

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

Tuesday 2 September 2025 commencing at 2:00pm

To watch the livestream of the meeting, please click on the link here:
[2 September 2025 Communities, Culture and Partnerships Committee](#)

PRESENT:

Cr K Brown (Chair)	Mayor C Barry (from 2.02pm)
Cr G Barratt (from 2.12pm)	Cr J Briggs
Deputy Mayor T Lewis	Cr K Morgan (Deputy Chair)
Cr C Parkin	Cr N Shaw

APOLOGIES:

Cr Tupou

IN ATTENDANCE:

A Blackshaw, Director Neighbourhoods and Communities
J Griffiths, Director Strategy and Engagement (part meeting)
A Nelson, Head of Parks and Reserves
A Moor, Head of Connected Communities
R Hardie, Head of Strategy and Policy (part meeting)
M Miller, Project Manager (via audio-visual link) (part meeting)
A Robinson, Emergency Management Lead (part meeting)
K Butler-Hare, Tumuaki Māori (part meeting)
F Thomas, Community Funding and Contracts Advisor
S Johnson, Kaiwhakarite (part meeting)
D Reedy, Kaiwhakarite (part meeting)
V Gilmour, Democracy Advisor

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

Kia tau ngā manaakitanga a te mea
ngaro
ki runga ki tēnā, ki tēnā o tātou
Kia mahea te hua mākihikihi
kia toi te kupu, toi te mana, toi te
aroha, toi te Reo Māori
kia tūturu, ka whakamaua kia 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!*

Mayor Barry joined the meeting at 2.02pm.

2. **APOLOGIES**

RESOLVED: (Cr Brown/Cr Morgan)

Minute No. CCPC 25401

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

3. **PUBLIC COMMENT**

There was no public comment.

4. **CONFLICT OF INTEREST DECLARATIONS**

Cr Briggs declared a conflict of interest in relation to item 6) Mouri Ora Fund 2025/26 Approvals.

PRECEDENCE OF BUSINESS

In accordance with Standing Order 10.4, the Chair gave precedence to Item 10) Oversight Advisory Group 2025 Report on Homelessness. The item is recorded in the order it appeared on the agenda.

5. **TE HERENGA KAIRANGI Q2-Q4 2024-25 PROGRESS REPORT**

Report No. CCPC2025/4/241 by the Tumuaki Māori

The Tumuaki Māori elaborated on the report.

In response to a question from a member, the Tumuaki Māori advised that the last report presented to the Committee had included a traffic light system for priority areas. He explained that, given that this report was a full-year-end summary, a dashboard format was used to show overall percentage progress. He added that a traffic light system could be considered for future reporting.

The Director Strategy and Engagement stated that the report format aligned with other Council reports, and further improvements would be made to ensure consistency.

In response to a question from a member, the Tumuaki Māori confirmed that officers could provide information about the Māori Ward, but advocacy for its retention beyond 2028 was outside their responsibilities.

RESOLVED: (Cr Brown/Cr Shaw)

Minute No. CCPC 25402

"That the Committee:

- (1) notes the progress made against the outcomes and actions identified in Te Herenga Kairangi; and*
- (2) approves the Te Herenga Kairangi report, attached as Appendix 1 to the report."*

6. MOURI ORA FUND 2025/26 APPROVALS

Report No. CCPC2025/4/104 by the Head of Connected Communities

Cr Barratt joined the meeting at 2.12pm.

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

The Head of Connected Communities elaborated on the report.

In response to questions from members, the Head of Connected Communities advised that unsuccessful applicants would receive feedback, support to strengthen their future applications, and guidance to other funding sources. She confirmed that all funded initiatives, such as Hutt Valley Riding for the Disabled and Age Concern, demonstrated clear benefits to the residents of Lower Hutt.

The Community Funding Advisor stated that when organisations like Age Concern operated across wider areas, funding would be considered if a branch or initiative directly served Lower Hutt and received a strong rating against the fund's criteria.

The Community Funding Advisor agreed to provide the Committee with information on the unsuccessful funding applications.

RESOLVED: (Cr Brown/Deputy Mayor Lewis)

Minute No. CCPC 25403

"That the Committee:

- (1) notes there is \$776,070 available for allocation under the Mouri Ora Fund (the Fund) for 2025/26;*
- (2) notes that \$ 193,750 is committed to community groups receiving multi-year contracts, leaving a balance of \$582,320 for allocation in the 2025/26 funding round;*
- (3) agrees to the 2025/26 recommended allocations of \$582,320 as outlined from paragraph 13 of the report and detailed in Appendix 1 attached to the report;*
- (4) agrees to the 2026/27 recommended allocations of \$362,046, as outlined from paragraph 19 of the report, and detailed in Appendix 1 attached to the report; and*
- (5) agrees to the recommended applications to decline totalling \$1,237, made up of reductions to successful applications (\$771,001) and applications to decline (\$466,245) outlined in paragraph 19."*

7. **TE PĀTAKA KŌRERO O PITO ONE | PITO ONE NEIGHBOURHOOD HUB REFURBISHMENT.**

Report No. CCPC2025/4/105 by the Head of Neighbourhood Hubs and Library Services

The Project Manager (via audio-visual link) shared a presentation, which can be viewed here: [Pito One Neighbourhood Hub - Preliminary Design - WIP](#)

In response to questions from members, the Project Manager confirmed that accessibility requirements would be reviewed to ensure compliance, although direct consultation with affected communities had not yet taken place. He confirmed that an accessibility report comparing the existing with the proposed one would be completed. He also noted that solar provisions were not included in the scope of this project but would be discussed with Council's Environment and Sustainability team.

The Director Neighbourhoods and Communities added that the \$5M budget was fully allocated to essential repairs, while broader solar initiatives would be considered separately.

RESOLVED: (Cr Brown/Cr Morgan)

Minute No. CCPC 25404

"That the Committee:

- (1) receives and notes the information; and*
- (2) approves the Preliminary Design for the Petone Neighbourhood Hub/library building attached as Appendix 1 to the report."*

8. **TE NGAENGAE POOL AND FITNESS- SECOND PHASE FUNDING**

Report No. CCPC2025/4/261 by the Head of Aquatics

In accordance with Standing Order 10.9, the Chief Executive, after consulting with the Chair, withdrew this item from the agenda due to the need for further information. The item would be considered at the Council meeting on 29 September 2025.

9. HUGH SINCLAIR PARK - MASTERPLAN

Report No. CCPC2025/4/239 by the Head of Parks and Reserves

The Head of Parks and Reserves elaborated on the report.

In response to questions from members, the Head of Parks and Reserves advised that officers were open to engaging with external expertise, such as students at Massey University, to enhance the design process and strengthen their knowledge. He mentioned that site inspections had revealed water pooling across the park even after moderate rainfall, highlighting the need for improvements in drainage and overall usability.

RESOLVED: (Cr Brown/Mayor Barry)

Minute No. CCPC 25405

"That the Committee:

- (1) receives and notes the information;*
- (2) approves the masterplan for Hugh Sinclair Park as a framework for proposed and ongoing improvements over time, attached as Appendix 1 to the report;*
- (3) approves for officers to bring back a fully-costed proposal in March 2026 to resolve outstanding drainage issues and improvements to the playground; and*
- (4) notes the allocation of \$771k realised as an increase in income against the Reserve Purchase and Development Fund budget (for 2024-25), could be utilised along with the existing budget (\$600k) to programme Phase 1 of the Masterplan (drainage and playground), subject to further Council approvals as described above."*

10. OVERSIGHT ADVISORY GROUP 2025 REPORT ON HOMELESSNESS

Report No. CCPC2025/4/243 by the Head of Connected Communities

Lynda Ryan, representing Takiri Mai te Ata Whānau Ora Collective, was in attendance for the item.

The Head of Connected Communities elaborated on the report.

Lynda Ryan stated that her team was contracted by the Ministry of Housing and Urban Development, the Ministry of Social Development (MSD) and Council to support whānau experiencing homelessness. She noted that recent policy changes had limited efforts at the acute end of homelessness, with most funding now focused on maintaining tenancies. She also reported an increase in cases of overcrowding and inadequate living conditions. She emphasised that, despite her team's efforts to respond to these issues, their capacity remained limited.

In response to questions from members, Lynda Ryan confirmed there had been break-ins at unoccupied Kāinga Ora homes, with individuals referred to her team for support in finding permanent housing. She highlighted that homelessness was a significant issue, with many relying on temporary arrangements like cars, garages or friends' couches. She explained that despite quick occupancy of new housing developments, delays occurred due to the slow process of moving families onto the social housing register. She stressed the need for better collaboration between MSD and Kāinga Ora to expedite this process.

The Head of Connected Communities noted that Council's Urban Development team was working to increase housing density in the city. While she recognised this was not a complete solution, she emphasised its importance and cautioned that existing government data might be flawed. She highlighted the need for a thorough assessment of housing needs.

In response to a further question from a member, Lynda Ryan stated that trauma often causes whānau to disengage if immediate solutions were not available. She explained that her organisation's vast network meant many reconnected under different contracts, with around 80% being re-engaged.

RESOLVED: (Cr Brown/Cr Briggs)

Minute No. CCPC 25406

"That the Committee:

- (1) notes the progress being made against Council's Homelessness Strategy and Action Plan;*
- (2) notes the updates from the Oversight Advisory Group and Council's providers, attached as Appendices 1-6 to the report;*
- (3) asks officers to report back to the new Council in 2026 on options for the future direction of this work; and*
- (4) notes that Council is just one contributor to the homelessness response, and while Council is maintaining its focus and level of funding, advocacy will be equally important given recent policy shifts from central government that look to be contributing to the worsening problem in our community."*

11. EMERGENCY MANAGEMENT SIX MONTHLY UPDATE FY 2024/25

Report No. CCPC2025/4/244 by the Emergency Management Advisor

Mark Duncan from Wellington Region Emergency Management Office (WREMO) was in attendance for the item.

The Emergency Management Lead elaborated on the report.

Mayor Barry left the meeting at 2.52pm and rejoined at 2.53pm.

In response to a question from a member, the Emergency Management Lead advised that all marae would be encouraged to apply for future funding, as each played an important role in emergency response and recovery.

RESOLVED: (Cr Brown/Deputy Mayor Lewis)

Minute No. CCPC 25407

"That the Committee:

- (1) notes that there was one event during the last four months that required activation of the Emergency Operations Centre (EOC);*
- (2) notes that the Coordinating Executive Group (CEG) and the Joint Committee have approved the Wellington Region CDEM Group Strategy 2025-2035, attached as Appendix 1 to the report;*
- (3) notes an improvement in the assessed capability of the EOC from Basic to Defined;*
- (4) notes the new Emergency Assistance Centre site located at the Ricoh Sports Centre, 237 Taitā Drive, Avalon;*
- (5) notes reduced levels of staff engagement over the last four months and its impact on emergency response competency levels;*
- (6) agrees that Emergency Management will collect data relating to Emergency Management staff engagement models around the country over the next six months; and*
- (7) notes that this data will be used to generate recommendations for leadership regarding an Emergency Management engagement model that Council could adopt."*

12. REVIEWING INVESTMENT IN RECREATION, SPORT AND PLAY

Report No. CCPC2025/4/242 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 explained that Council could not control costs from sports organisations but aimed to provide affordable opportunities for those facing barriers. She also noted that Council regularly received requests about asset maintenance, which would be addressed in future discussions.

RESOLVED: (Cr Brown/Cr Shaw)

Minute No. CCPC 25408

"That the Committee:

- (1) notes that officers were asked to review Council's approach to investment in Sport and Recreation and provide options to consider for the Long Term Plan (LTP) 2027-37;*
- (2) notes that data and information to inform this has been shared in three briefings previously and that elected members have taken part in a workshop to shape draft principles;*
- (3) notes the further data and information provided in this report;*
- (4) notes the financial challenges now facing Council and community around rates affordability and the current work to review services, which may also need to be considered;*
- (5) notes and endorses for community engagement the proposed principles attached as Appendix 4 to the report;*
- (6) notes and endorses for community engagement the proposed approach to setting fees for grass sports fields in paragraph 42-48 of the report;*
- (7) agrees for officers to proceed to a series of community hui in October to December 2025 to understand community priorities for investment in recreation, sport and play, and to test the proposed approach and potential trade-offs;*
- (8) notes a wide range of stakeholders will be invited to the hui, including sporting codes;*
- (9) notes a report on this engagement will come to the appropriate committee of the new Council in March/April 2026, along with further advice on options for the LTP 2027-37; and*
- (10) notes that the next report will include detailed information on the financial impact of any change and how that can be phased to strike a balance between rate payers and asset users."*

13. NEIGHBOURHOODS AND COMMUNITIES DIRECTOR'S REPORT

Report No. CCPC2025/4/245 by the Director Neighbourhoods and Communities

The Director Neighbourhoods and Communities elaborated on the report.

In response to questions from members, the Director Neighbourhoods and Communities stated that Council's Parks and Reserves team had plans to review the city's track network, which would help determine future investment priorities.

The Head of Parks and Reserves mentioned that, although no specific projects were currently planned for the Stokes Valley–Taitā connection, a comprehensive review of the trails would be conducted in the new year. She explained that this review aimed to enhance access, improve connectivity, and prioritise developments across the network.

In response to questions from members, the Head of Parks and Reserves advised that the barriers at the Hinau Grove walkway were designed to prevent motorbike access while still allowing mobility devices to pass through. He mentioned that officers were engaging with the local community to address their concerns. He confirmed that playground designs for Sladden Park would be reviewed with the community before they were finalised. He further advised that work on Hikoikoi Reserve had focused on tidying up the road and boat shed area and agreed to provide more information on future connections and signage.

RESOLVED: (Cr Brown/Cr Briggs)

Minute No. CCPC 25409

"That the Committee receives and notes the information."

14. **QUESTIONS**

There were no questions.

Mayor Barry thanked Cr Brown, as Chair, for her leadership of the Committee over the past three years. He acknowledged the strategic and focused approach taken by the Neighbourhoods and Communities team, noting it had laid strong foundations for Council moving forward.

15. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Mai te tohi rangi, ki te tohu nuku,

Tiaho I roto, mārama I roto,

Tupu mauri ora ki te whai ao ki te ao
Mārama

Haumi e, hui e tāiki e

Of heavenly and terrestrial blessings
may it twinkle and shine within me and
allow my being to grow out into the
work of life and light

Draw together!

Affirm!

There being no further business, the Chair declared the meeting closed at 3.24pm.

K Brown
CHAIR

CONFIRMED as a true and correct record
Dated this 29th day of September 2025