
Ki te wheiao ki te ao mārama	Growing from dim light to full light
Tihei-mauri ora!	There was life.

2. APOLOGIES

RESOLVED: (Cr Dyer/Cr Edwards)

Minute No. DPRC 24501

That the apology received from Cr Briggs be accepted and leave of absence be granted.

There were no apologies.

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

5. RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL- 4 DECEMBER 2024

a) District Plan Review - Proposed District Plan

Report No. DPRC2024/5/355 by the Policy Planning Manager

Speaking under public comment, **Ken Jackson** expressed concern regarding Outstanding Natural Landscape (ONL) designations on his property that would cover 90% of his property. He requested that 100ha. of his land retain a rural designation. He pointed out that landowners were not consulted on Areas of Significance to Māori overlays.

Speaking under public comment, **Jacinda Absalom** outlined sustainability initiatives undertaken by her family to care for Orongorongo Station land and explained planned eco-tourism activities. She advised that the proposed overlays would require her to apply for resource consent for most activities, with no guarantee that consent would be granted. She believed the overlays would be overly restrictive and financially prohibitive.

In response to questions from members, Jacinda Absalom said that two dwellings on the property needed to be relocated due to the changing course of the river but would require resource consent under the proposed changes. She believed that grassland areas around the homestead should not be included in the Areas of Significance to Māori overlay. She considered that escarpments and hills on the property were more suited for overlays.

Speaking under public comment, **Craig Innes, on behalf of the Wainuiomata Rural Community Association**, made the following comments:

- the minutes of the Committee meeting on 3 October 2024 discussed on page 23 of the agenda were not available on Council's website so he was unable to view the changes made to the proposed District Plan.
- he did not trust that officers would make only non-substantial changes as per

the recommendation on page 7 of the agenda.

- a link to the maps in the agenda did not work.
- on pages 13-20 of the agenda slope assessments appeared to be inconsistent. They did not correlate to slopes at a detailed level and only applied to some areas.
- letters sent to property owners did not say how the proposed changes would impact their properties.
- assurances given by the Committee at its 3 October meeting appeared to have been edited from the meeting's video recording.
- he requested all submissions on the draft District Plan process under the Local Government Official Information and Meetings Act but the request was only partially granted.

He asked for the proposed District Plan to be withdrawn.

In response to questions from members, Craig Innes advised that approximately 10-20 land owners had agreed the proposed rules were difficult to follow and that it was difficult to see how their properties would be affected. He said a clear paragraph explaining each zone would be helpful. He agreed the e-plan would be useful to clarify impacts on properties but said it should have been available earlier in the process.

Speaking under public comment, **Craig Innes** said the upper Moores Valley Road and Wainuiomata North areas were not suitable for one hectare lots due to the slope and access. He suggested a second tier Rural Lifestyle zone could be introduced to differentiate land suitable for subdivision from land that was unsuitable. He noted that publicly owned bush clad land above East Harbour was not subject to the same restrictions as private scrub land in Wainuiomata. He said he had been refused access to GIS data on Outstanding Natural Features (ONFs) and ONLs. He believed the slope overlay was being inconsistently applied.

The Head of Planning and the Policy Planning Manager elaborated on the report.

The Policy Planning Manager advised that there was a minor correction to the Proposed District Plan. He said the minimum subdivision standard for the Rural Lifestyle zone should be one hectare rather than half a hectare.

Cr Edwards left the meeting at 10.07am.

In response to questions from members, the Policy Planning Manager confirmed a report would be presented to the the next meeting of the Committee in 2025 with tracked changes to show changes to the proposed District Plan.

Cr Edwards re-joined the meeting at 10.08am.

The Head of Planning confirmed the following:

- the proposed District Plan process complied with National Planning Standards.
- a 'Friends of Submitters' service would be established to help guide submitters through the submission process.
- the Slope Assessment report and associated technical reports would be made publicly available. The slope assessment area covered urban areas of the city and rural areas where development was likely.
- officers had made a late change that permitted 50sqm. areas of beehives and would review this if needed following the submissions process.
- the Section 32 report regarding the Areas of Significance to Māori Overlays was available online.
- not all activities within overlay areas would require resource consent applications.

In response to questions from members, the Head of Planning advised the following:

- Committee minutes from 3 October 2024 required adoption at a Council meeting before being published on Council's website.
- changes could only be made to the proposed District Plan through submissions.
- a tiered approach of Low, Moderate or High risk had been used in the Natural Hazards Chapter, with different standards applied to each tier, consistent with practice across the Wellington region. LIM reports would direct people to the proposed District Plan.
- the government's pause on freshwater rules was unlikely to affect Council's proposed District Plan.

In response to questions from members, the Policy Planning Manager advised the following:

- bee keeping and glamping were not likely to be affected by the Areas of Significance to Māori Overlay but might be restricted under ONL overlay requirements.
- there were three tiers to the Areas of Significance to Māori overlay, with some more restrictive than others. The tiers could be differentiated using shading. Any affected landowners in Tier 1 and 2 would be notified via letters. He believed the land in the Orongorongo Station area fell into the Tier 2 category and agreed to confirm that this was the case.
- no marae had been included in the Sites of Significance to Māori overlay since

this would constrain the purpose of marae. Water and coastal bodies were separate sites of significance for Mana Whenua.

- new direction from central government on the management of natural hazards through District Plans was expected in 2025. Depending on the nature of the direction it could be incorporated within the commissioners' decisions as a variation to the proposed District Plan, or as a proposed change to the new operative District Plan. If changes were required and were dealt with via the latter two processes, public consultation would take place.
- a moderate level scenario for sea level modelling had been adopted for the proposed District Plan using the most up to date information available.
- the pre-wire ducting rule for electric vehicle chargers in the proposed District Plan included garages. A minor correction would be made to the wording in the proposed District Plan to make this clear.
- water meters would be included in the proposed District Plan. A Council standard would prevent incompatible meters being installed. Council would retro-fit all properties with water meters, including those with water meters already installed.

RECOMMENDED: (Cr Dyer/Cr Edwards)

Minute No. DPRC 24502

"That the Committee recommends that Council:

- (1) *notes and receives the information, including the final draft of the proposed District Plan and Section 32 Evaluation Reports;*
- (2) *approves the proposed Lower Hutt District Plan for public notification pursuant to Clause 5 of Schedule 1 of the Resource Management Act 1991 (RMA);*
- (3) *endorses the content of the Section 32 Evaluation Reports that have been prepared for the proposed District Plan;*
- (4) *agrees that the date for public notification of the Proposed District Plan will be in February 2025, and that the submission period will be for 40 working days;*
- (5) *approves that officers make further, non-substantial changes to the proposed District Plan (including maps) and updates to the Section 32 Evaluation Reports, as required, prior to public notification of the proposed District Plan;*
- (6) *asks officers to report back to the Committee in 2025 with an updated proposed District Plan that shows changes made subsequent to this meeting as tracked changes;*
- (7) *notes that under Section 86B of the Resource Management Act (RMA), some rules have immediate legal effect on public notification of the proposed District Plan – including rules relating to protection of historic heritage (in the HH – Historical Heritage and SASM – Sites and Areas of Significance to Māori chapters) protection of areas of significant indigenous vegetation and habitats of indigenous fauna (in the ECO – Ecosystems and Indigenous Biodiversity chapter), and rules for subdivision, infrastructure and earthworks in these areas; and*
- (8) *acknowledges and thanks the District Plan team for their dedicated work over the past five years in preparing this proposed District Plan and supporting documents."*

6. QUESTIONS

There were no questions.

7. 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 mārīre.	

There being no further business the Chair declared the meeting closed at 10.45 am.

Cr Dyer
CHAIR

CONFIRMED as a true and correct record
Dated this 25th day of March 2024

HUTT CITY COUNCIL**KOMITI RATONGA O TE AWA KAIRANGI**
HUTT VALLEY SERVICES COMMITTEE

Minutes of a meeting held in the Council Chambers, Level 2,
Upper Hutt City Council, 383-342 Fergusson Drive, Upper Hutt on
Friday, 22 November 2024 commencing at 9:30 am

PRESENT: Cr T Stallinger, HCC (Chair) Cr B Griffiths, UHCC (Deputy Chair)
(from 9.37am)
Cr B Dyer, HCC (from 9.33am) Cr C Carson, UHCC
Cr C Parkin, HCC Deputy Mayor H Swales, UHCC
Cr N Shaw, HCC

APOLOGIES: Mayor W Guppy, UHCC and Cr H Newell, UHCC

IN ATTENDANCE: Cr T Ultra, UHCC
M Ryan, Group Manager Community Services, UHCC
A Geddes, Director Environment and Sustainability, HCC (part meeting)
B Hodgins, Strategic Advisor, HCC
G Roberts, Waste and Resource Recovery Manager, UHCC
B Latimer, Open Spaces and Facilities Manager, UHCC
L Kynaston, Principal Governance Advisor, UHCC
F Murphy, Governance Advisor, UHCC
K Glanville, Senior Democracy Advisor, HCC
H Clegg, Minute Taker

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with a</i>
He tio, he huka, he hau hū	<i>sharpened air.</i>
Tihei mauri ora.	<i>A touch of frost, a promise of a</i>
	<i>glorious day.</i>

2. APOLOGIES

RESOLVED: (Cr Stallinger/Cr Parkin)

Minute No. HVSC 24501

"That the apologies received from Mayor Guppy and Cr Newell be accepted and leave of absence be granted, and the apologies for lateness received from Cr Dyer and Cr Griffith be accepted."

Cr Dyer joined the meeting at 9.33am.

Pursuant to HCC's Standing Order 13.1, the Chair permitted Cr Ultra to participate in the discussions during the meeting. However, Cr Ultra did not have voting rights.

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

5. MINUTES

Cr Carson requested a breakdown of each Council's contributions to the Long Term Plan. The Chair asked the officers to address this matter at the appropriate time.

RESOLVED: (Cr Stallinger/Cr Carson)

Minute No. HVSC 24502

"That the minutes of the meeting of the Hutt Valley Services Committee held on Friday, 20 September 2024, be confirmed as a true and correct record."

6. PROPOSED MEETING DATES FOR 2025

Report No. HVSC2024/5/9 by the Democracy Advisor, Hutt City Council

RESOLVED: (Cr Stallinger/Cr Parkin)

Minute No. HVSC 24503

“That the Committee:

- (1) agrees to adopt the following schedule of meetings for 2025:
 - (a) Friday, 7 March 2025 at 9.30am (Hutt City Council);*
 - (b) Friday, 2 May 2025 at 9.30am (Upper Hutt City Council); and*
 - (c) Friday, 22 August 2025 at 9.30am (Hutt City Council);**
- (2) agrees to adopt the following schedule of draft agenda meetings for 2025:
 - (a) Wednesday 26 February 2025 at 10.00am;*
 - (b) Tuesday 22 April 2025 at 10.00am; and*
 - (c) Wednesday 13 August 2025 at 10.00am;**
- (3) agrees that the draft agenda meetings for 2025 will be held via Microsoft Teams;*
- (4) delegates authority to the Chief Executives of the two Councils, in consultation with the Chair, to alter the date, time or venue of a meeting, or cancel a meeting should circumstances require this; and*
- (5) notes that the last meeting cycle (November/December 2025) will be scheduled following the 2025 local elections.”*

7. **WASTEWATER JOINT VENTURE UPDATE 1 SEPTEMBER 2024 TO 31 OCTOBER 2024**

Report No. HVSC2024/5/339 by the Strategic Advisor, Hutt City Council

Steve Hutchison, Chief Advisor Wastewater; Blair Johnson, Head of Waste Contract; and Jeremy McKibbin, Group Manager, Network Management Group from Wellington Water Limited (WWL), were in attendance for the item.

The Strategic Advisor, HCC elaborated on the report.

The Group Manager, Network Management Group, referred to a presentation attached as page 10 to the minutes. He addressed the ongoing compliance issues related to equipment faults set for renewal and mentioned an external investigation into the unauthorised and unexplained discharge on 15 September 2024.

Cr Griffith joined the meeting at 9.37am.

In response to questions from members, the Group Manager, Network Management Group, clarified that odour issues were not linked to petrochemicals, as none were detected recently. However, past incidents disrupted the plant's biology. He said new early-detection technology had been installed to mitigate risks. The Chief Advisor Wastewater; advised that household chemicals were sufficiently diluted and did not contribute to issues at the plant.

In response to questions from members, the Group Manager, Network Management Group, confirmed that a dashboard with timelines was being developed to build on the information provided in the report and would be included in future reports. He explained that independent experts sometimes addressed differing opinions between Veolia and WWL.

In response to further questions from members, the Chief Advisor Wastewater confirmed that work was on track to meet the Greater Wellington Regional Council's December 2025 deadline for the milliscreening process. He advised regular updates on this work would be provided throughout 2025, including email updates between January and March 2025.

The Group Manager of the network Management Group outlined actions to address the biofilter issues, including replacing biofilter media, renewing the system, and managing odours.

In response to questions from members, the Strategic Advisor, HCC addressed concerns regarding the lack of "lessons learned" documentation. He clarified that the report had been completed and agreed to provide "lessons learned" documentation for future projects. He mentioned that HCC received monthly expenditure reports from WWL, categorised into four areas, and he believed a similar process was followed at UHCC.

In response to questions from members, the Group Manager, Network Management Group, noted that external expertise was engaged when tasks exceeded WWL and Veolia's capabilities. He emphasised that the company remained within its budget.

In response to further questions from members, the Head of Waste Contract reported that the Hutt Valley Wastewater System Strategic Plan project was underway, with an 18-24-month timeline. He advised that the Western Hutt Road Trunk Main Project was set to start by Easter 2025, pending tender acceptance, and was expected to stay within budget. Officers agreed to provide a cost breakdown upon completion of the tender process. He said the Western Hutt Trunk Sewer Renewal Project remained slated for the later years of the current 10-year Long Term Plan. The Strategic Advisor, HCC, noted that the budget for the Strategic Plan was split approximately 30% for UHCC and 70% for HCC.

In response to questions from members, the Strategic Advisor, HCC clarified that the consent renewal process allowing the temporary discharge of treated wastewater from the Seaview WWTP into the Waiwhetū Stream would take 12-18 months. He noted that the newly released Natural Resources Plan introduced additional requirements needing further analysis. He confirmed that a mid-year breakdown of capital project expenditure had been shared, with a funding split of about 30/70 for HCC and UHCC. He also stated that expenditure updates would be provided in future meetings.

The Chief Advisor for Wastewater stated that constructing a new plant was financially impractical, but alternative solutions were being explored.

In response to questions from members, the Head of Waste Contract explained that the plant's sludge dryer had been out of service for 20 days. As a result, dewatered sludge had to be transported to the landfill, where it was buried. He noted that the dryer was typically offline for two days each week, necessitating sludge transporting. However, optimal plant operation would minimise the need for this transportation. He also acknowledged the landfill staff for their support during this period.

In response to further questions from members on wastewater discharge into the Waiwhetū Stream, the Chief Advisor Wastewater stated that increasing plant capacity and pipeline size was the long-term solution. He explained that the Tradewaste Pumping Station used advanced technology to manage toxic waste but could not remove nitrogen or phosphorus, which harmed aquatic life. He added that more frequent discharges took about a week for the stream recovery, and alternative discharge locations were being considered. He noted that challenges at the Seaview plant involved equipment issues, while the South Wairarapa plant had capacity constraints. He confirmed that plans for an emergency outflow pipeline were paused for further investigations.

RESOLVED: (Cr Stallinger/Cr Griffiths)

Minute No. HVSC 24504

"That the Committee receives and notes the information in the report."

8. UPDATE ON SILVERSTREAM LANDFILL AND RESOURCE RECOVERY

Report No. HVSC2024/5/108 by the Waste and Resource Recovery Manager, Hutt City Council

The Waste and Resource Recovery Manager, HCC elaborated on the report.

In response to questions from members, the Waste and Resource Recovery Manager advised that future landfill sludge management plans included bio-solid research for alternative sludge uses. He confirmed that sludge was buried in pits with minimal odour issues reported. He noted that disposing of sludge was challenging due to its consistency, and the liquid from the sludge eventually cycles back to the treatment plant.

In response to further questions, the Waste and Resource Recovery Manager advised that fires linked to lithium batteries were attributed to larger, non-removable batteries, with recycling options available for smaller batteries. He said that high fees for contaminated soil disposal were intended to discourage its use. He confirmed that stormwater runoff from the landfill was diverted and regularly tested to ensure compliance. He added that riparian plantings and wetlands were not currently in place due to land ownership constraints, but efforts were focused on managing upstream sediment to protect waterways.

Cr Dyer left the meeting at 10.43am.

The Waste and Resource Recovery Manager agreed to review the reporting format and explanations of the dashboard for greater clarity.

Cr Dyer rejoined the meeting at 10.46am.

RESOLVED: (Cr Stallinger/Cr Parkin)

Minute No. HVSC 24505

"That the Committee receives and notes the report."

9. AKATĀRAWA CEMETERY UPDATE

Report No. HVSC2024/5/1 by the Open Spaces and Facilities Manager, Upper Hutt City Council

Under public comment, the Chair addressed a written statement from **Daniel Chrisp**, attached as page 11 to the minutes. The Chair requested that the officers respond to the comments appropriately.

The Open Spaces and Facilities Manager, UHCC elaborated on the report. He noted that operating revenue had exceeded the budget, accompanied by an unexpected 30% increase in burials. He addressed the written comments received, specifically questioning comment 3b) and mentioned that the cost-sharing model would be discussed in the future. Regarding comment 3c), he clarified that UHCC's fees and charges were the lowest in the region, recovering 75–85% of costs and that cemetery operations were highly efficient. He agreed to provide Daniel Chrisp with a written response and share a copy with all members.

In response to questions from members, the Open Spaces and Facilities Manager addressed burial fee disparities. He noted that aligning fees between UHCC and HCC would require significant operational changes. He agreed to prepare a report, in collaboration with HCC officers, summarising options for fee equity, which would be considered at a future meeting. He also mentioned that no decisions had been made regarding future cemetery land, but city-owned and privately owned options were being considered. He stated that a report on the next steps would be considered at the next meeting to address all identified issues, including fee equity and charges.

In response to questions from members regarding the Cemetery Development Project, the Open Spaces and Facilities Manager advised that the resource consent application was expected to be submitted by December 2024. He emphasised the importance of keeping the project within budget despite initial cost overruns. Additionally, he agreed to provide an update on whether a Quantity Surveyor had reviewed the detailed design costings.

In response to further questions from members, the Open Spaces and Facilities Manager stated that alternative burial methods, such as natural burials, were not actively promoted due to space limitations.

Cr Shaw left the meeting at 11.17am.

The Open Spaces and Facilities Manager noted that current burial preferences were evenly divided between cremation and conventional burial. He said that land identified in Whitemans Valley for a potential future cemetery site was unsuitable due to environmental and land-use constraints.

Cr Shaw rejoined the meeting at 11.18am.

RESOLVED: (Cr Stallinger/Cr Griffiths)

Minute No. HVSC 24506

"That the Committee:

- (1) receives the Akatārawa Cemetery Update report;*
- (2) notes that officers have completed the review of the Agreement for the Provision of Cemetery Services and Development of Cemetery Land at Akatārawa Cemetery (the Agreement), with no changes to the agreement to be implemented; and*
- (3) notes that three items were identified during the review of the Agreement for further discussion:*
 - a) consideration and determination of whether the Agreement's apportionment of costs is appropriate, including a review of the responsibility for capital costs compared to the ownership model;*
 - b) review Clause 36.1(b) Fees and Charges of the Agreement;*
 - c) whether, upon closure of the Akatārawa Cemetery, it would be an unfair imposition for the ongoing maintenance and enhancement of the cemetery to be the sole responsibility of Upper Hutt City Council; and*
 - d) whether land in the Hutt City Council jurisdiction should be assessed for a possible future cemetery."*

10. HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME 2025

Report No. HVSC2024/5/109 by the Democracy Advisor, Hutt City Council

Members asked that the forward programme be updated to reflect any additional reports requested at the meeting.

RESOLVED: (Cr Stallinger/Cr Griffiths)

Minute No. HVSC 24507

"That the Committee receives and notes the Forward Programme for 2025 attached as Appendix 1 to the memorandum."

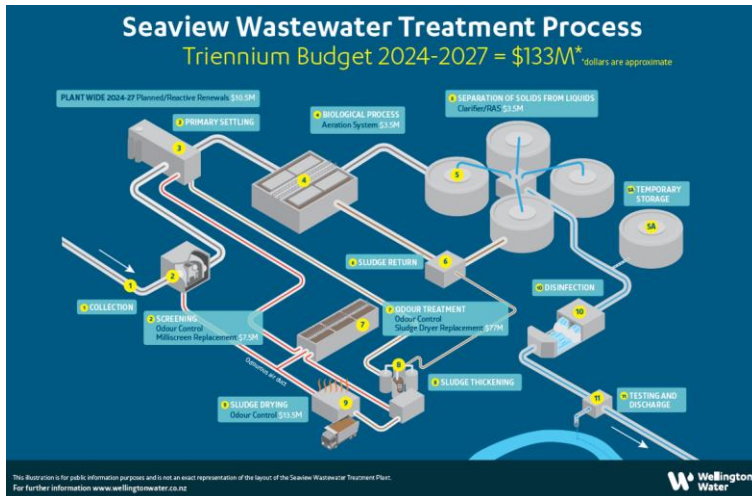
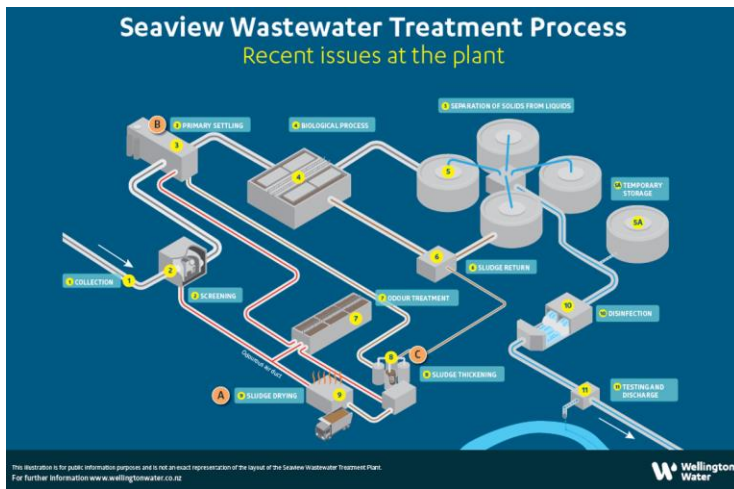
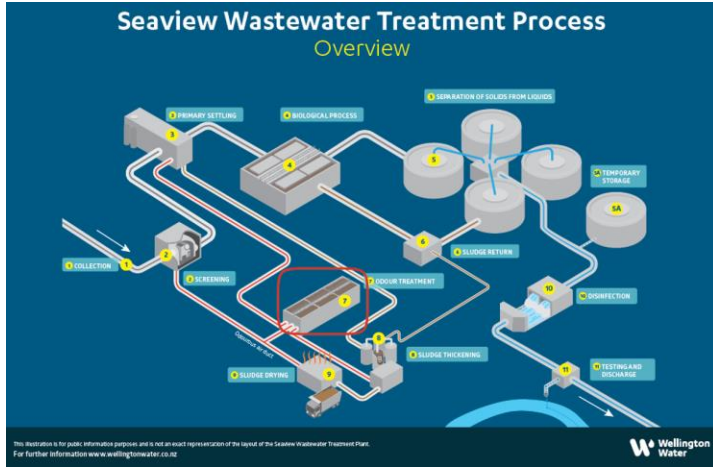
11. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

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

There being no further business, the Chair declared the meeting closed at 11.20am.

T Stallinger
CHAIR

CONFIRMED as a true and correct record
Dated this 7th day of March 2025



Daniel Chrisp Public comment

22/11/24

1. Firstly, a very thorough a detailed report on the seaview WWTP issue, please pass on thanks to the officers and teams involved, they clearly know their stuff.
2. Akatarawa Cemetery
3. Thanks to Arthur and UH staff involved in reviewing the agreement, the report is very good
 - a. As a resident and ratepayer I must continue to raise the issue of the financials.
 - b. The funding arrangement still has HCC burdening more than 50% of the costs, all while UHCC has benefitted greatly from using the land in upper huttt that belongs to HCC. at a bare minimum the financial split should be 50/50, but ideally 75/25 with UHCC paying 75%. The funding of this CAPEX should not follow the funding arrangements of the OPEX of the cemetery as a shared service. As per section 6 c, officers look to be recommending reviewing this CAPEX arrangement.
 - c. For point 7 I will note that UHCC fees have for a long time been the cheapest in the region, and based on that I would argue that they have not complied with clause 36.1b. They have had since at least 2016 to adjust their fees to earn more revenue and set aside CAPEX money for the development. Did they ever adjust their financial strategy / policy to ensure that a percentage of cemetery fees were set aside in a reserve fund for this development? This info is crucial to officers making progress and both councils making informed decisions moving forward.
 - i. Most other Councils do not set aside funds in a reserve for future CAPEX development of their cemeteries (even though i personally believe they should) and therefore it would not be best practice to increase cemetery fees by up to 50% to cover current CAPEX costs due to both councils not having previous foresight to set aside reserve funds. This is another case of council incompetence that may mena the ratepayer bears the brunt of the cost to make up for it. Its unacceptable. Annual report should consider this. Point 13 addresses the funding arrangements, which in my opinion should follow the fee simple arrangements per site, therefore meaning UHCC 75/25 HCC.
 - ii. Regarding the QS estimate blowout by .5m, i would suggest that officers consider not replacing the culvert that will lead to the stage 3 area of the development, as neither council has yet approved stage 3 development over concerns of cost ot benefits being raised with the number of plots in that area vs the cost to develop that area.
4. You will all know my opinion on point 11 of the report, i will say again, Hutt city residents were never properly consulted on future cemetery options when the decision was made to join services with UHCC and I urge HCC members of the committee to take this more seriously. You have an annual report coming up where you should consider giving officers direction at council level to at a bare minimum consult residents of Cemetery options, and preferably a conduct City wide spatial mapping for site selection should be undertaken to better inform your decision moving forward. This should not cost more than \$150k at most.

Finally I would like to raise a perceived issue I see, but I hope I am wrong. HCC - are any of our officers on the project team? It appears that the entire project is in the hands of UHCC officers and contractors, with them only informing us as a stakeholder. It is our land being developed!

HUTT CITY COUNCILKOMITI NGĀ WAI HANGARUA | WELLINGTON WATER COMMITTEE

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

Friday 13 December 2024 commencing at 10:02 am

PRESENT:

Mayor A Baker (PCC)
 Mayor C Barry (HCC) (Chair)
 Deputy Mayor M Sadler-Futter (SWDC)
 Mayor W Guppy (UHCC)
 L Rauhina-August (Taranaki Whānui ki Te Upoko o Te Ika)
 A Rutene (Ngāti Kahungunu ki Wairarapa Tamaki Nui a Rua
 Treaty Settlement Trust) (via audio-visual link)
 Mayor T Whanau (WCC)
 R Faulkner (Te Rūnanga O Toa Rangatira)
 Cr C Kirk-Burnnand (GWRC)

APOLOGIES:

H Modlik (Te Rūnanga O Toa Rangatira) and Cr R Connelly
 (GWRC)

IN ATTENDANCE:

N Leggett, Board Chair, Wellington Water Limited (WWL)
 B Bayfield, Board member, WWL
 L Southey, Board member, WWL
 M Puketapu, Board member, WWL (via audio-visual link)
 D List, Associate Director, Scott Consulting
 W Walker, Chief Executive, Porirua City Council
 G Swainson, Chief Executive, Upper Hutt City Council
 N Corry, Chief Executive, Greater Wellington Regional
 Council
 J Smith, Chief Executive, South Wairarapa District Council
 P Dougherty, Chief Executive, WWL
 C Barker, Director of Regulatory Services, WWL
 J Alexander, Group Manager Network Strategy & Planning,
 WWL
 I McSherry, Head of Metering Programme Establishment,
 WWL
 W Maxwell, Acting Group Manager Business Services, WWL
 V MacFarlane, Head of Communications and Engagement,
 WWL
 J Chetwynd, Chief Infrastructure Officer, Wellington City
 Council
 B Hodgins, Strategic Advisor, Hutt City Council
 J Kilty, Democracy Advisor, Hutt City Council

PUBLIC BUSINESS

1. OPENING FORMALITIES - KARAKIA TIMATANGA

<p>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.</p>	<p><i>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.</i></p>
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2. APOLOGIES

RESOLVED: (Mayor Barry/Mayor Baker)

Minute No. WWC 24501

“That the apologies from Helmut Modlik and Cr Connelly be accepted, and leave of absence be granted.”

3. PUBLIC COMMENT

There was no public comment.

4. CONFLICT OF INTEREST DECLARATIONS

There were no conflicts of interest.

5. MINUTES

RESOLVED: (Mayor Barry/L Rauhina-August)

Minute No. WWC 24502

“That the minutes of the meeting of the Komiti Ngā Wai Hangarua | Wellington Water Committee held on Friday, 27 September 2024, be confirmed as a true and correct record.”

6. CHAIR'S STATEMENT

The Chair highlighted the current water shortage risks and restrictions. He emphasised that repairing leaks played a big part in reducing these risks as summer approached. He acknowledged the work made in conducting leak repairs throughout 2024. He stated that minimising the odour from the Seaview Waste Water Treatment Plant was a priority for Wellington Water Limited and Hutt City Council. He said building the foundations of the region's new water entity was crucial.

7. **LOCAL WATER DONE WELL - LEGISLATION AND WATER SERVICE DELIVERY PLAN UPDATE**

Dougal List shared his presentation. The presentation is attached to pages 10-11 of the minutes.

RESOLVED: (Mayor Barry/Mayor Baker)

Minute No. WWC 24503

"That the Committee receives and notes the presentation."

8. **COMPANY AND GOVERNANCE UPDATE**

Report No. WWC2024/5/114 by Wellington Water Limited

The Chief Executive of Wellington Water Limited (WWL) and the Board Chair of WWL elaborated on the report.

In response to questions from elected members, the Chief Executive, WWL noted that he could see benefits in long term contracts for WWL contractors. He considered long term funding contractors would likely invest in better equipment and be more stable contracting partners. He said key performance indicators were being introduced into the Alliance partnership. He said the organisation was growing more transparent and efficient and that better value for money would be prioritised over the coming year.

Bill Bayfield, WWL board member, noted that the new water entity in Wellington would be the second largest in New Zealand (behind Auckland) and, if done correctly, would have a head start on many other councils.

The Chief Executive, WWL said that despite the changes being made, only the new entity would have the financial capability to solve Wellington's water issues.

Mayor Baker thanked the Chief Executive, WWL for the report and noted that he had done a great job since taking on the role. She said that the report was vital.

Mayor Whanau supported the comments made by Mayor Baker.

Members discussed reaffirming WWL's priority regarding value for money and agreed that the Committee should consider a report at the next meeting.

RESOLVED: (Mayor Barry/Mayor Baker)

Minute No. WWC 24504

"That the Committee:

- (1) receives and notes the report;*
- (2) reaffirms its priority around Wellington Water Limited and the Board's focus on value for money; and*
- (3) notes that Wellington Water Limited will report on their progress at the 14 March 2025 meeting of the Wellington Water Committee."*

8. **ANNUAL PLAN ADVICE**

Report No. WWC2024/5/115 by Wellington Water Limited

The Group Manager Network Strategy & Planning at WWL elaborated on the report.

RESOLVED: (Mayor Barry/ Mayor Guppy)

Minute No. WWC 24505

"That the Committee receives and notes the report."

9. ORGANISATIONAL CAPABILITY PLAN

Report No. WWC2024/5/116 by Wellington Water Limited

The Acting Group Manager Business Services, Wellington Water Limited (WWL), elaborated on the report.

The Chief Executive, WWL noted that the requested IT systems were the bare bones that should have been in place years ago. He said it was challenging to be sure there were no other errors, such as the budgeting error earlier in 2024, as the systems in place were inadequate. He stated that Deloitte had told WWL to simplify their systems.

The Acting Group Manager Business Services, WWL said he had to ensure the numbers, processes, and systems were correct. He stated that the key was to simplify systems and processes to achieve better outcomes.

The Chief Executive, WWL noted that WWL was working closely with the Advisory Oversight Group (AOG) to establish the new water entity. He indicated that the IT systems would be transferred to the new entity once created. He said that the generic IT systems WWL was seeking would be capable of meeting government reporting requirements.

The Chief Executive, Porirua City Council (PCC) stated that government was leaving the creation of new entities to councils. She said there would be standard reporting requirements but not a required IT system. She highlighted that the AOG was best positioned to address questions related to the involvement of Iwi and Mana Whenua with the new entity.

Lee Ruahina-August asked for a connector between Mana Whenua, the Wellington Water Committee, and the AOG's decisions.

RESOLVED: (Mayor Barry/Mayor Whanau)

Minute No. WWC 24506

"That the Committee:

- (1) *notes that the estimated costs to build organisational capability are being worked through. An unconstrained view of the investment needed to lift Wellington Water Limited's capability has been included in annual planning advice to councils. This is in addition to the request for investment to procure and implement core technology systems; and*
- (2) *notes that regular quarterly reporting against the key deliverables in the Organisational Capability Plan will be provided to the Committee. The first quarterly report will be completed for Q2 2024/25 and will be presented to the Committee at its March 2025 meeting."*

10. **METROPOLITAN ACUTE WATER SHORTAGE RISK**

Report No. WWC2024/5/117 by Wellington Water Limited

The Director of Regulatory Services, Wellington Water Limited (WWL) elaborated on the report.

The Head of Communications and Engagement, WWL noted that communications had been translated into various languages. She stated that the focus of these communications would aim to build on positive behaviours from 2023/24.

The Director of Regulatory Services at WWL noted that the risk for South Wairarapa District Council was similar to last year's, and WWL was actively monitoring the reservoirs.

RESOLVED: (Mayor Barry/ Faulkner)

Minute No. WWC 24507

"That the Committee:

- (1) notes that the demand reduction has exceeded targets set by Taumata Arowai; and*
- (2) notes the likelihood of Water Restriction Levels for 25/26."*

11. **WATER METERING PROGRAMME UPDATE**

Report No. WWC2024/5/118 by Wellington Water Limited

Ian McSherry, Head of Metering Programme Establishment, Wellington Water Limited elaborated on the report.

RESOLVED: (Mayor Barry/Mayor Baker)

Minute No. WWC 24508

"That the Committee receives and notes the report."

12. WELLINGTON WATER COMMITTEE LETTER OF EXPECTATION

Report No. WWC2024/5/125 by the Chief Executive, PCC

The Chief Executive, PCC elaborated on the report.

RESOLVED: (Mayor Barry/L Rauhina-August)

Minute No. WWC 24509

"That the Committee:

- (1) *notes and receives the report:*
- (2) *approves the annual shareholder and partners' Letter of Expectation to Wellington Water Limited (attached as Appendix 1 to the report); and*
- (3) *authorises the Wellington Water Committee Chair to sign the letter."*

Deputy Mayor Sadler-Futter abstained from voting on the above matter.

13. INFORMATION ITEMS

a) Wellington Water Committee Forward Programme 2025

Memorandum dated 4 December 2024 by the Democracy Advisor

RESOLVED: (Mayor Barry/Mayor Baker)

Minute No. WWC 24510

"That the Committee receives and notes the attached draft Forward Programme and future workshop topics for the Wellington Water Committee for 2025, as detailed in Appendix 1 of the memorandum."

14. QUESTIONS

There were no questions.

15. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Mayor Baker)

Minute No. WWC 24511

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

17. RECRUITMENT OF DIRECTORS TO WELLINGTON WATER LIMITED - DECEMBER 2024

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Recruitment of Directors to Wellington Water Limited - December 2024.</i>	<p data-bbox="703 409 986 577"><i>The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).</i></p> <p data-bbox="703 584 986 934"><i>The withholding of the information is necessary to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or two members or officers or employees. (s7(2)(f)(i)).</i></p>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i>

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

There being no further business, the Chair declared the public part of the meeting closed at 11.19am. The public excluded part of the meeting closed at 11.35am.

Mayor C Barry
CHAIR

CONFIRMED as a true and correct record
Dated this 14th day of March 2025

Item 7: Local water done well

Water services delivery planning for Wellington metropolitan councils

Wellington Water Committee

13 December 2024



Photo: WellingtonNZ, photographer: Mark Tantrum



Bill 3 and DIA guidance

Update on release of Bill 3 and associated guidance from DIA

The enduring settings for water reform are set out in the Local Government Water Services Bill.

- This Bill was introduced on 10 December and have its first reading prior to the end of 2024.
- It is expected that the Bill will proceed through a full readings process with submissions due late-February.
- The bill is broad and deals with several complex issues.
- It is likely that councils will need to submit on the Bill in order to seek clarifications or amendments to the Bill.
- It is proposed that the regional programme team coordinates a joint submission with input from councils, WWL and legal support.
- Councils may also decide to submit on the Bill.

In addition to the Local Government Water Services Bill, DIA has released significant guidance material.

This will have a bearing on potentially reducing the scope of work and costs for Phase 2.

Guidance covers:

- Updates to guidance released in August such as in relation to debt and delivery model options;
- Draft template documents to support the establishment of WSCCO such as – terms for councils working together, shareholding agreements, constitution, transfer deeds, interface agreements etc; and
- Updated guidance and information on operating context and powers of a WSCCO such as wastewater and engineering standards, bylaws and powers, contracting arrangements, WSCCO / water regulator roles and responsibilities, financing and debt arrangements.

Progress on water services delivery planning

Since the last meeting councils have undertaken briefings and meetings to confirm whether to remain as part of the regional process.

5 councils have now confirmed the joint regional model as preferred for consultation.

Phase 2 – develop WSDP and implementation plan.

Progress

Since the last update to the Committee, implementation of Local Water Done Well and the regional process of water service delivery planning has included:

- Release of the regional report on recommended ‘best for region’ model on 4 October
- Further workshops with Advisory Oversight Group and council officers
- Release of Bill 3
- Start of Phase 2 – development of the WSDP and implementation plan
- Investment programme and confirm pathway to financial sustainability
- AOG meeting – 13 December

Key next steps

- Submissions on Bill 3
- Preparation for consultation and council approvals
- Consultation on delivery model options March / April
- Complete WSDP
- Council review and adoption of the WSDP including delivery model
- Implementation planning

Transitional issues and alignment

Phase 2 will need to ensure alignment of the future delivery model with current WWL activity and the WWL organisational capability plan.

Key work and interfaces include

- Development of the WSDP and input of WWL data and knowledge to inform information disclosure and financial sustainability – one plan we can all stand behind
- WWL IT systems investment planning, costs and ‘future fit’. Key interdependency = need for assurance of right scope, requirements, delivery and how this enables capability requirements
- Meters – programme planning, timing, investment and communications
- Contracts and major projects – maintaining momentum and also consideration of implications of contract renewals and value for money focus
- Contractor / supplier engagement
- Staff communications.

This will require increased level of involvement from WWL into Phase 2.

HUTT CITY COUNCILKOMITI ITI MAHERE Ā-NGAHURUTANGA / MAHERE Ā-TAU
LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers,
2nd Floor, 30 Laings Road, Lower Hutt on
Monday 16 December 2024 commencing at 2:00 pm

PRESENT:

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr G Barratt (from 3.19pm)	Cr J Briggs
Cr K Brown (from 2.05pm)	Cr B Dyer (from 2.02pm)
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou	

APOLOGIES:

Cr G Barratt, Cr K Brown and Cr B Dyer for lateness

IN ATTENDANCE:

A Blackshaw, Acting Chief Executive
J Griffiths, Director Strategy and Engagement
A Geddes, Director Environment and Sustainability
J Kingsbury, Director, Economy and Development (part meeting)
J Livschitz, Group Chief Financial Officer
B Cato, Chief Legal Officer (part meeting)
C Ellis, Head of Chief Executive's Office
B Hodgins, Strategic Advisor (part meeting)
R Hardie, Head of Strategy and Policy (part meeting)
E Anand, Head of City Delivery (part meeting)
J Scherzer, Head of Climate, Waste and Resource Recovery (part meeting)
K Stannard, Head of Democratic Services
T Johnstone, Head of Planning (part meeting)
D Nunnian, Manager Financial Planning and Performance
A Andrews, Finance Transaction Services Manager
K Glanville, Senior Democracy Advisor
H Clegg, Minute Taker

PUBLIC BUSINESS

1. **OPENING FORMALITIES - KARAKIA TIMATANGA**

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

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

2. **APOLOGIES**

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. LTPAP 24501

"That the apologies received from Crs Barratt, Brown and Dyer for lateness be accepted."

3. **PUBLIC COMMENT**

There was no public comment.

Cr Dyer joined the meeting at 2.02pm.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

5. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI
 COUNCIL- 16 December 2024**

a) Draft Annual Plan 2025-26 Financial aspects

Officers tabled two memorandums detailing the Draft Annual Plan 2025-26 updates, attached as pages 15-18 and 19-20 to the minutes.

The Group Chief Financial Officer elaborated on the report and referred to a presentation available [here](#).

Cr Brown joined the meeting at 2.05pm.

The Group Chief Financial Officer advised that a high-level approach to Year 2 of the Long Term Plan (LTP) was proposed, with minimal changes expected. She noted that the strategic priorities and service levels were expected to remain unchanged.

The Head of Strategy and Policy indicated that if there were no major changes to the Annual Plan (AP), a reduced level of community engagement would focus on key issues like water and transport. He mentioned utilising hubs, libraries, and online platforms for this engagement.

The Group Chief Financial Officer reported an unexpected bulk water levy increase from Greater Wellington Regional Council, prompting budget adjustments. She noted that a proposed levy from Taumata Arowai was not budgeted and recommended funding an additional \$3M for the Local Water Done Well initiative through debt. However, she did not support the extra operational expenditure requested by Wellington Water Limited (WWL). She sought guidance on potential service reductions for further savings while acknowledging potential benefits to debt from upcoming government advice on the Water Services Plan.

In response to questions from members, the Group Chief Financial Officer explained that 54% of the proposed rates increase was due to the Three Waters initiative. She clarified that changes to depreciation from updated accounting standards did not require public consultation and aligned with Council's asset revaluation. She noted that while achieving a balanced budget had been delayed, improvements were anticipated following the water reforms, leading to better data for the next LTP review. She emphasised that the proposed budget posed no financial risks, and Standard and Poor's (S&P) credit rating remained stable, though S&P may reevaluate water reforms after their completion. She also noted that other local authorities were facing similar financial challenges.

PRECEDENCE OF BUSINESS

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. LTPAP 24502

"In accordance with Standing Order 10.4, precedence be accorded to items 5b) 'Investment in Water Services', 5c) 'National Land Transport Programme 2024-27 Publication report back and implications' and 5d) 'Draft Annual Plan 2025-26 – Rating Policy decisions'."

The items are recorded in the order they are listed on the order paper.

a) Draft Annual Plan 2025-26 Financial aspects

Table 4: Unavoidable cost increases.

In response to questions from members, the Group Chief Financial Officer explained that the new depreciation rules and asset revaluation would result in an additional \$50M to \$100M being collected compared to what was spent on renewals. She clarified that depreciation was calculated based on asset value, lifespan, and type, while the renewals programme aligned with WWL's advice. She noted that although WWL recommended increasing renewal spending, the budget could not accommodate this due to affordability constraints. She mentioned that information on full-time equivalent (FTE) employee numbers could be available, with details on page 36 of the agenda.

Table 5: Budget matters for consideration by Council.

In response to questions from members, the Head of Climate, Waste, and Resource Recovery explained that the high construction costs of an asbestos cell at Silverstream Landfill would be offset by revenue. He said that although waste volumes had been trending downward, profitability had not been impacted.

In response to a question from a member, the Director, Economy and Development assured the members that public communications would clearly explain the cost-sharing arrangement between Council and the Alliance for Tupua Horo Nuku.

Table 6: Budget rephrasing for consideration by Council.

In response to a question from a member, the Director Economy and Development advised that officers were working with Kāinga Ora on funding options for the Infrastructure Acceleration Fund.

Rates Revenue Increases

Mayor Barry emphasised the need for full public engagement if major changes to the AP were proposed. He supported adhering to Year 2 of the LTP and its proposed 13.4% rates increase for consistency despite budgetary challenges and unavoidable costs like the bulk water levy.

Members emphasised the importance of transparency with ratepayers and acknowledged the impact of external decisions on Council's budgets.

In response to a question from a member, the Group Chief Financial Officer confirmed that the Daly Street and the Petone Landings projects were included in the current budget.

Cr Stallinger reiterated his opposition to adding more employees and significant capital expenditures on streetscaping for the Riverlink project. He expressed support for certain aspects of that expenditure. He voiced confusion over the proposed increases in water capital expenditure and indicated that he was awaiting WWL's internal review results.

Mayor Barry stated that the WWL model had been deemed unfit for purpose and that lessons learned should be applied to the new entity.

Cr Briggs expressed openness to explore potential savings opportunities.

Cr Brown raised concerns about whether the rising employee costs could impact decisions that have already been made. She also inquired if the proposed refuse and recycling costs had been included in the budget.

The Group Chief Financial Officer explained that these costs were related to the administrative expenses for recycling options. She confirmed that all relevant details were included in the graphs within the officer's report.

Cr Brown left the meeting at 3.58pm.

Fees and Charges

Cr Shaw urged minimal increases to facility user fees and suggested keeping the current per-head cost for the Learn to Swim programme. Officers agreed to provide a report back on these matters.

Cr Brown rejoined the meeting at 4.00pm.

Cr Dyer raised questions regarding the fees and charges at the Riverbank carpark. He expressed concern about the delayed timeline for achieving a balanced budget and its compliance with legislative limits.

The Director of Economy and Development agreed to report on the fees and charges at the Riverbank carpark.

Cr Parkin left the meeting at 4.02pm.

Cr Mitchell sought clarification regarding the neighbourhood facility fees. He said there was a discrepancy between the tables and the accompanying commentary, indicating that fees were increased to offset a decline in user numbers and maintain revenue.

In response to a question from a member, the Acting Chief Executive explained that cricket and croquet had different recovery rates due to varying contracts from 1994. She agreed to provide an explanatory report.

Cr Parkin rejoined the meeting at 4.04pm.

In response to a question from a member, the Director Strategy and Engagement stated that the review of the Encroachment Policy was still in progress and would be considered by the Policy, Finance and Strategy Committee. Members expressed concerns about the lengthy duration of the review and emphasised the importance of finalising it.

Members agreed in principle on a “light touch” engagement process.

The meeting adjourned at 4.08pm and resumed at 4.20pm.

Mayor Barry acknowledged the members’ concerns about the proposed rates increase and warned that the directions given to officers would not result in significant cost savings.

In response to a question from a member, the Director Economy and Development advised that discussions with KiwiRail were ongoing regarding replacing the rail overbridge for the Cross Valley Link. He said a detailed report, including cost estimates and a timeline, was expected to be completed in February 2025.

RECOMMENDED: (Mayor Barry/Cr Edwards) **Minute No. LTPAP 24503**

"That the Subcommittee recommends that Council:

- (1) notes that there are a range of financial risks associated with potential legislative changes, the capital programme, operating expenditure, and the proposed revenue settings;*
- (2) approves the budget matters as detailed in tables 4, 5 and 6;*
- (3) approves the budget increase from the Greater Wellington Regional Council (GWRC) bulk water levy operational budget change as detailed in the tabled memorandum;*
- (4) approves the capital project schedules as detailed in Appendix 3 attached to the report;*
- (5) notes the changes to the balanced operating budget target as defined in our Financial Strategy and changes to the prudence benchmark per the legislative requirements of the Local Government Act and Financial Reporting and Prudence Regulations 2014 as outlined in Section E of the report;*
- (6) notes the rates revenue increases presented in Section F of this report and the early direction to officers in the preparation of the Draft Annual Plan 2025-26 is to retain the 13.4% overall rates revenue increase (excluding growth component);*
- (7) approves the targeted rates for Wastewater and Water Supply presented in Section F of this report and notes the direction to officers in relation to the GWRC bulk water rates impact;*
- (8) approves the targeted rates for Refuse, Recycling and Green Waste presented in Section F of this report;*
- (9) approves the proposed fees and charges in Appendix 2, attached to the report;*
- (10) agrees in principle to run a light-touch engagement process on the Draft Annual Plan 2025-26;*
- (11) notes that more detail on the communication and engagement approach for DAP26 will be presented in February 2025 when Council decisions are further progressed;*
- (12) notes the direction to officers on any areas where levels of service reduction efforts should be directed in order to reduce the rates increase impacts for 2025-26; and*
- (13) notes the direction and guidance provided to officers ahead of the preparation of the Draft Annual Plan 2025-26."*

b) Investment in Water Services

Pete Wells, Manager Service Planning from Wellington Water Limited (WWL) was in attendance for the item.

The Strategic Advisor elaborated on the report and referred to a tabled memorandum attached as pages 15-18 to the minutes.

In response to questions from members, the Strategic Advisor advised that officers did not recommend allocating additional operational expenditure funding for WWL, as WWL had historically managed within its budget. He noted that WWL's shift to a panel tendering system had improved efficiency. However, he pointed out that limited contractor availability in the Wellington region had resulted in an uncompetitive market, leading to high project risks. He confirmed that WWL's ongoing internal review details were not yet available.

In response to questions from members, the Strategic Advisor confirmed that no immediate projects could be deferred due to the urgency of the Wastewater Treatment Plant works. He highlighted that halting renewals could further deteriorate the aging pipe network. He said that more details about renewal work were expected in early 2025.

Mayor Barry emphasised the upcoming value-for-money report for the Wellington Water Committee in March 2025. He stated that the decision to bring renewal work in-house should be directed to the new entity.

Cr Brown expressed confusion and frustration about WWL's funding request to upgrade their IT systems.

RECOMMENDED: (Mayor Barry/Cr Briggs) **Minute No. LTPAP 24504**

"That the Subcommittee recommends Council:

- (1) notes the preliminary advice from Wellington Water Limited (WWL) on water services capital and operational investment for the 2025/26 financial year, attached as Appendix 1 to this report;*
- (2) approves the revised CAPEX programme and forecast budget for the 2024/25 financial year, as outlined in the report, noting in particular the inclusion of new funding of \$5.2M for the Western Hills Trunk Urgent Works;*
- (3) approves in principle that unspent capital funding for the 2024/25 financial year will be carried over into the next two financial years' budgets to ensure WWL has certainty in planning delivery of the agreed work programme;*
- (4) approves in principle the recommended changes to the CAPEX programme for the 2025/26 financial year, noting the overall decrease of \$11M from what was approved in the 2024-2034 Long Term Plan (LTP) for that year, noting that decreases are mostly in the stormwater and wastewater activities;*
- (5) approves in principle the recommended changes to the CAPEX programme for the 2026/27 financial year, noting an overall increase of \$30M from what was approved in the 2024- 2034 LTP for that year;*
- (6) notes that the proposed revisions to the 2025/26 OPEX budget, based on updated forecasts, are estimated to result in an increase of \$720k from what was approved in the 2024-2034 LTP;*
- (7) requests WWL to manage OPEX priorities within existing budgets and provide further advice in February 2025 on how budgets can be prioritised to achieve this;*
- (8) notes the advice on the investment required to improve operational capability and systems and that Hutt City Council's (HCC) share is estimated at \$8M across 2025/26 and 2026/27 and is not currently included in the proposed budget, with further advice to be presented on this in February 2025;*
- (9) agrees in principle that this investment is critical to the performance of WWL and that HCC's share of this investment over the next two years would be funded by debt if it is not able to be funded centrally, subject to assurances that it will be a legacy investment for the proposed new water services CCO for the region;*
- (10) agrees to increase the OPEX budget by \$3M in 2025/26, funded through debt, for the implementation of the Water Services Delivery Plan, primarily for HCC's share of costs to establish a new asset-owning water services CCO for the region; and*
- (11) notes that central government is proposing from 1 July 2025 to levy Councils, in their capacity as water supply authorities, to recover costs associated with regulatory services provided by Taumata Arowai and the Commerce Commission, with HCC liability assessed at \$585k per annum."*

- c) National Land Transport Programme 2024-27 Publication report back and implications

The Head of Economy and Development elaborated on the report and referred to a presentation available [here](#).

In response to questions from members, the Director of Economy and Development explained that Options 2a and 2b required \$6.3M, with no external funding available for addressing parking issues related to housing intensification. He said Council must cover these costs from internal budgets, although no specific allocation had been made. He also added that Council's Planning and Transport teams addressed parking impacts early in the planning process. He clarified that development contributions could not be used to fund parking solutions.

In response to questions from members, the Group Chief Financial Officer confirmed that capital expenditure charges were excluded from development contributions, but the policy could be amended to include parking solutions. He advised that parking solutions were initially debt-funded, with later refunds from development contributions, though limited debt capacity restricted available funding.

In response to questions from members, the Director of Economy and Development confirmed that only one of the 38 Low Cost, Low Risk projects, specifically the Wainuiomata Hill Safety Barrier, had received funding. He stated that officers would continue to seek funding for the other projects. He advised that footpath closures might occur if upgrades remained unfunded. He said that while a city-wide LED streetlighting conversion could reduce electricity costs, the current budget only allowed for replacements when they fail. He advised that further details on this matter were expected in early 2025.

Crs Briggs, Stallinger, and Tupou supported the officer's recommendations, emphasising that footpath upgrades were crucial for ensuring accessibility.

RECOMMENDED: (Cr Edwards/Cr Stallinger) **Minute No. LTPAP 24505**

"The Subcommittee recommends that Council:

- (1) receives and notes the information;*
- (2) notes the publication of the National Land Transport Programme (NLTP), with reduced levels of NLTP funding and implications for budget reduction required for Maintenance, Operations and Renewals (MOR), the Road Safety Programme and impacts for Low Cost-Low Risk (LCLR) projects and improvement projects;*
- (3) notes the Infrastructure and Regulatory Committee meeting on 18 November 2024 received information on options to manage the reduced levels of NLTP funding and requested advice be provided on increases to the Footpaths Renewals and Minor Safety or Traffic works and Capex budgets;*
- (4) notes that advice will be provided to this Subcommittee in February 2025 on implications for future years 4 to 10 of the 2024-34 Long Term Plan programme of works and capital investment due to the proposed reductions for the three years from 2024-25 to 2026-27;*
- (5) approves the officer recommended option:*
 - (a) option 2 – Long Term Plan budgets for Opex and Capex reduced, but less than option 3. Revenue reduces to the lower level NZTA Waka Kotahi approved;*
- (6) approves in addition to Option 2:*
 - (a) increase Footpath Renewals budget – increases Capex budget for Footpaths Renewals by \$300,000 in 2024/25 and \$1.5M in each of years 2025/26 and 2026/27, and/or*
 - (b) increase Minor Safety or Traffic works budget - increases Capex budget by \$1.5M in each of years 2025/26 and 2026/27 for Minor Safety or Traffic works as a contingency to respond to coroner or Death or Serious Injury requirements or urgent safety works."*

d) Draft Annual Plan 2025-26 - Rating Policy decisions

The Manager Finance Transaction Services elaborated on the report. She highlighted that the Chair of the Jackson Street Programme (JSP) indicated that JSP was comfortable deferring discussions on the proposed Targeted Rates Extension due to economic challenges and other feedback. She confirmed that this deferral would not incur any costs. She said that other councils had given positive feedback regarding the reduction in the number of annual rates instalments, provided that effective communication was maintained.

In response to questions from members, the Manager Finance Transaction Services explained that reducing rates instalments from six to two would save money. She cautioned that this change might be too drastic for ratepayers. She indicated officers had not yet considered charging for paper rates notices while offering free emailed versions. She added that implementing such a change could be complex due to the requirements of the Ratings Policy, but it could be explored in the future. She noted that providing different customer instalment options would not be feasible.

In response to questions from members, the Strategic Advisor advised that the Voluntary Targeted Rate for compulsory works would only be utilised as a last resort, as most people were generally willing to comply and complete the required work.

Cr Tupou left the meeting at 3.17pm.

In response to questions from members, the Director Strategy and Engagement explained that there were several reasons for the relatively low response rate to the proposed JSP Targeted Voluntary Rates Extension survey. He said that officers had visited property owners and also emailed the survey to them.

Cr Barratt joined the meeting at 3.19pm.

The members agreed that they do not support the extension of the JSP Targeted Rate.

Cr Parkin suggested that future Council surveys include questions utilising a five-point Likert scale for responses.

Cr Tupou rejoined the meeting at 3.23pm.

Members discussed whether to reduce the number of rates instalment notices to two, four, or six, weighing potential savings and efficiencies against reduced opportunities for direct correspondence with ratepayers.

The Manager of Transaction Services agreed to provide a detailed report in February 2025 outlining the options for paper and electronic notices and the estimated savings from reducing notices to two per year.

RECOMMENDED: (Mayor Barry/Cr Brown) **Minute No. LTPAP 24506**

“That the Subcommittee recommends that Council:

Voluntary Targeted Rate for Infrastructure Repairs on Private Land

- (1) *notes the information provided in the report regarding the proposed introduction of three Voluntary Targeted Rates (VTR) for funding three waters infrastructure repairs on private land;*
- (2) *approves the necessary amendments to the Revenue and Financing Policy and Funding Impact Statement to provide for the new VTRs in the Draft Annual Plan 2026-2027 (DAP26);*
- (3) *agrees the preferred approach to ratepayer agreements, including the contract terms for financial assistance, refer to paragraph 16 in the report;*
- (4) *agrees to consultation and any necessary amendments to policies as outlined in Section A of the report, to ensure the implementation of the VTRs is lawful and aligns with Council’s objectives;*

RECOMMENDED: (Mayor Barry/Cr Morgan) **Minute No. LTPAP 24507**

“That the Subcommittee recommends that Council:

Jackson Street Programme (JSP) Targeted Rate Extension

- (5) *notes the engagement undertaken with affected ratepayers regarding the proposed extension of the Jackson Street Programme (JSP) targeted rate area, refer to Section B of the report;*
- (6) *acknowledges feedback from ratepayers and that JSP no longer wants to proceed with the proposed targeted rate extension and agrees not to extend the JSP rate area;*

RECOMMENDED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. LTPAP 24508

“That the Subcommittee recommends that Council:

Reducing the Number of Rates Instalments

- (7) *notes the potential operational savings and environmental benefits associated with reducing the number of rates instalments from six to four per year, refer to Section C of the report;*
- (8) *as per the discussion, asks officers to provide further information on the rates instalment to the LTP/AP February 2025; and*
- (9) *notes the direction and guidance given to officers in the preparation of the DAP26.”*

6. **QUESTIONS**

There were no questions.

7. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

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

There being no further business, the Chair declared the meeting closed at 4.27pm.

C Barry
MAYOR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025

TO: Chair and Members
Long Term Plan/Annual Plan Subcommittee

FROM: Bruce Hodgins

DATE: 12 December 2024

SUBJECT: ADDITIONAL INFORMATION FOR THE DRAFT ANNUAL PLAN
2025-26 DECISIONS



Purpose of Memorandum

1. To provide the Subcommittee with updated information regarding investment in water services for the 2025-26 Annual Plan; and
2. To provide the Subcommittee with two minor corrections to the Draft Annual Plan 2025-26 – Financial aspects report.

Bulk water levy

3. Greater Wellington Regional Council (GW) has this week advised the Wellington metropolitan councils that it has agreed in principle at a recent workshop to support the funding request from Wellington Water Limited (WWL) for the proposed investment in core ICT systems to enable the critical uplift in capability. This will be subject to progressing through the formal decision-making processes of the GW Annual Plan.
4. The ICT systems build is an important co-dependency for the establishment of the new regional water entity under the Local Water Done Well work programme.
5. GW is intending to facilitate the investment in the ICT systems by debt funding the ICT programme and charging Wellington metropolitan councils the interest component on the borrowing through the bulk water levy. For the 2025/26 financial year it is budgeting \$13.8M with a further \$11.2M in 2026/27, (total \$25M). This is subject to WWL submitting a further paper outlining finalised costs following the procurement process.
6. GW has advised that the bulk water levy for 2025/26 is proposed to increase from 12.2%, as planned by GW in its LTP, to 16.9%. While the ICT investment accounts for 1.1% of the increase, the balance is largely for increases to the WWL OPEX budget to maintain current levels of service and contribute to an uplift in management and advisory services.

7. This will result in net additional cost to Council of approximately \$800k. This is net cost as a part of it is recovered through metered water charges. This also means the metered water charge would need to be increased from the current proposed \$4.75 to \$4.95. The balance of the costs would need to be funded through rates revenue, with an additional increase in rates for the 2025/26 financial year being 0.45%. Refer to table below for the breakdown of revenue and cost impacts:

Bulkwater costs \$'M	<u>2025/2026</u>	<u>Total to 2034</u>
Current Draft DAP	20.4	214.5
Revised Draft DAP	21.5	225.6
Variance	(1.2)	(11.1)
Water meter revenue	<u>2025/2026</u>	<u>Total to 2034</u>
Current Draft DAP	(6.7)	(70.2)
Revised Draft DAP	(7.0)	(73.5)
Variance	0.3	3.3
Net cost	<u>2025/2026</u>	<u>Total to 2034</u>
Current Draft DAP	(13.7)	(144.3)
Revised Draft DAP	(14.5)	(152.1)
Variance	(0.8)	(7.8)
Rates impact	0.45%	

Corrections to Draft Annual Plan 2025-26 – Financial aspects report

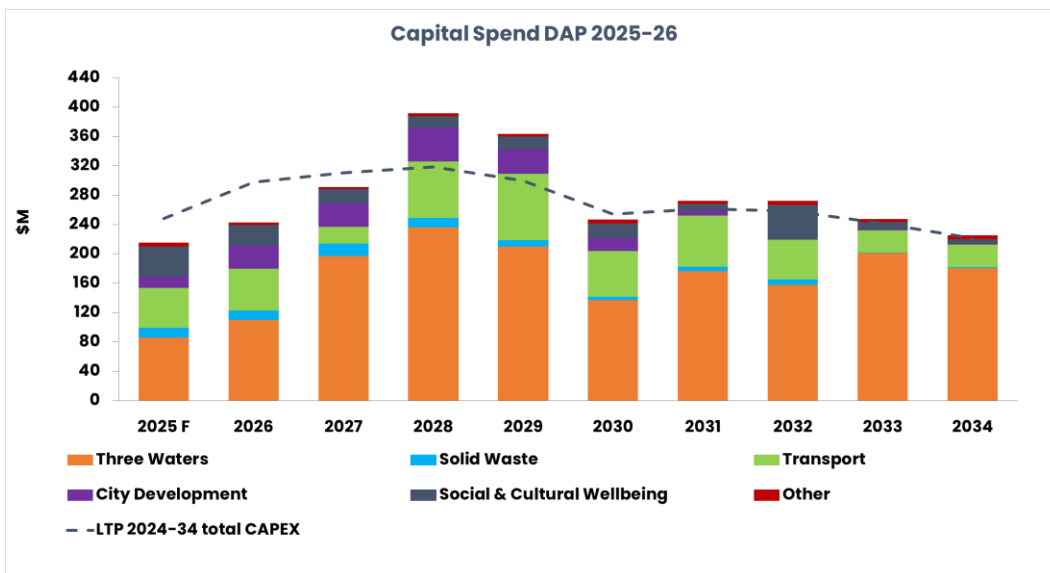
8. Table 5, Item 1 for the National land Transport funding reduction has the incorrect financial impact listed for opex, capex and revenue. The corrected financial impact is as follows:

- Opex reduction of \$1.7M in 2024-25 (\$5.1M over 10 years).
- Revenue reduction of \$7.4M in 2024-25 (\$22.2M over 10 years).
- Capex
 - Option 2: reduction of \$9M in 2024-25 (\$25M over 10 years)
 - Option 2a: increase of \$0.3M in 2024-25 (\$3.3M over 10 years)
 - Option 2b: increase of \$0M in 2024-25 (\$3M over 10 years).

Note - the rating impact of this item is unchanged at 0.7% in 2025-26 and continues to be offset through savings etc as detailed in the report.

9. Graph 2 heading should be corrected to reflect it excludes Three waters funding proposals and traffic safety/footpaths. This is because we are working with WWL on the mapping of projects as presented by Council.

10. The graph below presents the scenario modelled including three waters and transport update and results in Capex of \$2,770M (an increase of \$57M) over the 10-years of the LTP.



Appendices

There are no appendices for this report.

Author: Bruce Hodgins
Strategic Advisor

Author: Deepu Nunnian
Manager Financial Planning & Performance

Reviewed By: Jenny Livschitz
Group Chief Financial Officer

Approved By: Alison Geddes
Director Environment and Sustainability

Our Reference



TO: Chair and Members
Long Term Plan/Annual Plan Subcommittee

FROM: Deepu Nunnian

DATE: 16 December 2024

SUBJECT: ADDITIONAL INFORMATION FOR THE DRAFT ANNUAL PLAN
2025-26 DECISIONS - UPDATE 2

Purpose of Memorandum

- To provide the Subcommittee with corrections to the Draft Annual Plan 2025-26 - Financial aspects report and appendices.

Corrections to Draft Annual Plan 2025-26 - Financial aspects report

- Page 24 - Table 11 rates transposed for 80L and 120L to be corrected as follows

Rate	2024-2025 Rates	2025-2026 proposed Rates	Proposed change
Refuse 80L - per SUIP	\$128	\$153	\$25
Refuse 120L - per SUIP	\$192	\$222	\$30

- Page 59 Cross Valley Connections - The capital expenditure table is meant to include the offsetting \$2M for the cost escalation for Tupua Horo Nuku. There is also subsidy reduction of \$2.35M which currently results in an unfavourable impact on Council. In order to offset the subsidy impact Table 2 capital expenditure budget is to be corrected as follows to reflect the 100% capital costs related to the subsidy:

The presented figures are: Inflated									
\$M	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	Total
Long Term Plan 2024-2034	2.52	1.35	-	47.06	54.66	28.44	28.56	24.17	186.75
Annual Plan 2025-2026	0.52	1.35	-	42.46	54.66	28.44	28.56	24.17	180.15
Variance	2.00	-	-	4.60	-	-	-	-	6.60

- Appendix 1 - "Draft" stamp to be removed

5. Appendix 2 - " Draft" Stamp to be removed
6. Page 145 and Page 146 - Appendix 2 proposed 2025-26 animal fees to be corrected for neutered dogs as follows:

Registration type		Current Fee	Proposed 25/26 fees	% increase proposed on current fee
Neutered dog - paid by 31 July		\$133	\$133	-
Neutered dog - paid after 31 July		\$190	\$190	-
Responsible Dog Owner (RDO) status - paid after 31 July	Neutered	\$190	\$190	-

Appendices

There are no appendices for this report.

Author: Deepu Nunnian
 Manager Financial Planning & Performance

Approved By: Jenny Livschitz
 Group Chief Financial Officer

TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL**KOMITI ITI MAHERE Ā-NGAHURUTANGA / MAHERE Ā-TAU
LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE**

Minutes of a meeting held in the Council Chambers,
2nd Floor, 30 Laings Road, Lower Hutt on
Monday, 24 February 2025, commencing at 9:00 am

PRESENT:

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr G Barratt	Cr J Briggs
Cr K Brown (from 10.21am)	Cr B Dyer (from 9.03am)
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou (from 9.15am)	

APOLOGIES:

Crs Brown, Dyer and Tupou for lateness

IN ATTENDANCE:

J Miller, Chief Executive
A Blackshaw, Director Neighbourhoods and Communities
J Griffiths, Director Strategy and Engagement
A Geddes, Director Environment and Sustainability
J Kingsbury, Director, Economy and Development
J Livschitz, Group Chief Financial Officer
B Cato, Chief Legal Officer
C Parish, Head of Mayor's Office
D Nunnian, Manager Financial Planning and Performance
R Hardie, Head of Strategy and Policy
B Hodgins, Strategic Advisor (part meeting)
A Andrews, Finance Transaction Services Manager
J Scherzer, Head of Climate, Waste and Resource Recovery (part meeting)
G Muller, Advisor Resource Recovery (part meeting)
N Twilton, Strategic Financial Advisor (part meeting)
W Botha, Corporate Planning Lead
K Glanville, Senior Democracy Advisor
H Clegg, Minute Taker

PUBLIC BUSINESS

1. **OPENING FORMALITIES - KARAKIA TIMATANGA**

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

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

2. **APOLOGIES**

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. LTPAP 25101

"That the apology received from Cr Brown, Dyer and Tupou for lateness be accepted."

3. **PUBLIC COMMENT**

There was no public comment.

Cr Dyer joined the meeting at 9.03am.

4. PETITION

Closure of the Pedestrian Walkway on Ava Rail Bridge

Mayor Barry elaborated on the petition. He confirmed that, following discussions with KiwiRail, the pedestrian walkway would remain open until the end of 2025 while permanent access options were explored. He added that Council would consider options and potential budget implications in due course. He acknowledged local MP Chris Bishop's involvement in the conversations.

Deputy Mayor Lewis agreed to meet with the petitioners.

RESOLVED: (Mayor Barry/Deputy Mayor Lewis) **Minute No. LTPAP 25102**

"That the Subcommittee:

- (1) notes the residents and staff of the Bob Scott Retirement Village submitted a petition to the Mayor regarding the closure of the pedestrian walkway on the Ava Rail Bridge on 23 January 2025;*
- (2) notes that the petition exceeds the 150 word limit specified under Council's Standing Order 18.1;*
- (3) approves the acceptance of the petition attached as Appendix 1 to the report;*
- (4) thanks the petitioners for the work that went into preparing the petition; and*
- (5) notes that Mayor Barry will write a letter with a formal update to the petitioners."*

5. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

6. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 24 February 2025**

a) Draft Annual Plan 2025-26 update

The Group Chief Financial Officer elaborated on the report and shared a presentation that can be viewed here: [Draft Annual Plan 2025-26 Update](#).

The Head of Strategy and Policy advised that the Local Water Done Well consultation process would be run separately but concurrently with the Annual Plan public consultation process.

The Group Chief Financial Officer advised that if further savings were required, members would need to direct officers on which services levels to reduce or which projects and initiatives to cease or postpone. She stated that public consultation might be required if such actions were taken. She also highlighted that the key strategic risk arising from the proposed Annual Plan was that Council's S&P rating might be downgraded due to higher debt levels and a delayed balanced budget forecast.

Cr Tupou joined the meeting at 9.15am.

In response to questions from members, the Group Chief Financial Officer indicated that the forecast debt projection did not account for the potential transfer of Three Waters assets from Council, as it remained uncertain. She mentioned that removing these responsibilities could improve net revenue projections. However, the implications of establishing a new Three Waters Council Controlled Organisation and the timing of the reform were still unclear, pending final legislation, which could significantly affect the balanced budget forecast. She confirmed that Wellington City Council was no longer funding depreciation for water assets. She advised that that was effectively what officers had proposed for Council's Annual Plan, albeit differently.

PRECEDENCE OF BUSINESS

RESOLVED: (Mayor Barry/Deputy Mayor Lewis) **Minute No. LTPAP 25103**

"In accordance with Standing Order 10.4, that items 6b) 'Draft Annual Plan 2025-26 – Rating Policy decisions 2' and 7) 'Further advice on Food Organics and Green Organics' be accorded precedence."

Following consideration of items 6b) and 7), the meeting moved to the public excluded part of the meeting at 9.42am. The meeting moved back to the public part at 11.20am.

The items are recorded in the order that they appear on the agenda.

a) Draft Annual Plan 2025-26 update

Members agreed to Table 2: 'Budget Rephrasing For Consideration by Council' in the officer's report. It was agreed that Item 4 - 'Fraser Park Buildings to be demolished', be reworded to read "*Funding* for two of the three....."

The Group Chief Financial Officer announced a revised rates increase of 12.8% and noted that budget implications were assessed only for the 2025-26 financial year. She said that officers would provide updates on future years.

Members agreed to the Wastewater and Water supply targeted rates outlined in Section E of the officer's report.

Members agreed to the Refuse, Recycling and Green Waste targeted rates outlined in Section E of the officer's report.

Members agreed to the proposed Fees and Charges attached as Appendix 2 to the officer's report.

In relation to the Draft Engagement document, members agreed that it was necessary to mention the reduction in funding for the National Land Transport Plan to keep the public fully informed. Members recognised that the work backlog would still not be reduced despite the increased spending related to Three Waters. The Chief Executive agreed to review the wording of the Draft Engagement document for better clarity.

The meeting adjourned at 11.58am and resumed at 12.03pm.

Mayor Barry thanked officers for their work and acknowledged the economic challenges. He emphasised the importance of continued investment in water infrastructure while assuring ratepayers that, although water-related costs would endure, they should become more manageable over time.

Cr Stallinger expressed concerns about Council's spending and supported further cuts to non-essential services. He raised reservations regarding the costs associated with water infrastructure and anticipated the value for money review of Wellington Water Limited (WWL) results. He emphasised that Council should conduct its review due to a lack of confidence in WWL.

Cr Briggs thanked officers for their reports, supported the proposed budget's focus on core business spending, and looked forward to the engagement process.

Cr Tupou regarded the discussions as a model of responsible governance, emphasising the proactive nature of the Annual Plan. He also pointed out that the proposed rates increase was among the lowest in the Wellington region.

Cr Edwards opposed conducting a separate Council review of WWL, citing concerns about cost and duplication. He urged that the results of the WWL review be thoroughly understood before taking any further action.

The Chief Executive assured members that the Wellington Water Committee recognised the concerns about value for money, noting that commercial tension had weakened since the 2019 alliance transition. She highlighted a government submission recommending benchmarking for future water

entities and reported that WWL expected a 15% efficiency improvement in renewals in the near future. She confirmed that a report on the WWL review would be presented to Council as soon as practicable.

Cr Shaw recognised financial challenges, appreciated efforts to lower the rates increase, and reaffirmed her support for small community initiatives.

Cr Barratt expressed concern about increasing rates due to public concerns and widespread financial hardship.

Cr Dyer supported efforts to maximise value for money in water renewals. Although he was comfortable with the Annual Plan process, he expressed concern about the proposed rates increase.

Cr Brown endorsed the proposed Annual Plan, emphasising the thorough process undertaken and the necessity of proceeding with essential works.

RECOMMENDED: (Mayor Barry/Cr Briggs) **Minute No. LTPAP 25104**

“That the Subcommittee recommends that Council:

- (1) *notes that at its meeting on 16 December 2024, the Long-Term Plan/Annual Plan Subcommittee agreed on a range of financial decisions related to the preparation of the draft Annual Plan 2025-26;*
- (2) *agrees to the budget matters as detailed in table 2;*
- (3) *notes the detailed budget review process undertaken for the draft plan to offset cost pressures and notes that a range of savings, project deferrals and user fee increases have been applied;*
- (4) *notes that to reduce the rates revenue increase impacts for 2025-26, that officers require direction from elected members on areas of levels of service reduction, such as projects stopped or deferred;*
- (5) *notes the projected higher debt levels together with unfavourable movement in the balanced operating budget as detailed in tables 5 and 6;*
- (6) *notes the changes to the balanced operating budget target as defined in our Financial Strategy and changes to the prudence benchmark per the legislative requirements of the Local Government Act and Financial Reporting and Prudence Regulations 2014 as outlined in Section D of the report;*
- (7) *supports in principle the proposed increase in fees and charges for parking, with the exception of motorcycle charges, and asks officers to provide further information regarding the increase of fees and charges parking as per the feedback provided during the meeting;*
- (8) *supports in principle the reduction of the Petone 2040 budget for 2025/26 only, being Capex of \$222k and Opex of \$53k and notes that this budget would continue as per the Long Term Plan for the remaining years;*
- (9) *agrees to a range of budget decisions and staffing reductions as agreed during the meeting;*
- (10) *approves the rates revenue increase to be included in the Draft Annual Plan 2025-26 as detailed below;*

Rates revenue increase (after growth of 0.9%)	2026	2027	2028	2029	2030	2031	2032	2033	2034
Long Term Plan 2023-2034	13.4%	12.6%	12.6%	12.4%	12.0%	7.0%	7.0%	7.0%	7.0%
Draft Annual Plan 2025-26	12.8%	12.9%	12.9%	12.7%	12.3%	7.8%	7.8%	7.8%	7.8%

- (11) *approves the targeted rates for Wastewater and Water Supply presented in Section E of the report to be included in the Draft Annual Plan 2025-26;*
- (12) *approves the targeted rates for Refuse, Recycling and Green Waste presented in Section E of this report to be included in the Draft Annual*

Plan 2025-26;

- (13) approves the proposed fees and charges schedule for inclusion in the draft plan, refer to Appendix 2 attached to the report;*
- (14) notes the direction provided to officers on the draft engagement document, attached as Appendix 1 to the report;*
- (15) delegates the power to the Annual Plan Working Group (the Mayor and Committee Chairs) to progress the engagement document and make content decisions ahead of final recommendations for Council consideration on 25 March 2025;*
- (16) agrees that the engagement to the draft Annual Plan 2025-26 will run from 27 March to 27 April 2025; and*
- (17) notes the further feedback and direction provided to officers on the content of the draft Annual Plan 2025-26, attached as Appendix 2 to the report."*

Crs Barratt and Stallinger requested their dissenting vote be recorded against part (10) above.

b) Draft Annual Plan 2025-26 - Rating Policy decisions 2

The Manager Finance Transaction Services elaborated on the report.

In response to questions from members, the Manager of Finance Transaction Services noted that officers would investigate the possibility of charging a fee for paper rates notices. However, she was unsure if any New Zealand councils did this. She confirmed that Wellington region councils have four rate instalments per year and mentioned that all paper notices include an option to switch to email. She highlighted that a communication plan was being developed to promote this option and direct debit payments.

Cr Stallinger supported reducing the rate instalments to four, as it would create consistency in the region. Crs Morgan and Briggs agreed with Cr Stallinger's comments.

Cr Dyer supported having two per annum to save more money. He stressed the need for a detailed communications plan.

Cr Edwards supported reducing the number of instalments to four, accompanied by a robust communications plan. He said the plan should highlight the various options for spreading payments throughout the year rather than limiting them to only four payments.

Crs Parkin and Tupou supported the move to four instalments, with the possibility of reducing to two in the future.

Mayor Barry supported rescinding the proposed Voluntary Targeted Rates scheme.

RECOMMENDED: (Mayor Barry/Cr Morgan) **Minute No. LTPAP 25105**

"That the Subcommittee recommends that Council:

Voluntary Targeted Rate for Infrastructure Repairs on Private Land

- (1) *notes the updated information provided in the report regarding the proposed introduction of three Voluntary Targeted Rates (VTR) for funding three waters infrastructure repairs on private land;*
- (2) *notes the challenges associated with administering a VTR scheme beyond 1 July 2026 and agrees that proceeding with such a scheme is no longer the recommended option in the context of the proposed water reform programme;*
- (3) *agrees to rescind the proposed VTR scheme;*

Reducing the Number of Rates Instalments

- (5) *notes the additional information provided regarding the reduction of rates instalments, including the legal requirement for ratepayers to opt-in to receive rates invoices by email and the potential for further savings from reducing to two instalments, refer to Section B of the report;*

- (6) *approves the proposal to reduce the number of instalments to four as part of the planning for the 2025/26 financial year;*
- (7) *agrees to the implementation of a comprehensive communication plan to inform ratepayers about the change and support for ratepayers through flexible payment options, including direct debits and email invoicing; and*
- (8) *considers any further direction and guidance to be given to officers in the preparation of the DAP26."*

7. FURTHER ADVICE ON FOOD ORGANICS AND GREEN ORGANICS (FOGO)

Report No. LTPAP2025/1/36 by the Advisor Resource Recovery

The Head of Climate, Waste and Resource Recovery elaborated on the report.

In response to questions from members, the Head of Climate, Waste and Resource Recovery reported that the Silverstream Landfill captured 60% to 90% of methane gas, depending on efficiency. He highlighted that methane escaping from the landfill was Council's largest source of emissions and that emissions would be 10 times higher without the recovery system.

In response to questions from members, the Advisor of Resource Recovery advised that the amount of commercial green waste received by the landfill was unknown. In contrast, the amount collected via the kerbside bins was 11 tonnes per annum.

In response to questions from members, the Head of Climate, Waste and Resource Recovery stated that auditing commercial bins and skips was not feasible. He indicated that a commercial FOGO system would follow once the residential system was fully implemented, noting that commercial FOGO volumes were significantly higher than residential ones. He suggested that a commercial collection service could lower costs for residents and mentioned that specialised vehicles might be needed, with potential efficiencies at processing facilities rather than collection sites.

RESOLVED: (Mayor Barry/Cr Edwards)

Minute No. LTPAP 25106

"That the Subcommittee:

- (1) *notes the further advice on the proposed food and green organics (FOGO) collection service;*
- (2) *notes that while Council could make decisions now on whether it wishes to continue with the proposed FOGO service, finalised costs to implement and operate a FOGO service will not be known until further work is completed (including completing the procurement of a processing solution); and*
- (3) *notes that officers will provide the next update on FOGO post-November 2025."*

8. QUESTIONS

There were no questions.

EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. LTPAP 25107

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

6a. Draft Annual Plan 2025-26 update - Supplementary savings information

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Annual Plan 2025-26 update - Supplementary savings information.</i>	<i>The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i>

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

9. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

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

The Chair declared the public excluded part of the meeting closed at 11.20am. There being no further business, the Chair declared the meeting closed at 12.30 pm.

C Barry
MAYOR

**CONFIRMED as a true and correct record
this 25th day of March 2025**

HUTT CITY COUNCIL
KOMITI KAUPAPA TAIAO
CLIMATE CHANGE AND SUSTAINABILITY COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor,
 30 Laings Road, Lower Hutt on
Tuesday 25 February 2025 commencing at 2:00 pm

PRESENT: Cr J Briggs (Chair) Cr N Shaw
 Cr K Brown Cr S Edwards (via audio-
 Deputy Mayor T Lewis visual link)
 Cr C Parkin (Deputy Chair) Cr A Mitchell

APOLOGIES: Mayor C Barry

IN ATTENDANCE: Cr K Morgan
 A Geddes, Director Environment and Sustainability
 J Kilty, Democracy Advisor
 J Scherzer, Head of Climate, Waste and Resource Recovery
 J Hayman, Senior Advisor Waste – Planning and Strategy
 M Randall, Senior Advisor – Climate and Sustainability

PUBLIC BUSINESS

1. OPENING FORMALITIES - KARAKIA TIMATANGA

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

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

2. APOLOGIES

RESOLVED: (Cr Briggs/Deputy Mayor Lewis)

Minute No. CCASC 25101

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

3. PUBLIC COMMENT

There was no public comment.

4. CONFLICT OF INTEREST DECLARATIONS

There were no declarations of conflict of interest.

5. UPDATE ON SOLID WASTE AND WASTE MINIMISATION MATTERS

Report No. CCASC2025/1/26 by the Senior Advisor Waste - Planning and Strategy

The Senior Advisor Waste - Planning and Strategy elaborated on the report.

In response to questions from members, the Head of Climate, Waste and Resource Recovery said that communications regarding the 2025 recycling and waste calendar were sent out in December 2024 through Hutt News and social media. He highlighted that the public could request a calendar via Council's website for mailing and that an update on the communications plan for the 2025 calendar would be provided.

Crs Brown, Shaw and Briggs congratulated the team on their work on the Local Action Project Dashboard.

RESOLVED: (Cr Briggs/Deputy Mayor Lewis)

Minute No. CCASC 25102

"That the Committee receives and notes the update on various solid waste management and minimisation matters."

6. UPDATE ON REDUCING KERBSIDE RECYCLING CONTAMINATION

Report No. CCASC2025/1/27 by the Senior Advisor Waste - Planning and Strategy

The Senior Advisor Waste - Planning and Strategy elaborated on the report.

In response to questions from members, the Senior Advisor Waste - Planning and Strategy explained that the team was engaging with government departments and industry groups to address issues related to bin sizes and properties with overflowing bins. She stated that the bin ambassadors used a phone portal to report instances of overflows, and this had become a mandatory field for officers to improve data collection on bin overflow. She added that implementing a new second strike letter had increased landlords' engagement about bin overflow issues.

In response to questions from members, the Head of Climate, Waste and Resource Recovery advised that Council was working closely with Kāinga Ora on bin overflows. He stated that while Council could require lockable waste storage areas for new developments, the situation was more complicated for existing properties.

In response to further questions from members, the Senior Advisor Waste - Planning and Strategy noted that using RFID tags had enhanced data collection.

RESOLVED: (Cr Briggs/Cr Brown)

Minute No. CCASC 25103

"That the Committee receives and notes the update on opportunities and actions to reduce kerbside recycling contamination."

7. UPDATE ON COUNCIL'S CLIMATE CHANGE WORK

Report No. CCASC2025/1/28 by the Senior Advisor - Climate and Sustainability

The Senior Advisor - Climate and Sustainability elaborated on the report.

In response to questions from members, the Head of Climate, Waste and Resource Recovery highlighted an increase in emissions, primarily due to landfill activities and procurement. He explained that the procurement emissions were a result of increased work. He noted that procurement emissions were often calculated based on dollar spending, although this might not fully capture actual emissions. He said the report addressed the 2023-24 emissions data but did not include any recent projects. He also noted that Council's decision to phase out gas in 2021 had significantly reduced gas emissions over the past year.

In response to questions from members, the Senior Advisor - Climate and Sustainability explained that not all contracts were procured annually. She said that while requesting emissions data from contractors was possible, implementing emissions requirements would need to wait until new contracts were established. She indicated that key similarities and differences between the Low Carbon Acceleration Fund and the Community Climate Action Fund were considered at Community Board meetings in February 2025.

In response to further questions from members, the Head of Climate, Waste and Resource Recovery advised that Council's vehicle fleet was expected to achieve 80% electrification by mid-2025. He emphasised that optimising the fleet's number of vehicles had allowed savings to be reinvested.

The Chair thanked officers for their work, noting that the collected data and set targets were good. He emphasised the vehicle fleet and the successes in transitioning to electric vehicles.

Cr Mitchell noted how significantly the landfill distorted the overall carbon emissions picture and thanked officers for their work. He questioned whether the landfill emissions could be separated.

RESOLVED: (Cr Briggs/Cr Parkin)

Minute No. CCASC 25104

"That the Committee:

- (1) *notes the update on climate change work streams currently underway; and*
- (2) *notes that updates are only provided for those projects or activities where significant progress has been made or significant changes have occurred since the [previous update on 12 November 2024](#)."*

8. **CLIMATE CHANGE AND SUSTAINABILITY COMMITTEE WORK PROGRAMME 2025**

Report No. CCASC2025/1/29 by the Democracy Advisor

RESOLVED: (Cr Briggs/Cr Shaw)

Minute No. CCASC 25105

"That the Committee receives and notes the Forward Programme for 2025 attached as Appendix 1 to the report."

9. **QUESTIONS**

There were no questions.

10. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!

Release us from the supreme sacredness of our tasks

Unuhia!

To be clear and free

Unuhia i te uru-tapu-nui

in heart, body and soul in our continuing journey

Kia wātea, kia māmā

Oh Rongo, raise these words up high

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

so that we be cleansed and be free,

Koia rā e Rongo whakairihia ake ki
runga

Yes indeed, we are free!

Good and peaceful

Kia wātea, kia wātea!

Ae rā, kua wātea!

Hau, pai mārire.

There being no further business, the Chair declared the meeting closed at 2.42 pm.

J Briggs
CHAIR

CONFIRMED as a true and correct record

Dated this 25th day of March 2025

HUTT CITY COUNCILKOMITI AROTAKE MAHERE Ā-ROHE
DISTRICT PLAN REVIEW COMMITTEE

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

Tuesday 4 March 2025 commencing at 2:00 pm

PRESENT:

Cr B Dyer (Chair)	Cr S Edwards (Deputy Chair)
Cr J Briggs	Cr A Mitchell
Deputy Mayor T Lewis	Cr N Shaw
Cr K Morgan	R Te One Mana Whenua Representative (Te Āti Awa, Taranaki)

APOLOGIES: Mayor C Barry

IN ATTENDANCE: A Geddes, Director Environment and Sustainability
T Johnston, Head of Planning
N Geard, Policy Planning Manager
V Gilmour, Democracy Advisor
H Clegg, Minute Taker

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Tēnei au	This
Tēnei au te hōkai nei o taku tapuwae	This is the journey of sacred footsteps
Ko te hōkai nuku ko te hōkai rangi	Journeyed about the earth journeyed about the
Ko te hōkai a tō tupuna a Tāne-nui-a-rangi	heavens
Ka pikitia ai ki ngā rangi tūhāhā ki te	The journey of the ancestral god Tānenuiarangi
Tihi-o-Manono	Who ascended into the heavens to Te Tihi-o-
Ka rokohina atu rā ko Io-Matua-Kore anake	Manono
Ka tīkina mai ngā kete o te wānanga	Where he found Io, the parentless source
Ko te kete-tuauri	From there he retrieved the baskets of knowledge
Ko te kete-tuatea	Te kete-tuauri
Ko te kete-aronui	Te kete-tuatea
Ka tiritiria ka poupoua	Te kete-aronui
Ka puta mai iho ko te ira tāngata	These were distributed and implanted about the
Ki te wheiao ki te ao mārama	earth
Tihei-mauri ora!	From which came human life
	Growing from dim light to full light
	There was life.

2. APOLOGIES

RESOLVED: (Cr Dyer/Deputy Mayor Lewis)

Minute No. DPRC 25101

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

3. PUBLIC COMMENT

Speaking under public comment, **Craig Innes, representing Wainuiomata Rural Community Association**, expressed concern about being informed that the video recording of the meeting held on 4 December 2024, which captured an interaction between himself and Mayor Barry, had been deleted. He stated that the claim that the meeting record was “true and accurate” was incorrect.

In response to a question from a member, Mr Innes advised that he had not advised officers of the latest edit to the record of the District Plan Review Committee meeting. However, he had communicated with them regarding a previous meeting, where his requests for copies of submissions related to the District Plan review had gone unanswered.

The Chair asked that the officers follow up on this complaint with Mr Innes.

4. CONFLICT OF INTEREST DECLARATIONS

There were no declarations of conflict of interest.

5. RETROSPECTIVE APPROVAL OF SUBMISSION BY HUTT CITY COUNCIL ON THE RESOURCE MANAGEMENT (CONSENTING AND OTHER SYSTEM CHANGES) AMENDMENT BILL

Report No. DPRC2025/1/38 by the Head of Planning

The Head of Planning elaborated on the report.

The Chair noted that the submission was presented to the Mayor and Chairs and was subsequently approved by him and Cr Edwards.

In response to a member's question, the Head of Planning stated that he believed the emissions reduction targets were focused on large-scale emissions rather than on residential solar systems. He confirmed that he would report to the members to verify this information.

RESOLVED: (Cr Dyer/Cr Edwards)

Minute No. DPRC 25102

“That the Committee retrospectively approves the submission by Council on the Resource Management (Consenting and Other System Changes) Amendment Bill dated 10 February 2025.”

6. INFORMATION ITEMS

DISCUSSION OF A MINOR MATTER NOT ON THE AGENDA - UPDATE ON THE PROPOSED DISTRICT PLAN

At the request of the Chair, the Policy Planning Manager provided a verbal update on the Proposed District Plan process since it was notified on 6 February 2025. He reported that 16,000 letters had been sent to property owners over the past week, although some were still being received. He explained that the team handled a high volume of phone inquiries on various topics, particularly natural hazards and slope stability overlay.

In response to questions from members, the Policy Planning Manager explained that the slope stability overlay identified areas, such as hillsides, at a higher risk of slope instability. He noted that owning land within the overlay required a resource consent application for any earthworks as part of site development to ensure all risks were adequately assessed. He added that slope stability would also be evaluated during subdivision applications.

The Head of Planning advised that a specific slope stability information sheet was available on Council's website and encouraged members to direct inquiries there. He also noted a positive response to the "friends of submitters" service.

a) Non-substantial changes to the Proposed District Plan

Memorandum dated 14 February 2025 by the Policy Planning Manager

The Policy Planning Manager elaborated on the memorandum. He explained that, in addition to the non-substantive changes noted in the memorandum, revisions had been made to the Planning Maps following discussions from the committee meeting on 4 December 2024. He explained that these changes involved adjustments to the boundaries of the Areas of Outstanding Features and Landscapes, based on expert recommendations after specific site visits.

The Chair thanked officers for the memorandum, highlighting that it addressed concerns regarding accountability and transparency.

RESOLVED: (Cr Dyer/Cr Morgan)

Minute No. DPRC 25103

"That the Committee receives and notes the Summary of Non-Substantial Changes to the Proposed District Plan."

b) District Plan Review Committee Forward Programme 2025

Memorandum dated 10 February 2025 by the Democracy Advisor

RESOLVED: (Cr Dyer/Cr Edwards)

Minute No. DPRC 25104

"That the Committee receives and notes the Forward Programme for the District Plan Review Committee for 2025."

7. QUESTIONS

There were no questions.

8. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

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

There being no further business, the Chair declared the meeting closed at 2.12pm.

B Dyer
CHAIR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025

HUTT CITY COUNCIL

KOMITI ITI AHUMONI I TŪRARU | AUDIT AND RISK SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers,
2nd Floor, 30 Laings Road, Lower Hutt on
Tuesday 18 February 2025 commencing at 2:00 pm

PRESENT: S Tindal (Independent Chair)
Cr S Edwards
Cr K Morgan
Mayor C Barry (Deputy Chair) (from 2.05pm)
Cr J Briggs
Cr T Stallinger (via audio-visual link)

APOLOGIES: There were no apologies.

IN ATTENDANCE: A Blackshaw, Acting Chief Executive
J Griffiths, Director of Strategy and Engagement
A Geddes, Director Environment and Sustainability
J Livschitz, Group Chief Financial Officer
B Cato, Chief Legal Officer
K Alkema, Chief People Officer
B Hodgins, Strategic Advisor
D Newth, Financial Accounting Manager
R Barton, Head of Building Control
S Cavill-Fowler, Health, Safety and Wellbeing Manager
K Glanville, Democracy Advisor
H Clegg, Minute Taker

PUBLIC BUSINESS

1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru	Cease the winds from the west
Whakataka te hau ki te tonga	Cease the winds from the south
Kia mākinakina ki uta	Let the breeze blow over the land
Kia mātaratara ki tai	Let the breeze blow over the ocean
E hī ake ana te atakura	Let the red-tipped dawn come with a
He tio, he huka, he hau hū	sharpened air.
Tihei mauri ora	A touch of frost, a promise of a
	glorious day.

2. **APOLOGIES**

There were no apologies.

3. **PUBLIC COMMENT**

There was no public comment.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

5. **THREE WATERS MATTERS**

Report No. ARSC2025/1/25 by the Strategic Advisor

The Strategic Advisor elaborated on the report. He clarified that the financial information used by Local Water Done Well was based on an investment scenario approved and signed on 14 February 2025. He also mentioned that the necessary information from this investment scenario is anticipated to be received by the end of the week.

RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 25101

"That the Subcommittee:

- (1) notes the review of Wellington Water Limited's organisational structure to improve the company's performance and achieve efficiencies;*
- (2) notes the actions currently underway (as listed in paragraph 5 of the report) as part of implementing the Organisation Capability Plan;*
- (3) notes the main risk to the proposed joint regional water organisation is being able to complete a Water Services Delivery Plan by the legislative deadline of 3 September 2025 should any of the participating Councils decide not to proceed with the joint model option, following consultation; and*
- (4) notes actions with respect to the abatement notices issued by the Greater Wellington Regional Council regarding planned works that will improve odour management at the Seaview Wastewater Treatment Plant."*

Mayor Barry joined the meeting at 2.05pm.

6. SENSITIVE EXPENDITURE DISCLOSURES

Report No. ARSC2025/1/29 by the Financial Accounting Manager

Mayor Barry advised that the parking expense for the Hutt Mana Charitable Trust meeting on 4 December 2024 had been removed from the Sensitive Expenditure list, as it was not eligible.

RESOLVED: (S Tindal/Cr Briggs)

Minute No. ARSC 25102

"That the Subcommittee:

- (1) receives and notes the information; and*
- (2) notes the Sensitive Expenditure disclosure information attached as Appendix 1 to the report: Sensitive Expenditure 1 October 2024 to 31 December 2024."*

7. **SIX-MONTH UPDATE TO 31 DECEMBER 2024 ON HEALTH AND SAFETY PERFORMANCE**

Report No. ARSC2025/1/30 by the Health, Safety and Wellbeing Manager

The Chief People Officer elaborated on the report.

The Chair thanked the team for their informative report. She asked that the same format be utilised for future meetings, as it fulfilled Council's obligations. She highlighted the significance of "near misses".

In response to questions from members, the Health, Safety and Wellbeing Manager explained that Council's Health and Safety team was actively working with staff to ensure all incidents and "near misses" were reported. He noted an increase in the number of smaller events being reported. He also mentioned a rise in inappropriate behaviour from members of the public towards staff since the COVID-19 lockdown, which was primarily linked to mental health issues. He advised that an extensive de-escalation training programme and post-incident care were in place for frontline staff. He confirmed that many incidents often involved repeat offenders. He added that being a member of Safe Cities and the Aurora Programme helped to mitigate risks. He pointed out that Council's trends aligned with findings from the NZ Police.

In response to questions from members, the Chief People Officer explained that parking wardens were equipped with cameras and had established a robust internal support network to ensure their safety. She added that a procurement process was underway to provide cameras for the Animal Control staff.

In response to further questions from members, the Health, Safety and Wellbeing Manager emphasised the role of cameras in de-escalation situations and recording incidents. He said there seemed to be no correlation in the Monthly Event Summary chart. He added that the implementation of the new parking system had proceeded without any issues.

RESOLVED: (S Tindal/Cr Edwards)

Minute No. ARSC 25103

"That the Subcommittee:

- (1) receives and notes the report;*
- (2) notes that Hutt City Council manages its health and safety obligations through a comprehensive programme as detailed in this six-monthly update to the Subcommittee;*
- (3) notes that additional assurance on health and safety is reported to the Subcommittee through the ComplyWith survey and internally every quarter to the Corporate Leadership Team; and*
- (4) notes the proactive steps that Council is taking, including an annual site inspection to further mitigate health and safety risk."*

8. **INFORMATION ITEM**

Audit and Risk Subcommittee Forward Programme 2025

Memorandum dated 28 January 2025 by the Democracy Advisor

The Chair advised that the Payroll report had been postponed to allow due diligence to be conducted.

RESOLVED: (S Tindal/Cr Edwards) **Minute No. ARSC 25104**

“That the Subcommittee receives and notes the Forward Programme for 2025 attached as Appendix 1 to the memorandum.”

9. **QUESTIONS**

There were no questions.

10. **EXCLUSION OF THE PUBLIC**

RESOLVED: (S Tindal/Cr Briggs) **Minute No. ARSC 25105**

“That the public be excluded from the following parts of the proceedings of this meeting, namely:

1. **POTENTIAL LEGAL CLAIM AGAINST COUNCIL**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
<i>General subject of the matter to be considered.</i>	<i>Reason for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Potential legal claim against Council.</i>	<i>The withholding of the information is necessary to maintain legal professional privilege (s7(2)(g)).</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i>

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above.”

There being no further business, the Chair declared the public part of the meeting closed at 2.23 pm. The public excluded part of the meeting was declared closed at 3.07 pm.

S Tindal
CHAIR

CONFIRMED as a true and correct record
Dated this 25th day of March 2025

28 February 2025

 Report no: HCC2025/1/24

Sealing Authority

Recommendation

That Council

- (1) approves the affixing of the Common Seal to all relevant documents in connection with the items specified in Schedule 1 in accordance with Standing Order 8.2;
- (2) approves the Deeds set out in Schedule 2; and
- (3) approves the Warrants set out in Schedule 3.

SCHEDULE 1 - GENERAL SEALING AUTHORITY

Subdivision related documents - including Easements to Council

Standard easements and related requirements granting rights to Council as part of the subdivision process:

Easements in Gross

- a) 8 Reading Street, Wainuiomata
8 Reading St Limited & MJV Property Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-903
- b) 55 Britannia Street, Petone
UPL Limited Partnership and Hutt City Council
57WNMYAPPKJ5-1407309756-916
- c) 54 Compton Crescent, Taita, Lower Hutt
Regginald Madrigal Dalope and Maria Lourdes Manalad Vytingco
Dalope and Hutt City Council
57WNMYAPPKJ5-1407309756-920
- d) 61-63 Hyde Street, Wainuiomata
Hyde Street Developments (61) Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-921
- e) 22-24 Pearce Crescent, Lower Hutt
Wolfbrook Residential Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-923

- f) 151 Waterloo Road, Lower Hutt
Raewyn Lee Reynolds, Chanell Jane Reynolds, Stefanie Lee Reynolds and
Wayne Anthony Barton and Hutt City Council
57WNMYAPPKJ5-1407309756-927

- g) 24 Totara Street, Wainuiomata
Ajith Hemantha Perera and Rashmin Kumari Perera and Hutt City
Council
57WNMYAPPKJ5-1407309756-919

- h) 1243 High Street, Lower Hutt
High Street Developments (1243) Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-928

- i) 5 Moohan Street, Wainuiomata
David William Lawrence, Gina Gray and ARL DL GG Trustees Limited
and Hutt City Council
57WNMYAPPKJ5-1407309756-929

- j) 158-160 Upper Fitzherbert Road, Wainuiomata
Ross Hanford & Isabella Tala Hanford and Ralph James Stewart Williams
and Hutt City Council
57WNMYAPPKJ5-1407309756-931

- k) 52 Durham Crescent, Lower Hutt
Christopher Edward Westbury, Stephanie Ingrid Westbury and Trustee
Services 2021 Limited; Phillip John Frederick Stanley, Emma Marie
Stanley-Tait and ARL Stanley Trust Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-933

A&I and Partial Discharge of Building Line Restriction

- a) 42 Karaka Street, Wainuiomata
57WNMYAPPKJ5-1407309756-899

A&I and Easement in gross and C461 Certificate under section 461 Local Government Act 1974 - Private Drain

- a) 20 Korau Grove, Stokes Valley
Epic Homes (WGTM) Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-906

- b) 19 Stanley Street, Wainuiomata
UPL Developments Limited and Hutt City Council
57WNMYAPPKJ5-1407309756-907

A&I and Partial Cancellation of Condition in CONO under Resource Management Act 1991

- a) 89B Copeland Street, Epuni, Lower Hutt
Pursuant to Hutt City Council Cancellation of Consent Notice Condition
Pursuant to Section 221 of the Resource Management Act 1991 dated 1
November 2024
57WNMYAPPKJ5-1407309756-908

- b) 23A and 25 Military Road
Pursuant to Hutt City Council Partial Cancellation of Consent Notice 20
Feb 2025
57WNMYAPPKJ5-1407309756-930

A&I and Land Covenant under s116(1)(a) or (b) Land Transfer Act 2017

- a) 110 Moohan Street, Wainuiomata
Richard Thomas Leach and Hutt City Council
57WNMYAPPKJ5-1407309756-924

Consent of Hutt City Council as Encumbrancee

- a) 54 Acacia Avenue, Maungaraki
Encumbrancee by virtue of Encumbrance Number 5592073.4.
57WNMYAPPKJ5-1407309756-925

A&I and Partial Discharge of Encumbrance

- a) 11 Jasmine Grove, Maungaraki, Lower Hutt 5010
Register Number B045935.8
57WNMYAPPKJ5-1407309756-918

SCHEDULE 2 - DEEDS

- a) Deed of Surrender Connexa Limited and Hutt City Council
Level 2, 34 Sale Street, Auckland 1010
57WNMYAPPKJ5-1407309756-926
- b) Deed of Variation of Lease
Hutt City Council and LMS Energy NZ Limited
57WNMYAPPKJ5-1407309756-915
- c) Confidentiality Deed between Ministry of Business, Innovation and
Employment and Hutt City Council
57WNMYAPPKJ5-1407309756-932

SCHEDULE 3 - WARRANTS

<p>Jing Pang WARRANT-24-45 HCC</p>	<ol style="list-style-type: none"> 1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry) 2. Health Act 1956 ENVIRONMENTAL HEALTH OFFICER pursuant to s23a and s28 3. Litter Act 1979 LITTER CONTROL OFFICER pursuant to s5 4. Resource Management Act 1991 ENFORCEMENT OFFICER pursuant to s38(1) 5. Sale and Supply of Alcohol Act 2012 INSPECTOR pursuant to s197
<p>Pavel Dobin WARRANT-24-46 ARMOURGUARD</p>	<ol style="list-style-type: none"> 1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry) 2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11 3. Control of Animals Bylaw 2018 AUTHORISED OFFICER pursuant to cl 1.1`

<p>Zanhar Jadir WARRANT-24-47 ARMOURGUARD</p>	<ol style="list-style-type: none"> 1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry) 2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11 3. Control of Animals Bylaw 2018 AUTHORISED OFFICER pursuant to cl 1.1
<p>Cameron Douglas WARRANT-25-01 HCC</p>	<ol style="list-style-type: none"> 1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry) 2. Building Act 2004 AUTHORISED OFFICER pursuant to s222 ENFORCEMENT OFFICER pursuant to s371B
<p>Dion Perrett WARRANT-25-02 ARMOURGUARD</p>	<ol style="list-style-type: none"> 1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry) 2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11 3. Control of Animals Bylaw 2018 AUTHORISED OFFICER pursuant to cl 1.1
<p>Keegan Fraser WARRANT-25-03 ARMOURGUARD</p>	<ol style="list-style-type: none"> 1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry) 2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11 3. Control of Animals Bylaw 2018 AUTHORISED OFFICER pursuant to cl 1.1
<p>Soteria Fusi WARRANT-25-04 ARMOURGUARD</p>	<ol style="list-style-type: none"> 1. Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general) ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry) 2. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11 3. Control of Animals Bylaw 2018 AUTHORISED OFFICER pursuant to cl 1.1