



TE KAUNIHERA O TE AWA KAIRANGI

24 July 2025

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

Thursday 31 July 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
Thursday 31 July 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

No apologies have been received.

3. PUBLIC COMMENT

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

4. 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

19 June 2025	12
--------------	----

Recommended Items

Item 5a) Parking Updates - Jackson Street, Petone	14
--	-----------

MAYOR'S RECOMMENDATION:

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

- Item 5b) Proposed Time Limited Parking - Marine Parade (McEwan Park), Petone** 16

MAYOR'S RECOMMENDATION:

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

- Item 5c) Mobility Parking 'At All Times' across various locations throughout Hutt City** 17

MAYOR'S RECOMMENDATION:

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

- Item 5d) Broken Yellow Lines - No Stopping At All Times - Between 26 and 43 Hautonga Street, Petone** 19

MAYOR'S RECOMMENDATION:

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

- Item 5e) Broken Yellow Lines - No Stopping At All Times - Sinclair Grove and Feist Street, Naenae** 20

MAYOR'S RECOMMENDATION:

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

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

25 June 2025 31

Recommended Item

- Item 5) Adoption of the Reserves Investment Strategy** 32

MAYOR'S RECOMMENDATION:

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

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

1 July 2025 103

Recommended Items

Item 5a) Komiti Iti Whakawā | Hearings Subcommittee - Draft Dog Control Policy and Bylaw hearing of submissions 105

MAYOR'S RECOMMENDATION:

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

Item 5b) Appearance Industries Bylaw Review 108

MAYOR'S RECOMMENDATION:

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

Item 5c) Adoption of the final Events Strategy 2025-2034 108

MAYOR'S RECOMMENDATION:

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

d) **Komiti Hanganga | Infrastructure and Regulatory Committee**

3 July 2025 237

Recommended Items

Item 5a) City Centre Framework 238

MAYOR'S RECOMMENDATION:

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

Item 5b) Request to Delegate Authority for Issuance of Warrants 239

MAYOR'S RECOMMENDATION:

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

7. MINUTES

Meeting minutes Hutt City Council, 16 May 2025	285
Meeting minutes Hutt City Council, 29 May 2025	288
Meeting minutes Hutt City Council, 4 June 2025	306
Meeting minutes Hutt City Council, 27 June 2025	308

8. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

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

16 May 2025	325
-------------	-----

Please note the recommended items were resolved at the Council meeting held on 16 May 2025.

b) Komiti Arotake Mahere ā-Rohe | District Plan Review Committee

29 May 2025	345
-------------	-----

Please note the recommended item was resolved at the Council meeting held on 29 May 2025.

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

4 June 2025	351
-------------	-----

Please note the recommended items were resolved at the Council meeting held on 4 June 2025.

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

23 June 2025	360
--------------	-----

e) Komiti Kaupapa Taiao | Climate Change and Sustainability Committee

2 July 2025	365
-------------	-----

9. SEALING AUTHORITY

Report No. HCC2025/3/44 by the Legal Operations Advisor	371
---	-----

MAYOR'S RECOMMENDATION:

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

10. 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.

11. EXCLUSION OF THE PUBLIC

MAYOR'S RECOMMENDATION:

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

12. MINUTES

29 May 2025

27 June 2025

13. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

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

16 May 2025

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

23 June 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 29 May 2025: Civic Honour and Youth Services Award 2025	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 Te Kaunihera o Te Awa Kairangi Hutt City Council held on 27 June 2025: IAF Stormwater and Wastewater Upgrades – Property Acquisition Update	The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)). 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.
Report of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau Long Term Plan/ Annual Plan Subcommittee held on 16 May 2025: Water Services Updated Investment Programme; and Public Excluded: Detailed Information to Support Budget Decisions.	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.
Report of the Komiti Iti Ahumoni I Tūraru Audit and Risk Subcommittee held on 23 June 2025: Cyber Security Update 2025; and Lititgation Report.	The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage(s7(2)(j)). 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.

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 COUNCILKOMITI ITI ARA WAKA | TRAFFIC SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road,
Lower Hutt on
Thursday 19 June 2025 commencing at 2:00 pm

To watch the livestream of the meeting, please click the link here:
[Traffic Subcommittee - 19 June 2025](#)

PRESENT: Cr N Shaw (Chair) Cr B Dyer (Deputy Chair) (via audio-visual link)
Cr A Mitchell Cr C Parkin
Cr G Tupou (via audio-visual link)

APOLOGIES: Cr G Barratt for lateness

IN ATTENDANCE: J Kingsbury, Director Economy and Development
P Hewitt, Head of Transport
E Scherer, Traffic Engineering Manager
V Gilmour, Democracy Advisor

PUBLIC BUSINESS1. 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

Comments are recorded under the item to which they relate.

The Chair noted that Cr Barratt had given her apologies for lateness.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

PRECEDENCE OF BUSINESS

Pursuant to Standing Order 10.4, the Chair accorded precedence to Item 5c) Mobility Parking 'At All Times' across various locations throughout Hutt City.

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

5. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI
COUNCIL - 31 July 2025**

a) Parking Updates - Jackson Street, Petone

Speaking under public comment, **Karen Yung** expressed concern about the relocation of a mobility parking space on Jackson Street, from outside 376–378 to 354 Jackson Street. She questioned whether the new location addressed previous concerns, specifically regarding rear vehicle access and the busy intersection. She urged the Council to follow best practice for mobility parking by considering the wider parking network and engaging the community in a more in-depth co-design consultation.

The Head of Transport elaborated on the report.

Cr Tupou left the meeting at 2.26pm.

In response to questions from members, the Head of Transport acknowledged that the proposed mobility parking space at 354 Jackson Street may not accommodate vans with rear ramps if another vehicle was parked behind. The Traffic Engineering Manager added that the new location was selected based on feedback from the Petone Community Board, not disability groups. He noted that while Thumbs Up Trust supported the original relocation, they had not commented on the current proposal.

In response to questions from members, the Head of Transport agreed that establishing a formal design standard for mobility parking, including minimum rear loading requirements, would enhance future proposals. He stated that consistent guidelines would improve outcomes for various parking types, such as parallel and angled spaces, across the city. The Traffic Engineering Manager confirmed that the new P10 loading zone outside 311 Jackson Street would be available to all drivers loading goods, not just commercial vehicles. The Head of Transport noted that reintroducing a time-restricted loading zone could set a precedent for other businesses, although this section of Jackson Street currently lacked loading provisions.

Cr Tupou rejoined the meeting at 2.59pm.

Cr Mitchell expressed concern about the proposed mobility park at 354 Jackson Street, noting that disability users or advocacy groups had not endorsed it. He requested further consultations with groups such as Wheels and Canes Disability Advocacy Group and CCS Disability Action. He suggested deferring the decision on that specific park until more robust feedback could be collected.

The Director of Economy and Development suggested using the site as a live example to co-design future mobility parking standards with accessibility groups. He noted that Council could consider this proposal on 31 July 2025, depending on progress.

RECOMMENDED: (Cr Shaw/Cr Mitchell)

Minute No. TSC 25301

"That the Subcommittee recommends that Council:

- (1) receives and notes the information contained in the report;*
- (2) approves the installation of 1x P10 Loading Zone "At All Times" outside 311 Jackson Street, Petone, as shown in Appendix 1 attached to the report;*
- (3) approves the conversion of 2x paid parking spaces to 2x Mobility Parking spaces "At All Times" outside 288 Jackson Street and 306 Jackson Street, Petone, as shown in Appendix 1 attached to the report;*
- (4) 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*
- (5) notes that this matter will take effect once the traffic control devices indicating the recommended restrictions that evidence the restrictions have been installed."*

b) Proposed Time Limited Parking - Marine Parade (McEwan Park), Petone

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport confirmed that McEwan Park's car park had no time restrictions and was managed by Council's Parks and Reserves team. He noted that Fulton Hogan discouraged their staff from using the park, but were unable to enforce this. The Traffic Engineering Manager mentioned that no complaints have been received, and if issues arise, broken yellow lines could be introduced under delegated authority.

The Head of Transport explained that the proposed time restriction reflected typical business operating hours in the area, with lower demand on weekends. He stated that officers would be monitoring the situation.

Cr Dyer expressed concern about the proposal, suggesting that further engagement with Council's Parks and Reserves team could have allowed for restrictions within the McEwan Park car park instead of on-street.

Cr Mitchell supported the proposal and recommended that officers monitor the horseshoe area in McEwan Park, working in conjunction with Council's Parks and Reserves team. He suggested considering future restrictions if necessary.

RECOMMENDED: (Cr Shaw/Cr Parkin)

Minute No. TSC 25302

"That the Subcommittee recommends that Council:

- (1) receives and notes the information contained in the report;*
- (2) approves the conversion of 5x existing unrestricted parking spaces to P120 time-restricted parking (Monday to Friday, 8:00am to 6:00pm, standard business hours), as outlined in Appendix 1 attached to the report;*
- (3) approves the installation of four new unrestricted parking spaces opposite 36 Marine Parade (adjacent to McEwan Park), Petone, as outlined in Appendix 1 attached to the report;*
- (4) 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*
- (5) notes that this matter will take effect once the traffic control devices indicating the recommended restrictions that evidence the restrictions have been installed."*

Cr Dyer requested his dissenting vote be recorded against the above matter.

- c) Mobility Parking 'At All Times' across various locations throughout Hutt City

Speaking under public comment, **Grant Rutherford, Merina Tonise, and Nicky Louis, representing the Wheels and Canes Disability Advocacy Group**, expressed their thanks for the proposed changes. Grant Rutherford highlighted ongoing issues with vehicles parking in mobility spaces without permits, particularly in areas lacking clear signage and after business hours. He raised concerns about the ambiguity regarding whom to report unauthorised parking to, whether Council or the Police. He emphasised the importance of ensuring that mobility parking regulations were enforced at all times, noting that people with disabilities needed access beyond standard hours.

In response to questions from a member, Grant Rutherford confirmed that Council officers had engaged with him on a mobility parking design, including a site visit to Naenae Library. He said his feedback led to the repositioning of a mobility park space for better usability. He noted that while some mobility parking spaces, like those outside Huia Pool, allowed for rear access, others posed safety risks. He emphasised the need for wider designs that ensured sufficient space for ramps and safe wheelchair manoeuvring.

Cr Dyer read a public comment statement from Nicki and Michael, attached as page 11 to the minutes.

The Head of Transport elaborated on the report.

In response to a question from a member, the Head of Transport acknowledged that including the Durham Crescent mobility park, which was previously approved for limited kindergarten hours, was a mistake. He confirmed that this error would be corrected and agreed to review the entire list to ensure that no other similar sites were mistakenly included.

In response to questions from members, the Head of Transport explained that, although Council could not issue fines based on public photos, reports of misuse were still valuable. He noted that photos helped the Parking Enforcement team identify problem areas and focus their monitoring efforts.

The Director of Economy and Development stated that mobile camera enforcement had enhanced monitoring capabilities. He mentioned that reports of frequent misuse could help target patrols. He also indicated that any further actions would depend on the resources available. He confirmed that officers would investigate whether infringement notices could still be issued based on photographs.

In response to a question from a member, the Traffic Engineering Manager confirmed that Council's Transport team currently followed NZTA Waka Kotahi guidelines for mobility parking.

The Director of Economy and Development stated that the planning for next year's programme presented a valuable opportunity for enhanced collaboration with the community regarding mobility parking, crossings, shared paths, and related projects.

In response to questions from the members, the Head of Transport confirmed that the mobility parking signage would be reviewed to prevent confusion in areas where spaces were located within paid parking zones. He explained that mobility parking signs would typically be standalone, and any overlapping signs would be positioned separately to ensure clarity.

The Head of Transport agreed to provide a complete list of mobility parks, separating those that would operate "At All Times" from those with justified exceptions, at the Council meeting on 31 July 2025.

RECOMMENDED: (Cr Shaw/Cr Mitchell)	Minute No. TSC 25303
<p><i>"That the Subcommittee recommends that Council:</i></p> <ol style="list-style-type: none"> <li data-bbox="389 1008 1423 1052"><i>(1) receives and notes the information contained in the report;</i> <li data-bbox="389 1075 1423 1187"><i>(2) approves the conversion of 169 existing time-restricted Mobility Parking spaces to "At All Times" across various locations throughout Lower Hutt, subject to confirmation at Council on 31 July 2025;</i> <li data-bbox="389 1209 1423 1321"><i>(3) directs officers to work with local disability advocacy groups to develop best practise guidelines for the design, placement and implementation of mobility parking spaces in Lower Hutt;</i> <li data-bbox="389 1344 1423 1433"><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> <li data-bbox="389 1456 1423 1545"><i>(5) notes that these changes will take effect once the traffic control devices indicating the recommended restrictions that evidence the restrictions have been installed."</i> 	

- d) Broken Yellow Lines - No Stopping At All Times - Between 26 and 43 Hautonga Street, Petone

The Head of Transport elaborated on the report.

In response to a question from a member, the Head of Transport advised that the proposal exceeded the delegated authority for minor changes to the broken yellow line changes and therefore required the subcommittee's approval.

RECOMMENDED: (Cr Shaw/Cr Mitchell)	Minute No. TSC 25304
<p><i>“That the Subcommittee recommends that Council:</i></p> <ol style="list-style-type: none"> <li data-bbox="387 694 1433 739"><i>(1) receives and notes the information contained in this report;</i> <li data-bbox="387 761 1433 873"><i>(2) approves the installation of Broken Yellow Lines (BYLs) - ‘No Stopping At All Times’ restrictions, around the cul-de-sac between properties 26 and 43 Hautonga Street, Petone, shown in Appendix 1 attached to the report;</i> <li data-bbox="387 896 1433 1008"><i>(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</i> <li data-bbox="387 1030 1433 1142"><i>(4) notes that these parking restrictions will take effect once the appropriate road markings have been installed.”</i> 	

- e) Broken Yellow Lines - No Stopping At All Times - Sinclair Grove and Feist Street, Naenae

The Head of Transport elaborated on the report.

In response to a question from a member, the Traffic Engineering Manager advised that a short section outside 8 Sinclair Grove would remain unrestricted, as tracking assessments confirmed it would not impede vehicle movements or create a safety risk.

RECOMMENDED: (Cr Shaw/Cr Mitchell)

Minute No. TSC 25305

“That the Subcommittee recommends that Council:

- (1) receives and notes the information contained in the report;*
- (2) approves the installation of Broken Yellow Lines (BYLs) - ‘No Stopping At All Times’ around the cul-de-sac between properties 1 and 8 Sinclair Grove, and at the intersection of Sinclair Grove and Feist Street, Naenae, as shown in Appendix 1 attached 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 the parking restrictions will take effect once the appropriate road markings have been installed.”*

6. INFORMATION ITEM

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

Memorandum dated 5 June 2025 by the Democracy Advisor

The Head of Transport advised that officers were working with Greater Wellington Regional Council to assess bus stop accessibility across the city, including improvements to taper zones. He stated that a report on this work was expected to be considered by the Subcommittee in August 2025.

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. TSC 25306

“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!
 Unuhia!
 Unuhia i te uru-tapu-nui
 Kia wātea, kia māmā
 Te ngākau, te tinana,
 te wairua i te ara takatū
 Koia rā e Rongo
 whakairihia ake ki runga
 Kia wātea, kia wātea!
 Ae rā, kua wātea!
 Hau, pai mārire.

Release us from the supreme
 sacredness of our tasks
 To be clear and free
 in heart, body and soul in our
 continuing journey
 Oh Rongo, raise these words up high
 so that we be cleansed and be free,
 Yes indeed, we are free!
 Good and peaceful

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

N Shaw
CHAIR

**CONFIRMED as a true and correct record
 Dated this 31st day of July 2025**

Hello,

I am a full-time wheelchair user, who has called Lower Hutt home for over a decade now, and whilst I can't see myself living anywhere else, there are still many things that need to change for people like me, who face mobility challenges every day.

My wife and I have noticed the abuse on mobility parking has increased exponentially- despite the increase in fine, and this is largely because people know they can get away with it, and that the majority of parks are not enforceable after 6pm. wouldn't it be nice if I could magically use my legs after 6pm???

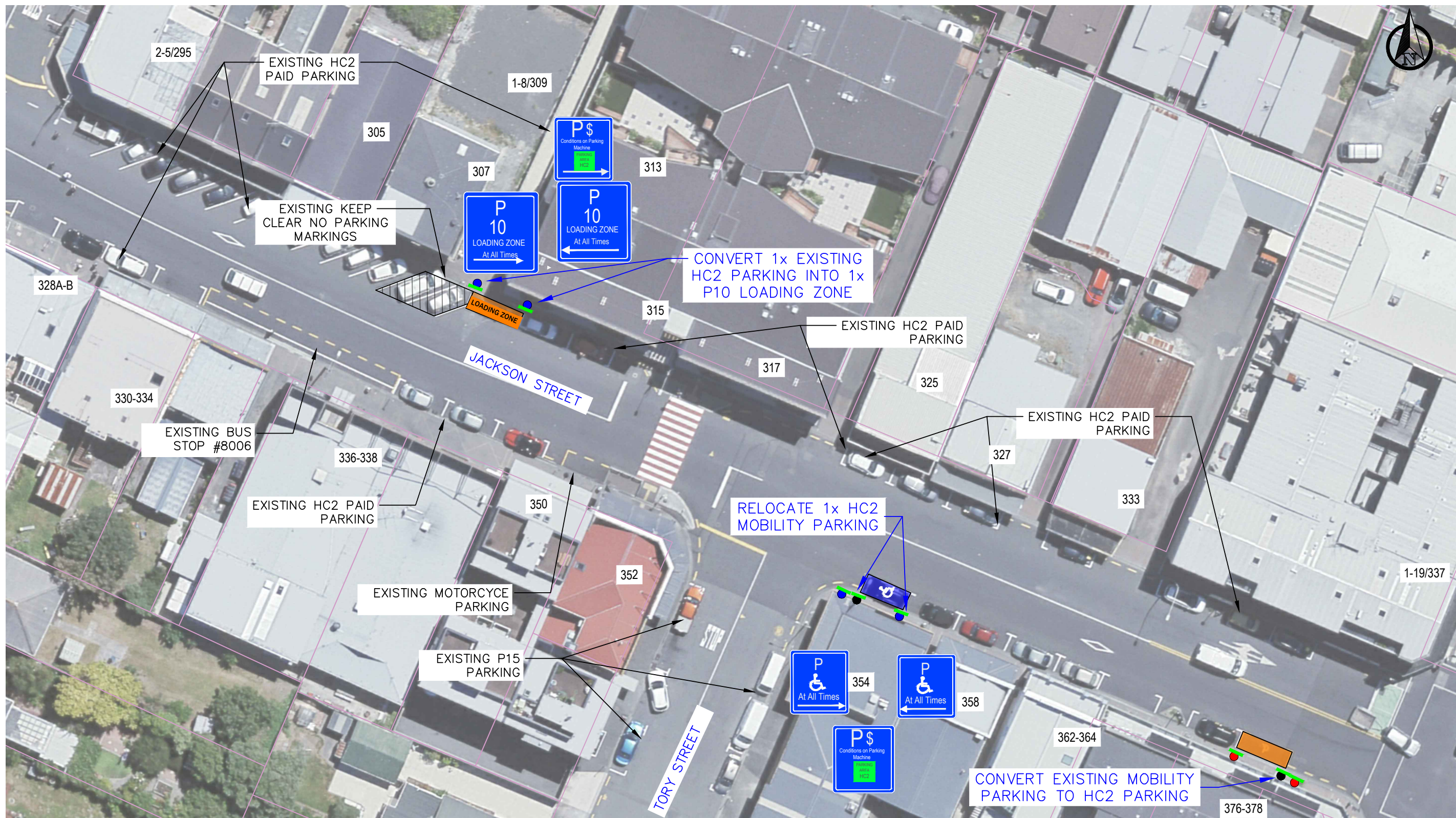
My hope for the Hutt to lead the way for the whole of NZ become more "disability friendly" by making these parks enforceable 24/7, to have wardens available 24/7 to issue tickets, to make it so that a passerby can send in photos (clearly showing no permit, in a mobility park, and rego) that leads to a fine - after all the only way these parks will stop being abused is for people to actually be punished for abusing them, instead it is myself and my wife who get yelled at, belittled, degraded, spat on, followed etc for calling people out.... and yes, all of that has happened, despite me literally sitting in my wheelchair.

The other major issue I face, is cars parked obstructing the footpath, I am lucky enough that I am pretty nimble and can get on the road and around with ease, but even so, this can be pretty frightening sometimes on busier roads such as Taita Drive. I mention this because I note that it has been mentioned that the council proposes to paint more yellow lines in some areas for safety, but I don't imagine that would solve anything as it is also illegal to park on the footpath, but that's a daily occurrence.

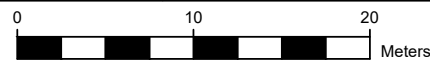
I love Lower Hutt, but I am getting tired of fighting for the law to be upheld, and feeling like Lower Hutt City council couldn't care less about the disabled community.

Thank you for giving me the opportunity to voice my opinion.

Nicki & Michael



LEGEND			
	BOUNDARY LINES		PROPOSED MOBILITY PARKING
	EXISTING BROKEN YELLOW LINES		RELOCATE EXISTING SIGN
	REMOVE SIGN		PROPOSED LOADING ZONE
	NEW POLE/SIGN		PROPOSED HC2 PARKING



SCALE 1:400 @ A3

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION LETTER	J VARGHESE	E SCHERER	11/04/2025
2	AMENDED PLAN	J VARGHESE	E SCHERER	10/06/2025



PROJECT	TR33 – 2025
SHEET	LOADING ZONE & MOBILITY PARKING – PROPOSAL JACKSON STREET
PROJECT REF.	TR33 – 2025

The Council cannot guarantee the accuracy or completeness of the information, and accepts no liability for any loss as a result of reliance on it. Aerial photography (base map) was flown 2021 by AAM NZ Ltd for both HuttCity and Greater Wellington Regional Councils. Imagery is provided under the Creative Commons

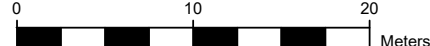


LEGEND			
	BOUNDARY LINES		PROPOSED MOBILITY PARKING
	EXISTING BROKEN YELLOW LINES		RELOCATE EXISTING SIGN
	REMOVE SIGN		
	NEW POLE/SIGN		

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION LETTER	J VARGHESE	E SCHERER	3/04/2025



PROJECT	TR33 – 2025
SHEET	PARKING – PROPOSAL JACKSON STREET
PROJECT REF.	TR33 – 2025

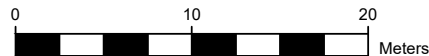


SCALE 1:400 @ A3

Our Council cannot guarantee the accuracy or completeness of the information, and accepts no liability for any loss as a result of reliance on it. Aerial photography (base map) was flown 2021 by AAM NZ Ltd for both HuttCity and Greater Wellington Regional Councils. Imagery is provided under the Creative Commons



EGEND			
	BOUNDARY LINES		PROPOSED P120 PARKING
	EXISTING BROKEN YELLOW LINES		RELOCATE EXISTING SIGN
	BROKEN YELLOW LINES		NEW PARKING LINES
	NEW POLE & SIGN		



SCALE 1:400 @ A3

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION PLAN	J VARGHESE	E SCHERER	3/04/2025



PROJECT
TR35 – 2025
SHEET
TIME RESTRICTED PARKING – PROPOSAL MARINE PARADE, PETONE
PROJECT REF.
TR35 – 2025

The Council cannot guarantee the accuracy or completeness of the information, and accepts no liability for any loss as a result of reliance on it. Aerial photography (base map) was flown 2021 by AAM NZ Ltd for both HuttCity and Greater Wellington Regional Councils. Imagery is provided under the Creative Commons

SITES CONVERTED TO "AT ALL TIMES"

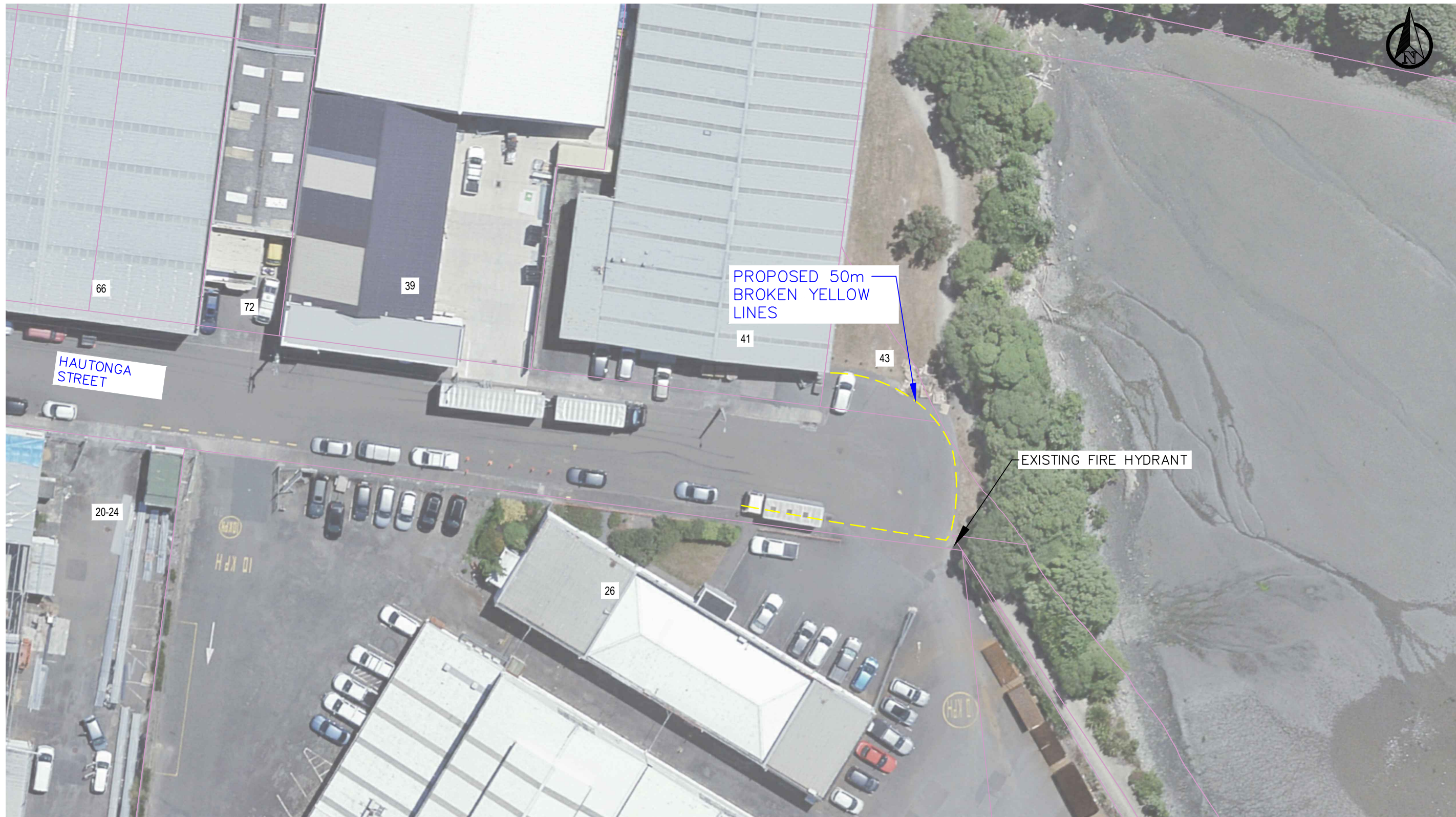
Asset ID	Street	Time restriction	Number of Parks
2666	Days Bay Pavillion - Williams Park		2
2679	Ropata Cres		1
2685	Jackson St	P60	1
2686	Daly St Sth Service Lane		1
2731	Tocker St		1
2742	Petone Recreation Ground		1
2788	Queens Dr	\$/ 2Hr Max. 9am-5pm. Mon-Sun.	1
2801	Randwick Rd		1
2837	Petone Recreation Ground		1
2846	Daly St	P120	1
2889	Laings Rd	P60	1
2894	Avalon Park		1
2906	Taine St		1
2923	Hilary Court	P120	1
2924	Bowers St		1
2936	Avalon Park		1
2941	Korokoro Rd		1
2988	Oates St North		1
2996	The Esplanade		1
3016	Andrews Ave	\$/ 2Hr Max. 9am-5pm. Mon-Sun.	1
3039	Bloomfield Tce	\$/ 2Hr Max. 9am-5pm. Mon-Sun.	1
3050	Hilary Court		2
3060	Downer St	P120	1
3073	Koraunui Stokes Valley Community Hub		1
3082	McKenzie Baths		1
3106	Market Gr	P120	1
3112	Tocker St		1
3121	Roberts St		1
3179	High St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
3213	Norfolk St		1
3218	George St		1
3254	Osborne Pl		1
3267	Bloomfield Tce	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
3276	Wainui Rd		1
3287	Witako St		1
3318	Hathaway Ave		1
3331	Jackson St	P60	1
3339	Raroa Road	P60	1
3356	Cornwall St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
3366	The Strand		1
3373	Petone Recreation Ground		1
3377	Stevens Gr	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
3386	Hilary Court	P120	1
3390	Laings Rd	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
3398	Bristol Sq		1
3423	Beach St Public Car Park	3hr Max Parking. 9am - 6pm. Mon - Fri.	1
3443	Event Centre	\$/Hr or \$10 All Day. 9am-5pm. Mon-Sun.	1
3464	Oates St North		1
3471	Osborne Pl	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
3494	The Strand	P15	1
3507	Wainuiomata Community Hub		2
3513	Huia St	P120: 9.00am - 5.00pm. Mon - Sun.	1
3521	Bowers St		1
3532	Bowers St		1
3537	Vogel St		1
3539	Bloomfield Tce	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
3594	The Strand	P15	1
3606	Petone - Britannia Street Service Centre	P30	1
3609	The Esplanade		1
3636	Ricoh Sports Centre Parking		1
3645	Event Centre	\$/Hr 9am-5pm. Mon-Sun.	1
3666	Peterkin St		1
3701	Cornwall St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
3735	Peel Public Carpark	P240: 9:00am - 6:00pm. Mon - Fri.	1

3750	Daly St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
3788	Koraunui Stokes Valley Community Hub		1
3804	Huia Pool	P120	1
3806	Homedale Rd		1
3815	Hilary Court	P120	1
3828	Silbery Place	Public Car Park. 2hr Max Parking; 9am - 6pm. Mon - Fri.	1
3868	Taine St		1
3921	Queen St	P120: 8.00am - 6.00pm. Mon - Sun.	1
3941	Taine St		1
3951	Avalon Park		1
3981	Jackson St	P60	1
3983	High St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
4008	Myrtle St	P60	1
4011	High St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
4021	Bowers St		1
4045	Silbery Place	Public Car Park. 2hr Max Parking; 9am - 6pm. Mon - Fri.	1
4046	Muritai Rd		1
4054	Britannia St		1
4069	Pohutukawa St		2
4070	Richmond St	P60	1
4072	Huia Pool	P120	1
4098	Queens Dr	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
4107	King Cres	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
4108	Marine Dr	P120: 7.00am - 11.00am. Mon - Fri.	1
4120	Queens Dr	P120	1
4131	Marine Dr	P120: 7.00am - 11.00am. Mon - Fri.	1
4145	Petone Recreation Ground		1
4147	Huia St	P120: 9.00am - 5.00pm. Mon - Sun.	1
4151	Norfolk St		1
4159	Market Gr	\$/Hr . 9am-5pm. Mon-Sun.	1
4161	Petone Recreation Ground		1
4163	Osborne Pl		1
4169	Oates St North		1
4179	Everest Ave	P120	1
4224	Hilary Court	P120	1
4295	Kensington Ave		1
4303	Hilary Court	P120	1
4325	Marine Pde		1
4338	Wainuiomata Community Hub		1
4355	Kings Cres		1
4397	Knights Rd	P180	1
4409	Oates St		1
4414	Hikoikoi Reserve		1
4432	Jackson St	P60	1
4434	Laings Rd	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
4488	Taine St		1
4543	RIMU STREET Eastbourne	P60: 8am - 6pm. Mon - Thur; 8am - 8pm. Fri; 8am - 12pm. Sat	1
4545	Event Centre	\$/Hr . 9am-5pm. Mon-Sun.	1
4552	RIMU STREET Eastbourne	P60: 8am - 6pm. Mon - Thur; 8am - 8pm. Fri; 8am - 12pm. Sat	1
4559	Oxford Tce	P60	1
4631	Queen St	P120: 8.00am - 6.00pm. Mon - Sun.	1
4647	Wainuiomata Community Hub		1
4676	Bolton St		1
4686	Randwick Rd	P30	1
4689	Event Centre	\$/Hr. 9am-5pm. Mon-Sun.	1
4721	Cornwall St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
4760	High St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
4769	Dudley St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
4774	McKenzie Baths		1
4783	Huia Pool	P120	2
4786	Holyoake Cres		1
4793	Buick St	P180	1
4813	Petone Railway Station carpark		4
4820	The Strand		1
4841	Days Bay Pavillion - Williams Park		1
4863	Waterloo Rd	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1

4879	Moore's Valley Rd	P15	1
4894	High St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
4896	Kensington Ave		2
4904	Marine Dr		1
4923	Campbell Tce		1
4926	High St	P120	1
4928	Kensington Ave		2
4937	Daly St	P120	1
4959	Nevis St	P90	1
4967	Trafalgar Sq	P60	1
4990	Muritai Rd		1
4995	High St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
5013	Queens Dr	P15	1
5024	Osborne Pl		1
5036	Laings Rd	P60	1
5104	Nevis St		1
5121	Queen St	P120: 8.00am - 6.00pm. Mon - Sun.	1
5136	High St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
5143	Margaret St	\$/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1
5148	Peterkin St		1
5152	Peterkin St		1
5153	Hilary Court	P180	1
5163	Myrtle St		2
5183	Taine St		1
5206	Knights Rd	P180	1
5207	High St	P120	1
5221	Queen St	P120: 8.00am - 6.00pm. Mon - Sun.	1
5226	Port Rd	P120	1
5249	Dowse Dr		4
5260	Everest Ave	P120	1
5287	Naenae Shops Slip Lane		1
5301	Ropata Cres		1
5303	Copeland St		1
5322	Avalon Park		1
5339	Hutt Park		1
2697	Hutt Park		3
4930	Hutt Park		1
5340	Te Whiti Park		2
5341	Fraser Park		1
5342	Fraser Park		1
2757	Wainuiomata Intermediate School		1
2820	Hutt Intermediate School		1
2859	Hutt Intermediate School		1
3030	Naenae College		1
3652	Open Polytechnic		1
3896	Open Polytechnic		1
4040	Taita College		1
4170	Naenae College		1
4341	Harrison Crescent		1
4408	Te Kura Kaupapa Maori O Te Ara Whanui School		1
4492	Open Polytechnic		1
4575	St Claudine Thevenet School		1
4616	St Orans School		1
4730	WelTec Cuba St		2
4880	Naenae College		1
4934	Montgomery Street		1
5049	Open Polytechnic		2
5135	Open Polytechnic		3
5212	Taita College		1
2672	Dyer St School		1

EXEMPTIONS (SITES WITH NO ALTERATIONS)

3797	Durham Cresc	8:30-3.30pm. Kindergarten Days Only	1
4754	Robers St	P15 - 8.30-9:00am / 2.45-3.15pm. School Days Only	1
5211	Boulcott St	P15 - 8:30-3.30pm. School Days Only	1

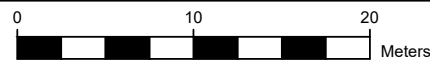


LEGEND			
	BOUNDARY LINES		
	EXISTING BROKEN YELLOW LINES		
	BROKEN YELLOW LINES		

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION LETTER	J VARGHESE	E SCHERER	3/04/2025

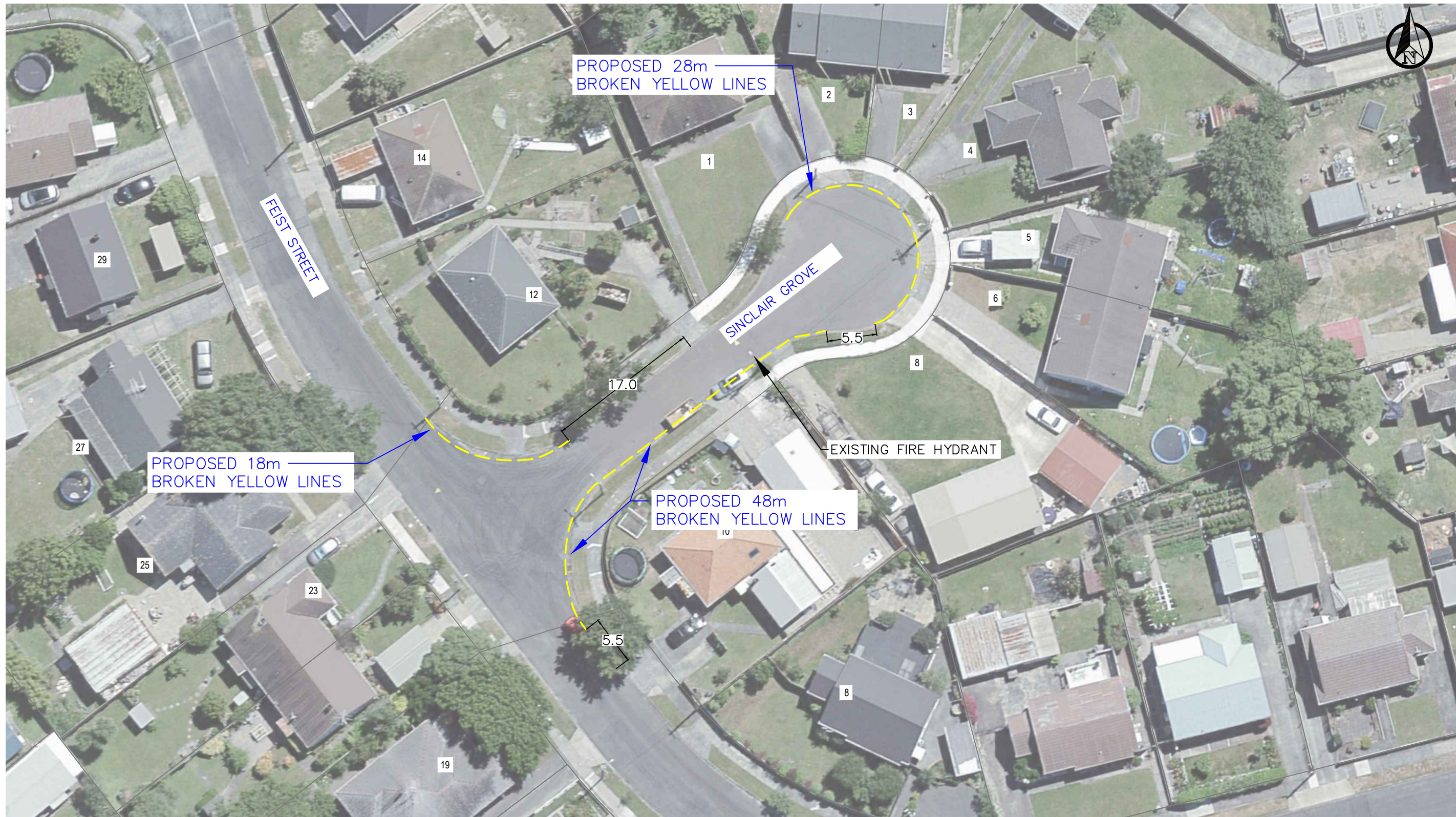


PROJECT
TR34 – 2025
SHEET
NO STOPPING AT ALL TIMES – PROPOSAL HAUTONGA STREET
PROJECT REF.
TR34 – 2025



SCALE 1:400 @ A3

The Council cannot guarantee the accuracy or completeness of the information, and accepts no liability for any loss as a result of reliance on it. Aerial photography (base map) was flown 2021 by AAM NZ Ltd for both HuttCity and Greater Wellington Regional Councils. Imagery is provided under the Creative Commons Attribution-NonCommercial-ShareAlike license.

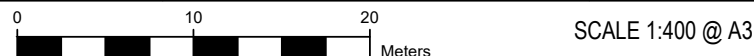


LEGEND			
	BOUNDARY LINES		PROPOSED P10 PARKING
	EXISTING BROKEN YELLOW LINES		RELOCATE EXISTING SIGN
	BROKEN YELLOW LINES		
	NEW POLE/SIGN		

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION LETTER	J VARGHESE	E SCHERER	3/04/2025



PROJECT
TR41 – 2025
SHEET
NO STOPPING AT ALL TIMES – PROPOSAL SINCLAIR GROVE
PROJECT REF.
TR41 – 2025



The Council cannot guarantee the accuracy or completeness of the information, and accepts no liability for any loss as a result of reliance on it. Aerial photography (base map) was flown 2021 by AAM NZ Ltd for both HuttCity and Greater Wellington Regional Councils. Imagery is provided under the Creative Commons

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 25 June 2025 commencing at 2:00 pm

To watch the livestream of the meeting, please click the link here:
[Communities, Culture and Partnerships Committee - 25 June 2025](#)

PRESENT:

Cr K Brown (Chair)	Mayor C Barry (via audio-visual link) (from 2.09pm and until 3.33pm)
Cr G Barratt (until 3.33pm)	Cr J Briggs
Deputy Mayor T Lewis	Cr K Morgan (Deputy Chair)
Cr C Parkin	Cr N Shaw
Cr G Tupou	

APOLOGIES: There were no apologies.

IN ATTENDANCE: A Blackshaw, Director Neighbourhoods and Communities
A Nelson, Head of Parks and Reserves
G Campbell, Head of Mayor's Office
S Titze, Parks Project Manager
I Brown, Head of Aquatics (via audio-visual link) (part meeting)
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

There were no apologies.

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

Mayor Barry joined the meeting at 2.09pm.

4. CONFLICT OF INTEREST DECLARATIONS

Cr Briggs declared a conflict of interest regarding item 6) Proposal for Long Term Leases on Reserve Land and took no part in discussion or voting on the matter.

PRECEDENCE OF BUSINESS

Pursuant to Standing Order 10.4, the Chair accorded precedence to items 8) Petone Grandstand Options and 9) Parks and Reserves Workplan 2025-2026.

The meeting adjourned at 3.33pm.

Mayor Barry and Cr Barratt left the meeting at 3.33pm.

The meeting resumed at 3.37pm.

5. RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 31 July 2025

Adoption of the Reserves Investment Strategy

The Head of Parks and Reserves elaborated on the report.

In response to questions from a member, the Head of Parks and Reserves agreed to update the population figure for Stokes Valley using the latest Census data. He also agreed to revise references that prioritise rugby in order to better reflect the needs of various sporting codes.

<u>RECOMMENDED:</u> (Cr Brown/Cr Briggs)	Minute No. CCPC 25301
<i>"That the Committee recommends that Council:</i>	
<i>(1) receives and notes the report;</i>	
<i>(2) notes the feedback from submissions outlined below (Consultation) and further notes that no submissions arising from the original consultation disagree with the project list which was circulated as part of the Long Term Plan consultation;</i>	
<i>(3) notes that where requests have been made to simplify and provide the Reserves Investment Strategy (the Strategy) in different languages, it will be considered in future iterations of the Strategy;</i>	
<i>(4) approves the existing project list outlined in Appendix B of Appendix 1 attached to the report of the Strategy;</i>	
<i>(5) approves the triennial review of the project list in line with the Long Term Plan cycle as set out in the original document;</i>	
<i>(6) approves that variations to the cost and scope of existing projects will be identified as</i>	

they arise through individual reports;

- (7) approves that new projects that may arise as high priority can be included by exception within the Annual Plan and funded from the Reserves Purchase and Development Fund. Such a process will be subject to a separate report to Council and contingent upon the necessary resolution and subsequent public consultation;*
- (8) adopts the Strategy, attached as Appendix 1 to the report; and*
- (9) delegates authority to officers to make editorial amendments to the Strategy prior to publication, including data updates and minor corrections that do not change the Strategy's intent."*

6. PROPOSAL FOR LONG TERM LEASES ON RESERVE LAND

Report No. CCPC2025/3/167 by the Leasing Coordinator

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

The Head of Parks and Reserves elaborated on the report.

RESOLVED: (Cr Brown/Cr Parkin)

Minute No. CCPC 25302

"That the Committee:

- (1) notes and receives the report; and*
- (2) approves the granting of long-term leases subject to standard Council terms and conditions to Hutt Valley Model Engineering Society, Wainuiomata Rugby Football Club, Wainuiomata Squash Club and Stop Out Sports Club."*

7. PETONE WHARF UPDATE

Report No. CCPC2025/3/169 by the Head of Parks and Reserves

The Head of Parks and Reserves elaborated on the report.

RESOLVED: (Cr Brown/Deputy Mayor Lewis)

Minute No. CCPC 25303

"That the Committee:

- (1) notes the report, including the outline workplan attached as Appendix 1 to the report;*
- (2) notes that officers will continue to engage with stakeholders and the community as it moves forward with the proposal; and*
- (3) notes that the project will report to the Pito One Projects Steering Group and the Major Projects Steering Group quarterly, and to the Communities, Culture and Partnership Committee at key milestones and decision-points."*

8. PETONE GRANDSTAND OPTIONS

Report No. CCPC2025/3/168 by the Head of Parks and Reserves

Speaking under public comment, **Pam Hanna** addressed the heritage status of the Petone Recreation Ground and grandstand in the proposed District Plan. She suggested proposing decisions on the grandstand to evaluate how Council could recognise the site's heritage value. She also thanked officers for their ongoing engagement regarding the Petone Wharf.

Speaking under public comment, **Hayden O'Toole, representing Petone Rugby Football Club Incorporated**, supported option 1 to fully repair and strengthen the Petone grandstand. He highlighted its historic significance, ongoing use by local sports teams, and role as a community hub. While acknowledging the costs, he noted the potential for community support and opportunities to host provincial teams. He urged Council to preserve the structure for future generations.

In response to questions from members, Hayden O'Toole noted that funding decisions prioritising the Petone Wharf were made prior to his time as Chair. He acknowledged discussions about the club potentially taking ownership of the grandstand but viewed it as too risky without accurate costs. He said that while local clubs could assist with minor maintenance through volunteers, major renovations would be challenging. He recommended a brief delay to facilitate further discussions and clarify the costs.

Speaking under public comment, **Mike Fisher, Chair of the Petone Community Board (the Board) and representing the Petone Steering Group**, expressed support for option 1 and opposed the demolition. He suggested a brief deferral to allow for further consultation and to clarify costs, including the potential for community fundraising. He urged Council to decide within the current term and warned against unnecessary delays or excessive consultancy expenses.

In response to questions from members, Mike Fisher confirmed that the Board approved reallocating funds from the grandstand to the Petone Wharf within the \$20M cap for Petone projects. He noted that the shortfall for option 1 was minor and could be addressed through community efforts. He stated that, regarding option 3B, divestment to a charitable group was possible, but required clarity on responsibilities, control, and agreement among stakeholders.

Speaking under public comment, **Karen Arraj-Fisher** supported option 1 and urged for minimal delays. She highlighted the grandstand's importance for community well-being, youth sport and social connection.

The Head of Parks and Reserves elaborated on the report.

In response to questions from members, the Head of Parks and Reserves explained that the grandstand had been identified as a heritage area under the proposed District Plan. He clarified that this designation required a heritage report and other related work. He estimated that completing the required reporting and obtaining the necessary consents would take approximately three to six months.

In response to a question from a member, the Head of Parks and Reserves stated that lowering the seating capacity could remove the need for a fire escape under the Building Act. He noted that costs were mainly due to structural repairs, rather than compliance features, and confirmed that demolition was neither planned nor costed.

In response to questions from a member, the Head of Parks and Reserves stated that the \$3.091M estimate for option 1 included structural repairs, but further reporting was needed to clarify the full project scope. He noted that the 15% contingency was low for an ageing structure and warned that costs could rise due to unknown risks. He advised against starting work without full funding, as this could leave the building partially completed and vulnerable to further risks, particularly from unforeseen issues or seismic events. He highlighted that a fully funded plan was essential before beginning any physical work. He stated that \$200,000 of the \$3M budget had been spent on investigations, with another \$400,000 needed for further reporting. He recommended clarifying asset ownership before proceeding to define project specifications and guide procurement.

The Parks Project Manager stated that an estimated additional \$900,000 will be needed for structural investigations, detailed design, heritage planning, and contingencies.

The Head of Parks and Reserves stated that preliminary estimates included \$50,000 for support pillar investigations, \$15,000 for design review, \$20,000 for consent documentation, and \$45,000 for related consultancy. He noted that increasing the contingency from 15% to 25% could add roughly \$270,000. He explained that these preliminary figures were meant to guide discussions following a Council request. He warned that risks associated with older structures might lead to higher costs and emphasised the need for a complete assessment to confirm accurate estimates.

In response to a further question from a member, the Head of Parks and Reserves confirmed that current cost estimates did not include all required reporting, such as a heritage report and other preparatory work. He said the completed work had focused on structural condition, corrosion and concept design to inform the three options.

The Director Neighbourhoods and Communities clarified that the figures in the officer's report covered only seismic strengthening costs, as officers had been asked to present options within the \$3M budget. She explained that, following a recent community meeting, officers were asked to investigate further costs associated with Option 1 to support divestment discussions. She advised that additional costs were estimated at approximately \$990,000, though this remained a high-level figure.

The Chair clarified that the Committee was agreeing to investigate potential divestment of the grandstand, not to approve it. Members discussed amending recommendation (3) with a requirement to investigate and report back.

Deputy Mayor Lewis asked that all relevant parties be included and that financial information be shared transparently.

RESOLVED: (Cr Brown/Cr Briggs)

Minute No. CCPC 25304

"That the Committee:

- (1) receives and notes the report and the update from the community meeting;*
- (2) notes that initial assessments suggest that all three options proposed are outside the initial budget of \$3M identified for the project;*
- (3) investigate divesting the remaining budget and structure to a non-profit community organisation (eg sports clubs based at the ground) under a development agreement that required the organisation to complete the remediation/rehabilitation of the structure to Council's specification and manage and maintain it thereafter under a lease arrangement to report back."*

9. PARKS AND RESERVES WORKPLAN 2025-2026

Report No. CCPC2025/3/170 by the Head of Parks and Reserves

Speaking under public comment, **Murray Gibbons and Brent Corn** asked that Council take ownership of the Historic Eastbourne Police Cell to relocate it near Rona Bay Wharf as part of the Eastbourne Heritage Trail. He pledged to establish a trust fund for its restoration and maintenance, contributing an initial \$20,000 and highlighted strong community support and volunteer interest.

In response to a question from a member, Murray Gibbons stated that the trust ownership of the Police Cell had become too complex due to legal and administrative challenges. He explained that ownership by Council would eliminate the need for leasing, as ownership would remove the need for leasing and associated costs. He confirmed that the dedicated trust would be responsible for restoration and ongoing maintenance, thereby alleviating the financial burden from Council.

Speaking under public comment, **Jenn Hooper, representing Changing Places New Zealand (via audio-visual link)**, supported the establishment of an official Changing Places facility at Bay Street. She emphasised the advantages of joining the national network, including secure access and visibility and warned of non-standard alternatives that could create accessibility issues. She encouraged Council to reconsider joining the official Changing Places network.

The Head of Parks and Reserves elaborated on the report.

In response to questions from members, the Head of Parks and Reserves stated that the Council had no objection to a trust owning the Eastbourne Police Cell and entering into an arrangement on Council land, as similar agreements existed. He cautioned that insurance and maintenance costs can be challenging for community groups and that responsibility may revert to Council if a trust could not sustain its involvement. He explained that a Memorandum of Understanding could outline maintenance standards for the trust. While Council could take ownership if needed, he believed the ongoing costs would be minimal if managed by the trust, although the insurance implications remained uncertain.

In response to questions from members, the Head of Parks and Reserves stated that access to the proposed Bay Street facility could be managed using existing systems and that Council currently did not plan to charge users. He mentioned that joining the Changing Places network would incur additional fees, but provided access to a national network. He noted that an in-house model could reduce costs but offered less integration, and Council could consider joining Changing Places later if the facility met its criteria. He acknowledged the need for better engagement with disabled communities and noted that the proposal aimed to meet Changing Places standards while managing budget constraints.

The Chair, Mayor Barry, Cr Tupou and Cr Briggs supported recommendation (3), emphasising Council's strategic focus on managing existing assets and encouraging community-led initiatives.

The Chair emphasised the need for the consistent application of Council's Asset Management Strategy to prevent future challenges..

Deputy Mayor Lewis and Cr Parkin opposed recommendation (3). Deputy Mayor Lewis emphasised the project's community partnership and its importance to the heritage trail. At the same time, Cr Parkin acknowledged its value but raised concerns about future liabilities, advocating for more officer-community engagement before proceeding.

The motion was taken in parts. Parts (1)-(2) and (4) were CARRIED on the voices, and part (3) was CARRIED by Division.

RESOLVED: (By Division) (Cr Brown/Cr Briggs)

Minute No. CCPC 25305

"That the Committee:

- (1) receives and notes the report;*
- (2) notes the risks associated with Parks and Reserves operating budgets, that choices will continue to need to be made between increasing grounds maintenance budgets or reducing service levels;*
- (3) agrees to option 1 (paragraph 29 of the officers' report) to decline the community request for Council to acquire the historic Eastbourne Police Cell; and*

The motion was declared CARRIED by division with the voting as follows:

For

Against

Mayor Barry,

Deputy Mayor Lewis

Cr Briggs

Cr Parkin

Cr Brown

Cr Morgan

Cr Shaw

Cr Barratt

Cr Tupou

Total: 7

Total: 2

RESOLVED: (Cr Brown/Cr Barratt)

Minute No. CCPC 25306

- (4) agrees to option 2 (paragraph 35 of the officers' report) to develop a highly accessible toilet of Council's own design on the Bay Street site and manage access through a PIN controlled by Council."*

10. NEIGHBOURHOODS AND COMMUNITIES DIRECTOR'S REPORT

Report No. CCPC2025/3/171 by the Director Neighbourhoods and Communities

The Director Neighbourhoods and Communities elaborated on the report.

In response to questions from members, the Director of Neighbourhoods and Communities reported that the Heritage Collection would temporarily relocate to the Walter Nash Centre during the 18-month renovation period at Petone Library. She noted that while Council supported the Sanitarium Weet-Bix Kids TRYathlon, it was not the event organiser. She said she would investigate why some local schools did not participate. She explained that the "Books and Beats" programme was being reviewed for potential expansion to the northern suburbs based on its effectiveness.

In response to questions from members, the Head of Parks and Reserves acknowledged limited community engagement on the Belmont Domain toilet and pathway installation and committed to improved pre-project communication. He confirmed the three-year drainage programme, including work at Howard William Shortt Park and Petone Recreation Ground, would be shared with members. He also mentioned that officers were considering multi-year tendering to enhance planning and reduce costs for contractors.

RESOLVED: (Cr Brown/Cr Morgan)

Minute No. CCPC 25307

"That the Committee receives and notes the information."

11. INFORMATION ITEM

Communities, Culture and Partnerships Committee Work Programme 2025

Memorandum dated 3 June 2025 by the Democracy Advisor

RESOLVED: (Cr Brown/Cr Shaw)

Minute No. CCPC 25308

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

12. QUESTIONS

There were no questions.

13. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

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

There being no further business, the Chair declared the meeting closed at 3.56pm.

K Brown
CHAIR

CONFIRMED as a true and correct record
Dated this 31st day of July 2025

Draft Hutt City Reserves Investment Strategy

Division	Parks and Recreation
Date created	November 2023
Publication date	
Review period	
Owner	Hutt City Council
Approved by	Andrea Blackshaw-Director of Neighbourhoods and Communities

Version	Author	Date	Description
V 1.0	Samantha Strong Thrive Spaces and Places	November 2023	First Draft
V 1.0	Nicole Peurifoy-Hutt City Council	November 2023	First Draft-Review
V 2.0	Samantha Strong Thrive Spaces and Places	December 2023	Second Draft
V 2.0	Nicole Peurifoy-Hutt City Council	December 2023	Second Draft-Review
V 3.0	Samantha Strong Thrive Spaces and Places	January 2024	Third Draft
V 3.0	Nicole Peurifoy Hutt City Council	February/March 2024	Third Draft-Review

Contents

He Mihi – He Pao	4
Setting the Scene– Mana Whenua	5
Executive Summary	7
Section 1: Introduction	8
Whakakitenga: Our Vision	8
Ngā Whāinga: Goals.....	8
Ngā aronga: Focus Outcomes	8
Why this strategy is needed	9
Horopaki kaupapa here o tā tātou rautaki: The Policy Context of our Strategy	10
Anga Rautaki Strategy Framework	11
Pou Urungi o tā tātou rautaki: The Drivers of our Strategy	12
Population growth and Intensification	12
.....	13
Human & Environmental Health and Wellbeing.....	13
Evolving Levels of Service.....	14
Climate Change and Resilience	14
Relevant Legislation & Policy–Development and Financial Contributions Policy.....	15
Land Use Changes	16
Dwelling density across catchments–additional dwellings from subdivision and development 2021–2023.....	17
He urupare Hapori–What our community has told us	17
Nuku Ora Report–Regional Sports Field Report	17
2023 Places and Spaces Engagement Survey	19
2023 Residents Satisfaction Survey	20
Wānanga Tuarua: Tūāhua onāianeī–Section 2: Take o te wā: Our current situation	21
Our Reserves Network	21
.....	22
Existing Playground Provision	22
How does the Open Space Provision Typology Framework help to manage reserves provision across the city?	23
Are we providing the right spaces? Provision trends across Lower Hutt	24
Study Area 1: Neighbourhood Reserve Provision.....	24
Study Area 2: Suburb Reserve Provision	25
Study Area 3: Sports Park Provision	26
What kind of open space is in each catchment? Existing Reserve Provision.. 28	
The Valley Floor and Eastern Hills	28
The Eastern Bays.....	29
.....	30
Harbourside.....	30
Stokes Valley.....	32
The Western Hills	33
Section 3: Our Future –Principles and Outcomes	34
Ngā Mātāpono: Guiding principles	34
Guiding Principles– what do these mean for Hutt City?	35
Community Driven	35
Supporting our Communities	35
Quality at the Core	35
Environmental Stewardship: Te Taiao–Protecting and Enhancing the Health of our Environment.....	35
Partnership Approach	35
Focus Outcomes	36
Focus Outcome One: Spaces for recreation that inspire play.....	36
Focus Outcome Two: Spaces that prioritise nature	36
Focus Outcome Three: Spaces that support community	37
Focus Outcome Four: Spaces that create connection	37
Project List	38

Budget.....	38
Long Term Plan (LTP).....	38
Reserve Land Purchase Fund	38
Wāhanga Tuawhā: Whiria te Muka Tangata: Section 4: Coordinating our approach	39
Whārikihia te Kaupapa: Implementing the Strategy	39
Partnership with Mana Whenua.....	39
What can we do about it	39
Ngā Uara Māori: Māori values.....	40
Section 5: Monitoring & Governance Planning	41
Review.....	41
Monitoring and Evaluation	41
Risk of Inaction	42
Papakupu Whāiti-Te reo Māori.....	44
Glossary Te reo Māori.....	44
Papakupu Whāiti Te reo Pākehā	45
Glossary English	45
Appendix A-Open Space Provision Typology Framework.....	48
Appendix B-Project List.....	52
References.....	60

He Mihi – He Pao

Taku raukura rauna i te puata	My raukura encircles the early dawn
Hei tomokanga i te mea ngaro e	As an entrance way to the spiritual realm
Tākiri taku raukura haere ki runga rā	I cast my raukura high above
Hei kāuru mō Te Awakairangi e	As a headwater in which Te Awakairangi flows
Tō tātou awa ko te rangimārie	Our river is likened to a tributary of peace and goodwill
Hei puna waiora mō Te Āti Awa kuao e	A spring that provides sustenance for the people of Te Āti Awa
E kore tātou e taea te wehewehe	Our connection as people will never be undone
Toitū te kupu o te raukura e	As we uphold the principles of the raukura

These words of welcome come to you by way of this pao, a song composed for the purposes of this kaupapa. This pao acknowledges the Raukura, a symbol that for generations has been a guidepost for the people of Te Āti Awa and Taranaki Whānui ki Te Upoko-o-te-Ika. One of the symbols that encapsulates the Raukura is a plume of three albatross feathers, which encapsulates the relationship between celestial and terrestrial realms, and humankind's relationship within these realms.

The connection of the Raukura to this kaupapa is all encompassing. It highlights a unique spiritual relationship between mana whenua to our river, Te Awakairangi. It highlights how our river flows and nourishes the holistic wellbeing of all our communities and the environment in which we all reside. It acknowledges our responsibilities as a community to being stewards of wellbeing, to reside in balance and harmony within the environment that sustains us all. It calls our communities to action to uphold and advance the principles of the Raukura so that our environment for successive generations can be nurtured, nourished, and thrive.

Best wishes to you all as we undertake this journey together. Nāu te rourou, nāku te rourou ka ora ai te whenua me te iwi – With each of our contributions the land and its people shall thrive.

Setting the Scene- Mana Whenua

The iwi of Te Āti Awa and Taranaki Whānui ki Te Upoko-o-te-Ika have exercised mana whenua authority throughout the Hutt Valley, Wellington and Cook Strait regions since their arrival in the 1820s to the present day. Te Āti Awa and their iwi relations, namely Ngāti Mutunga, Ngāti Tama, Taranaki and Ngāti Ruanui, settled these regions after a series of migrations that took place from their original homelands located throughout Taranaki. These iwi are recognised collectively under the name, Taranaki Whānui ki Te Upoko-o-te-Ika, because of this relationship. The relationship is not only genealogical, but connects these iwi at political, cultural, economic, and social levels.

One of the things that initially attracted the Taranaki people to these regions was the sighting of a European ship on the Cook Strait during their participation in the taūa of predominantly northern iwi who came down the west coast of the North Island and into Te Whanganui a Tara in 1818-19. This highlighted the potential strategic and political opportunities of engagements and relationships between Māori and Pākehā, and the impact of this on lands, forestry, fisheries and estates for Māori.

It was in 1839 that Te Wharepouri, a rangatira of Te Āti Awa, laid out the mana whenua boundaries to colonial settlers whilst uttering the following whakatauaāki (proverbial phrase) upon the Pito One foreshore:

“Tumutumu parea, rākau parea. Whānui te ara ki a Tāne.”

“Ward off post and weapon so that the expansive path of mankind is opened up.”

Te Wharepouri, like his counterparts, saw the benefits of building positive relationships with the colonial settlers and working together towards common goals and initiatives. Hence, Te Wharepouri’s statement acknowledged the bringing together of different peoples, and the importance of overcoming obstacles and issues together to achieve outcomes of mutual interest. On 29 April 1840, Te Tiriti o Waitangi was signed upon the Ariel in the Wellington harbour by 34 rangatira, including Te Wharepouri. This re-affirmed the status of mana whenua within these regions and their authority over their environs. However, challenges to this authority persisted soon after its signing through ongoing land acquisitions of the New Zealand Company on behalf of government to support the tide of colonial settlers entering these regions. This in turn created much unrest between mana whenua, the government, and colonial settlers.

Despite these significant challenges, Te Wharepouri carried his hopes for unity to his death bed, where in 1842 it is said that his dying message was:

“I muri nei kia pai ki aku taonga Māori, taonga Pākehā,

kia tae ake te haruru o tō reo ki ahau i Te Reinga.”

*“After I have gone be good to my Māori people and my European people,
let the thunder of your voice reach me in the spirit land.”*

For the generations of mana whenua descendants since, these histories and statements continue to be guideposts for their aspirations, where the importance of working together to support objectives and goals of significance is as pertinent today as it was then. The term itself, Mana Whenua, acknowledges the significance of land and its environs to Māori, and the duty of kaitiakitanga to protect and nurture its natural environment, health, and wellbeing for successive generations to come. Hence, the following phrase encapsulates this principle:

“Toitū te whenua, whatungarongaro te tangata.”

“When man is gone, the land remains.”

This statement highlights an intimate connection which gives meaning to what it is to be mana whenua. It is a relationship which transcends arguments of ownership in a commodity sense; a relationship which reinforces a sense of belonging shared between those who have passed on, the living and those yet to be born. It is a sacred connection; represented through the dual meanings of whenua to both nourish the people, and to nurture the growing new life of the unborn child.

With this sense of identity as a foundation, it is important to understand the aspirations of mana whenua for their land, forestry, fisheries, and estates, and how these environs be retained and used to enable the appropriate passing onto future generations.

Executive Summary

Reserves support the well-being; physical and mental health of our communities and they contribute to the protection of ecosystem services and indigenous biodiversity. Our communities need access to a range of reserves that offer amenities and recreation opportunities.

The Reserves Investment Strategy (the 'Strategy') recognises the incredible opportunity Hutt City Council ('HCC' or 'Council') has to provide better quality reserves to help address the effects of growth. As the city's population grows and urban areas intensify, the role of reserves becomes even more important. The Strategy outlines why we need to grow, adapt and activate our green network to help meet the rapidly growing demand created by more residents living more densely. The Strategy also provides a needs and opportunities analysis with a provisional metric framework tailored for Hutt City Council that provides tactical direction for future provision.

Council is able to collect Reserve Financial Contributions as part of the resource consent process for development (primarily residential subdivision) under the Resource Management Act and District Plan. These contributions are managed as the Reserve Purchase and Development Fund (RPF or the 'Fund').

The Fund can be used to:

- Purchase land for reserve purposes to respond to effects from population growth and urban intensification
- Undertake reserve development, redevelopment or enhancement work on reserve land to respond to effects from growth and intensification.

Council is committed to:

- Working alongside Mana Whenua to improve outcomes for Māori and protect sites that are significant to Iwi
- Establishing a separate Reserve Land Purchase Fund to enable officers to respond quickly when property acquisition opportunities arise to close gaps in reserve provision and address equity
- Adopting a 10 year programme of projects which will be funded from the Reserves Purchase and Development Fund
- Preventing existing gaps in reserve provision from widening
- Addressing the quantity and quality of our green network, especially in urban areas to meet the anticipated needs and expectations of changing land use
- Implementing the Reserve/Open Space Provision Typology Framework and Best Practice Design Guide to inform decisions about the provision and development of reserves.

Section 1: Introduction

Our lifestyles are better when our whānau have access to quality reserves. As the population grows and we live in more densely developed residential areas, access to quality reserves becomes more critical. In our urban settings especially, the open spaces in between and around buildings are extensions of our green network and provide spaces for gathering, relaxation, or a simple place to get away from a bustling environment.

We will grow and nurture our reserve network upholding the mana of tangata whenua to better protect taonga and our urban ecosystems and support the health and well-being of our communities. The network connects communities, supports their diverse needs and abilities, and provides access to recreation opportunities. Like other cities in New Zealand, we are facing big challenges, a fast-growing population, rapid residential development, and climate change.

Whakakitenga: Our Vision

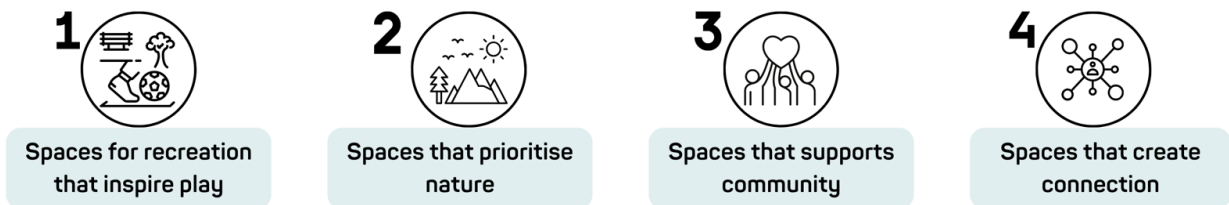
“A reserve network that connects people to place; is valued for protecting the natural environment, and its role in contributing to the health and wellbeing of the people of our city”

The Reserves Investment Strategy has four overarching goals related to community and the environment with the aim to fulfil four focus outcomes:

Ngā Whāinga: Goals



Ngā aronga: Focus Outcomes



Why this strategy is needed

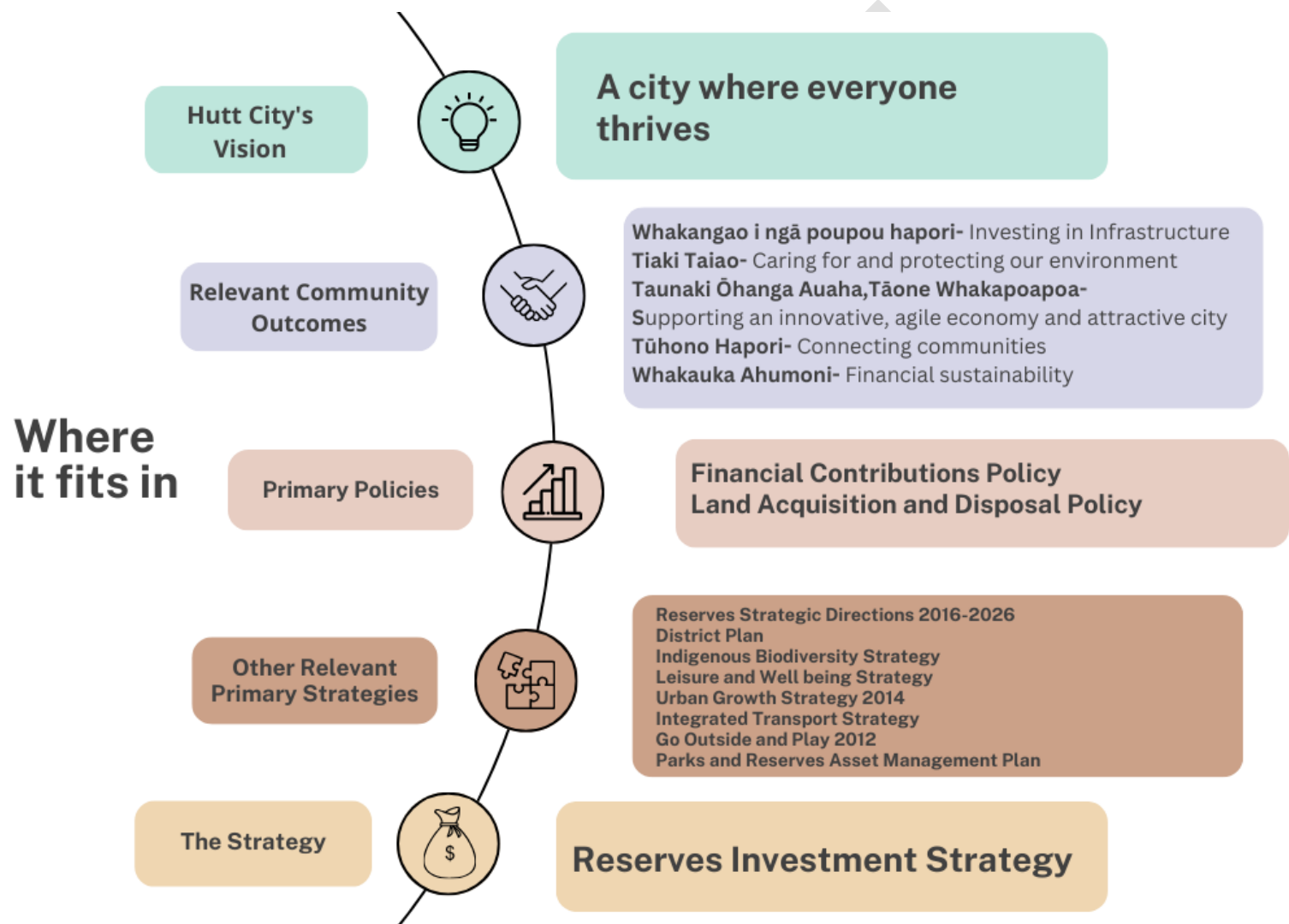
Like other cities experiencing rapid intensification due to population growth, there has been a reduction of private open space. This growth in Te Awa Kairangi ki Tai Lower Hutt is partly a response to urban development centred National Policy Statements and legislation introduced by Central Government.

Our reserves are areas that offer opportunities to support the re-indigenising of our city, as well as encouraging people to be active, and build social capital. They aid in offering accessible greenspace for a variety of recreation and leisure opportunities, bringing people together with similar interests, values, and offer preventative healthcare for communities.

The Reserves Investment Strategy outlines why we need to improve our reserve network as our city's needs change. Investment includes the monetary and legislative resources we put into development or improvement to reserves. It is also about the protection of environmental, cultural, social, and economic values that will support future generations. This Strategy acts as a comprehensive roadmap, outlining an integrated approach to deliver balanced reserve land use planning and investment within Lower Hutt. This means helping activate our community by providing open space options that are accessible to everyone, offer a variety of experiences, are safe, and encourage people to recreate and get outside to connect with nature.

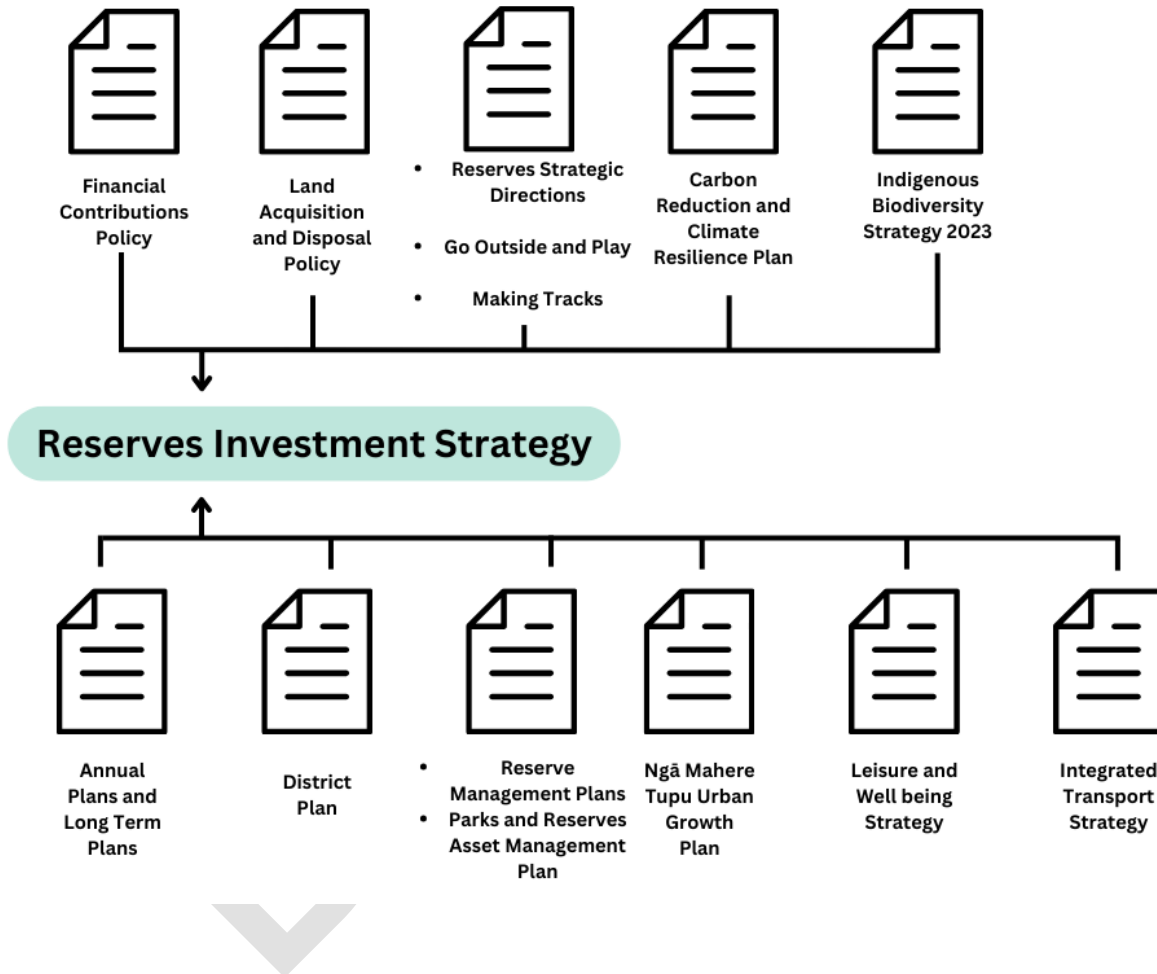
DRAFT

Horopaki kaupapa here o tā tātou rautaki: The Policy Context of our Strategy



Anga Rautaki Strategy Framework

This Strategy sets out a vision, goals, and focus outcomes that will influence existing and future projects. It aligns with and reinforces, other documents and plans that are already in use, as outlined here.



Pou Urungi o tā tātou rautaki: The Drivers of our Strategy

There are a number of strategic challenges and issues that drive our response as we manage and improve our parks to make a more accessible open space network.

What do we mean by Equity of Access?

All of Te Awa Kairangi ki Tai Lower Hutt residents can access a reserve without social, geographical, or economic barriers. Council will work towards lifting the quantity and quality of the reserve network with a focus on areas where there are pragmatic solutions to address under provision, in comparison to the provision typology.

The presentation and maintenance of reserves will need to be delivered at a level that enables the open space network to perform the intended functionality, that include using Universally Designed amenities. Communities have varied requirements, depending on factors like age, ethnicity, local topography, local levels of development/intensification, local preferences - there isn't a recipe for the perfect reserve.

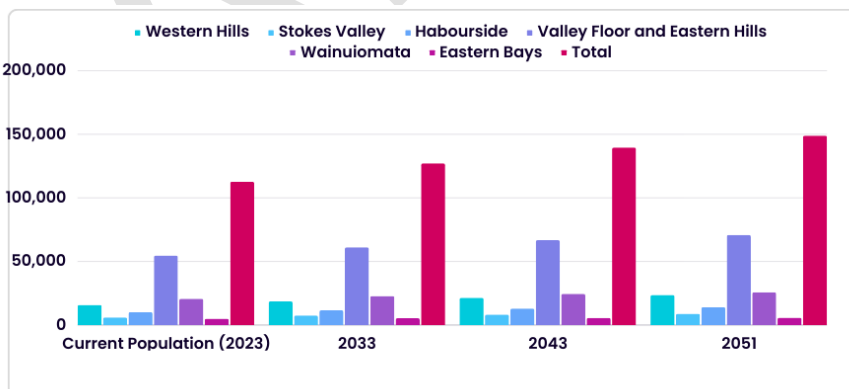
Population growth and Intensification



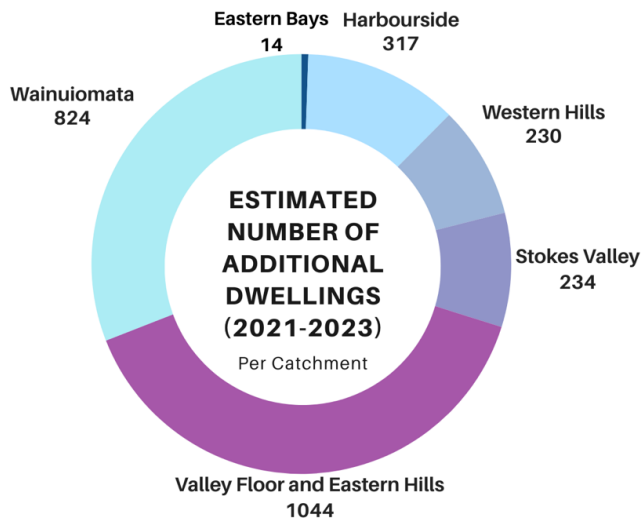
Te Awa Kairangi ki Tai Lower Hutt has been experiencing strong population growth in recent years. In 2023 the resident population count of 112,683 had already surpassed earlier projections for 2030. Hutt City's population is expected to increase between 2 and 5% per

year, while the average age will also reduce (SensePartners and NZ Stats). This population growth (as shown in the graph on the right) creates carrying capacity issues across the reserve network.

Underprovision is already a factor in some areas of Lower Hutt. Additionally, private open space is reducing in residential areas. Across the city there will be increasing pressure on our existing reserve network unless we invest in growth and the changing needs of our community.



Future development is expected to primarily consist of medium and high-density residential housing, including townhouses and multi-story apartment buildings built within already existing residential areas. In terms of future planning, the Strategy acknowledges the increasing population and diversified demographics of the region. There is a reasonable expectation of increased participation in some sports and



recreation and having access to spaces and places to support this demand becomes crucial. Increasing density may also lead to a decrease in overall site permeability. Sites with less permeability can exasperate the effects stormwater overflow and flooding. This anticipated increase in population and intensification through infill, brownfield, and greenfield development will drive the need to increase both the quality and quantity of reserves as a response to growth. The chart above illustrates recent

residential development across Hutt City.



Human & Environmental Health and Wellbeing

The health and wellbeing of Te Awa Kairangi ki Tai Lower Hutt residents and the environment are at the forefront of the decision-making process. As cities grow, higher intensification translates to less outdoor space for people to actively choose to recreate, socialise and connect with. Air and water pollution, invasive exotic plant and animal species, changes in land use, and climate change have decreased ecosystem services. Reserves support human and environmental health by supporting opportunity for incorporating mātauranga Māori in relation to the whenua. Protection of traditional places for gathering and harvesting will contribute to meeting the current and future needs of nourishing our people while providing kaitiakitanga of the natural environment.

Many cultures, including indigenous peoples, recognise the importance of open space and the connection with nature for well-being. We are not running parallel with the environment, but are intertwined with Papatūānuku moving as a singular unit. Some reserves contain spaces that are spiritually significant to Māori. They are considered places of healing, reflection, and connection to the land and ancestors. These spaces provided opportunities for cultural practices, ceremonies, and the preservation of traditional knowledge.

By focusing on community-wide access to open space we improve our quality of life, helping individuals connect, thrive, and be stewards to our environment. The concept of well-being in relation to open spaces and nature goes beyond physical health. It encompasses mental, emotional, and spiritual aspects. Being in and engaging with nature has been associated with stress reduction, improved mood, increased creativity, and a sense of belonging and connectedness.



Evolving Levels of Service

Recent investigations, including the Nuku Ora Regional Sports Field Report (2023), have revealed that the existing reserve network under-provided for training and competition spaces for some clubs/codes. Current provision needs to address gaps (under provision) and meet the growing and changing needs of our community. This may be addressed by investing in new and existing assets (including choosing assets with long lifecycles or low maintenance) and infrastructure to support the growth and/or improving existing spaces to increase the carrying capacity.

Installing or improving sports field drainage will help to provide the community with grounds that can meet demand. Provision of more or better assets may require additional operational funding. In order to maintain or extend an asset's life, sufficient operational expenditure (Opex), and renewal funding (Capex) is required to realise the full value of capital investment. Theoretically a small portion of rates from each new property is directed at operational budgets for reserves, however, Council had many funding priorities and sufficient budget is not always possible. Poorly maintained reserves are less appealing and are less likely to be used by the community. In order to meet incoming Capex, Opex must be matched proportionally in order to maintain the new levels of service.



Climate Change and Resilience

In the past decade, Aotearoa New Zealand has experienced a spectrum of climate induced disasters. Intense flooding, drought, erosion, erratic and abnormal weather, and unpredictable seismic activity have placed many regions' green network under threat. Sustainability, resilience, and equity have now become a focal point for many regions and are a leading consideration for planning and design decisions. The management of wai is especially critical in protecting and improving mauri. Mana Whenua's concept is to put water first – te Mana o te Wai.

Ka ora te wai – If the water is cared for.

Ka ora te Whenua – The land will be nourished.

Ka ora te Whenua – If the land is nourished.

Ka ora te tāngata – The people will prosper.

For Hutt City, this means planning and designing a network that can withstand climate induced changes, and provide the community with the services they need, particularly flood and inundation protection. Having more permeable surfaces and sustainable stormwater management can help mitigate these risks.

Having the right trees in the right place can help to mitigate climate change effects and sequester carbon. Retaining and planting new trees can reduce the Urban Heat Island Effect. Reserves provide spaces where large native and exotic trees (7 to 15m+ height at maturity) can thrive and this helps to sequester carbon and lower greenhouse gas emission to the atmosphere. Part of adapting to climate change includes designing and encourage

sustainable multimodal transportation to reduce the city's carbon footprint. Providing appealing neighbourhood reserves within a 10-minute walk of dwellings in residential areas is one way Council can support carbon reduction.



Relevant Legislation & Policy-Development and Financial Contributions Policy

The Reserve Financial Contributions system (enabled under the Resource Management Act 1991), allows Council to collect financial contributions through the application of the District Plan. This such helps fund growth related reserve improvement, provision and offset adverse environmental or other cumulative effects from residential, industrial or commercial development. The Reserve Purchase and Development Fund (RPF) collects Reserve Financial Contributions, Hutt City Council's *Development and Financial Contributions Policy (2021-2031)* supports the District Plan, and typically undergoes review every 3 years to review how contributions are collected and invested in. Development contributions, required under the Local Government Act (LGA), fund planned and budgeted capital expenditure related to growth for activities and assets listed in the policy's schedule, and are separate from Reserve Financial Contributions.

Financial contributions, on the other hand, are enabled under the Resource Management Act (RMA) and apply to reserves and other capital expenditure not covered by development contributions. Financial contributions may be imposed as conditions of resource consents. The specific rules for Reserve Financial Contributions are set out in the District Plan. This Strategy utilises the RPF to propose open space improvements and developments primarily during the Long Term Plan process, which undergoes review every 3 years.

Land Acquisition and Disposal Policy

The 2016 Land Acquisition and Disposal Policy was created to guide the acquisition and/or disposal of land managed as reserve when Council is contemplating sale or another use. The Council follows the Acquisition and Disposal Methodology and is used in conjunction with Māori Design Principles and the Open Space Best Practice Design Guide. This policy helps to mitigate any issues Council may face when considering changes to the reserve network. For some acquisitions and disposals, the inclusion of advice from professionals like landscape architects and ecologists is required and in other cases consideration with Mana Whenua.

Open Space Zones (Sport and Active Recreation Zones, Natural Open Space Zone, and Open Space Zone)

Open Space Zone (OSZ): The OSZ contains many of Hutt City's smaller sized reserves. OSZ reserves are characterised by open spaces with limited infrastructure and are utilised for both passive and active recreation, conservation, and community activities, and cemeteries. The zone primarily provides for the operation and development of parks, open space reserves, gardens, and community facilities owned and/or administered by Council and Greater Wellington Regional Council (GWRC)

Natural Open Space Zone (NOSZ): The NOSZ is focused on setting specific objectives, policies, and rules for natural open spaces that contain high natural, ecological, and historical values allowing for both passive and active recreation, conservation, cultural, and community activities. The zone primarily provides for the operation and development of larger greenspace owned and/or administered by Council, GWRC or the Department of Conservation (DOC).

Sport and Active Recreation Zone (SARZ): The SARZ is focused on sports fields and facilities and include those areas that are used for organised sports and that are used for information active recreational within urban areas. This zone primarily applies to public parks that are used for active recreation such as sports fields, golf courses and larger reserves with play features.



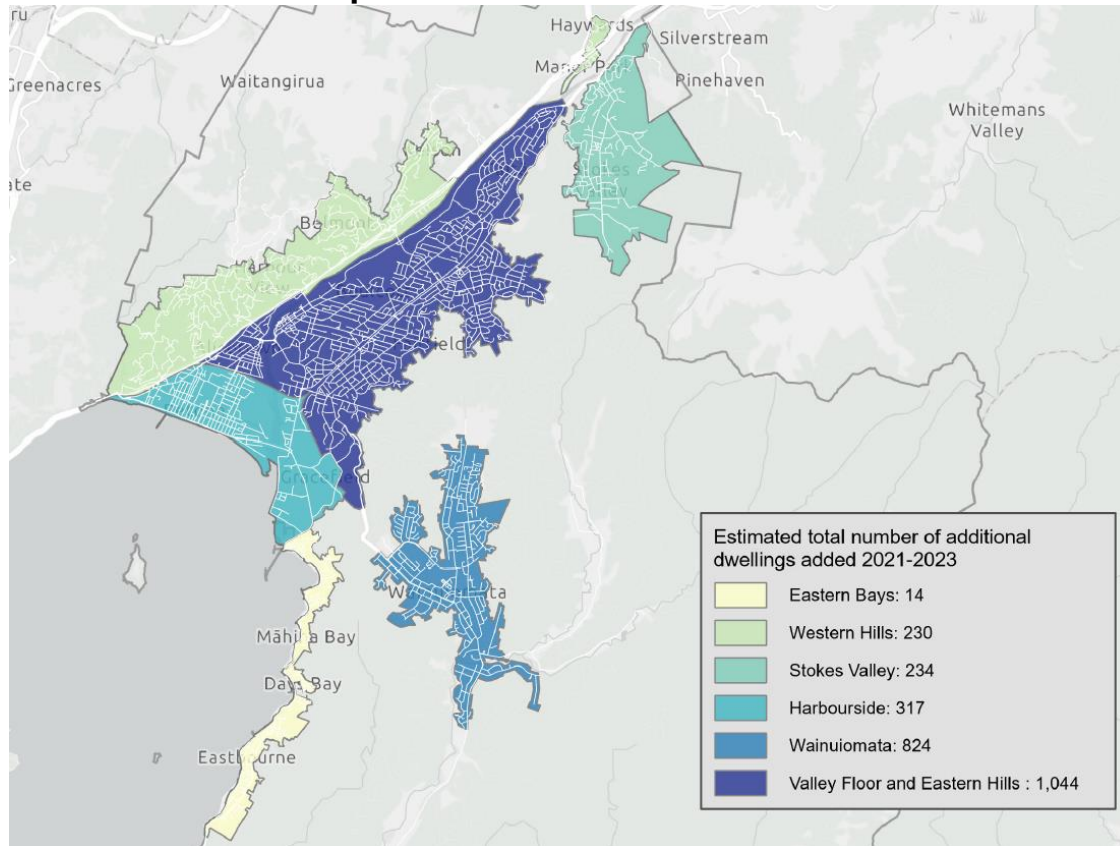
Land Use Changes

Hutt City's ability to acquire well located property of sufficient size and useful shape and terrain can be challenging, especially in parts of the city where residential, commercial and industrial uses are already established. The Parks and Reserves Asset Management Plan (2023) outlines development strategies to help address the growing need for reserves. Reserve acquisition, improvement, or enhancement, funded by Reserve Financial Contributions, may include the provision of new or upgraded assets that are required to amend levels of service. These reserve financial contributions can be separated into:

- Growth – development of new assets responding to population growth, cumulative and adverse environmental effects and residential/commercial activity;
- Level of service improvement – development or upgrade required to meet specified levels of service. This may also include renewals that have been more impacted by usage due to growth.

The Strategy, coupled with the Open Space Best Practice Design Guide, aims to outline how potential land acquisition or existing reserve improvement may occur when a need for development has been identified. The thematic map below illustrates catchments of increased dwelling density throughout Hutt City. Areas with the highest growth in dwelling numbers are the Valley Floor and Wainuiomata.

Dwelling density across catchments–additional dwellings from subdivision and development 2021–2023



**He urupare Hapori–What our community has told us
Nuku Ora Report–Regional Sports Field Report**

The Nuku Ora Survey was completed in September 2023 and focused on traditional turf codes/clubs and some indoor sporting facilities across the Wellington region. The study analysed the supply and demand of those sports fields in the region as a whole, rather than focusing on individual councils or codes. As the population increases and diversifies, there is an expectation for increased participation in various forms of physical activity, including sports that utilise sports fields.

This increased demand puts pressure on existing facilities and necessitates the need for planning and investment decisions to meet the growing demand. The study identified that Lower Hutt was missing a total of 88.4 hours of provision. Primarily significant deficits were identified for football and rugby league. Some of the main challenges identified with the provision of sporting fields and equitable access to sporting field infrastructure across the region included:

1. Existing grounds in Hutt City are unable to meet the demand for training and competition. Ground conditions and drainage are issues limiting carrying capacity
2. Inadequate infrastructure, such as changing rooms, toilets, and shower blocks
3. Limited access to lighting for sports training
4. Difficulty in accessing fields during non-traditional times due to conflicts between matches and development activities
5. Shared ownership of assets like lighting, fencing, and ongoing maintenance costs.

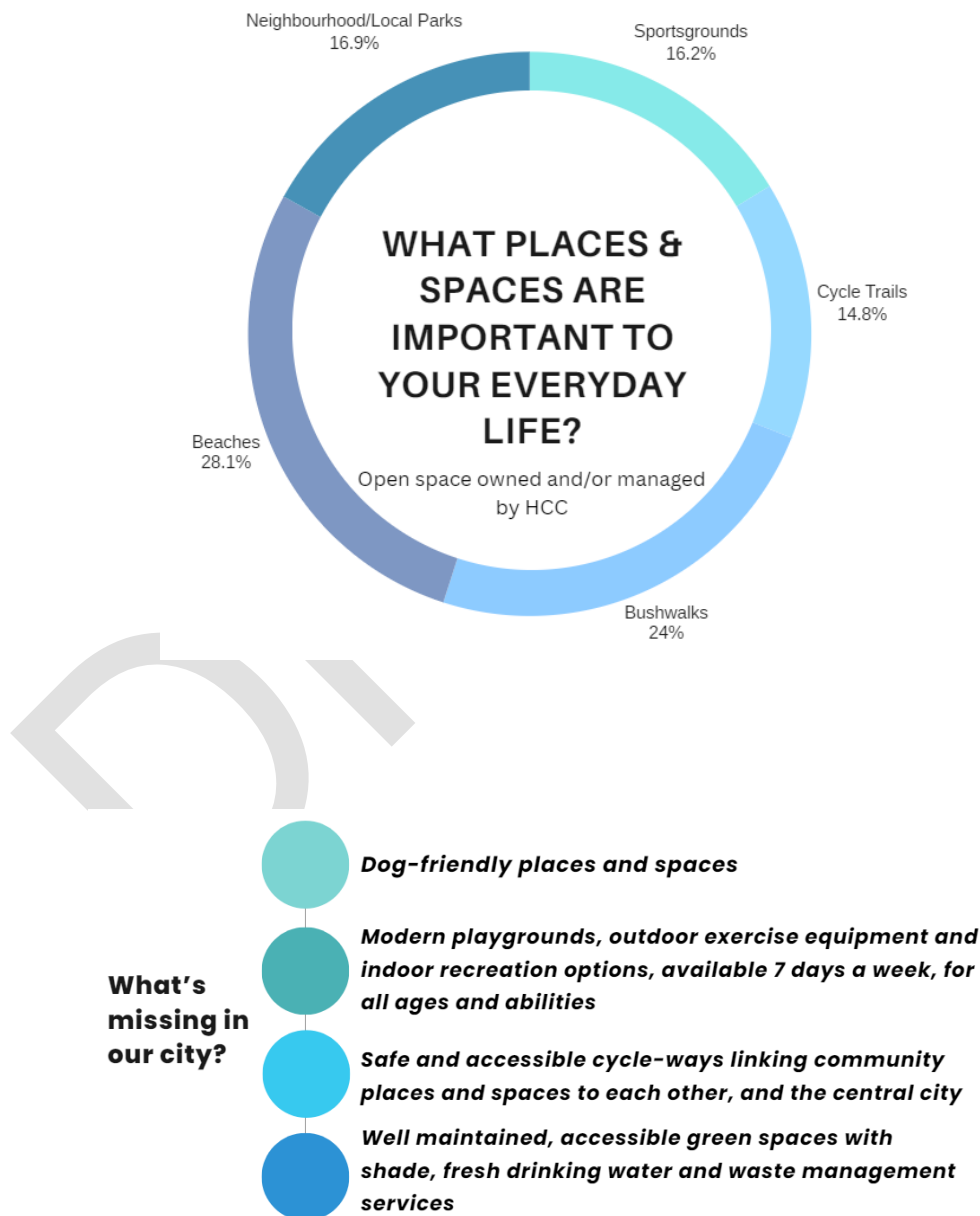
To address gaps and future plan, key recommendations were made around some potential solutions to mitigate further gaps. Shared themes include:

1. Maximising the use of available fields: This involves maintaining and improving the current network by reallocating existing fields and prioritising upgrades to facilities such as drainage, floodlights, amenities, and sand-carpeting;
 - a. Making more effective use of sports fields through adjusting code allocations and use schedules.
2. Repurposing spaces in the region;
 - a. Increasing the supply of sports fields by repurposing existing land or acquiring new land.
3. Develop new sports fields in areas where there is a lack of availability (this could be done through the Reserves Investment Strategy).

These implementations of these recommendations would increase the capacity of existing sports fields and optimise their use. However, it is important to consider their feasibility, cost, and long-term sustainability in the context of population growth and development. Implementation would be required by Hutt City Council and others.

2023 Places and Spaces Engagement Survey

In March 2023, a survey was conducted to better gauge how residents interact with Hutt City's owned and/or managed assets (parks, playgrounds and features, buildings, and facilities). Many respondents indicated that Council operated reserves and the amenities within them were important features in their neighbourhood. Below are some critical highlights from the survey results.



2023 Residents Satisfaction Survey

The Residents Satisfaction Survey is an annual survey with the purpose of determining levels of satisfaction Hutt City residents have with Council services, facilities, and decision-making to identify possible future improvement opportunities. With respect to parks and open space, residents shared what aspects they valued and appreciated within the network shown in the diagram below. Overall, these factors contribute to residents' positive experiences and appreciation of parks and open spaces in Hutt City.



Wānanga Tuarua: Tūāhua onāianeī- Section 2: Take o te wā: Our current situation

Our Reserves Network

Hutt City’s reserves play a key role in connecting our communities, and providing spaces for people of all ages to recreate, socialise and relax. They also present venues for community activity, celebrating local identity, increasing native biodiversity, strengthening ecosystem services, and offer alternative transportation options. It is evident that existing open space is an asset and decisions on its future need to be considered very carefully.

Using the bespoke Open Space Provision Typology Framework (The ‘Framework’) (Appendix A) assessing all reserves managed or owned by the Parks and Reserves Team, Hutt City Council currently has an estimated 2,996 ha of land managed as reserve. Of these 2,996 ha, approximately 337 ha are actively maintained reserves. There is an additional 16,000 ha of open green space managed primarily by Greater Wellington City Council and Department of Conservation.

Note: The assessment was primarily based on existing site access, size and existing function. Increasing amenity and overall fit of some reserves is required in order to meet the designated priorities of the framework.

The quantity of open space provided in urban areas (actively maintained) is well below similar territorial authorities in Aotearoa New Zealand.

Typology in Hutt City	Hectares (ha)
Neighbourhood	65
Suburb	121
Sports Park	111
Destination Park	19
Nature	2,391
Recreation & Ecological Linkage	66
Civic Space	2
Cultural Heritage	65
Other Reserves	155
Grand Totals	2,996



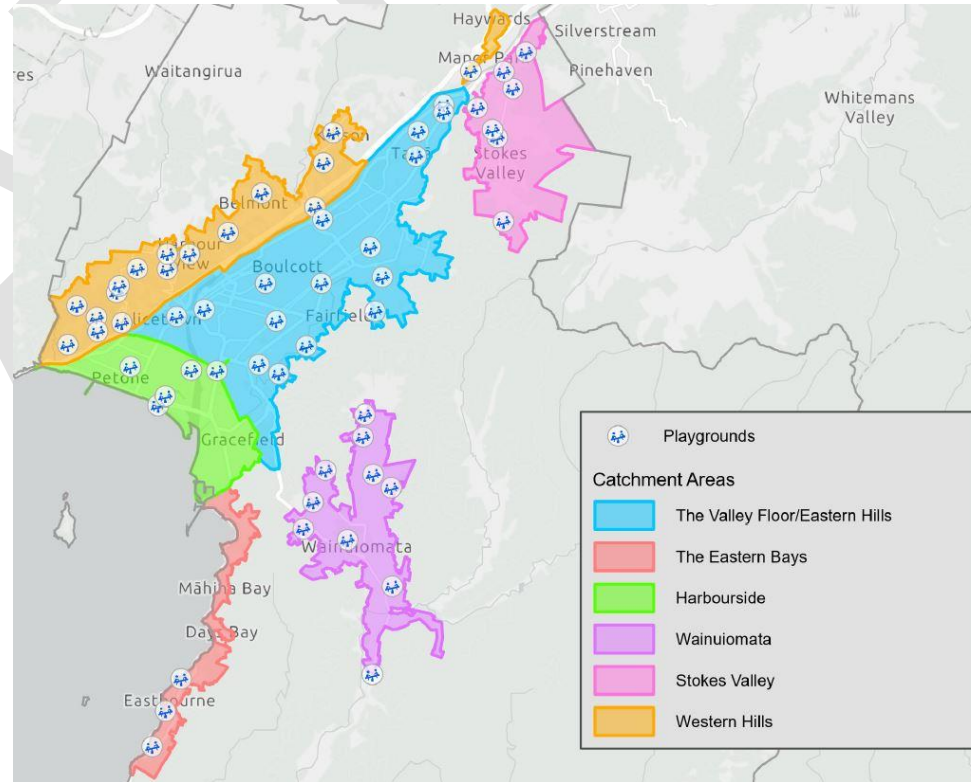
- 84** Neighbourhood Reserves
- 30** Suburb Reserves
- 11** Sports Reserves
- 3** Destination Reserves
- 95** Nature Reserves
- 53** Recreation and Ecological Linkages
- 12** Civic Spaces
- 6** Cultural Heritage Reserves
- 21** Other Reserves

regular renewal and maintenance, there is opportunity to improve these sites to meet increasing levels of service, and to incorporate Universal Design and non-traditional play features for all ages (including space for caretakers) w/varying abilities. Within Lower Hutt, there are noticeable gaps in playground provision across some catchments, particularly in the Valley Floor and Stokes Valley. The demographics of these catchments tend to be of growing and diverse families and young first-home buyers or renters, most suited to needing access to playgrounds or play features.

Using the Framework, Council’s reserves have been assessed to categorise quantity of reserve typologies (image on the left). However, 21 outlining reserves did not fall within the category framework as their general design characteristics, size, amenities, and proximity to residential areas do not comfortably match a provision level. However, these 21 reserves provide open space that is publicly accessible, and may provide other social, cultural, or environmental values. The Strategy paired with the Open Space Best Practice Design Guide will help to guide future provision of reserves so that all reserves fit into a typology and are fit for purpose.

Existing Playground Provision

There are 57 playgrounds that currently exist across Lower Hutt (map on the right). As these playgrounds are scheduled for



How does the Open Space Provision Typology Framework help to manage reserves provision across the city?

The Open Spaces Provision Typology Framework provides Council with high level guidance around reserve provision and which investments should be funded from the Reserve Purchase and Development Fund. Applying this framework, paired with the Open Space Best Practice Design Guide (2024), and the Land Acquisition and Disposal Policy will help to close existing and anticipated gaps in reserve provision across Hutt City.

The Framework (Appendix A) outlines the eight levels of provision hierarchy: Neighbourhood Reserve, Suburb Reserve, Sports Park, Destination Park, Nature Reserve, Ecological Linkage or Corridor, Civic Space and, Cultural Heritage Reserve. The concept is an adaptation of the New Zealand Recreation Association (NZRA) Parks Categories Framework to suit Hutt City Council. The Framework is a set of metrics based on five specific criteria. These standards ensure residents have good access to a range of reserves and a variety of open space experiences. Detailed typologies are in Appendix A. The open space planning criteria include:

- 1. Provision Typologies** – categorises reserves to be categorised based on their purpose, size, and location
- 2. Access** – outlines how residents are expected to access the park, reserve, or open space, normally categorised by time,

distance, and mode of transport, which underpins raising levels of equity

- 3. Population-ratio/Catchment Size** – refers to the ideal number of residents the space serves, based on its purpose, size, and intended access. Often the level of provision is in relation to the level of population and a typical guideline has been 4 hectares/ 1000 people in Aotearoa New Zealand
- 4. Size/Area Percentage** – a specified quantity of land to be reserved for open space depending on the expected use of the reserve
- 5. General Design Characteristics** – the development that makes a space fit for purpose, or what are the key design characteristics needed in a space of that size and purpose for it to be effective.

Hutt City also follows additional performance measures outlined in the Open Space Best Practice Design Guide when it is evaluating projects to determine whether they could be funded by the Reserves Purchase and Development Fund because they are growth related. These fine grain measures ensure that reserves are fit for purpose, depending on the function and anticipated use. Mana Whenua aspirations are considered. The considerations are:

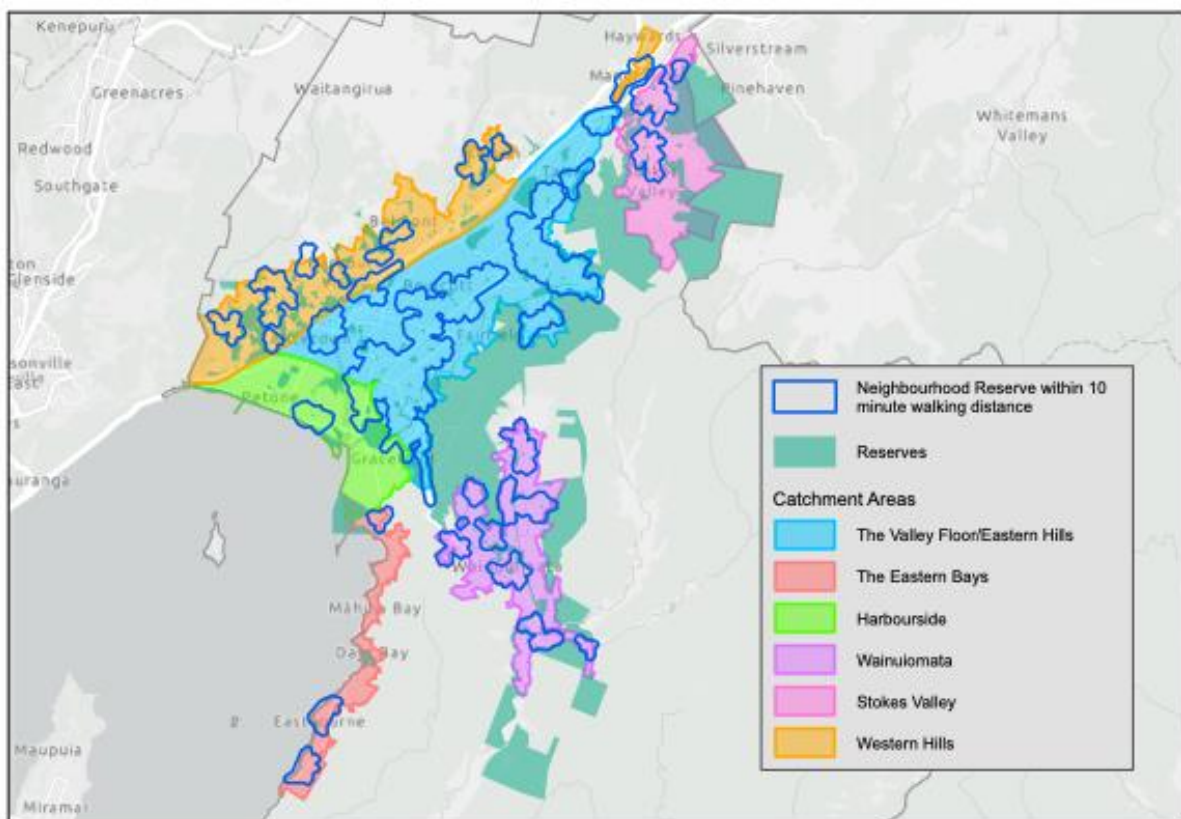
- 1.** Quality and performance (fit for purpose)
- 2.** Health and wellbeing
- 3.** Environmental protection and enhancement
- 4.** Cost effectiveness and fiscal responsibility (align with Council's Asset Management Principles).

Are we providing the right spaces? Provision trends across Lower Hutt

Hutt City has an extensive natural bush reserve lands in the surrounding mountains, but it is not evenly distributed throughout the city, and in some areas does not adequately serve the growing population. Distance (walking distance/time) and size (ha) are the main two factors when considering the provision of open space within a city. Focusing on three key types of public reserves: Neighbourhood (Study Area 1), Suburb (Study Area 2), and Sports Park (Study Area 3), we can test the network against the existing size (ha) and access (walking distance/time) within the Typology Framework to the existing reserve network.

Study Area 1: Neighbourhood Reserve Provision

Neighbourhood Reserves are appealing local spaces that meet every day needs of nearby residents. Some households may treat them as an alternative to private greenspace,



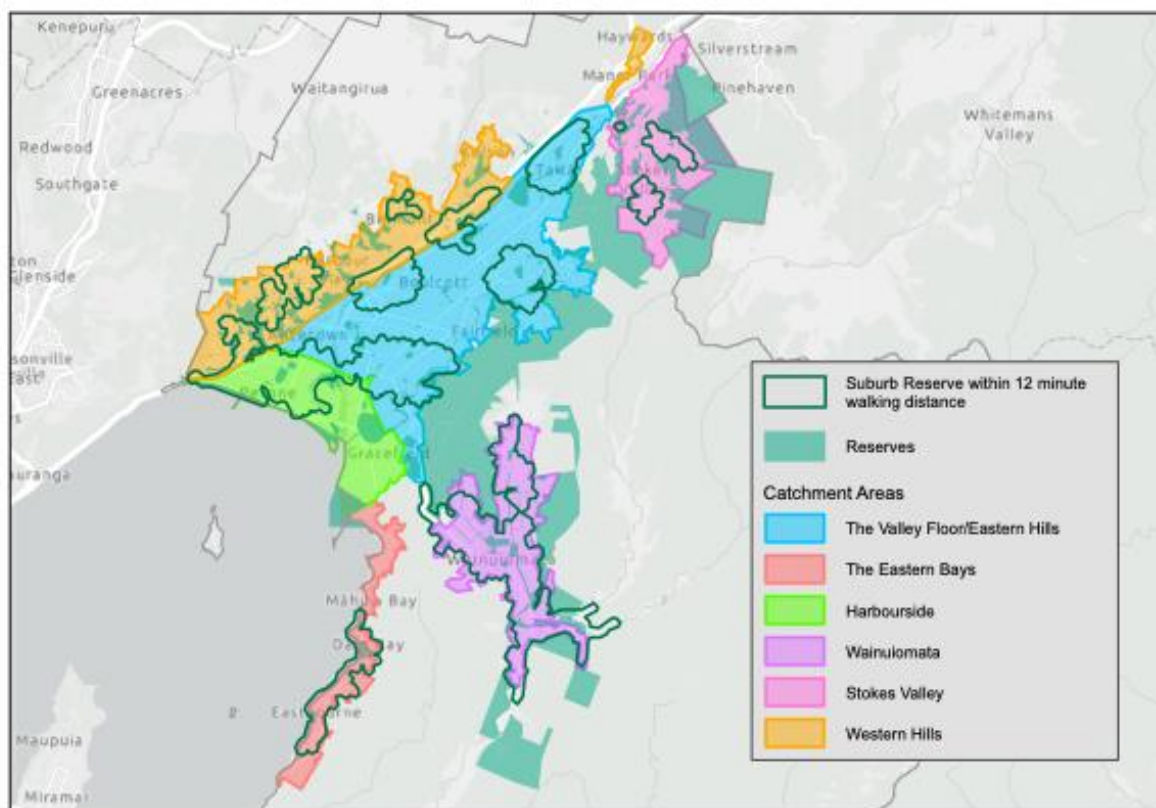
essentially and extension of their homes. Neighbourhood Reserves tend to have few buildings and simple landscapes. Areas inside the blue lines indicate the location of reserves that are within 10-minute walking distance of a neighbourhood reserve. The map illustrates clear gaps in provision, demonstrating the need for additional reserves in residential areas.

Notable gaps in neighbourhood provision are:

1. Valley Floor/Eastern Hills- Large pockets of minimal to no provision, centralised in the areas of Fairfield, Taitā, Alicetown, Avalon, and Naenae
2. Eastern Bays - Limited neighbourhood provision. Some neighbourhood reserves are limited in amenities and only offer basic or single function. Although there are significant gaps in neighbourhood provision, coastal beach reserves and large suburb reserves exist as primary outdoor space.
3. Wainuiomata - Low to minimal provision of neighbourhood parks and underdeveloped neighbourhood sites (there is a high reliance on and limited access to only natural and native bush reserves)
4. Western Hills - Gaps of neighbourhood provision between Belmont and Kelson, as well as lower Korokoro and parts of Normandale (there is a high reliance on and limited access to only natural and native bush reserves)
5. Harbourside -Minimal to no provision across the whole catchment, most noticeably in the Petone and Gracefield area
6. Stokes Valley - Low provision for in the Southern part of the catchment, although high concentration of neighbourhood provision in the North end of the valley.

Study Area 2: Suburb Reserve Provision

Suburb reserves are important pieces in the reserve network because they are larger and provide for a wider range of experiences and greater multi-purpose functionality that what is found at neighbourhood reserves. Suburb reserves tend to be in prominent locations and may be near commercial activity and potentially contain community facilities. The area



provide the community with benefits beyond sporting surfaces and facilities through multi-purpose functionality for exercise and informal sport competitions and practice.

Notable gaps in sports parks provision are:

1. Eastern Bays- Although there are suburb reserves that provide areas for playing and training on fields, the catchment has no larger sports parks that cater sufficiently to multiple clubs/codes.
2. Stokes Valley- There are notable gaps in turf field provision, specifically football fields. Junior football participation has increased significantly in recent years as the population grows, creating higher demand for longer performing turf and need to make sport parks more multi-purpose (such as tracks and play areas for growing families). Although a sport park is largely within 2km of residential, there is only 1 primary sport park that carries organised sport.
3. Western Hills- Low sports park provision within the areas of Belmont, Tirohanga, and Harbourview. The topography of this area doesn't easily provide for larger sporting facilities.

What kind of open space is in each catchment? Existing Reserve Provision

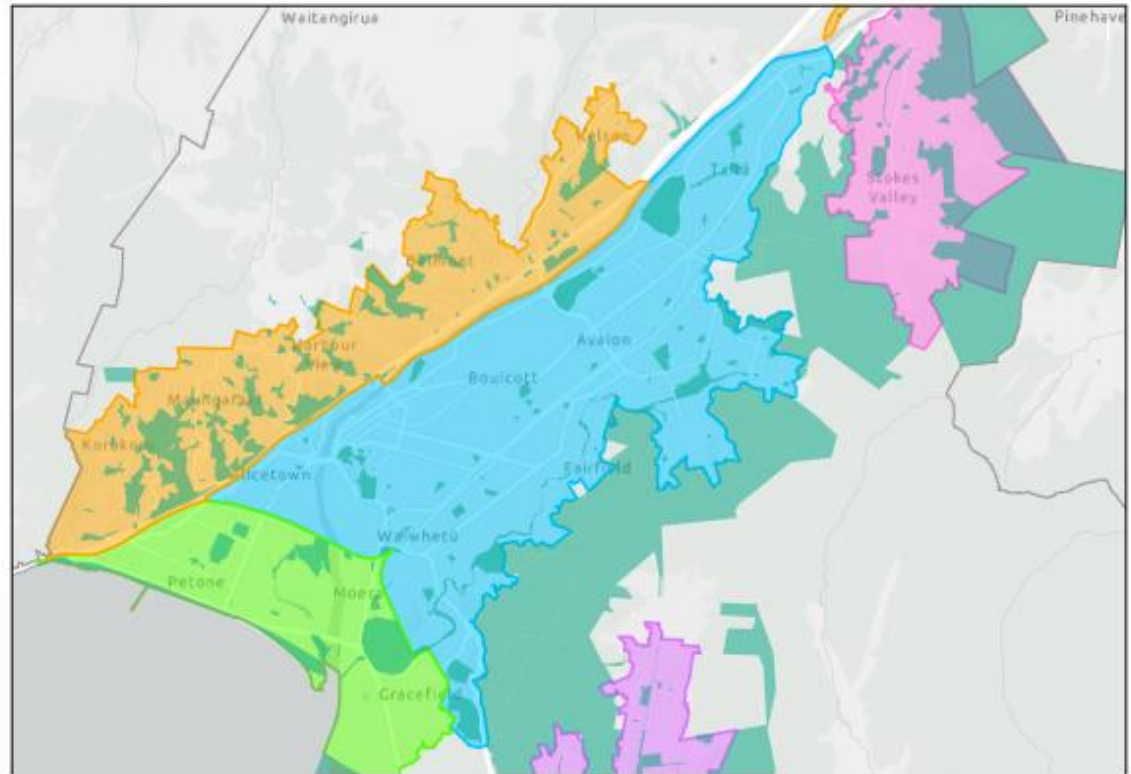
The Valley Floor and Eastern Hills

The Valley Floor and Eastern Hills (in blue) is the most heavily populated and dense catchment with a current population of 64,930 people and has a projected population growth to 75,890 by 2051 (SensePartners, 2021). Most residents live in the suburbs of Waterloo, Naenae, and Taitā. There is a total of 419 ha of both active and passive reserves to serve these communities. Te Awa Kairangi/ The Hutt River Corridor is virtually free of development and provide public open space and opportunities for recreation.

There are 39 neighbourhood reserves, 6 suburb reserves, 4 sports park reserves, 13 nature reserves, 20 recreation and ecological linkages, 3 destination parks, 7 civic spaces and 4 cultural heritage reserves. The Hutt River Corridor, which is managed by Greater Wellington Regional Council (GWRC) is not included in the figures used in the Strategy. This catchment also currently contains the highest levels of social and economic deprivation within Hutt City.

Suburbs within the catchment:

- Waiwhetu
- Alicetown/Melling
- Boulcott
- Avalon
- Fairfield
- Taitā
- Naenae
- Waterloo
- Woburn
- Hutt Central
- Boulcott
- Epuni



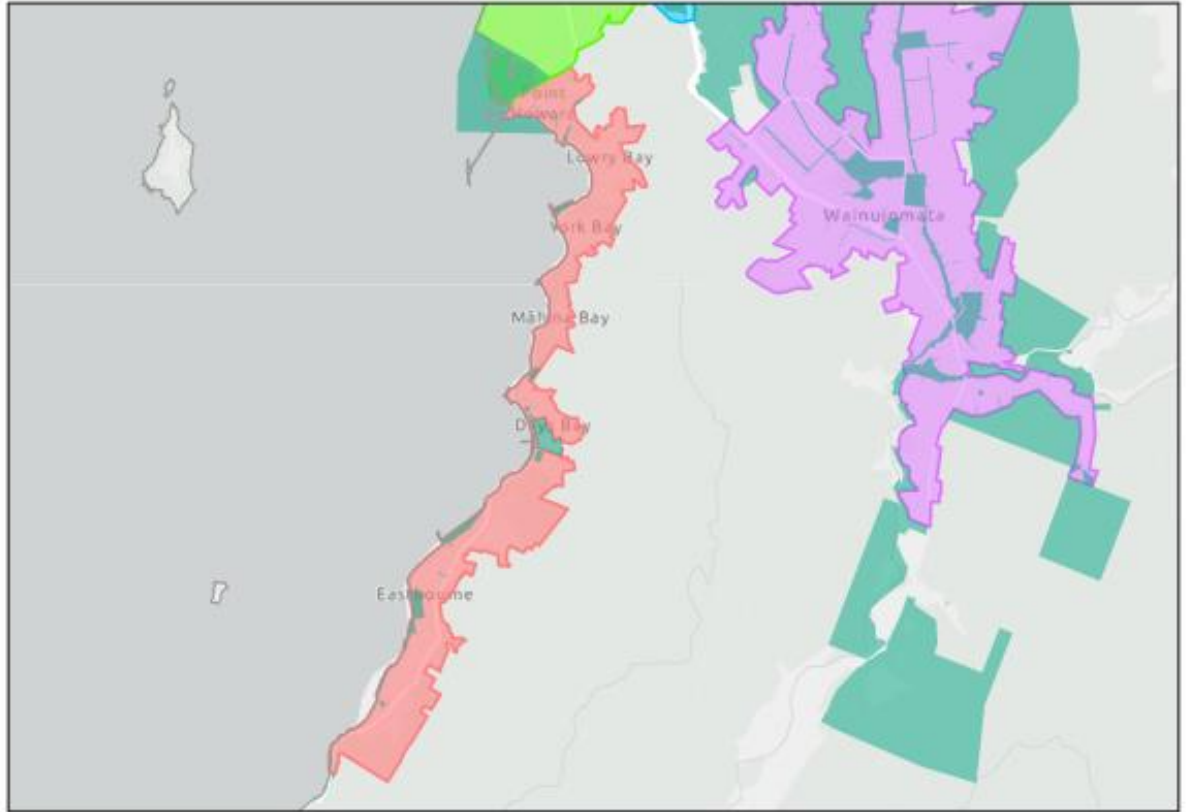
The Eastern Bays

The Eastern Bays catchment (in red) is the smallest of the catchments, with most of the population centred in Eastbourne. There is a total of 19 ha of passive and active reserves. However, East Harbour Regional Park (managed by GWRC) sits parallel to the Eastern Bays and provides large areas for walking of cycling, tramping, and other recreational activities). The area has a high reliance on native bush for reserve provision but is also home to a few neighbourhood and suburb reserves. Land within East Harbour Regional Park is not included in the 19 ha stated above.

There are some recreational and ecological connections, primarily along the coastline. The current population is 5,039 and the proportion of elderly people is going to increase to approximately 20.9 % of the total catchment population over the next 15 years. There are 4 neighbourhood reserves, 3 suburb reserves, 9 nature reserves, 4 recreation and ecological linkages and 2 civic spaces.

Suburbs within the catchment:

- Lowry Bay
- York Bay
- Mahina Bay
- Sunshine Bay
- Days Bay
- Eastbourne



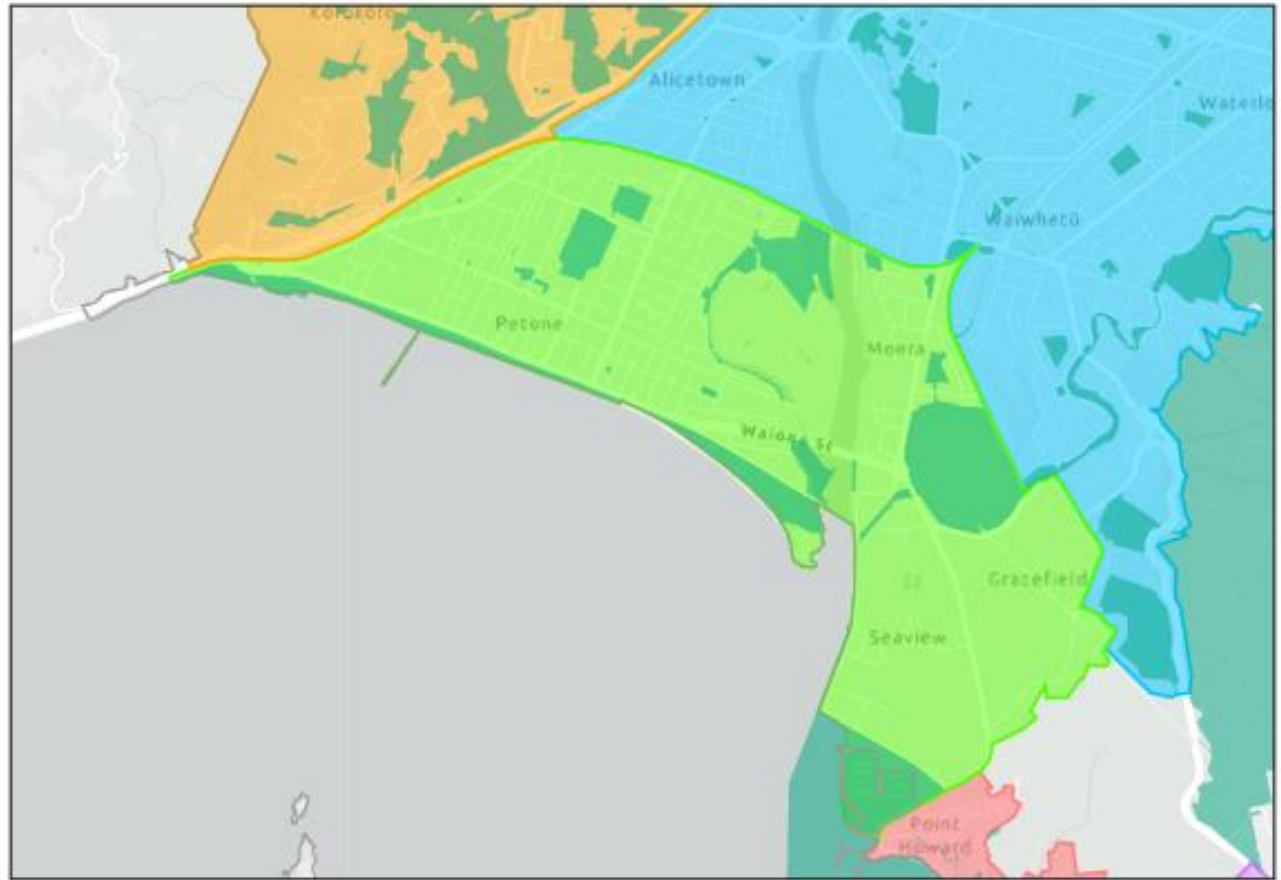
Harbourside

The Harbourside catchment (in green) hugs the northern edge of Whanganui-a-Tara Wellington Harbour. The population of Petone is expected to increase from 10,148 to 13,980 residents within the next 30 years. The average age of Petone residents will drop. There is a total of 125 ha of passive and active reserves in the Harbour Catchment.

There are 4 neighbourhood reserves, 4 sports park reserves, 1 cultural heritage reserve, 3 suburb reserves, 2 nature reserves, 2 civic spaces and 7 recreation and ecological linkages.

Suburbs within the catchment:

- Petone
- Moera
- Seaview
- Gracefield



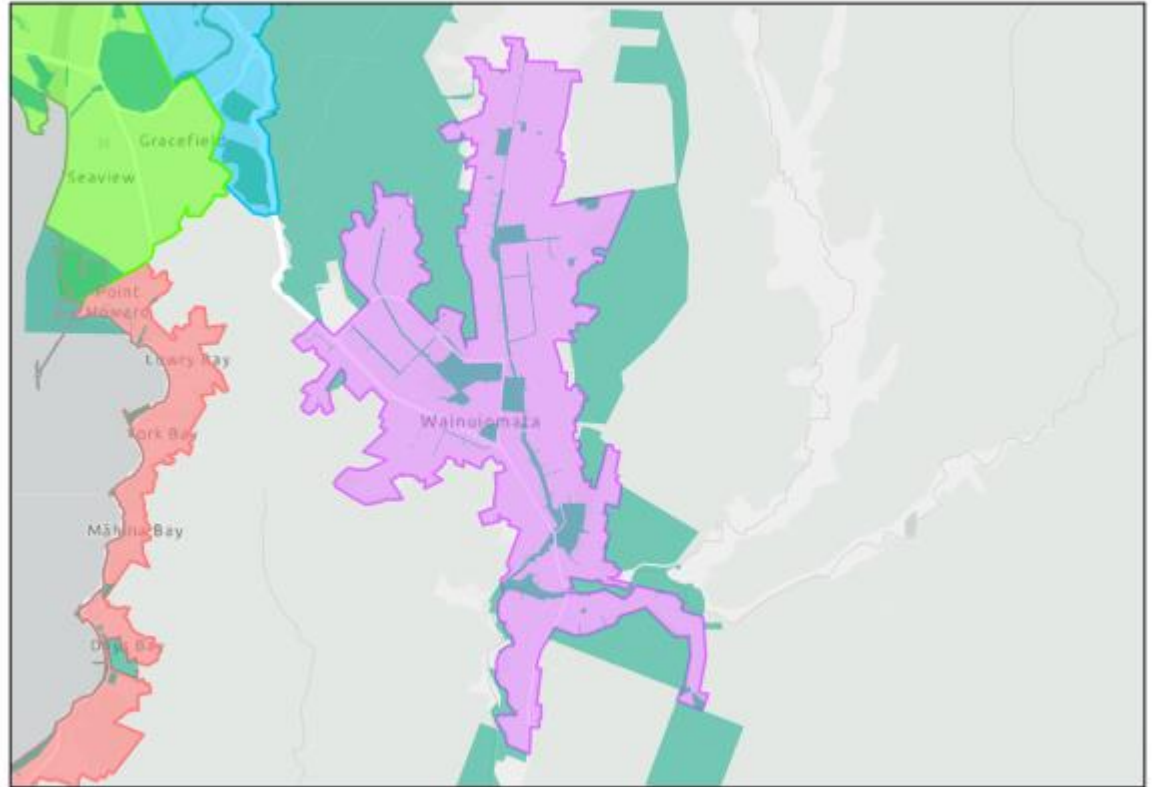
Wainuiomata

The Wainuiomata catchment (in purple) is surrounded by East Harbour Regional Park, the Eastern Hills and the Remutaka Forest Park. There is a total of 837 ha of both active and passive reserves, excluding the Regional Park and the Forest Park. The large concentration of natural areas provides users with many outdoor recreational opportunities and offers some ecological linkages.

There are 13 neighbourhood reserves, 7 suburb reserves, 2 sports park reserves, 12 nature reserves, and 19 recreation and ecological linkages. Some assets are sports parks and supporting facilities and play features. The area is currently home to approximately 20,025 residents and forecasted to increase by 4,000 people by 2051. There is a higher concentration of younger people with the average age ranging between 15-39 years old.

Suburbs within the catchment:

- Wainuiomata West
- Arakura
- Glendale
- Homedale East & West
- Wainuiomata Central
- Pencarrow & Rural



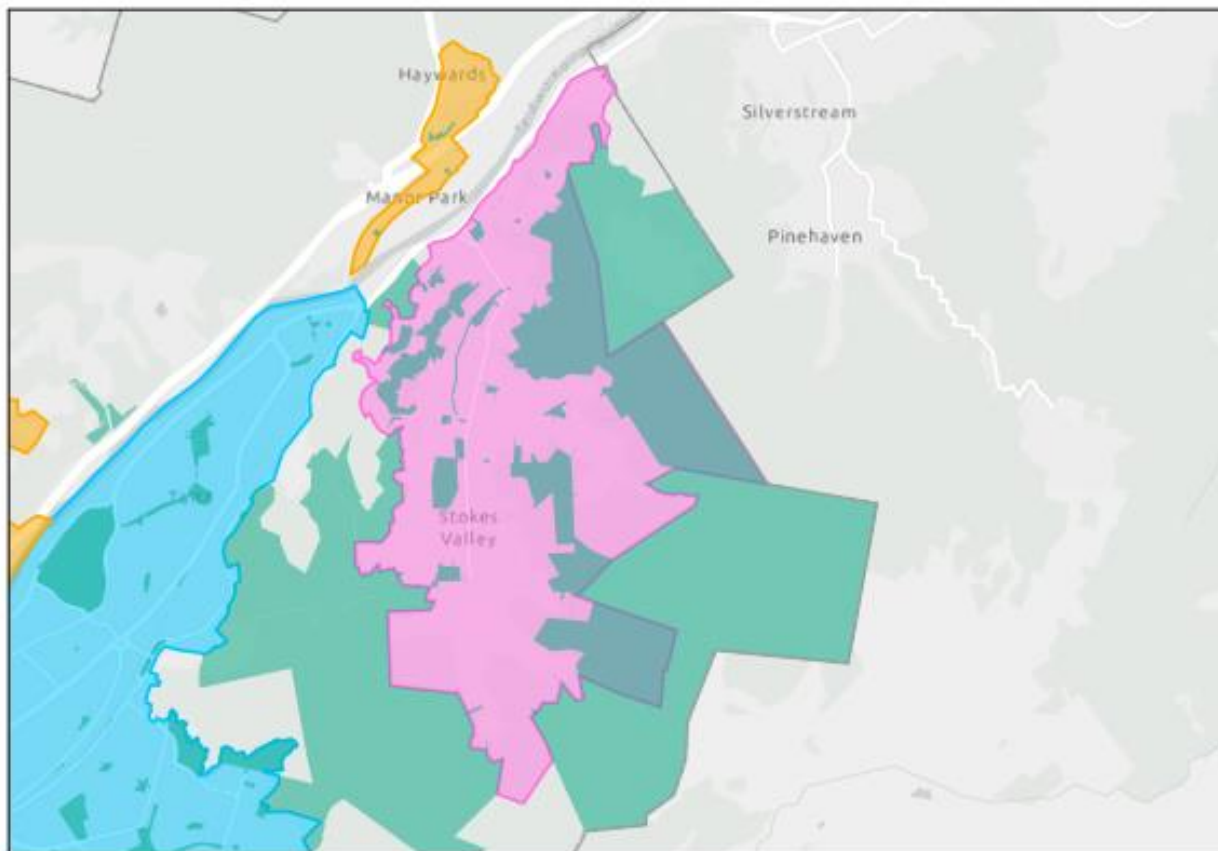
Stokes Valley

Stokes Valley is a diverse catchment that is home to around 6,058 people and contains 1,378 ha of active and passively maintained reserves (primarily large swaths of nature bush reserves) with a variety of amenities including trail networks (primarily in the hills), play features and local parks.

There are 10 neighbourhood reserves, 3 suburb reserves, 11 nature reserves, 1 civic reserve, 1 sports park reserve and 2 recreation and ecological linkage. Stokes Valley overall has less green corridor connection to move from the public open spaces, and a lack of various sport parks for both informal and formal organised sport (there is only 1 primary formal sport ground).

Suburbs within the catchment:

- Stokes Valley North & Central

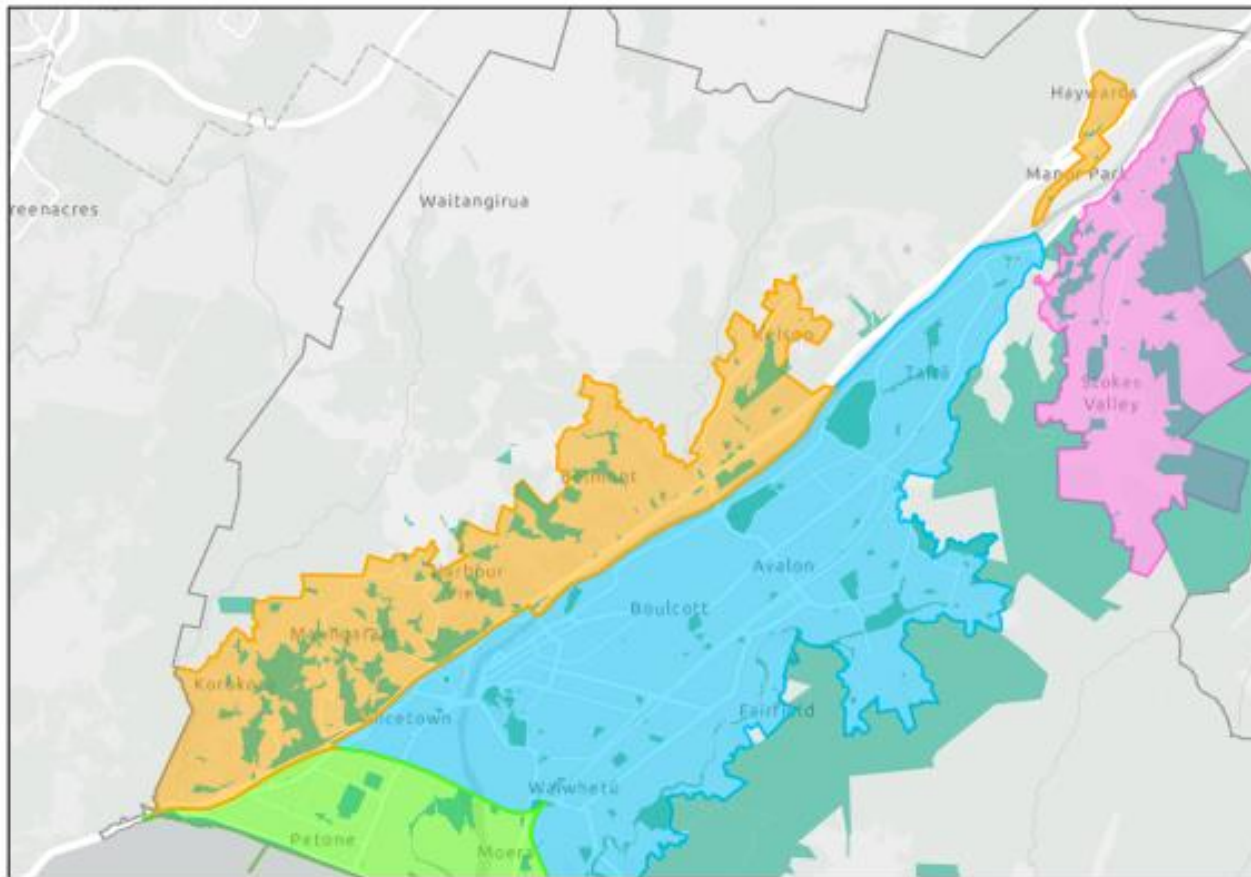


The Western Hills

The Western Hills catchment (in orange) has a current population is 14,991 and is set to increase by 5,000 by 2051 (SensePartners, 2021). There is a higher number of elderly people, which is steadily increasing. The reserve network consists of 15 neighbourhood reserves, 5 suburb reserves, 48 nature reserves, 2 recreation and ecological linkages, and 2 civic spaces. With an undulating landscape comprised of residential areas, forest, some pasture and bush gullies, the catchment is home to approximately 217 ha of active and passive reserves. The figure excludes Belmont Regional Park. Belmont Regional Park (managed by GWRC) forms the western edge of this catchment, providing significant protection of indigenous biodiversity and recreational opportunities which attracts locals and the wider community.

Suburbs within the catchment:

- Korokoro
- Tirohanga
- Belmont
- Kelson
- Maungaraki
- Normandale



Section 3: Our Future –Principles and Outcomes

In line with the Leisure and Wellbeing Strategy, the Reserves Strategic Directions, Go Outside and Play, the Parks and Reserves Asset Management Plan, the Strategy will also support the activation of Council to support growth and urban intensification by providing open space (green and built) opportunities for recreation, play, physical activity, relaxation, gathering and connecting with nature.

Ngā Mātāpono: Guiding principles

The vision, principles, and focus outcomes of this strategy will underpin future decisions to fund projects from the Reserves Purchase and Development Fund. Hutt City has a fiscal responsibility to provide a reserve network that:

- a. Provides the community with sufficient and quality spaces and services; and
- b. Is funded and operated in a sustainable way at standards that meet the expectations of the community

To achieve this, we have adopted six principles to guide planning, design, and management of the reserves;

1. Community Driven
2. Being Proactive
3. Connectedness-Supporting our Communities
4. Quality at the Core
5. Environmental Stewardship: Te Taiao-Protecting and Enhancing the Health of our Environment
6. Partnership Approach

These principles require Council to make conscious and targeted decisions when planning, working alongside Mana Whenua, the community, and individuals involved in property development for the reserves network.

Guiding Principles- what do these mean for Hutt City?		
<p>Community Driven</p> <p>Council supports a community led approach. This incorporates community preferences and priorities for reserves. This, alongside understanding the known gaps in provision being filled, will increase equity of access. At a design level, we will provide opportunities for communities to participate in the decision-making process, including tamariki, rangatahi.</p>	<p>Be Proactive</p> <p>We will improve the network so that it can cope with growth and urban intensification and be more resilient to climate change. Being proactive in the design and development of our reserves will lead to a more resilient network that meets the needs of communities. Evidence based decision-making and best practice will underpin decisions about reserve development and documents such as the Nuku Ora Sports Field Strategy will influence provision decisions.</p>	<p>Supporting our Communities</p> <p>Communities are at the heart of our reserve network. The design and allocation of current and future reserve assets must be strategic to connect diverse communities that may include medium to high residential areas. Our spaces should promote kaiiakitanga and foster connectedness among users. Ultimately, the network will be designed to support accessibility, considering all mobilities and abilities and cater to all ages and stages as the site and resources allow.</p>
<p>Quality at the Core</p> <p>Council is continually challenged to resource ordinary ongoing operational maintenance and renewals. Capital investment may create assets which need ongoing operational budget to deliver the intended benefits to the community. Sustainability and equity are also key to providing quality spaces. Hutt City sets out the resourcing requirements in the Parks and Reserves Asset Management Plan and this informs the budget set in the Long-Term Plan.</p>	<p>Environmental Stewardship: Te Taiao-Protecting and Enhancing the Health of our Environment</p> <p>Urban and peri-urban reserves and open spaces are becoming more important in addressing climate induced challenges. Reserves provide a variety of spaces for indigenous biodiversity to flourish and will help to deliver some outcomes outlined in the 2023 Indigenous Biodiversity Strategy. Identifying, protecting, and managing indigenous biodiversity requires active tangata whenua relationship, engagement, and sufficient resourcing. Utilising mātauranga Māori to help make evidence-based decisions for planning and protecting green space. Connection with nature in outdoor can help encourage people to take stewardship of the space.</p>	<p>Partnership Approach</p> <p>Implementation will be ongoing and progress will largely depend on projects approved in the Long Term Plan process. Some projects will best be coordinated with other agencies, community groups, Codes, Mana Whenua or internal Council teams. Actions will be taken to recognise the importance of the Te Tiriti o Waitangi to ensure Māori values and perspectives are reflected within the design and implementation of the reserve network and partnership with Mana Whenua is maintained to achieve this.</p>

Focus Outcomes

The project list (Appendix B) contains many opportunities for collaborative partnerships, and this requires developing relationships with Mana Whenua, neighbourhoods, schools, codes, community and interest groups.



Focus Outcome One: Spaces for recreation that inspire play

Goal: A reserve network that offers an accessible spectrum of traditional and alternative play and recreation experiences for all people, including space for tamariki and rangatahi to have meaningful play *Te ao taiohi- with young people we explore wisdom.*

There are physical and mental benefits of recreation and play. Regular participation in recreation, play and leisure pursuits helps to reduce stress and alleviate mental health issues by providing an outlet for relaxation and enjoyment. This is not limited to young people, but to people of all ages and abilities.

The focus is to create a diverse network of appealing spaces where people can have fun and express themselves, exercise, gather to help support strong and healthy neighbourhoods. There is also a need to address gaps for people with disabilities to use traditional and natural play spaces, universal design best practice will be critical. This outcome supports the Go Outside and Play Strategy, the Leisure and Wellbeing Strategy and the Reserves Strategic Directions, aiming to increase participation and inspire play by providing easily accessible opportunities for organised and informal play and recreation for all people.



Focus Outcome Two: Spaces that prioritise nature

Goal: A reserve network that contains a resilient and thriving range of ecosystems that supports species and habitat protection, maintains, and restores indigenous biodiversity and enables communities to connect with nature. *Kaitiakitanga - stewardship of the natural environment is an integral part of history and describes the inherent responsibility of care of the land, the land needs to be treasured, protected, and nurtured for current and future generations to enjoy.*

The best opportunities to connect with native biodiversity are typically beyond the edges of urban areas, however, urban reserves will offer nearby residents' outdoor settings that have natural qualities. Our reserves need to be appropriately developed and well-managed to provide opportunities for people to connect with nature in places close to their home. Enhancement of the natural values in our reserves will maintain a balance between public use and protection of ecological and landscape values, and natural character.



Focus Outcome Three: Spaces that support community

Goal: A reserve network that is people-focused, connecting people to their communities, are easily accessible and provide landscapes and experiences that encourage people to stay and enjoy the spaces. *Manaakitanga- care of our whānau and community at the centre.*

Creating an accessible and inclusive network involves reducing barriers to reserve access and increasing participation in activities, ultimately creating 'something for everyone'. Developing a reserves network inclusive of diverse spaces for the community requires an emphasis on providing active and passive spaces that cater to all needs and abilities, focusing on the functionality of our reserves and the amenities (both built and natural) offered. Reserve development and enhancement projects will also need to be cognisant of the Council's Micro Mobility Programme and consider how reserves benefit from and support active transport routes, moving people safely through our city. This is beneficial from a social and climate change perspective.



Focus Outcome Four: Spaces that create connection

Goal: A reserve network that provides spaces for people to connect with nature, connect with culture, heritage or city, whenua history inspiring a sense of belonging, and connecting the wider community.

In line with a Mana Whenua and te ao Māori worldview, reserves play a pivotal role in fostering connections between people, place, and the environment, both in physical and theoretical dimensions. Physically, these green spaces offer a tangible link between individuals and nature, providing opportunities for outdoor activities, exploration, and appreciation of biodiversity. The shared experience of enjoying reserves promotes a sense of community and shared ownership of the environment, creating a collective bond among users.

Reserves also serve as symbolic representations of our commitment to environmental conservation and sustainable living. They embody the idea that humans are an integral part of the ecosystem, emphasizing the interconnectedness between individuals and their surroundings. The presence of these protected spaces encourages environmental awareness and a sense of responsibility, fostering a connection between people and the need for ecological preservation. Ultimately, reserves act as dynamic settings where both physical interactions and community understanding converge, promoting a harmonious relationship between people, place, and the environment.

Project List

Projects are organised by Focus Outcome. Hutt City Council will primarily oversee each proposed project. This List of Projects (Appendix B) is arranged over a 10-year programme. Projects could be approved outside of the Long-Term Plan if they appropriately comply with the Strategy and supplementary documents.

Project Term Start/ LTP 2024–2027, 2024 through to 2034
Immediate start (previously approved by Council in March 2023)
Year 1-3+/Short
Year 2-3+/ Medium
Year 3+/ Long

Budget

The budgets provided against each project are estimates only and are not fully costed or based on design. There is a degree of data uncertainty, and budgets are subject to change upon further investigation and stakeholder engagement.

Long Term Plan (LTP)

The current LTP iteration concerns the 2024–2027 review cycle. During each 3 yearly LTP review, there is opportunity to propose new projects for the next 10 years. The projects below have been ordered in terms of which year they can feasibly fit into the current iteration. Projects may overlap, be staged, or extend into multiple years. Projects have been based on predicted feasibility, demand, and previous public engagement. Projects outlined in the Reserves Investment Strategy will be fully or partially funded from the Reserves Purchase and Development Fund, of which the Reserve Land Purchase Fund is a subset.

Most projects will require further investigation, design, costing, and public consultation. Additional resourcing for project management (from the Parks and Reserves team and externally) will be required and this could be funded from capital project budgets. Additional assets will typically require additional operational and renewal funding. The first few years of additional operational maintenance could be potentially handled as a project cost and funded from the Reserves Purchase and Development Fund. However, it is important to note that Opex must proportionally meet the Capex.

Reserve Land Purchase Fund

A Reserve Land Purchase Fund (a subset of the Reserve Purchase and Development Fund) will be established to purchase qualifying land for reserves as it comes onto the market. The fund (with a preliminary proposal of \$10m) will enable officers to purchase suitable property as acquisition opportunities arise. Delegations will be amended to allow officers to act on prudent opportunities to take advantage of opportunities presented by willing sellers or the real estate market. Establishing delegations will be reported on in mid-2025.

Wāhanga Tuawhā: Whiria te Muka Tangata: Section 4: Coordinating our approach

Whārikihia te Kaupapa: Implementing the Strategy

Encouraging people to rethink what an open space network looks like, including understanding;

- the differences in how people may participate in recreation
- the importance of the habitats that support indigenous biodiversity and provide ecosystem services
- the requirement for additional reserve land that is well distributed
- reserves need to be activated for multi-uses and multi-users

Partnership with Mana Whenua

It is imperative to partner collaboratively with Mana Whenua. Part of this coordinated approach is in joint kaitiakitanga, supporting aspirations and providing guidance. This will align with Council's Te Tira Māori team who work with Mana Whenua for best Kaupapa and tikanga practice. The alignment of Council and iwi aspirations is reflected in Council's Tākai Here (Memoranda of Partnership) and The Strategy's Guiding Principles, to weave them throughout. Protecting te taiao, wai quality, and the provision of open space to

improve outcomes for Māori and the whole community is a key strand of The Strategy plus the supplementary Framework and the Guidelines.

What can we do about it

The Reserves Investment Strategy enables Mana Whenua to establish priorities for reserve improvement, and recommend projects and programmes of interest to Māori and Iwi that aid in the overall wellbeing of the open space network. Collaborative projects may include:

1. Actions to protect spaces that support māhinga kai and customary practices like gathering and foraging that are connected to traditional forms of active recreation, art, and leisure.
2. Work that improves the vitality of Te Awa Kairangi and other waterways and aquatic ecosystems, as recommended in the Strategy *Te Mahere Wai o Te Kāhui Taiao*, for the Greater Wellington Region.
3. Acquiring additional reserve land that encompasses Māori sites of significance
4. Through relevant regulatory mechanisms, create contemporary rules and policies to reflect Mana Whenua priorities for protecting, conserving, and enhancing overall open space network
5. Create places to engage in traditional Māori games and recreation practices.

Ngā Uara Māori: Māori values

As an aspect of the partnership Mana Whenua have assisted with the development of The Strategy. They have with the development of the statement below.

Te Ōhākī o Te Wharepōuri

“I muri nei kia pai ki aku taonga Māori, taonga Pākehā, kia tae ake te haruru o to reo ki ahau i Te Reinga”

“After I have gone be good to my Māori people and my European people, let the thunder of your voice reach me in the spirit land”

This Ohaki provides us with our guiding principles as mana whenua in this takiwa. Bequeathed to us by our tupuna Te Wharepouri, it serves as the foundation for our deliberative processes within ētehi o nga iwi o Taranaki ki te upoko o te ika.

These principles bestow upon us the responsibility of being kaitiaki or guardians, compelling us to not only safeguard and manaaki our own people but also extend our care to those who have chosen this whenua as their home. The stewardship of te taiao, the natural environment, in implementing the knowledge's and tikanga developed over generations regarding the health of the environment and its connection to the health of living beings is integral to breathing vitality into perpetuating the legacy of

kaitiakitanga. With our unwavering commitment to these overarching objectives shaping our decision-making, as mana whenua, we are committed to engaging in collaborative endeavors with the Hutt City Council.

This collaboration seeks to ensure that the outcomes derived benefit the broader community and the environment while remaining aligned with the core values inherent in the Ohaki. Facilitating co-decision making will fortify this partnership, fostering an environment of mutual advantage for mana whenua, HCC, the wider community, the whenua, awa and te taiao.

Section 5: Monitoring & Governance Planning

Monitoring is important for evaluating the progress of each project. A range of measures can be used to gauge if projects have implemented the vision of the plan, including user levels and satisfaction, well-being measures biodiversity indicators, improved access, resident satisfaction, and human and environmental health related indices. A supporting Best Practice Open Space Design Guide will be utilised for monitoring. The Parks and Reserves team, alongside other appropriate and relevant council teams will be responsible for monitoring the effectiveness of work undertaken to implement the strategy using the Reserves Purchase and Development Fund.

Review

This document will be reviewed every three years, prior to the preparation of each draft Long-Term Plan. Proposals to alter the Strategy, which will all have been discussed with Mana Whenua, require approval from the relevant Committee of Council. A partial review may be triggered earlier. Due to supporting documents having more flexibility for review and amendments, these could be reviewed more frequently whereas this Strategy will be more enduring.

Monitoring and Evaluation

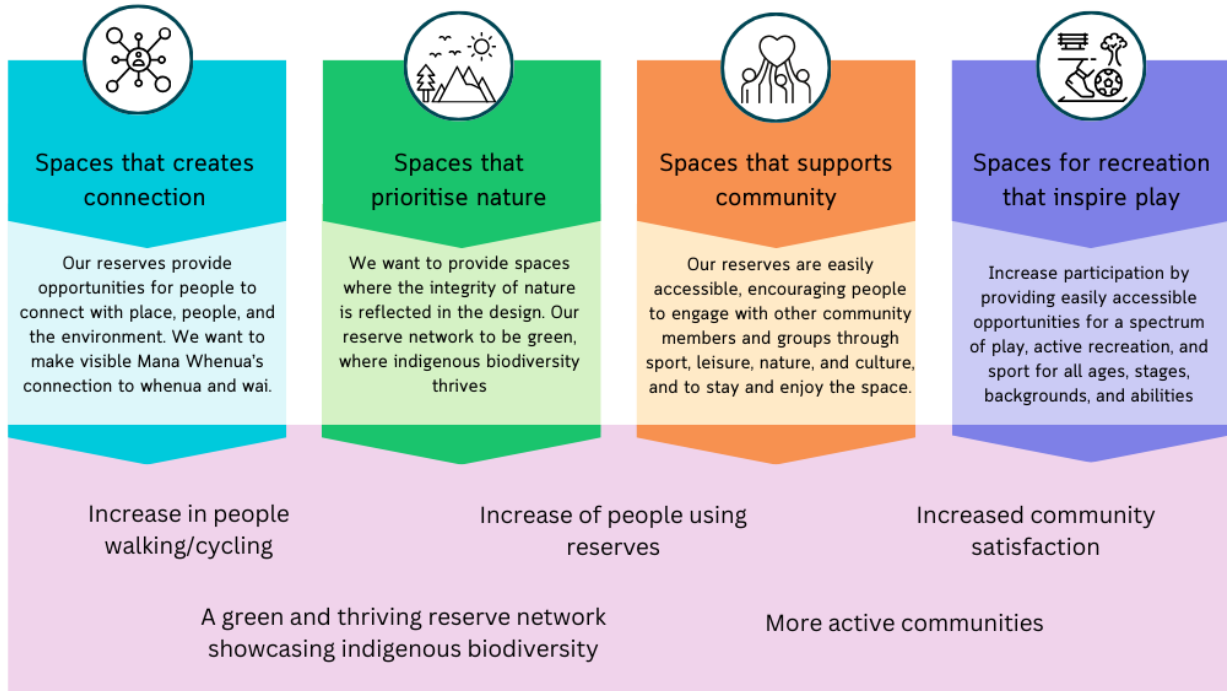
Tracking measures of success lets us know how we are doing on meeting our goals while utilising the Reserve Purchase and Development Fund. A mix of qualitative and quantitative reporting will be used when measuring indicators of success (shown below) utilising surveys, community consultation, and management. Some specific examples items that may be measured are:

1. The reduction of provision gaps identified in the catchments
2. Compliance with metrics set out in Provision Framework (Appendix A)
3. Application of the Open Space Best Practice Design Guide critical success elements to projects
4. The rate of delivering of the Project List
5. Cessation of capping system for Reserve Financial Contributions and revenue into the Reserves Purchase and Development Fund
6. The level (increase or decrease) of protection of sites of significance, landscapes, and trees
7. Increased Levels of Service and retained Operational Expenditure allocation

Monitoring progress and reporting will be done annually, with the first 2 years being used to establish a baseline.

OVERARCHING OBJECTIVES

INDICATORS OF SUCCESS



Risk of Inaction

The main risks in not implementing the outcomes:

Degradation of Green Spaces: Without a clear investment plan, parks and reserves might suffer from decreased safety, poor visitor experience, and potential loss of biodiversity. Limited amenity provision will deter user numbers and reduce community satisfaction with reserves.

Economic Risk: Open space and social infrastructure support economic and other commercial activity. Appropriate provision of reserves is associated with prevention benefits i.e., crime prevention, and preventable disease which the benefits of are well documented internationally. Not activating the Strategy properly could also result in increased stress on Council budget to meet overdue or outdated levels of service, which in affects rate payers. It is also well documented that businesses are attracted to well-functioning and inviting locations for relocation and sustaining businesses and their staff, and other financial resources.

Lack of Further Funding/Resourcing for Growth: Absence of an investment strategy may result in a reduction or further loss of resourcing (financial and/or staffing) to maintain public open space. Without a strategy, the District Plan will not have a formal strategic

position which justifies taking Reserve Financial Contributions. This could jeopardise revenue for Fund and hinder the development of the reserves network and challenge Council's ability to provide reserves that are sufficient to meet the needs of a growing population living in more intensively developed urban areas.

Missed Opportunities: Not being proactive within the development phase (there is an assumption that Council has to be reactive), which will lead to a failure to act on opportunity. Reserve land acquisition is constrained by funding, policy, and legislative barriers. Upgrading facilities, introducing new amenities (Including the gap of Operational Expenditure for maintenance) and acquiring new reserve land might be delayed or overlooked, impacting the overall quality and utility of these spaces which theoretically should serve more people.

Environmental Impact: Reserve investment could reduce some negative effects of development. Neglecting investment in parks and reserves can mean missing opportunities to prevent habitat loss, decreased biodiversity, reduced ecosystem services and increased severe flooding risk.

Inability to Meet Future Needs: Without a strategy for investment, Council may fail to have the right response to growth. Reserves may not adapt to changing community needs, technological advancements, or environmental challenges. This could render these spaces less relevant and less functional in the long term.

Reputational Risk (Council): The reputational risk associated with the failure to implement the Strategy could be substantial. Failure to follow through on planned initiatives may lead to public scepticism, erode trust, and damage Hutt City Council's brand. Residents and stakeholders may perceive the Council as ineffective, raising concerns about its ability to address community reserve needs. Additionally, a lack of strategic implementation can hinder progress on crucial issues, resulting in dissatisfaction among constituents who expected positive outcomes. Such reputational damage can impact Council's relationships with the community, Mana Whenua, other governing bodies, and potential collaborators, potentially diminishing its influence and ability to garner support for future initiatives. Therefore, implementing and delivering on strategies is not only crucial for achieving intended goals but also for safeguarding Council's reputation and maintaining public trust.

Papakupu Whāiti–Te reo Māori Glossary Te reo Māori

Term	Defintion
Iwi	A Māori community or people.
Kaitiaki	A guardian or trustee, typically of an environmental area or resource
Kaitiakitanga	Is the obligation to nurture and care for the mouri of a taonga, or the ethic of guardianship or protection.
Kātao	Water.
Kaupapa	Means principles and ideas which act as a base or foundation for action. A kaupapa is a set of values, principles, and plans which people have agreed on as a foundation for their actions.
Mana Whenua	Mana Whenua are the people with the rights, authority, or jurisdiction over an area of traditional lands. Council recognises Mana Whenua have a special relationship with the land and resources of the Te Awa Kairangi ki Tai Lower Hutt.
Mātauranga Māori	Is the body of knowledge originating from Māori ancestors. This includes the Māori world view and perspectives, Māori creativity, and cultural practices.
Mouri	The mouri of Te Ara Tupua, the living relationship between the ngahere, the cliffs, the water ways, hinemoana and everything that lives within that environment have their own individual and interdependent vitality
Taonga	Refers to a treasure or something that is prized. The term can be applied to anything that is of value, including socially or culturally valuable objects, resources, phenomena, ideas, and techniques.
Te Awa Kairangi ki Tai	Māori names describe their location within the valley. Lower Hutt is Te Awa Kairangi ki Tai (next to the sea) Upper Hutt is Te Awa Kairangi ki Uta (inland).
Te Taiao	Is the environment that contains and surrounds us.
Tikanga	Customs and traditional values, especially in a Māori context.
Wai	Water.
Wai Tai, Wai Māori	The connection between the springs, streams, aquifers, rivers, and all waterways that bring with them their life, mouri and mana which eventually mingles together with Hinemoana.
Wānanga	A wānanga is characterised by teaching and research that maintains, advances, and disseminates knowledge and develops direction

Whenua	Land.
--------	-------

**Papakupu Whāiti Te reo Pākehā
Glossary English**

Term	Definition
Asset Management Plan (AMP)	A plan for managing an Council parks and reserves assets to deliver an agreed standard of service. An Asset Management Plan sets out the level and timing of funding required to deliver services that the community needs.
Brownfield	Brownfield development <i>occurs on land that has already been developed and therefore has.</i>
Catchment	The area in which a certain grouping of people live. Can include specific mesh blocks and suburbs.
Carrying capacity	The amount of people that can use an allocated amount of space and can be sustained by the provided environment (park) without any level of service standard (such as enjoyment) being minimised.
Codes	Clubs of organised sport or other organised community activity
Development Contribution	Contributions can be required under the LGA to help fund planned and budgeted capital expenditure related to growth for the activities and assets listed in the development contributions schedule as outlined in Hutt City Council's Development and Financial Contributions Policy 2021-2031.
District Plan (DP)	A main document that sets the framework for managing land use and development within Lower Hutt territory.
Ecosystem Services	Natural creation of services; 'provisioning', like food and freshwater; 'regulating', such as air and water quality, 'cultural' such as recreation and sense of belonging; and 'supporting', such as soil quality and natural Habitat (Dymond 2013)
Edge Effects	Changes in flora and fauna population or community structures that occur at the boundary of two or more Habitats (e.g. parks, reserves, and open spaces)
Greenfield	Greenfield development is <i>a property development project that utilises this bare, undeveloped land to build.</i>
Green space	Any area of grass, trees, or other <u>vegetation</u> set apart for recreational or aesthetic purposes in an otherwise urban environment.
Housing density	The number of developed units in a specific area of land.
Intensification	Locales that Have an increased land use, usually regarding development of a site at a higher density than currently exists. This may occur through development, redevelopment, infill, expansion or conversion of existing buildings or property.
Infill	The insertion of additional housing units into an already-approved subdivision or neighbourhood.
Key Native Ecosystem (KNE)	The Key Native Ecosystem (KNE) programme (GRWC) aims to protect some of the best examples of native ecosystems in the Wellington region. It is working to achieve this by managing, reducing, or removing threats to their values.

Level of Service (LoS)	Specific parameters to meet minimum requirements for service performance quality.
Local Government Act 2002 (LGA)	An Act from central government that directs local governments (councils) to provide for democratic and effective governance to promote the social, economic, environmental, and cultural well-being of communities.
Long Term Plan (LTP)	A Council's LTP provides focus and directions for decisions and activities regarding a city's infrastructure, finances, and programmes outlining the activities a Council does and how these activities fit together. The plan is set over a 10-year cycle which is reviewed every 3 years. The LTP also provides accountability to the community – Having considered their feedback during the LTP consultation period.
Open Space Network	An interconnected system of public open space within Lower Hutt territory. This open space may include natural and modified areas, patches, or corridors.
Population density	The number of individuals inhabiting an area in relation to the geographical size of that location.
Provision	The supply of services or space, or a combination of both
Reserve	A property which is owned or managed by the Council to provide for the public's use and enjoyment or to protect ecosystems and indigenous biodiversity. Sites described as Reserve, include parks, urban reserves, bush reserves, coastal areas and cemeteries. Open Space is a similar term and refers to land that is not intensively developed.
Residential Density Standards	A collective term in accordance with the Housing Supply Act 2021 that directs requirements and rules for housing.
Reserve Financial Contribution	Contributions can be required under the RMA in line with the provisions set in the District Plan. These contributions are required for reserves and where development may impact capital expenditure that is not planned or recovered from Development Contributions.
Reserves Purchase and Development Fund (RPDF)	The purpose of the fund is to provide both an audit trail and a holding account that allows for a specific code/line item to enable Council to transact revenue and expenditure as a result of the Development and Financial Contributions Policy. This also allows for Council to operationally carry out land transaction work where it is maximising the benefit of land use and revenue for the community from a variety of sources.
Resource Consent	A written decision from Hutt City Council about an activity that may affect the environment or community. A resource consent is typically needed for subdividing land or undertaking site activities that may not fully comply with rules and standards of the District Plan.
Resource Management Act 1991 (RMA)	The Act sets direction and rules to manage natural and physical resources sustainably.
Reserves Act 1977 (RA)	The Act sets direction to acquire, preserve and manage areas for environmental, public recreational, educational, or cultural values.

Territorial Authority (TA)	A city council or a district council as scheduled in the Local Government Act 2002
Urban Heat Island Effect	A by-product of a built environment, heat emitted from the sun becomes trapped and amplified in less permeable spaces.
Universal Design	A philosophy that aspires to deliver services, spaces and facilities that can be used by people with a spectrum of abilities, including people of all ages, with physical and mental disabilities or sensitivities. This includes spaces designed to be barrier-free and safe.

DRAFT

Appendix A-Open Space Provision Typology Framework

This framework should be utilised parallel to the Open Space Best Practice Design Guide (2024) to help further determine suitable functionality of the typology.

Parks and Open Space Provision Framework	Access	Population Ratio (conceptual)	Size/Area Percentage	General Design Characteristics
	Time to Access Method to Access Distance to Access	ha per 1000 Residents	Minimum Size (Ideal)	Character - Park aesthetic and its physical attributes Purpose - What the spaces intended use is Level of Service - Standard of Provision
<p style="text-align: center;">Neighbourhood Reserves</p> <p>Provision is focused on the immediate local community, covering multiple mesh blocks set within residential areas.</p> <p style="text-align: center;"><i>Note: Neighbourhood level provision encompasses all spaces that may be classified under the following typology and include neighbourhood parks, local parks, public gardens, city/district reserve, and amenity parks.</i></p>	<p style="text-align: center;">8.5min-10min Majority is through walking or alternative active transport modes such as scooter or cycling or powerchair 400m (high-medium density residential) - 600m (all other residential)</p>	<p style="text-align: center;">1ha per 1000 residents</p>	<p style="text-align: center;">Minimum size 0.04 ha Average Between 0.1 ha to 2 ha</p>	<p>Priority provision may include:</p> <ul style="list-style-type: none"> Informal recreation, sporting, play and leisure activities for a few small groups of visitors at a time Play features and family-based activities with Universal Design elements Multi-user functionality (site fit for multiple purposes e.g., kick-a ball, outdoor yoga and relaxing with a book) Multiple access points with at least 1 street frontage Thriving specimen trees (native or exotic) that provide 7m+ quality specimens at maturity Canopy cover- natural (tree coverage) or artificial (pergola) <p>Examples of amenities that could be provided include:</p> <ul style="list-style-type: none"> Furniture (e.g., benches, picnic tables) <p>Landscaping and gardening</p> <ul style="list-style-type: none"> Safe and universally accessible pathways Small to medium sized lawn areas (ability to host small community events) Proximity to commercial or other economic activity. <p style="text-align: center;"><i>Neighbourhood Reserves are expected to have lower ongoing operational costs</i></p>
<p style="text-align: center;">Suburb Reserves</p> <p>Provision is focused on the wider community (which includes several neighbourhoods) and</p>	<p style="text-align: center;">17min-25min Majority is through walking or alternative modes such as scooter</p>	<p style="text-align: center;">2ha per 1000 residents</p>	<p style="text-align: center;">Minimum size 2 ha</p>	<p>Suburb provision will need to have low operational costs to meet growing capex demand. Priority provision may contain some of the following:</p> <ul style="list-style-type: none"> Multi-purpose functionality Informal and formal sporting activities Play opportunities and whānau activities with Universal Design elements

<p>their needs. They cater to both high and medium density residential areas. They may be in prominent locations helping to identify specific areas</p> <p><i>Note: Suburb level provision encompasses all spaces that may be classified under the following typology and includes suburb park, community parks, and district parks.</i></p>	<p>or cycling or powerchair 800m (high-medium density residential) - 1200m (all other residential)</p>		<p>Average Between 2 ha to 8 ha</p>	<ul style="list-style-type: none"> Family and community gatherings Structures to support small events Safe and universally accessible pathways and seating Open street frontage Public toilet block Available water source <p>High-level amenity examples:</p> <ul style="list-style-type: none"> Facilities Possibly indoor space provided by Council or others Car parking on site or on street Proximity to commercial or other economic activity. <p>Larger informal recreation attractions may include:</p> <ul style="list-style-type: none"> Playful features for multiple age and user groups Landscaping , including multiple specimen trees Hardcourts Skateparks Public art. <p>Suburban spaces may also be connected through active modes such as walking and cycling tracks.</p>
<p>Sports Park Reserves</p> <p>Provision is focused on the community's formal and informal sport and recreation needs. Sports parks are located within groupings of suburbs, catering to a designated catchment of residents and the citywide population.</p> <p><i>Note: Sports Park level provision encompasses all spaces that may be classified under the following typology and include sport and recreation park, district sport precinct, sportsground parks (community), sportsground parks (premier), and citywide sport precinct.</i></p>	<p>15min-30min Multimodal transport (Public Transport and/or private passenger cars travelling) 2km</p>	<p>4 ha per 1000 residents</p>	<p>Ideal: size 8 ha Unless for a specific sport or activity (i.e., Walter Nash Centre, tennis codes/club, bowling codes/club)</p> <p>Average in HCC 1-10ha</p>	<p>Usually, large precincts and are formal spaces developed and designed with priority to provide at :</p> <ul style="list-style-type: none"> Multi-sport playing surfaces for turf and court sports (competition and recreation size) Built sporting facilities with supporting infrastructure. Spaces designed for informal, casual use for sports or other activities Open street frontage w/multiple access points. <p>Other amenities may include:</p> <ul style="list-style-type: none"> Public toilets Changing facilities Clubhouses Car parking Lighting owned or managed by HCC Hospitality or other concessions

				<ul style="list-style-type: none"> Indoor spaces and facilities provided by council or others High-grade Natural Turf <p>Buildings HCC owned and managed or leased (or a combination of either).</p>
<p>Destination Park</p> <p>Provision is focused on a citywide and visiting population. They usually provide recreation spaces for visitors to enjoy high amenity and green infrastructure. Visitors to destination parks often travel by private vehicle from further away or outside Hutt City. The carbon emissions associated with destination parks can be large compared to non-destination parks.</p> <p><i>Note: Destination Park level provision encompasses all spaces that may be classified under the following typology and include destination park, civic park, public garden, and outdoor adventure park.</i></p>	Multimodal transport, typically within a 10–30-minute timeframe	N/A	Minimum size of 1 ha	<p>Utilise the natural and modified environments with priority to provide some the following:</p> <ul style="list-style-type: none"> Protection of ecological values Natural or modified waterways, coastal edges or bodies of water Provide wildlife corridors and/or fish passage Specialist landscapes and/or designed water features All abilities and ages play features, with Universal Design features <p>Small hospitality or retail or other commercial services may be provided. Built or modified infrastructure for multi-purpose that may be included are:</p> <ul style="list-style-type: none"> Destination or special built play features (water play) Sport infrastructure (e.g., frisbee golf), Heritage and or cultural features Active modes; Cycle and walking tracks Short tramping tracks. <p>Larger amenity spaces for larger events or social gatherings including BBQ and picnic facilities, car parking, and toilets.</p>
<p>Nature Reserves</p> <p>This level of provision is focused on a citywide and visiting population. Nature Reserves provide recreation and leisurely spaces for large numbers of visitors. They offer diverse recreation opportunities such as biking, walking, water activities and providing connections with natural features and the bush.</p> <p>Regional parks are considered to be Nature Reserve, although they are primarily owned and managed by the Regional Council and the Department of Conservation.</p> <p><i>Note: Nature Reserve level provision encompasses all spaces that may be classified</i></p>	Multimodal transport, typically within a 10–30-minute timeframe	N/A	No minimum size	<p>Utilising the natural environment with priority to provide:</p> <ul style="list-style-type: none"> Natural features such as indigenous biodiversity Protection or enhancement of ecological values or services Natural waterways, coastal edges, bodies of water with riparian planting and/or pathways Wildlife corridors and/or fish passage Infrastructure built for multi-purpose recreation activities (i.e., mountain bike trails, tramping tracks). Proximity to Key Native Ecosystems (KNEs). <p>These areas can include recreational facilities:</p> <ul style="list-style-type: none"> Boat launch Campgrounds or huts Distinct natural heritage and or cultural features Networks of active modes; cycle and walking tracks

<p><i>under the following typology and include nature, scenic, esplanade, bush, and natural reserve</i></p>				<ul style="list-style-type: none"> • Tramping and backpacking tracks. <p>Link to larger amenities blocks for larger events or social gatherings including BBQ and picnic facilities, car parking, public toilets.</p>
<p>Recreation and Ecological Linkages</p> <p>This provision is focused on providing contiguous networks of (natural or modified) open space that establish recreational, walking, cycling and ecological connections integrated within an urban/residential area.</p> <p><i>Note: Recreation and Ecological Linkage provision encompasses all spaces that may be classified under the following typology and include track linkage, wildlife corridor (habitat and traversing), eco corridor.</i></p>	<p>No Quantity Guidance Dependent on the functional needs of an area</p>	<p>N/A</p>	<p>Minimum 20m width</p>	<p>The primary focus is to support linkage between two locations, usually separated by residential or commercial buildings or a natural feature such as a waterway. They activate active multimodal transport and can be a part of the pedestrian and cycle networks.</p> <p>Utilise the natural and modified environment with priority to include at following: include</p> <ul style="list-style-type: none"> • Protection of ecological values and services • Waterways and riparian planting and/or pathways • wildlife corridors and/or fish passage • Proximity to Key Native Ecosystems • Animal habitat support (weta hotels) • Safe and universally accessible pathways. <p>Can include areas for minor recreation and low-level amenities such as:</p> <ul style="list-style-type: none"> • Benches or seats • Viewing platforms • Paths or tracks and associated structures like bridges and boardwalks • Educational signage and/or displays.
<p>Civic Space</p> <p>This provision is focused on the immediate community and caters to a more concentrated population density, providing spaces for people to meet and connect, covering multiple mesh blocks set within medium to high density residential areas.</p> <p><i>Note: Civic space provision encompasses all spaces that may be classified under the following typology and include community hall, town hall, clubhouse, public gardens, city/district reserve, and amenity parks.</i></p>	<p>No Quantity Guidance Dependent on the area and its needs</p>	<p>N/A</p>	<p>No minimum size</p>	<p>Areas of open space often provided within or adjacent to central business districts. Built infrastructure may include:</p> <ul style="list-style-type: none"> • Community or town halls • Civic buildings • Squares and ceremonial places • Hubs • Accessible amenities • Public Gardens (primarily managed by Parks and Reserves Team) • Memorials and public art • Proximity to commercial or other economic activity. <p>They are developed to provide a space for social gatherings, meeting places, relaxation, and enjoyment. However, some spaces may require user fees. Management of these facilities does not fall under Parks and Reserves Team (Directorate of Neighbourhood and Communities). Educational signage and/or displays may be provided to enhance understanding of site or features.</p>

<p>Cultural Heritage</p> <p>This provision is primarily focused on the immediate community and caters to a concentrated population density, covering multiple mesh blocks set within medium to high density.</p> <p><i>Note: Cultural Heritage provision encompasses all spaces that may be classified under the following typology and include: cemetery(s), marae, historical landmark, cultural landmarks, culturally significant areas (CSA), and places of remembrance.</i></p>	<p>No Quantity Guidance Dependent on the area and its needs</p>	<p>N/A</p>	<p>No minimum size</p>	<p>Areas that protect and enable us to experience built cultural and historical sites, and/ or provide for heritage conservation, education, commemoration, mourning and remembrance.</p> <p>May include:</p> <ul style="list-style-type: none"> • Cemeteries (primarily managed by Parks and Reserves Team) • Historic Heritage Areas (per the District Plan) • Commemorative items that communicate special historic local events • Hubs and museums • Sites of Remembrance (Memorials, public art etc) • Culturally Significant Areas (CSA). <p>Primary management of these facilities does not fall under Parks and Reserves Team (Director of Neighbourhood and Communities). Educational signage and/or displays may be provided to enhance understanding of site or features.</p>
---	---	------------	------------------------	--

Appendix B-Project List

Focus Area One: Spaces for recreation that inspire play

Project	Description	Reasoning	Proposed Timeframes	Indicative Cost
<p>High Street Reserve Development (Taita)</p>	<p>To improve the presentation and range of recreation opportunities available for the local neighbourhood.</p>	<p>Previous public engagement has strongly indicated that the neighbourhood is interested in modest improvements to improve the functionality of the site as a playscape and a place to meet and gather. Locals have also expressed interest in a loop walking track.</p>	<p>Immediate</p>	<p>\$200K Funded 23/24 \$300k 2027/2028</p>
<p>Delaney Park Drainage (Stokes Valley)</p>	<p>Drainage to be improved for ground conditions and enhance year-round playability of the field.</p>	<p>This will directly address the growth in junior football in Stokes Valley. Previous engagement with local clubs/codes and field users Have indicated high urgency for remediation.</p>	<p>Immediate</p>	<p>\$400K Funded 23/24</p>
<p>Hugh Sinclair Park(Wainuiomata) re-development</p>	<p>Enhancement to meet the appropriate level of service for the neighbourhood. To meet demand, the reserve will improve pathways,</p>	<p>The immediate vicinity has experienced recent commercial and residential growth and has an impending population influx with a predicted trend of families and young professionals. Current</p>	<p>Short Term</p>	<p>\$600K</p>

	play areas, drainage, aesthetic, connection and recreation function.	population trends of the area indicate and aging population and changing diversity.		
Moera Hub Landscaping	Landscaping design around hub in Moera includes decking, paving and levelling.	The current library is being replaced by a sustainable building which will act as a neighbourhood hub. Moera has seen considerable residential growth.	Short Term	\$800k
Mitchell Park (Epuni)	The predominant profile would alter from a traditional amenity horticulture display to a site reworked to include recreational and social experience while maintaining a soft landscape dominated by mature specimen trees.	The 2013 "Review of the Valley Floor Reserves" states that "housing density is increasing in areas of the valley floor... the likely result is growing demand for reserves close to people's homes." This statement is still relevant in 2023, as Epuni is one of the fastest intensifying suburbs in Lower Hutt. To meet the changing demographics, there is opportunity for Mitchell Park to expand beyond its current predominant function that connects multiple user groups and the community together to enjoy green open space, play and recreate. There is an opportunity to align with Reserve Strategic Directions and Leisure and Wellbeing Strategy.	Medium Term	\$600K
Enchanting' play areas	A series of small projects to provide 'enchanting' and playful spaces. Enchanting may look like providing spaces that cause positive emotional effect from a modified environment. Play spaces may be natural in areas to renewing playground infrastructure to meet appropriate level of service for a growing population.	Lower Hutt's increasing density highlights the need for the provision of enchanting public spaces that encourage play and recreation amongst all ages. This series will begin with further investigation and public engagement to better mark sites that needs to meet the appropriate level of service for the neighbourhood or suburb due to current and predicted growth. There is an opportunity to align with Reserve Strategic Directions and Leisure and Wellbeing Strategy. Staged development of enchanting play spaces and areas. Investigations and planning will begin in the short term, while development will be long term- around 10 years.	Long Term	\$400k
All ability play & Recreation spaces	A series of small projects to provide all abilities play. All ability may include space for children, youth, caregivers and adults. who have a mild to severe mental or physical disability.	Existing play areas in areas of high growth have a shortfall of all access designed spaces. Lower Hutt Central has impending density changes from Ch. 56 in the District Plan, as well as the Central Development Opportunity which aims to build 3,500 homes in the Central Business District. This intensification will directly affect the current demographic, including changing user groups. This series	Long Term	\$1m

		will begin with further investigation. There is an opportunity to align with Reserve Strategic Directions and Leisure and Wellbeing Strategy. Staged development of enchanting play spaces and areas. Investigations and planning will begin in the short term, while development will be long term- around 10 years.		
Streetscape Skate Features (Central)	These skate features will be considered from Ewen Bridge through the CDB to provide a skateable route through the Hutt CDB. The features will be incorporated specifically on High St, Dudley St, Andrews Ave and Margaret St and seek to coordinate, and link with the existing Riddiford Garden features. The features will all be hard landscape (concrete etc) with no to minimal ongoing maintenance costs.	Originally the Riverlink Project included a replacement skatepark within the consent designation. Due to a variety of issues the skatepark has been relocated to Avalon Park outside of the Riverlink Designation. By relocating the skatepark we can provide a better overall solution for the Hutt residents however the loss of local skate features in the CBD area needs to be addressed. It is proposed to incorporate skateable features within Riverlink Streetscapes project and associated active modes routes.	Long Term	\$1.6m

Focus Area Two: Spaces that prioritise nature

Project	Description	Reasoning	Proposed Timeframes	Indicative Cost
Specimen tree planting city-wide on existing open spaces	Plant specimen trees on existing reserves to improve character and amenity in urban areas. New trees will become large and magnificent trees once they mature.	The Urban Forest Plan sets out strategies for the city's natural areas, urban parks, and street trees. There has been a decrease in overall canopy cover throughout Lower Hutt territory. Growth, especially in the Valley Floor has caused decreased vegetation, and adding more canopy cover will also moderate the Urban Heat Island Effect.	Immediate	\$400K Funded 23/24
The Petone Esplanade Masterplan	Further strategic development of the Esplanade to increase environmental and social value. Redevelopment to be informed by Pito-One Steering Group work. Timing would be influenced by cycleway and Cross Valley Link Plans. Budget could be increased when scope of project is confirmed.	Due to intensification and already existing density, this project will respond to growth and its impact on the Petone Esplanade. To further protect the dune ecosystem from increased usage from visitors and animals, there is a need to create other inviting and interesting spaces for visitors to enjoy the beach space whilst minimizing Harm to the environment. There is also an opportunity to partner with Mana Whenua and create a real presence on the Esplanade consistent with the work being done at Honiana Te	Medium Term	\$300K

		Puni Reserve. Work may be split into 2 pieces of work; the first on the north side of the seawall, coordinating with the cycleway and Cross Valley Link work. The second, on the south side of the seawall with an urban ecology focus. Year 2-3 would be allocated for planning, engagement, and infrastructure investigations- to create a Masterplan framework		
Waiwhetu Stream Master Plan creation and implementation	Waiwhetu stream stems from a large catchment, from Eastern Hutt hills, above Wingate and Naenae suburbs. Providing pedestrian/cycleway connections, improving water quality, stormwater mitigation, bank protection, and sediment control.	With an increase in subdivision, earthworks and resident population, there is greater risk to watercourses, Waiwhetu is especially culturally significant and has been in decline post contact. Although there are restoration efforts, there is an opportunity to respond to growth directly by providing a Master Plan. Project partners may include GW, WWL, Friends of Waiwhetu Stream, Mana Whenua and the local community.	Medium Term	\$400K

Focus Area Three: Spaces that support community

Project	Description	Reasoning	Proposed Timeframes	Indicative Cost
Bell Park Redevelopment (Waiwhetu)	To improve the presentation, install a connecting path and create an appealing community space on the northern portion of Bell Park.	Investigation by both internal and external consultants have found that the reserve has been experiencing higher demand for a more community oriented, multi-user space to accommodate a growing and changing population.	Immediate	\$500K Funded 23/24
Wainuiomata Town Centre Streetscape Project	Thoughtfully designed landscaping, additional furniture and basketball court components on the Queen Street Reserve which forms a part of the Wainuiomata Town Centre.	Previously approved from Council for resource allocation to this project, Parks and Reserves have received a contribution to upgrade the centre.	Immediate	\$500K Funded 23/24
Drainage level of service Year 1 is for investigation and preliminary works. Drainage work will	Outside of the yearly sport budget, drainage will be installed at several sites.	This is the growing need to continue upgrading from natural drainage to in ground drainage, due to heavier use because of growth. Artificial turfs will need carpet replacement to continue function and maintain level of service. This will benefit the wider community by having improved all around drainage, instead of just field users.	Short Term	\$2 Million

continue for 10 years.				
Te Whiti Enhancement (Waiwhetu)	This enhancement will be designed through place making; cultural narratives, Mana Whenua engagement and community aspirations will be central to this. The developed project will invite people in to learn, connect and appreciate the space. Kaupapa Māori will be critical to this enhancement, working closely with the Iwi of Te Whiti for design direction.	Te Whiti lies in the Valley Floor and Eastern Hills catchment- the most rapidly growing and intensifying catchment. The area has seen a rise in residential dwellings and Te Whiti provides green open space including existing provision for organised sport. However, with the increased dwelling density and reduction of canopy cover, raising the levels of service is critical to connect residents to this area of significance.	Short Term	\$250k
Frederick Wise Ancillary services (Wainuiomata)	Toilet block, changing rooms and showers for public use, sportsground users	According to Nuku Ora report, there is inadequate infrastructure, such as changing rooms, toilets, and shower blocks. Hutt Valley is forecasted to underserve in sportsgrounds provision. Frederick Wise Park has seen a rise in users and demand for adequate facilities for both formal and informal code use, including casual play.	Short Term	\$1.5m
Naenae Park recreation, amenity and biodiversity improvements	The reserve to primarily perform as a quality casual sportsground but is accessible and accommodating to various user groups. There is opportunity to extend recreational (incorporating experience like enchanting and playful spaces) and ecological linkages including connection to nearby suburban parks and Waddington Drive.	Naenae has been experiencing a changing demographic with increased intensification. Historically, the neighbourhood has lacked quality open space that meets an appropriate level of service for residents.	Medium Term	\$680K
Avalon Park re-development (Avalon)	Expanding the functionality of the reserve to accommodate and respond to growth directly. Improved functionality will better suit various user groups and provide quality recreational and social experience to emphasise the space is for community.	This is a direct response to intensification and provides opportunity to align with Council wide infrastructure projects like Riverland and the Central Development Opportunity. Trends show an increasing demand for recreational space that provides social value for the community. Aligns with Leisure and Wellbeing Strategy and Reserves Strategic Direction and would provide opportunity to further implement actions from reserve management plan.	Medium Term	\$600K
Queen Street Toilet Block addition (Wainuiomata)	Installation of a new toilet block. Community Use – A well-maintained and accessible public toilet facility is not only essential for tourists but is	The community of Wainuiomata has recently experienced significant increase in housing development, including a major upgrade to the main street and adjacent reserve.	Medium	\$800k

	also crucial for the local community. Residents who frequent the reserve for recreational activities, exercise, or community events will greatly benefit from the convenience of Having clean and modern toilet facilities on site.	This development reflects a commitment to improving the infrastructure and amenities of the area, promoting economic growth, and enhancing the quality of life for its residents. The next logical step in this process is the installation of a new public toilet in the town centre.		
Hall Crescent Reserve Development (Epuni)	Development to lift amenity and experience. Detailed design to stem from public consultation. Consultation may begin in Year 1 provided there is capacity.	Lack of developed reserves in Epuni 'do not invite use' per Review of Valley Floor (2013). Current trends indicate that there is an even more urgent need to address growth and lack of quality space for residents. Historically, Epuni has marked deprivation and requires a level of greater equity.	Medium	\$400K
Phil Evans Reserve enhancement with acquisition of street frontage (Waterloo)	Phill Evans provides opportunity for either disposal pending criteria fit and security of obtaining a superior space to develop a reserve. This should be part of the conversation around the Waterloo CDO project. If retained, there is still suitability to improve street frontage and enhanced value. This improvement would require professional and detailed landscape design. Possibly acquisition of a property facing Oxford Terrace or Waterloo Road is a solution.	The "Review of Valley Floor Reserves Eastern Suburbs" in 2013 states that Fairfield and Waterloo have a reserve shortfall within a proposed zone of intensification, around the intersection of Waiwhetu and Waterloo roads. Currently, this shortfall has not improved, and existing reserve space lacks inviting quality to create a sense of community, social or environmental value. Alongside this shortfall, Waterloo has seen an unprecedented level of resource consent applications. Impending District Plan changes will also see a population increase and subsequent demand for accessible green open space.	Medium	\$3 million
Purchase property or properties for new reserve land (Waterloo/Epuni, Taita)	Development of new neighbourhood reserve between Brunswick Street and Waterloo Road, or obtaining frontage off of Farmer's Crescent, in close proximity to the train station.	The Valley Floor has the highest increase of subdivision and resource consents. With limited space, it is imperative to provide quality green open space.	Medium	\$5 million

Focus Area Four: Spaces that create connection

Project	Description	Reasoning	Proposed Timeframes	Indicative Cost
Black Creek all-weather path (Wainuiomata)	Construction of an all-weather path along Black Creek to link streets, bridged and cul-de-sacs and establish a convenient off road route to schools,	Drainage reserves with wide grassed verges, Black Creek and Wainuiomata River provide a unique opportunity to develop safe pathways for walking and cycling. These routes are flat and	Immediate	\$1.02m Funded 23/24

	reserves and the town centre for bicycles, push chairs, wheelchairs, mobility scooters and pedestrians. This will be a staged project.	suitable for people wanting a short walk or bike ride as well as those wanting a longer trail. Wainuiomata has experienced high intensification, leading to urgent demand for more connected spaces.		
James Grove Reserve track link (Stokes Valley)	Development of to provide a community space and nature benefit. Walking track connection to Horoeka Street Reserve	Stoke's Valley demographics have been changing, reflecting intensification and the need for growth response. Providing residents connection to natural space aligns with The Urban Forest Plan and Indigenous Biodiversity Strategy. With a decrease in provided outdoor space for new residents, there is an opportunity to provide track connections	Medium Term	\$300k
Riddiford Garden landscape re-development (Central)	Upgrading existing pathways and bridges to meet current levels of service from increased usage and to address lack of accessibility for people with limited mobility. To maintain perception that Riddiford Gardens provides a quality setting, safety and amenity features will be addressed.	High intensification area, with a changing population, including a growing number of rangatahi. With increased usage, assets are becoming more impacted and subject to heavier wear. There is an opportunity to respond to growth through detailed design and community engagement. Year 2 is set up for public engagement, consultation, and investigation. Works are predicted to fall between Year 2 and 3.	Medium Term	\$600K
Colson Street Reserve re-development (Avalon)	Extent of development will be contingent upon practicality of land purchase for reserve expansion to create more inviting street frontage OR; upon engagement and further consultation, Colson Street may be best suited for increased enhancement to fit current and predicted level of service.	Immediate vicinity has existing shortfall of quality and accessible open space. Avalon has been experiencing high intensification, including changing demographic trends. Urban Plus is continuing to provide social housing directly adjacent to the reserve with a predicted influx of working-class families, singles, and aging seniors. There is opportunity to better align with the Go Outside and Play, Indigenous Biodiversity Strategy and Reserves Strategic Directions.	Medium Term	\$400K
Wainuiomata Village Linear Recreation	Staged project to create safe pedestrian and cycling connections along Hine Road, Harry Todd Reserve, Rotary Park, Richard Prouse, Main Road, Leonard, and Wood Reserves. Project will provide an accessible link for school children and their caregivers. Land acquisition would secure long, legal route.	Wainuiomata is experiencing the highest rate of subdivision, and there is a trending need to respond to this growth through outdoor recreational provision. This provision will also need to meet environmental and social values and provides the opportunity to align with Leisure and Wellbeing Strategy, Reserves Strategic Directions, and past reviews from consultants highlighting the need to meet the appropriate level of service. Providing better and safer connection through Wainuiomata will also be well situated	Long Term	\$700K

		for increasing native biodiversity. Year 3 may be actual works while Years 1-2 are for planning and engagement		
Taita Track-Old Farm Track re-development	The trail could have a distinctive identity, use pedestrian and raised crossing points in the few locations where roads need to be crossed, and activities and points of interest in reserves.	Demand for more connections from Naenae to outer suburbs. A trail linking reserves and along streams would encourage physical and social activity. The looped routes could be different lengths for variety.	Long Term	\$300K
Naenae Riser Track up to ECNZ Track	Similar to proposed Taita track, the trail could Have a distinctive identity, use pedestrian and raised crossing points in the few locations where roads need to be crossed, and activities and points of interest in reserves.	Demand for more connections from Naenae to outer suburbs. A trail linking reserves and along streams would encourage physical and social activity. The looped routes could be different lengths for variety	Long Term	\$400k

References

- Connected Communities Strategy, Hutt City Council (2021)
- Development and Financial Contributions Policy 2021-2031, Hutt City Council (2021)
- Hutt City Accessibility and Inclusiveness Plan 2017-2027 (2017)
- Nuku Ora Report- Regional Sports Fields Report (2023)
- NZRA Parks Categories Framework, New Zealand Recreation Association (2016)
- NZ Stats-Hutt City Population Projections (2023)
- Open Space Provision Policy, Auckland City Council (2016)
- Veal, A. J. (2013) Open Space Planning Standards in Australia: in Search of Origins
- Parks and Reserves Asset Management Plan, Hutt City Council, (2020 and 2023)
- Places and Spaces Survey, Hutt City Council (2023)
- Projected Population Stats, Hutt City Council (2022)
- Public Open Space Planning in Australia Developer Contributions to Open Space, Parks and Leisure Australia (2019)
- Parks and Reserves Review of Valley Floor Suburbs, PAOS (2015)
- Taita and Avalon
 - Naenae
 - Alicetown, Melling, Petone
 - Central Suburbs: Epuni, Boulcott, Hutt Central, Woburn
 - Fairfield, Waterloo, Waiwhetu, Moera
- Parks and Reserves Review of the Valley Floor, Wainuiomata PAOS (2015)
- Parks and Open Spaces Strategy 2021-2051, Matamata-Piako District Council (2021)
- Reserves Strategic Directions 2016-2026, Hutt City Council (2016)
- Residents' Satisfaction Survey-Hutt City Council (2023)
- SensePartners- Hutt City Population Projections (2023)
- Te Āti Awa; Shamia Makarini, Hami Love, Ben Ngaia

Te Mahere Wai o Te Kāhui Taiao for Greater Wellington Regional Council, Toa Rangatira, Taranakai Whenua (2021)

Wellington Tenths Trust; Vicki Hollywell and Richard Te One

Yardstick Data, Hutt City Population Projections Xyst (2022)

DRAFT

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 1 July 2025 commencing at 2:00 pm

To watch the livestream of the meeting, please click the link here
[Policy, Finance and Strategy Committee - 1 July 2025](#)

PRESENT:

Cr A Mitchell (Chair)	Mayor C Barry
Cr K Brown	Cr B Dyer (via audio-visual link) (from 2.33pm and until 2.40pm)
Cr Edwards	Deputy Mayor T Lewis
Cr K Morgan	Cr C Parkin
Cr T Stallinger	

APOLOGIES:

Cr Dyer for lateness

IN ATTENDANCE:

A Blackshaw, Director Neighbourhoods and Communities
J Griffiths, Director Strategy and Planning
J Livschitz, Group Chief Financial Officer (part meeting)
B Cato, Chief Legal Officer (part meeting)
R Hardie, Head of Strategy and Policy
K Stannard, Head of Democratic Services (part meeting)
J Roberts, Head of Environmental Protection (part meeting)
F Gregory, Head of Customer Communications and Engagement (part meeting)
O Miller, Policy Advisor (part meeting)
M Nuth, Principal Advisor Research and Evaluation (part meeting)
D Bentley, Environmental Health Manager (part meeting)
S White, Policy Advisor (part meeting)
D Pratt, Animal Services Manager (part meeting)
R Carrig, Engagement Lead (part meeting)
H Ellison, Events Lead (part meeting)
J Randall, Democracy Advisor (via audio-visual link)
V Gilmour, 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>
Tīhei mauri ora.	

2. **APOLOGIES**

RESOLVED: (Cr Mitchell/Cr Brown)

Minute No. PFSC 25301

“That the apology for lateness from Cr Dyer be accepted.”

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 - 31 July 2025**

RESOLVED: (Cr Mitchell/Cr Stallinger)

Minute No. PFSC 25302

“That the minutes of the Komiti Iti Whakawā | Hearings Subcommittee meeting held on 19 May 2025 be adopted, with the exception of the recommended item - 4. Draft Dog Control Policy and Bylaw hearing of submissions.”

- a) Proposed change to dog control measures on pathways in Avalon Park

Speaking under public comment, **Margaret Miller** expressed support for allowing greater access for dogs at Avalon Park beyond what was outlined in Council's original plan, which designated only the northern section of Avalon Park for dog use. She expressed support for the changes recommended by the Hearings Subcommittee, emphasising that Avalon Park should be a space for everyone to enjoy. She noted that dogs typically seen at Avalon Park were family pets and generally well-behaved.

In response to a question from a member, Margaret Miller stated that she believed dogs played a crucial role in supporting the well-being of older people.

The Policy Advisor elaborated on the memorandum.

In response to a member's question, the Policy Advisor clarified that the blue line on the map was for illustrative purposes only and did not indicate the exact route of the proposed pathway.

Recommended Item

4. Draft Dog Control Policy and Bylaw hearing of submissions

Speaking under public comment, **Elaine and Derek Richardson, representing Hutt Cycle Network**, referenced a 2020 safety audit of Te Ara Tupua, commissioned by Waka Kotahi | New Zealand Transport Agency. They highlighted a recommendation to consider banning dogs along the shared path due to the risk of 'clotheslining' hazards for cyclists, which could lead to serious injuries. Elaine Richardson also noted concerns that dogs might deter cyclists and disturb nearby penguins' nesting areas.

In response to a question from a member, Elaine and Derek Richardson noted that on shared paths, a painted line separating walkers and cyclists did not prevent dogs from straying into the cyclists' lane. They highlighted safety risks due to dog owners not using short leads. They were uncertain if Wellington City Council had specific rules for dogs on shared paths.

In response to questions from members, the Policy Advisor confirmed that Council could install signs on the shared path, requesting dogs be kept on short leads, similar to Wellington City Council's approach. However, he said this was not included in Wellington City Council's bylaw due to enforcement challenges.

In response to a question from a member, the Director of Neighbourhoods and Communities stated that the cost of signs for the shared path could be covered within the current Long-Term Plan (LTP) budget, provided they were identified as a priority.

Members expressed support for the recommendations and made the following

points:

Cr Edwards believed the shared path should be able to safely accommodate both cyclists and dog walkers if appropriate signage was installed to encourage the use of short leads, and an attitude of courtesy was present among all users. He added that the proposed changes to dog access along Avalon Park pathways were a sensible compromise that addressed key safety risks.

Cr Brown considered that dogs played an essential role in supporting wellbeing and helped encourage families and older people to spend more time outdoors. She added that the new Policy and Bylaw would support Council's Animal Services team and help keep them safe.

Cr Stallinger acknowledged that cyclists would be more likely to use the shared path if they felt safe. However he noted that if safety concerns related to dogs did emerge over time, they could be revisited and addressed.

Deputy Mayor Lewis noted that serious cyclists were likely to use the shared path early in the morning, with commuters using it before and after work. She stated leisure dog walkers would typically be there during off-peak hours, suggesting the space could be shared successfully.

Cr Dyer joined the meeting at 2:33pm via audio-visual link.

The Chair pointed out that the recommendations aligned with Wellington City Council's dog control regulations. The Chair mentioned that while there was a condition of consent requiring dogs to be kept on-leash on Te Ara Tupua, and this was the position presented at the hearing by Waka Kotahi | New Zealand Transport Agency, the agency seemed to have no broader policy regarding dogs on shared paths or dedicated cycleways. He considered this to be a national issue needing further attention.

RECOMMENDED: (Cr Mitchell/Cr Stallinger) **Minute No. PFSC 25303**

“That the Committee recommends that Council, in accordance with section 155 of the Local Government Act 2002:

- (1) agrees that the proposed Hutt City Council Dog Control Policy and Bylaw, including the marked-up version and additional mark-ups (highlighted in yellow) from the Hearings Subcommittee (see link here: [Agenda of Policy, Finance and Strategy Committee - Tuesday, 1 July 2025](#)), along with the final version attached to the minutes, is the most suitable approach to encourage responsible dog ownership and support the needs of dog owners and the general public. This approach supports the rights of people to move freely around within the city without encountering danger, distress, or nuisance from dogs;*
- (2) asks officers to create messaging and signage to support the implementation of the bylaw, emphasising key dog control provisions on shared paths and near marked sports fields;*
- (3) directs officers to implement the new paved pathway indicated in blue in the officer’s report and then revoke dog access to the paths marked in yellow;*
- (4) pursuant to sections 145 and 146 of the Local Government Act and section 10 of the Dog Control Act 1996, adopts the Hutt City Council’s Council Dog Control Policy and Bylaw 2025, including the accepted edits, with effect from 31 July 2025;*
- (5) authorises officers to publicly notify the Hutt City Council Dog Control Policy and Bylaw 2025 and the date it has effect from; and*
- (6) notes that the Hutt City Council Dog Control Policy and Bylaw 2025 will need to be reviewed by December 2035.”*

b) Appearance Industries Bylaw Review

The Policy Advisor elaborated on the report.

Cr Dyer left the meeting at 2.40pm.

The Chair acknowledged the importance of the pre-engagement work that gathered input from the appearance industry sector.

RECOMMENDED: (Cr Mitchell/Cr Morgan)	Minute No. PFSC 25304
<i>"That the Committee recommends that Council:</i>	
(1) <i>notes that on 25 March 2025 Council approved the Statement of Proposal for the Appearance Industries Bylaw Review for formal consultation as attached at Appendix 1 to the report;</i>	
(2) <i>receives and considers the four survey submissions and three emailed submissions received during the consultation period from 26 March to 26 April 2025;</i>	
(3) <i>considers and approves proposed changes for the final Appearance Industries Bylaw and Code of Practice in response to consultation;</i>	
(4) <i>authorises officers to publicly notify the Appearance Industries Bylaw and Code of Practice with effect from 31 July 2025; and</i>	
(5) <i>notes the Appearance Industries Bylaw will be due for review again in 2035."</i>	

c) Adoption of the final Events Strategy 2025-2034

The Events Lead elaborated on the report.

Mayor Barry stated that it was no longer feasible for Council to manage events independently. He stressed the importance of collaborating with organisations that could provide high-quality events and promote economic growth.

RECOMMENDED: (Cr Mitchell/Cr Morgan)	Minute No. PFSC 25305
<i>"That the Committee recommends that Council:</i>	
(1) <i>receives and notes the report;</i>	
(2) <i>notes the feedback from public consultation, as outlined in Appendix 1 to the report;</i>	
(3) <i>adopts the Events Strategy 2025 – 2034 attached at Appendix 2 to the report;</i>	
(4) <i>notes the proposed key performance indicators for measuring and monitoring the success of implementing the strategy attached at Appendix 3 to the report; and</i>	
(5) <i>notes that officers will report back to the relevant Committee in 2026 on the progress in implementing the Events Strategy 2025 – 2034."</i>	

6. FEEDBACK FROM THE 2024 QUALITY OF LIFE SURVEY

Report No. PFSC2025/3/186 by the Principal Advisor Research and Evaluation

The Principal Advisor Research and Evaluation elaborated on the report.

RESOLVED: (Cr Mitchell/Deputy Mayor Lewis)

Minute No. PFSC 25306

“That the Committee:

- (1) notes the findings of the 2024 Quality of Life Survey, as outlined in the 8-city Topline Report, [Quality of Life Survey 2024](#) ; and*
- (2) notes that the Quality of Life survey provides a helpful baseline for monitoring progress against Priority 2 of the Long-Term Plan Enabling a liveable city and vibrant neighbourhoods.”*

7. DRAFT ENGAGEMENT FRAMEWORK AND ACTION PLAN

Report No. PFSC2025/3/187 by the Engagement Lead

The Engagement Lead elaborated on the report.

RESOLVED: (Cr Mitchell/Cr Parkin)

Minute No. PFSC 25307

“That the Committee:

- (1) receives and notes the report and further progress made on the engagement uplift work since our last update in May 2025;*
- (2) notes the importance of this work in building trust and achieving effective engagement, increased representation, and civic participation;*
- (3) notes that the draft Engagement Framework and Action Plan are underpinned by the Engagement Principles approved by Council on 6 May 2025 and Te Ao Māori;*
- (4) notes feedback received from the community, Elected Members and officers has been reflected in the draft Engagement Framework and Action Plan;*
- (5) notes that the draft Engagement Framework and Action Plan attached as Appendix 1 to the report will go out for public engagement from 7 July to 3 August 2025; and*
- (6) notes that officers will report back to the Committee with a summary of feedback and a proposed final document in September 2025 to be adopted by the newly elected Council following the local government election.”*

8. INFORMATION ITEMKomiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy
Committee Forward Programme

Memorandum dated 3 June 2025 by the Democracy Advisor

RESOLVED: (Cr Mitchell/Deputy Mayor Lewis)

Minute No. PFSC 25308

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

9. QUESTIONS

There were no questions.

10. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia!	<i>Release us from the supreme sacredness of our</i>
Unuhia!	<i>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</i>
Te ngākau, te tinana, te wairua i	<i>journey</i>
te ara takatū	<i>Oh Rongo, raise these words up high</i>
Koia rā e Rongo whakairihia ake	<i>so that we be cleansed and be free,</i>
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 2:55pm.

A Mitchell
CHAIR

CONFIRMED as a true and correct record
Dated this 31st day of July 2025

Dog Control Policy

Business unit(s)	Strategy and Policy, Legal, Animal Services		
Date adopted	31/07/2025		
Date effective	31/07/2025		
Review period	Ten years, or earlier if required		
Owner	Head of Strategy and Policy		
Approved by	Council		
Implementation	Animal services		
Monitoring/Evaluation	Animal services, Strategy and Policy		
Version	Author(s)	Date	Description
V 2.0	Sam White, Miranda Dunn, Duncan Pratt	31/07/2025	Legislatively required review
V 1.0	Graham Sewell	15/12/2015	Legislatively required review



Contents

Dog Control Policy	1
1. Overview	3
2. Dog Control Act 1996.....	3
3. Dog Control.....	6
4. Dog Prohibition Areas.....	7
5. Dog Exercise Areas.....	8
6. Designation of Exercise and Prohibition Areas and Maps	9
7. Department of Conservation Land.....	9
8. Owner Responsibilities.....	9
Owner Obligations, Education and Dog Obedience.....	10
Responsible Dog Owner Status	11
Licence for Three or More Dogs.....	12
Owners to Keep Dogs Under Effective Confinement and Control.....	12
Access to Front Door.....	13
Disability Assist and Working Dogs.....	13
9. Administration and Enforcement.....	15
Registration Fees.....	15
Enforcement.....	15
Probationary Owners.....	16
Disqualification of Owners	16
Menacing Dogs – Requirement to be Neutered.....	17
Barking Dogs.....	17
Dangerous Dogs.....	18
10. Implementation.....	18
11. Related Documents	19
Schedule One	20

1. Overview

- 1.1 Under the Dog Control Act 1996, (the Act), Hutt City Council (Council) is responsible for dog control within Lower Hutt.
- 1.2 Council has many powers under the Act. The purpose of this policy is to let the Lower Hutt community know how Council will carry out its functions and powers under the Act.
- 1.3 The aim of this policy is to:
 - a. encourage responsible dog ownership and support the needs of dog owners; and
 - b. support the right for people to move freely around the city without experiencing danger, distress or nuisance from dogs.

2. Dog Control Act 1996

- 2.1 Section 10 of the Act requires each territorial authority to adopt a dog control policy for its district. In accordance with section 10(3) of the Act: every policy adopted under section 10:
 - a. shall specify the nature and application of any bylaws made or to be made under section 20 of the Act; and
 - b. 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
 - c. shall identify:
 - i. any particular public places; and
 - ii. 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
 - d. 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
 - e. 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

- f. 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
 - g. must state whether dogs classified by any other 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 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
 - h. 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.
- 2.2 In accordance with section 10(4) of the Act, when adopting a policy, a territorial authority must have regard to:
- a. the need to minimise danger, distress, and nuisance to the community generally; and
 - 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; and
 - 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; and
 - d. the exercise and recreational needs of dogs and their owners.

- 2.3 Every statement or publication of a policy adopted under section 10(5) of the Act shall identify any land within the district that is included in:
- a. a controlled dog area or open dog area under section 26ZS of the Conservation Act 1987; or
 - b. a national park constituted under the National Parks Act 1980; or
 - c. Te Urewera, as defined in section 7 of the Te Urewera Act 2014; and
 - d. may contain such other information and advice in relation to dogs as the territorial authority thinks fit.
- 2.4 The territorial authority must give effect to a policy under section 10 of the Act:
- a. by making the necessary bylaws under section 20 of the Act, which must come into force not later than the 60th day after the adoption of the policy; and
 - b. by repealing, before the 60th day after the adoption of the policy, any bylaws that are inconsistent with the policy.

3. Dog Control

- 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.
- 3.2 Owners must ensure that dogs are kept under control at all times. Dogs not under the control of their owners or a person in charge are prohibited from all public places at all times.
- 3.3 Dogs must be kept on a leash or lead when in any public area, unless it's a designated dog exercise area or specified prohibited public place.
- 3.4 Owners or anyone responsible for a dog must carry a waste bag for picking up their dog's faeces. Any faeces must be immediately removed and disposed of appropriately.
- 3.5 Council will put signposts at public places where dogs are prohibited or permitted during specified times.
- 3.6 Council will designate specific dog exercise areas and dog prohibition areas in order to:
 - a. meet the reasonable needs of dog owners;
 - b. promote animal welfare;
 - c. protect wildlife;
 - d. inform the public about areas where dogs may and may not be exercised;
 - e. minimise danger, distress and nuisance to the community generally; and
 - f. safeguard the welfare of children.

4. Dog Prohibition Areas

- 4.1 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 will be designated as Dog Prohibition Areas.
- 4.2 No dog shall be permitted in a Dog Prohibition Area, and no owner may cause or permit their dog to enter or remain in a Dog Prohibition Area.
- 4.3 Dog Prohibition Areas set out in the Hutt City Council Dog Control Bylaw 2025 (the Bylaw) are:
- a. any premises used as a public hub or library;
 - b. any children's playground within the district;
 - c. any swimming pool owned or controlled by Council;
 - d. any land used as a kindergarten or playcentre;
 - e. any marked sports surface;
 - f. any unmarked sports surface when in use for sporting purposes;
 - g. any area that forms part of a park or reserve where a special event is organised and in respect of which Council has publicly notified the time, date and duration of the closure; and
 - 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.
- 4.4 Dog Prohibition Areas can also be established by ordinary Council resolution under the Bylaw.
- 4.5 Dog Prohibition Areas are also set out at <https://www.huttcity.govt.nz/services/dogs> and will be clearly identified to the public.
- 4.6 The matters that Council must have regard to under the Bylaw when making a decision to establish or disestablish a Dog Prohibition Area are as follows:
- 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.

5. Dog Exercise Areas

- 5.1 To meet the needs of dog owners, promote animal welfare, and clearly indicate where dogs can be exercised, Council will designate specific Dog Exercise Areas.
- 5.2 Dog Exercise Areas are set out in the Bylaw and can also be established by ordinary Council resolution under the Bylaw. The maps for these areas are set out on Council's website at huttcity.govt.nz/dogs. These areas include most Council parks and reserves, Hutt River banks and drainage reserves in Wainuiomata.
- 5.3 The matters that Council must have regard to when making a decision to establish or disestablish a Dog Exercise Area are as follows:
 - 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 all wildlife;
- f. whether it is necessary to consult with the public to gauge community views on a proposed dog exercise area; and
- g. any other information considered by Council to be relevant.

6. Designation of Exercise and Prohibition Areas and Maps

- 6.1 Dog Exercise Areas and Dog Prohibition Areas will be clearly signposted.
- 6.2 Owners or anyone responsible for a dog being exercised in a Dog Exercise Area must carry a dog leash.
- 6.3 Owners of dogs that enter or remain in a Dog Prohibition Area will be liable for prosecution for a breach of the Bylaw.

7. Department of Conservation Land

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

8. Owner Responsibilities

- 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 specify the preferred way that owners should carry out their responsibilities as dog owners.
- 8.2 The measures that Council will have in place to support and promote responsible dog owner behaviour are as follows:

- a. pamphlets will be available and, when appropriate, distributed to dog owners explaining their obligations and rights, and the provisions of the Bylaw;
- b. Council's Animal Control Officers will be available to give dog owners advice on all matters relating to the keeping and control of dogs;
- c. a fee rebate is available to dog owners who qualify as Responsible Dog Owners under Council's criteria set out in clause 8.4; and
- d. Council will actively enforce the Bylaw and the Act.

Owner Obligations, Education and Dog Obedience

- 8.3 In addition to the requirements of any other Act of Parliament or of any regulations or bylaws regulating the control, keeping, and treatment of dogs, the Act requires every owner of a dog to:
- a. ensure that the dog is registered in accordance with the Act, and that all relevant territorial authorities are promptly notified of any change of address or ownership of the dog;
 - b. ensure that the dog is kept under control at all times;
 - c. ensure that the dog receives proper care and attention and is supplied with proper and sufficient food, water and shelter;
 - d. ensure that the dog receives adequate exercise;
 - e. 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;
 - f. take all reasonable steps to ensure that the dog does not injure, endanger, intimidate, or otherwise cause distress to any person;
 - g. 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;

- h. take all reasonable steps to ensure that the dog does not damage or endanger any property belonging to any other person; and
- i. comply with the requirements of the Act and of all regulations and bylaws made under the Act.

Responsible Dog Owner Status

- 8.4 Council will encourage responsible dog ownership by:
 - a. formally recognising Responsible Dog Owner status;
 - b. dog ownership education programmes; and
 - c. dog obedience courses.
- 8.5 Responsible Dog Owner status will qualify owners for significantly lower registration fees under the Act.
- 8.6 To obtain Responsible Dog Owner Status, in addition to the obligations imposed on every dog owner by the Act, owners are required by Council to:
 - a. register their dogs by 31 July in any registration year (between 1 July and 31 July);
 - b. ensure their property is fully fenced or their dogs are penned or controlled to allow safe access to the front door for people lawfully going about their business, while preventing their dogs from escaping;
 - c. ensure their dogs have a warm, dry, draft-free kennel, proper exercise, sufficient food daily, and access to clean water at all times;
 - d. clean up after their dog if it defecates in any public place or property owned by any other person;
 - e. ensure their dog is leashed in public places when not being exercised under control in a designated Dog Exercise Area;
 - f. notify Council of any changes of address, transfer of ownership or death of their dogs;
 - g. have registered their dogs with Council for a period of 12 months prior to applying for Responsible Dog Owner status.

- 8.7 Owners who currently have Responsible Dog Owner status and obtain an additional dog can apply as soon as that dog is registered.
- 8.8 An Animal Control Officer may complete an inspection to verify that 8.4 (b) and 8.4 (c) have been complied with.
- 8.9 It is desirable but not mandatory for an owner 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

- 8.10 To minimise nuisance and ensure proper care of dogs, a licence is required for owners/occupiers in the city who wish to keep three or more dogs aged three months or older on their premises, regardless of ownership status. This does not apply to rural working dogs.

Owners to Keep Dogs Under Effective Confinement and Control

- 8.11 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:
 - a. keeping every bitch, while in season, confined or under control while being exercised;
 - b. taking all practicable steps to stop their dog barking, howling or being aggressive; and
 - c. cleaning up after their dog if it defecates in any public place, or on land or premises other than the owner's. Faeces must be disposed of in an appropriate manner (i.e. in a bin).

Access to Front Door

- 8.12 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.
- 8.13 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.

Disability Assist and Working Dogs

- 8.14 The Act contains some specific exceptions for certain types of dogs. Section 75 of the Act provides 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
 - b. 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.
- 8.15 Under section 2 of the Act, Working Dogs are defined as:
- a. Any Disability Assist Dog; or
 - b. any dog that is:
 - 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; 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. declared by resolution of the Territorial Authority to be a working dog for the purposes of the 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.

- 8.16 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 (of this policy) and shall provide with their application any information Council requires.

9. Administration and Enforcement

Registration Fees

- 9.1 Fees under the Act are set by Council resolution and notified in the Long Term Plan, Annual 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 Act and the Bylaw. All revenue received and retained under the Act will be used only for purposes authorised 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.
- 9.3 Incentives will be available to encourage owners to register their dogs before July 31 each year.

Enforcement

- 9.4 The Act and Bylaw will generally be enforced by Council's Animal Control Officers. There are a range of possible enforcement tools including:
- a. seizure of dogs;
 - b. issue of infringement notices and fines;
 - c. prosecution with fines being possible;
 - d. declaring a dog menacing or dangerous; and
 - e. prohibiting people from owning dogs.
- 9.5 Council aims to enforce the Act and the Bylaw in order to meet the objects of the Act. Council will undertake prosecutions for breaches of the Act and the Bylaw, and issue infringement notices for offences specified in the Schedule 1 to the Act. Recovery of unpaid infringement fees will be sought through the Summary Proceedings Act 1957, in the courts.

- 9.6 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.
- 9.7 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.
- 9.8 Where Council receives complaints, Animal Control Officers may take appropriate action including seizing a dog that is not being properly provided for.

Probationary Owners

- 9.9 Council notes that the Act establishes disincentives for owners who are issued with repeat infringement notices under the 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.
- 9.10 Section 21 of the Act provides for the classification of a dog owner as a Probationary Owner. This applies where that person has been convicted of any offence under the Act (except an infringement offence) or has committed three or more infringement offences within a continuous period of two years.
- 9.11 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.
- 9.12 Probationary owners will be required to pay a 50 percent surcharge over and above all dog control fees.

Disqualification of Owners

- 9.13 Dog owners will be disqualified from owning a dog under Section 25 of the Act 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

- 9.14 The Act 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 one or more breeds or types listed in Schedule 4 of the Act.
- 9.15 These breeds and types are currently Brazilian Fila, Dogo Argentino, Japanese Tosa, Perro de Presa Canario and 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.
- 9.16 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.
- 9.17 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 Schedule 4 of 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

- 9.18 Where a dog control officer has received a complaint and has reasonable grounds for believing that a nuisance is being created by the persistent or loud barking or howling of any dog. The officer may:
- a. enter the premises to inspect; and
 - b. serve written notice requiring the nuisance to be reduced to a reasonable level.
- 9.19 In determining whether a nuisance is being created the officer will consider:
- a. barking during unsociable hours;

- b. persistent barking of a long duration;
 - c. prolonged barking over a period of days; and
 - d. other factors which the officer deems relevant.
- 9.20 Owners 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 may remove the dog from the premises.
- 9.21 Aggressive behaviour is not limited to but may include:
- a. rushing at or startling another person or animal in a way that causes or is likely to cause them injury or endangerment;
 - b. rushing at any vehicle in a way that is likely to cause an accident;
or
 - c. attacking any person or animal.
- 9.22 Where a dog control officer observes or believes a dog has attacked a person or has acted aggressively, the officer may:
- a. at the time, seize the dog if it is at large; or
 - b. if the dog continues to be a threat to the safety of people or animals, seize the dog.
- 9.23 If a dog is seized, then a criminal prosecution against the owner of the dog may be advanced.

Dangerous Dogs

- 9.24 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

- 10.1 This policy is given effect by Hutt City Council's Animal Services team.
- 10.2 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; and
- Summary Proceedings Act 1957.

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

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: / /
------------	-----------

Dog Control Bylaw

Business unit(s)	Strategy & Policy, Legal, Animal Services		
Date adopted	31/07/2025		
Date effective	31/07/2025		
Review period	Ten years		
Owner	Head of Strategy & Policy		
Approved by	Full Council		
Implementation	Animal Services		
Monitoring/Evaluation	Animal Services, Strategy and Policy		
Version	Author(s)	Date	Description
V 1.3	Sam White, Miranda Dunn, Duncan Pratt	31/07/2025	Legislatively required review
V 1.2	Sam White, Bradley Cato	28/05/2024	Amendments to Eastern Bays prohibition areas
V 1.1	Graham Sewell	15/12/2015	Legislatively required review



Contents

Dog Control Bylaw	1
1. Interpretation.....	3
2. Limitation on Number of Dogs Permitted on Land or Premises	4
3. Licensing of Additional Dogs and Commercial Dog Walkers.....	4
4. Revocation of Licence.....	5
5. Limitation on Numbers not to Apply in Certain Areas	6
6. General Controls in Public Places	6
7. Dog Exercise Areas	7
8. Resolution to Specify Dog Exercise Areas.....	7
9. Prohibited Areas.....	8
10. Resolution to Specify Dog Prohibition Areas	8
11. Exemption for Certain Working Dogs.....	9
12. Owner Deemed to have Permitted the Dog to be in Public Place.....	10
13. Standards for the Keeping of Dogs.....	10
14. Notice to Upgrade Standards	10
Schedule One	12
Schedule Two	13
Schedule Three.....	14
Schedule Four.....	16

1. Interpretation

- 1.1 In this 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 9 of this 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 Council and includes all land administered by 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" 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 obtained a licence for additional dogs under clause 3.1.
- 2.2 No person may exercise (on-lead or off-lead) more than four dogs at any time in a public place without a Commercial Dog Walker's licence.
- 2.3 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.

3. Licensing of Additional Dogs and Commercial Dog Walkers

- 3.1 The owner of a dog, or the owner or occupier of the land or premises, wanting to obtain a licence for an additional dog or dogs shall make written application to Council in the forms set out in Schedule One and Two of this bylaw and shall provide with their application any information Council requires.
- 3.2 Any Commercial Dog Walker shall make written application to Council for a licence in accordance with Schedule Three of this bylaw and shall provide with their application any information Council requires.
- 3.3 Any licence issued under clauses 3.1 and 3.2 may be subject to any reasonable terms, conditions and restrictions consistent with this bylaw. Every licence shall be issued on the forms set out in Schedules One, Two and Three of this Bylaw and, subject to clause 4.1, shall remain in force from the date of issue until the 30th of June the following year.

- 3.4 For every licence, the applicant(s) shall pay to 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.
- 3.5 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

- 4.1 Council may revoke a licence at any time while that licence is in force in accordance with clause 3.3 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.
- 4.2 Any exemptions issued under 2.3 are subject to revocation under 4.1.
- 4.3 Where an owner fails to obtain a license or exemption within seven days of being notified of the requirement to do so, a 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

- 5.1 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 clause 7.1:
- 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. the dog is kept under continuous control by an effectual leash held by a person and securely attached to a collar on the dog; or
 - 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 9, a person may exercise a dog off lead in any designated Dog Exercise Area (including a Dog Park) as outlined in Schedule Four.
- 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 (including a Dog Park).

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 Council may amend or revoke a resolution made under clause 8.1 at any time.
- 8.3 Before making a resolution under clause 8.1, 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 all wildlife;
 - f. whether it is necessary to consult with the public to gauge community views on a proposed Dog Exercise Area; and
 - 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, and no owner may cause or permit their dog to enter or remain in a Dog Prohibition Area.
- 9.2 For the purposes of clause 9.1, the following are Dog Prohibition Areas as outlined in Schedule Four:
- a. any premises used as a public hub or library;
 - b. any children's playground within the district;
 - c. any swimming pool owned or controlled by Council;
 - d. any land used as a kindergarten or playcentre;
 - e. any marked sports surface;
 - f. any unmarked sports surface when in use for sporting purposes;
 - g. 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
 - 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 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 Council may amend or revoke a resolution made under clause 10.1 at any time.

- 10.4 Before making a resolution under clause 10.1, Council must take into account:
- a. the need to minimise danger, distress and nuisance to the community generally; and
 - 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; and
 - 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; and
 - d. the exercise and recreational needs of dogs and their owners; and
 - e. impact on wildlife areas; and
 - f. whether it is necessary to consult with the public to gauge community views on a proposed Dog Prohibition Area; and
 - g. any other information considered by Council to be relevant.

11. Exemption for Certain Working Dogs

- 11.1 Nothing in clause 9 shall apply to a Disability Assist Dog or to a 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 11.1 or to a Working Dog being lawfully used to move stock.

12. Owner Deemed to have Permitted the Dog to be in Public Place

- 12.1 The owner of a dog found in any place in breach of clauses 6.1 or 9 shall, unless the contrary is proved, be deemed to have permitted the dog to enter or remain in that place.

13. Standards for the Keeping of Dogs

- 13.1 The occupier of any premises on which a dog is kept shall take all steps reasonably necessary to:
- a. ensure the dog receives proper care and attention and is supplied with proper and sufficient food, water and shelter; and
 - b. prevent 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 Council considers that clause 13 is breached, 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 13.1 is not breached. The notice may specify all or any of the following actions to be taken (except in the case of ongoing actions) 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; and
 - 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 Council shall have regard to:
- a. the need for adequate shelter and space;
 - b. the need for a 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; and
 - g. the need for cleaning of kennels or other places where dogs are kept.
- 14.3 Council may at any time cancel any notice given under clause 14.1 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 Council shall not prosecute the occupier for a breach of clause 13 before the date stated on the notice as the date by which the actions (except ongoing actions) are to be carried out.

Schedule One

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



ADobe Acrobat V11.0 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 dogs 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 (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 | 31 Meatham Street, Seaview, Lower Hutt 6210 | animals@huttcity.govt.nz
Hutt City Council | 531 High Street, Private Bag 31912, Lower Hutt 6240 | 04 572 5505 | huttcity.govt.nz
R0A\FOR\M\114\F\HCC\ DOG\141\65976 | December 2013

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 Moauroa Street, Service, Lower Hutt 5012 | animal@huttcity.govt.nz
HUTT CITY COUNCIL | 531 High Street, Private Bag 51912, Lower Hutt 5042 | 04 573 0000 | HUTT.CITY.GOVT.NZ
NEWSPRINT/115L/HCC | DOC/14/151375 | DOC/1600/2013

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 Renewals</p>	<p>You need to renew your licence annually with Hutt City Council</p>

Document Name / EC North 9X63 / Version 03

P.1

<p>Licence on request.</p>	<p>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.</p>
-----------------------------------	---

Licencee Details:

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

Schedule Four

Dog prohibition areas and dog exercise areas

Introduction

The following areas were adopted by Council at its meeting on 31 July 2025 as either Dog Prohibition Areas, or Dog Exercise Areas. 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 from 1 December to 31 March between 9.00am and 8.00pm	1.1a
b.	Sorrento Bay – Dogs prohibited at all times from the areas where there are signs: the foreshore and beach area of Sorrento Bay; from the Southern end of the rocky outcrop and running to the Northern end of the oystercatcher managed works zone	1.1b
c.	The picnic and leisure areas of Lowry Bay where there are signs prohibiting dogs from 1 December to 31 March between 9.00am and 8.00pm	1.1c
d.	Whiorau Reserve – Dogs prohibited at all times from the bird protection area as indicated by the signs	1.1d
e.	The picnic and leisure areas of York Bay where there are signs prohibiting dogs from 1 December to 31 March between 9.00am and 8.00pm	1.1e
f.	The picnic and leisure areas of Mahina Bay where there are signs prohibiting dogs from 1 December to 31 March between 9.00am and 8.00pm	1.1f
g.	The picnic and leisure areas of Sunshine Bay where there are signs prohibiting dogs from 1 December to 31 March. Between 9.00am and 8.00pm	1.1g
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	1.1h

	Registry), more commonly known as the Days Bay Pumping Station Site and the Proposed Local Purpose Reserve (Wildlife Management)	
i.	The picnic and leisure areas of Days Bay where there are signs prohibiting dogs from 1 December and 31 March between 9.00am and 8.00pm	1.1i
j.	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	1.1j
k.	The picnic and leisure areas of Rona Bay where there are signs prohibiting dogs from 1 December and 31 March between 9.00am and 8.00pm	1.1k
l.	HW Shortt Recreation Ground – dogs to be prohibited at all times from the bird protection areas as indicated by the signs	1.1l
1.2	Petone	
a.	Petone Beach between Hikoikoi Reserve and the Petone Wharf from 1 December and 31 March between 9.00am and 8.00pm	1.2a
b.	Eastern section of McEwan Park	1.2b
c.	Memorial Park	1.2c
d.	Percy Scenic Reserve	1.2d
1.3	Epuni	
a.	Mitchell Park	1.3a
1.4	Avalon	
a.	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 1.4a and coloured as a broken yellow line. Dogs are also permitted on leash at the northern end of the park as designated in Map 1.4a	1.4a
1.5	Stokes Valley	
a.	Speldhurst Park	1.5a

1.6	Belmont	
a.	Belmont Recreation Reserve Southern end	1.6a
1.7	Seaview	
a.	The small, fenced section of Sunset Point where the bird protection area is located	1.7a

2. Dog Exercise Areas			
2.1	Stokes Valley	Entrances	Map
a.	Delaney Park (excluding sports surfaces)	George Street, Stokes Valley Road	2.1a
b.	Kamahi Park (excluding sports surfaces)	Stokes Valley Road	2.1b
2.2	Kelson		
a.	Kelson Reserve	Kelson Grove	2.2a
2.3	Belmont		
a.	Redvers Drive Reserve	Redvers Drive	2.3a
2.4	Naenae		
a.	Naenae Park (excluding sports surfaces)	Seddon Street, Naenae Road, Gibson Street, Waddington Drive, Rimu Street	2.4a
b.	Waddington Canal	Balgownie Grove, Waddington Drive, Hill Grove, Judd Crescent, Seddon Street	2.4b
2.5	Waiwhetu		
a.	Trafalgar Park (excluding sports surfaces)	Trafalgar Street, Brook Street	2.5a
b.	Te Whiti Park (excluding sports surfaces)	Whites Line East, Riverside Drive	2.5b
c.	Bell Park (excluding sports surfaces)	Bell Road, Douglas Street, Riverside Drive South	2.5c

2.6	Petone		
a.	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	2.6a
b.	Sladden Park (excluding the children's playground and sports surfaces)	Bracken Street	2.6b
c.	Ava Park	Wakefield Street	2.6c
d.	Petone Recreation Ground (excluding children's playground and sports surfaces)	Buick Street	2.6d
e.	North Park (excluding sports surfaces)	Roxburgh Street	2.6e
f.	Petone Beach Area (west of Petone Wharf) – excluding Honiana Te Puni Reserve and Te Ara Tupua (shared path), as indicated in the map.	The Esplanade, Honiana Te Puni Reserve carpark	2.6f
g.	Petone Beach East	Marine Parade	2.6g
2.7	Korokoro		
a.	Frank Cameron Park	London Road	2.7a
2.8	Hutt Central		
a.	Hutt Recreation Ground (excluding sports surfaces)	Myrtle Street, Woburn Road, Bellevue Road	2.8a
2.9	Moera		
a.	York Park	York Street, Elizabeth Street	2.9a
2.10	Hutt Riverbanks		
a.	Eastern bank from Croft Grove to Tirangi Road, Moera	Croft Grove to Tirangi Road, Moera	2.10a

b.	Eastern bank from Barber Grove to Ava Rail Bridge, Moera	Barber Grove to Ava Rail Bridge, Moera	2.10b
c.	Eastern bank from Ava Rail Bridge to Ewen Bridge	Ava Rail Bridge to Ewen Bridge	2.10c
d.	Eastern bank from Ewen Bridge to Melling Bridge	Ewen Bridge to Melling Bridge	2.10d
e.	Eastern bank from Melling Bridge to Kennedy Good Bridge	Melling Bridge to Kennedy Good Bridge	2.10e
f.	Eastern bank from Kennedy Good Bridge to Stokes Valley	Kennedy Good Bridge to Stokes Valley	2.10f
g.	Eastern bank from Stokes Valley to Reynold Bach Drive	Stokes Valley to Reynold Bach Drive	2.10g
h.	Western bank from Manor Park Road to Benmore Crescent extension	Benmore Crescent, Western Hutt Road, Manor Park Road	2.10h
i.	Western bank north of Owen St, Belmont	Owen Street to the Northern end of the riverbank before the path narrows (opposite High Street at the Northern end of Taita Drive)	2.10i
j.	Western bank - Belmont Recreation Reserve, south of Owen St, Belmont	Owen Street	2.10j
k.	Western bank from Kennedy Good Bridge south to Melling Bridge	Kennedy Good Bridge, Melling Bridge	2.10k
l.	Western bank from Melling Bridge to Ewen Bridge	Melling Bridge, Ewen Bridge	2.10l
m.	Western bank from Ewen Bridge to Ava Park.	Ewen Bridge, Ava Park	2.10m
2.11	Wainuiomata		

a.	Leonard Wood Park (excluding the children's playground)	Wood Street, Willow Grove, Parenga Street	2.11a
b.	Wood Street Reserve	Wood Street	2.11b
c.	Burden Avenue Riverbank Reserve	Faulke Avenue, Main Road	2.11c
d.	Rotary Park	Main Road, Gibbs Crescent	2.11d
e.	Wainuiomata Riverbank	Main Road/Poole Crescent	2.11e
f.	The Eastern section of Richard Prouse Park (when not in use for sporting purposes), and outside the sports surfaces in the Western section	Hine Road	2.11f
g.	Hine Road Reserve	Hine Road	2.11g
h.	Black Creek	Nelson Crescent, Moohan Street	2.11h
i.	Pencarrow Hall Reserve	Tipperary Grove	2.11i
j.	Drainage Reserve between Norfolk Street and Nelson Street.	Norfolk Street, Nelson Street	2.11j
k.	Drainage Reserve between Mohaka Street and Momona Street	Parkway, Manutuke Street	2.11k
l.	Drainage Reserve between Parkway and Konini Street	Parking, Konini Street, Totara Street, Karamu Crescent	2.11l
m.	Drainage Reserve between Wainuiomata Road and Fraser Street	Fraser Street, Wainuiomata Road	2.11m
n	Karaka Park (excluding children's playground)	Karaka Street	2.11n
o.	Les Dalton Dog Park	Waiu Street	2.11o
2.12	Eastbourne		
a.	Muritai Beach/Robinson Bay, 200 metres south of the Rona Bay Wharf (Rata	HW Shortt Park, Maire Street, Marine Parade	2.12a

	Street) to Miro Street. This excludes the bird protection area that runs parallel to HW Shortt Recreation Ground.		
--	---	--	--

3. Dog Exercise and Prohibition Areas			
3.1	Eastbourne		
a.	<p>Days Bay The area in Days Bay on the beach north of the wharf is –</p> <p>i) A Dog Exercise Area between 8.00pm and 10.00am from 1 December to 31 March every year;</p> <p>ii) A Dog Exercise Area at all times from 1 April to 30 November; and</p> <p>iii) A Dog Prohibition Area between 9.00am and 8.00pm from 1 December to 31 March every year.</p>	Beach area to the North of Days Bay Wharf	3.1a

HUTT CITY COUNCIL APPEARANCE INDUSTRIES BYLAW

Bylaw made under section 145 of the Local Government Act 2002 and section 64 of the Health Act 1956.

Adopted: [31 July 2025](#) ~~[31 September 2020](#)~~

Effective: [31 July 2025](#)

DRAFT

CONTENTS

1.	TITLE3
2.	COMMENCEMENT3
3.	APPLICATION3
4.	PURPOSE3
5.	INTERPRETATION 4
6.	REGULATION OF CERTAIN SERVICES FOR HEALTH PROTECTION 7
	A. services allowed subject to minimum standards.....	7
	B. services requiring a licence	7
	C. restricted services	8
	D. exemptions	9
7.	CONTROLS AND LICENCES 10
	A. health protection code of practice	10
	B. procedure for making a code of practice	10
	C. health protection licences	11
8.	CONTROLS AND LICENCES ENFORCEMENT POWERS, OFFENCES, PENALTIES	12
	A. compliance with the bylaw	12
	B. bylaw breaches	12
	C. related information	12

9.	FEES PAYABLE
		13
10.	RELEVANT LEGISLATION
		14

1. TITLE

This proposed bylaw is the Appearance Industries Bylaw 2020.

2. COMMENCEMENT

This bylaw will come into force on 1 October 2020. ~~Existing operators will have a 12 month transition period in which to meet the proposed standards.~~

3. APPLICATION

This bylaw applies to the Lower Hutt District.

4. PURPOSE

PRELIMINARY PROVISIONS

- (1) The purpose of this bylaw is to promote and protect public health by —
- (a) requiring certain services with the following health risks to comply with minimum standards, including —
 - (i) any commercial service that pierces the skin or tissue;
 - (ii) any commercial service that risks breaking the skin or tissue;
 - (iii) any commercial service that risks burning the skin or tissue;
 - (iv) any tattooing or traditional tools tattooing that has recognised cultural significance;
 - (b) requiring a licence for certain services, including —
 - (i) any commercial service that pierces the skin or tissue;
 - (ii) any commercial service that risks breaking the skin or tissue;
 - (iii) any commercial service that risks burning the skin or tissue; or
 - (iv) any tattooing or traditional tools tattooing that has recognised cultural significance.

5. INTERPRETATION

In this bylaw, unless the context otherwise requires, -

- (1) In this bylaw, unless the context otherwise requires —

Acupuncture means a practice involving the insertion of filiform (very narrow) needles through the skin and tissues for the intended purpose of alleviating ailments or injuries.

Autoclave means a device that sterilises instruments or materials with heat, high pressure and/or steam and is the only totally effective sterilisation method

Body Piercing means the piercing of the body for the purpose of inserting an adornment which upon healing can be safely removed without assistance

Commercial ear-piercing means a practice of piercing the ear for decorative purposes, inserting jewellery or implants to alter the appearance of the skin.

Commercial service means a service (whether from permanent premises, temporary premises or mobile premises) provided by one or more persons for another person for monetary payment or any other consideration.

Council means the governing body of the Hutt City Council, Upper Hutt City Council or any person delegated to act on its behalf.

Customer or client means a person on whom a service is being, or is to be, carried out.

Derma rolling / stamping means a practice of using micro needles to create tiny punctures in the skin intended to stimulate growth factors to enhance collagen production and better alignment of the collagen fibres.

Electrolysis means a practice involving the insertion of a sterilised needle into individual hair follicles to the root. An electric impulse is passed through the needle to the root area to aid in the removal of hair.

Exfoliation means a practice that intends to remove dead skin and can be performed using microdermabrasion, physical peels that have an abrasive action and chemical peels such as glycolic or enzyme.

Extractions means a practice for the removal of comedones (blackheads), pimples and ingrown hairs by manipulating the pores of the skin, either with fingertips or a tool, to remove sebum. Some extractions can involve penetration of the skin using sharp equipment such as a metal tool or lance.

Eyeball Tattooing means a practice of piercing any part of the eye (including but not limited to the sclera and surrounding tissues) and inserting pigments, dyes or any object.

Hair removal means the removal of hair by waxing (pulling the hair from the skin using soft wax, hot wax or glucose); threading (lifting the hair out from the follicle by entwined thread); or tweezing (grasping hairs and pulling them out of the skin, including epilation - a mechanical means of tweezing).

Health practitioner means a person who is, or is deemed to be, registered with a responsible authority under the Health Practitioners Competence Assurance

Act 2003 as a practitioner of a particular health profession with a relevant scope of practice.

Laser treatment means a practice involving the use of a laser device, which amplifies light and usually produces an extremely narrow beam of a single wavelength (one colour), intended to remove hair, skin photo-rejuvenation and other appearance enhancing procedures.

Licence means a licence, permit or approval to do something under this bylaw and includes all conditions to which the licence is subject.

Manager means

- (a) a person who has effective control over operators; or
- (b) if no person meets the description in (a), **manager** has the same meaning as **operator**.

Manicure means beautification or enhancement of the hands and fingernails, including shaping and polishing.

Mobile premises means any location other than a permanent premises where any service is undertaken on an ongoing and regular basis by any person.

Operator means a person who carries out a service.

Pedicure means beautification or enhancement of the feet and toenails by shaping and polishing toenails and exfoliation of skin or tissue from the feet.

Permanent premises means any land, dwelling, storehouse, warehouse, shop, cellar, yard, building, or part of the same, or enclosed space separately occupied where any service is undertaken on an on-going and regular basis by any person. All lands, buildings, and places adjoining each other and occupied together are deemed to be the same premises.

Pulsed light means a practice using a powerful flash of broad spectrum, noncoherent light intended to remove hair and/or for skin photo-rejuvenation, and may include but is not limited to Intense Pulsed Light and Variable Pulsed Light or other energy devices intended to be used for appearance enhancing procedures, may include but is not limited other modalities

Red vein treatment means a practice of piercing a vein with a needle along the length of a damaged capillary, causing little dams or blockages along the vessel.

Skin is included in the definition of **tissue** and means the outer surface covering the body and is made up of the outer epidermis, middle dermis and deep subcutaneous tissue.

Skin Photo-rejuvenation is a skin treatment that uses lasers, intense pulsed light, or photodynamic therapy to treat skin conditions and remove effects of photoaging such as wrinkles, spots, and textures.

Specified Skin Piercing Services means any skin piercing such as body piercing, tattooing, traditional tool tattooing, electrolysis, extractions, derma rolling/stamping, red vein treatment, and acupuncture.

Sterilised, in relation to an instrument or like article or container, means subjecting an instrument, article or container to a process, as a result of which all organisms and their spores present on the surfaces of the instrument, article or container are killed.

Tattooing means a practice of making indelible marks in human skin or tissue by inserting pigments or dyes into punctures made in the skin or tissues. Tattooing includes the process known as pigment implantation permanent makeup, microblading and micropigmentation.

Temporary premises means any location where any service is undertaken by any person on an irregular basis and the primary purpose of that location is not ordinarily the provision of that service.

Related information

Temporary premises include, for example, residential dwellings, apisā at a fale or maota, events or markets.

Tissue means a collection of similar cells that together carry out a specific function. It includes connective tissue, such as blood, bones and ligaments, muscular tissue, nervous tissue, membranes and skin.

Traditional tools tattooing means a practice of making indelible marks in the human skin or tissue by inserting pigments or dyes into punctures made in the skin or tissue using tools that are culturally traditional in structure and used in procedures such as tā moko, tatau, uhi or any other traditional tattooing practice that has recognised cultural significance.

UV Cabinet is a cabinet used to maintain the sterility of instruments processed by autoclaving or dry heat. It is NOT of itself a method of sterilizing.

- (2) Related information does not form part of this Bylaw and may be inserted, changed or removed without any formality.
- (3) The Interpretation Act 1999 applies to this bylaw.

6. REGULATION OF CERTAIN SERVICES FOR HEALTH PROTECTION

A. SERVICES ALLOWED SUBJECT TO MINIMUM STANDARDS

- (1) The operator of any of the following services must comply with relevant standards set by the council in a code of practice made under clause 10 —
 - (a) any commercial service that pierces the skin or tissue, including but not limited to tattooing, traditional tools tattooing, body piercing, acupuncture, electrolysis, extractions, red vein treatment, or derma rolling;

- (b) any commercial service that risks breaking the skin or tissue, including but not limited to hair removal, manicure, pedicure, or exfoliation;
- (c) any commercial service that risks burning the skin or tissue, including but not limited to pulsed light, or laser treatment;
- (d) any tattooing or traditional tools tattooing that has recognised cultural significance but not undertaken under the authority of a marae.

B. SERVICES REQUIRING A LICENCE

- (1) This clause applies to the following services -
 - (a) any commercial service that pierces or risks piercing the skin or tissue, including but not limited to, tattooing, traditional tools tattooing, body piercing, acupuncture, electrolysis, extractions, red vein treatment, or derma rolling;
 - (b) any commercial service that risks breaking the skin or tissue, including but not limited to, hair removal, manicure, pedicure, or exfoliation;
 - (c) any commercial service that risks burning the skin or tissue, including but not limited to, pulsed light, or laser treatment; or
 - (d) any tattooing or traditional tools tattooing that has recognised cultural significance and is not undertaken under the authority of a marae.
- (2) The manager of any service to which this clause applies must -
 - (a) obtain a licence from the council before commencing operation; and
 - (b) hold a valid and unexpired licence from the council at all times that the commercial service is offered;
 - (c) conspicuously display a copy of a valid licence at the principal entrance or reception of any permanent premises or mobile premises in full and unobscured view to the satisfaction of the council; and
 - (d) ensure operators carry a copy of a valid licence on their person at all times when providing a service at a temporary premises and show the licence to the customer prior to providing a service.

C. RESTRICTED SERVICES

- (1) Commercial services that pierce the eyeball (including eyeball tattooing) are prohibited unless undertaken by appropriately qualified health practitioners covered by the Health Practitioners Competence Assurance Act 2003 in the practice of their profession.

Related information

Ophthalmologists (eye specialists) are the only health practitioners that can currently carry out eyeball tattoo.

- (2) Commercial services requiring or using prescription medicine must be undertaken by appropriately qualified health practitioners covered by the Health Practitioners Competence Assurance Act 2003 in the practice of their profession such as a podiatrist
- (3) Due to the risks associated with dermal filler procedures. This procedure must be undertaken by appropriately qualified health practitioners covered by the Health Practitioners Competence Assurance Act 2003 in the practice of their profession.
- (4) Commercial services which use heel blades or razors to cut or shave thickened skin may only be undertaken by appropriately qualified health practitioners covered by the Health Practitioners Competence Assurance Act 2003 in the practice of their profession.

D. EXEMPTIONS

- (1) Clauses 6 and 7 do not apply to —
 - (a) any commercial service undertaken by health practitioners covered by the Health Practitioners Competence Assurance Act 2003 in the practice of their profession;
 - ~~(b) — acupuncture undertaken by members of the New Zealand Register of Acupuncturists or members of the New Zealand Acupuncture Standards Authority; practitioners registered and holding a current annual practicing certificate with the Chinese Medicine Council of New Zealand."~~
 - (c) commercial ear-piercing services undertaken in a pharmacy licenced by the Ministry of Health.
- (2) Ko ngā mahi tā moko a te kaitāmoko me whakamana e tētahi marae nō roto i te rohe o Te Kaunihera o Te Awa Kairangi e ai ki te tikanga Māori ka noho wātea i ngā here o tēnei ture ā-rohe. Heoi anō rā me whaiwhakaaro tonu pea te marae ki te itinga rawa o ngā paerewa takinga ā-mahi i raro i te whiti 10, me te whakawhāiti i te roanga o te wā e mau ai te whakamana.

Related information

Clause (2) in English means tā moko (traditional Māori tattooing) undertaken by artists on a marae in Lower Hutt and in accordance with tikanga- Māori (traditional Māori customs) is exempt from compliance with this bylaw. Marae should consider the minimum standards in the code of practice made under clause 10 and a limit to the duration of the authorisation. Tā moko are a taonga (or cultural treasure) and are protected under the Treaty of Waitangi Principles.



7. CONTROLS AND LICENCES

A. HEALTH PROTECTION CODE OF PRACTICE

- (1) The council may make, amend or revoke a code of practice about any services in clause 6.
- (2) Every code of practice adopted under (1) may specify —
 - (a) minimum standards for the operation of those services, including (but not limited to):
 - (i) operator conduct, training and qualifications;
 - (ii) premises construction, facilities and maintenance;
 - (iii) equipment, supplies and products used;
 - (iv) cleaning, sterilisation and disposal of waste products;
 - (v) customer age restrictions, consent and after care advice;
 - (vi) record keeping; and
 - (b) recommended best practice for the operation of those services.

B. PROCEDURE FOR MAKING A CODE OF PRACTICE

- (1) Council may by resolution make, amend or revoke a code of practice made under this bylaw
- (2) The council must, before making, amending or revoking a code of practice in clause 10 —
 - (a) consult with —
 - (i) medical officers of health in the Hutt Valley region; and
 - (ii) any affected operators;
 - (b) be satisfied that —
 - (i) the standards are the minimum necessary to ensure that the purpose of the Bylaw will be met; and
 - (ii) the recommendations for best practice (if any) are appropriate.
 - (c) have regard to —
 - (i) the feasibility and practicality of effecting a transition from current practices to new practices and any adverse effects that may result from such a transition; and
 - (ii) any other matters considered relevant by the council.
- (3) A code of practice made, amended or revoked under subclause (1) must be publicly notified.

C. HEALTH PROTECTION LICENCES

- (1) The Council may make controls and set fees for the following matters with respect to any licence required by clause 7 —
 - (a) applying for a licence, including forms and information;
 - (b) assessing an application for a licence, including inspection;
 - (c) granting or declining an application for a licence;
 - (d) the conditions that may be imposed on a licence;
 - (e) the duration of the licence;
 - (f) objecting about a decision to decline a licence, including the objection period;
 - (g) objecting about a condition of a licence, including the objection period;
 - (h) conducting inspections to ensure that a licence and its conditions are complied with;
 - (i) reviewing a licence or its conditions;
 - (j) refunding or waiving fees;
 - (k) suspending or cancelling a licence; and

- (l) objecting about a decision to suspend or cancel a licence, including the objection period.
- (2) At the discretion of the council and having regard to any controls made under subclause (1), licences may be declined, or granted subject to any conditions.
- (3) If no controls are made about the duration of a licence under subclause (1)(e), a licence has a duration of 12 months from the date granted.

A licence is personal to the holder and is not transferable.

DRAFT

8. CONTROLS AND LICENCES ENFORCEMENT POWERS, OFFENCES, PENALTIES

A. COMPLIANCE WITH THE BYLAW

- (1) The council may use its powers under the [Local Government Act 2002](#) and the [Health Act 1956](#) to enforce this bylaw.
- (2) Without limiting subclause (1), any person authorised by the council to undertake inspections under this Bylaw may take or remove a sample or thing for analysis, for the purpose of determining whether or not this Bylaw is being complied with.

Related information

Local Government Act 2002 enforcement powers include: court injunction ([section 162](#)), seizure and disposal of property (sections [164](#), [165](#), [168](#)), powers of entry (sections [171](#), [172](#), [173](#)), and power to request name and address ([section 178](#)) (as reprinted on 1 July 2018).

Health Act 1956 enforcement powers include: court orders ([section 33](#)), cost recovery for council to abate nuisance ([section 34](#)), requiring the cleaning of premises ([section 41](#)), powers of entry ([section 128](#)), and power to request name and address ([section 134](#)) (as reprinted on 2 March 2018).

B. BYLAW BREACHES

- (1) A person who fails to comply with this Bylaw commits a breach of this Bylaw and is liable to a penalty under the [Local Government Act 2002](#) or the [Health Act 1956](#).

C. RELATED INFORMATION

A person who is convicted of an offence against a bylaw can be:

- fined a maximum of \$20,000 under the Local Government Act 2002 (section 242(4), ~~as reprinted on 1 July 2018~~)
- fined a maximum of \$500 under the Health Act 1956 (section 66(1), ~~as reprinted on 2 March 2016~~)
- where the offence is continuing, fined a maximum of \$50 every day the offence continues under the Health Act 1956 (section 66(1), ~~as reprinted on 2 March 2016~~)

PART 2 FEES

9. FEES PAYABLE

There are three costs which can be charged under this bylaw

1. An annual registration fee ~~of \$245.00~~ (which includes up to ~~1.5~~ hour of inspection, administration and travel time) for an Appearance Industry application.
2. An annual registration fee ~~of \$330.00~~ (which includes up to ~~2 one and a half~~ hours of inspection, administration and travel time) for a combined Hairdresser/Appearance Industry application. An hourly fee for additional time
3. A fee of ~~\$170.00~~ per hour for additional time for registration/inspection and investigation ~~and investigation~~ of justified complaints under the Appearance Industries Bylaw.
4. The Council may, by resolution, prescribe or vary fees and charges in respect of any matter provided for in this bylaw.
- 4-5. Fees will be set in proportion to the costs to Council for each application. All fee amounts can be found at www.huttcity.govt.nz

RELEVANT LEGISLATION

<p>Local Government Act 2002</p>	<p>Part 8 of the Local Government Act 2002 provides powers for local authorities for the making of bylaws. The Act contains general bylaw making provisions.</p>	<p>www.legislation.govt.nz</p>
<p>Health Act 1956</p>	<p>Section 64 of the Health Act provides powers for local authorities for the making of bylaws for the following relevant matters:</p> <ul style="list-style-type: none"> a. Improving, promoting, or protecting public health, and preventing or abating nuisances b. Prescribing the sanitary precautions to be adopted in respect of any business or trade 	<p>S64 applies</p>



DRAFT

Appearance Industries Bylaw 2020 Code of Practice

Appearance Industries Bylaw Code of Practice

Adopted: 29 September 2020

Effective: 1 October 2020

DRAFT

 Appearance Industries Bylaw 2020 Code of Practice

Contents

Introduction	4
Interpretation	6
Part 1	9
Minimum Standard 1A: Permanent Premises	9
Minimum Standard 1B: Mobile or Temporary Premises	12
Part 2	14
Minimum Standard 2: Operator Conduct	14
Part 3	18
Minimum Standard 3: Piercing of the Skin	18
Minimum Standard 3A: Body Piercing	25
Minimum Standard 3B: Tattooing	26
Minimum Standard 3C: Traditional Tools Tattooing	28
Minimum Standard 3D: Acupuncture	31
Minimum Standard 3E: Electrolysis, Red Vein Treatment and Derma Rolling / Stamping	32
Part 4	33
Minimum Standard 4: Risk of Breaking the Skin	34
Minimum Standard 4A: Hair Removal	36
Minimum Standard 4B: Manicure / Pedicure	38
Minimum Standard 4C: Exfoliation	40
Part 5	41
Minimum Standard 5: Pulsed Light and Laser Treatment	41

Introduction

This Code of Practice seeks to protect public health in regards to the operation of commercial services that pose an associated health risk to any persons using or accessing their services, products or business operation. The Code sets minimum standards of hygienic and safe practices with regard to the way premises are constructed, equipped and maintained, and in regard to the way operators conduct themselves when providing services. It includes recommendations for best practice to encourage standards of care in addition to minimum standards.

Services that involve piercing the skin carry public health risks to do with the transference of blood-borne diseases and viral, bacterial or fungal infections from breaking or abrading the protective epidermal layer. Other services may be unlikely to puncture the skin but involve contact with skin or bodily fluids and carry a public health risk of transferring bacterial and viral infections. Services that involve application of light to the body have the potential to burn the skin and carry a health risk of damage to DNA and longer term skin conditions, including skin cancer, as well as risks associated with abrading the protective epidermal layer. It is risks such as these which warrant council intervention to ensure such services are carried out in a hygienic and safe manner.

The minimum standards are made under the Appearance Industries Bylaw. Failure to meet a minimum standard is a breach of the Appearance Industries Bylaw or a [Health Protection Licence, Certificate of Registration and](#) is an offence under the Local Government Act 2002 and Health Act 1956. Penalties may include cancellation or suspension of a [Certificate of Registration Health Protection Licence](#) or a Court fine of up to \$20,000.

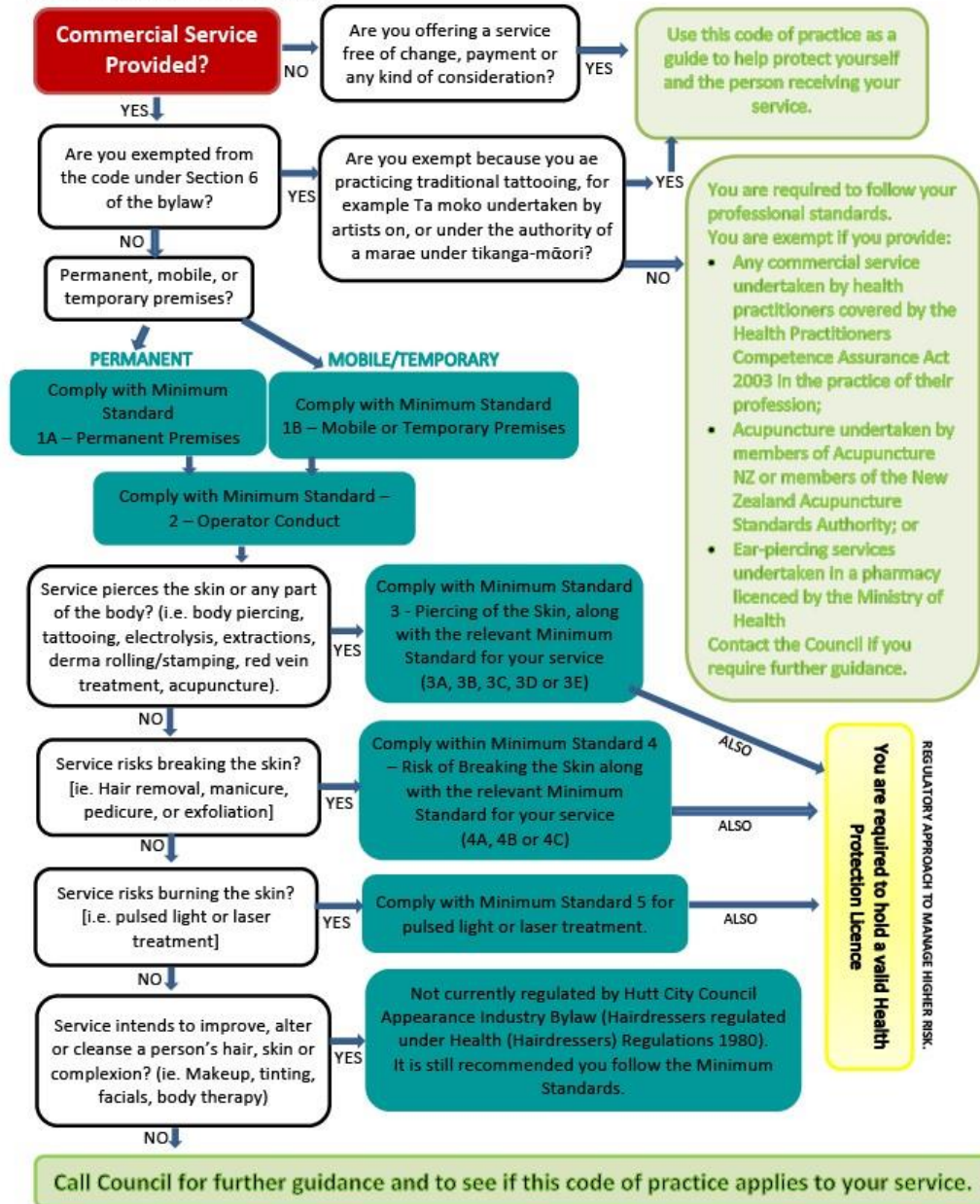
The recommendations for best practice in this code are included to encourage higher standards of hygienic and safe practices. Adoption of recommended best practice is voluntary.

This Code of Practice has been developed in accordance with the Local Government Act 2002.

Appearance Industries Bylaw 2020 Code of Practice

HOW TO USE THE CODE

Each section of this code is broken down by topic. An operator delivering a service will need to meet multiple minimum standards in order to be compliant with the code of practice, and the flow chart below provides some guidance as to which sections apply. This is a guide only and all operators should review the code in full to ensure all relevant minimum standards are met.



Interpretation

In this code of practice, unless the context otherwise requires,—

Acupuncture means a practice involving the insertion of filiform (very narrow) needles through the skin and tissues for the intended purpose of alleviating ailments or injuries.

Autoclave means a device that sterilises instruments or materials with heat, high pressure and/or steam and is the only totally effective sterilisation method

Body piercing means piercing of the skin for the purpose of inserting an adornment which upon healing can be safely removed without assistance.

Cleaning means the physical removal of dirt, blood and other such substances from surfaces by washing in detergent and warm water to reduce the number of micro-organisms.

Commercial service means a service (whether from permanent premises, temporary premises or mobile premises) provided by one or more persons for another person for monetary payment or any other consideration.

Communicable disease means any infectious disease, and any other disease declared by the Governor-General, by Order in Council, to be a communicable disease for the purposes of the Health Act 1956.

Council means the governing body of the Hutt City Council or any person delegated to act on its behalf.

Cupping means a form of traditional Chinese medicine that involves placing cups containing reduced air pressure (suction) on the skin, most commonly on the back, intended to release muscle tension through stimulated blood flow.

Customer or client means a person on whom a service is being, or is to be, carried out.

Disinfection means the killing of disease causing micro-organisms except bacterial spores.

Derma rolling / stamping means a practice of using micro needles to create tiny punctures in the skin intended to stimulate growth factors to enhance collagen production and better alignment of the collagen fibres.

Electrolysis means a practice involving the insertion of a sterilised needle into individual hair follicles to the root. An electric impulse is passed through the needle to the root area to aid in the removal of hair.

Exfoliation means a practice that intends to remove dead skin and can be performed using microdermabrasion, physical peels that have an abrasive action and chemical peels such as glycolic or enzyme.

Extractions means a practice for the removal of comedones (blackheads), pimples and ingrown hairs by manipulating the pores of the skin, either with fingertips or a tool, to remove sebum. Some extractions can involve penetration of the skin using sharp equipment such as a metal tool or lance.

Appearance Industries Bylaw 2020 Code of Practice

Eyeball tattooing means a practice of piercing part of the eye (including but not limited to the sclera and surrounding tissues) and inserting pigments, dyes or any object.

Hair removal means the removal of hair by waxing (pulling the hair from the skin using soft wax, hot wax or glucose); threading (lifting the hair out from the follicle by entwined thread); or tweezing (grasping hairs and pulling them out of the skin, including epilation a mechanical means of tweezing).

Health practitioner means a person who is, or is deemed to be, registered with a responsible authority under the Health Practitioners Competence Assurance Act 2003 as a practitioner of a particular health profession with a relevant scope of practice .

Instrument means any appliance, implement, needle or tool, of metal or non-metallic construction, which may come into contact with the skin or tissue on which the service is being carried out. It must also include any swab or dressing applied to the broken skin surface.

Laser treatment means a practice involving the use of a laser device, which amplifies light and usually produces an extremely narrow beam of a single wavelength (one colour), intended to remove hair, skin photo-rejuvenation and other appearance enhancing procedures.

Manicure means beautification or enhancement of the hands and fingernails, including shaping and polishing.

Massage means a practice of applying lotion, or soft wax, or stones, or pressure to another person's face or body.

Mobile premises means any location other than a permanent premises, where any service is undertaken on an ongoing and regular basis by any person.

Moxibustion means a traditional Chinese medicine technique that is used in conjunction with Acupuncture intended to facilitate healing and involves the heating of individual acupuncture points or regions of the body by burning the herb Artemisia close to or on the inserted needle.

Operator means a person who carries out a service.

Pedicure means beautification or enhancement of the feet and toenails by shaping and polishing toenails and exfoliation of skin or tissue from the feet.

Permanent premises means any land, dwelling, storehouse, warehouse, shop, cellar, yard, building, or part of the same, or enclosed space separately occupied. All lands, buildings, and places adjoining each other and occupied together are deemed to be the same premises.

Pulsed light means a practice using a powerful flash of broad spectrum, non coherent light intended to remove hair and/or for skin photo-rejuvenation, and may include but is not limited to Intense Pulsed Light and Variable Pulsed Light or other energy devices intended to be used for appearance enhancing procedures.

Red vein treatment by needle means a practice of piercing a vein with a needle along the length of a damaged capillary, causing little dams or blockages along the vessel.

Specified Skin Piercing Services means any skin piercing such as body piercing, tattooing, traditional tool tattooing, electrolysis, extractions, derma rolling/stamping, red vein treatment, and acupuncture.

Photo-rejuvenation is a skin treatment that uses lasers, intense pulsed light, or photodynamic therapy to treat skin conditions and remove effects of photo aging such as wrinkles, spots, and textures

Sterilise, in relation to an instrument or like article or container, means subjecting an instrument, article or container to a process, as a result of which all organisms and their spores present on the surfaces of the instrument, article or container are killed.

Autoclaves are considered by the Ministry of Health to be the 'gold standard in sterilization' as such they are recommended as best practice

Tattooing means a practice of making indelible marks in human skin or tissue by inserting pigments or dyes into punctures made in the skin or tissues. Tattooing includes the process known as pigment implantation and permanent makeup.

Temporary Premises means any premises used for a service or any area set up for not more than 5 days to undertake a service.

Traditional Tools Tattooing means a practice of making indelible marks in the human skin or tissue by inserting pigments or dyes into punctures made in the skin or tissue using tools that are culturally traditional in structure and used in procedures such as ta moko, Tatau, uhi or any other traditional tattooing practice that has recognised cultural significance.

UV Cabinet is a cabinet used to maintain the sterility of instruments processed by autoclaving or dry heat. It is NOT of itself a method of sterilizing.

 Appearance Industries Bylaw 2020 Code of Practice

Part 1 Premises

Introduction

How premises used for specified commercial services are constructed, equipped and maintained can reduce risks to public health.

Part 1A Permanent Premises

The minimum standards contained in this part of the code aim to ensure that permanent premises are kept in clean and hygienic conditions to reduce risk to public health.

Minimum Standard 1A: Permanent Premises

Compliance with bylaws and building legislation

1(1) The premises must be well constructed in accordance with the bylaws of the council and in accordance with any applicable provisions of the Building Act 2004, the Resource Management Act 1991, the New Zealand Building Code and Building Regulations; *Fit for purpose*

1(2) The premises must be constructed, designed and arranged so as to be fit and suitable for its intended purposes; *Repairs and cleanliness*

1(3) The premises and all fittings, fixtures and appliances in the premises must be maintained in a state of good repair and in a clean and tidy condition, and free from any accumulation of rubbish or other materials that may harbor vermin or insects or that may become offensive or a nuisance;

1(4) Any structural alterations, repairs, renovations, plumbing, or drainage work that may be undertaken or required must be carried out without unnecessary delay; *Walls, floors, ceilings, fixtures and fittings*

1(5) The walls, ceilings, fixtures and fittings in any area connected with the carrying out of any specified service must be capable of being easily cleaned, and must be maintained in good repair. If the walls are liable to be wetted or fouled, they must be constructed of impervious material; *Wet areas*

1(6) All floors, walls, ceilings and other surfaces in and around showers, pools, steam rooms, and other areas liable to get moist or wet, including any room containing a toilet, bidet or urinal must be smooth, impervious and capable of being easily cleaned and floors must be adequately graded and drained to the requirements of the New Zealand Building Code;

1(7) All floors and walls that become wet must be cleaned with a suitable disinfectant at least once in every 24 hours;

Water supply

1(8) All premises must be supplied with potable running water;

Ventilation

1(9) All parts of the premises must be adequately ventilated to the requirements of the New Zealand Building Code; *Lighting*

1(10)(a) lighting of not less than 300 lux shall be provided at all working surfaces adjacent to every place where customers are attended to and where instruments and tools are cleansed:

(b) in every part of the shop, the overall light intensity shall be not less than 100 lux at a point 800mm above the floor:

(c) all lighting shall be reasonably free from glare and distributed so as to avoid shadows

Toilet and wash-hand basin

1(11) Any toilet and wash-hand basin must be easily accessible, hygienic, clean and tidy, and equipped with a piped supply of hot and cold tempered running water, soap and adequate hand drying facilities must be provided near toilets, bidets or urinals to the requirements of clause G1 of the New Zealand Building Code;

1(12) All toilets and changing rooms must be regularly checked and cleaned throughout operating times;

Wash-hand basin

1(13) A wash-hand basin supplied with a constant supply of hot and cold water, or tempered running water at a temperature of not less than 43 degrees Celsius, soap, and single-use disposable paper towels or other approved hand-drying equipment must be provided in a readily accessible position where any operator carries out any specified service;

1(14) The place where the wash-hand basin is situated must be such that it cannot become directly contaminated by the splashing of contaminants from the use of any basin provided in accordance with Minimum Standards 1(15) or 1(16) below;

Cleaner's basin

1(15) A cleaner's basin equipped with a constant supply of hot and cold tempered running water must be provided on the premises for the sole purpose of being used in connection with cleaning of the floors, walls and similar fixed parts of the premises. The cleaner's basin must not be used except for such purpose; *Skin piercing equipment basin*

basin

1(16) All premises undertaking specified services that pierce the skin or other body parts must have suitable basins in addition to the basins in Minimum Standards 1(13) and 1(15) for the cleaning of skin piercing equipment;

1(17) The requirement for a cleaner's basin or skin piercing equipment basin as specified in Minimum Standards 1(15) and 1(16) may be waived if the council thinks it is unnecessary because of the nature of the service being carried out; *Sterilisation facilities*

1(18) All premises undertaking specified services that pierce the skin, or other body parts must provide a separate area or room for the purposes of cleaning and sterilising of equipment. This area must have good lighting, ventilation and be capable of being easily cleaned;

1(19) Ultrasonic cleaners must be kept separately to sterilisation facilities and have a designated contamination area;

Appearance Industries Bylaw 2020 Code of Practice

Mattresses, squabs and cushion covers

1(20) All mattresses, squabs and cushions used on any chair, bed, table or the like, used in conjunction with the carrying out of a specified service must be provided with permanent impervious covers that are easily cleaned; ***Staff facilities***

1(21) Members of the staff must be provided with a separate room or suitable facilities for the storage of clothing and personal effects.

Additional Standards

In addition to the minimum standards above, several other legislative acts, guidelines and codes of practice are also relevant:

- The Building Act 2004 stipulates how buildings are to be designed and constructed, to ensure that people who use buildings can do so safely and without endangering their health.
- The New Zealand Building Code (Schedule 1 of the Building Act 1992) sets out how a building and its components must perform. The Building Code addresses health issues such as external and internal moisture, hazardous agents on site, substances and processes, personal hygiene facilities, laundering facilities, ventilation, internal temperature, adequate lighting, provision of clean and hot water and adequate waste facilities.
- The Prevention of Legionellosis in New Zealand; Guidelines for the control of legionella bacteria (Ministry of Health 2011) further aims to ensure public health and safety by setting guidelines to reduce the potential of an outbreak of Legionnaires disease.

Part 1B Mobile or Temporary Premises

The minimum standards contained in this part of the code aim to ensure that mobile and temporary premises are set-up in clean and hygienic conditions to reduce risk to public health.

The separation of mobile and temporary premises from permanent premises recognises that it may not be possible to maintain the same standards as a permanent premises, and that the health risks may be greater due to a lack of control over the conditions.

Minimum Standard 1B: Mobile or Temporary Premises

Fit for purpose

1(22) The premises must be constructed, designed and arranged so as to be fit and suitable for its intended purposes; *Repairs and cleanliness*

1(23) The premises and all fittings, fixtures and appliances in the premises must be maintained in a state of good repair and in a clean and tidy condition, and free from any accumulation of rubbish or other materials that may harbor vermin or insects or that may become offensive or a nuisance; *Walls, floors, ceilings, fixtures and fittings*

1(24) The walls, ceilings, fixtures and fittings in any area connected with the carrying out of a specified service must be capable of being easily cleaned, and must be maintained in good repair. If the walls are liable to be wetted or fouled, they must be constructed of impervious material;

1(25) The floor of any area connected with the carrying out of a specified service that pierces the skin and risks breaking the skin must be surfaced with a smooth, durable material that is impervious to water and capable of being easily cleaned. The floor and the material with which the floor is surfaced must be maintained in good repair; *Ventilation*

1(26) All parts of the premises must be adequately ventilated;

Lighting

1(27) (a) lighting of not less than 300 lux shall be provided at all working surfaces adjacent to every place where customers are attended to and where instruments and tools are cleansed:

(b) in every part of the shop, the overall light intensity shall be not less than 100 lux at a point 800mm above the floor:

(c) all lighting shall be reasonably free from glare and distributed so as to avoid shadows

Mattresses, squabs and cushion covers

1(28) All mattresses, squabs and cushions used on any chair, bed, table or the like, used in conjunction with the carrying out of any specified service must be provided with permanent impervious covers that are easily cleaned;

Appearance Industries Bylaw 2020 Code of Practice

Storage of linen and other supplies

1(29) All operators must provide sufficient facilities to adequately store all clean and used equipment, linen and waste products safely in separate containers before and after use and while in transit; ***Cleanliness***

1(30) All operators must establish and maintain a 'clean' work area at the site and protect all surfaces and equipment from contamination by dust, dirt, members of the public or other such contaminants at all times; ***Hand-washing facilities***

1(31) All operators must have direct access to hand-washing facilities with hot and cold running water provided preferably through a single spout, soap and means to dry with a single service towel or other approved hand-drying equipment.

Only sterile or single-use disposable instruments to be used for piercing the skin

1(32) All operators must provide sufficient sterile equipment for all customers undergoing any specified service that pierces the skin;

1(33) If the mobile facility does not have sterilisation facilities then single-use disposable pre-sterilised equipment must be used.

Part 2 Operator Conduct

The minimum standards contained in this part of the code aim to ensure that operators who are undertaking specified commercial services conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Any procedure that invades someone's body in any way that is performed without permission may be regarded as assault. It is therefore important that a customer receiving such a procedure gives their consent. The essential elements of consent in health care are that it is voluntarily given by the customer, based on full provision of information on risks to the customer, and given by a customer who has the capacity to consent.

Minimum Standard 2: Operator Conduct

- 2(1) No operator may carry out any service on any person who they suspect is unable to give legal consent due to being mentally impaired or who they suspect is under the influence of alcohol, drugs or mind-altering substances except as prescribed for a medical condition; *Washing of hands*
- 2(2) All operators must at all times keep their clothing, hands, and fingernails clean and cover with an impermeable dressing any infected, damaged or inflamed skin;
- 2(3) All operators must thoroughly cleanse their hands by washing up to the wrist with soap or antibacterial cleansing agent, using an effective method to operate taps to maintain cleanliness; by brushing their hands and nails when necessary and drying them with a single service towel or other approved hand- drying equipment:
- (a) before and after commencing each specified service;
 - (b) immediately after using a toilet, using any handkerchief or nasal tissue, smoking or vaping; using electronic devices, checkout or computer.
- 2(4) All operators must wear clean well-fitting single-use disposable surgical gloves:
- (c) before preparing the area in which to undertake a specified service;
 - (d) before commencing a specified service on any customer; and
 - (e) after touching any object which has not been subject to a process of cleansing and sterilisation unless an effective sterile barrier is used;
 - (f) if the customer is bleeding;
 - (g) if the customer has open lesions or is known to have a contagious disease;
 - (h) if the operator has cuts or wounds on their hands or has a skin infection or lesion;
 - (i) if the operator is handling blood-soiled items, body fluids, excretions, and secretions, as well as surfaces, materials, and objects exposed to them;
 - (j) It is important that hand gloves are:
 - changed between attending customers;
 - never washed or re-used;
 - discarded and replaced with new gloves if there is evidence of tearing or deterioration; and
 - removed and disposed of before leaving a customer for any reason.

Appearance Industries Bylaw 2020 Code of Practice

Accidents and bleeding

2(5) All operators must have procedures for dealing with customers or staff where accidental exposure to another customer's blood or bodily fluids occurs. Procedures should also be in place to deal with incidents where prolonged or unexpected bleeding occurs. Such procedures must be kept on the premises in a form of a written policy and in view of the operator. All staff must be trained to comply with it;

2(6) All operators must record any incidents where exposure to another customer's blood or bodily fluids occurs, including the name and address of those exposed and the steps undertaken to respond to the incident. [Details of the incident \(excluding the client's personal information\) must be reported to Council by the next working day.](#) Records of such accidents involving exposure to another customer's blood or bodily fluids must be kept for a period of 2 years and made available to the council for inspection on request;

Use of linen and other supplies

2(7) Any towel, sheet, cloth, pillow, furniture covering, permanent cover of mattresses, squabs, cushions, foot spas and any other protective garments must be clean and tidy, and disinfected as frequently as is necessary, but as a minimum at least after every customer;

2(8) An operator must not use a towel, sheet, cloth, pillow or any other protective garment or cover, on, or immediately under or over, a customer unless:

- (a) it has not been previously used; or
- (b) where it has been previously used, it has been laundered to render it clean and hygienic since last having been used;

2(9) Soiled linen may be laundered in a washing machine with laundry detergent or by a regular commercial laundry service;

2(10) Creams and lotions must be dispensed from the container with a disposable or disinfected applicator;

2(11) Sprays must be dispensed from a purpose-specific pump where possible;

2(12) All chemicals must be clearly labelled for identification and bottles must never be reused other than with the original product;

Storage of linen and other supplies

2(13) Adequate and separate storage lockers or other facilities must be provided for the storage of clean and soiled laundry, cleaning equipment, and other chemicals, products or materials;

2(14) Clean linen, tissue or single-use disposable paper products must be stored in a clean, enclosed and dust proof storage area until needed for immediate use;

2(15) Any used towel, sheet, cloth or any other protective garment must be stored in a closed or covered container until laundered or disposed of;

2(16) All premises must have a separate location or cupboard for the safe storage of all chemicals held on the premises, away from service areas and items used when performing a specified service;

Sterile storage

2(17) Suitable separate dust proof storage spaces must be provided for the storage of sterile dressings, sterilised instruments, and all sterile articles, including jewellery, used in connection with a specified service that pierces the skin;

Disposal of contaminated material

2(18) Any sharps containers and bio hazard waste bins must comply with NZS4304:2002. Management of Healthcare Waste (or latest version) and operators must demonstrate that they have made appropriate arrangements to dispose of any sharps and bio hazard wastes.

Staff training

2(19) No person shall allow or carry out any prescribed process unless they hold a recognised qualification, where a recognised qualification is available for the process. A recognised qualification may include a nationally or internationally recognised training standard, NZQA unit standard, or industry training organisation standard. An exemption will be applied to any person under the direct supervision of someone who holds the said qualification -*Display of qualifications*

2(20) Recognised qualifications must be displayed in a prominent position so customers can read them, and must be in the name of the operator performing the procedure;

Additional recommended best practice

First Aid

- All operators should hold a current St John's or Red Cross First Aid workplace certificate or an approved equivalent.
- It is strongly recommended that ALL operators should undergo training which includes hygiene and infection control.

Additional Standards

In addition to the minimum standards above, several other legislative acts, guidelines and codes of practice are also relevant:

- The waste management requirements within this code of practice are based on the AS/NZS 4031: 1992 – “Australian and New Zealand standard for non- reusable containers for the collection of sharp items used in human and animal medical applications”.
- The Health and Safety at Work Act 2015 aims to promote the prevention of harm to all people at work, and others in, or in the vicinity of, places of work. It applies to all New Zealand workplaces, and specifies the responsibilities of employers, the selfemployed, employees, principals and others who manage or control hazards. It requires the maintenance of safe working environments, and the implementation of sound practice.
- Employers and self-employed persons must notify WorkSafe as soon as possible of workplace accidents and occurrences of serious harm.

Appearance Industries Bylaw 2020 Code of Practice

Additionally WorkSafe NZ must be notified when a notable event occurs as the result of work. A notifiable event under the act is defined as when any of the following occurs as a result of work:

- a death
- a notifiable illness or injury. All injuries or illnesses that require (or would usually require) a person to be admitted to hospital for immediate treatment are notifiable. Serious burns, infections, scalping, lacerations and eye injuries are among the other notifiable incidents.
- a notifiable incident is an unplanned or uncontrolled incident in relation to a workplace that exposes the health and safety of workers or others to a serious risk arising from immediate or imminent exposure to a number of listed hazards (eg, spillage or leaking of a substance, electric shock, fire).
It is recommended that operators notify Worksafe with preventative notifications or complaints.

Part 3 Piercing of the Skin

Specified Skin Piercing Services means any skin piercing that is body piercing, tattooing, traditional tool tattooing, electrolysis, derma rolling, red vein treatment, acupuncture. Services that pierce the skin or other body parts may be considered high risk due to the significant hazards posed by contact with blood and body fluids, such as the risk of transmitting blood-borne viral diseases and the transference of communicable diseases including Hepatitis B, Hepatitis C and HIV.

The minimum standards contained in this part of the code aim to ensure that operators who are undertaking commercial services that deliberately pierce or break the skin conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Piercing of the Skin

All operators must comply with the following standards:

- *Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)*
- *Minimum Standard 2 (Operator Conduct)*
- *Minimum Standard 3 (Piercing of the skin)*

Minimum Standard 3: Piercing of the Skin

Appearance Industries Bylaw 2020 Code of Practice

First aid

3(1) There must be at least one operator on the premises at all times who holds a current St John's or Red Cross First Aid Workplace Certificate or an approved equivalent; *Age restriction*

3(2) Operators must not carry out any specified skin piercing service on any person under the age of 16, (or 18 for tattooing – see 3(3)), without first getting the written consent of that person's parent or legal guardian;

3(3) Operators must not carry out tattooing on any person under the age of 18, without first getting the written consent of that person's parent or legal guardian; *Precautions, consent and aftercare*

3(4) Prior to the commencement of any specified service that pierces the skin, the operator must:

- (a) advise the customer who wishes to undergo such service of the risks associated with the service and the potential for infection to occur during and after the service; and
- (b) Inform the client that if they are in any doubt about any aspect of the procedure, they should first consult their medical practitioner.
- (c) give written advice appropriate to the procedure to be undertaken, concerning precautions and post service procedures that should be taken by the customer who wishes to undergo the service;
- (d) Inform the customer what they are entitled to in terms of further (paid or unpaid) treatments or referrals in the event that advised risks eventuate and contact details for who they contact should this occur.
- (e) inform the client that if they are experiencing any concerning complications from the procedure, they should consult their medical practitioner immediately

(f) advise that the provider is not legally authorised to prescribe prescription medicines and, if the client wishes to proceed only with a prescription medicine, they must seek a prescription from an authorised prescriber

3(5) Before commencing any specified service that pierces the skin, a customer must:

- (a) sign a consent form with medical history; and
- (b) be given the opportunity to inform the operator through a written and signed consent form prior to the commencement of any specified service, to establish if they know or suspects that they :
 - (i) are suffering from a communicable disease or skin disease;
 - (ii) have a history of haemophilia (bleeding) or are taking medications such as anticoagulants which thin the blood or interfere with blood clotting;
 - (iii) have a history of allergies or adverse reactions to pigments, dyes or other skin sensitivities; or
 - (iv) have a history of epilepsy or seizures, asthma, diabetes, heart conditions or have a pacemaker.

3(6) The operator may decline to carry out any specified service based on such information or agree to carry out the service subject to such conditions and safeguards as are considered appropriate in the circumstance; *Record keeping*

3(7) All operators must keep records of:

- (a) a customer consent form; (b) a record of service including:
 - (i) the date on which the specified skin piercing service was undertaken;
 - (ii) the type of the specified skin piercing service; and
 - (iii) the location on the body where the specified skin piercing service was undertaken;

3(8) Such records must be kept secure and confidential for a minimum of 2 years and made available to the council for inspection on request; *Hand washing and gloves*

3(9) All operators must thoroughly cleanse their hands by washing up to the wrist with soap or antibacterial cleansing agent, using an effective method to operate taps to maintain cleanliness; by brushing their hands and nails when necessary and drying them with a single service towel or other approved hand- drying equipment:

- (a) before and after commencing a specified service that involves piercing of the skin; and
- (b) before putting on and after removing clean well-fitting single-use disposable gloves when performing a specified service that involves piercing of the skin;

3(10) All operators must cover their hands with clean well-fitting single-use disposable surgical gloves:

- (a) before preparing the area in which to undertake a specified service;
- (b) before commencing a specified service on any customer; and
- (c) after touching any object which has not been subject to a process of cleansing and sterilisation unless an effective sterile barrier is used;

Appearance Industries Bylaw 2020 Code of Practice

Skin preparation

3(11) All operators must evaluate the skin site prior to each service and any skin condition that may lead to skin irritation must be discussed;

3(12) Prior to commencing any service that involves piercing of the skin, all operators must cleanse the customer's skin by swabbing with an antiseptic using a clean, single-use swab and maintain product-specific recommended contact time; *Only sterile or single-use disposable instruments to be used*

3(13) All instruments or like articles used for piercing the skin on any customer, must be:

- (a) sterile single-use disposable; or
- (b) cleaned and sterilised in accordance with the provisions of Minimum Standard 3(21) and kept in such a manner to maintain its sterility;

3(14) All devices used on any mucous membrane of any customer, such as a marker pen, must be single-use and disposable;

3(15) Any articles having a hollow lumen must be single-use and disposable;

3(16) An instrument or like article may be used for piercing the skin on any customer if the instrument or article has been taken, in the presence of the customer, from a package that has been sealed by the manufacturer, being a package:

- (a) in an unbroken and undamaged condition;
- (b) to which the manufacturer has affixed a label containing a statement to the effect that the contents of the package have been sterilised;
- (c) which has not been subjected to any contamination during storage;

During the skin piercing procedure

~~(e)~~ . While in use, all instruments must only go from the therapist's hand to the client, and if still in use then either into a clean instrument contaminant container, in preparation for sterilising or disposed of. At no time should a used implement be placed on a clean surface, or outside the treatment area.

After piercing the skin

3(17) (a) All operators must ensure that, after the completion of piercing the skin: all single-use needles/razors are immediately disposed of into an impact resistant, non penetrable, sealable sharp container

or

- (b) any reusable instrument or like article used in that process is thoroughly cleansed, disinfected and sterilised in accordance with the provisions of Minimum Standard 3(21) and kept in such a manner to maintain its sterility before use on any other customer or the same customer at a later time;

All operators must demonstrate that they have made appropriate arrangement to dispose of sharp and bio hazard waste. *Cleaning and disinfecting*

3(18) All instruments that do not need to be sterile must be cleaned and then disinfected by a thermal or chemical disinfection procedure appropriate to the level of disinfection required and the item being disinfected maintaining the product specific recommended contact time, to the satisfaction of the council;

3(19) At the completion of any cleaning activity, all surfaces must be disinfected before beginning any pre-packaging or sterilisation activities; *Sterilisation*

3(20) All operators must display, adjacent to every place in the premises where cleaning and/or sterilising of instruments and like articles is undertaken, written instructions setting out in clear and legible format the processes to be followed to ensure compliance with sterilisation and/or ultrasonic cleaning;

- 3(21) All instruments used for piercing the skin must be sterilised after each use, by way of:
- (a) thoroughly cleansing by washing in warm water and detergent or within an ultrasonic cleaner and exposed to steam in accordance with the following requirements:
 - (i) exposure to steam must occur within a steriliser (autoclave) under the pressure indicated below:
 - 103 KPa (15psi) – For at least 15 minutes at not less than 121 degrees Celsius;
 - 138KPa (20psi) – For at least 10 minutes at not less than 126 degrees Celsius; or
 - 206KPa (30psi) – For at least 4 minutes at not less than 134 degrees Celsius;
 - (ii) every steriliser (autoclave) must be fitted with time, temperature and pressure gauges;
 - (iii) every time the steriliser (autoclave) is used, chemical indicator strips must be inserted to show that the temperatures as set out above have been attained during the autoclaving procedure. If the chemical indicator / integrator fails to meet the cycle parameters, all of the load contents must be reprocessed;
 - (iv) during each use the gauges must be monitored to ensure that the correct times, temperatures and pressures are reached;
 - (v) time, temperature and pressure readings must be recorded and noted after each usage;
 - (vi) regular spore testing must be undertaken, at no less than 6 monthly intervals, and the results recorded;
 - (b) thoroughly cleansed by washing in warm water and detergent and exposed to dry heat for at least 60 minutes at not less than 170 degrees Celsius; or
 - (c) thoroughly cleansed by washing in warm water and detergent and then totally immersed in a glass bead steriliser operating at 250 degrees Celsius for a minimum of 155 minutes unless manufactures instructions require longer; or
 - (d) thoroughly cleansed by a method appropriate to the nature of the article concerned and then submitted to a process of sterilisation approved by the council;
- 3(22) All instruments or like articles must be individually packaged and marked “sterile” or display an indicator tape (or similar indicator) indicating sterility, be intact and kept in such a manner to maintain sterility.
- 3(23) Where an instrument or like article used for projecting a needle into the skin of any person, would be rendered inoperable or be damaged if a hand piece attached to it were sterilised, the hand piece shall be deemed to be disinfected if it has been cleaned of all visible soiling then wiped with a clean paper towel saturated with:
- (a) a solution of industrial methylated spirit;
 - (b) ethyl alcohol or isopropyl alcohol (in each case containing not less than 70 per cent alcohol); or
 - (c) iracleen or other similar approved solutions.

Additional Standards

 Appearance Industries Bylaw 2020 Code of Practice

In addition to the minimum standards above, several other legislative acts, guidelines and codes of practice are also relevant including

- The New Zealand Association of Registered Beauty Therapists promotes professional beauty care and best practice in the beauty therapy industry in New Zealand. Members of the association adhere to the “Code of Ethics for Members of the New Zealand Association of Registered Beauty Therapists Inc”, “Code of Practice for Beauty Therapy Clinics, Spas and Training Establishments”, and “Rules of the New Zealand Association of Registered Beauty Therapists Inc”.
- ~~The NZ Board of Professional Skin Therapies also promotes best practice and adheres to the “Code of Ethics”, “Code of Best Practice in Health and Hygiene”.~~ [The NZ board of Professional Skin Therapies also provides the following standards for all sectors of the beauty/skin therapy industry. “Health, Hygiene and Safety for the NZ Aesthetics Industry”. “Code of Ethics and Professional Conduct for the NZ Aesthetics Industry”, “Complaints Process for Industry and the Public”](#)
- The New Zealand Register of Acupuncturists (NZRA) promotes professionalism and best practice in Acupuncture and Chinese Medicine. Registered members adhere to the “New Zealand Register of Acupuncturists Code of Professional Ethics”, “New Zealand Register of Acupuncturists Clinical Guidelines” and “New Zealand Register of Acupuncturists Rules”.
- The waste management requirements within this code of practice are based on the AS/NZS 4031: 1992 – “Australian and New Zealand standard for non- reusable containers for the collection of sharp items used in human and animal medical applications”; and NZS 4304: 2002 – “New Zealand Standard for the management of healthcare waste”.
- The cleaning, disinfection and sterilising requirements within this code of practice are based on AS/NZS 4187: 2003 – “Australian and New Zealand standard for cleaning, disinfecting and sterilising reusable medical and surgical instruments and equipment, and maintenance of associated environments in health care facilities”.

Additional Recommended Best Practice

It is recommended that anyone seeking to undergo mesotherapy or similar processes where micro-injections of various substances are administered consult a registered health practitioner prior to commencing this treatment

Operators

- It is highly recommended that all operators undertaking tattooing or piercing should be immunised against Hepatitis B.
- It is highly recommended that all operators wear a protective garment or cover for every service of a suitable nature to prevent the operator’s clothing from becoming contaminated during any service that pierces the skin.
- It is highly recommended that eye protection / face shields should be worn when performing close-up procedures that may risk aerosols or ‘splatter’ of blood or body substances coming in contact with the operators face.

Accidents

- The Ministry of Health “Guidelines for the Safe Piercing of Skin” outlines procedures to deal with bleeding, sharps injuries and contact with blood or body fluids.

- Employers and self-employed operators need to notify WorkSafe as soon as possible of workplace accidents and occurrences of serious harm.

Cleaning

- The aim of cleaning is to remove microbial, organic and inorganic soil. Cleaning agents for manual cleaning should be biodegradable, non-corrosive, non-toxic, nonabrasive, low foaming, free rinsing and preferably liquid of mild alkali formulation. Alkaline detergents are much more effective at removing blood and fat than plain surfactant based detergents. Detergents should preferably be approved by Ministry of Primary Industries (MPI).
- Note that chlorine solutions may corrode metals. Glutaraldehyde and phenol are not recommended as disinfectants because of the health risks involved in their usage.
- Equipment should not be soaked in chemical disinfectants unless specified by the manufacturer's instructions. Chemical disinfectants can have limited contact times and may become ineffective if left for long periods. The more items immersed in the disinfectant the less effective it will be. Fresh disinfectant should be prepared each time items are to be disinfected. The disinfectant should be discarded after use.
- To reduce the risk of cross contamination, cleaning and decontamination activities should not take place simultaneously with packaging and/or sterilisation activities.
- Ultrasonic cleaners clean but do not disinfect instruments and equipment. An ultrasonic cleaner should be operated with the lid closed to prevent emission of aerosols and should be isolated from the work area to reduce exposure to high frequency noise. No part of the body should be submerged into the water tank during operation as this is thought to cause long-term arthritic conditions. Indicator tape or other such products that indicate when a product has been properly sterilised should be used to identify reusable equipment that has been sterilised, to prevent non sterile equipment being used by mistake. Please note, indicator tape may not be UV stable so equipment should be stored to protect from such exposure.

Sterilisation

- The times quoted above are holding times and do not include the time taken for the autoclave contents to reach the required temperature. Bench top steam sterilisers without a drying cycle are only appropriate for the sterilisation of unwrapped items. Steam sterilisers should comply with a recognised national or international standard.
- Autoclaves are considered by the Ministry of Health to be the 'gold standard in sterilization' as such they are recommended as best practice.

Part 3A Body Piercing

Body piercing is piercing of the skin for the purpose of inserting an adornment which upon healing can be safely removed without assistance

All commercial services that pierce the skin or other body parts are required to comply with the general standards for piercing the skin (Minimum Standard 3). The minimum standards contained in this part of the code are in addition to Part 3 and aim to ensure that operators who are undertaking body piercing conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Body Piercing

 Appearance Industries Bylaw 2020 Code of Practice

All operators must comply with the following standards:

- *Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)*
- *Minimum Standard 2 (Operator Conduct)*
- *Minimum Standard 3 (Piercing the Skin)*
- *Minimum Standard 3A (Body Piercing)*

Minimum Standard 3A: Body Piercing

Jewellery

- 3(24) No operator may use any instrument or like article, including any ear or body studs or rings, ear keepers or similar jewellery for or in connection with carrying out a service, unless immediately before the instrument or article is used or since the instrument or article was last used, the instrument or article has been cleaned and sterilised in accordance with the provisions of Minimum Standard 3(21) and kept in such a manner to maintain its sterility;
- 3(25) All body piercing jewellery for primary piercing must be made of high quality 14 carat or 18 carat yellow or white gold, surgical grade stainless steel (316L or LVM), titanium, niobium, platinum or inert plastics;
- 3(26) Jewellery that is damaged or scratched must not be used;
- 3(27) All operators must ensure that no jewellery thinner than 14 gauge is used below the neck.

Additional Standards

In addition to the minimum standards above, several other legislative acts, guidelines and codes of practice are also relevant:

- The Ministry of Health has published “Guidelines for the Safe Piercing of Skin” to help those in the skin piercing industry better understand how to protect themselves and their customers from the risk of infection. In addition, it aims to encourage operators to reduce harm from skin piercing and promote healthy skin piercing practices.

Additional Recommended Best Practice

‘Extreme body modification’ procedures, such as transdermal implants, are recommended to be undertaken only by a registered medical professional.

Part 3B Tattooing

Tattooing is a process by which indelible marks are made in human skin or tissue by inserting pigments or dyes into punctures. Tattooing also includes the process known as pigment implantation or permanent makeup including but not limited to micro-blading.

All commercial services that pierce the skin or other body parts are required to comply with the general standards for piercing the skin (Minimum Standard 3). The minimum standards contained in this part of the code are in addition to Part 3 and aim to ensure that operators who are undertaking tattooing conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Tattooing

All operators must comply with the following standards:

- Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)
- Minimum Standard 2 (Operator Conduct)
- Minimum Standard 3 (Piercing the Skin)
- Minimum Standard 3B (Tattooing)

Minimum Standard 3B: Tattooing

Sterilisation

3(28) All instruments must be sterilised in accordance with Minimum Standard 3(21) above;

3(29) The sterilisation of equipment used in tattooing must include, but not be limited to, the sterilisation of needles, needle bars, tubes and tube tips. A new sterilised needle set must be used for each new customer;

3(30) Single-use disposable items must not be reused for any reason. Tattoo needles are not reusable under any circumstances. After use, all needles, razors and other sharps must be immediately disposed of in sharps containers; *Skin preparation*

3(31) The body area surrounding the skin to be tattooed must be draped with a single use disposable paper product or clean linen;

3(32) Ointments, lotions, lubricating gel and other products used to moisten the skin prior to the application of the stencil must be dispensed and applied to the area to be tattooed in a manner to prevent contamination of the bulk product; *Use of dyes, pigments and solutions*

3(33) All operators must, in carrying out tattooing on a customer:

- (a) use only dye, pigment or solution, that has been decanted into a clean sterilised container holding sufficient of the liquid for carrying out that tattoo on that customer only;
- (b) use only that decanted dye, pigment or solution whilst the tattoo is being carried out; and
- (c) use only pre-purchased ink specifically manufactured for tattooing purposes;

Disposal of used dyes, pigments and solutions

3(34) All operators must ensure that on completion of the tattoo any decanted dye, pigment or solution residue is disposed of, and the container is either sterilised or discarded by an approved bio-hazard waste collection service. Any dye, pigment or solution residue remaining on the completion of a tattoo must not be used in connection with the tattooing of any other customer;

No dye or pigment should be used that has passed its expiry date.

Disposal of other materials

3(35) Any mattress, squab, cushion, or linen supply that comes into contact with blood or body fluids and cannot be adequately cleaned or laundered, must be disposed of according to NZS 4304: 2002, Management of Healthcare Waste, (or latest version) and not reused.

Appearance Industries Bylaw 2020 Code of Practice

Additional Standards

In addition to the minimum standards above, several other legislative acts, guidelines and codes of practice are also relevant:

- The Ministry of Health has published “Guidelines for the Safe Piercing of Skin” to help those in the skin piercing industry (which includes tattooing) better understand how to protect themselves and their customers from the risk of infection. In addition, it aims to encourage operators to reduce harm from skin piercing and promote healthy skin piercing practices.
- The Environmental Protection Agency (EPA) developed a standard, the “Tattoo and Permanent Makeup Substances Group Standard”, to manage the chemical risks associated with tattoo and permanent makeup substances. The EPA has guidelines which include a list of substances that tattoo inks should not contain.

Additional Recommended Best Practice
Single-Use Disposable Barriers

- It is highly recommended to cover instruments such as tattoo machines and associated clip cords with an effective sterile barrier, such as a single-use disposable plastic bag that is discarded after each use. This cover provides an extra level of hygiene and acts as a barrier, limiting the amount of contaminants that may settle on the machine.

Use of dyes, pigments and solutions

- It is recommended that tattoo artists confirm with suppliers that any products purchased fit within the standard. Any inks that contain hazardous properties, and therefore not within the standard, are not approved under the “Tattoo and Permanent Makeup Group Substances Standard”.

Part 3C

Traditional Tools Tattooing

Traditional Tools Tattooing is the practice of making indelible marks in the human skin or tissue by inserting pigments or dyes into punctures made in the skin or tissue using tools that are culturally traditional in structure and used in procedures such as ta moko, Tatau, uhi or any other traditional tattooing practice that has recognised cultural significance.

New Zealand is home to a number of cultures where traditional skin piercing practices are common, particularly among Māori and Pacific peoples. The nature of cultural tattooing, typically occurring in places other than a professional studio, means that health risks may be greater for individuals if premises, equipment and tools are not cleaned and/or sterilised to New Zealand standards. Tools used for tattooing historically have been made from bone or tusk, and large areas of the body are traditionally tattooed in a relatively short period of time, as such, there are specific risks associated with this practice.

All commercial services that pierce the skin or other body parts are required to comply with the general standards for piercing the skin (Minimum Standard 3). The minimum standards contained in this part of the code are in addition to Part 3 and aim to ensure that operators who are undertaking traditional tools tattooing conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Traditional Tools Tattooing

All operators must comply with the following standards:

- *Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)*
- *Minimum Standard 2 (Operator Conduct)*
- *Minimum Standard 3 (Piercing the Skin)*
- *Minimum Standard 3C (Traditional Tools Tattooing)*

Minimum Standard 3C: Traditional Tools Tattooing

Hand washing and gloves

3(36) All operators must thoroughly cleanse their hands by washing with soap or antibacterial cleansing agent and by brushing their hands and nails when necessary and then drying them with a single service towel or other approved hand-drying equipment:

- (a) before and after commencing a specified service that involves piercing of the skin; and
- (b) before putting on and after removing clean well-fitting single-use disposable gloves when performing a specified service that involves piercing the skin;

3(37) All operators must cover their hands with clean well-fitting single-use disposable surgical gloves:

- (a) before commencing a specified service on any customer; and
- (b) after touching any object which has not been subject to a process of cleansing and sterilisation unless an effective sterile barrier is used;

Appearance Industries Bylaw 2020 Code of Practice

Only sterile or single-use disposable instruments are to be used 3(38)

All operators must:

- (a) only work on one customer at a time; and
- (b) use clean, disinfected and sterilised, or single-use disposable tools;

Cleaning, disinfecting, and sterilising

3(39) Use-by dates on disinfectants must be observed. In some people, povidone-iodine may cause a skin reaction if left on the skin.

3(40) Where possible, traditional tools used for tattooing should be sterilised as in Part 3B. Where this is not possible, then the process outlined in minimum standard 3(21) should be performed.

3(41) Where an instrument or like article used in traditional tattooing would be rendered inoperable or be damaged by the above sterilization techniques the following method may be applied:

- (a) scrubbing tools underwater with a brush and cleaning agent; then
- (b) if possible, cleaning tools and scrubbing implements in an ultra-sonic cleaner in accordance with the manufacturer's instructions; then
- (c) soaking tools and scrubbing implements in *Perasafe* solution (or equivalent) mixed in accordance with the manufacturer's instructions, and soaked for at least 20 minutes; then
- (d) cleansing with clean water; then
- (e) allowing the tools to air dry for at least 45 minutes before reuse, but protecting them from contaminants; and
- (f) keeping tools in such a manner to maintain sterility.

Principles for healthy and hygienic tattooing

- Traditional tools tattooists should provide their customers with professionally experienced, safe and hygienic services, in clean premises. It is essential for traditional tools tattooists to be fully aware of the potential dangers of their procedures and understand the safety measures that need to be taken to make the likelihood of infection, or spread of pathogens, as small as possible.
- The following basic principles must be observed by traditional tools tattooists:
 - The premises must be kept clean and hygienic.
 - Any article used for piercing the skin must be sterile.
 - Any instrument that has pierced the skin or is contaminated with blood must be either disposed of immediately, as infectious or biological waste, or be cleaned and sterilised before being used on another customer.
 - Tattooists must keep themselves and their clothing clean; any cuts, abrasions or wounds they have should be covered and they must not smoke during the tattooing process.
 - Employers in the traditional tools tattooing industry should provide adequate training for staff in all areas of hygiene, infection control and first aid.
- All traditional tools tattooists should be aware of their Hepatitis B status and be vaccinated against Hepatitis B if susceptible.

- It is the traditional tools tattooist's responsibility to ensure that the whole service is provided to a sufficient standard of hygiene to ensure customer and operator safety.

- **Tattooist must provide customers with the information regarding potential infection risks associated with traditional tattoo.**

Additional Standards

In addition to the minimum standards below, several other legislative acts, guidelines and codes of practice are also relevant:

- The Ministry of Health provides “Guidelines for Cultural Tattooing”, primarily for Samoan Tattoo (Tatau), both in English and in Samoan. These guidelines address measures to improve the safety of customary tattooing and are of relevance to tattooists, public health units and Medical Officers of Health.
- The Environmental Protection Agency (EPA) recently developed a standard, the “Tattoo and Permanent Makeup Substances Group Standard”, to manage the chemical risks associated with tattoo and permanent makeup substances. The EPA has guidelines which include a list of substances that tattoo inks should not contain. Inks made from traditional materials should also not contain any of these substances.

Additional Recommended Best Practice

Cleaning, disinfecting and sterilizing

Disinfectants can be applied to the skin using a pump pack and wiping with a clean single-use disposable cloth. Alternatively, skin disinfectants may be decanted from their original container into a single-use disposable container. At the end of the tattooing procedure, any remaining fluid and single-use disposable cloths must be discarded into a hazardous and infectious waste container.

- *PeraSafe* or other similar product are developed to sterilise items made of plastic and rubber and other materials that cannot be cleaned in an autoclave (and are therefore the best option for sterilising the porous materials used in traditional tattooing tools, such as bone. It is important that the solution is mixed correctly. If not enough powder is used, it may not be totally effective, and if too much powder is used, the solution may damage the tools.
- Autoclaves are considered by the Ministry of Health to be the ‘gold standard in sterilization’ as such they are recommended as best practice.

Part 3D Acupuncture

Acupuncture is the practice involving the insertion of filiform (very narrow) needles through the skin and tissues for the intended purpose of alleviating ailments or injuries. Acupuncture may be considered to carry an associated risk of transferring blood-borne infections.

All commercial services that pierce the skin or other body parts are required to comply with the general standards for piercing the skin (Minimum Standard 3). The minimum standards contained in this part of the code are in addition to Part 3 and aim to ensure that operators

Appearance Industries Bylaw 2020 Code of Practice

who are undertaking acupuncture conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Acupuncture

All operators must comply with the following standards:

- *Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)*
- *Minimum Standard 2 (Operator Conduct)*
- *Minimum Standard 3 (Piercing the Skin)*
- *Minimum Standard 3D (Acupuncture)*

Minimum Standard 3D: Acupuncture

Single-use disposable needles only to be used

- 3(42) All needles must be sterile and single-use disposable needles;
- 3(43) All needles must be removed from the packaging by the handle of the needle.

Additional Recommended Best Practice

Acupuncture

- It is also advisable that needles should be inserted swiftly using the correct needle technique. Needle points should not be re-palpated with bare fingers unless hands have been washed appropriately and alcohol gel has been used. Needles should not be entered into open wounds.

Moxibustion

- It is advisable for all operators to obtain written customer consent prior to moxibustion. Before commencing moxibustion directly on the skin, all operators should moisten the skin with a swab or cotton wool bud and clean water.
- A customer should never be left unattended at any stage during the procedure and care should be taken when performing moxibustion directly on the face or any sensitive area.
- Any premises providing moxibustion should have a window that can be opened, or an extraction fan or air conditioner available to clear any smoke.

Cupping

- It is advisable for the operator to obtain written customer consent prior to cupping and the operator should advise the customer of the possibility of bruising.
- The procedure of cupping should be explained to a customer before commencement and the operator should ask to be informed if the procedure becomes too uncomfortable for the customer.
- Care should be taken not to overheat the cups before placement on the body.
- All cups should be sterilised after use.

Part 3E
Electrolysis, Red Vein Treatment and
Derma Rolling/ Stamping

Electrolysis is a practice involving the insertion of a sterilised needle into individual hair follicles to the **bulbroot**. An electric impulse is passed through the needle to the **bulbroot** area to aid in the removal of hair. Derma rolling / stamping is a practice of using micro needles to create tiny punctures in the skin intended to stimulate growth factors to enhance collagen production and better alignment of the collagen fibres. Red vein treatment by needle is a procedure involving the injection or piercing of a vein intended to shrink red veins. The vein can be pierced with a needle along the length of the damaged capillary, causing little dams or blockages along the vessel.

All commercial services that pierce the skin or other body parts are required to comply with the general standards for piercing the skin (Minimum Standard 3). The minimum standards contained in this part of the code are in addition to Part 3 and aim to ensure that operators who are undertaking electrolysis, red vein treatment or derma rolling / stamping conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Electrolysis, Red Vein Treatment and Derma Rolling / Stamping

All operators must comply with the following standards:

- *Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)*
- *Minimum Standard 2 (Operator Conduct)*
- *Minimum Standard 3 (Piercing the Skin)*
- *Minimum Standard 3E (Electrolysis, Red Vein Treatment and Derma Rolling / Stamping)*

Minimum Standard 3E: Electrolysis, Red Vein Treatment and Derma Rolling / Stamping

Sterile and single-use disposable instruments only to be used

3(44) All needles and blades, including clinical grade derma rollers above 0.5mm, must be sterile and single-use disposable;

Protective face / eyewear when undertaking derma rolling / stamping

3(45) All operators must wear protective eyewear and a mask when undertaking derma rolling / stamping;

Use of creams and lotions

3(46) All operators must ensure that creams and lotions are applied with single-use disposable applicators before and after derma rolling / stamping; *Maintenance and record keeping*

3(47) All operators must maintain and calibrate electrical equipment eg Lasers, IPL machines, as required by the manufacturer. Records must be kept for 2 years and made available to the council on request. *Medical consent required*

3(48) medical consent is required for the removal of hair from moles; and on any customer who uses a Cochlear implant, pacemaker, or who has a metal plate within the area of treatment.

Additional Recommended Best Practice

Electrolysis

 Appearance Industries Bylaw 2020 Code of Practice

~~It is also advisable that~~ After receiving electrolysis clients should be advised of aftercare protocol such as:~~which may include after electrolysis:~~

- the treated area should not be touched:-
- ~~-a~~ After-care product should be applied for three to five days after the service to accelerate the healing of the underlying tissue:-
- ~~a~~ A gentle cleansing of skin can take place that night:-
- ~~-a~~ Avoid make up for 24 hours. No gritty cleansers/exfoliants for 7 days:-
- ~~- no~~ NO sunbathing or exposing skin to excessive UV:-
- ~~- no~~ No exercising at public gyms, swimming pools or gardening for 48 hours [high bacterial and fungal count]:-
- ~~- if~~ if skin remains pink after 24 hours, apply over the counter topical antiseptic cream. If condition continues contact your therapist.

•

Derma rolling / stamping

- The New Zealand Association of Registered Beauty Therapists recommends that single-use disposable paper towels should be suitably placed to catch any drops of blood serum from derma rolling/ stamping.

Part 4

Risk of Breaking the Skin

Services that risk breaking the skin carry the risk of drawing blood and body fluids. These services may be considered to carry a moderate risk of transmitting blood-borne viral diseases and the risk of transferring fungal and bacterial infection. Such services include, but are not limited to, hair removal by waxing, threading and plucking, manicure and pedicure, and exfoliation.

The minimum standards contained in this part of the code aim to ensure that operators who are undertaking commercial services that risk breaking the skin conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Risk of Breaking the Skin

All operators must comply with the following standards:

- *Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)*
- *Minimum Standard 2 (Operator Conduct)*
- *Minimum Standard 4 (Risk of Breaking the Skin)*

Minimum Standard 4: Risk of Breaking the Skin

Precautions and aftercare

4(1) Prior to the commencement of any specified service that risks breaking the skin, the operator must:

- (a) advise the customer who wishes to undergo such service of the risks associated with the service and the potential for infection to occur during and after the service; and
- (b) give advice appropriate to the procedure to be undertaken, concerning precautions and post service procedures that should be taken by the customer who wishes to undergo the service;

Floors

4(2) The floor of any area connected with the carrying out of a specified service that risks breaking the skin must be surfaced with a smooth, durable material that is impervious to water and capable of being easily cleaned. The floor and the material with which the floor is surfaced must be maintained in good repair;

[The floor must be cleaned and disinfected at least once every 24 hours](#)

[All floor cleaning equipment must be disinfected before use.](#)

Only sterile or single-use disposable or disinfected instruments are to be used

4(3) All instruments or like articles used on any customer for any specified service that risks breaking the skin must be:

- (a) single-use disposable and immediately disposed of after use; or
- (b) cleaned and sterilised in accordance with the provisions of Minimum Standard 3(21) and kept in such a manner to maintain its sterility; or
- (c) cleaned and then disinfected by a thermal or chemical disinfection procedure appropriate to the level of disinfection required and the item being disinfected maintaining the product-specific recommended contact time, to the satisfaction of the council.

Appearance Industries Bylaw 2020 Code of Practice

Additional Standards

In addition to the minimum standards above, several other legislative acts, guidelines and codes of practice are also relevant including

- The New Zealand Association of Registered Beauty Therapists promote professional beauty care and best practice in the beauty therapy industry in New Zealand. Members of the association adhere to the “Code of Ethics for Members of the New Zealand Association of Registered Beauty Therapists”, “Code of Practice for Beauty Therapy Clinics, Spas and Training Establishments” and “Rules of the New Zealand Association of Registered Beauty Therapists”.
- The NZ Board of Professional Skin Therapies also promotes best practice and adheres to the “Code of Ethics”, “Code of Best Practice in Health and Hygiene”.

Part 4A

Hair Removal by Waxing, Tweezing or Threading

Hair removal is the removal of hair by any means. This includes, but is not limited to, waxing (pulling the hair from the skin using soft wax, hot wax or glucose); threading (lifting the hair out from the follicle by entwined thread); or tweezing (grasping hairs and pulling them out of the skin, including epilation - a mechanical means of tweezing).

All commercial services that risk breaking the skin are required to comply with the general standards for risk of breaking the skin (Minimum Standard 4). The minimum standards contained in this part of the code aim to ensure that operators who are undertaking hair removal conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Hair Removal
<p><i>All operators must comply with the following standards:</i></p> <ul style="list-style-type: none">• <i>Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)</i>• <i>Minimum Standard 2 (Operator Conduct)</i>• <i>Minimum Standard 4 (Risk of Breaking the Skin)</i>• <i>Minimum Standard 4A (Hair Removal)</i>
Minimum Standard 4A: Hair Removal

Appearance Industries Bylaw 2020 Code of Practice

Gloves

4(4) All operators must cover their hands with clean well-fitting single-use disposable surgical gloves:

- (a) before commencing hair removal on any customer; and
- (b) after touching any object which has not been subject to a process of cleansing and sterilisation unless an effective sterile barrier is used;

Skin preparation

4(5) The skin site must be evaluated prior to each service and any skin condition that may lead to skin irritation must be discussed;

4(6) Prior to commencing hair removal, all operators must cleanse the customer's skin by swabbing with an antiseptic using a clean, single-use swab and maintaining product-specific recommended contact time;

4(7) No person shall remove hairs from moles, birthmarks and other abnormalities without medical permission. *Use of wax*

4(8) All operators must ensure that wax is not applied to broken skin or over an area where blood has been drawn;

4(9) All operators must use either of the two following methods to prevent cross contamination between customers:

- (a) pre-dispense the required amount of wax for each customer into single-use disposable pots and discard any unused product; or
- (b) use single-use disposable wooden spatulas for wax application and not re-dip the spatula into the wax pot;

4(10) All operators must ensure wax that has been applied to a customer's body for hair removal is not re-used;

4(11) All operators must ensure pots of wax are kept covered between services;

Use of thread

4(12) New single-use cotton thread is to be used only

Additional Recommended Best Practice**Waxing**

Operators should ensure that their processes for waxing customers and management of equipment minimise the potential for cross contamination. The following is also advisable:

- Single-use disposable underwear should be offered to the customer for waxing involving the full leg, bikini and/or Brazilian waxing;
- Wax should be initially applied to the inside of the operator's wrist to test the temperature of the wax, then tested on the customer in the area to be treated;
- Hot wax should be applied with a spatula in thick strips and removed by hand. Warm wax should be applied with a spatula in a thin film and removed with a paper or muslin strip;
- A soothing product should be applied after the wax has been removed;
- Metal instruments should be initially cleaned using a wax solvent to remove all traces of wax before sterilisation.

Threading

- New single-use cotton thread should be twisted and rolled onto the surface of the skin to entwine the hair. When the hair is entangled with the thread it should be hoisted out of the follicle ~~pulled off~~ and the hair removed. At no time should the

single-use cotton thread be held in the mouth or between the teeth of the operator. The cotton thread is twisted and rolled onto the surface of the skin to entwine the hair. When the hair is entangled with the thread it should be hoisted out of the follicle and the hair removed.

Appearance Industries Bylaw 2020 Code of Practice

Part 4B

Manicure / Pedicure

Manicure and pedicure is the beautification or enhancement of the hands and fingernails, as well as feet and toenails, and involves the shaping and polishing of nails, nail extensions, gel polish, artificial acrylic nails, and exfoliation of skin or tissue from the feet.

All commercial services that risk breaking the skin are required to comply with the general standards for risk of breaking the skin (Minimum Standard 4). The minimum standards contained in this part of the code aim to ensure that operators who are undertaking manicure or pedicure conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Manicure / Pedicure

All operators must comply with the following standards:

- *Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)*
- *Minimum Standard 2 (Operator Conduct)*
- *Minimum Standard 4 (Risk of Breaking the Skin)*
- *Minimum Standard 4B (Manicure / Pedicure)*

Minimum Standard 4B: Manicure / Pedicure

Ventilation

4(13) In addition to Minimum Standard 1(9), all operators must ensure there is adequate ventilation for the products used; *Broken skin not to be treated*

4(14) No operator may undertake a manicure or pedicure on any customer if there are any exposed cuts or abrasions on the customer's hands and feet;

4(15) No operator may expose any skin that is broken during a manicure or pedicure to any further service;

4(16) Operators must not use heel blades or razors to cut or shave thickened skin *Skin preparation*

4(17) All operators must evaluate the skin site prior to each service and any skin condition that may lead to skin irritation must be discussed, [and if the operator identifies any infection they should cease treatment immediately and refer the client to a medical practitioner;](#)

4(18) Prior to commencing a manicure or pedicure, all operators must cleanse the customer's skin by swabbing with an antiseptic using a clean, single-use swab and maintain product-specific recommended contact time;

Use of instruments

4(19) [Electric files must not be used on a client's natural nail.](#) All operators must be constantly aware of the heat created when using an electric nail file on a nail plate

4(20) All operators must ensure pedicure chair basins and associated fittings are disinfected in between customers;

4(21) All nail files should be single use or effectively cleaned

Use of supplies

4(22) All operators must ensure that chemicals and products are stored in containers with air tight lids and are not to be used beyond their expiry dates; *Disposal of waste*

4(23) All operators must ensure that waste with absorbed products, such as tissue and paper towels, is disposed of in a sealed container.

Additional Recommended Best Practice*First aid*

- All operators should hold a current St John's or Red Cross First Aid Workplace Certificate or an approved equivalent.

Ventilation

- It is advisable that a ventilation system is installed near worktables when performing gel polish, gel or acrylic nails, in addition to a ventilation system for the premises if applicable.
- Natural ventilation may be used with open doors and windows. If there is insufficient natural ventilation, artificial ventilation should be placed low down to be effective.

Operators

- All operators are advised to cover their hands with clean well-fitting single-use disposable surgical gloves:
 - a) before carrying out a pedicure on any customer and before carrying out a pedicure on any other customer; and
 - b) before touching any object including surfaces and instruments which may have become contaminated with blood or serum of any customer,

Appearance Industries Bylaw 2020 Code of Practice

- All operators should take all practicable steps to prevent cuts and abrasions from filing and buffing.
- All operators are advised to wear dust masks when using an electric nail file or hand file as the dust from filing should not be inhaled. However dust masks will not prevent against vapour inhalation.
- If recommended by the manufacturer, operators should apply an oil or solution to the artificial nail before filing, which will make the dust heavier, improving the atmosphere and aiding salon cleanliness.

Spa liners

- Single use disposable spa liners are recommended to be used in footspas and changed as often as necessary but as a minimum between each customer.

Part 4C Exfoliation

Exfoliation is a practice intended to remove dead skin and can be performed using microdermabrasion, dermabrasion, hydro-dermabrasion, derma-planing or physical peels that have an abrasive action or chemical peels such as glycolic or enzyme. Exfoliation procedures are generally safe because they usually involve the intact layer of the epidermis. However, there is a risk of breaking the skin and infection when exfoliation is performed using microdermabrasion.

Microdermabrasion is mechanical exfoliation that removes the uppermost layer of dead skin cells from the face, chest and hands and is associated with a risk of infection if equipment is not sterile or if the operator is not trained in the use of equipment.

All commercial services that risk breaking the skin are required to comply with the general standards for risk of breaking the skin (Minimum Standard 4). The minimum standards contained in this part of the code aim to ensure that operators who are undertaking exfoliation conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Exfoliation

All operators must comply with the following standards:

- *Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)*
- *Minimum Standard 2 (Operator Conduct)*
- *Minimum Standard 4 (Risk of Breaking the Skin)*

Additional Recommended Best Practice

- All operators should use new single-use sponges where facial toweling is necessary for exfoliation if blood is drawn
- The New Zealand Association of Registered Beauty Therapists recommends that only safety certified microdermabrasion equipment should be used.
- All operators should hold a current St John's or Red Cross First Aid Workplace Certificate or an approved equivalent.

Part 5

Pulsed Light and Laser Treatment

Pulsed light is a practice using a powerful flash of broad spectrum, non coherent light intended to remove hair and/or for skin photo-rejuvenation, and may include, but is not limited to, Intense Pulsed Light (IPL) and Variable Pulsed Light (VPL). Laser treatment is a practice involving the use of a laser device, which amplifies light and usually produces an extremely narrow beam of a single wavelength (one colour), intended to remove hair, lighten skin, reduce cellulite and fat, skin photo-rejuvenation and other appearance enhancing practices.

Services involving the use of pulsed light and laser treatment have the potential to burn the skin and lead to longer term skin conditions. Pulsed light may be considered to carry a risk of delayed recognition of skin cancers and mis-diagnosing malignant skin lesions, including melanoma. Lasers capable of breaking the skin, such as those used for laser tattoo removal, carry the risk of drawing blood. The use of lasers capable of breaking the skin may be considered to carry a risk of transmitting blood-borne diseases.

The minimum standards contained in this part of the code aim to ensure that operators who are undertaking pulsed light and laser treatment conduct their operations in a safe and hygienic manner so as to reduce risks to public health.

Minimum Standards: Pulsed Light and Laser Treatment

All operators must comply with the following standards:

- *Minimum Standard 1A (Permanent Premises) or Minimum Standard 1B (Mobile or Temporary Premises)*
- *Minimum Standard 2 (Operator Conduct)*
- *Minimum Standard 5 (Pulsed Light and Laser Treatment)*

Minimum Standard 5: Pulsed Light and Laser Treatment

5(1) All operators of lasers that are designed to remove the skin or treat tissue must be a practitioner with a relevant scope of practice and must be trained in the safe use of lasers based on AS/NZS 4173: 2018: Safe Use of Lasers and Intense Light Sources in Health Care and any updates, additions, revisions or amendments to that standard;

Display of qualifications

5(2) Qualifications must be displayed in a prominent position so customers can read them, and must be in the name of the operator performing the procedure; *Precautions, consent and aftercare*

5(3) Prior to the commencement of any pulsed light or laser treatment, the operator must:

- (a) advise the customer who wishes to undergo such service of the risks associated with the service; and
- (b) give written advice appropriate to the procedure to be undertaken, concerning precautions and post service procedures that should be taken by the customer who wishes to undergo the service;
- (c) cover up any moles, raised lesions, or skin abnormalities (Hemangiomas, birthmarks, moles, skin tags etc.)

Appearance Industries Bylaw 2020 Code of Practice

- 5(4) Before commencing any pulsed light or laser treatment, a customer must sign a consent form including medical history and skin type;
- 5(5) Before commencing any pulsed light or laser treatment, all operators must identify if the customer is suitable for the service. Any customers with a family history of melanoma must be exempt from all pulsed light and laser treatment;
- 5(6) All operators must ensure that a patch test, or a trial exposure of a small area of representative skin and hair, is carried out to determine the parameters and to judge how the skin might react to full service. Test patch protocol should include which areas to test, the pulsed light or laser settings, how long to wait to judge skin response, and how to spot adverse reactions; *Record keeping*
- 5(7) All operators must keep records of:
- (a) a customer consent form with medical history and skin type;
 - (b) a record of service including:
 - (i) the date on which the pulsed light or laser treatment was undertaken;
 - (ii) the type of the service;
 - (iii) the location on the body where the pulsed light or laser was undertaken; and
 - (iv) equipment calibration and maintenance;
- 5(8) Such records must be kept secure and confidential for a minimum of 2 years and made available to the council for inspection on request; *Health practitioners to treat skin lesions / moles only*
- 5(9) Skin lesions and/ or moles on any customer may be managed and removed by a health practitioner only; *Medical consent required*
- 5(10) All operators must obtain written medical consent to undertake pulsed light or laser treatment on any customer for the removal of hair from moles; *Controlled area*
- 5(11) All operators must ensure there is a 'controlled area' for the pulsed light or laser equipment, which will have:
- (a) clear and detailed safety rules which describe how to use the area correctly, any hazards the operator or customer might be exposed to, who is authorised to use the equipment, and what to do in the event of an accident;
 - (b) no windows to prevent eye damage to any passerby;
 - (c) no reflective areas such as mirrors;
 - (d) clear signs or warning lights showing when it is safe to enter or when the laser/ intense pulsed light is on; and
 - (e) suitable door locks or keypads; *Protective eyewear*
- 5(12) All operators must ensure suitable protective disposable or disinfected eyewear is worn by the operator and client for all Laser treatment.

Use of pulsed light equipment

5(13) All operators must ensure the laser or pulsed light equipment has been serviced and calibrated in accordance with the manufacturer's instructions and evidence of this is available to council upon request.

[Must comply with AS/NZS 4173: 2004 or international equivalent and must be calibrated regularly](#)

Cleaning and disinfecting

5(14) All equipment that does not need to be sterile must be cleaned and then disinfected by a thermal or chemical disinfection procedure appropriate to the level of disinfection required and the item being disinfected maintaining the product-specific recommended contact time, to the satisfaction of the council.

Additional Standards

In addition to the minimum standards above, several other standards and guidelines may be relevant eg.

AS/ NZS 3130: 1995 "Australian and New Zealand Standard for approval and test specification – beauty therapy equipment" and any updates, additions, revisions or amendments to that standard;

AS/ NZS 3200.2.22: 1997 "Australian and New Zealand Standard for diagnostic and therapeutic laser equipment". and any updates, additions, revisions or amendments to that standard;

AS/ NZS 3760: 2010 "Australian and New Zealand Standard for in-service safety inspection and testing of electrical equipment". The New Zealand Association of Registered Beauty Therapists does not recommend the use of Pulsed Light equipment that has not been inspected and tested annually. and any updates, additions, revisions or amendments to that standard;

AS/ NZS 4173: 2004 "Guide to the safe use of lasers in health care". and any updates, additions, revisions or amendments to that standard; Electricity (Safety) Regulations,

Hairdressing and Beauty Industry Authority UK, "Safe Use of Lasers and Intense Pulsed Light Equipment 2003, and any updates, additions, revisions or amendments to that standard;

Additional Recommended Best Practice

Operators should:

- seek formal instruction in the recognition of skin cancers;
- understand the importance of not treating pigmented lesions about which they have concerns;
- advise customers with such lesions to seek the advice of a registered health practitioner.
- wear masks when operating energy-based devices to protect the operator from exposure to laser plume.
- hold a current St John's or Red Cross First Aid Workplace Certificate or an approved equivalent.

Appearance Industries Bylaw 2020 Code of Practice

All operators of pulsed light and laser equipment should possess a copy of the manufacturer's instructions for their particular machine and be able to follow the instructions specific to their machine. This may include various ways to prepare the skin before treatment, recognizing the desired end points, understanding what is normal and expected and what is unwanted or adverse; and how to provide necessary client post care instructions specific to the treatment.

Before and after images should be taken, and any files stored in accordance with privacy laws and with the clients permission.

All operators should be using some sort of skin cooling system to protect the skin from thermal damage and reduce client discomfort associated with pulsed light and laser treatments.



Events Strategy

2025-2034





Ngā hua o roto

Contents

Nā Te Koromatua	
From the Mayor	4
Kupu Whakataki	
Introduction	5
Te Horopaki o te Rautaki	
Strategic Context	6
Mahere Rautaki	
Strategic Framework	9
Aronga 1 - Kia ngāwari te mahi tahi	
Focus Area 1 - Make it easier to work with us	10
Aronga 2 - Te raranga i ngā hononga tau ukiuki	
Focus Area 2 - Actively seek sustainable partnerships	11
Aronga 3 - Te whakamana me te whakatipu i ngā takunetanga tūmatanui ki te tāone	
Focus Area 3 - Attract and grow events in the city	12
Aronga 4 - Te whakamana me te tautoko i ngā kaupapa ka arahina e ngā hapori o Te Awa Kairangi	
Focus Area 4 - Enable and support grass-roots activities	13
Aronga 5 - Te whakaniko i te whakatairanga o ngā takunetanga tūmatanui	
Focus Area 5 - Enhance the marketing and promotion of events	14
Mahere Mahi	
Action Plan	15
Te tātari i te kairangi o ngā mahi	
Measuring Success	21
Tātari me te Arotake	
Monitoring and Review	21
Āpithanga 1	
Appendix 1: Reference documents	22

Nā Te Koromatua

From the Mayor

Takina te pō, takina te ao Mārama
Takina ngā wai tukukiri o Te Awa Kairangi
Tākaia ngā here, hei herenga tangata,
hei herenga kairangi
Tihei mauri ora.

Kei te Mana Whenua o te takiwa nei, e rere ana ngā maioha ki a koutou, mō koutou e kaha toutou nei i te ahi kia mura, kia whita, kia tae kōunga o te mana akiaki ki te nui e noho nei ki Te Awa Kairangi ki Tai.

As Mayor of Te Awa Kairangi ki Tai Lower Hutt, I'm pleased to introduce the Events Strategy 2025–2034.

This strategy sets a clear direction for how Hutt City Council will attract, support, and enable events that drive economic activity. We want to create opportunities for local businesses, boost visitor spending, and ensure events deliver measurable value.

We want event organisers, promoters, and partners to know that Lower Hutt is open for events. We're committed to working together to reduce barriers, streamline processes, and actively support the delivery and promotion of successful events.

Whether you're planning a large-scale festival or a niche gathering, our city is ready to host.

Through this strategy, we aim to create a thriving events calendar that draws people into the city, encourages them to stay longer, and spend locally. Events benefit the local economy including hospitality, retail, accommodation, and local services.

Thank you to the businesses, community representatives, and residents who helped shape this strategy. Your input ensures we are targeting real opportunities for growth.

Te Awa Kairangi ki Tai is a city ready to welcome, host, and grow with events. Let's get to work.

Ngā mihi nui,

Campbell Barry
Koromatua
Mayor



Kupu Whakataki

Introduction

Welcome to our events strategy.

Events play a big role in shaping the vibrancy and wellbeing of Te Awa Kairangi ki Tai Lower Hutt. They bring people together, celebrate who we are, and reflect the diversity and creativity of our community. From small neighbourhood gatherings to large city-wide festivals, events help create a sense of connection and pride.

They also bring wider benefits – supporting local businesses, attracting visitors, and boosting our city's profile.

To make sure we're making the most of these opportunities and continuing to support events that matter to our people, we're re-focusing our events strategy. Guided by the strategic direction of Council's Long-Term Plan – which outlines our core purpose, principles and priorities – this strategy will direct how we plan, support, and deliver events in the years ahead.

Our events strategy (the strategy) recognises the impact events can have on promoting social, cultural, and economic wellbeing. It identifies our key goals, desired outcomes, focus areas, and the action required to bring this strategy to life.

See our strategy at a glance on page 9 and read on to understand our focus areas and delivery plan.



Te Horopaki o te Rautaki Strategic Context

Events landscape

The events landscape has significantly changed over the last few years, shaped by the impacts of COVID-19, rising costs, and wider financial pressures, including the cost of living. In response, our events strategy is charting a new course to expand the city's festivals and events through partnerships to support and enable events rather than Council being the primary organiser.

We've analysed the current environment to understand how events can be successful. These insights, along with feedback from some of our key stakeholders, have helped shape our strategy.

Key insights

- Events support economic development and drive visitation
- Successful events are developed from within – involve local people, build on local creative, natural and community assets; have genuine connection to 'place'
- Strong community support and cultural alignment are critical to event success – focusing on local heritage, iwi partnerships, and co-design of initiatives adds authenticity and fosters pride
- A streamlined and well supported event approvals and facilitation process is essential to successful event planning and execution
- Marketing support is critical – effective digital marketing, influencer promotion, and cross-regional collaboration are needed to drive visitation
- Setting and forgetting is unsustainable – events require ongoing innovation and development to thrive
- 'Signature' or 'anchor' events help shape regional identity
- Year-round events programming reduces seasonality impacts
- Investment in venues, transport and accommodation is essential and requires solid partnerships



Market trends

To help us operate in the changing events landscape our strategic planning considered broader market trends, highlighting both opportunities and challenges shaping the events sector. These trends also reflect insights from the events landscape and our engagement.

Market Analysis – key trends

- Compliance and complexity – event organisers are struggling to navigate increasingly complex regulatory environments
- Inclusive events – ensuring events are inclusive – accommodating diverse audiences and enhancing accessibility is an increasing focus for event planners and an expectation of event consumers
- Changing artist preferences – live performance artists are prioritising limited run stadium tours over extended touring schedules
- Changing consumer preference – consumers are prioritising events that connect, transform and engage; smaller more intimate events, participation events, events that connect attendees with a 'community of interest'
- Sustainability – is increasingly a business priority and consumers are demanding that measures to eliminate waste, limit carbon emissions, amplify social, economic and environmental impacts are considered
- Cost pressures – inflation and cost of living pressures are increasing costs for event organisers and promoters and impacting consumer demand. Event organisers are looking to fewer, smaller and shorter events to maintain engagement while achieving acceptable returns. Consumers are making choices
- Data-driven decision-making – event organisers are increasingly leveraging data to assess attendee engagement and optimise event delivery
- Technology – Artificial Intelligence is emerging as a disrupter and enabler; revolutionising event planning and delivery, enabling delivery of personalised experiences, enhancing engagement, and supporting delivery of hybrid events



Local context

Our analysis of the events landscape and market view have been applied to the local context of Te Awa Kairangi ki Tai Lower Hutt. We looked at our strengths and weaknesses and identified a range opportunities and challenges that have helped shape our strategy.

Insights indicate that Te Awa Kairangi ki Tai Lower Hutt currently lacks a clear 'events brand' and that there are gaps and limitations in events infrastructure, including availability of accommodation. However, our city also has some great assets, and with the right guidance, we can use them to shape a strong, sustainable events brand that stands out in the region.

Lower Hutt events landscape

- A relaxed, accessible and welcoming atmosphere
- Diverse neighbourhoods and community groups from which to foster new cultural and community events that are authentic to Lower Hutt
- A motivated audience for youth-centred live performance, sporting and lifestyle events
- A wide range of high-quality outdoor venue spaces
- A range of established and emerging urban trails suitable for new participation events
- Easy transport links to Wellington City
- An attractive precinct for business events in the city centre
- A portfolio of established events, with potential for further growth and development

Translating insights into strategy

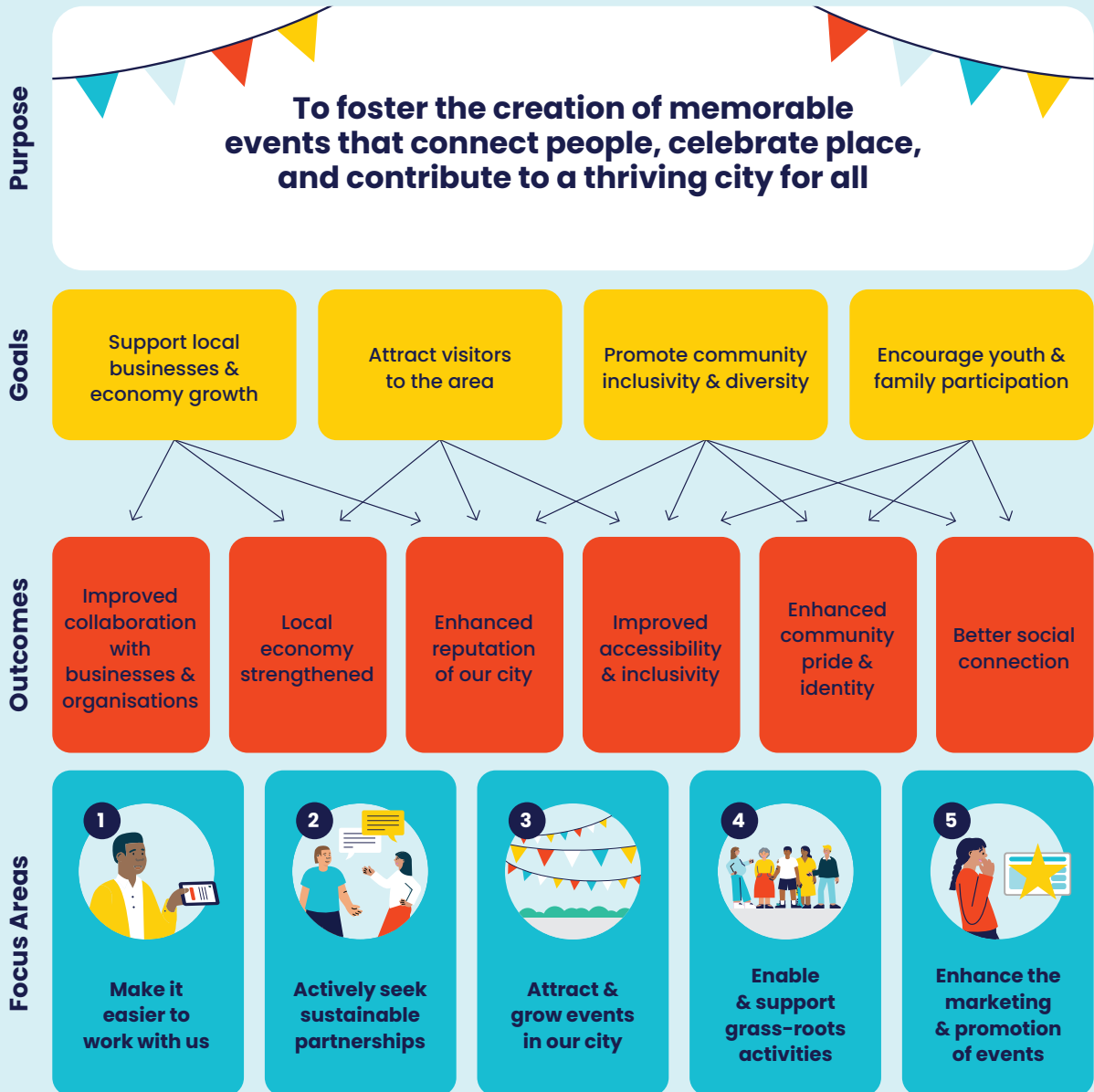
Our analysis has helped shape our strategy by providing critical insights into the current environment and identifying what supports delivery of successful events. This comprehensive analysis highlighted key market trends and local opportunities and challenges. By understanding these factors, we can set realistic and achievable goals that focus our energy and resources on actions that will deliver desired outcomes.

Our strategy responds to the current environment while proactively positioning us to support the delivery of successful, sustainable, and community-aligned events in the future.



Mahere Rautaki Strategic Framework

The strategic framework outlines our shared purpose, goals, outcomes, and focus areas that will guide our support and facilitation of events.




Our focus areas have been designed to deliver each of our goals and outcomes. The following sections explain each focus area, their rationale, what actions are recommended, and the expected benefits.

Aronga 1 Focus Area 1

Kia ngāwari te mahi tahi

Make it easier to work with us



1

We will create an environment that is welcoming and supportive of events. We will streamline processes, reduce barriers, and provide clear guidelines to make it easier for organisers to plan and execute their events.

What will this look like?

This Focus Area involves:

- ➔ Improving our communication and processes to provide clarity for access to funding
- ➔ Developing event guidance to support more streamlined processes for event organisers utilising Council venues
- ➔ Developing toolkits to support event planning and help to navigate red tape
- ➔ Facilitating One Council approach to make planning and executing events easier

How will the city benefit?

This Focus Area will achieve:

- ⊕ Increased event and economic activity because Lower Hutt is a more attractive place to host events
- ⊕ Greater variety of events hosted
- ⊕ Stronger community engagement
- ⊕ Organisers and attendees more likely to return leading to greater sustainability of events calendar
- ⊕ Improved accessibility and inclusivity for events
- ⊕ Improved reputation as a place to host events

Aronga 2 Focus Area 2

Te raranga i ngā hononga tau ukiuki

Actively seek sustainable partnerships



We will build strong, collaborative relationships with event promoters and communities that encourage long-term commitment and secure annual or regular events. We will work effectively with partners to find ways to build sustainable relationships.

What will this look like?

This Focus Area involves:

- ➔ Proactively socialising the events strategy
- ➔ Developing multi-year agreements with key partners to provide certainty for events support
- ➔ Review funding strategies and investigating options for accessing other sources of events funding
- ➔ Committing annual budgets to specific community events, including Matariki Puanga
- ➔ Building networks to help connect promoters, businesses, and our communities
- ➔ Utilising engagement insights to target attraction of popular events
- ➔ Working with partners to innovate and develop multi-year events

How will the city benefit?

This Focus Area will achieve:

- ⊕ Greater economic benefits for more businesses
- ⊕ Greater collaboration fosters a sense of belonging and pride
- ⊕ Encourage organisers to bring larger and more diverse events
- ⊕ Greater certainty of regular/annual events in the city
- ⊕ Stronger community engagement and better social connections
- ⊕ Improved reputation as a place to host events
- ⊕ More events that people want to attend
- ⊕ Regular events continue to thrive

Aronga 3 Focus Area 3

Te whakamanea me te whakatipu i ngā takunetanga tūmatanui ki te tāone
 Attract and grow events in the city



We will attract and grow events that contribute to a liveable city, vibrant neighbourhoods, and are inclusive and accessible to all. We'll build on our strengths to develop a thriving calendar of events that attracts visitors and offers opportunities for residents and businesses.

What will this look like?

This Focus Area involves:

- ➔ Collaborating with partners to develop a thriving calendar of events
- ➔ Investigating expanding the use of SOLUS as the platform for an annual calendar
- ➔ Developing year-around programming of events
- ➔ Engaging with regional partners to participate in regional event planning
- ➔ Coordinating opportunities to leverage regional opportunities in Lower Hutt
- ➔ Utilising engagement insights to target attraction of popular events
- ➔ Supporting a One Council approach to promote activation of the city centre

How will the city benefit?

This Focus Area will achieve:

- ⊕ Enhanced reputation as a host city
- ⊕ Improved accessibility and inclusivity for visitors and residents
- ⊕ Opportunities for businesses to align activities with scheduled events
- ⊕ Opportunities to host events that complimentary regional activities
- ⊕ More coordinated approach to delivery of events and opportunities to target new events to fill gaps
- ⊕ More events that people want to attend
- ⊕ Greater vibrancy in our city and neighbourhoods
- ⊕ Greater pride in our identity

Aronga 4 Focus Area 4

Te whakamana me te tautoko i ngā kaupapa ka arahina e ngā hapori o Te Awa Kairangi
 Enable and support grass-roots activities



We will collaborate with communities to support their efforts in delivering inclusive, accessible and diverse events that showcase our identity. This is an opportunity to apply the initiatives of focus areas 1, 2, 3 and 5 specifically for community-led events, supporting our culture, identity, diversity and empowering all communities to thrive.

What will this look like?

This Focus Area involves:

- ➔ Working collaboratively with local people to build on local creative and community assets that strengthen connection to our place
- ➔ Identifying appropriate channels for communicating with diverse communities
- ➔ Facilitating mentorship for community organisations that want to grow their events
- ➔ Ensuring funding for community events are accessible to all
- ➔ Developing toolkits and guidance to support community event planning and help to navigate red tape
- ➔ Supporting events that celebrate our cultural diversity and showcase our identity
- ➔ Telling our stories


How will the city benefit?

This Focus Area will achieve:

- ⊕ Empowering communities to more easily organise events
- ⊕ Improved accessibility and inclusivity to events for communities
- ⊕ Enhanced sense of belonging and pride, better social connection and cohesion
- ⊕ Improved collaboration among different community groups, leading to stronger and more resilient communities
- ⊕ Greater opportunities to showcase local talent
- ⊕ Celebration of diversity of our communities
- ⊕ Building our events brand through showcasing things that make our place unique

Aronga 5 Focus Area 5**Te whakaniko i te whakatairanga o ngā takunetanga tūmatanui**

Enhance the marketing and promotion of events



5

We will raise the profile of events to attract larger, more diverse audiences. We will develop a clear plan for marketing and promotion, and work with our partners to understand how Council can support the promotion of individual events.

What will this look like?

This Focus Area involves:

- Developing a marketing plan for major events in Lower Hutt
- Identifying how we can support local businesses to benefit from planned events
- Developing our website to support the marketing and promotion of events
- Collaborating with our communities to understand how best to communicate and support marketing of community-led events
- Create collateral that promotes Lower Hutt to event organisers and attendees
- Exploring best channels for communication of events

How will the city benefit?

This Focus Area will achieve:

- + Attract more visitors who will spend money in the local economy
- + Enhanced reputation as a host city
- + Improved accessibility and inclusivity for visitors and residents
- + Providing opportunities for businesses to benefit from planned events
- + Raised awareness of the diverse range of events that are promoted in the city and potential for greater social connection
- + Opportunities to attract sponsors and investor
- + More events that people want to attend

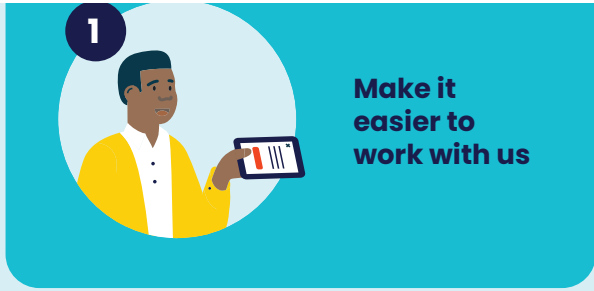
Mahere Mahi Action Plan

This section outlines how we will deliver our focus areas through actions. Some actions are funded through the events budget for FY 2025/26, while others will be prioritised in future financial years.

We recognise that not all the work can happen at once, so we'll be taking a staged approach over the next three years. Where actions are intended to be implemented in FY 2025/26 the plan indicates the quarter the work will take place. Beyond FY 2025/26, the plan will be reviewed and updated timescales confirmed.

Some actions are fully within our remit, while others require collaboration with different agencies and partners. This list is not exhaustive and does not include all actions to deliver the events strategy. It focuses on the most significant initiatives and will be reviewed and updated annually to ensure continued delivery of strategic outcomes.





Action	Timeframe	Delivered by
Develop Communication & Engagement Plans for all event fund budgets	FY25/26 Q1 & Q2	HCC Events & Corporate Communications Teams
Develop web page to support event funds	FY25/26 Q2	HCC Events & Customer Teams
Create event guides and prospectus for Council venues to support logistics of hosting events	FY25/26 Q3 & Q4	HCC Events, Parks & Reserves, Libraries & Hubs Teams
Develop toolkit to support events planning	FY25/26 Q2 & Q3	HCC Events with support from relevant HCC Teams
Coordinate Council and agency partners to support delivery of events, including providing key contacts and liaising with external agencies	Ongoing	HCC Events, Regulatory Services and external agencies such as Metlink





Action	Timeframe	Delivered by
Proactively socialise HCC events strategy to prospective and existing event promoters, funders, sponsors, service providers and community groups	FY25/26 Q1	HCC Events Team, Business & Economy Team and Connected Communities Team
Develop a major events framework to provide a clear framework for event prioritisation and investment, including criteria that prioritises focus areas	FY26/27	HCC Events Team
Identify opportunities for multi-year agreements with key partners to provide certainty for events support	FY25/26 Q3 & Q4	HCC Events Team
Implementation of Communications & Engagement Plans for community events	FY25/26	HCC Events Team and Corporate Communications Team
Work in partnership to identify collaborative funding opportunities where mutually beneficial outcomes can be achieved	FY26/27	HCC Events Team, WNZ, SportNZ, Nuka Ora
Work with Mana Whenua to identify and support opportunities to grow and develop events that reflect Māori culture including Te Rā o te Raukura and Matariki Puanga	FY25/26 Q1 & ongoing	HCC Events Team, Te Tira Māori & Te Ātiawa
Create opportunities for events promoters to support community-led event organisation through workshops	FY27/28	HCC Events Team, Connected Communities Team and key partners
Develop marketing and visitor attraction material to support event promoters operating in Lower Hutt	FY25/26 Q3 & Q4	HCC Events Team, Business & Economy Team and key partners

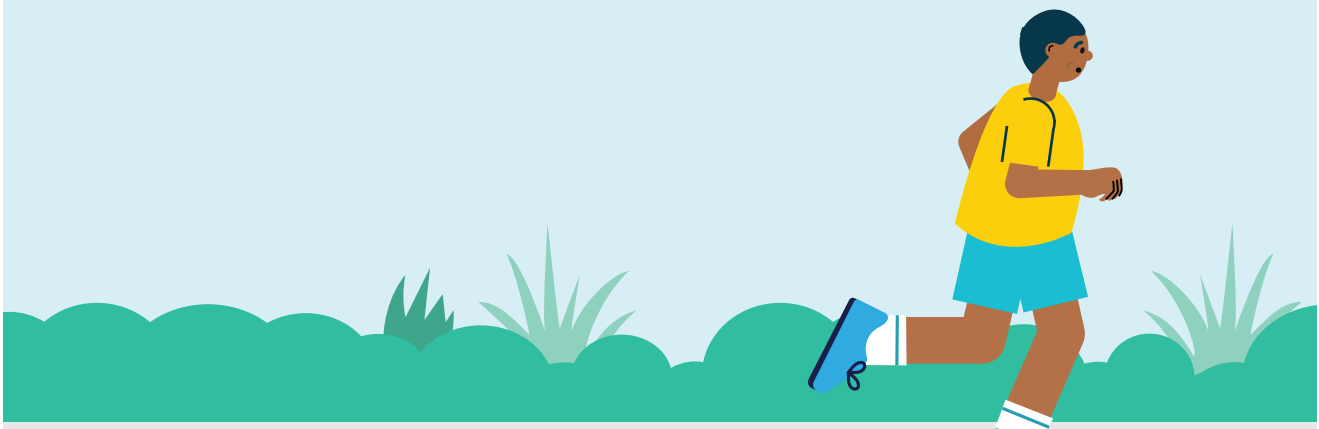


Action	Timeframe	Delivered by
Develop a plan for engaging with Wellington NZ and Council’s within Wellington region to participate in regional event planning	FY26/27	HCC Events Team and WNZ
Develop annual calendar of events to be published on Council’s web site. Investigate options for utilising HCC Event Management App (SOLUS)	Commence FY25/26 Q3 & Q4	HCC Events Team, Connected Communities Team and key partners
Utilising the calendar of events and our measures of success, identify gaps and target events that complement our calendar	FY26/27	HCC Events Team, Connected Communities Team and Business & Economy Team
Establish working group with HCC Business & Economy Team to support activation in the city centre	FY25/26 Q2 & ongoing	HCC Events Team and Business & Economy Team
Develop strategy to coordinate opportunities to leverage events hosting in Wellington	FY27/28	HCC Events Team and WNZ





Action	Timeframe	Delivered by
Identify appropriate channels for communication with communities of interest	FY25/26 Q2	HCC Events Team, Connected Communities Team and key partners
Develop toolkits and guidelines to support community events	FY25/26 Q2 & Q3	HCC Events Team and Connected Communities Team
Develop clear criteria and application processes for community event funding	FY25/26 Q1	HCC Events Team and Connected Communities Team
Create opportunities for events promoters to support community-led event organisation through workshops	FY26/27	HCC Events Team, Connected Communities Team and key partners
Establish working group with HCC Connected Communities Team to enable partnership approach to community-led events	FY25/26 Q3	HCC Events Team and Connected Communities Team
Tell our stories; work in partnership with HCC’s Connected Communities team and our communities of interest to help instil pride in the community and support for community-led events	FY26/27	HCC Events Team, Corporate Communications Team and Connected Communities Team





5
Enhance the marketing & promotion of events

Action	Timeframe	Delivered by
Develop a marketing plan for major events in Lower Hutt to promote events to Lower Hutt residents, including actions to benefit local businesses and an audience development plan to build connections with harder to reach communities	FY26/27	HCC Events Team and Corporate Communications Team
Develop the Council website to support the marketing and promotion of events in Lower Hutt	FY25/26 Q3	HCC Events Team and Customer Service Team
Develop a plan for investing in Flagtrax and an annual plan for the display of flags across the city	FY27/28	HCC Events Team and Corporate Communications Team
Attend trade events	FY26/27	Events Team
Implement social media campaigns in accordance with Communication & Engagement Plans	Ongoing	HCC Events Team and Corporate Communications Team
Investigate opportunities to utilise Hutt Valley NZ to promote events and related experiences to broaden the economic impact	FY25/26 Q2	HCC Events Team and Business & Economy Team



Te tātari i te kairangi o ngā mahi Measuring Success

We want the strategy to be successful, so we are establishing clear qualitative and quantitative metrics to evaluate the effectiveness and impact of our events. This will help us identify areas for improvement and ensure that our events consistently achieve positive outcomes for our communities.

Post-event reporting will be required for events that receive Council funding. We will collaborate with all event organisers to gather data from events hosted in our city, enabling us to assess their success effectively.

Measuring and evaluating the success of events will:

- Enable opportunities to strengthen the local economy through targeting events that deliver economic benefits
- Direct Council funding to events that improve the social and cultural wellbeing of our communities
- Assist us to allocate resources more efficiently and focus on the most impactful activities
- Enable us to adapt our strategy and be responsive to change

Additionally, enhanced baseline data, including an annual calendar detailing the number and types of events, will enable us to more effectively target new opportunities and report on improvements. This approach will enable us to continually improve and enhance the contribution of events to making Te Awa Kairangi ki Tai Lower Hutt a thriving community for all.

Tātari me te Arotake Monitoring and Review

Successful delivery of the outcomes in this strategy relies on regular evaluation, monitoring, and review of progress.

To ensure that the strategy remains 'fit for purpose' and responsive to change, a full review of the strategy will be undertaken every three years. Due to the close link between funding and delivery, the action plan will be reviewed and updated each year.

Āpitihangā 1

Appendix 1: Reference documents

[Mahere Tekau Tau Our 10 Year Plan 2024–2034 \(Long Term Plan\)](#)

[Rautaki Whakatipu Sustainable Growth Strategy 2025 – 2055](#)

[Te Herenga Kairangi the Interwoven Ambition to Thrive](#)

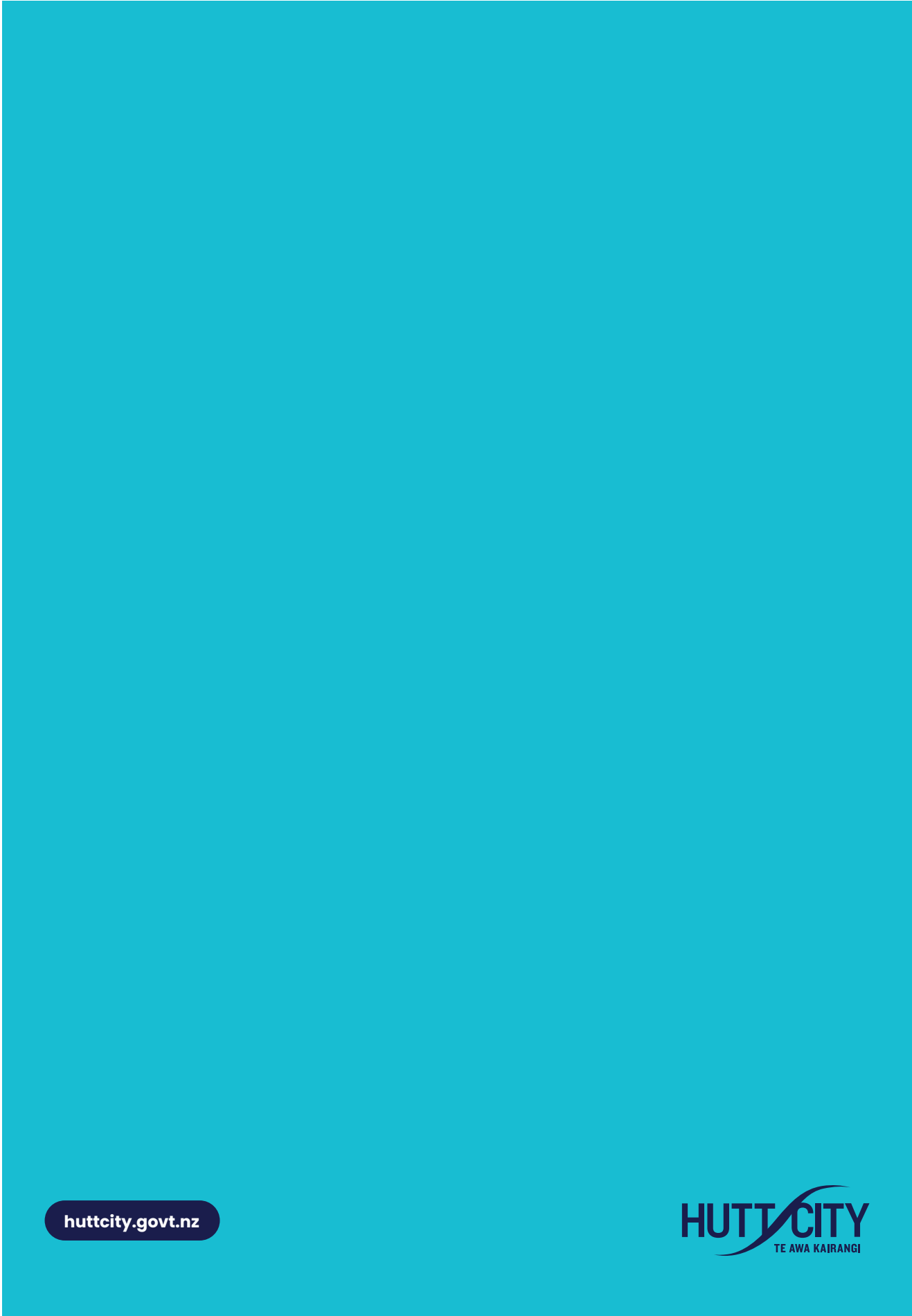
[Hutt Valley Tourism Action Plan, 2021 – 2024](#)

[Events Strategy Engagement Report, March 2025](#)

[Hutt City Council Events Strategy Environmental Scan, March 2025](#)
[Angus & Associates](#)







huttcity.govt.nz



HUTT CITY COUNCIL**KOMITI HANGANGA | INFRASTRUCTURE AND REGULATORY COMMITTEE**

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

Thursday 3 July 2025 commencing at 2:00 pm

To Watch the livestream of the meeting, please click the link here: [3 July 2025
Infrastructure and Regulatory Committee](#)

PRESENT:

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

APOLOGIES:

Cr Barratt

IN ATTENDANCE:

A Geddes, Director Environment and Sustainability
P Hewitt, Head of Transport
B Gale, Urban Design Lead (part meeting)
J Roberts, Head of Environmental Protection (part meeting)
T Johnstone, Head of Planning (part meeting)
R Barton, Head of Building (part meeting)
E Anand, Head of City Delivery (also via audio-visual link) (part meeting)
B Hodgins, Strategic Advisor (part meeting)
J Varghese Traffic Engineer (part meeting)
H Bell, Advisor, Water Services (part meeting)
J Randall, (via audio-visual link)
J Young, Democracy Advisor

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

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. IARCC 25301

"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.

4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

5. RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 31 July 2025

a) City Centre Framework

The Urban Design Lead elaborated on the report.

In response to questions from members, the Urban Design Lead agreed to revise conflicting statements in Appendix 1, attached to the report, regarding Riverside Park, where it referred to both removing vegetation and planting native species in the river corridor. She also agreed to include English translations for some of the Māori terms to improve clarity. Additionally, she committed to rephrasing the term 'High Street Quarter' to reflect the wider area being referenced accurately.

Cr Stallinger and Deputy Mayor Lewis expressed appreciation for the information in Appendix 4 to the report, which provided a clear summary of initiatives and their funding status. They noted that it would be helpful for members to receive similar clarity on the funding status of other planned projects and initiatives.

RECOMMENDED: (Cr Edwards/Cr Dyer)

Minute No. IARCC 25302

"That the Committee recommends that Council:

- (1) receives and notes the report;*
- (2) approves the adoption of the City Centre Framework, attached as Appendix 1 to this report.*
- (3) approves the revocation of the 2019 Central City Transformation Plan and its replacement with the City Centre Framework."*

b) Request to Delegate Authority for Issuance of Warrants

RECOMMENDED: (Cr Edwards/Cr Stallinger)	Minute No. IARCC 25303
<i>"That the Committee recommends that Council:</i>	
<i>(1) receives and notes the information contained in the report;</i>	
<i>(2) notes the operational and legal risks associated with the current process outlined in the officer's report; and</i>	
<i>(3) authorises the delegation of power to the Chief Executive to issue warrants to enforcement officers."</i>	

6. **PROPOSED PUBLIC AND PRIVATE STREET NAME: TAITĀ DRIVE, AVALON**

Report No. IARCC2025/3/198 by the Traffic Engineer

The Head of Transport elaborated on the report.

Cr Mitchell suggested that the officers encourage the developer to explain the meaning of the street names to new residents.

In response to a question from a member, the Head of Transport confirmed that he had not received any feedback on the road names from the developer.

RESOLVED: (Cr Edwards/Cr Mitchell)

Minute No. IARCC 25304

"That the Committee:

- (1) approves the street name for the new public road (Road Alpha), as shown in Appendix 2 attached to the report, as "Kāheru", with the recommended road type "Te Ara o";*
- (2) approves the street name for the new public road (Road Bravo), as shown in Appendix 2 of the report as "Kōpiha", with the recommended road type "Te Ara o";*
- (3) approves the street name for the new private road (Road Charlie) as shown in Appendix 2 attached to the report as "Timo", with the recommended road type "Te Ara o";*
- (4) approves the street name for the new private road (Road Delta) as shown in Appendix 2 attached to the report as "Ketu", with the recommended road type "Te Ara ; and*
- (5) approves an appropriate road type (as permitted by the New Zealand Standard AS/NZS 4819:2011) as attached in Appendix 1 to the report."*

7. PROPOSED TEMPORARY ROAD CLOSURE - CAMBRIDGE TERRACE FOR THE GRAND OPENING OF THE BAPS SWAMINARAYAN MANDIR AND COMMUNITY CENTRE (2025)

Report No. IARCC2025/3/194 by the Traffic Engineer

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport clarified that the side streets affected by the road closure would still be accessible to residents. He explained that these streets would not be open to through traffic heading toward Cambridge Terrace. He confirmed that the only communication sent to residents thus far was from the procession organiser, but a second letter would be distributed closer to the event.

Members asked that the second letter clarify the impact on local residents and correct the event timeframe as per Council's resolution, state that vehicles could not park on Cambridge Terrace until the procession had passed, and explain that side streets would reopen sequentially.

Members discussed allowing Cr Mitchell to review the letter to Eastern Ward residents before it was distributed.

RESOLVED: (Cr Edwards/Deputy Mayor Lewis)

Minute No. IARCC 25305

"That the Committee:

- (1) *receives and notes the contents of the report;*
- (2) *approves the temporary road closures of the following Council-controlled roads on Saturday, 9 August 2025, from 12.30pm to 6.00pm, to facilitate the grand opening parade of the BAPS Swaminarayan Mandir and Community Centre, as shown in Appendix 1 attached to the report:*
 - a) *Cambridge Terrace - between Trafalgar Square and Gregory Street;*
 - b) *Cambridge Terrace Link - full length;*
 - c) *Brasell Street - between Cambridge Terrace and Raymond Terrace;*
 - d) *Fairfield Avenue - between Cambridge Terrace and Junction Street;*
 - e) *Porutu Street - between Cambridge Terrace and Durham Crescent;*
 - f) *Hampton Court South - between Cambridge Terrace and Durham Crescent;*
 - g) *Hampton Court North - between Cambridge Terrace and Durham Crescent;*
 - h) *Naenae Road - between Cambridge Terrace and Naenae Road/Waiwhetu Road intersection;*
 - i) *Fisk Street - between Cambridge Terrace and Clendon Street; and*
 - j) *Clendon Street - between Cambridge Terrace and Naenae Road;*
- (3) *agrees that the Eastern Ward Councillor, Cr Mitchell, will have the opportunity to review the letter to local residents before its distribution; and*

(4) *rescinds all existing parking restrictions within the road closure area during the event and approves the implementation of 'No Stopping' parking restrictions on the road (as shown in Appendix 1 attached to the report) for the duration of the closure."*

8. THREE WATERS UPDATE

Report No. IARCC2025/3/199 by the Advisor Water Services

The Advisor, Water Services elaborated on the report.

In response to questions from members, the Strategic Advisor reported that he had received no complaints about odours from the sludge being transferred from Seaview to the Silverstream Landfill. He confirmed that some public communication had already occurred regarding recent reductions in bulk water consumption, with plans for more intensive messaging as summer approaches. Additionally, he noted that the pipe located north of the Western Hills' Main Wastewater Renewal project was expected to remain serviceable for another 15 to 20 years before it requires renewal.

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. IARCC 25306

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

9. REGULATORY MATTERS

Report No. IARCC2025/3/195 by the Head of Planning

Speaking under public comment, **Richard Warwick, speaking on behalf of several residents of Riddlers Crescent, Petone**, pointed out recent breaches of Kmart's resource consent conditions since the store opened in 2017 and acknowledged Kmart's recent engagement with residents. However, he urged the company to provide written commitments for accountability. He expressed disappointment that residents were not informed about Kmart's application for a store extension, despite their involvement in the original consent process in 2015. He asked officers to involve residents in any future consent applications from Kmart to ensure their voices were heard.

In response to questions from members, Richard Warwick explained that Kmart's original resource consent was granted without public notification but came with conditions. He indicated that any store extension could worsen the issues leading to Kmart's recent abatement notice. He reassured that residents would have no problem with Kmart if it complied with its consent conditions.

The Head of Planning elaborated on the report and addressed the comments made by the public speaker. He indicated that Kmart now required more truck movements than those approved in its original 2015 resource consent and was expected to apply for a variation to its consent conditions by the end of July 2025. He mentioned that Kmart had been actively working with its neighbours to address noise concerns prior to submitting its application. He emphasised that Kmart committed to developing a more robust noise reduction management plan as part of its consent variation application. He confirmed that Council had the authority to enforce this management plan.

In response to questions from members, the Head of Planning confirmed that Kmart had been complying with its resource consent conditions since the abatement notice was issued. He stated that the variation application sought approval for up to six truck movements per day, while trucks from nearby businesses contributed to street noise without needing consent. He said Kmart had appealed the abatement notice but preferred to resolve the issue through a resource consent variation. He explained that the Environment Court had set a deadline for Kmart to submit its application by the end of July 2025. He said the store extension was non-notified, so there was no requirement to consult neighbouring properties. He also acknowledged that Kmart's servicing arrangement and late hours were concerns for local residents.

In response to a question from a member, the Head of Environmental Protection agreed to report back on whether officers had completed all compliance check visits to 'high risk' and new premises during June 2025.

In response to a question from a member, the Head of Building clarified that the total number of earthquake-prone buildings had been inaccurately reported to the Committee because of a data extraction error from the MBIE register. He confirmed that the officers were currently reviewing internal processes to prevent such issues from occurring in the future.

RESOLVED: (Cr Edwards/Cr Dyer)

Minute No. IARCC 25307

"That the Committee receives and notes the information."

10. INFORMATION ITEMS

a) Economy & Development - Director's Report

Report No. IARCC2025/3/4 by the Director of Economy and Development

In response to a question from a member, the Head of Transport confirmed that the new temporary traffic management practices would adopt a case-by-case approach, utilising less prescriptive methods and allowing for greater flexibility.

In response to questions from members regarding the Locky Dock in Petone, the Head of Transport explained that officers were evaluating suitable locations for the Locky Dock. He said that due to advertising restrictions on the Petone Foreshore, maintenance would be funded through the MBIE Great Rides project funding rather than advertising. He confirmed that the Strategic Cycleway Review would assess the effectiveness of existing reports and that a Council briefing would take place before public consultation. He agreed to create a comprehensive map of shared paths, cycleways, micromobility networks, and bike parking for the Council's website, helping residents navigate the available infrastructure.

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. IARCC 25308

"That the Committee receives and notes the information."

b) **Infrastructure and Regulatory Forward Programme 2025**

Memorandum dated 16 June 2025 by the Democracy Advisor

RESOLVED: (Cr Edwards/Cr Mitchell)

Minute No. IARCC 25309

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

11. **QUESTIONS**

There were no questions.

12. **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 2.58 pm.

Cr Edwards
CHAIR

CONFIRMED as a true and correct record
Dated this 31st day of July 2025

Te Awa Kairangi ki Tai
Lower Hutt

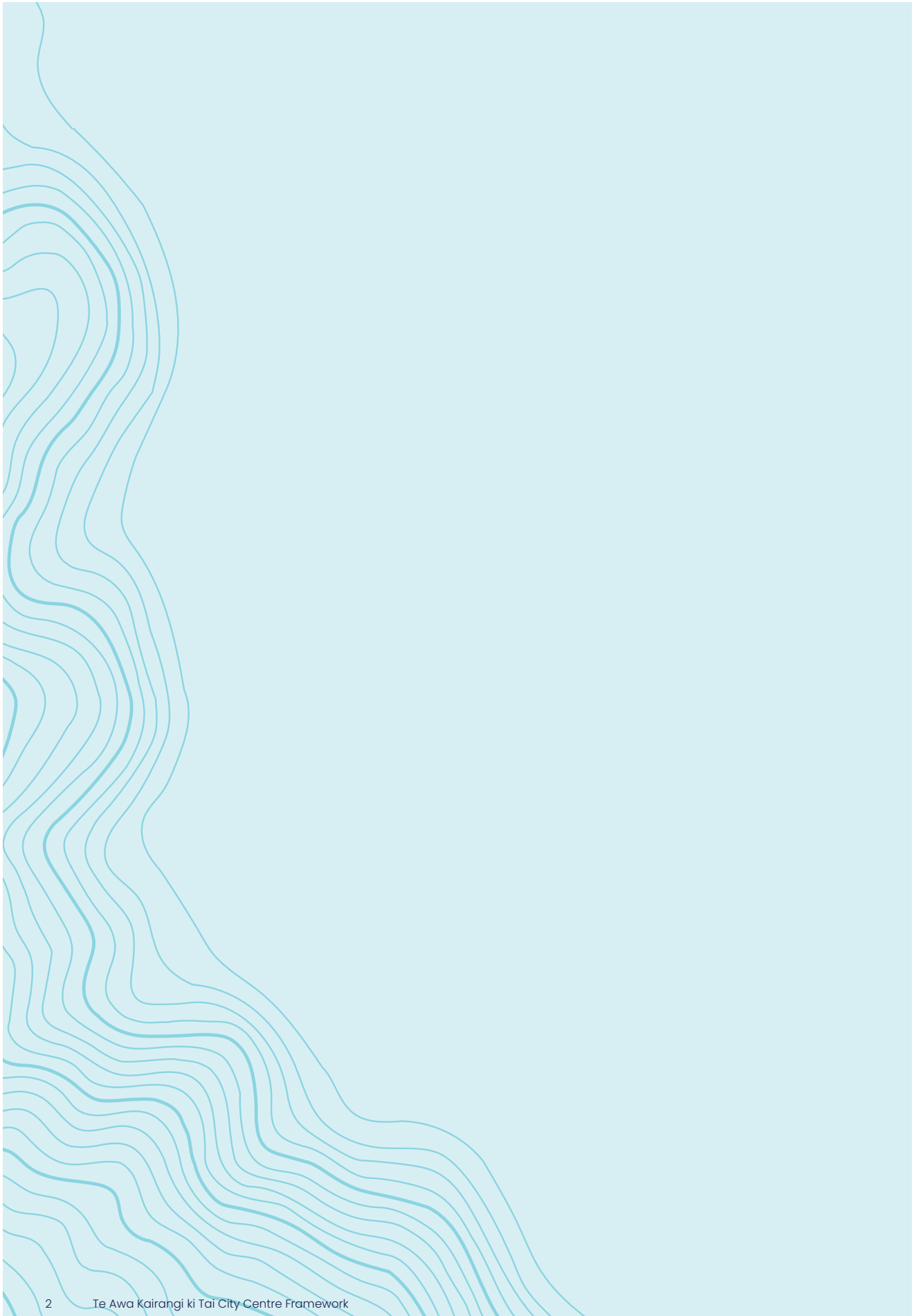


Te Pokapū o Te Awa Kairangi ki Tai City Centre Framework

June 2025

Draft for adoption





Ngā hua o roto

Contents

He whakatakinga Introduction	4	Āpitihanga 1: Ngā Kōrero Tuku Iho Appendix 1: Cultural Narratives	24
Aronga Purpose	4	Āpitihanga 2: Te Whiringa Appendix 2: Engagement	26
Horopaki Context	5	Āpitihanga 3: Te pokapū o nāianeī rangi Appendix 3: The city centre today	28
Ngā pūtake ahurea Cultural Foundations	6	Tirohanga whānui Overview	28
Tākai Here – Mana Whenua Partnership with Mana Whenua	6	Ngā waka me ngā nekehanga Transport and movement	30
Aronga whāiti Framework on a page	7	Ngā papa rēhia me te taiao Public spaces and natural environment	32
Te pou tarāwaho The Framework	8	Ōhanga me ngā nohonga Economy, buildings and housing	34
Te whāinga matua Vision	8	Āpitihanga 4: Whakarāpopototanga o ngā kaupapa Appendix 4: Summary of initiatives	36
Ngā uara Values	9	Āpitihanga 5: Kaputaka Appendix 5: Glossary	38
Ngā hua Outcomes	10	Āpitihanga 6: Ngā tohutoro Appendix 6: Reference documents	40
Ngā kaupapa matua Key moves	11		
He ara whānui The Meander	12		
Te wāhi o High High Street Precinct	14		
He nohonga, he mahinga Living and Working	16		
Te Pāka o Riverside Riverside Park	18		
He kōwhiringa nekehanga Transport Choice	20		
Kia oho te hunga tūmatanui Civic Activation	22		

He whakatakinga Introduction

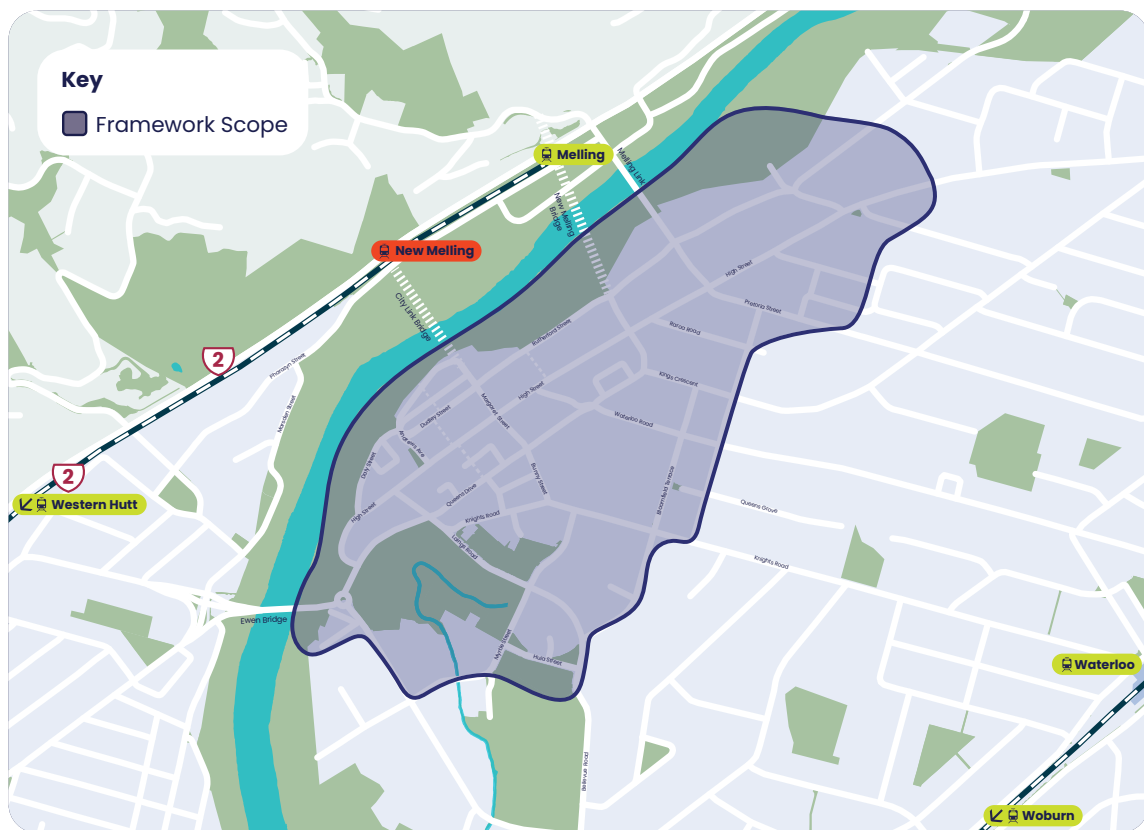
Aronga Purpose

The Central City Transformation Plan (CCTP) was adopted in 2019. Its purpose was to provide a vision for the city centre and to integrate Te Wai Takamori o Te Awa Kairangi (formerly RiverLink) proposals with the surrounding areas.

A lot has changed since 2019. This document, the City Centre Framework (Framework), provides an updated vision and strategy for the city centre. It builds on the strong foundations of the CCTP, responds to the latest designs for Te Wai Takamori o Te Awa Kairangi and captures the current ambitions of the Council, Mana Whenua,

businesses and the community. The Framework looks ahead 15 years to 2040 and imagines a thriving city centre as we celebrate the 200th anniversary of the signing of Te Tiriti o Waitangi (The Treaty of Waitangi).

The Framework sets out the vision, values, outcomes, key moves and initiatives that will inform council decision-making and guide private sector development. It paves the way for streetscape improvements and other activities to create a vibrant, people-focused and economically resilient city centre.



Horopaki Context

The City Centre Framework is consistent with wider Council strategies including the Sustainable Growth Strategy 2025–2055 (2025), the Integrated Transport Strategy (2022), the Reserves Investment Strategy (2024) and the Indigenous Biodiversity Strategy (2023).

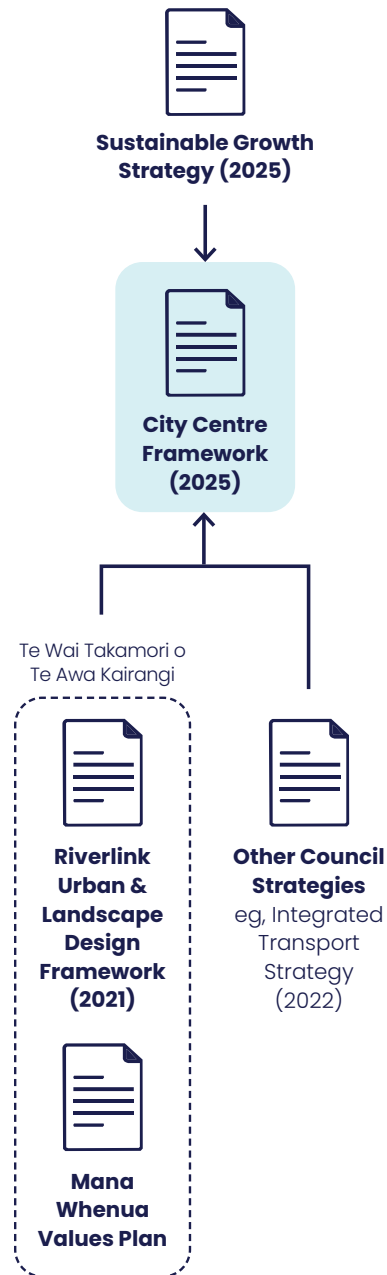
The Sustainable Growth Strategy 2025–2055 | Rautaki Whakatipu provides direction for urban growth and change in Lower Hutt over the next 30 years. It identifies “enhancing the heart of the city” as its first strategic move which aims to “revitalise the central city to create a thriving neighbourhood and destination”. It states that the central city is the area we most want to see grow for housing and businesses and lists a range of infrastructure investment to support this.

The Framework is also consistent with Te Wai Takamori o Te Awa Kairangi documents including the Urban & Landscape Design Framework (2021) and Mana Whenua Values Plan. Te Wai Takamori o Te Awa Kairangi is a wide-ranging programme of works including:

- stopbank upgrades
- a new State Highway 2 Melling interchange
- a new Melling Bridge
- a new pedestrian and cycle bridge linking the relocated Melling train station to the city centre
- a riverside park
- street upgrades

The Urban & Landscape Design Framework sets out the environmental, cultural, landscape and urban design context for the programme and the intended design outcomes for various components.

The Mana Whenua Values Plan sets the expectations, specific objectives and aspirations of Taranaki Whānui ki te Upoko o Te Ika and Ngāti Toa Rangatira (Iwi Mana Whenua). The plan guides the physical design and behaviors during the delivery of Te Wai Takamori o Te Awa Kairangi Programme.



Ngā pūtake ahurea Cultural Foundations

Tākai Here – Mana Whenua Partnership with Mana Whenua

Manaaki whenua, manaaki tangata, haere whakamua.
*If we take care of the land and take care of the people,
we will take care of the future.*

Hutt City Council, Mana Whenua and hapori Māori (Māori communities) have strong and trusting relationships, working collectively to support and enhance the wellbeing of everyone living and working in Te Awa Kairangi ki Tai Lower Hutt.

The City Centre Framework demonstrates the various ways Council is committed to keeping Te Tiriti o Waitangi and its legislative obligations at the heart of its work programme. Central to Council's work with Mana Whenua are the Tākai Here (partnership agreements). Through these partnership agreements, we work together to create a more inclusive and sustainable future for all our people.

We all acknowledge there is much work to do to address the inequities across our city centre so that all people can thrive.

The ambition to thrive outlined in Te Herenga Kairangi (Council's Māori Strategy) holds the interest of Mana Whenua and Māori at heart. The expression of makaurangi (identity), manaakitanga (care) and kaitiakitanga (environmental stewardship), in this framework, highlights the obligations of Mana Whenua to all people.

The five iwi organisations Council works with are:

- Taranaki Whānui ki Te Upoko o Te Ika Trust
- Te Rūnanga o Toa Rangatira Incorporated
- Wellington Tenth Trust
- Palmerston North Māori Reserves Trust
- Te Rūnanganui o Te Āti Awa ki Te Upoko o Te Ika a Māui Incorporated

Information about Mana Whenua partnerships can be found at: hutt.city/mana-whenua



Aronga whāiti Framework on a page

This page provides an overview of the components of the City Centre Framework: vision, values, outcomes and key moves. Together these set out the aspirations for our future city centre.

Vision

Our city centre connects with and supports Te Awa Kairangi (our river), our people and the whenua (land). Together our mouri (life force) grows.

Our city centre nurtures our people and our beautiful urban riverside, connecting and supporting our diverse businesses and communities to put roots down and thrive.

Values



Makaurangi
Our unique fingerprints




Manaakitanga
Supporting each other



Kaitiakitanga
Caring for the environment

Outcomes



Diverse
A centre of diverse cultural exchange.



Green
A green centre that re-balances our relationship with nature.



Liveable
A liveable centre that feels like home.



Vibrant
A vibrant centre full of business activity and creativity.



Accessible
An accessible centre that is well connected.

Key moves



High Street Precinct



Civic Activation



Living & Working



Riverside Park



Transport Choice



The Meander

Te pou tarāwaho

The Framework

Te whāinga matua

Vision

Our vision is based on the feedback we received from businesses, the community and Mana Whenua. This vision is:

Our city centre connects with and supports Te Awa Kairangi, our people and the whenua. Together our mouri grows.

Our city centre nurtures our people and our beautiful urban riverside, connecting and supporting our diverse businesses and communities to put roots down and thrive.



Ngā uara Values

Values guide us in our actions, priorities and decision-making.

Our values are deeply rooted in the cultural foundations established by Mana Whenua of this takiwā (region). Tupua (guardian spirits) shaped the landscape, embodying makaurangi. The historical mahinga kai (food cultivation area) Te Umumamaku served as a vital source of sustenance, representing manaakitanga. Meanwhile, the protective action taken by Ruhia Pōrutu symbolises kaitiakitanga (guardianship). See Appendix 1 for more information on the cultural narratives.



Makaurangi

Our unique fingerprints

We partner with Mana Whenua and our diverse communities and businesses when shaping our city centre. We recognise that cultural heritage contributes to belonging and helps us better understand each other.



Manaakitanga

Supporting each other

We uplift our people to create a city centre that is welcoming, inclusive and accessible. We support the needs of everyone, whether you are eight, eighteen or eighty.



Kaitiakitanga

Caring for the environment

We champion the essential relationship between people and the environment. We acknowledge that the health and well-being of future generations depend on this generation restoring, connecting with and protecting te taiao (nature).



Ngā hua Outcomes

Outcomes are the results we seek.

Diverse



A centre of diverse cultural exchange

A place that looks and feels like our diverse communities. Our public places integrate Mana Whenua narratives through collaboration. Our streets and spaces provide for our cultural practices. Makaurangi is brought to life through art and cultural events that bring people together, celebrating our communities.

Vibrant



A vibrant centre full of business activity and creativity

A place that amplifies the potential of our people and businesses. People feel they can be a success here. It is a busy, buzzy, and fun place to be, with a strong evening economy. Social and commercial enterprises, hospitality and retail thrive, working together to form strong networks. There is easy access to skills, learning and investment.

Green



A green centre that re-balances our relationship with nature

A place where te taiao (nature) is woven into the urban fabric; lush, sustainable, and thriving. Hands in soil, feet in water. A city centre where te taiao and tangata (people) are deeply connected. Green links and corridors build climate resilience and create touch points to see, hear and feel nature. Our kaitiakitanga contributes to birdlife heard through the streets and taonga (treasures) thriving in our awa (river).

Accessible



An accessible centre that is well connected

A place where travel and movement is easy for all. Streets are welcoming and safe for pedestrians. There are wide footpaths with convenient crossings, and reliable public transport. Our kaumātua (respected elders) and people with disabilities travel independently, and our tamariki (children) scooter or cycle to school.

Liveable



A liveable centre that feels like home

More people live in our city centre because of a diverse offering of homes, parks and spaces, designed to support our everyday lives. Amenities like the library, schools and hospital are in easy reach, meeting the needs of our people at every stage of life. A safe place to live, to learn, to raise a family.

Ngā kaupapa matua

Key moves

Key moves are strategic programmes of initiatives to deliver our outcomes.

The initiatives under our key moves include both physical changes, like street upgrades, and non-physical actions, such as events or policies. The key moves work together to keep us moving towards our vision.

The matrix below shows how the key moves help deliver our desired outcomes.

✔ **Primary Focus**
 ✔ **Secondary Focus**

	 Diverse	 Green	 Vibrant	 Accessible	 Liveable
 The Meander	✔	✔	✔	✔	✔
 High Street Precinct	✔		✔	✔	✔
 Living & Working	✔		✔	✔	✔
 Riverside Park	✔	✔	✔	✔	✔
 Transport Choice			✔	✔	✔
 Civic Activation	✔		✔		✔

He ara whānui

The Meander

A green, pedestrian friendly corridor.

The meander provides safe and easy access to key places – like Te Awa Kairangi, The Dowse, the Civic Precinct and Queensgate, for people walking or with a mobility aid. Streets and spaces are designed to invite people to explore, pause and enjoy spending time in our city centre. The meander brings nature and Mana Whenua narratives through our city centre, eg, Te Umumamaku. It strengthens ecological links between our natural spaces, supporting biodiversity.

Initiatives

What our priorities are

- **Street upgrades** – Street upgrades connecting to the City Link Bridge. This could include making Margaret Street, Knights Road and Laings Road greener, safer and easier to use for people walking or with a mobility aid. These changes could involve things like shorter wait times at crossings, new seating and more planting – including native planting or raingardens to help manage stormwater.
- **Public space improvements** – eg, Andrews Avenue. These improvements could be large or small/low-cost.



An example of a street that has both spaces for people to enjoy and transport function.



The Meander



Te wāhi o High High Street Precinct

An area of multicultural shops, cosy eateries and services that complements the Queensgate Shopping Centre.

New enterprises are able to start up and grow here. Existing businesses benefit from the vibrant character of the place and the proximity to other attractive businesses. Together they create an engaging destination and experience. Streets are safe and low-speed, balancing space for people with access for business customers. A network of laneways connects the quarter.

Initiatives

What our priorities are

- ➔ **Street upgrades** – These could include street upgrades in Dudley Street, High Street or Queens Drive to make them safer and easier to use for people walking or with a mobility aid, whilst maintaining access for businesses. Changes could include things like better pavements, safer crossings, new seating and improved mobility parking spaces.
- ➔ **Partnership** – Work with the Hutt Valley Chamber of Commerce and businesses to attract investment in the city centre and support economic activity.

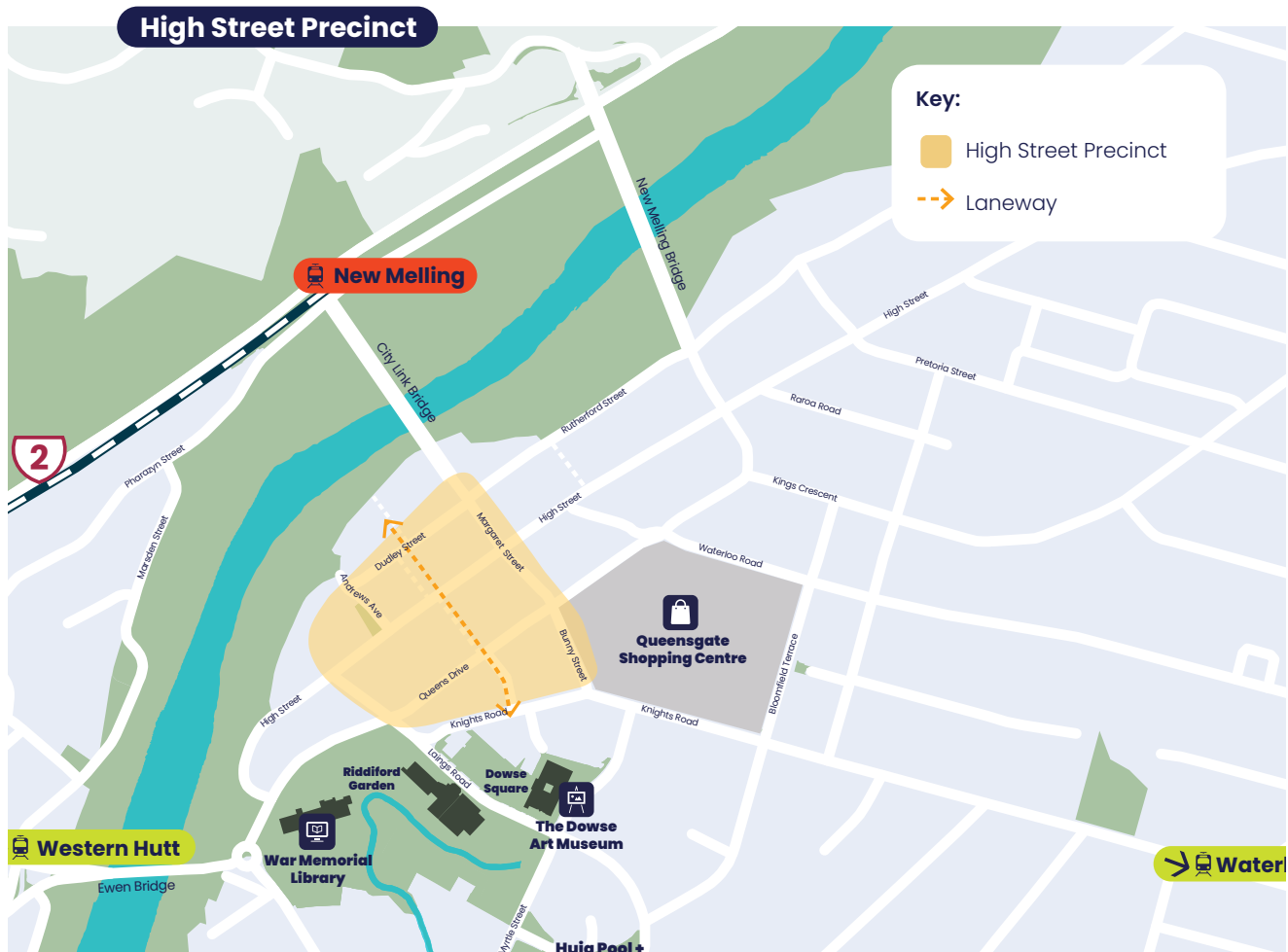
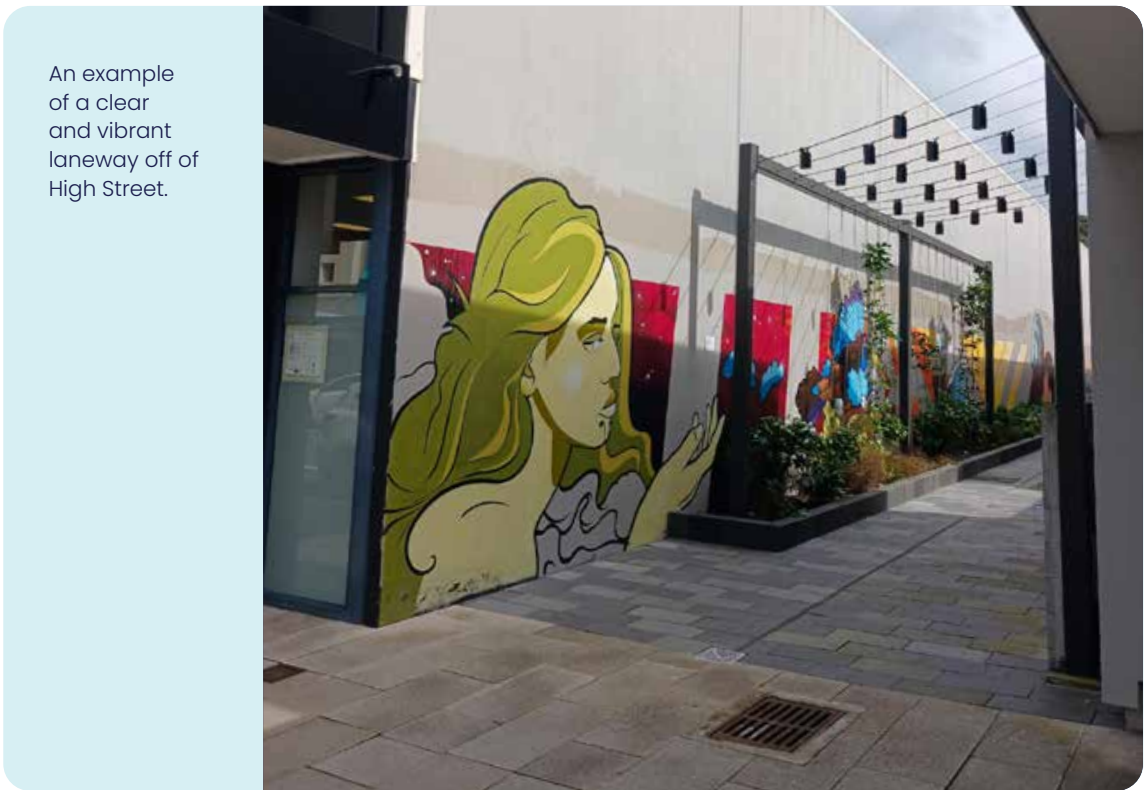
What we are we planning

- + **Placemaking** – Small-scale amenity and accessibility improvements, eg, High Street Seating project.
- + **Pop-ups** – Activating vacant premises or spaces.
- + **Making better use of pavements** – supporting outdoor dining or retail spill out spaces.
- + **Celebrating local businesses** – Building a unified identity for the city centre to maintain confidence and vibrancy.
- + **Disruption management** – A coordinated approach to managing construction disruption to help businesses stay resilient and connected during major works.

What's completed

- ✓ **Kia Haumaru Safety Programme**





He nohonga, he mahinga Living and Working

Encouraging developments with a mix of homes and office spaces above shops and services.

This will grow our residential and worker communities across the city centre. Key development sites along Te Awa Kairangi strengthen our connection to the river. A diverse range and size of apartment options support the growth and diversity of our people. With more residents and workers in the city centre, local businesses thrive, and the city centre stays active from morning to night.

The immediate priority for mixed-use development is in the traditional retail core south of the new Melling Bridge. Long-term, apartments and offices over shops and services are expected to expand north of Melling Bridge.

Initiatives

What our priorities are

- ➔ **Future development** – Work with landowners, developers and investors to support new shops, apartments and office accommodation in the city centre, including but not limited to sites acquired for Te Wai Takamori o Te Awa Kairangi stopbank and transport upgrades.
- ➔ **Daly Street development** – Partner with a developer to create a mixed-use development (ie, a mix of shops, apartments and/or office space) on the Council-owned Daly Street site, integrating with the new stopbank to create a promenade.
- ➔ **Water infrastructure upgrades** – Complete the Infrastructure Acceleration Fund (IAF) upgrades to stormwater and wastewater bulk networks and build the new Eastern Hills Reservoir to support intensification in the central city and surrounding areas. Undertake detailed three-waters capacity modelling for local networks.

What we are planning

- ⊕ **Proposed District Plan** – Riverbank precinct and active frontage requirements.
- ⊕ **Sub-station relocation** – Work with GWRC and Wellington Electricity to facilitate the relocation of existing electric sub-stations from the stopbank and support future urban development in the city centre.

What's completed

- ✔ **Daly Street development preparation** – Geotechnical and contamination studies for the Council-owned Daly Street site.



An example of apartment living with connection and views to green space.



Living and working



Te Pāka o Riverside Riverside Park

A corridor along the awa that mixes recreation, biodiversity and movement.

The Riverside Park invites people to reconnect with the river and supports inner-city living. Paths for walking and cycling, terraces, and open lawns set among native planting create space to pause, play, and spend time together. The design supports biodiversity and provides opportunities for cultural expression and Mana Whenua narratives, eg, Te Awa Kairangi. A riverside carpark and flexible spaces for markets or seasonal gatherings support ongoing community use.

Initiatives

What our priorities are

- ➔ **Flood protection works** – Stopbank and river works by GWRC to achieve 1:440 year flood protection of the city centre and adjoining areas. This involves increasing the height of stopbanks and widening the river corridor in places. It also involves the removal of some vegetation in the river corridor between the stopbanks.
- ➔ **Design and delivery of the Riverside Park** – Landscape works to create a destination open space next to the city centre within the river corridor, integrating Mana Whenua aspirations. This will involve planting of native species following the flood protection works.

What we are planning

- ➕ **Mills Street stopbank upgrade** (underway)
- ➕ **Ewen Bridge to Melling Bridge stopbank upgrade**



An example of a green space designed to support biodiversity and nature play.



He kōwhiringa nekehanga

Transport Choice

Well-defined routes for all modes of transport make the city centre easy to access and navigate.

Streets are designed to be accessible for all. Active and public modes of transport are supported through better connections, wayfinding, and end-of-trip facilities. Memorable arrival points welcome people into the city centre.

Initiatives

What our priorities are

- ➔ **Melling Station relocation**
- ➔ **Melling Bridge and intersections**
- ➔ **City Link Bridge and stopbank integration**
- ➔ **Pedestrian and cycling networks** – As part of GWRC's river and stopbank works.
- ➔ **Bus interchange improvements** – Work with GWRC to improve bus movement around the interchange.
- ➔ **Streetscape Strategy** – Identify clear priorities for street upgrades in the city centre, including safety improvements.
- ➔ **Connecting stations** – Improve connections by bus and active modes between the city centre and Waterloo, Western Hutt and Woburn stations.

What we are planning

- ➕ **Transitional Parking Plan** – A plan to mitigate the loss of car parking during Te Wai Takamori o Te Awa Kairangi works.
- ➕ **Disruption Management Plan** – Manage disruption to vehicle, pedestrian, and cycle movements during the construction of Te Wai Takamori o Te Awa Kairangi and other upgrades.
- ➕ **Locky Docks** – Install secure bike parking with built-in electric charging facility.

What's completed

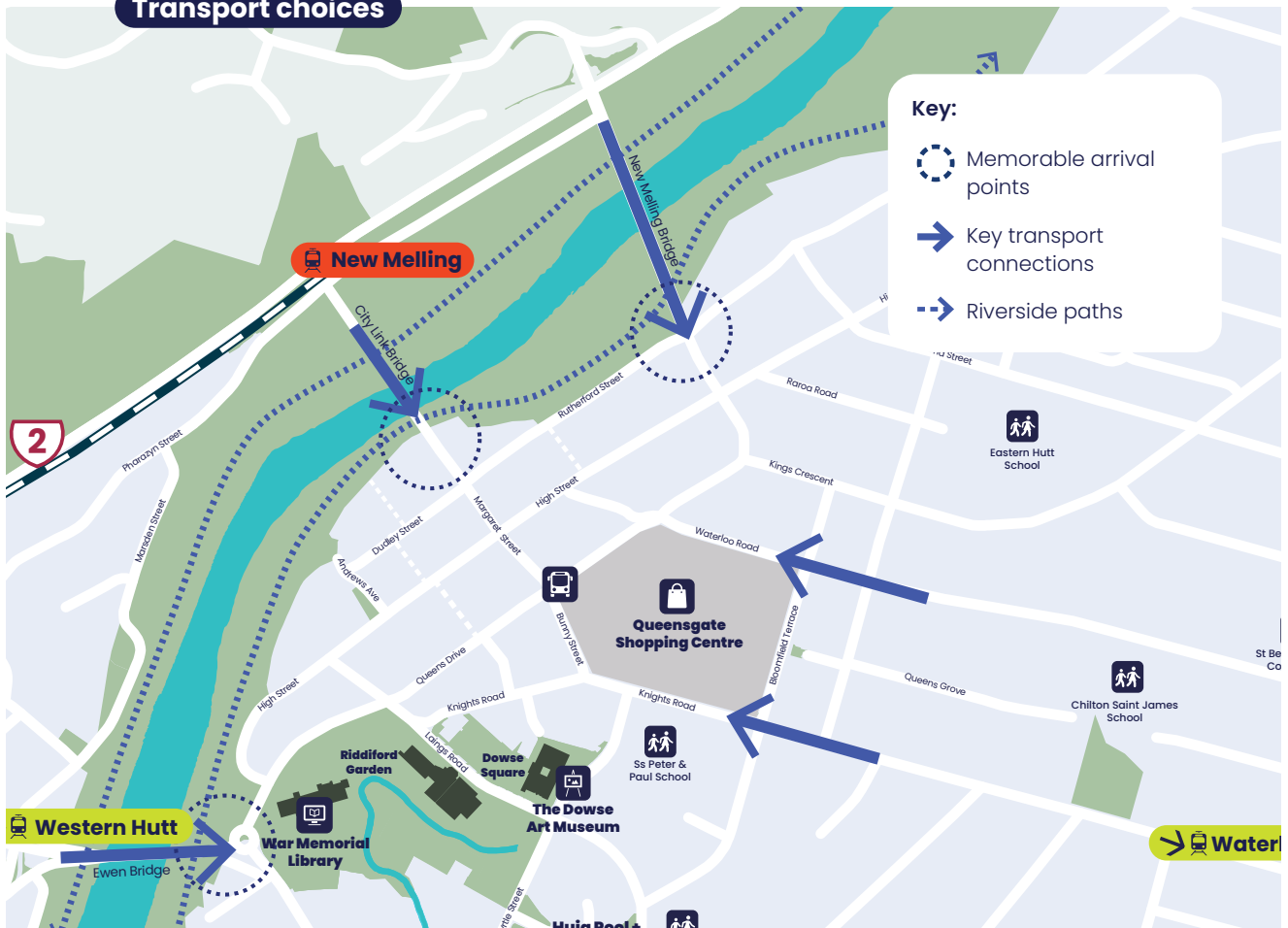
- ✔ **Bunny St bus shelters** – Working with GWRC to deliver improvements to Bunny Street bus shelters to improve safety.



An example of a sheltered bus stop with generous space for all users.



Transport choices



Kia oho te hunga tūmatanui

Civic Activation

Spaces are designed for play, social connection and a lively calendar of events and programmes.

Civic destinations like The Dowse and War Memorial Library continue to be upgraded to support the community and bring activation out into our public spaces. Installations, live music and performances pop-up throughout the city centre. Public art created in collaboration with our diverse communities adds to our city centre's vibrancy.

Initiatives

What our priorities are

- **War Memorial Library upgrade** – including temporary relocation of services in the city centre.
- **Riverbank Market relocation**
- **Open space improvements** – for example Riddiford Garden and Dowse Square, including small or low-cost improvements.

What's completed

- ✓ **Te Tōpunga Hapori i Daly Street** – Temporary activation of vacant Council site before it is redeveloped following the stopbank upgrade.
- ✓ **City Art Walk** – An app and online map to learn the stories behind some of the artworks in our public spaces.
- ✓ **Business-led promotions and events** – Various

What we are we planning

- + **Events coordination** – Coordinated programme of activities in public places, including events at War Memorial Library, Lower Hutt Events Centre and The Dowse Art Museum. This includes council-led activities and events led by businesses and the community.
- + **Collective marketing & promotion of the city centre** – to raise awareness of what's on offer.
- + **Street furniture relocation** – Moving furniture from the pop-up space, Te Tōpunga Hapori i Daly Street, once finished, eg, seating in Dowse Square.
- + **Activation Fund** – a contestable fund for external parties to deliver events and activities, helping to enliven the city centre.
- + **Mobile Business Policy** – to better enable pop-up businesses and activities for added vibrancy.
- + **Community Events Toolkit** – Practical guide for hosting events, eg, location logistics, waste plans, Health & Safety Plan templates
- + **Te Reo place names** – Exploring opportunities in the city centre for te reo Māori place names.



An example of activation and performance in our public spaces.



Civic activation



Āpitianga 1: Ngā Kōrero Tuku Iho

Appendix 1: Cultural Narratives

The whakataukī (proverb), "Titiro whakamuri, hiko whakamua", which means "Look to the past, walk towards the future" encourages us to reflect on history to guide our present and future actions. This proverb highlights the importance of Mana Whenua authority, the rights of local indigenous people and their cultural narratives as valuable sources of wisdom. Therefore, Mana Whenua has provided the following cultural narratives, illustrating Mana Whenua history within the Framework area. These form the Framework's cultural compass guiding the strategic direction, values, and priorities.



Maraenuku Pā; natives preparing to leave the Hutt. [ca 1845]. Brees, Samuel Charles, 1810?-1865. Ref: A-179-013. Alexander Turnbull Library, Wellington, New Zealand, natlib.govt.nz/records/23052000.



Ruhia Pōrutu: Ruhia, daughter-in-law of Te Rīrā Pōrutu. Tahiwī, Mairatea, 1908-1997. Ref: PAColl-5345-1. Alexander Turnbull Library, Wellington, New Zealand, natlib.govt.nz/records/22884114.

Te Awa Kairangi – The impressions of tupua on the landscape

Following the legendary tales of Māui and the deeds of Te Kāhui Mounga (the mountain clan) atop Pukeatua (Wainuiomata Hill) to calm the great fish that would become Te Ika a Māui (the North Island), two tupua (guardian spirits) – Ngake and Whātaītai – came into being. It was Ngake and Whātaītai, who once inhabited the lake known as Te Wai Mānga, that were responsible for shaping Te Whanganui a Tara (Wellington) as we see it today. For a time they enjoyed their home, but as the years went by, these two tupua grew bigger and the boundaries of their lake grew smaller.

Ngake, having become imprisoned by the lake's confines, launched himself with such great speed and energy across the lake that it shattered into huge chunks of rock and earth, creating a pathway through to Te Moana o Raukawakawa (Cook Strait). Battered and bruised, Ngake was finally free to explore the sea, the domain of Tangaroa. This event created two things, the lake became a harbour and the power of Ngake's tail on the land at Whiorau (Lowry Bay) created our river, Te Awa Kairangi.

Since this time, Te Awa Kairangi, winding through once densely forested terrain and abundant with natural resources, served as a vital artery for travel, communication, and trade for many generations. Along its banks many kāinga (villages) flourished, linked together by the river.

Te Umumamaku – A legacy of cultivation

Te Umumamaku is traditionally recognised as an important large-scale mahinga kai (food cultivation area) located within Te Awa Kairangi. This area was renowned for its fertile soil and abundant natural resources, which made it a vital food basket for the local Māori communities.

The extent of the area has been recorded through oral histories and passed down through generations. Through waiata koroua (traditional chants) and whakapapa (genealogy), the outline of the garden can be traced to the closest – though not exact – area. Its boundaries can be roughly described as follows:

- Starting at Market Grove, near the Ewen Bridge on the Hutt River, from there, the boundary extends eastward, passing through the Huia Pool and the Hutt Recreation Ground.
- It continues to the intersection of Hinau Street and Penrose Street.
- From that point, the boundary heads south, running near the Woburn Railway Station.
- Finally, it turns west and follows the true left bank of the Hutt River (the left bank when facing downstream) back to Market Grove, completing the loop.

While much of the physical remnants of this once thriving garden have largely been erased as a result of urban development, Te Umumamaku remains an important historical area on the ancestral lands of Mana Whenua.

Ruhia Pōrutu – The embodiment of kaitiakitanga

Ruhia Pōrutu, the daughter of Kōkiri of Waiwhetū, was a woman of high status and one of seven recognised owners of the area known as Te Umumamaku.

Ruhia was married to Īhāia Pōrutu, son of Te Rīrā Pōrutu, a rangatira (chief) of the Ngāti Hāmua hapū of Te Āti Awa at Pipitea Pā (fortified settlement) in the early to mid-1800s. It was while living at Pipitea that Ruhia became famous for saving the life of a teenage immigrant named Thomas Wilmor McKenzie.

In 1840, the people of Pipitea were building a house for Dr George Evans, a lawyer for the New Zealand Company. For Māori, a house under construction is considered tapu, or out of bounds. However, McKenzie who had just arrived by ship, decided to shelter there for the night, not knowing that he was breaking tapu. Just as he and a friend were settling down for the night, Te Rīrā Pōrutu found them.

Furious with the boys, he raised his greenstone weapon, named Horokiwi, ready to strike – but before he could, Ruhia threw her kaitaka (cloak) over McKenzie. This act saved his life, as in Māori custom, throwing a cloak over a person symbolises protection.

Chief Pōrutu spared McKenzie, who grew up to be a prominent Wellington citizen and a lifelong friend of Ruhia and her family. When he died in 1911, the kaitaka was placed over his casket.

Āpitihangā 2: Te Whiringa

Appendix 2: Engagement

As we set out to refresh the vision for the city centre, we connected with Mana Whenua, businesses and the community to understand their current aspirations and priorities. Their insights have been instrumental in shaping the Framework.

Mana Whenua

Who we engaged with

The draft plan was considered by Mana Whenua. Through five workshops, Mana Whenua helped to shape the cultural foundations, vision, values and outcomes, ensuring iwi priorities are embedded.

What we heard

The key themes from Mana Whenua engagement are:

- **Partnership** – Communication and collaboration between Mana Whenua and Council throughout the transformation process.
- **Āhua (Form)** – Ensure the city centre looks and feels like the aspirations of Mana Whenua, cultural narratives inform the design of public spaces, and cultivate an authentic sense of place.
- **Ranginui** – Foster the transmission of ancestral knowledge, where Mana Whenua are strong and confident in their matauranga (knowledge).
- **Manaakitanga** – Create a city centre where people are supported and their needs are provided for. Work towards sustaining intergenerational wellbeing and quality of life.
- **Kaitiakitanga** – Work towards the restoration of ecological balance, taonga species, and reduce known and unknown pressures on Te Awa Kairangi and the whenua. Safeguard and preserve the environment for future generations.
- **Taruna (Connected)** – Design spaces and activities where connections are strengthened, including connection to the river, the whenua, and between friends and whānau (family).
- **Mokopuna (Future generations)** – Empower and strengthen our people towards a sustainable, tūpuna-driven (ancestor-driven), mokopuna-focused future.

City centre businesses

Who we engaged with

On behalf of Council, First Retail Group conducted one-on-one interviews with a mix of 25 city centre businesses, commercial property owners, residential providers and organisations.

What we heard

The key themes from the business engagement are:

- **Accessibility** – Ensure that the city centre that is easy to access for people of all ages and abilities, with a variety of transportation options and convenient parking.
- **Safety** – Create a safe and secure environment that actively addresses anti-social behaviour and promotes a sense of well-being for residents, visitors, and businesses.
- **Vibrancy** – Foster a lively, active centre with a mix of businesses, events, and spaces that attract people to the area regularly
- **Inclusivity** – Design spaces and provide amenities that meet the needs of this community and visitors, including families, older adults, people with disabilities, and those with complex needs.
- **Economic Opportunity** – Support businesses and encourage investment to create a thriving local economy with diverse employment opportunities.
- **Collaboration** – Provide communication and collaboration between the Council, businesses, property owners, and the community throughout the transformation process.
- **Awareness** – Maintain an economic lens on the area's performance throughout the project.

Community

Who we engaged with

The community was invited to share ideas on how to improve the city centre through an online survey (12 April to 7 May), intercept surveys at the opening of Te Tōpunga hapori i Daly Street, the Daly Street pop up space (12 April) and an in-person workshop (22 May).

Insights were also gathered through interviews with members of ethnic communities and rangatahi (young people).

What we heard

The key themes from the community engagement are:

- **Basics** - The basics matter. People want clean, safe, accessible and welcoming streets as the foundation of a thriving city centre.
- **Accessibility and facilities** - People love the easy access to schools, shops, cafes, the river, the weekend market, playground, library, swimming pool and other services close-by.
- **Events and activities** - The community desires more events, music, night markets, a food precinct, safe spaces for kids and rangatahi, more bars and restaurants, and making better use of the riverfront.
- **Amenity** - People want more trees and 'greenery', seating, picnic areas, art, cycling facilities, safe pedestrian crossings and pedestrian-only zones.
- **The river** - The importance of respecting the river as a taonga to cherish, protect and care for.

- **Mana Whenua** - Strong support for a more visible Mana Whenua presence throughout the city centre, reflecting the deep cultural connection to place.
- **Rangatahi** - Rangatahi need more places to hang out, connect, and see themselves reflected in the design and identity of public spaces.
- **Hubs** - The Dowse Art Museum and War Memorial Library are important hubs in the city centre, with potential to strengthen their role in civic life.

Āpiti hanga 3: Te pokapū o nāianeī rangi

Appendix 3: The city centre today

Tirohanga whānui

Overview

The city centre is a major commercial and employment hub. At the end of 2024, there were over 11,000 jobs and 1,700 businesses with an address in the city centre¹. This represents over 20% of all jobs in Lower Hutt. Queensgate is a regional shopping destination and the city centre is home to a number of long-established businesses and government agencies. The retail, commercial, food and hospitality offerings play an important role in attracting and retaining employers, businesses and visitors.

Over 1,200 people called the city centre home in the last census². These residents have access to several schools, the Hutt Hospital and other health services, four supermarkets and several shops and services nearby. The city centre also provides exceptional facilities and green spaces with the War Memorial Library, the Huia Pool + Fitness Centre, the Hutt Recreation Ground and extensive open spaces along the river corridor.

Over the last two decades, Council has proactively invested in the city centre to make it more attractive to businesses, residents and visitors. This includes investments in The Dowse Art Museum, the Events Centre, Riddiford Garden and the Council building, as well as a redesign of High Street in the core business area.

Investment in Te Wai Takamori o Te Awa Kairangi will improve access to the city centre with the relocated Melling train station, a new pedestrian and cycle bridge across the river connecting the

station and the centre, a new interchange on State Highway 2 and improvements to local roads and public spaces. The programme will increase the flood protection for Hutt Central and help connect the city centre to the river with new buildings along a riverside promenade. It will also embed Mana Whenua designs that contribute to a distinct sense of place. Together these will make the city centre a more resilient location for housing and businesses with riverside amenity and excellent access to public transport and services.

Significant investment in water infrastructure is underway and will increase the capacity of our wastewater, stormwater and water supply networks and help support more residents and businesses locating in the city centre.

There is more work to be done to ensure the city centre provides a safe and attractive environment for residents, workers and visitors with the services they need. Work is also needed to attract more employers to the city centre and ensure our businesses thrive. More residents and better transport connections should help with this, but a programme of improvements and activities is also needed to create a vibrant city centre.

¹ Infometrics, 2024. Quarterly Economic Monitor: Lower Hutt.

² StatsNZ, Census 2023.



View north towards High Street.



View east towards Margaret Street.

Ngā waka me ngā nekehanga

Transport and movement

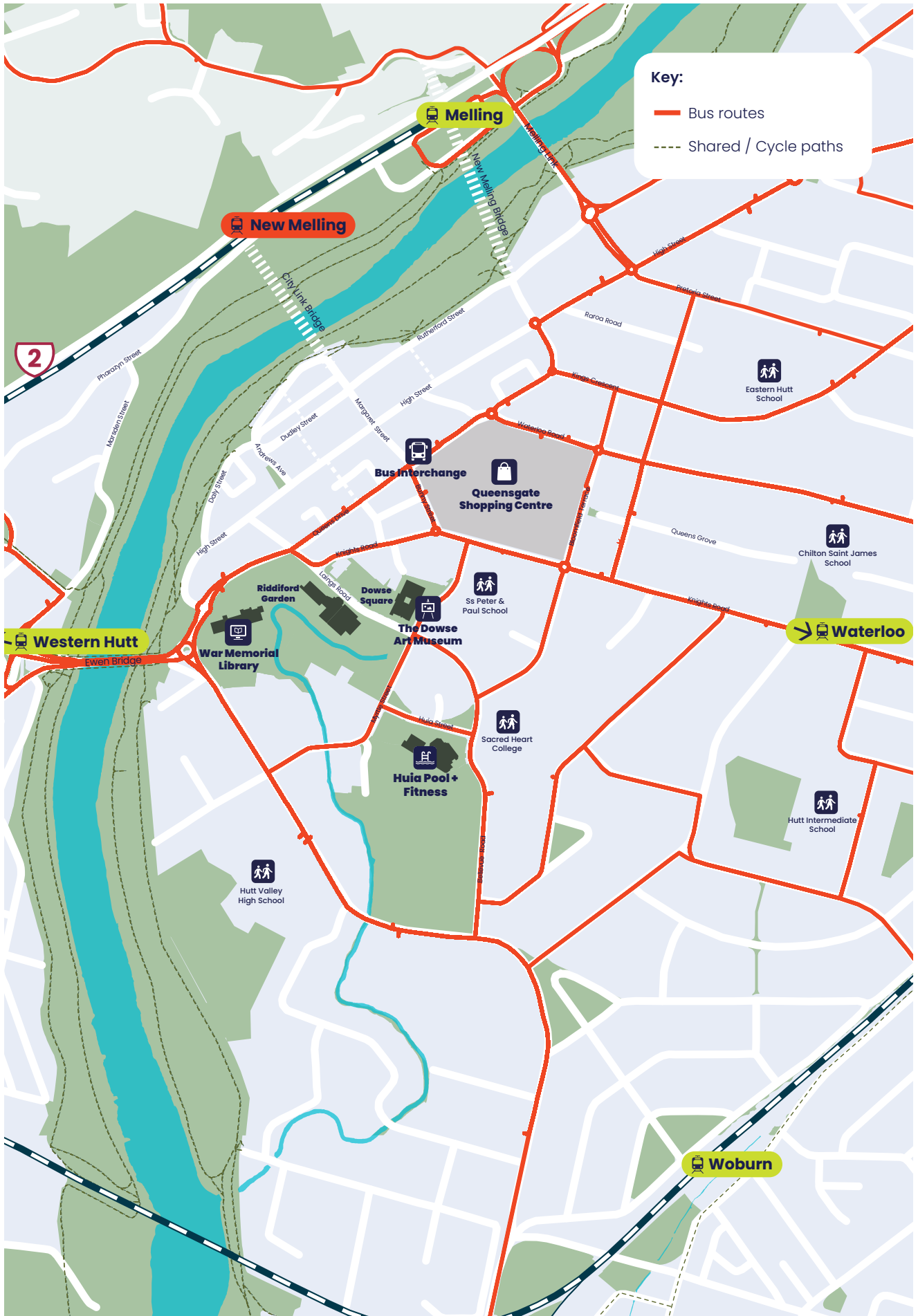
There are challenges for people moving through the city centre. However, there are also opportunities to improve connectivity, safety, and accessibility within the city centre.

Challenges

- Many streets and intersections are difficult to navigate for people on foot, on bike and using mobility aids.
- The bus interchange is congested and, at times, feels unsafe.
- Separate cycling facilities are difficult to integrate in constrained road corridors.
- The planned reduction in car parking in the city centre as a result of Te Wai Takamori o Te Awa Kairangi works.

Opportunities

- + Reduce pedestrian waiting times at intersections.
- + Add pedestrian crossings to make walking, cycling and access by other active modes safer and easier.
- + Replace roundabouts with traffic signals in areas where high pedestrian volumes are desired.
- + Work with MetLink to improve the layout of bus stops.
- + Improve public transport and active mode connections to surrounding stations, eg, Woburn, Waterloo, Western Hutt and Melling.
- + Create slow streets where cyclists feel safe sharing the road with people in vehicles.
- + Improve active mode connection to schools.
- + Manage on-street parking in a way that supports businesses.



Ngā papa rēhia me te taiao

Public spaces and natural environment

There are challenges for people accessing public spaces in the city centre and the nearby natural environment. However, there are opportunities to enhance the visibility and connection to these spaces and to create a greener city centre.

Challenges

- The height of the stopbanks means the river is not visible from street level in the city centre.
- Microclimate, particularly prevailing winds, impact tree species and public space designs.
- Recognise the presence of Mana Whenua in the city centre and along the river.
- Ensure the city centre reflects the rich cultural melting pot that is Lower Hutt.
- Competing demand for space in city centre streets for trees, parking, active modes, seating, outdoor dining, etc.
- The maintenance of planting in streets and public spaces.

Opportunities

- + Relocate the Riverside Market during Te Wai Takamori o Te Awa Kairangi works to continue attracting people to the city centre.
- + Maintain and improve existing open spaces in Riddiford Garden, Hutt Recreation Ground and along Te Awa Kairangi.
- + Make Māori culture and Mana Whenua stories visible through the design of streets and spaces.
- + Support story-telling and cultural celebrations.
- + Weave stories, art, designs, colours and flavours from our diverse community into events and projects.
- + Continue to acknowledge and provide for the key role of Mana Whenua as kaitiaki (environmental stewards) of Lower Hutt and Te Awa Kairangi.
- + Add trees, rain gardens and planting in streets and public spaces where practicable.
- + Improve ecological corridors in the city centre.
- + Improve access to the river from the city centre.
- + Add seating in our streets and public places for people to sit, rest and enjoy kai (food).
- + Make better use of Andrews Avenue once Daly Street is permanently closed (as part of Te Wai Takamori o Te Awa Kairangi).
- + Make better use of Dowse Square for events and community gatherings.
- + Support to use Anzac lawn for activities appropriate to the memorial setting.
- + Create safe and welcoming spaces for rangatahi.
- + Support Riddiford Garden as a whānau-friendly destination.
- + Invest in well-designed, flexible public spaces that support everyday use and events.



Ōhanga me ngā nohonga

Economy, buildings and housing

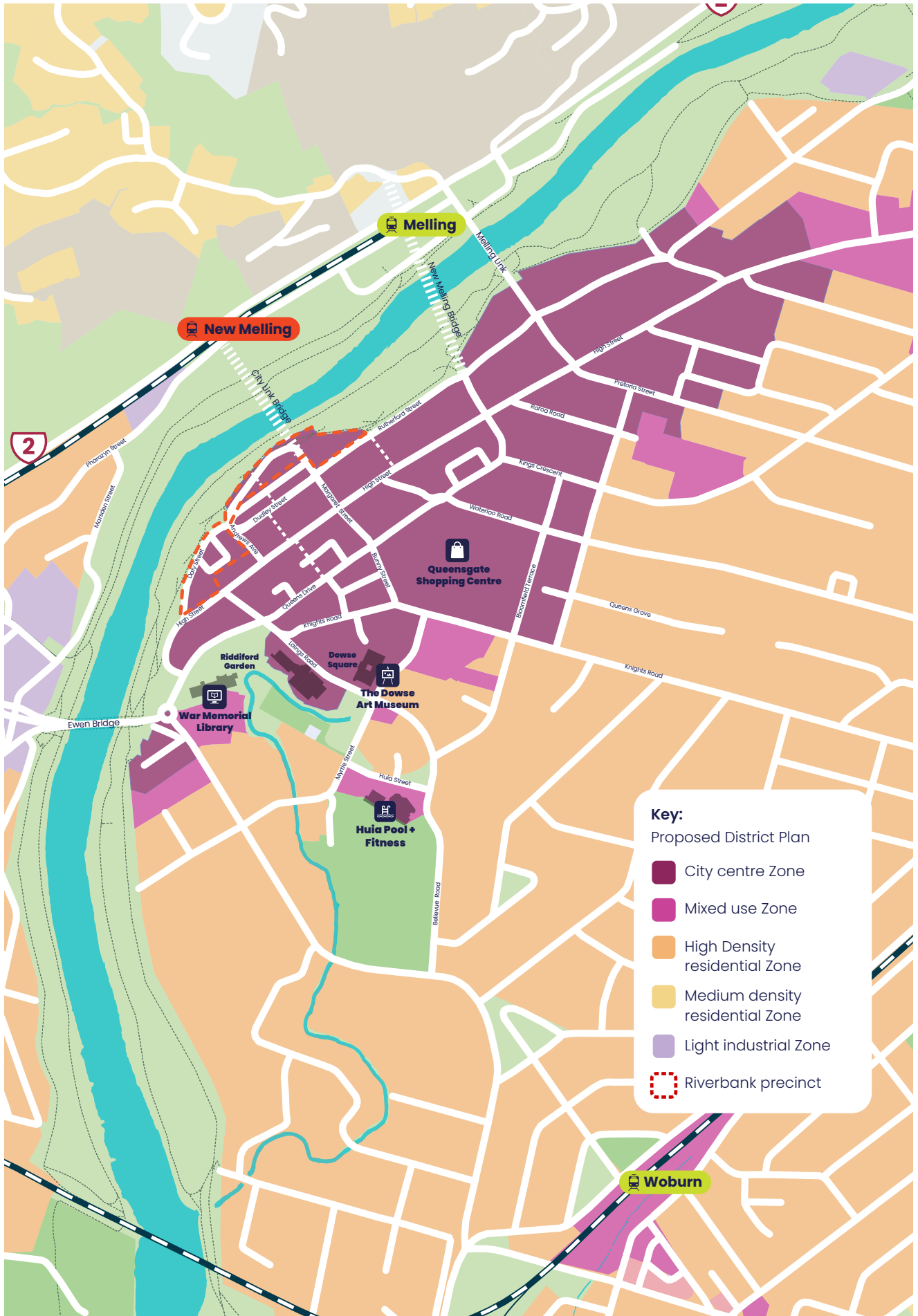
The city centre faces challenges which affect its economic vibrancy and appeal. However, there are opportunities to strengthen the city centre as a place to live, work, and spend time.

Challenges

- Limited evening activities.
- Empty retail and commercial premises in the city centre.
- Limited stock of high-grade office accommodation (100% NBS) suitable for large corporate or government tenants.
- Aged building stock.
- Minimise disruption to businesses during the delivery of Te Wai Takamori o Te Awa Kairangi and the Infrastructure Acceleration Fund upgrades.
- Housing density in the area surrounding the city centre is relatively low. This limits the resident population that can most easily access the city centre.
- Opportunities to provide new housing in the city centre are infrequent and often not fully realised due to the cost of development in the area (particularly foundation costs given potential impacts on the Waiwhetū Aquifer).

Opportunities

- + Consolidate hospitality offerings in the core of the city centre to create a stronger food or evening destination.
- + Work with property owners to temporarily fill vacant shops.
- + Investigate opportunities for new office accommodation when re-developing sites demolished for Te Wai Takamori o Te Awa Kairangi.
- + Encourage investment in existing buildings, especially heritage buildings.
- + Encourage the re-purposing of older commercial buildings for apartments.
- + Facilitate the re-development of sites no longer fit for purpose into modern shops, offices or apartments.
- + Make use of alternative locations during the upgrade of War Memorial Library.
- + Support more varied housing options in the city centre.
- + Build on the existing specialty food shops of the city centre to create a rich food experience.
- + Weave stories, art, designs, and colours from our diverse community into our built environment.



Āpiti hanga 4: Whakarāpopototanga o ngā kaupapa

Appendix 4: Summary of initiatives

Initiative	Funding	Status (as of June 2025)
Streetscape Strategy	Funded in 2024-2034 Long Term Plan under Te Wai Takamori o Te Awa Kairangi	Underway
Streets and public spaces upgrades	Funded in 2024-2034 Long Term Plan under Te Wai Takamori o Te Awa Kairangi	Planning stage
Partnership with businesses	Covered by operational funding	Underway
Placemaking	Funded in 2024-2034 Long term	On-going programme
Activating vacant premises	Unfunded (new initiative)	Not started
Making better use of pavements	Covered by operational funding	Not started
Celebrating local businesses	Covered by operational funding	Not started
Disruption Management Plan	Funded in 2024-2034 Long Term Plan under Te Wai Takamori o Te Awa Kairangi	Underway
Future development	Covered by operational funding	Underway
Daly Street development and preparation	Planning and investigations funded in 2024-2034 Long Term Plan	Planning stage
Water infrastructure upgrades	Funded in 2024-2034 Long Term Plan	Design stage
Proposed District Plan	Funded in 2024-2034 Long Term Plan	Underway
Sub-station relocation	Funded by GWRC under Te Wai Takamori o Te Awa Kairangi	Planning stage
Riverside Park	Funded in 2024-2034 Long Term Plan under Te Wai Takamori o Te Awa Kairangi	Planning stage
Flood protection works	Funded by GWRC under Te Wai Takamori o Te Awa Kairangi	Mills Street stopbank upgrade: Underway Ewen Bridge to Melling Bridge: Design stage
Melling Station relocation	Funded by GWRC under Te Wai Takamori o Te Awa Kairangi	Design stage

Initiative	Funding	Status (as of June 2025)
Melling Bridge and intersections	Funded by NZTA under Te Wai Takamori o Te Awa Kairangi	Design stage
City Link Bridge	Funded in 2024-2034 Long Term Plan under Te Wai Takamori o Te Awa Kairangi	Planning stage
Pedestrian and cycling networks	Funded under Te Wai Takamori o Te Awa Kairangi	Design stage
Bus interchange improvements	Unfunded (new initiative)	Not started
Connecting stations	Unfunded (new initiative) - this would fall under the implementation of the Disruption Management Plan.	Not started
Transitional Parking Plan	Funded in 2024-2034 Long Term Plan under Te Wai Takamori o Te Awa Kairangi	Underway
Locky Docks	Funded in 2024-2034 Long Term Plan	Underway
War Memorial Library upgrade	Funded in 2024-2034 Long Term Plan	Planning stage
Riverbank Market relocation	Covered by operational funding	Planning stage
Open space improvements	Funded in 2024-2034 Long Term Plan	Not started
Events coordination	Covered by operational funding	Ongoing
Marketing and promotion	Covered by operational funding	Planning stage
Street furniture relocation	Covered by operational funding	Ongoing
Activation Fund	Covered by operational funding	Not started
Mobile Business Policy	Covered by operational funding	Underway
Community Events Toolkit	Covered by operational funding	Planning stage
Te Reo place names	Covered by operational funding	Underway

Āpiti hanga 5: Kaputaka

Appendix 5: Glossary

Te Reo Māori terms

Āhua	Form or appearance.
Awa	River.
Hapori	Community or collective.
Kai	Food.
Kāinga	Village
Kaitaka	Cloak.
Kaitiaki	A guardian, protector or steward – especially of the natural environment. Can be a person, group, or spiritual being.
Kaitiakitanga	Guardianship or stewardship, particularly of the natural environment; the practice of caring for and protecting te taiao.
Kaumātua	Respected elder(s).
Mahinga kai	Garden, food cultivation area.
Makaurangi	A metaphor for identity and cultural imprint. Fingerprint, spiral lines – as on the skin of the fingers. To adorn with spirals (in carving and painting).
Mana Whenua	Local Māori with territorial rights and responsibilities over the land and its natural resources.
Manaakitanga	Hospitality, kindness, and the act of caring for others.
Matauraura	A dialectal variation from Taranaki of the widely used Māori term for education – mātauranga. Specifically Māori bodies of knowledge and wisdom
Mokopuna	Grandchildren or descendants; future generations.
Mouri	The life essence or vital energy of a person, place, or object.
Pā	Fortified settlement.
Pukeatua	The original Māori name for the Wainuiomata Hill.
Rangatahi	Young people or teenagers.
Rangatira	Chief.
Ranginui	Sky Father. Methaphor for the pinnacle of success.
Ruhia Pōrutu	Mana Whenua tupuna (ancestor). The daughter of Kōkiri of Waiwhetū.
Tākai Here	Binding agreements or formal partnerships, in this context referring to the Council's partnership with Mana Whenua.
Takiwā	A district, region or area. Often used to describe an area of cultural or ancestral significance.
Tamariki	Children.
Tangaroa	Son of Ranginui and Papatūānuku, Sky and Earth. Atua (guardian) of the sea.
Tangata	People or person. In many contexts, it refers collectively to communities or individuals.
Taonga	Treasure.
Tapu	Sacred place, restricted or out of bounds.
Taruna	To be connected, includes connection to place and each other.

Te Awa Kairangi	The esteemed and plentiful river – the original Māori name for the Hutt River.
Te Awa Kairangi ki Tai	Te Awa Kairangi at the coast – refers to the Lower Hutt area, the river as it meets the sea.
Te Herenga Kairangi	Council’s Māori Strategy
Te Ika a Māui	The fish of Māui – the original Māori name for the North Island.
Te Kāhui Mounga	The mountain clan.
Te Moana a Raukawakawa	The original Māori name for the Cook Strait.
Te taiao	The nature that surrounds us – land, water, climate and living beings.
Te Tiriti o Waitangi	The Treaty of Waitangi, New Zealand’s founding document.
Te Umumamaku	Name of an important large-scale food cultivation area.
Te Wai Takamori o Te Awa Kairangi	The soothing waters of Te Awa Kairangi – The gifted name for the city-shaping programme formerly known as RiverLink. It acknowledges the mana and significance of the river.
Te Whanganui a Tara	The great harbour of Tara – the original Māori name for Wellington Harbour.
Tupua	Guardian spirits.
Tūpuna	Ancestors.
Waiata koroua	Traditional chants.
Whakapapa	Genealogy.
Whakataukī	A Māori proverb or saying that expresses ancestral wisdom or guidance.
Whānau	Family or extended family group.
Whenua	Land. Metaphor for one’s connection to land, their whakapapa (genealogy).
Whiorau	The original Māori name for Lowry Bay.

Other terms

Active modes	Travel options that involve physical activity, like walking, cycling, or scootering.
Mixed-use development	A building or area that combines different spaces, like residential (where people live), commercial (stores, restaurants, offices), and sometimes even recreational areas.
On-street parking	Parking spaces located on the side of roads, as opposed to off-street or parking structures.
Placemaking	Creating public spaces that are lively, welcoming, and reflect the needs and identity of the community.
Streetscape	The design and visual appearance of streets – including footpaths, trees, lighting, and seating – and how they work together to shape the look and feel of the area.
Wayfinding	Signage and design elements that help people navigate a space or area.

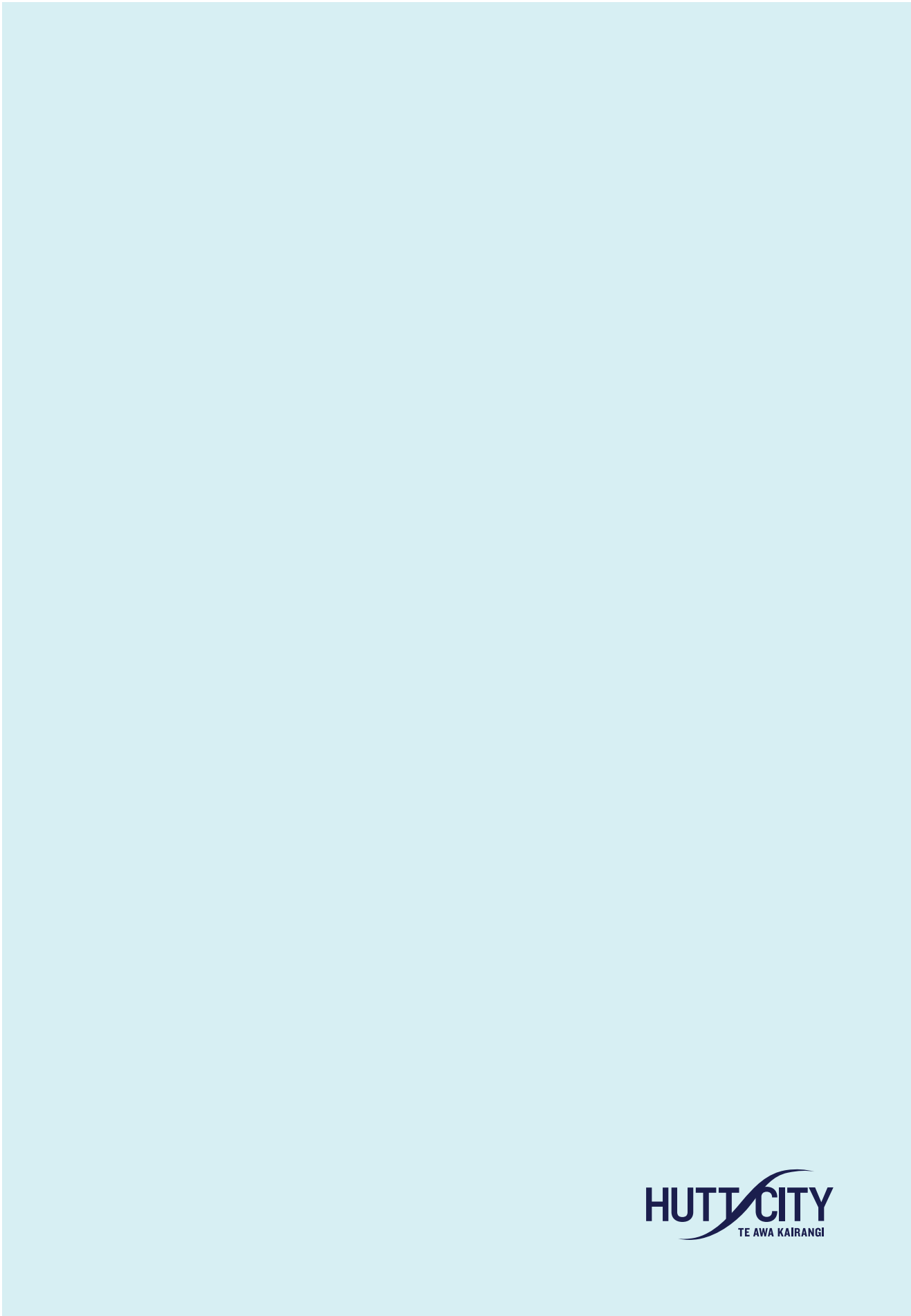
Āpiti hanga 6: Ngā tohutoro

Appendix 6: Reference documents

Central City Transformation Plan (2019)
City Centre Insights Report (2023)
Draft Reserves Investment Strategy (2024)
Indigenous Biodiversity Strategy (2023)
Infrastructure Strategy 2024-2034 (2024)
Integrated Transport Strategy (2022)
Long Term Plan 2024-34 (2024)
Lower Hutt Climate Action Pathway Te Ara Whakamua o Te Awa Kairangi ki Tai (2022)
Parking Strategy (2024)
Proposed District Plan (2025)
RiverLink Mana Whenua Values Plan (2021)
RiverLink Urban & Landscape Design Framework (2021)
Sustainable Growth Strategy 2025-2055 (2025)

Image credits

The photos shown with the key moves on pages 13, 17 and 19 are credited to David St George for Isthmus Group



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
Friday 16 May 2025 commencing at 1.43pm

PRESENT:

Mayor C Barry (Chair)	Cr G Tupou
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

APOLOGIES: Deputy Mayor T Lewis

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 Hodgins, Strategic Advisor
D Nunnian, Manager Financial Planning and Performance
G Campbell, Head of Mayors Office
K Glanville, Senior 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
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 Barratt)

Minute No. C 25201

"That the apology received from Deputy Mayor Lewis be received 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. **RECOMMENDATION TO COUNCIL FROM THE LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE MEETING HELD ON 16 MAY 2025**

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25202

"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 May 2025:

- a) Progressing decisions on the final Annual Plan 2025-26;*
- b) Annual Plan 2025-26 Development Contributions Change;*
- c) Water Services Updated Investment Advice;*
- d) Ava Pedestrian Footbridge;*
- e) Speed Limit Reversal; and*
- f) Petone Wharf options within \$12M Long Term Plan budget cap."*

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 1.44pm.

C Barry
MAYOR

CONFIRMED as a true and correct record
Dated this 31st day of July 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
Thursday, 29 May 2025, commencing at 2:00 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 K Morgan
Cr C Parkin	Cr N Shaw
Cr T Stallinger	Cr G Tupou (from 2.10pm)

APOLOGIES: Cr A Mitchell

IN ATTENDANCE:

J Miller, Chief Executive (part meeting)
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
C Ellis, Head of Chief Executive's Office (part meeting)
P Hewitt, Head of Transport (part meeting)
L Desrosiers, Head of Urban Development
K Stannard, Head of Democratic Services (part meeting)
G Campbell, Head of Mayor's Office
E Scherer, Transport Engineering Manager (part meeting)
K Kaur, Spatial Plan Lead (part meeting)
K Glanville, Senior Democracy Advisor
J Randall, 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.*

2. APOLOGIES

RESOLVED: (Mayor Barry/Cr Parkin)

Minute No. C 25201(2)

"That the apology received from Cr Mitchell be accepted, and leave of absence be granted, and the apology from Cr Tupou for lateness be accepted."

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

Cr Tupou joined the meeting at 2.10pm.

4. MAYORAL STATEMENT

Mayor Barry spoke to his statement attached as page 18 to the minutes.

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25202(2)

"That the Mayoral Statement be noted."

5. CONFLICT OF INTEREST DECLARATIONS

Cr Parkin declared a conflict of interest in Item 5b: Proposed Time Limited Parking - 223 The Esplanade, Petone and and took no part in discussion or voting on the item.

Crs Parkin, Shaw, and Deputy Mayor Lewis declared a conflict of interest with particular applicants in Item 13: Civic Honour and Youth Services Awards 2025 and took no part in voting on those applications.

6. COMMITTEE MINUTES WITH RECOMMENDED ITEMS

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

23 April 2025

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25203(2)

"That the minutes of the Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee meeting held on 23 April 2025 be adopted, with the exception of item 5).

Recommended Item

Item 5) Update on Artificial Intelligence at Council

RESOLVED: (Mayor Barry/Cr Dyer)

Minute No. C 25204(2)

“That Council:

- (1) notes that Council has made strong progress on artificial intelligence (AI) initiatives since the first update to the Audit and Risk Subcommittee in November 2024, including the rollout of 150 AI tool licences and the development of 15 custom AI assistants;*
- (2) notes that AI adoption is already estimated to save 44,000 hours of staff time annually, with teams increasingly developing and using AI tools independently;*
- (3) notes that the AI-Volution Project is being delivered under an “invest to save” model, with phased costs and a positive return on investment projected by financial year 2026/27;*
- (4) notes the implementation of a structured benefits management approach and a new AI Risk Management Framework, including a risk-tiering system to support responsible use;*
- (5) notes the proposed Phase 2 of the AI-Volution Project, which includes expanding licences and enabling end-to-end process automation;*
- (6) notes that the Audit and Risk Subcommittee will receive a further update on AI progress at its meeting in June 2025;*
- (7) acknowledges and supports the ongoing AI initiatives, including the AI-Volution Project and continuation of the strategic partnership with PwC; and*
- (8) continues to commit to leveraging AI technologies to enhance operational efficiency, reduce costs, and improve service delivery, while building internal capability and aligning outcomes with the Long Term Plan.”*

b) Komiti Iti Ara Waka | Traffic Subcommittee

24 April 2025

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 25205(2)

“That the minutes of the Komiti Iti Ara Waka | Traffic Subcommittee meeting held on 24 April 2025 be adopted, with the exceptions of items 5a) to 5g).”

Recommended Items

Item 5a) Proposed Mobility Parking Restriction - Te Puni Street, Petone (Outside Te Puni Urupa Cemetery)

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 25206(2)

"That Council:

- (1) receives and notes the information;*
- (2) approves the conversion of 1x existing P30 parking space into 1x P60 Mobility Parking Only 'At All Times' space outside 6 Te Puni Street, Petone, as shown in Appendix 1 to Report No. TSC2025/2/82;*
- (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 resolution; and*
- (4) notes that this matter will take effect once the traffic control devices indicating the recommended restrictions that evidence the restrictions have been installed."*

Item 5b) Proposed Time Limited Parking - 223 The Esplanade, Petone

Speaking under public comment, **Alfred Memelink, owner of Alfred Memelink Artspace Gallery**, asked Council to consider changing the time-limited parking at 223 The Esplanade to a P60 limit, seven days a week during business hours. He emphasised the importance of weekend parking for his business, noting that his sales relied on customers having convenient access to parking.

In response to a question from a member, Alfred Memelink believed there was sufficient parking on side streets for residents' use.

Cr Parkin declared a conflict of interest and took no part in discussion or voting on the item.

The Head of Transport elaborated on the report. He confirmed that officers had discussed the proposal with the business owner at 223 The Esplanade and received positive feedback. He stated that the proposal aimed to balance beachgoers' access with the needs of the business owner, noting that parking was generally available nearby on weekends.

In response to questions from members, the Director of Economy and Development recommended referring the matter back to officers for further consultation if members wished to amend the recommendations. He noted that extending time-restricted parking to seven days a week is

a significant change and highlighted that one resident opposed the current recommendations.

Cr Edwards expressed support for time-restricted parking every day of the week. He highlighted that the business was a major attraction for The Esplanade, and convenient parking was essential for its continued success.

Deputy Mayor Lewis expressed support for time-restricted parking seven days a week, recognising that the business attracted visitors to The Esplanade. She noted that new apartment construction in the area would increase parking demand, potentially affecting the business.

RESOLVED: (Cr Edwards/Deputy Mayor Lewis)

Minute No. C 25207(2)

"That Council:

- (1) receives and notes the information;*
- (2) approves the conversion of 2x existing unrestricted parking spaces to P60 time-restricted parking (Monday to Sunday, 8am to 6pm) outside 223 The Esplanade, Petone, as outlined in Appendix 1 to Report No. TSC2025/2/83;*
- (3) 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 resolution; and*
- (4) notes that this matter will take effect once the traffic control devices indicating the recommended restrictions that evidence the restrictions have been installed."*

Item 5c) Proposed Time Limited Parking - Durham Crescent, Fairfield (Outside Epuni Kindergarten)

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 25208(2)

"That Council:

- (1) receives and notes the information;*
- (2) approves the conversion of the existing unrestricted parking into one P10 parking spaces (Monday to Friday, 8:30am-3:30pm) outside 50 Durham Crescent, Fairfield, as shown in Appendix 1 of Report No. TSC2025/2/84;*
- (3) approves the relocation of the existing mobility parking space outside from 48a Durham Crescent to 50 Durham Crescent, Fairfield, as shown in Appendix 1 of Report No. TSC2025/2/84;*
- (4) approves the conversion of the existing mobility parking space to unrestricted parking outside 48a Durham Crescent, Fairfield, as shown in Appendix 1 to Report No. TSC2025/2/84;*
- (5) notes that the relocation of the Mobility Parking space will continue to have the same operating hours as the existing configuration (8.30am to 3.30pm on Monday to Friday);*
- (6) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described above; and*
- (7) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this resolution have been installed."*

Item 5d) Proposed Time Limited Parking - Alicetown Playcentre Parking, Victoria Street, Alicetown

Speaking under public comment, **Anca Rozendaal, a representative of Alicetown Playcentre**, asked Council to consider converting the existing seven P120 parking spaces to P240 on weekdays during playcentre hours. She explained that playcentre sessions lasted four hours on three days a week and for three hours on the remaining two days, with active parent involvement required during these times. She stated that the parking spaces were important for ensuring safe access, especially in the heavy traffic on Victoria Street.

In response to questions from members, Anca Rozendaal agreed that a compromise of two P60 car parks for playground users and five P240 parking spaces was acceptable. She believed that most playcentre helpers could fit into the five designated parking spaces. She did not anticipate any reduction in the playcentre's session times in the foreseeable future, as the playcentre was well used.

The Head of Transport elaborated on the report. He explained that the consultation had received a positive response from Alicetown Playcentre. He highlighted that if the parking spaces were extended to P240, nearby businesses might take advantage by relocating their cars at lunchtime. He said officers were trying to balance the competing parking needs in the area. He noted that unlimited parking was available on Victoria Street and the adjacent streets.

Members recognised the importance of the Alicetown Playcentre and expressed their support for providing adequate parking. They believed that extending the parking limit to P240 could help parents avoid fines. However, they raised concerns about the possibility of misuse by nearby businesses and the potential for setting a broader precedent. They noted that the proposed P180 parking plan aimed to strike a balance between these competing interests.

RESOLVED: (Cr Edwards/Cr Stallinger) **Minute No. C 25209(2)**

“That Council:

- (1) receives and notes the report;*
- (2) approves the conversion of seven existing P120 parking spaces to P180 time-limited parking spaces in the Alicetown Playcentre car park, Victoria Street, Alicetown, as shown in Appendix 1 of Report No. TSC2025/2/85;*
- (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 above; 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 5e) Broken Yellow Lines - No Stopping At All Times - between 22 and 26 City View Grove, Harbour View

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 25210(2)

"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 properties 22 and 26 City View Grove, Harbour View, as shown in Appendix 1 attached to Report No. TSC2025/2/86;*
- (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."*

Item 5f) Broken Yellow Lines - No Stopping At All Times between 162 and 168 Normandale Road, Normandale

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 25211(2)

"That Council:

- (1) receives and notes the information;*
- (2) approves the proposed installation of Broken Yellow Lines (BYLs) 'No Stopping At All Times' parking restrictions on Normandale Road, between properties 162 and 168, as shown in Appendix 1 attached to Report No. TSC2025/2/87;*
- (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 resolution; and*
- (4) notes that these parking restrictions will take effect once the appropriate road markings have been installed."*

Item 5g) Proposal to streamline the consultation process for parking and traffic restrictions under delegated authority

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 25212(2)

“That Council:

- (1) receives and notes the information;*
- (2) approves the proposed consultation process for implementing restrictions where changes align with sections 4.1, 6.3 and 6.9 of the Land Transport (Road User) Rule 2004, under the delegated authority process; and*
- (3) notes that this approach supports the Hutt City Council Traffic Bylaw 2017 and is consistent with the Land Transport (Road User) Rule 2004 as well as delegations approved by the Chief Executive in January 2025 (refer to page 37 of [Hutt City Council's Delegations Register](#)).”*

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

30 April 2025

RESOLVED: (Cr Brown/Cr Briggs)

Minute No. C 25213(2)

“That the minutes of the Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee meeting held on 30 April 2025 be adopted, with the exception of item 6).”

Recommended Item

Item 6) Colson Street Reserve - Exchange of Land

RESOLVED: (Cr Brown/Cr Tupou)

Minute No. C 25214(2)

“That Council:

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

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

6 May 2025

RESOLVED: (Deputy Mayor Lewis/Cr Morgan) **Minute No. C 25215(2)**

“That the minutes of the Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee meeting held on 6 May 2025 be adopted, with the exception of items 5a) and 5b).”

Recommended Items

Item 5a) Rates arrears write-off policy

RESOLVED: (Deputy Mayor Lewis/Cr Edwards) **Minute No. C 25216(2)**

“That Council:

- (1) adopts the proposed Rates Arrears Write-off Policy (the policy), as detailed in Appendix 1 attached to Report No. PFSC2025/2/119;*
- (2) notes that the policy will support effective debt management and financial reporting practices; and*
- (3) notes that the policy will enable officers to write off rates debt where all reasonable steps to recover it have been taken, and where it is no longer financially or legally viable to pursue recovery.”*

Item 5b) Draft Events Strategy

RESOLVED: (Deputy Mayor Lewis/Cr Morgan) **Minute No. C 25217(2)**

“That Council:

- (1) notes and receives the information;*
- (2) notes the Events Strategy Engagement Report attached as Appendix 1 to Report No. PFSC2025/2/120;*
- (3) notes the Hutt City Council Environmental Scan attached as Appendix 2 to Report No. PFSC2025/2/120; and*
- (4) approves the draft Events Strategy for public consultation attached as Appendix 3 to Report No. PFSC2025/2/120.”*

7. MISCELLANEOUS

a) Appointment of Directors to Seaview Marina Limited and Urban Plus Limited

Report No. HCC2025/2/142 by the Head of Democratic Services

The Head of Democratic Services spoke to the report, asking that Council consider adjusting the start and end dates for Dr Sarah Rusholme and Kit Nixon. She explained that this change was necessary because the Seaview Marina Limited Board would be certifying and approving a new dividend at their upcoming meeting. She emphasised that it would be inappropriate for the new directors to participate in that decision without being familiar with the relevant history.

Mayor Barry asked that officers inform the Board Directors and Chairs that the appointments have been approved.

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25218(2)

“That Council:

- (1) *receives and notes the information;*
- (2) *approves the appointment of Dr Sarah Rusholme to the Board of Seaview Marina Limited (SML) for a term of three years from 30 June 2025 until 30 June 2028, because her exceptional skills and experience will be valuable in guiding the Board to achieve the company’s objectives;*
- (3) *approves the appointment of Kit Nixon to the Board of SML for a term of three years from 30 June 2025 until 30 June 2028, because his exceptional skills and experience will be valuable in guiding the Board to achieve the company’s objectives;*
- (3) *reappoints Rick Wells as Director of SML for a term of two years from 2 July 2025 expiring on 30 November 2027, to preserve essential institutional knowledge and consistency of leadership required for the ongoing success of SML; and*
- (4) *approves the appointment of Angelique Jackson to the Board of Urban Plus Limited for a term of three years from 30 May 2025 until 1 June 2028, because her exceptional skills and experience will be valuable in guiding the Board to achieve the company’s objectives.”*

b) Plan Change 58: 12 Shaftesbury Grove, Stokes Valley - Final approval to make Plan Change 58 operative

Report No. HCC2025/2/136 by the Policy Planning Manager

The Policy Planning Manager elaborated on the report.

RESOLVED: (Mayor Barry/Cr Dyer)

Minute No. C 25219(2)

“That Council:

- (1) *resolves, in accordance with clauses 17 and 20 of Schedule 1 of the Resource Management Act 1991, to approve Plan Change 58 to the City of Lower Hutt District Plan, becoming operative on Thursday, 12 June 2025;*
- (2) *approves the affixing of the Common Seal to Plan Change 58 in accordance with Standing Order 8.2; and*
- (3) *notes that a public notice will be included in the Hutt News on 5 June 2025 advising the operative date of Plan Change 58."*

c) **SuperLocal 2025 Ko Tātou | Local Government New Zealand conference**

Memorandum dated 7 May 2025 by the Head of Democratic Services

Deputy Mayor Lewis clarified that she only attended the community board section of the 2024 conference and not the entire conference.

Mayor Barry noted that the report stated that Cr Dyer covered the expense of his attendance at the 2024 conference. He clarified that Cr Dyer's attendance was paid using Council's training budget.

Mayor Barry invited expressions of interest from Councillors wishing to attend the 2025 conference. He advised that priority would be given to those members who had not participated in the 2024 conference.

Crs Brown, Tupou, Parkin and Briggs expressed interest. Cr Briggs volunteered to use his personal training budget to attend the conference.

RESOLVED: (Mayor Barry/Cr Morgan)

Minute No. C 25220(2)

"That Council:

- (1) *receives and notes the information;*
- (2) *notes the programme for the SuperLocal 2025 Ko Tātou | Local Government New Zealand conference, [Home | LGNZ Conference](#); and*
- (3) *nominates the Mayor, Deputy Mayor and Crs Brown, Parkin and Tupou to represent Hutt City Council at the conference, which will take place in Ōtautahi Christchurch from 16-17 July 2025."*

d) **Recommendation to Council from the District Plan Review Committee meeting held on 29 May 2025**

Cr Dyer noted that the District Plan Review Committee added a new recommendation (4) to the item.

RESOLVED: (Cr Dyer/Cr Shaw)

Minute No. C 25221(2)

"That Council:

- (1) *notes the Engagement Analysis Report, attached as Appendix 1 to the report;*
- (2) *approves the adoption of the Sustainable Growth Strategy 2025-2055, attached as Appendix 2 to Report No. DPRC2025/2/138;*
- (3) *revokes the 2012-32 Urban Growth Strategy and replaces it with the Sustainable Growth Strategy 2025-2055; and*
- (4) *officers will take on board the minor adjustments around being predator free and working with Greater Wellington Regional Council on Puketahā and report it to mayors and chairs for final sign off."*

8. **COUNCIL MINUTES**

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. C 25222(2)

"That the minutes of the meeting of the Hutt City Council held on Tuesday, 11 March 2025, be confirmed as a true and correct record."

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. C 25223(2)

"That the minutes of the meeting of the Hutt City Council held on Tuesday, 25 March 2025, 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**

7 March 2025

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25224(2)

"That the minutes of the Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee meeting held on 7 March 2025 be noted."

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

25 March 2025

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25225(2)

"That the meeting minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee meeting held on 25 March 2025 be adopted."

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

29 April 2025

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25226(2)

"That the meeting minutes of the Komiti Kaupapa Taiao | Climate Change and Sustainability Committee meeting held on 29 April 2025 be adopted."

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

2 May 2025

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25227(2)

"That the minutes of the Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee meeting held on 2 May 2025 be noted."

e) **Komiti Hanganga | Infrastructure and Regulatory Committee**

8 May 2025

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25228(2)

"That the meeting minutes of the Komiti Hanganga | Infrastructure and Regulatory Committee meeting held on 8 May 2025 be adopted."

10. SEALING AUTHORITY

Report No. HCC2025/2/32 by the Legal Operations Advisor

RESOLVED: (Mayor Barry/Cr Stallinger)

Minute No. C 25229(2)

"That Council 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 18.2.

Schedule 1 - Warrants Approved

<p><i>Jonathan Braniff</i> WARRANT-25-05 HCC</p>	<ol style="list-style-type: none"> 1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i> 2. <i>Health Act 1956</i> <i>LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry</i> 3. <i>Litter Act 1979</i> <i>LITTER CONTROL OFFICER pursuant to s5</i> 4. <i>Resource Management Act 1991</i> <i>ENFORCEMENT OFFICER pursuant to s38(1)</i> 5. <i>Sale and Supply of Alcohol Act 2012</i> <i>INSPECTOR pursuant to s197</i>
<p><i>Michael Tamayo</i> WARRANT-25-06 VAULT SECURITY</p>	<ol style="list-style-type: none"> 1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i> 2. <i>Resource Management Act 1991</i> <i>ENFORCEMENT OFFICER (Noise Control only) pursuant to s38(2)</i>
<p><i>Nusipepa Moefili</i> WARRANT-25-07 HCC</p>	<ol style="list-style-type: none"> 1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i> 2. <i>Resource Management Act 1991</i> <i>ENFORCEMENT OFFICER pursuant to s38(1)</i> <i>ENFORCEMENT OFFICER (Noise Control only) pursuant to s38(2)</i>
<p><i>Guillaume Gaudo</i> WARRANT-25-08 ARMOURGUARD</p>	<ol style="list-style-type: none"> 1. <i>Local Government Act 2002</i> <i>AUTHORISED PERSON pursuant to ss171, 173 (powers of entry in general)</i> <i>ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)</i> 2. <i>Dog Control Act 1996</i> <i>DOG CONTROL OFFICER pursuant to s11</i> 3. <i>Control of Animals Bylaw 2018</i> <i>AUTHORISED OFFICER pursuant to cl 1.1</i>

<p><i>Bayley Goldstone</i></p> <p>WARRANT-25-09 HCC</p>	<p>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)</p> <p>1. Building Act 2004 AUTHORISED OFFICER pursuant to s222 ENFORCEMENT OFFICER pursuant to s371</p>
<p>WARRANT-25-10 HCC Amy-Laura Jansen</p>	<p>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)</p>
<p>WARRANT-25-11 HCC Sarah Brannigan</p>	<p>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)."</p>

11. QUESTIONS

There were no questions.

12. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Cr Dyer)

Minute No. C 25230(2)

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

13. *Civic Honour and Youth Services Awards 2025*
14. *Hutt City Council Minutes, 11 March 2025*
15. *Committee Minutes without Recommended Items: Komiti Iti Ahumoni I Tūraru Audit and Risk Subcommittee - 23 April 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) General subject of the matter to be considered.	(B) Reason for passing this resolution in relation to each matter.	(C) Ground under section 48(1) for the passing of this resolution.
<i>Civic Honour and Youth Services Awards 2025.</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>

Public Excluded Council Minutes - 11 March 2025: Te Wai Takamori o Te Awa Kairangi Commercial Matters.

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.

Public Excluded Minutes of Audit and Risk Subcommittee dated 23 April 2025: Update on Artificial Intelligence at Council: Appendix 4.

The withholding of the 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)).

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."

There being no further business, the Chair declared the public part of the meeting closed at 2.52pm. The public excluded part of the meeting closed at 3.26pm.

C Barry
MAYOR

**CONFIRMED as a true and correct record
Dated this 31st day of July 2025**

29 May 2025 – Mayoral Statement

Kia ora koutou,

I'd like to begin by acknowledging the recent delegation visit to Minoh, Japan, marking 30 years of our Sister City relationship. It was a privilege to lead the group and to experience the warmth and generosity of our hosts. Highlights included school and business visits, a formal anniversary ceremony, and a special moment meeting Setsuko Hashimoto – the widow of the late Mayor Hashimoto, who helped establish the relationship in 1994. Having mana whenua travel with us added real depth to the visit, and we're looking forward to building on these connections through future exchanges and shared projects.

If approved, I would like to acknowledge recent appointments to our Council-controlled organisations. Dr. Sarah Rusholme and Mr. Kit Nixon have joined the board of Seaview Marina Ltd, and Ms. Angelique Jackson has been appointed to Urban Plus Ltd. These directors bring a wealth of governance experience and sector expertise, and we look forward to their contributions as these organisations continue to support our city's development.

This month also saw outstanding local representation at the Hutt Valley Sports Awards. Congratulations to all nominees and winners – including athletes, coaches, clubs and volunteers. These awards are a reminder of pride that sport brings to our communities, and we're proud to celebrate your achievements on the regional stage.

Finally, I want to acknowledge the recent passing of two individuals with strong ties to our city.

Dick Neuheisel, a founder of Tempe Sister Cities and key figure in our Sister City relationship with Tempe, Arizona, passed away earlier this year. Dick's legacy is one of vision and connection, and it was honoured recently as we flew the Arizona state flag at half-mast during his memorial.

We were also devastated to learn of the death of Shane Richardson – a proud Wainuiomata son and a talented international motorcycle racer. Shane represented Lower Hutt and New Zealand with courage and humility. Our thoughts are with Hannah, their children, the Richardson whānau, and all those mourning his tragic passing.

Ngā mihi nui

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 June 2025, commencing at 11.19am

To watch the livestream of the meeting, please click the link here: [Council - 4 June 2025](#)

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
D Nunnian, Manager Financial Planning and Performance
G Campbell, Head of Mayor's Office
A Andrews, Finance Transaction Services Manager
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	<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 conflict of interest declarations.

5. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL FROM THE LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE MEETING HELD ON 4 JUNE 2025**

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25301

“That Council adopts the recommendations outlined in the following reports, as well as any amendments agreed upon during the Long Term Plan/Annual Plan Subcommittee meeting held on 4 June 2025:

- a) Final decisions for the Annual Plan 2025-26, including the adoption of the Development and Financial Contributions Policy 2024-35; and*
- b) Paid Parking Rate Option.”*

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	<i>Oh Rongo, raise these words up high</i>
te ara takatū	<i>so that we be cleansed and be free,</i>
Koia rā e Rongo whakairihia ake	<i>Yes indeed, we are free!</i>
ki 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 11.22am.

C Barry
MAYOR

CONFIRMED as a true and correct record dated this 31st day of July 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
Friday 27 June 2025 commencing at 2:00 pm

To watch the livestream of the meeting, please click the link here:
[Council - 27 June 2025](#)

PRESENT:

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr G Barratt	Cr J Briggs
Cr K Brown (via audio-visual link) (from 2.16pm)	Cr B Dyer (via audio-visual link) (from 2.31pm)
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou (from 2.03pm)	

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
B Hodgins, Strategic Advisor
D Newth, Financial Accounting Manager
Y Chung, Senior Financial Accountant
W Botha, Corporate Planning Lead (part meeting)
R Hardie, Head of Strategy and Policy
E Anand, Head of City Delivery
R Oliver, Senior Consultant (via audio-visual link) (part meeting)
S White, Policy Advisor (part meeting)
A Quinn, Project Manager – City Delivery (Infrastructure Acceleration Fund) (part meeting)
V Gilmour, 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/Cr Briggs)

Minute No. C 25301(2)

"That the apologies for lateness from Crs Dyer, Tupou and Brown be accepted."

The Chair acknowledged the recent passing of John Morrissey, a member of the Wainuiomata community. He highlighted Mr Morrissey's contributions to the Wainuiomata Rugby Club and the Wainuiomata Christmas Parade, as well as many other efforts that benefited the community.

3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

Cr Tupou arrived at 2.03pm.

4. **CONFLICT OF INTEREST DECLARATIONS**

Deputy Mayor Lewis declared a conflict of interest in item 7) 'Seaview Marina Limited Statement of Intent for the three years - 2025/26 to 2027/28', as she was Council's representative on the Seaview Marina Board of Directors. She took no part in discussion or voting on the matter.

5. WATER SERVICES DELIVERY MODEL

Report No. HCC2025/3/174 by the Strategic Advisor

Speaking under public comment, **Glenn Barclay and Muriel Tunoho from the Living Wage Movement** expressed their support for Council efforts to ensure that the new water entity paid the living wage to all its employees and contractors. They advocated for the entity to become a Living Wage Accredited Employer.

The Strategic Advisor elaborated on the report. He suggested that Living Wage accreditation be included in the Statement of Expectations, pending Council decision, and agreed that this could be formalised through an additional recommendation.

In response to questions from members, the Chief Executive confirmed that water meters and volumetric charges would be included in future water management plans. She noted that this topic would be discussed at the upcoming briefing, which would cover communication strategies for the community and the new water entity's board. She emphasised that current efforts were focused on establishing a viable water entity model for the transition in July 2026, while broader issues, such as demand reduction, would be addressed at a later stage.

Members discussed Council's support for Living Wage accreditation.

The Chair recognised community feedback and expected the creation of a metropolitan water asset-owning entity in the Wellington region, which he considered a positive advancement toward long term water sustainability. He noted that this issue had caused uncertainty since the early 2000s but was now progressing clearly. He thanked the team for their efforts, particularly in the past six months. He acknowledged that the upcoming transition would be the most significant change to Council since the 1989 amalgamation.

Cr Brown joined the meeting at 2.16pm.

Cr Stallinger agreed with the Chair's comments, noting past discussions had been fragmented but highlighted the near-unanimous support now shared by councils.

Cr Briggs acknowledged the efforts behind the progress made and voiced support for fair pay and the views expressed during public comment.

Cr Mitchell noted the public's growing awareness of water network issues and the high cost of solutions, while also recognising the major changes ahead in water management.

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

Minute No. C 25302(2)

"That Council:

- (1) *notes the majority support from the community for Council's preferred water services delivery model option following the consultation undertaken from 20 March 2025 to 20 April 2025;*
- (2) *notes that similar levels of community support were received for the preferred water services delivery model by each of the partner Councils;*

- (3) *agrees to jointly establish and co-own a new water services Council Controlled Organisation (water organisation) for water, wastewater and stormwater services, together with Porirua, Upper Hutt and Wellington City Councils and Greater Wellington Regional Council;*
- (4) *notes the intention to transfer its assets, debt, liabilities and services in relation to drinking water, wastewater and stormwater to the new jointly owned water organisation on or by 1 July 2026;*
- (5) *requests officers to develop a joint Water Services Delivery Plan and foundation documents for Council's approval in August 2025, prior to submission to the Secretary of Local Government (Department of Internal Affairs) by 3 September 2025;*
- (6) *amends the terms of reference for the Advisory Oversight Group (the AOG) as set out in this report, to allow the AOG to undertake specific establishment activities to give effect to Council's agreed water services delivery model;*
- (7) *delegates to the Mayor and Chair of the Infrastructure and Regulatory Committee (as the Council's representative and alternate on the AOG) the power to make decisions on the following establishment activities only:*
 - (a) *the appointment, removal, and remuneration of the interim directors of the new water organisation; and*
 - (b) *approve the new water organisation's draft Constitution and draft Stakeholders Agreement;*
- (8) *notes that the final decision to approve and ratify the new water organisation's Constitution and Stakeholders Agreement will be made by each of the individual participating councils;*
- (9) *delegates to the Chief Executive the power to make decisions on the establishment activities listed above in recommendation 7 in the event, and to the extent that, the Wellington Water Advisory Oversight Group is disestablished before decisions on those matters are made, noting that it is intended that the Wellington Water Advisory Oversight Group will be disestablished by or before 11 October 2025;*
- (10) *reaffirms its support for Living Wage accreditation and formally expresses this position through the Statement of Expectations process for the entity; and*
- (11) *notes that any other matters Council wishes to put forward through the Statement of Expectations can be discussed at the briefing on 6 August 2025."*

6. **URBAN PLUS LIMITED GROUP STATEMENT OF INTENT FOR THE THREE YEARS - 2025/26 TO 2027/28**

Report No. HCC2025/3/175 by the Senior Financial Accountant

Cameron Madgewick, Chair of Urban Plus Limited (UPL) (via audio-visual link), was in attendance for the item.

The Financial Accounting Manager elaborated on the report.

In response to questions from members, the Financial Accounting Manager explained that if a new Council decided to pursue a different direction for UPL, this could be addressed through the Statement of Expectation process. He noted that UPL could borrow directly from the Local Government Funding Agency after completing the required documentation.

In response to questions from members, the Chair of UPL stated that UPL sought permission to explore alternative funding options and was interested in taking on cancelled Housing New Zealand contracts. He also noted a change in rental allocations to accommodate a broader range of socially disadvantaged tenants by reducing the proportion reserved for low-income elderly residents.

RESOLVED: (Mayor Barry/Cr Morgan)

Minute No. C 25303(2)

"That Council:

- (1) notes the changes made to the final Statement of Intent as outlined in paragraphs 6 to 14 of the officer's report;*
- (2) receives and agrees to the final Statement of Intent for Urban Plus Limited Group for the three years commencing 1 July 2025, attached as Appendix 1 to the report;*
- (3) agrees to the loan facility for Urban Plus Ltd at \$43M for the period of the Statement of Intent, and that aligns with the Long Term Plan 2024-2034, as detailed in paragraph 12 of the officer's report; and*
- (4) notes the 10 year projections for Urban Plus Group, attached as Appendix 2 to the report."*

7. SEAVIEW MARINA LIMITED STATEMENT OF INTENT FOR THE THREE YEARS - 2025/26 TO 2027/28

Report No. HCC2025/3/176 by the Senior Financial Accountant

Deputy Mayor Lewis declared a conflict of interest and did not participate in the discussion or voting on the matter.

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

The Financial Accounting Manager elaborated on the report.

Cr Stallinger expressed his appreciation for the detailed reports on Seaview Marina Limited and Urban Plus Limited. However, he expressed concern regarding the low returns on investment. He suggested that a future discussion be held to consider whether continuing to invest in these two companies or exploring alternative investment opportunities would be the best use of funds.

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25304(2)

"That Council:

- (1) notes the changes made to the final Statement of Intent as outlined in paragraphs 6 to 12 contained in the officer's report;*
- (2) receives and agrees to the final Statement of Intent for Seaview Marina Limited for the three years commencing 1 July 2025, attached as Appendix 1 of the report;*
- (3) agrees that the loan facility for Seaview Marina Limited be retained at \$8.1M for the period that aligns with the Long Term Plan 2024-2034 until 30 June 2034 in order to fund the breakwater transfer arrangements and the pier refurbishment programme; and*
- (4) notes the 10-year plan for Seaview Marina Limited, attached as Appendix 2 of the report."*

Cr Dyer joined the meeting at 2.31pm.

8. ADOPTION OF ANNUAL PLAN 2025-26

Report No. HCC2025/3/178 by the Manager Financial Planning & Performance

The Corporate Planning Lead elaborated on the report. She noted an error regarding the charges for the 'Signboard location 2025-2026'. She mentioned that the fee for 'All four signboards' under 'Side A production per booking' should be \$726.00 instead of \$179.00.

The Chair foreshadowed two additional recommendations about the work officers had undertaken on the proposed new water entity structure and asked that officers prepare budget review options for the incoming Council.

Cr Stallinger congratulated the officers for the information shared with members, which supported informed decision-making, and for maintaining a consistent reporting format.

The Chair expressed concern about the impact of the rate increase in the current economic climate. He praised councillors for their balanced approach, particularly for not delaying investment in water infrastructure. As this was his final Annual Plan process, he commended the improved quality of information and expressed confidence in Council's future decision-making processes. In addressing the broader context of local government, he highlighted concerns about long-term affordability and the strain on households with fixed incomes. He called for support from central government to drive significant reforms, aimed at creating a more sustainable local government model.

Cr Dyer expressed opposition to the proposed rates increase and suggested an alternative funding method for water assets to reduce the impact on rates.

Cr Stallinger expressed opposition to the proposed rates increase and supported the Chair's call for a more sustainable local government model.

Cr Briggs expressed support for the proposed rates increase. He believed that the Council needed to be upfront and honest with the community, emphasising that the only alternative to the proposed rates increase would be a significant reduction in services, something the community did not support.

Cr Tupou expressed support for the proposed rates increase. He thanked Mayor Barry for his leadership during the Annual Plan process, emphasising the importance of strong guidance in challenging economic conditions. He highlighted the significant use of community services and the urgency of making timely infrastructure decisions.

The motion was taken in parts. Parts (1)-(6) were declared CARRIED on the voices.

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25305(2)

“That Council:

- (1) notes that the Annual Plan 2025-26 has been prepared based on the final decisions of the Long-Term Plan/Annual Plan subcommittee on 4 June 2025;*
- (2) resolves that it is financially prudent to have an unbalanced operating budget as outlined in Section D of the report;*
- (3) notes the work officers have already undertaken in anticipation of Council approving a new water entity structure;*
- (4) asks officers to prepare budget review options for the incoming Council to consider, which includes a focus on service prioritisation, affordability, and value for money;*

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25306(2)

“(5) agrees to adopt the Annual Plan 2025-26 attached as Appendix 1 to the report; and”

Crs Stallinger and Dyer requested that their dissenting votes be recorded against part (5).

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25305(2)

- (6) agrees to delegate authority to the Chief Executive in consultation with the Mayor to make any minor editorial changes that may arise as part of the Annual Plan 2025-26 publication process.”*

9. SETTING OF RATES FOR 2025-26

Report No. HCC2025/3/179 by the Manager Finance Transaction Services

The Group Chief Financial Officer elaborated on the report.

RESOLVED: (Mayor Barry/Cr Morgan)

Minute No. C 25307(2)

“That Council resolves to set the rates and add penalties to unpaid rates during the 2025-26 rating year by passing the following resolution:

Targeted and General Rates

1. *In accordance with the relevant provisions of the 2025-26 Annual Plan and the Funding Impact Statement including Rates for 2025-2026, the Council hereby resolves, pursuant to Section 23 of the Local Government (Rating) Act 2002, to set and assess the following Hutt City Council rates for the year commencing 1 July 2025 and ending 30 June 2026. All amounts are inclusive of Council’s GST obligations.*
 - (a) *A Targeted Rate (Water Supply Rate) set and assessed under sections 16 to 18 of the Local Government (Rating) Act 2002. The water supply charges for 2025-26 are as follows:*
 1. *A charge of \$884.00 per separately used or inhabited part (SUIP) on a rating unit which is connected to the water reticulation system and is not metered.*
 2. *A charge of \$442.00 per SUIP on a rating unit that is not connected to, but is able to be connected to, the water reticulation system.*
 3. *A charge of \$884.00 per rating unit, which is connected to the water reticulation system and contains more than one separately used or inhabited part, where a water meter has been installed to measure the total water consumed.*
 - (b) *A Targeted Rate (Wastewater Rate) set and assessed under sections 16 to 18 of the Local Government (Rating) Act 2002. The wastewater charges for 2025-26 are as follows:*
 1. *A charge of \$876.00 per SUIP on a rating unit that is connected to the city wastewater system.*
 2. *For rating units in the commercial categories (CMC, CMS and UTN), an additional charge of \$438.00 (50% of the above charge) for the second and subsequent water closet or urinal connected to the wastewater system from each rating unit.*
 - (c) *A Recycling Collection Targeted Rate set and assessed under sections 16 to 18 of the Local Government (Rating) Act 2002. The recycling charge for 2025-26 will apply as follows:*

CATEGORY	Provision or availability	Per SUIP
Residential and Rural rating units	Able to be serviced	\$130.00
Community Education Facility, CF1, CF2 and CF3 rating units	Opt-in to the Service (provision)	\$130.00

- (d) A Refuse Collection Targeted Rate set and assessed under sections 16 to 18 of the Local Government (Rating) Act 2002. The refuse charges for 2025-26 are as follows:

CATEGORY	Provision or availability	Per SUIP
Residential, Rural, Community Education Facility, CF1, CF2 and CF3 rating units	80 Litre or equivalent	\$153.00
Residential, Rural, Community Education Facility, CF1, CF2 and CF3 rating units	120 Litre or equivalent	\$222.00
Residential, Rural, Community Education Facility, CF1, CF2 and CF3 rating units	240 Litre or equivalent	\$444.00
Residential and Rural rating units	Able to be serviced but not serviced	\$153.00

- (e) A Green Waste Collection Targeted Rate set and assessed under sections 16 to 18 of the Local Government (Rating) Act 2002. The green waste charge for 2025-26 is \$120.00 per SUIP on every rating unit in the Residential, Rural, Community Education Facility, CF1, CF2 and CF3 categories that have opted in to receive the green waste service.
- (f) A Targeted Rate (Jackson Street Programme Rate) set and assessed under sections 16 to 18 of the Local Government (Rating) Act 2002. The Jackson Street Programme charge for 2025-26 is 0.0006822 cents per dollar of capital value on every rating unit in the Commercial Suburban differential category having frontage to Jackson Street, Petone, between Hutt Road and Cuba Street.
- (g) A General Rate set and assessed under sections 13 and 14 of the Local Government (Rating) Act 2002. The general rate charge for the 2025-26 rating year is as follows:

CATEGORY	DIFFERENTIAL	CHARGE PER \$ OF CAPITAL VALUE
Residential	1.000	0.277382 cents
Rural	0.747	0.207204 cents
Commercial Central	3.597	0.997873 cents
Commercial Suburban	2.862	0.793896 cents
Utility Networks	3.441	0.954493 cents
Community Facilities 1	1.000	0.277382 cents
Community Facilities 2	0.500	0.138691 cents
Community Facilities 3	2.344	0.650184 cents

Rates Instalments

2. *The Council resolves that the targeted rates and the general rate for the financial year ending 30 June 2026, as set out above, are payable in four equal instalments by the following due dates:*

<i>INSTALMENT NUMBER</i>	<i>DUE DATE</i>	<i>PENALTY DATE</i>
<i>One</i>	<i>1 September 2025</i>	<i>2 September 2025</i>
<i>Two</i>	<i>1 December 2025</i>	<i>2 December 2025</i>
<i>Three</i>	<i>1 March 2026</i>	<i>3 March 2026</i>
<i>Four</i>	<i>1 June 2026</i>	<i>2 June 2026</i>

Penalties on unpaid rates

3. *The Council resolves, pursuant to sections 57 and 58 of the Local Government (Rating) Act 2002, except as stated in 4 below, that:*
- a) A penalty of 10% will be added to the amount of any instalment remaining unpaid by the relevant due date above. The penalty will be added on the relevant penalty date stated above.*
 - b) A penalty of 10% will be added to the amount of any rates assessed in previous years remaining unpaid 5 working days after the date of this resolution. The penalty will be added on 7 July 2025.*
 - c) A further penalty of 10% will be added to the amount of any rates to which a penalty has been added under b) above and which remain unpaid on 7 January 2026.*
4. *No penalty shall be added to any rate account if:*
- A direct debit authority is in place for payment of the rates by regular weekly, fortnightly, monthly or two monthly instalments, and payment in full is made by the end of the rating year.*
 - Any other satisfactory arrangement has been reached for payment of the current rates by regular instalments by the end of the rating year."*

10. RATEPAYER ASSISTANCE SCHEME

Report No. HCC2025/3/180 by the Manager Finance Transaction Services

The Group Chief Financial Officer elaborated on the report. She advised that recent contributions to the Ratepayer Assistance Scheme (the scheme) included \$500,000 each from Wellington and Hamilton City Councils, and \$300,000 from New Plymouth City Council.

In response to questions from members, the Group Chief Financial Officer explained that the contribution was based on the amounts from other councils. She noted that Local Government New Zealand (LGNZ) was optimistic about reaching the funding target and that a national communications plan was underway to boost applications for the scheme.

The Chair commended the LGNZ initiative as highly beneficial. He supported the proposed contribution and viewed it as a potential shift toward a new model for funding development fees, which would facilitate increased housing development.

Cr Edwards expressed support for the scheme, highlighting its advantages for both climate change mitigation and older people, and considered it a valuable initiative.

Cr Briggs expressed support for the scheme but raised concerns about public awareness among those who would benefit most. He anticipated that the scheme would become a standard financial tool within the next decade.

Cr Shaw endorsed the previous comments and expressed support for initiatives aimed at helping those in greatest need.

Cr Tupou believed the scheme provided valuable support for whānau and first-home owners, especially given the withdrawal of other funding options.

RESOLVED: (Mayor Barry/Cr Edwards)

Minute No. C 25308(2)

"That Council:

- (1) notes the establishment of the Ratepayer Assistance Scheme (RAS) as a proposed shared council initiative to support low-cost financing for ratepayers;*
- (2) notes that the RAS is being developed by a steering group of metro councils, Local Government Funding Agency, Local Government New Zealand and Rewiring Aotearoa, and requires \$2.5M in final development funding;*
- (3) agrees in principle to support participation in the RAS development phase, subject to sufficient commitments from other partners;*
- (4) agrees to allocate up to \$200,000 in 2025/26 to support the next stage of development;*
- (5) notes that any development funding provided would be treated as establishment equity should Council proceed to invest, and may attract preferential share terms; and*
- (6) asks officers to report back with final information on investment terms, shareholding and risks prior to committing to RAS establishment capital."*

11. CITY LINK BRIDGE PROCUREMENT

Report No. HCC2025/3/192 by the Programme Coordinator

The Head of City Delivery elaborated on the report.

In response to questions from members, the Head of City Delivery emphasised the importance of prioritising carbon reduction and cost effectiveness in contracts. He mentioned that using alternative materials to concrete could help lower emissions. He stated that details regarding aquifer risk were not yet available and would be determined by the design of the pedestrian bridge, which the design team would manage.

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25309(2)

"That Council:

- (1) notes the City Link Bridge progress update; and*
- (2) approves delegation to the Chief Executive, the Mayor and the Chair of the Infrastructure and Regulatory Committee, to release the project tender documents to the market for procurement of the design and construction supplier around November 2025."*

12. **LOCAL ELECTIONS 2025: NON-BINDING REFERENDUM QUESTION TO EXPLORE AMALGAMATION IN THE WELLINGTON METROPOLITAN AREA**

Report No. HCC2025/3/200 by the Mayor

The Chair elaborated on the report.

In response to questions from members, the Chief Executive indicated that there was uncertainty regarding whether Upper Hutt City Council would include the proposed amalgamation question on their voting papers, as they were not conducting a Māori Ward referendum. She added that Wellington City Council had already decided not to include any questions related to amalgamation on their voting papers. She suggested keeping the question straightforward to improve response rates. She noted that any question related to amalgamation would include basic information to gather initial insights and support future discussions.

The Chair acknowledged that discussions about amalgamation had been taking place for at least 15 years. However, achieving consensus among all local authorities in Wellington still seemed improbable. He explained that the purpose of the proposed question was to assess community interest in exploring amalgamation options, rather than to imply that amalgamation was imminent.

Members discussed that introducing a new issue while reforms were ongoing could confuse voters. They focused on how to phrase a question regarding the initiation of an amalgamation process. While they acknowledged that amalgamation appeared inevitable, they felt that discussions would likely progress regardless of public support. They also recognised past criticism of Council for not engaging the community early in the process and saw this as an opportunity to inform the public about the forthcoming discussions.

Cr Mitchell expressed concern about Lower Hutt residents supporting amalgamation discussions while neighbouring councils lacked the mandate to join in.

The meeting adjourned at 3.29pm and resumed at 3.45pm.

Cr Mitchell foreshadowed an amendment to recommendation (3), proposing that Council ask whether it should investigate amalgamation options with other councils.

The meeting adjourned at 3.48pm and resumed at 3.51pm.

Cr Tupou emphasised that the context of the question should be clear; a Ministerial directive did not prompt this inquiry, but rather it was part of an ongoing and longstanding discussion.

Cr. Dyer expressed concern that the question should be well-supported with sufficient information and should not be included in the upcoming local elections; instead, it should be considered separately in the next triennium.

Cr Mitchell expressed concern that the issue was driven by another council and imposed on Council without prior groundwork.

Cr Morgan supported the concerns expressed by Cr Mitchell.

The Chair believed that the upcoming election offered a valuable opportunity to gather community feedback on amalgamation.

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25310(2)

“That Council:

- (1) receives and notes the information;*
- (2) provides direction on whether to direct the Electoral Officer, under section 9 of the Local Electoral Act 2001, to hold a non-binding referendum at the 2025 local elections regarding amalgamation;*
- (3) approves the addition of a non-binding referendum question regarding multiple amalgamation options in the Wellington metropolitan area:*

“Should Hutt City Council explore amalgamation options with Wellington, Upper Hutt and Porirua City Councils, and the Greater Wellington Regional Council, which combine relevant services and functions, while keeping appropriate services and decision-making local?”

and delegates the Mayor, Committee Chairs, and Chief Executive to determine any supporting information that may go alongside the question, noting this must align with the Local Electoral Act 2001;

- (4) agrees that this matter affects all the Hutt City Council local government area;*
- (5) agrees to direct the Electoral Officer that the referendum should be conducted for all electors; and*
- (6) agrees that the outcome of this referendum shall not be binding on the Hutt City Council.”*

13. **REMITTS FOR LOCAL GOVERNMENT NEW ZEALAND'S ANNUAL GENERAL MEETING 2025**

Report No. HCC2025/3/182 by the Policy Advisor

The Policy Advisor elaborated on the report. He advised that the Remuneration Authority had agreed to support security system payments as an allowance for elected members, which led to the withdrawal of remit #1.

Cr Mitchell spoke in support of the intent of remit #5 but expressed concern about the workload involved and the potential for it to lead to no significant changes, similar to the previous review of local government in 2023/24.

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 25311

"That Council:

- (1) *notes that five remits will be voted on at the Local Government New Zealand Annual General Meeting on 16 July 2025:*
 - (a) *support remit #2: improving joint management agreements;*
 - (b) *support remit #3: alcohol licensing fees;*
 - (c) *support remit #4: aligning public and school bus services; and*
 - (d) *support remit #5: review of local government arrangements to achieve a better balance;*
- (2) *notes the full text of the remits attached as Appendix 1 to the report;*
- (3) *notes the officer's assessment of each remit attached as Appendix 2 to the report; and*
- (4) *notes Council's delegates (presiding delegate, Mayor Barry and alternate presiding delegates Deputy Mayor Lewis and Cr Briggs) will vote on the remits on behalf of Hutt City Council."*

14. **QUESTIONS**

There were no questions.

15. **EXCLUSION OF THE PUBLIC**

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 25312

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

16. *IAF Stormwater and Wastewater upgrades - property acquisition update*

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>IAF Stormwater and Wastewater upgrades - property acquisition update.</i>	<p><i>The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).</i></p> <p><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></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 4.08pm. The public excluded part of the meeting closed at 4.22pm.

C Barry
MAYOR

CONFIRMED as a true and correct record
Dated this 31st day of July 2025

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
Friday 16 May 2025 commencing at 9:30 am

PRESENT:

Mayor C Barry (Chair)	Cr G Tupou
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

APOLOGIES:

Deputy Mayor T Lewis

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 Hodgins, Strategic Advisor
P Hewitt, Head of Transport
D Nunnian, Manager Financial Planning and Performance
R Hardie, Head of Strategy and Policy (part meeting)
G Campbell, Head of Mayor's Office
J Roberts, Head of Environmental Protection (part meeting)
A Nelson, Head of Parks and Reserves (part meeting)
T Johnstone, Head of Planning (part meeting)
R Barton, Head of Building Control (part meeting)
W Botha, Corporate Planning Lead (part meeting)
J Lamb, Head of Business and Economy (part meeting)
I Brown, Head of Aquatics
S Titze, Parks Project Manager (part meeting)
D Bentley, Environmental Health Manager (part meeting)
K Glanville, Senior 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
 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 25201

"That the apology received from Deputy Mayor Lewis be received and leave of absence granted."

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. LTPAP 25202

"Pursuant to Standing Order 16.2, the time limit for public comment be extended to allow all public speakers to speak."

4. CONFLICT OF INTEREST DECLARATIONS

Cr Briggs declared a conflict of interest as he was the Acting Chief Executive of Hutt Valley Youth Health Trust (Vibe) and a member of the Hutt Valley Chamber of Commerce.

5. RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 16 May 2025

a) Progressing Decisions on the Final Annual Plan 2025-26

Speaking under public comment, **Mike Fisher, Chair and Karen Yung, Deputy Chair of the Petone Community Board**, spoke to the Board's feedback on the Annual Plan. They recommended deferring the proposed 50c increase in paid parking charges in Petone for at least a year, citing ongoing community concern and the negative impact on local businesses.

In response to a question from a member, Mike Fisher questioned the reliance on Marketview data, highlighting the visible parking vacancies and feedback from businesses as signs of a downturn. Karen Yung mentioned that some businesses had collected impact data, but it had not been fully shared. She stressed the importance of making broader comparisons at the suburb level.

Speaking under public comment, **Patrick McKibbin, Chief Executive and Mark Skelly, President of the Hutt Valley Chamber of Commerce** (the Chamber), spoke to the Chamber's feedback on the Annual Plan. They addressed the financial pressures on local businesses and urged Council to reconsider proposed rates increases for commercial ratepayers. They emphasised that businesses contributed significantly to the rates base but utilised fewer Council services, advocating for a more equitable approach in finalising the Annual Plan. They also noted that Hutt City's fees were among the highest compared to other councils.

In response to questions from members, Patrick McKibbin acknowledged the complexity of identifying service cuts to reduce rates, highlighting that businesses contributed significantly to services like libraries and pools, despite rarely using them. He confirmed that the Chamber's membership had increased over the past year, indicating a growing interest in collaboration and strong representation.

Speaking under public comment, **Nik Zangaouropoulos, Chair of the Jackson Street Programme**, spoke to the JSP's feedback on the Annual Plan. He called for better engagement with Council and supported a review of the rates differential and licensing fees to ease pressure on compliant hospitality businesses. He noted that paid parking had a negative impact on Jackson Street, leading to increased vacancies and decreased business activity. He urged Council to consider a free parking period using local data, rather than relying solely on Marketview figures.

In response to a question from a member, Nik Zangaouropoulos stated that data collected by several Jackson Street shops indicated a collective revenue loss of around \$1M. He suggested this loss significantly outweighed the net parking revenue. He urged for discussions to find ways to ease the burden on businesses without decreasing Council revenue.

Speaking under public comment, **Karen Arraj-Fisher** spoke to her feedback on the Annual Plan. She expressed strong opposition to the paid parking on Jackson Street and the proposed 50c increase, citing its negative impact on local businesses. She believed the Marketview data was incomplete and urged members to consult business owners directly. She suggested offering the first hour free via the PayMyPark app.

In response to a question from a member, Karen Arraj-Fisher said Council would decide about a free hour of parking in areas like Hutt Central. However, she emphasised that Petone's situation was different, and a free hour could significantly benefit that area, despite previous data from other areas suggesting otherwise.

Speaking under public comment, **John Donnelly** spoke to his presentation, which can be viewed here: [The Effects of Paid Parking on Customers](#)

Cr Brown left the meeting at 10.33am.

The Group Chief Financial Officer elaborated on the report and shared a presentation that can be viewed here: [Progressing Decisions on the Final Annual Plan 2025-26](#)

Cr Brown rejoined the meeting at 10.38am.

Cr Shaw left the meeting at 10.38am and rejoined the meeting at 10.42am.

PRECEDENCE OF BUSINESS

RESOLVED: (Mayor Barry/Cr Dyer)

Minute No. LTPAP 25203

"That the Subcommittee, in accordance with Standing Order 10.4, accords precedence to the following items: 5b) Annual Plan 2025-26 Development Contributions Change; 5d) Ava Pedestrian Footbridge; 5e) Speed Limit Reversal; 5f) Petone Wharf options within \$12M Long Term Plan budget cap; and 5c) Water Services Updated Investment Advice."

The items are recorded in the order that they appear on the agenda.

a) Progressing Decisions on the Final Annual Plan 2025-26

Te Ngaengae Pool staffing increase

In response to a question from a member, the Director Neighbourhoods and Communities confirmed that staffing needs at Te Ngaengae Pool exceeded initial forecasts. She stated that the budget would be adjusted to support both Te Ngaengae and Huia Pools, with extra funding allocated based on the operational experience of Te Ngaengae Pool.

Development Stimulus Incentives

In response to a question from a member, the Chief Executive advised that the carryover of the development stimulus package was due to the timing of previously approved incentives. She confirmed that no new incentives had been introduced.

Network Resilience Eastern Hutt Road project

In response to questions from members, the Director Economy and Development advised that the highest-priority site on Eastern Hutt Road was not at imminent risk. He mentioned pending funding decisions from NZTA Waka Kotahi and suggested rephrasing the programme if funding was not approved. He explained that construction would start on the priority site first, with additional works dependent on the availability of funding. He highlighted that completion this year was unlikely, though it would begin before the Te Wai Takamori o Te Awa Kairangi RiverLink works.

Fees and charges - Petone Parking

Cr Edwards opposed the proposed 50c parking fee increase, citing a lack of budget impact information. He recommended deferring the decision to the Subcommittee meeting on 4 June 2025 for further advice.

Cr Parkin queried the feasibility of offering the first 30 minutes or one-hour period of free parking in Petone. He welcomed guidance from officers on the timing of any consultation or review.

Cr Briggs highlighted the need to identify transport projects that could be rephased or delayed if forecasted parking revenue were to decline. He stated that this understanding was crucial for understanding the broader impact.

Cr Mitchell highlighted the absence of a full report on Petone parking performance. He asked that data possibly held by the Petone Community Board be included in the next update.

Cr Stallinger supported the need for clearer data and suggested a summary of the retail spending included or excluded in the current

figures to inform future decision-making.

The Director Economy and Development confirmed that further clarification would be provided, noting the retail data excluded cash, online and invoiced sales. He advised that changing parking fees or offering free periods would impact rates.

Mayor Barry asked for an analysis on how declining parking revenue could impact transport spending, aiming to explore alternatives to increasing rates and ensure Council considered all options.

The Chief Executive recalled the extensive debate on parking and suggested that broader issues could be revisited through a future Long Term Plan amendment.

Mayor Barry confirmed the report would focus on the proposed 50c parking fee increase and its potential impact on rates and transport services, considering both citywide and Jackson Street-specific scenarios.

Cr Stallinger supported the recommendations, despite concerns raised earlier. He indicated he may vote differently on the final decision and would explain his reasons at that time.

Cr Edwards urged members to state their reasons if they opposed the proposed rates clearly increase in June 2025. He cautioned against politically motivated votes that did not provide alternatives or sought additional information.

Cr Barratt reiterated her long-standing opposition to the proposed rates increase.

Cr Dyer opposed the 12.6% rates increase, calling it unaffordable and advocating for further investigation of a lower, single-digit alternative.

Cr Briggs supported Cr Edwards' comments and encouraged members to consider the community's needs when making decisions based on the realities of the Annual Plan.

Cr Brown acknowledged the financial hardships faced by both businesses and residents.

RECOMMENDED: (By Division) (Mayor Barry/Cr Briggs)

Minute No. LTPAP 25204

“That the Subcommittee recommends that Council:

- (1) *notes that the public engagement on the draft Annual Plan 2025-26 took place from 27 March to 27 April 2025;*
- (2) *notes the summary of engagement feedback in Section J of the report, along with Appendix 4 attached to the report, which presents the results and analysis of the public engagement process;*
- (3) *agrees to the budget matters as detailed in Tables 2, 3 and 4 of the report and provides direction to officers in the preparation of the final Annual Plan 2025-26;*
- (4) *notes the higher projected debt levels with low debt headroom associated with the higher capital investment programme as detailed in Section F of 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 detailed in Section F of the report;*
- (6) *notes that there have been cost savings and budget reprioritisations approved to date to balance rising costs where possible, and that these are reflected in the rates revenue settings for 2025-26;*
- (7) *notes the latest projected rates revenue increase of 12.6% plus a 0.9% growth assumption for 2025-26 as set detailed in Section G of the report, and notes that it is subject to final Council decisions at the 4 June 2025 meeting;*
- (8) *notes the rates revenue increases to be included in the final Annual Plan 2025-26 and future years as detailed below, and subject to further information to be provided for final Council decisions at the 4 June 2025 meeting;*

Rates revenue increase (after growth of 0.9%)	2026	2027	2028	2029	2030	2031	2032	2033	2034
Draft Annual Plan 2025-26	12.8%	12.9%	12.9%	12.7%	12.3%	7.8%	7.8%	7.8%	7.8%
Final Annual Plan 2025-26	12.6%	12.9%	12.9%	12.7%	12.3%	7.8%	7.8%	7.8%	7.8%

- (9) *approves the targeted rates for Wastewater and Water Supply as detailed in Section G of the report to be included in the final Annual Plan 2025-26;*

- (10) *approves the targeted rates for Refuse, Recycling and Green Waste as detailed in Section G of the report to be included in the final Annual Plan 2025-26;*
- (11) *approves the proposed fees and charges schedule for inclusion in the final Annual plan, refer to Appendix 2 attached to the report, subject to an additional report on the proposed \$0.50 charge to paid parking being provided at the next Subcommittee meeting on 4 June 2025 ;*
- (12) *delegates the power to the Annual Plan Working Group (the Mayor and Committee Chairs) to progress decisions ahead of final recommendations for Council consideration on 4 June 2025; and*
- (13) *notes the direction and guidance provided to officers ahead of preparation of the final Annual Plan 2025-26 reports and advice to be considered at the Long Term Plan/Annual Plan Subcommittee on 4 June 2025."*

The motion was declared CARRIED by division with the voting as follows:

<u>For</u>	<u>Against</u>
Mayor Barry	Cr Barratt
Cr Briggs	Cr Dyer
Cr Brown	
Cr Edwards	
Cr Mitchell	
Cr Morgan	
Cr Parkin	
Cr Shaw	
Cr Stallinger	
Cr Tupou	
Total: 10	Total: 2

b) Annual Plan 2025-26 Development Contributions Change

Speaking under public comment, **Sam Faisandier from the Faisandier Group** expressed concern about the declining feasibility of development in Lower Hutt. He urged Council to review its development contributions approach and engage more closely with developers.

In response to questions from members, Sam Faisandier acknowledged a shortage of single-level dwellings but noted their development was not financially viable. He argued for strategic Council investment to support development in more viable areas.

Speaking under public comment, **Sam Godwin from Cuttriss** noted a decline in development activity in Lower Hutt, citing Council's 2024 increase in development contributions. He stated that with only 166 resource consents lodged this financial year, he suggested pausing further increases and reassessing the development contributions relief approach adopted in June 2024. He questioned the equity of full development contributions, as developers had already mitigated the impacts of infrastructure, and suggested an incentive-based approach to encourage housing development and meet growth targets.

Speaking under public comment, **James Beban from Urban Edge Planning Limited** supported keeping development contributions at their current levels. He noted that the combination of development contributions and separate reserve contributions in Lower Hutt resulted in higher costs. He warned that any increase could drive development to other regions.

In response to a question from a member, James Beban recognised a general slowdown in development across the region. However, he noted that areas like Upper Hutt were still experiencing growth, thanks to lower costs and increased profitability. He also noted that development in Porirua had significantly declined due to higher development contributions.

Dwayne Fletcher from Vale Consulting (via audio-visual link) elaborated on the report.

Dwayne Fletcher confirmed a 10% decrease in building consents year-on-year to December 2024, with Lower Hutt being more affected. He noted that no other councils had adjusted development contributions in response. He confirmed the central government's plans to introduce flexible development levies by July 2026, with Lower Hutt's Water Services Entity set to manage water-related contributions at that time.

In response to questions from members, Dwayne Fletcher outlined three options for Council to support developments with public benefits: amending the development contributions (DC) policy (which was impractical within a year), negotiating development agreements, or

granting discretionary remissions for infrastructure needs. He noted that most councils did not offer DC discounts for on-site stormwater or wastewater systems, as these were considered complementary to public infrastructure. He also mentioned that Hutt City charged reserve contributions separately, in contrast to Wellington City Council, which included them in its DC charges.

Mayor Barry and Crs Stallinger, Mitchell, Barratt, Dyer, Brown, and Tupou supported pausing the proposed development contribution increase, citing shared concerns about developer challenges and the impact on housing development and affordability.

Cr Morgan opposed the recommendation and favoured option 3, proceeding with the increase in development contributions. She acknowledged the challenges faced by developers but questioned the fairness of pausing the increase, considering that other local businesses were also experiencing pressure.

Cr Brown left the meeting at 11.14am and rejoined at 11.16am.

RECOMMENDED: (Mayor Barry/Cr Stallinger) **Minute No. LTPAP 25205**

"That the Subcommittee recommends that Council:

- (1) approves option 1, which would freeze the Development Contributions increase on the Valley Floor for one year;*
- (2) agrees to fund the estimated revenue loss of \$1.5M for 2025-26 from debt serviced by rates from Water services and Transport; and*
- (3) notes that the proposed new Wellington regional water services organisation will have autonomy to set its own development contribution charges for Water Services from 1 July 2026."*

Cr Morgan requested her dissenting vote be recorded against the above matter.

c) Water Services Updated Investment Advice

Julie Alexander, Chief Strategy and Planning Officer and Sukhin Erai, Senior Advisor, Investment Planning from Wellington Water Limited were in attendance for the item.

The Strategic Advisor elaborated on the report.

In response to a question from a member, the Strategic Advisor noted that programme changes and budget adjustments were routine and would continue during the December 2025 half-yearly review. He clarified that the 9km renewal rate pertained only to water pipes, with the entire three waters network renewing 25-30km annually. He noted that funding for pipe renewals was being redirected to priority reservoir projects. He also noted that the 40% cost increase for the Eastern Hills Reservoir was attributed to outdated budgeting and the cancellation of a cost-sharing agreement with Porirua.

The meeting moved into the public excluded part of the meeting at 12.20pm and returned to the public part of the meeting at 12.25pm.

RECOMMENDED: (Mayor Barry/Cr Edwards) **Minute No. LTPAP 25206**

"That the Subcommittee recommends Council:

- (1) notes the updated advice from Wellington Water Limited (WWL) attached as Appendix 1 to the report;*
- (2) agrees to make changes to the investment programme to accommodate increases in budget estimates to the Eastern Hills Reservoir of \$32M;*
- (3) agrees to bring forward investment in a new reservoir for Wainuiomata of \$39.5M to enable future growth;*
- (4) agrees to the other changes WWL has proposed to the investment programme as outlined in paragraphs 6 - 8 of the officer's report;*
- (5) notes that while the impact of these changes is not expected to be experienced until after the likely transfer of water assets to the proposed new regional Water Organisation, WWL has been asked to recommend off-setting changes to the investment plan to ensure the 10 year LTP investment profile stays within the agreed investment envelope and borrowing limits;*
- (6) notes that officers have established an internal project team to manage the transition of water services assets and services to a new regional Water Organisation, subject to a Council decision on 27 June 2025 on the preferred model, and that budget provision would be required to fund aspects of the project work;*
- (7) agrees, subject to Council adopting the preferred regional water services delivery model, to include in budgets \$0.4M in 2025-26 and \$0.2M in 2026-27 to fund the HCC water reform transition project, with funding being sourced from a projected underspend in water services operating costs for 2024-25; and*
- (8) agrees, subject to Council adopting the preferred regional water services delivery model, to increase the approved provisional sum of \$3M (Council's share of the regional cost to establish a new regional Water Organisation) to \$4.3M in 2025-26 noting that this will be debt funded, and that the debt will be transferred to the new regional Water Organisation."*

The meeting adjourned at 12.26pm and resumed at 1.04pm.

d) Ava Pedestrian Footbridge

The Head of Transport elaborated on the report.

In response to a question from a member, the Head of Transport advised that while detailed designs for the replacement pedestrian bridge at Ava Rail Bridge had not been developed, the plan was for the new structure to meet current accessibility standards. He said that it was likely to accommodate a shared path, which would enhance safety for pedestrians, cyclists and wheelchair users.

In response to a question from a member, the Director Economy and Development advised that a standalone bridge was more expensive than the proposed clip-on option, which would be permanent. He added that final alignment decisions would depend on NZ Transport Agency Waka Kotahi's Cross Valley Link project.

Mayor Barry drew the members' attention to the new part (4) included in his Chair's recommendation.

RECOMMENDED: (Mayor Barry/Cr Edwards) **Minute No. LTPAP 25207**

"That the Subcommittee recommends Council:

- (1) receives and notes this report;*
- (2) approves net funding of \$3M for a replacement clip-on footbridge to replace the existing Ava rail bridge footway;*
- (3) approves the rephasing and net reduction of \$3.2M for the Cross Valley Connections budget in 2027-28 to offset the cost of the Ava footbridge replacement; and*
- (4) asks officers to report back as soon as possible on a confirmed timeline for the project, with a focus on the best alignment with the maintenance work being undertaken by KiwiRail."*

e) Speed Limit Reversal

The Head of Transport elaborated on the report.

In response to a question from a member, the Head of Transport advised that officers were working with Council's Communications team to prepare information regarding the changes to speed limits, particularly around schools. He said that members would have the opportunity to review the draft communications before they were distributed.

The Director Economy and Development added that the public would be well informed before any changes took effect, and the changes would be introduced in stages, and the communications plan would utilise various channels.

In response to questions from members, the Head of Transport confirmed that the budget included funding to speed limit changes at schools not covered by last year's rollout. He advised that Jackson Street did not meet the exemption under the new rules. He stated that to maintain the 30km/h limit, a formal process must be followed under the 2024 rule, taking into account both environmental and safety factors. He said the cost of this process was still unknown.

Cr Mitchell supported the recommendations, acknowledging that while they were a legislative requirement, their use of ratepayer funds was not ideal.

Cr Dyer expressed his reluctant support for the recommendations, emphasising that they were mandated by law. He criticised the changes as yet another unfunded government mandate, pointing out that Council had already made significant investments in safety improvements.

Members discussed amending recommendations (3) and (4).

RECOMMENDED: (Mayor Barry/Cr Mitchell) **Minute No. LTPAP 25208**

"That the Subcommittee recommends that Council:

- (1) receives and notes the report;*
- (2) notes the Setting of Speed Limits 2024 – Speed Limit Changes around schools and Marine Drive was considered by the Infrastructure and Regulatory Committee at its meeting on 13 March 2025, report IARCC2025/1/40;*
- (3) reluctantly approves the unfunded mandate by central government requiring net funding of \$0.17M for the Speed Limit Reversals under the Land Transport Rule: Setting of Speed Limits 2024; and*
- (4) approves the net reduction of \$0.17M for the Road Network Improvements budget in 2025-26 to offset the cost of the Speed Limit Reversals, noting, but for central government requirements, this money would be better spent on other safety improvements."*

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

Speaking under public comment, **Pam Hanna and Sylvia Allan, from the Save Petone Wharf Group**, emphasised community support for repairing Petone Wharf, referencing strong public feedback since 2017, which favoured its refurbishment. She stated that survey results underscored its significance, and recent constructive engagement with Council officers and heritage experts was appreciated, advocating for ongoing collaboration.

Speaking under public comment, **John Roper** welcomed Council's decision to retain Petone Wharf and called for action to progress the project. He recommended using a repair and maintenance framework to reduce delays and expenses.

The Head of Parks and Reserves elaborated on the report.

In response to a question from a member, the Head of Parks and Reserves stated that a repair approach was ruled out due to consent requirements and potential delays. He mentioned that the tender process would begin soon, pending progress on these requirements. He stated that while a flexible tendering approach was supported, it appeared that full wharf remediation within the \$12M budget was unlikely. He noted that the tender process would remain open for proposals concerning the entire wharf.

In response to questions from members, the Head of Parks and Reserves indicated that officers were assessing whether the resource consent could allow flexibility in the remediation length. He mentioned that amendments might be needed if the project scope changed and that Heritage New Zealand would advise on materials, including the use of hardwood and possibly repurposing timber from the Point Howard Wharf.

The Director Neighbourhoods and Communities added that if the project remained within budget, it would not return to Council for approval, however, regular updates would be provided.

Mayor Barry thanked all parties involved, highlighting positive collaboration and alignment. He acknowledged the unpredictability of wharf project but was confident a good outcome could be achieved within the set budget.

Cr Edwards raised concerns about project risks, cost, and debt levels, contrasting the investment with deferred infrastructure priorities. However, he acknowledged strong community support and supported the recommendations.

Crs Mitchell, Brown and Briggs supported the recommendations as a reflection of Council's commitment under the Long Term Plan. They highlighted strong community advocacy, the importance of clear budget constraints and the value of retaining the wharf where possible.

Cr Brown left the meeting at 12.00pm.

Cr Tupou commended the sustained community voice and Council's efforts to address their concerns.

Cr Brown rejoined the meeting at 12.02pm.

Cr Stallinger supported the recommendations, acknowledging that the project was not his top priority due to other pressing needs.

Cr Dyer acknowledged the risks involved but praised the pragmatic shift made by both Council and community groups.

RECOMMENDED: (By Division) (Mayor Barry/Cr Morgan)

Minute No. LTPAP 25209

"That the Subcommittee recommends that Council:

- (1) receives and notes this report;*
- (2) receives and notes the report from Independent Advisor Adam Thornton attached as Appendix 3 to the report*
- (3) notes the Matrix attached as Appendix 2 to the report which analyses advantages and disadvantages of each option;*
- (4) notes the feedback from the Petone Community Board, the Pito One Steering Group and Save the Wharf Campaign regarding the repair/remediation of the wharf attached as Appendix 4 to the report;*
- (5) notes that as the cost assessment of the options discussed does not represent a confirmed project cost and has not yet been subject to the P95 QRA contingency rate required by the Council decision of 17 May 2024, there is an ongoing risk that the physical works exceed the indicative prices in the report;*
- (6) notes the financial information on Council's previous wharf projects outlined in paragraphs 12-13 of the officer's report;*
- (7) notes the increased risk relating to liquefaction outlined in paragraph 42 (f) of the officer's report;*
- (8) notes that in the Registration of Interest (ROI), there were no responses from anyone offering significantly different technology to the approach used for the other Council wharves in recent years;*
- (9) notes feedback from the public speakers at the meeting;*
- (10) notes that Petone Community Board, the Pito One Steering Group and Save the Wharf Campaign support option b 'repair/remediation of reduced wharf';*
- (11) approves option b) 'repair/remediation of reduced wharf' to be progressed;*
- (12) agrees to the intention to retain as much of the wharf as possible and to avoid delays where possible;*
- (13) notes the update provided by officers on the pre-consent lodgement meeting on 12 May 2025 attended by officers from Hutt City Council, Greater Wellington Regional Council, Heritage NZ and representatives of Save the Wharf; and*
- (14) notes the positive outcome of the meeting with general agreement on the preferable way forward, which officers will now progress while continuing to work closely with the community."*

The motion was declared CARRIED by division with the voting as follows:

For

Against

Mayor Barry

Cr Barratt

Cr Briggs	
Cr Brown	
Cr Dyer	
Cr Edwards	
Cr Mitchell	
Cr Morgan	
Cr Parkin	
Cr Shaw	
Cr Stallinger	
Cr Tupou	
Total: 12	Total: 0

The meeting adjourned at 12.06pm and resumed at 12.13pm, and addressed item 5c) Water Services Updated Investment Advice.

6. QUESTIONS

There were no questions.

7. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. LTPAP 25210

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

8. Water Services Updated Investment Programme and 9. Public Excluded - Detailed Information to Support Budget Decisions

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:

<i>(A)</i>	<i>(B)</i>	<i>(C)</i>
<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>Water Services Updated Investment Programme.</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>Public Excluded - Detailed Information to Support Budget Decisions.</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 Julie Alexander and Sukhin Erai from Wellington Water Limited be permitted to remain after the public section of the meeting, as they had knowledge of the Water Services updated investment programme that will assist the subcommittee in relation to the item."

The Chair declared the public excluded part of the meeting closed at 12.25pm. There being no further business, the Chair declared the meeting closed at 1.43pm.

C Barry
MAYOR

CONFIRMED as a true and correct record
Dated this 31st day of July 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
Thursday 29 May 2025 commencing at 1:00 pm

PRESENT:

Cr B Dyer (Chair)	Cr S Edwards (Deputy Chair) (via audio-visual link)
Cr J Briggs	Cr A Mitchell
Deputy Mayor T Lewis	Cr N Shaw
Cr K Morgan	

APOLOGIES:

Mayor C Barry, Cr A Mitchell and R Te One.

IN ATTENDANCE:

J Kingsbury, Director Economy and Development
A Geddes, Director Environment and Sustainability
L Desrosiers, Head of Urban Development
T Johnston, Head of Planning
N Geard, Policy Planning Manager
K Kaur, Spatial Plan Lead
V Gilmour, Democracy Advisor

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 heavens
Ko te hōkai a tō tupuna a Tāne-nui-a-rangi	The journey of the ancestral god Tānenuiarangi
Ka pikitia ai ki ngā rangi tūhāhā ki te Tihi-o-Manono	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 tikina 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 Briggs)

Minute No. DPRC 25201

"That the apologies received from Mayor Barry, Cr Mitchell and R Te One 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 - 29 MAY 2025**

Sustainable Growth Strategy 2025-2055 for Adoption

Report No. DPRC2025/2/138 by the Head of Urban Development

Speaking under public comment, **Quentin Duthie and Thomas Nash** advocated for the inclusion of two aspirational proposals within the Sustainable Growth Strategy (the Strategy):

- the development of a vision for a predator-free Lower Hutt; and
- support for Greater Wellington Regional Council's (GWRC) proposal to establish a fenced wildlife sanctuary in the Wainuiomata Water Collection Area, named Puketahā.

They noted the alignment with the national Predator Free 2050 strategy. They compared it to initiatives such as Predator Free Wellington and Zealandia, suggesting that Lower Hutt could be a key ecological corridor for native bird species. They outlined the significance of the Puketahā proposal, located in one of the most pristine lowland podocarp forests in the lower North Island. Thomas Nash stated that if established, it could become twice the size of Kāpiti Island, supporting species such as kākāpō, hihi, and kiwi, and become New Zealand's largest mainland fenced sanctuary. He emphasised the need for significant capital funding and ongoing collaboration with Mana Whenua, the Department of Conservation and community stakeholders.

In response to questions from members, Thomas Nash said that there was no current timeline for the Puketahā sanctuary project, but that two immediate steps could be taken in parallel. He said the steps could be:

- to establish a governance structure for a future entity to manage and develop the sanctuary, involving Mana Whenua, local government and central government; and
- to undertake a technical engineering study of the proposed fence route. He said that while preliminary work had established the route's feasibility, further work was needed to progress towards obtaining resource consent.

Thomas Nash stated that the project could be delivered within 30 years, highlighting the immediate benefits from the established forest, unlike those in Zealandia. He mentioned no current funding requests and emphasised the need for national-level support. He explained that the proposal was intended to be part of a larger network of fenced sanctuaries in New Zealand, with this site as the anchor for the Lower North Island.

In response to questions from members, Thomas Nash stated that a statement in the Strategy expressing an intention to work in a collaborative partnership with Mana Whenua, GWRC, central government, and the community to pursue a sanctuary in the Wainuiomata headwaters would suffice. Quentin Duthie supported this idea and suggested two additions to the Strategy:

- to specifically support the Puketahā Sanctuary project, led by GWRC, the Department of Conservation and Mana Whenua; and
- to include an intention to pursue a predator-free Hutt Valley, maximising the sanctuary's 'halo effect'.

Speaking under public comment, **Emily Mossman, coordinator of Puke Ariki Predator Free (via audio-visual link)**, shared the vision of Puke Ariki Predator Free and emphasised their commitment to supporting youth education through predator control training and the Duke of Edinburgh Award programme. She encouraged Council to support such community-led efforts as part of its long term strategy.

In response to a question from a member, Emily Mossman stated that including predator-free outcomes as a specific goal in the Strategy would be valuable. She explained that such a statement would help support community groups in securing grant funding and create a shared direction. She noted it would also encourage collaboration across projects, shifting the focus from isolated local efforts to a more cohesive regional approach.

Speaking under public comment, **Frank Vickers** said he worked for Mainland Island Restoration Operation (MIRO), highlighting their partnership with GWRC to remove pest species from East Harbour Regional Park and carry out regenerative planting at the Parangarahu Lakes. He noted the goals of a predator-free Lower Hutt and the proposed Puketahā Sanctuary were complementary to GWRC's ecological objectives, and that increased coordination would improve success. He expressed hope that future generations would hear kiwi calls in Wainuiomata and Gollans Valleys.

In response to a question from a member, Frank Vickers suggested that enhancing the Strategy could involve fostering stronger connections between the various community groups engaged in predator control. He noted that informal gatherings would boost morale and reinforce that others shared the same effort.

The Head of Urban Development elaborated on the report. She said the Strategy did not include predator-free language because Council had not yet adopted a formal policy at the time of drafting. She added that the Strategy instead referenced support for GWRC's predator control work. She said officers would be happy to include predator-free goals or the proposed fenced sanctuary if directed by the Committee.

In response to a question from a member, the Head of Urban Development expressed support for enhancing collaboration among local volunteer groups focused on ecological restoration. She noted that Council's Parks and Reserves team were the owner of the Biodiversity Strategy, which governed these initiatives. However, she said officers would be willing to include language in the Strategy to support connections among local groups as needed.

The Director Economy and Development added that the Strategy originated as the Spatial Plan, primarily focused on housing and urban form. He said the Biodiversity Strategy was likely the more appropriate place to address the

ecological and community restoration matters. However, he noted it was at the discretion of the Committee to determine how these matters should be reflected in the Strategy.

Deputy Mayor Lewis expressed support for the idea of uniting community groups. She pointed out that GWRC's Whaitua project suggested similar initiatives. She emphasised that collaborating with GWRC through this Strategy would be a more effective way forward, rather than Council bearing the full responsibility on its own.

Cr Briggs expressed support for incorporating predator-free aspirations and the Puketahā Sanctuary proposal into the Strategy, along with updates to the Biodiversity Strategy. He emphasised the need for aligning housing development with environmental care and emphasised that environmental goals should be documented to reinforce Council's direction.

Cr Morgan expressed support for including environmental aspirations in all relevant strategies. She stated that keeping these goals visible helped maintain focus on their importance and highlighted their connection to well-being, social cohesion, and care for land, animals and people.

The Chair expressed support for the Strategy, highlighting its balance of housing and environmental goals. He supported the inclusion of a long term aspiration to become predator-free, aligning with regional and national objectives. He noted the value of local community groups, suggesting that their coordination could occur outside the Strategy. He proposed clarifying the Strategy's ecological restoration ambitions to ensure alignment with the Biodiversity Strategy. He opposed delaying adoption, recommending minor wording changes could be reviewed by the Mayor and Chairs of Committees for final approval.

RECOMMENDED: (Cr Dyer/Cr Briggs)

Minute No. DPRC 25202

"That the Committee recommends that Council:

- (1) notes the Engagement Analysis Report, attached as Appendix 1 to the report;*
- (2) approves the adoption of the Sustainable Growth Strategy 2025-2055, attached as Appendix 2 to the report;*
- (3) revokes the 2012-32 Urban Growth Strategy and replaces it with the Sustainable Growth Strategy 2025-2055; and*
- (4) officers will take on board the minor adjustments around being predator free and working with Greater Wellington Regional Council on Puketahā and report it to mayors and chairs for final sign off."*

6. INFORMATION ITEM

District Plan Review Committee Forward Programme 2025

Memorandum dated 12 May 2025 by the Democracy Advisor

RESOLVED: (Cr Dyer/Deputy Mayor Lewis)

Minute No. DPRC 25203

“That the Committee receives and notes the Forward Programme for the District Plan Review Committee for 2025, attached as Appendix 1 to the memorandum.”

7. QUESTIONS

There were no questions.

8. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia!	<i>Release us from the supreme sacredness of</i>
Unuhia!	<i>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</i>
Te ngākau, te tinana, te wairua i te ara	<i>journey</i>
takatū	<i>Oh Rongo, raise these words up high</i>
Koia rā e Rongo whakairihia ake ki	<i>so that we be cleansed and be free,</i>
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 1.39 pm.

B Dyer
CHAIR

CONFIRMED as a true and correct record
Dated this 31st day of July 2025

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
Wednesday 4 June 2025 commencing at 9:30 am

To watch the livestream of the meeting, please click the link here: [Long Term Plan/Annual Plan Subcommittee - 4 June 2025](#)

PRESENT:

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr G Barratt	Cr J Briggs
Cr K Brown (from 10.34am)	Cr B Dyer (via audio visual link)
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou	

APOLOGIES: Cr Brown 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
D Nunnian, Manager Financial Planning and Performance
G Campbell, Head of Mayor's Office
P Hewitt, Head of Transport (part meeting)
B Hodgins, Strategic Advisor (part meeting)
A Andrews, Finance Transaction Services Manager
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 Stallinger)

Minute No. LTPAP 25301(2)

"That the apology for lateness from Cr Brown and the apology for early departure from Cr Briggs be accepted."

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

Mayor Barry congratulated Lower Hutt residents honoured in the King's Birthday Honours List, highlighting two recipients: Dr Alishia Rangiwhakawaitau Moeahu was awarded a Member of the New Zealand Order of Merit for her services to Māori culture, and former Cr Margaret Cousins received a King's Service Medal for her long service to local government and the community from 1983 to 2019. He highlighted that formal acknowledgments for all recipients would occur later this year.

4. PRESENTATION

Wellington Water Limited - Value for Money report back

Pat Dougherty, Chief Executive, Nick Leggett, Board Chair, and Charles Barker, Chief Operating Officer of Wellington Water Limited (WWL), were in attendance for the item.

The Board Chair of WWL apologised for the company's past underperformance and acknowledged Council's commitment to water management. He assured members that significant internal changes were underway to support the 2026 transition to a new water entity. He addressed a budget error from May 2024 that impacted Council planning, highlighting broader operational issues now being resolved. He refuted media claims about pricing, attributing higher costs to Wellington's unique conditions. He elaborated on the key improvements and noted that outdated systems had contributed to performance gaps. He said that communication with the Board had also improved, with clearer reporting in place.

The Chief Executive, WWL, stated that management was not surprised by recent review findings and responded with a swift restructuring to create a more efficient operating model. He noted improvements in workplace culture and the implementation of a new IT system to enhance information flow. He said the focus remained on completing the Water Services Plan by September 2025. He acknowledged that high pipe repair costs arise, along with the expense of road reinstatement. He said that while water system repairs were costly, stormwater and wastewater costs had stabilised. He noted that due to limited capacity for renewals, only urgent projects were prioritised. He assured members that procurement reforms and a revised Alliance arrangement had improved competition and performance, and that financial controls had been strengthened through team restructuring.

The Chief Operating Officer, WWL, advised that all projects would now be subject to open tendering to enhance cost competitiveness and procurement robustness, replacing the previous panel-based approach. He noted that while Alliance rates were currently deemed reasonable, they would continue to be reviewed. He mentioned that WWL lacked comprehensive network data due to past fragmentation, but new systems were being implemented to provide a reliable dataset for the future water entity.

In response to questions from members, the Chief Executive, WWL, explained that moving all projects to open tender would leverage market rates and that increasing new pipe installations would lower operating costs. He noted that WWL was taking on more project risk, allowing contractors to reduce pricing contingencies. He emphasised the importance of economies of scale and warned that without a steady pipeline of future work, contractors might lose staff, affecting their responsiveness to future demand.

In response to questions from members, the Board Chair, WWL, highlighted that Council's funding for leak repairs had been instrumental in reducing pipe issues across Lower Hutt. He cautioned against seeking retrospective refunds for past projects, urging a forward-looking approach focused on efficiency, competitive pricing, improved contracts and strong oversight. He noted that previous projects adhered to the systems in place at the time and emphasised the need to direct limited resources towards preparing for a smooth transition to the new entity. He also acknowledged the difficulty in communicating WWL's work to the public, noting Council's positive efforts in community engagement. He clarified that water network operational costs were unlikely to decrease over time, even with system improvements, which the public may not fully appreciate.

In response to a question from a member, the Chief Operating Officer, WWL, said it was too early to know if the new contract documents would lead to lower tender prices and agreed to update Council as data became available.

In response to questions from members, the Group Chief Financial Officer, HCC explained that a new valuer carried out a detailed analysis of all assets as part of the revaluation process, with WWL providing data for three water assets. She also mentioned that another revaluation of water-related assets was planned for June 2026, coinciding with the establishment of the new entity.

Cr Brown joined the meeting at 10.34am.

The Board Chair, WWL, acknowledged the potential for new issues to arise but expressed confidence that WWL was now better equipped to handle them. He believed that the company was providing value for money and operating efficiently. He stated that the upcoming transition to the new entity was expected to be as effective as possible.

The Chief Executive, WWL, assured members that they could be confident the Long Term Plan and Annual Plan budgets would be utilised effectively.

5. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

6. RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 4 June 2025

PRECEDENCE OF BUSINESS

Pursuant to Standing Order 10.4, the Chair accorded precedence to item 5b) Paid Parking Rate Options.

The item is recorded in the order in which it appeared on the agenda.

a) Final decisions for the Annual Plan 2025-26

The Group Chief Financial Officer elaborated on the report.

Cr Dyer expressed opposition to the proposed 12.6% rates increase, stating it showed Council was out of touch with households and businesses. While he acknowledged the need for a rates increase due to financial pressures, he suggested that Council should consider reducing depreciation funding for water assets, similar to what other councils in New Zealand had done.

Cr Stallinger expressed opposition to the proposed 12.6% rates increase, citing concerns about Council's cost control and Financial Strategy. Although he recognised external pressures, he felt Council could better manage the unjustified 8% rise in overheads and corporate services. He expressed frustration over inadequate responses to his questions about these costs. He pointed to Wellington Water Limited's (WWL) poor performance and Council's lack of attention to detail as key factors in rising expenses. He noted that these issues should have been identified earlier and that the backlog of infrastructure work had significantly increased.

Cr Mitchell expressed concerns regarding the record-high debt levels, particularly about the three waters infrastructure. He noted that despite the increased funding, a backlog of issues persisted. He acknowledged that choosing not to allocate funds for spending would result in a future decline in the condition of the network.

Cr Briggs acknowledged Council's challenges and warned against neglecting depreciation as a poor financial decision. He disagreed with Cr Stallinger but found reassurance in WWL's presentation. He pointed out workforce limitations as the main obstacle to resolving the three waters backlog and cautioned that underinvestment could have lasting consequences for future councils.

Cr Tupou recognised that, as a new homeowner, opposing the 12.6% rates increase would be personally advantageous for him. However, he chose to support the increase, trusting the diligent work of the officers. He emphasised the importance of strong leadership and careful planning. With a community mandate in place, he believed it was time for Council to move forward.

Mayor Barry acknowledged the challenges of the proposed rates increase. He emphasised that financial sustainability was a key concern for councils across New Zealand and affirmed that funding for infrastructure, particularly the three waters, was Council's top priority, driving this increase. He stated that while minor budget adjustments might be possible, significant cuts would compromise essential infrastructure investments. He expressed confidence in WWL's turnaround efforts and the information shared with the Subcommittee. Reflecting on his tenure since 2013, he noted that Council was in a strong position regarding governance information. He highlighted successes such as the \$1.5B Te Wai Takamori o Te Awa Kairangi (Riverlink) project and warned that underinvestment could burden future generations.

RECOMMENDED: (By Division) (Mayor Barry/Cr Briggs)

Minute No. LTPAP 25302(2)

“That the Subcommittee recommends that Council:

- (1) *notes Council approved the draft Annual Plan 2025-26 and Engagement document, together with underlying information, for public engagement on 25 March 2025;*
- (2) *notes that the detailed analysis and results of public engagement were reported to Council on 16 May 2025;*
- (3) *notes that Council provided initial direction and progressed decisions for finalising the Annual Plan 2025-26 on 16 May 2025;*
- (4) *agrees to the budget matters as detailed in Table 2 for the final Annual Plan 2025-26;*
- (5) *notes the latest projected debt and debt headroom, as detailed in Section G and graphs 2 and 3;*
- (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 G of the report and graphs 4 and 5;*
- (7) *notes that the report includes financial projections based on several assumptions about final budgets and the associated rates increases;*
- (8) *agrees to the rates revenue increases (after growth) to be included in the final Annual Plan 2025-26 as follows (refer to Section G of the report) and agrees that these will be updated to reflect final Council decisions as required;*

	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Rates revenue increase	12.6%	12.9%	12.9%	12.7%	12.3%	7.8%	7.8%	7.8%	7.8%

- (9) *notes that the projected rating impact for 2025-26 for the average residential ratepayer is \$8.90 per week, refer to Section H;*
- (10) *agrees that the fees and charges to be included in the final Annual Plan 2025-26, refer to Appendix 1 attached to the report;*
- (11) *notes the feedback provided on the Annual Plan 2025-26, which reflects the latest updates, refer to Appendix 1 attached to the report;*

- (12) notes the financial statements to be included in the final Annual Plan 2025-26, refer to Appendix 2 attached to the report;
- (13) adopts the final Development and Financial Contributions policy 2025, attached as Appendix 3 to the report;
- (14) notes that final reviews are being carried out and that further changes may be required to the Annual Plan 2025-26 as a result of this or because of budget decisions today;
- (15) agrees that the Annual Plan Working Group (the Mayor and Committee Chairs) be delegated the authority to make decisions as required in preparing the Annual Plan 2025-26 for Council adoption on 27 June 2025;
- (16) requires that any such decisions made by the Annual Plan Working Group be reported back to the Council meeting on 27 June 2025; and
- (17) notes the direction and guidance provided to officers ahead of the preparation of the final Annual Plan 2025-26 to be adopted by Council on 27 June 2025. “

The motion was declared CARRIED by division with the voting as follows:

<u>For</u>	<u>Against</u>
Mayor Barry	Cr Barratt
Deputy Mayor Lewis	Cr Dyer
Cr Briggs	Cr Stallinger
Cr Brown	
Cr Edwards	
Cr Mitchell	
Cr Morgan	
Cr Parkin	
Cr Shaw	
Cr Tupou	
Total: 10	Total: 3

b) Paid Parking Rate Options

Speaking under public comment, **Karen Yung, representing the Petone Community Board**, opposed the parking rate increase, citing a lack of supporting data. She also highlighted that some parking meters no longer accept cash and emphasised the Board's preference for maintaining cash payment options.

In response to questions from members, Karen Yung stated there was no formal Board discussion on the options and preferred to maintain the status quo until more data was available. She opposed increasing parking fees in Petone, warning it could harm local businesses.

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport stated that there was currently no data on the impact of paid parking on businesses. However, a 2016 study found no measurable effect on business activity.

Cr Edwards foreshadowed his intention to move an amendment that would include new parts. He said this amendment aimed to maintain the paid parking fees at an hourly rate of \$3 and to raise the daily rate to \$12 across the city, including Petone. He emphasised the need for a consistent approach to parking fees in all major shopping areas, especially considering the anticipated disruptions in the Lower Hutt CBD due to the Te Wai Takamori o Te Awa Kairangi (Riverlink) project. He questioned the rationale behind a 17% increase in parking fees in Petone after just one year of implementing paid parking, noting a lack of supporting data for this increase. While he supported the principle that drivers should contribute to funding road maintenance, he believed there should be an opportunity for compromise in Petone. He suggested that officers gather more data and re-evaluate the situation.

Mayor Barry clarified that any reports on the matter would go through the usual committee process. He confirmed that fee increases could not be implemented halfway through a financial year.

Cr Stallinger expressed support for the proposed amendment as a reasonable compromise, emphasising the need for more data to assess the effects on businesses.

Cr Morgan expressed support for the proposed amendment, emphasising that additional fees were undesirable given the current economic hardships.

Cr Briggs expressed support for a small increase in parking fees to help cover road maintenance costs, avoiding future burden on councils, while emphasising the need for adequate parking for business customers.

Cr Tupou expressed support for the proposed amendment, highlighting the need to balance visitor access, local shopping, and infrastructure funding.

RECOMMENDED: (Cr Edwards/Cr Stallinger) **Minute No. LTPAP 25303(2)**

"That the Subcommittee recommends that Council:

- (1) receives and notes the report;*
- (2) notes that the information provided on paid parking options was based on an estimate, and officers will provide a further range of data upon which to update projections and make decisions appropriately;*
- (3) directs officers to include in the final Annual Plan 2025-26 paid parking fees at an hourly rate of \$3 per hour and a daily rate of \$12 per day, Citywide, including Petone – option d;*
- (4) directs officers to retain the current budgeted parking fee revenue and rates revenue settings, as outlined in the final Annual Plan 2025-26, without any adjustments; and*
- (5) notes that there are potential risks associated with achieving the projected level of parking revenue, and that this will be closely monitored with further decisions brought back to Council, and the appropriate committee, if required during 2025/26."*

7. QUESTIONS

There were no questions.

8. 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 mārīre.	

There being no further business, the Chair declared the meeting closed at 11.19am.

C Barry
MAYOR

CONFIRMED as a true and correct record dated this 31st day of July 2025

HUTT CITY COUNCILKOMITI 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
Monday 23 June 2025 commencing at 2:00 pm

PRESENT: S Tindal (Independent Chair) Mayor C Barry (Deputy Chair)
Cr J Briggs Cr S Edwards
Cr K Morgan

APOLOGIES: There were no apologies.

NON ATTENDANCE: Cr T Stallinger

IN ATTENDANCE: J Miller, Chief Executive
A Blackshaw, Director Neighbourhoods and Communities
J Griffiths, Director of Strategy and Engagement
A Geddes, Director Environment and Sustainability
J Kingsbury, Director Economy and Development
J Livschitz, Group Chief Financial Officer
C Ellis, Head of Chief Executive's Office
D Newth, Financial Accounting Manager
B Hodgins, Strategic Advisor
L Allott, Chief Digital Officer
P Baker, Operations Manager
J Young, Democracy Advisor
K Glanville, Senior Democracy Advisor

PUBLIC BUSINESS1. 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**

The Chair advised that, effective 1 July 2025, she would assume the role of Chair of KiwiRail and New Zealand Railways Corporation.

5. **HUTT CITY COUNCIL GROUP ANNUAL REPORT 2024/25 AND UPDATE ON EXTERNAL AUDIT PROCESSES**

Report No. ARSC2025/3/159 by the Financial Accounting Manager

The Financial Accounting Manager elaborated on the report.

RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 25301

"That the Subcommittee:

- (1) receives and notes the update on the preparation of the Group Annual Report 2024/25;*
- (2) notes that the interim audit is underway and will be completed by 30 June 2025;*
- (3) notes that the final audited Group Annual Report 2024/25 is expected to be available for Council adoption on 7 October 2025;*
- (4) notes that the statutory deadline for the adoption of the Group Annual Report 2024/25 is 31 October 2025; and*
- (5) notes that officers plan to present the draft unaudited Group Annual Report 2024/25 to the Audit and Risk Subcommittee on 23 September 2025."*

6. WATER SERVICES MATTERS

Report No. ARSC2025/3/160 by the Strategic Advisor

The Strategic Advisor elaborated on the report.

In response to questions from members, the Strategic Advisor confirmed that both Veolia and Wellington Water Limited had contingency plans in place for projects such as the Seaview Wastewater Treatment Plant (the Treatment Plant). He added that, while incidents had occurred, both organisations had effectively mitigated them.

Mayor Barry highlighted the need to brief the incoming Council to ensure the item remained a top priority and was not overlooked.

In response to a question from a member, the Chief Executive confirmed that the renewal and operation of the Treatment Plant were listed as top priorities on the corporate risk register, which the Corporate Leadership Team managed.

RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 25302

"That the Subcommittee:

- (1) notes the actions to date that Wellington Water Limited has undertaken to implement its Wellington Water Culture and Value for Money Improvement Plan;*
- (2) notes the progress of work on the Water Services Delivery model and the Water Services Delivery Plan to meet legislative requirements of water reform; and*
- (3) notes the work being undertaken at the Seaview Wastewater Treatment Plant to address issues and risks associated with odour management and the sludge dryer."*

7. INFORMATION ITEM

Audit and Risk Subcommittee Forward Programme 2025

Memorandum dated 4 June 2025 by the Democracy Advisor

In response to a question from a member, the Chief Executive advised that she would respond to the members regarding the pending item: Slips and Wider City Works Programme.

RESOLVED: (S Tindal/Cr Briggs)

Minute No. ARSC 25303

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

8. QUESTIONS

There were no questions.

9. EXCLUSION OF THE PUBLIC

RESOLVED: (S Tindal/Cr Briggs)

Minute No. ARSC 25304

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

10. *Cybersecurity Update 2025*

11. *Litigation Report*

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>Cybersecurity Update 2025.</i>	<i>The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage (s7(2)(j)).</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 exists.</i>
<i>Litigation Report.</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 exists.</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 2.16pm. The public excluded part of the meeting closed at 2.41pm.

S Tindal
CHAIR

CONFIRMED as a true and correct record
Dated this 31st day of July 2025

HUTT CITY COUNCILKOMITI KAUPAPA TAI AO | CLIMATE CHANGE AND SUSTAINABILITY COMMITTEE

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

To watch the livestream of the meeting, please click the link here: [2 July Climate Change and Sustainability Committee](#)

PRESENT:

Cr J Briggs (Chair)	Mayor C Barry
Cr K Brown (from 2.03pm)	Cr S Edwards
Deputy Mayor T Lewis	Cr A Mitchell
Cr C Parkin (Deputy Chair)	Cr N Shaw

APOLOGIES: Cr Brown (for lateness)

IN ATTENDANCE: A Geddes, Director Environment and Sustainability
J Scherzer, Head of Climate and Waste
M Randall, Senior Advisor Climate Change and Sustainability
J Young, 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.*

2. APOLOGIES

RESOLVED: (Cr Briggs/Cr Shaw)

Minute No. CCASC 25301

"That the apology received from Cr Brown for lateness be received."

Cr Brown joined the meeting at 2.03pm.

3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

4. **CONFLICT OF INTEREST DECLARATIONS**

Cr Parkin mentioned his involvement with the Electrify the Hutt Group.

Cr Brown left the meeting at 2.16pm.

5. UPDATE ON COUNCIL'S CLIMATE CHANGE WORK

Report No. CCASC2025/3/190 by the Senior Advisor - Climate and Sustainability

Speaking under public comment, **James Scott, Chair of Electrify the Hutt**, spoke to a presentation that can be viewed here: [Electrify the Hutt](#)

Cr Brown rejoined the meeting at 2.19pm.

The Senior Advisor – Climate Change and Sustainability elaborated on the report. She reported that although progress on decarbonising the fleet and vehicles had been slow, it was still on track. She noted that this progress would be reflected in the upcoming emissions inventory, which was currently being prepared for the new financial year.

In response to questions from members, the Senior Advisor – Climate Change and Sustainability advised that Council’s Transport team managed the Locky Dock project.

Cr Edwards stated that any questions could be addressed during the Infrastructure and Regulatory Committee meeting scheduled for 3 July 2025.

In response to questions from members, the Senior Advisor – Climate Change and Sustainability advised that the Carbon Acceleration Fund (CAF) Panel had discussed whether to fund the same organisation multiple times. She suggested that the CAP Panel agreed it was acceptable if the organisation showed progress in its decarbonisation efforts. She stated that both applicants had received funding in Round One and presented new projects, which were seen as an evolution of their work. She also noted challenges in engaging with Lower Hutt schools due to generic email addresses and limited resources, and that efforts were ongoing to identify more effective contacts for engagement.

The Chair stressed that recipients, such as schools, should share their progress within their communities, as peer-led communication was more effective than Council messaging. He noted that repeated funding rounds would enhance peer-to-peer learning, while quality storytelling would increase visibility and impact.

RESOLVED: (Cr Briggs/Cr Parkin)

Minute No. CCASC 25302

“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 where significant changes have occurred since the [previous update on 29 April 2025](#).”*

6. UPDATE ON WASTE AND RESOURCE RECOVERY MATTERS

Report No. CCASC2025/3/191 by the Senior Advisor Waste - Planning and Strategy

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 stated that expanding non-curbide recycling, such as lids, at community facilities was not a current priority, as existing collection points covered this minor waste stream. He highlighted that the officers were focused on developing a soil and aggregate recovery facility at Silverstream Landfill. He also stated that the Upper Hutt City Council's decision against curbside recycling was difficult to quantify and indicated a low likelihood of implementing food and green organics collections soon, potentially hindering regional waste reduction efforts.

In response to further questions from members, the Head of Climate, Waste and Resource Recovery explained that Phoenix Recycling Group was selected for the battery recycling rollout after a detailed evaluation of various service providers. He noted that their containers were equipped with safety features and an alert system designed to identify and report issues.

RESOLVED: (Cr Briggs/Cr Edwards)

Minute No. CCASC 25303

"That the Committee receives and notes the update on various waste management and resource recovery matters."

7. **RETROSPECTIVE APPROVAL MEMORANDUM FOR SUBMISSION TO CONSULTATION ON PROPOSED CHANGES TO WASTE LEGISLATION**

Memorandum dated 9 June 2025 by the Senior Advisor Waste - Planning and Strategy

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 explained that officers had provided initial feedback on early Government proposals. He noted that a draft bill had not yet been introduced and that the current consultation was focused on shaping the legislation. He mentioned that limited details were available regarding the scope of the proposed extended powers. He highlighted concerns about the potential misuse of the waste levy, stressing that it was a levy rather than a tax. He added that a draft bill was expected to be released later in the year.

The Chair stated that Council would prepare a formal submission once the draft bill was introduced to Parliament later this year.

RESOLVED: (Cr Briggs/Cr Mitchell)

Minute No. CCASC 25304

"That the Committee:

- (1) *notes and receives the memorandum; and*
- (2) *retrospectively approves the submission to the consultation on the proposed changes to the Waste Minimisation Act 2008 (WMA) and Litter Act 1979 attached as Appendix 1 to the memorandum."*

8. **CLIMATE CHANGE AND SUSTAINABILITY COMMITTEE FORWARD PROGRAMME 2025**

Report No. CCASC2025/3/188 by the Democracy Advisor

RESOLVED: (Cr Briggs/Cr Brown)

Minute No. CCASC 25305

"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!	<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 2.38pm.

J Briggs
CHAIR

CONFIRMED as a true and correct record
Dated this 31st day of July 2025

11 July 2025

Report no: HCC2025/3/44

Sealing Authority

Recommendation

That Council approves the warrants in Schedule 1.

SCHEDULE 1 - WARRANTS

<p>Vishal Anand</p> <p>WARRANT-25-12 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>Mark Jones</p> <p>WARRANT-25-13 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>Vishal Pathania</p> <p>WARRANT-25-14 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>Narotam Magotra</p> <p>WARRANT-25-15</p> <p>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>Glyn Hunt</p> <p>WARRANT-25-16</p> <p>WELLINGTON</p> <p>WATER</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 LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry 3. Hutt Valley Trade Wastes Bylaw 2016 AUTHORISED OFFICER pursuant to clauses 1.5 and 6.4 (including powers under Hutt Valley Drainage Act 1967)
<p>Joseph Hemi</p> <p>WARRANT-25-17</p> <p>WELLINGTON</p> <p>WATER</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 LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry 3. Hutt Valley Trade Wastes Bylaw 2016 AUTHORISED OFFICER pursuant to clauses 1.5 and 6.4 (including powers under Hutt Valley Drainage Act 1967)
<p>Kurt Lindsay</p> <p>WARRANT-25-18</p> <p>WELLINGTON</p> <p>WATER</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 LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry 3. Hutt Valley Trade Wastes Bylaw 2016 AUTHORISED OFFICER pursuant to clauses 1.5 and 6.4 (including powers under Hutt Valley Drainage Act 1967)

<p>Noah Boyte</p> <p>WARRANT-25-19 WELLINGTON WATER</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 LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry 3. Hutt Valley Trade Wastes Bylaw 2016 AUTHORISED OFFICER pursuant to clauses 1.5 and 6.4 (including powers under Hutt Valley Drainage Act 1967)
<p>Nyall O'Connor</p> <p>WARRANT-25-20 WELLINGTON WATER</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 LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry 3. Hutt Valley Trade Wastes Bylaw 2016 AUTHORISED OFFICER pursuant to clauses 1.5 and 6.4 (including powers under Hutt Valley Drainage Act 1967)
<p>Wei Zeng</p> <p>WARRANT-25-21 WELLINGTON WATER</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 LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry 3. Hutt Valley Trade Wastes Bylaw 2016 AUTHORISED OFFICER pursuant to clauses 1.5 and 6.4 (including powers under Hutt Valley Drainage Act 1967)
<p>Ben Rosendale</p> <p>WARRANT-25-22 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. Land Transport Act 1998 PARKING WARDEN pursuant to s128D

<p>Elizabeth Reddington</p> <p>WARRANT-25-23 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. Land Transport Act 1998 PARKING WARDEN pursuant to s128D
<p>Vicki Harwood</p> <p>WARRANT-25-24 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. Dog Control Act 1996 DOG CONTROL OFFICER pursuant to s11 DOG RANGER pursuant to s12 3. Control of Animals Bylaw 2018 AUTHORISED OFFICER pursuant to cl 1.1
<p>Teti Nair</p> <p>WARRANT-25-25 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)
<p>Fiona Gullery</p> <p>WARRANT-25-26 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 PERSON pursuant to s222 ENFORCEMENT OFFICER pursuant to s371B