

**HUTT CITY COUNCIL**

**POARI HAPORI O PITO-ONE**  
**PETONE COMMUNITY BOARD**

Meeting to be held in Korokoro School, 79 Korokoro Road, Korokoro, Lower Hutt on  
Monday 9 June 2025 commencing at 6.30pm.

**SUPPLEMENTARY ORDER PAPER**

**PUBLIC BUSINESS**

8. **COMMUNITY CLIMATE ACTION FUND - UPDATE AND KEY DECISIONS  
FOR JUNE 2025**

Report No. PCB2025/3/153 by the Head of Connected Communities

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Judy Randall  
DEMOCRACY ADVISOR



**29 May 2025**

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**Report no: PCB2025/3/153**

## **Community Climate Action Fund - Update and Key Decisions for June 2025**

### **Purpose of Report**

1. This report aims to provide an update on the status of the Community Climate Action Fund (CCAF) as of May 2025. It seeks the Boards approval for the multi-ward applications received for round 2 and outlines the plans for the round 3 funding application process, which is scheduled for June and July 2025.

### **Recommendations**

That the Board:

- (1) notes the status of the Community Climate Action Fund (CCAF), and its share;
- (2) considers the proposed multi-ward funding as follows:  
  
Local Energy Ltd - \$210; and  
Muscular Dystrophy Association - \$95; and
- (3) notes the approach to, and timeframes for the final CCAF funding round for the 2022-2025 triennium.

### **Background**

2. In May 2023, Council established a CCAF of \$392,004 for the 2022-25 triennium, through combining the budgets of the previous Local Projects Fund and Community Engagement Fund. The CCAF is governed overall by the Communities Culture and Partnerships (CCP) Committee. Funding allocations are governed by a mix of community boards where they exist and a panel of elected members (the Panel), Chaired by Cr Andy Mitchell, where Community Boards do not exist.



### *Overall fund status*

3. The overall funding was allocated to community boards and the Panel based on population size when the fund was established in May 2023. Funding was allocated as follows: Petone Community Board (\$19,311), Eastbourne Community Board (\$7,302), Wainuiomata Community Board (\$26,568) and the Panel (\$338,823). Officers note that this is the final year of this funding for this triennium.
4. As of April 2025, a total of \$86,473 has been allocated from the CCAF and its predecessors, during the 2022-25 triennium. As of April 2025, \$305,531 of overall CCAF funding was available for allocation to community organisations in Te Awa Kairangi Ki Tai, to support their climate action work.

### **Discussion**

#### *Clarification of funding salary costs*

5. Five applications totalling \$177,791 were received this round, where their substantive proposals were funding for salary costs. CCAF eligibility criteria, published publicly, is clear that CCAF is not intended to cover operational costs, including those relating to salaries and wages.
6. At the request of the Panel, officers have further tested and received confirmation from the CCP Chair that operational costs, including for salaries, should **not** be funded through the CCAF. Officers will communicate this to applicants to clarify this for the current and next funding round.

#### *Status for Petone Community Board*

7. PCB has been allocated, also based on rough population size as at May 2023, \$19,311 over the triennium to support local carbon reduction and community climate initiatives.
8. As of April 2025 the PCB has granted a total of \$12,293 during the 2022-25 triennium from the CCAF and its predecessors. On 14 April 2025 PCB agreed to fund a further two initiatives totalling \$6,713. This leaves \$305 for further allocation as of May 2025.

### **For decision now: PCB's share of multi-ward applications**

9. During round 2 funding officers received five applications for initiatives that propose to deliver a multi-ward benefit.
10. At their 14 April 2025 meeting, CCP Chair Cr Keri Brown, and Panel Chair Cr Andy Mitchell, agreed that community boards should be given the opportunity to consider multi-ward proposals that may have an impact in their jurisdictions. This approach brings the decisions closer to the wards to which the initiative belongs, as was initially intended.



11. Officers have assessed the proposals below and appended as Appendix 1 to the report. Both meet CCAF eligibility criteria and align with Council's Climate Pathway Action Plan, and as such qualify for evaluation by the Board. PCB is asked to consider allocating its residual funding to these projects.

12. Multi-ward proposals that submit to have a benefit for Petone are:

Initiative	Short Description	Funding sought	PCB Share (proportional)
Local Energy Ltd	Electrify Hutt event	\$11,020	\$210
Muscular Dystrophy Assoc	Green waste education, tamariki into cycling	\$5,000	\$95

13. Detailed initiatives are attached as Appendix 1 for further reference.

### **The next funding round for June/July 2025**

14. Subject to the outcome of decisions relating to multi-ward funding, there would be either \$305 or \$0 to allocate for the next funding round. A full reconciliation of the CCAF is included as Appendix 2 to the report for reference.

15. The Board has expressed support for holding another funding round this triennium to disperse remaining funds. To give effect to this, decisions would be required at the Board's August 2025 meeting. To ensure robust and consistent process and timely decision-making, officers propose the following approach to the next round:

Date	Activity	Led by
9 Jun 25	R2 Multi-ward decisions: Petone	PCB
10 Jun 25	R2 Multi-ward decisions: Eastbourne	ECB
11 Jun 25	R2 Multi-ward decisions: Wainuiomata	WCB
CCAF funding round#3: Jun-2025		
End May	Agree overall approach and timelines	Officers
16 Jun 25	CCAF funding round #3 opens	Officers
11 Jul 25	CCAF funding round #3 closes	Officers
Mid-Jul	Officers' advice provided	Officers
18 Aug 25	R3 decisions: Petone	PCB
19 Aug 25	R3 decisions: Eastbourne	ECB
20 Aug 25	R3 decisions: Wainuiomata	WCB
TBC	R3 decisions: Panel	CCAF Panel

### **Next steps**

16. Seek elected member support for the approach to, and timeframes for the next round (round 3), by early to mid-June 2025.

17. Engage communications to seek support for development of promotional materials and multi-channel communication.



18. Support elected members, community boards and Council's community teams to promote and connect their networks to round 3.

### Appendices

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Head of Connected Communities

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



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**Community Climate Action Fund 2024–25: Detailed Multi-Ward Funding Applications**

Name	James Scott
Phone Number	[REDACTED]
Email	[REDACTED]
Organisation name	Local Energy Ltd
Organisation address	144 High Street, Hutt Central, Lower Hutt 5010
Charities or Incorporated Societies Number	NZBN: 9429050121052
GST Number (if registered)	[REDACTED]
What ward or board are you applying for? (If multiple, please select more than one)	Central Northern Eastern Western Wainuiomata Eastbourne Petone



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Korero mai – tell us about your project

We will organise an expo 'Electrify the Hutt' early Oct 2025 to inspire and educate the Hutt Valley community about the significant benefits of local energy generation and the increased use of clean electricity. As energy costs continue to rise and the impacts of climate change become more evident, this expo aims to showcase practical solutions that not only reduce household expenses but also contribute to a more sustainable future. By exploring renewable technologies such as solar panels and micro wind turbines, attendees will gain insights into how they can take control of their energy use, lower their power bills, and reduce reliance on traditional fossil fuels.

Please identify how your project supports the Lower Hutt Climate Change Pathway or makes your engagement more environmentally friendly

The Electrify the Hutt expo will inform and encourage organizations / individuals to move away from the use of fossil fuels (such as natural gas for heating and cooking, petrol for transport) and upgrade to all-electric appliances, and to consider public transport and electric bikes/cars. There will be seminar talks to extol the benefits and explore the challenges of going electric, along with a broad range of exhibitors to explain how to start the journey.

With expert presentations, interactive displays, and hands-on demonstrations, the event will show how clean energy choices can both save household costs and help decrease carbon footprints, supporting both personal and collective efforts to combat climate change. Visitors will learn about the environmental advantages of transitioning to renewable energy and how even small changes in energy habits can make a meaningful difference for future generations.

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	Beyond environmental and financial benefits, the expo emphasizes the role of local energy generation in fostering sustainable lifestyles and resilient communities
What are you applying for?	Funding to support delivery of the Expo, including hire of facilities, media promotion and publicity
How many people are you expecting to attend / reach / impact?	1,000 visitors to expo, 25 exhibitors, 4 speakers
What is the total cost of your project?	Total event cost of \$31,592 (excl gst)
How much are you requesting?	\$11,020 (excl GST) from a total event cost of \$31,592
Are you generating income for the project?	Yes. We will be charging Exhibitors, community sponsors are being sought to cover some of the costs, and tickets will be sold for the Friday opening session and the Saturday seminars.
How will you sustain this kauapapa / initiative?	We will create a separate entity 'Electrify the Hutt' that will continue the work to educate and assist individuals to electrify their homes, with an ongoing programme of local events during 2026 and beyond. We will be aligned to the

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nationwide Rewiring Aotearoa initiative who support the growth and success of local electric communities.

What is the total cost of your project/event?

Total event cost of \$31,592 (excl gst)

Will your project/event go ahead if you do not receive all of the funding?

Yes - we will find a way .

Upload a quote that shows what the funds will be used for

[PR Proposal for Electrify the Hutt Expo Promotion.pdf](#)  
[LHEC Proposal - Electrify the Hutt Expo.pdf](#)



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Name Lydia Wilson

Phone Number

[REDACTED]

Email

[REDACTED]

Organisation name

Muscular Dystrophy Association Central Region Tuaeatare

Organisation address

PO Box 35059 Naenae, Lower Hutt,NZ, 5041

Charities or Incorporated  
Societies Number

CC41097

GST Number (if registered)

[REDACTED]

What ward or board are you  
applying for? (If multiple, please  
select more than one)

Central  
Northern  
Eastern  
Western  
Wainuiomata  
Eastbourne  
Petone



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Korero mai – tell us about your project

I would like to run an event for our members in Lower Hutt, with neuro muscular conditions and their families. The first half is to educate them about green waste and recycling food scraps. I would like to provide reusable stainless steel straws for disabled people and educate about incontinence products for older children which are environmentally friendly.

The second part of the event, we will run is about educating tamariki about biking and scooting to school and provide locks for them to keep bikes safe during the day.

Please identify how your project supports the Lower Hutt Climate Change Pathway or makes your engagement more environmentally friendly

Educating locals about green waste and recycling materials rather than using disposable products.

Educating children about the use of clean transport and how to keep equipment safe during the day.

What are you applying for?

To host a full day event, with guest speaker and provide sustainable food and Locks and straws for gifts

How many people are you expecting to attend / reach / impact?

approx 60 people because there are 29 members with a condition in Lower Hutt

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What is the total cost of your project?

5000.00

How much are you requesting?

\$5000.00

Are you generating income for the project?

No

How will you sustain this kauapapa / initiative?

We would repeat this meeting next year

What is the total cost of your project/event?

\$5000.00

Will your project/event go ahead if you do not receive all of the funding?

No

Upload a quote that shows what the funds will be used for

[X20 Locks required.docx](#)

[Quote QU0001.pdf](#)

[LHEC Banquet Lunch Menu .pdf](#)

[LHEC Proposal - MDA Meeting .pdf](#)

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# Appendix B: Full CCAF Reconciliation as at May 2025

Community Eng	Submitter	Details	\$ sought	Ward	Petone	Eastbourne	Wainuiomata	Western	Northern	Central	Eastern	Panel	Total
					5%	2%	7%	20%	21%	23%	22%	86%	100%
		Initial funding assigned			\$ 19,311	\$ 7,302	\$ 26,568	\$ 79,440	\$ 83,895	\$ 89,070	\$ 86,418	\$ 338,823	\$ 392,004
2022-23													
6/12/2022	Nourish Trust	Hampers				\$ 750						\$ -	\$ 750
5/12/2022	Petone Baptist Church	Free Xmas event		Single	\$ 378							\$ -	\$ 378
5/12/2022	Moerā Community House	Community Newsletter		Single	\$ 616							\$ -	\$ 616
5/12/2022	Petone Salvation Army	Community Events		Single	\$ 1,300							\$ -	\$ 1,300
19/06/2023	Big Brothers Big Sisters	Baking event for youth		Single	\$ 750							\$ -	\$ 750
19/06/2023	Endo Warriors Aotearoa	Sanitary Baskets Petone Hub		Single	\$ 1,999							\$ -	\$ 1,999
19/06/2023	Endo Warriors Aotearoa	Sanitary Baskets Moerā Hub		Single	\$ 1,000							\$ -	\$ 1,000
20/06/2023	Eastbourne Scout Group	Cooking rings & LPG bottles		Single		\$ 313						\$ -	\$ 313
20/06/2023	Endo Warriors Aotearoa	Sanitary Baskets for Eastbourne Hub		Single		\$ 351						\$ -	\$ 351
20/06/2023	Muritai School	Air Cleaning Filter		Single		\$ 351						\$ -	\$ 351
20/06/2023	Muritai Yacht Club	Safety Uniforms (2)		Single		\$ 351						\$ -	\$ 351
20/06/2023	Point Howards Residents Ass	Gorilla Carts (2)		Single		\$ 348						\$ -	\$ 348
20/06/2023	Point Howards Residents Ass	Volunteer High Vis Vests		Single		\$ 300						\$ -	\$ 300
21/06/2023	Arohanui Strings	Extension of event/kaupapa		Single			\$ 3,000					\$ -	\$ 3,000
21/06/2023	Endo Warriors Aotearoa	Sanitary Baskets for Wainuiomata Hub		Single			\$ 1,999					\$ -	\$ 1,999
21/06/2023	Wainuiomata Marae	Event Marquee		Single			\$ 3,000					\$ -	\$ 3,000
21/06/2023	Wainuiomata Tennis Club	Tennis Balls		Single			\$ 400					\$ -	\$ 400
		2022-23 Allocations			\$ 6,043	\$ 2,765	\$ 8,399	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,207
		2023-24 Allocations			\$ 6,250	\$ 2,366	\$ 8,607	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,223
2024-25													
23/10/2024	He Pūawai Trust	Wainui Kai': education & seedling distribution		Single			\$ 4,858					\$ -	\$ 4,858
5/12/2024	Free Ride Charitable Trust	Free/subsidised bikes		Panel					\$ 12,500		\$ 12,500	\$ 25,000	\$ 25,000
5/12/2024	Stokes Valley Kai	Fridge/freezer		Panel					\$ 2,999			\$ 2,999	\$ 2,999
5/12/2024	Taitā Kindergarten	Upgraded garden, reservoir & recycling		Panel					\$ 9,186			\$ 9,186	\$ 9,186
5/12/2024	Voice of Aroha	Climate role models		Panel				\$ 2,345	\$ 2,476	\$ 2,629	\$ 2,551	\$ 10,000	\$ 10,000
		2024-25 Allocations #1		Panel	\$ -	\$ -	\$ 4,858	\$ 2,345	\$ 27,161	\$ 2,629	\$ 15,051	\$ 47,185	\$ 52,043
		Allocations to date			\$ 12,293	\$ 5,131	\$ 21,864	\$ 2,345	\$ 27,161	\$ 2,629	\$ 15,051	\$ 47,185	\$ 86,473
		Funding to allocate at Apr 2025			\$ 7,018	\$ 2,171	\$ 4,704	\$ 77,095	\$ 56,734	\$ 86,441	\$ 71,367	\$ 291,638	\$ 305,531
Community Eng	Submitter	Details	\$ sought	Ward	Petone	Eastbourne	Wainuiomata	Western	Northern	Central	Eastern	Panel	Total
14/04/2025	Free for all	Repair/reuse household items	\$ 4,360	Single	\$ 4,360							\$ -	\$ 4,360
14/04/2025	Thumbs Up Charitable Trust	Community Garden	\$ 2,353	Single	\$ 2,353							\$ -	\$ 2,353
16/04/2025	Transition Town	Tiny Forest	\$ 2,520	Single			\$ 2,520					\$ -	\$ 2,520
16/04/2025	TRM	Harakeke Planing	\$ 5,000	Single			\$ 5,000					\$ -	\$ 5,000
28/04/2025	Hutt Minoh House	Japan Day sustainable approach	\$ 4,801	Panel						\$ 4,801		\$ 4,801	\$ 4,801
28/04/2025	Pareraho Forest Trust	Maintaining Pareraho Forest	\$ 5,000	Panel				\$ 5,000				\$ 5,000	\$ 5,000
28/04/2025	Wesley Community Action	Food waste programme expansion	\$ 2,044	Panel							\$ 909	\$ 909	\$ 909
28/04/2025	Stokes Valley Food Bank	Fridge freezer	\$ 5,000	Panel					\$ 1,800			\$ 1,800	\$ 1,800
28/04/2025	Stokes Valley Kai	Fridge freezer	\$ 3,022	Panel					\$ 3,022			\$ 3,022	\$ 3,022
28/04/2025	Naenae Primary School	Composting system	\$ 4,400	Panel							\$ 4,400	\$ 4,400	\$ 4,400
28/04/2025	Taitā Central School	Pa Harakeke	\$ 10,000	Panel					\$ -			\$ -	\$ -
28/04/2025	Naenae Intermediate School	Composting system	\$ 4,400	Panel						\$ 4,400		\$ 4,400	\$ 4,400
28/04/2025	Avalon Kindergarten	Community Garden	\$ 8,083	Panel						\$ 8,083		\$ 8,083	\$ 8,083
28/04/2025	Men's Shed Naenae	LED lighting	\$ 2,500	Panel							\$ 2,500	\$ 2,500	\$ 2,500
1/04/2025	English Language Partners	Promoting environmental sustainability	\$ 5,275	Multi	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
1/04/2025	Common Unity	Recycling discarded fabrics	\$ 30,000	Multi						\$ -	\$ -	\$ -	\$ -
1/04/2025	Common Unity	Garden to table	\$ 48,665	Multi						\$ -	\$ -	\$ -	\$ -
1/04/2025	Local Energy Ltd	Electrify Hutt event	\$ 11,020	Multi	\$ 543	\$ 205	\$ 747	\$ 2,233	\$ 2,358	\$ 2,504	\$ 2,429	\$ 9,525	\$ 11,020
1/04/2025	Muscular Dystrophy Assoc	Green waste education, tamariki into cy	\$ 5,000	Multi	\$ 246	\$ 93	\$ 339	\$ 1,013	\$ 1,070	\$ 1,136	\$ 1,102	\$ 4,322	\$ 5,000
1/04/2025	Kaibosh	Food rescue/redistribution	\$ 36,807	Multi	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		2024-25 Applications #2			\$ 7,502	\$ 298	\$ 8,606	\$ 8,246	\$ 8,251	\$ 20,924	\$ 11,341	\$ 48,762	\$ 65,168
		Funding to allocate at May 2025			-\$ 484	\$ 1,873	-\$ 3,902	\$ 68,849	\$ 48,483	\$ 65,517	\$ 60,027	\$ 242,876	\$ 240,363