



## TE KAUNIHERA O TE AWA KAIRANGI

22 September 2025

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

**Monday 29 September 2025 commencing at 2.00pm**

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

### Membership

|              |                       |
|--------------|-----------------------|
|              | 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   |                       |

For the dates and times of Council Meetings please visit [www.huttcity.govt.nz](http://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](mailto:DemocraticServicesTeam@huttcity.govt.nz) or calling the Democratic Services Team on 04 570 6666 | 0800 HUTT CITY

## TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL

|                       |                                                                                                                                                                                                     |
|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Chair</b>          | Mayor Campbell Barry                                                                                                                                                                                |
| <b>Deputy Chair</b>   | Deputy Mayor Tui Lewis                                                                                                                                                                              |
| <b>Membership:</b>    | All Councillors (11)<br>Refer to Council's Standing Orders (SO 31.10 Provisions for Mana Whenua)                                                                                                    |
| <b>Meeting Cycle:</b> | 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) |
| <b>Quorum:</b>        | Half of the members                                                                                                                                                                                 |

### **POWER TO (BEING A POWER THAT IS NOT CAPABLE OF BEING DELEGATED)<sup>1</sup>:**

- 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.

<sup>1</sup> 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  
Monday 29 September 2025 commencing at 2.00pm.

### ORDER PAPER

### 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

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

28 August 2025

11

##### **Recommended Items**

**Item 5a) Bus Stop improvements (#8288 and #9288) - Sladden Street,  
Naenae**

13

##### MAYOR'S RECOMMENDATION:

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

- Item 5b) Proposed Relocation of Bus Stop 9915 - Parenga Street, Wainuiomata** 14

MAYOR'S RECOMMENDATION:

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

- Item 5c) New Bus Stop - Route 149 - 70 Tirohanga Road, Tirohanga** 15

MAYOR'S RECOMMENDATION:

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

- Item 5d) Proposal for upgraded Bus Stops - Route 110** 16

MAYOR'S RECOMMENDATION:

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

- Item 5e) Proposed Paid Parking - 29 Waterloo Road, Hutt Central** 18

MAYOR'S RECOMMENDATION:

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

- Item 5f) Proposed Parking Restrictions - Kotari Road, Days Bay** 19

MAYOR'S RECOMMENDATION:

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

- Item 5g) Konini Street, Wainuiomata - new parking configuration (Konini Primary School)** 20

MAYOR'S RECOMMENDATION:

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

- Item 5h) No Stopping At All Times - Wainuiomata Hill Road** 21

MAYOR'S RECOMMENDATION:

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

- Item 5i) Broken Yellow Lines - No Stopping At All Times - Halifax Street and Whitehall Street, Wainuiomata** 21

MAYOR'S RECOMMENDATION:

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

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

9 September 2025

51

**Recommended Item**

**Item 5) Final Engagement Framework**

53

**MAYOR'S RECOMMENDATION:**

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

**7. MISCELLANEOUS**

a) **Te Ngaengae pool and fitness - budget update**

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

77

**MAYOR'S RECOMMENDATION:**

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

b) **Recent changes to the Resource Management Act and exception and withdrawal options for the Proposed Lower Hutt District Plan**

Report No. HCC2025/4/268 by the Policy Planning Manager

83

**MAYOR'S RECOMMENDATION:**

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

c) **Addition to Delegations Register (Fast-track Approvals Act)**

Report No. HCC2025/4/269 by the Head of Planning

110

**MAYOR'S RECOMMENDATION:**

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

d) **End of Triennium Delegations**

Report No. HCC2025/4/270 by the Head of Democratic Services

113

**MAYOR'S RECOMMENDATION:**

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

## 8. MINUTES

|                                                   |     |
|---------------------------------------------------|-----|
| Meeting minutes Hutt City Council, 31 July 2025   | 120 |
| Meeting minutes Hutt City Council, 19 August 2025 | 138 |

## 9. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

|                                                                                                 |     |
|-------------------------------------------------------------------------------------------------|-----|
| a) <u>Komiti Iti Ahumoni I Tūraru   Audit and Risk Subcommittee</u>                             |     |
| 26 August 2025                                                                                  | 143 |
| b) <u>Komiti Hapori Ahurea me ngā Rangapū   Communities, Culture and Partnerships Committee</u> |     |
| 2 September 2025                                                                                | 152 |
| c) <u>Komiti Kaupapa Taiao   Climate Change and Sustainability Committee</u>                    |     |
| 3 September 2025                                                                                | 163 |
| d) <u>Komiti Hanganga   Infrastructure and Regulatory Committee</u>                             |     |
| 11 September 2025                                                                               | 168 |
| e) <u>Komiti Ratonga o Te Awa Kairangi   Hutt Valley Services Committee</u>                     |     |
| 22 August 2025                                                                                  | 177 |

## 10. SEALING AUTHORITY

|                                                         |     |
|---------------------------------------------------------|-----|
| Report No. HCC2025/4/45 by the Legal Operations Advisor | 181 |
|---------------------------------------------------------|-----|

### MAYOR'S RECOMMENDATION:

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

## 11. QUESTIONS

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

## 12. EXCLUSION OF THE PUBLIC

### MAYOR'S RECOMMENDATION:

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

## 13. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

### Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee

26 August 2025

## 14. IAF STORMWATER AND WASTEWATER UPGRADE - APPROVALS

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 Komiti Iti Ahumoni I Tūraru   Audit and Risk Subcommittee held on 26 August 2025: Te Wai Takamori o Te Awa Kairangi   RiverLink Update | The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)). 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. |

IAF stormwater and  
wastewater upgrade  
- approvals.

The withholding of  
the information is  
necessary to enable  
the local authority to  
carry out, without  
prejudice or  
disadvantage,  
commercial activities  
(s7(2)(h)).

That the public  
conduct of the  
relevant part of the  
proceedings of the  
meeting would be  
likely to result in the  
disclosure of  
information for  
which good reason  
for withholding exist.

The withholding of  
the information is  
necessary to enable  
the local authority to  
carry on, without  
prejudice or  
disadvantage,  
negotiations  
(including  
commercial and  
industrial  
negotiations)  
(s7(2)(i)).

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

Kate Glanville  
**SENIOR DEMOCRACY ADVISOR**

## HUTT CITY COUNCIL

### KOMITI ITI ARA WAKA | TRAFFIC SUBCOMMITTEE

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

**Thursday 28 August 2025 commencing at 2:00 pm**

To Watch the livestream of the meeting, please click the link here:

[28 August 2025 Traffic Subcommittee](#)

**PRESENT:**

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

**APOLOGIES:**

Cr G Barratt for lateness<sup>1</sup>

**IN ATTENDANCE:**

J Kingsbury, Director Economy and Development  
P Hewitt, Head of Transport  
E Scherer, Traffic Engineering Manager  
V Gilmour, 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**

There were no apologies.

### 3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

<sup>1</sup> Cr Barratt did not arrive until after the meeting had concluded

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflicts of interest declarations.

5. **RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI  
COUNCIL - 29 September 2025**



a) Bus Stop improvements (#8288 and #9288) - Sladden Street, Naenae

Leona Irsevic, Asset Planning Engineer, Assets and Infrastructure and Arjun Manoharan, Asset Delivery Engineer, Bus and Ferry from Metlink were in attendance for the item.

The Traffic Engineering Manager elaborated on the report. He noted that broken yellow lines outside driveways were not included in some proposals and stated that they would be installed under Council's delegated authority process if needed.

In response to a question from a member, the Asset Planning Engineer, Assets and Infrastructure, advised that alternative locations for bus stops 9288 and 8288 had not been considered. She explained that residents' concerns related to vehicle damage stemmed from insufficient road markings rather than the location of the bus stops. She added that the proposal to standardise the bus stops would provide sufficient space for buses to enter and exit safely and prevent private vehicles from parking in the bus zones.

**RECOMMENDED:** (Cr Shaw/Cr Parkin)

**Minute No. TSC 25401**

*"That the Subcommittee recommends that Council:*

- (1) receives and notes the information in this report;*
- (2) approves the installation of a standard bus stop, including entry and exit tapers and a marked bus box, at the location of the current bus stop ID #9288 outside 42 Sladden Street, Naenae, as shown in Appendix 1 attached to the report;*
- (3) approves the installation of a standard bus stop, including entry and exit tapers and a marked bus box, at the location of the current bus stop ID #8288, outside 43 Sladden Street, Naenae, 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 above*
- (5) notes that a standard bus stop configuration generally requires 33m, made up of an entry taper (9m), bus box (15m), and exit taper (9m). This length may be increased where needed to discourage illegal parking in leftover spaces that are too short for a standard vehicle, or where the space may obstruct an adjacent driveway, which could pose safety risks for road users; and*
- (6) 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 Relocation of Bus Stop 9915 - Parenga Street, Wainuiomata

Speaking under public comment, **Cr Quentin Duthie from Greater Wellington Regional Council (GWRC)** expressed support for the officers' recommendations regarding bus stop improvements and shelters. He noted that relocating bus stop 9915 from Wood Street to Parenga Street would enable the installation of a shelter that residents had long requested. He added it would address neighbour concerns and improve safety for passengers and motorists. He also advised that GWRC had a limited budget, with only two new shelters likely to be installed in Lower Hutt during the financial year.

Leona Irsevic, Asset Planning Engineer, Assets and Infrastructure and Arjun Manoharan, Asset Delivery Engineer, Bus and Ferry from Metlink were in attendance for the item.

The Traffic Engineering Manager elaborated on the report.

In response to questions from a member, the Asset Planning Engineer, Assets and Infrastructure advised that feedback from the resident at 106 Wood Street had been vague, with no specific concerns raised. She said several alternative locations had been assessed, but the Parenga Street site was considered the most suitable for a shelter and to minimise privacy impacts. She confirmed that the resident had not been invited to speak to members.

Cr Parkin asked that officers ensure residents who had been engaged in consultation were invited to attend upcoming meetings.

In response to further questions from members, the Asset Delivery Engineer, Bus and Ferry stated that relocating bus stop 9915 to Parenga Street would improve accessibility and safety. He said that the Parenga Street location offered better sightlines and was more suitable for a shelter.

| RECOMMENDED: (Cr Shaw/Cr Parkin)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Minute No. TSC 25402 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| <p><i>"That the Subcommittee recommends that Council:</i></p> <ol style="list-style-type: none"> <li><i>(1) receives and notes the information contained in the report;</i></li> <li><i>(2) approves the relocation of Bus Stop #9915 from outside 104 Wood Street to Parenga Street (near the intersection with Wood Street), outlined in Appendix 1 attached to the report;</i></li> <li><i>(3) approves the installation of a 9m entry taper and 10m exit taper, along with associated 'No Stopping At All Times' road markings, outlined in Appendix 1 attached to the report;</i></li> <li><i>(4) notes that a standard bus stop configuration generally requires 33m, made up of an entry taper (9m), bus box (15m), and exit taper (9m). This length may be increased where needed to discourage illegal parking in leftover spaces that are too short for a standard vehicle, or where the space may obstruct an adjacent driveway, which could pose safety risks for road users;</i></li> </ol> |                      |

- (5) *approves the extension of Broken Yellow Lines to the nearest edge of 104 Wood Street;*
- (6) *rescinds any previous resolutions related to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls described above; and*
- (7) *notes that the parking restrictions will take effect once the appropriate road markings have been installed."*

c) New Bus Stop - Route 149 - 70 Tirohanga Road, Tirohanga

Leona Irsevic, Asset Planning Engineer, Assets and Infrastructure and Arjun Manoharan, Asset Delivery Engineer, Bus and Ferry from Metlink were in attendance for the item.

The Traffic Engineering Manager elaborated on the report.

In response to a question from a member, the Head of Transport confirmed that, before implementing broken yellow lines on driveways under delegated authority, residents would be consulted.

**RECOMMENDED:** (Cr Shaw/Cr Parkin)

**Minute No. TSC 25403**

*"That the Subcommittee recommends that Council:*

- (1) *receives and notes the information contained in the report;*
- (2) *approves the implementation of a standard bus stop (including entry and exit tapers and a marked bus box) outside 70 Tirohanga Road, Tirohanga, as shown in Appendix 1 of the report;*
- (3) *approves the installation of Broken Yellow Lines (BYLs) at the corners of the intersection of Tirohanga Road and Rondane Place, as shown in Appendix 1 of the report;*
- (4) *rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and*
- (5) *notes that the parking restrictions will take effect once the appropriate road markings have been installed."*

d) Proposal for upgraded Bus Stops - Route 110

Leona Irsevic, Asset Planning Engineer, Assets and Infrastructure and Arjun Manoharan, Asset Delivery Engineer, Bus and Ferry from Metlink were in attendance for the item.

The Traffic Engineering Manager elaborated on the report.

In response to questions from members, the Asset Planning Engineer, Assets and Infrastructure advised that the bus stop outside Naenae College (8228) was longer than standard to accommodate the high frequency of services on Routes 110 and 120, as well as school buses at peak times. She explained that the 28.5-metre length, which included entry and exit tapers, was designed to maintain clearance from the pedestrian crossing. She confirmed this was consistent with the existing stop length and was considered sufficient for safe operations. She further advised that extending the bus stop to 30 metres would result in the removal of the car park outside 898 High Street.

In response to a question from a member, the Asset Delivery Engineer, Bus and Ferry confirmed that consultation letters had been hand-delivered to all businesses near stop 9229, but no feedback had been received.

The Director Economy and Development advised that businesses should be directly consulted when changes to bus stops impacted them. He confirmed, with the Chair, that the proposal for stop 9229 on Tennyson Avenue at High Street in Avalon would be withdrawn until proper consultation had taken place with the dairy owner. He emphasised that this approach would also be applicable to future cases.

In response to a question from a member, the Traffic Engineering Manager confirmed broken yellow lines could be extended around the corner at stop 9238 to improve safety.

In response to a further question from a member, the Asset Planning Engineer, Assets and Infrastructure acknowledged that an entry taper missing from stop 8237 would be corrected. She advised that while stop 8237 remained at 10 metres rather than 15, extending BYLs would provide sufficient clearance without requiring a longer bus box.

**RECOMMENDED:** (Cr Shaw/Cr Parkin)

**Minute No. TSC 25404**

*"That the Subcommittee recommends that Council:*

*(1) notes and receives the report;*

*(2) approves the proposed changes to:*

*a) Bus Stop 9231: Taitā Drive at Avalon Park (Appendix 1 attached to the report);*

- b) Bus Stop 8240: Reynolds Street, Taitā (near 140) (Appendix 2 attached to the report);*
- c) Bus Stop 8236: Compton Crescent (near 24) (Appendix 3 attached to the report);*
- d) Bus Stop 9239: Reynolds Street at Nash Street, Taitā (near 101) (Appendix 4 attached to the report);*
- e) Bus Stop 8231: Taitā Drive at Tennyson Avenue, Taitā (Appendix 5 attached to the report);*
- f) Bus Stop 8241: Molesworth Street at Partridge Street, Taitā (Appendix 6 attached to the report);*
- g) Bus Stop 8228: Naenae College at High Street, Avalon (Appendix 7 attached to the report);*
- h) Bus Stop 8239: Reynolds Street, Taitā (near 110) (Appendix 9 attached to the report);*
- i) Bus Stop 9238: Reynolds Street at Milne Crescent, Taitā (Appendix 10 attached to the report);*
- j) Bus Stop 9257: High Street opposite 1401, Taitā (Appendix 11 attached to the report);*
- k) Bus Stop 8256: High Street at Waitara Street, Taitā (Appendix 12 attached to the report);*
- l) Bus Stop 9256: High Street opposite 1382, Taitā (Appendix 13 attached to the report);*
- m) Bus Stop 8242: Molesworth Street at High Street, Taitā (Appendix 14 attached to the report);*
- n) Bus Stop 9237: Reynolds Street at St Matthew's Church, Taitā (Appendix 15 attached to the report);*
- o) Bus Stop 8237: Reynolds Street at Pearce Crescent, Taitā (Appendix 15 attached to the report);*
- p) Bus Stop 9236: Reynolds Street at Compton Crescent, Taitā (near 17) (Appendix 16 attached to the report);*
- q) Bus Stop 9235: Reynolds Street at Taitā Drive, Taitā (Appendix 17 attached to the report);*
- r) Bus Stop 8234: Taitā Drive opposite Fraser Park, Taitā (Appendix 18 attached to the report);*

- s) *Bus Stop 8233: Taitā Drive at Percy Cameron Street, Taitā (near 238) (Appendix 19 attached to the report);*
- t) *Bus Stop 9232: Taitā Drive at Mabey Road, Taitā (Appendix 20 attached to the report);*
- u) *Bus Stop 8232: Taitā Drive (near 176) (Appendix 20 attached to the report);*
- v) *Bus Stop 9233: Taitā Drive at Percy Cameron Street, Taitā (near 255) (Appendix 21 attached to the report); and*
- (3) *notes that those bus stops with landing areas on grass berms will be upgraded to concrete paths with funding support from Greater Wellington Regional Council."*

e) **Proposed Paid Parking - 29 Waterloo Road, Hutt Central**

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport confirmed that the new tenant at 29 Waterloo Road was included in the consultation process. He also noted that the AA, which had relocated to High Street, had not requested any additional authorised vehicle parking in that area.

**RECOMMENDED:** (Cr Shaw/Cr Dyer)      **Minute No. TSC 25405**

*"That the Subcommittee recommends that Council:*

- (1) *receives and notes the information contained in the report;*
- (2) *approves the conversion of 2x existing authorised parking spaces to 2x HC2 paid parking spaces outside 29 Waterloo Road, Hutt Central, as shown in Appendix 1 attached to the report, noting that HC2 spaces are currently enforced from Monday to Sunday, 9 am to 5pm;*
- (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 recommendation; 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."*

## f) Proposed Parking Restrictions - Kotari Road, Days Bay

The Head of Transport elaborated on the report. He clarified that the request originated from the Days Bay Residents Association via the Eastbourne Community Board.

**RECOMMENDED:** (Cr Shaw/Cr Parkin) **Minute No. TSC 25406**

*"That the Subcommittee recommends that Council:*

- (1) receives and notes the information in the report;*
- (2) approves the proposed installation of Broken Yellow Lines (BYL) - 'No Stopping At All Times' parking restrictions on Kotari Road, between properties 3 and 13, attached as Appendix 1 to the report;*
- (3) approves the installation of 4x P10 parking spaces outside 2 Kotari Road (Wellesley College), with restrictions applying Monday to Friday, from 8:15am-9:15am and 2:45pm-3:45pm, on School Days Only, attached as Appendix 1 to the report;*
- (4) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls described above; and*
- (5) notes that these parking restrictions will take effect once the appropriate road markings have been installed."*

- g) Konini Street, Wainuiomata - new parking configuration (Konini Primary School)

The Head of Transport elaborated on the report.

In response to a question from a member, the Head of Transport confirmed that the proposed school speed zone would be aligned with the parking restriction times, specifically from 2:15 pm to 3:15 pm.

The Director Economy and Development added that Council aimed for consistency in school pick-up and drop-off times throughout the city. However, this particular school had requested a more extended period than most others. He noted that officers had agreed to the school's request in this instance.

**RECOMMENDED:** (Cr Shaw/Cr Parkin) **Minute No. TSC 25407**

*"That the Subcommittee recommends that Council:*

- (1) receives and notes the information contained in the report;*
- (2) approves the conversion of approximately 16m of BYLs into 3x P10 time-limited parking spaces (enforceable 8:15am-9:15am and 2:15pm-3:15pm, School Days Only) outside 24 and 26-30 Konini Street, Wainuiomata, as shown in Appendix 1 of the report;*
- (3) approves the conversion of the existing 2x P5 time-limited parking spaces (currently enforceable between 8:30am-9:00am and 2:45pm-3:30pm) to 2x P10 time-limited parking spaces (enforceable 8:15am-9:15am and 2:15pm-3:15pm, School Days Only) outside 36 Konini Street, Wainuiomata, as shown in Appendix 1 of the report;*
- (4) approves the conversion of the existing 2x P5 time-limited parking spaces (currently enforceable between 8:30am-9:00am and 2:45pm-3:30pm) parking spaces to 2x P10 time-limited parking spaces (enforceable 8:15am-9:15am and 2:15pm-3:15pm, School Days Only) outside 23 Konini Street, Wainuiomata; as shown in Appendix 1 of the report;*
- (5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described above;*
- (6) notes that parking outside of the proposed hours will remain unrestricted; 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."*



h) No Stopping At All Times - Wainuiomata Hill Road

The Head of Transport elaborated on the report.

**RECOMMENDED:** (Cr Shaw/Cr Parkin) **Minute No. TSC 25408**

*"That the Subcommittee recommends that Council:*

- (1) receives and notes the information contained in the report;*
- (2) approves the formalisation of the existing 'No Stopping' parking restrictions (signs and road markings) along approximately 1km of the southbound lane of Wainuiomata Hill Road, from near the summit of the hill (near the Pukeatua Bridge) extending towards Wainuiomata, as shown in Appendix 1 of the report; and*
- (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 report."*

i) Broken Yellow Lines - No Stopping At All Times - Halifax Street and Whitehall Street, Wainuiomata

The Head of Transport elaborated on the report.

**RECOMMENDED:** (Cr Shaw/Cr Parkin) **Minute No. TSC 25409**

*"That the Subcommittee recommends that Council:*

- (1) receives and notes the information contained in this report;*
- (2) approves the installation of Broken Yellow Lines (BYLs) – 'No Stopping At All Times' around the cul-de-sac between 10 and 13 Halifax Street, along one side of Halifax Street, and at the intersection of Halifax Street and Whitehall Street, Wainuiomata, as shown in Appendix 2;*
- (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 Status Update of Approved Traffic Resolutions

Memorandum dated 14 August 2025 by the Democracy Advisor

The Head of Transport elaborated on the memorandum.

In response to a question from a member, the Traffic Engineering Manager confirmed that multiple bus stop approvals were counted as a single resolution, consistent with past practice.

Cr Mitchell suggested including indicative timeframes for older resolutions and those dependent on other agencies.

The Head of Transport agreed that approximate delivery timeframes could be added in future reports. He also supported the suggestion to list bus stops in numerical order, making updates easier to track.

RESOLVED: (Cr Shaw/Cr Parkin)

**Minute No. TSC 25410**

*"That the Subcommittee notes the status update of approved traffic resolutions attached as Appendix 1 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 3.11pm.

N Shaw  
**CHAIR**

CONFIRMED as a true and correct record, dated this 29<sup>th</sup> day of September 2025





LEGEND

|  |                              |  |  |
|--|------------------------------|--|--|
|  | BOUNDARY LINES               |  |  |
|  | EXISTING BROKEN YELLOW LINES |  |  |
|  | BROKEN YELLOW LINES          |  |  |
|  | EXISTING SIGN                |  |  |

0

10

20

Meters

SCALE 1:400 @ A3

| REVISION | AMENDMENT           | DRAWN      | APPROVED  | REVISION DATE |
|----------|---------------------|------------|-----------|---------------|
| 1        | CONSULTATION LETTER | J VARGHESE | E SCHERER | 18/06/2025    |
|          |                     |            |           |               |
|          |                     |            |           |               |

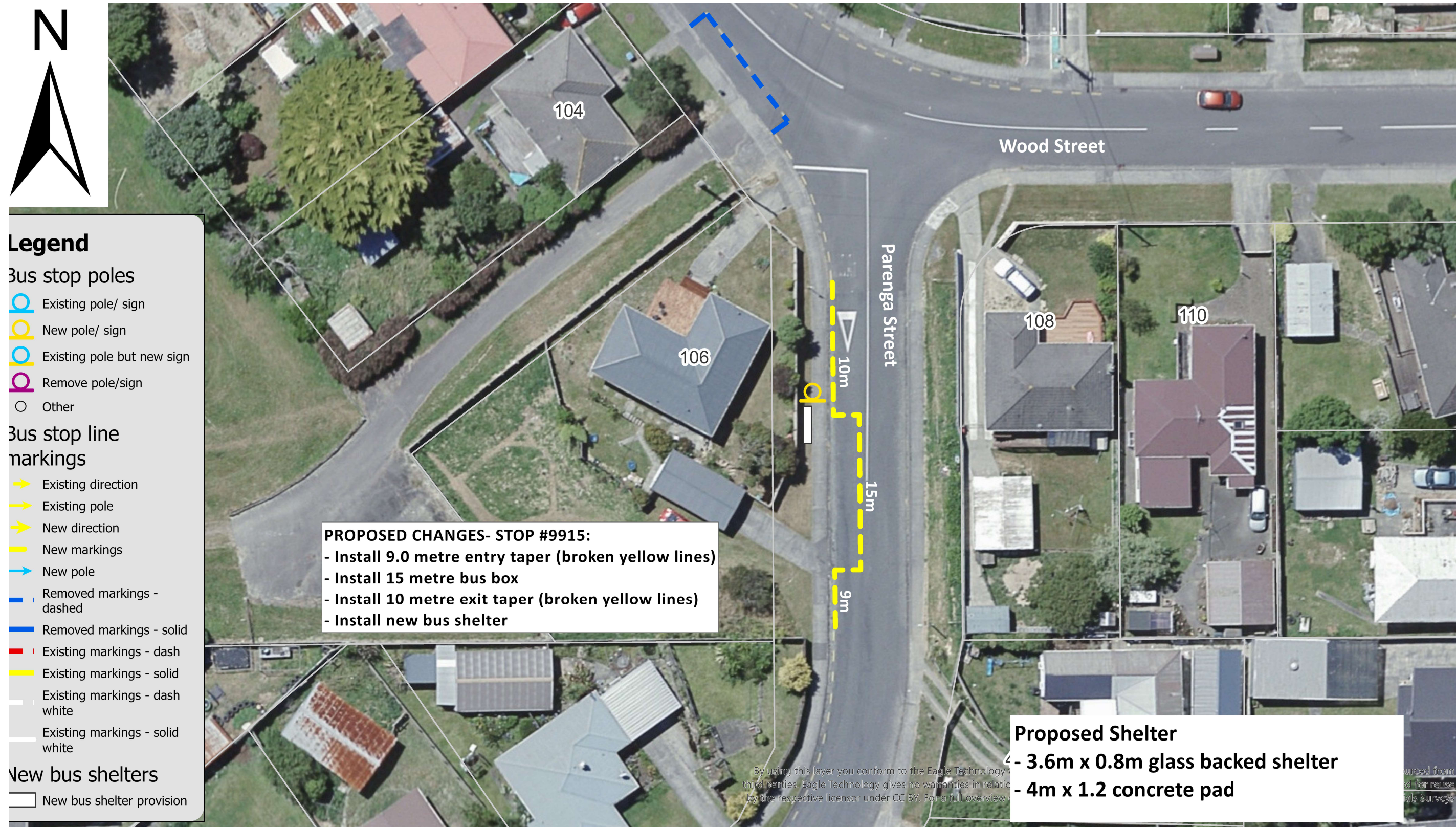
HUTT CITY

TE AWA KAIRANGI

| PROJECT                                                          |
|------------------------------------------------------------------|
| TR36 – 2025                                                      |
| SHEET                                                            |
| NO STOPPING AT ALL TIMES<br>– PROPOSAL<br>SLADDEN STREET, NAENAE |
| PROJECT REF.                                                     |
| TR36 – 2025                                                      |

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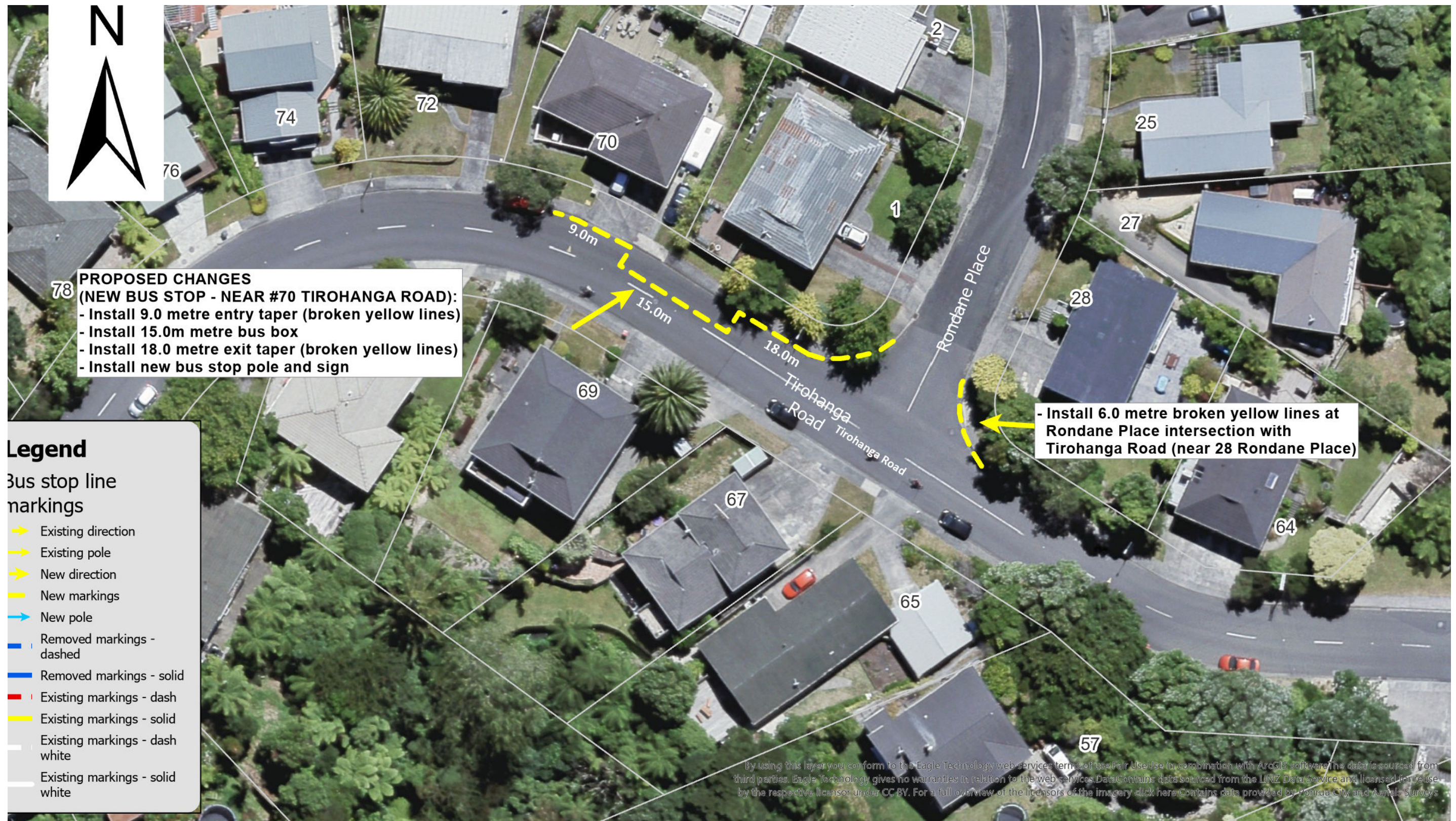
# Proposed new bus stop layout STOP #9915 Parenga Street

**SCALE: 1:350**  
**DRAWN BY: C Fairbairn**  
**DATE DRAWN: 17/07/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 149 - NEAR #70 TIROHANGA ROAD

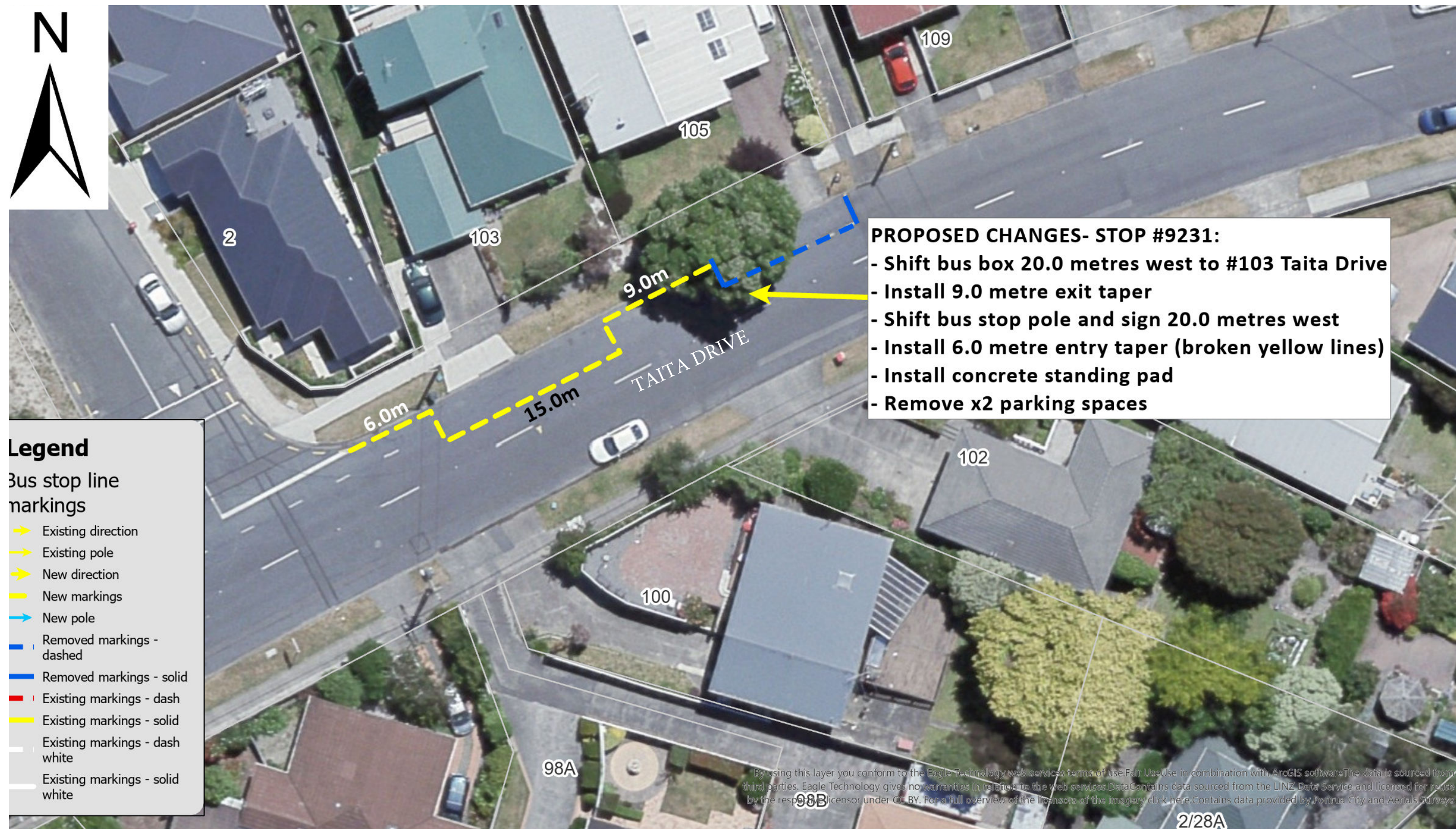
## PROPOSED NEW BUS STOP LAYOUT

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 19/06/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #9231

## PROPOSED NEW BUS STOP LAYOUT

**SCALE: 1:200**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 16/07/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #8240

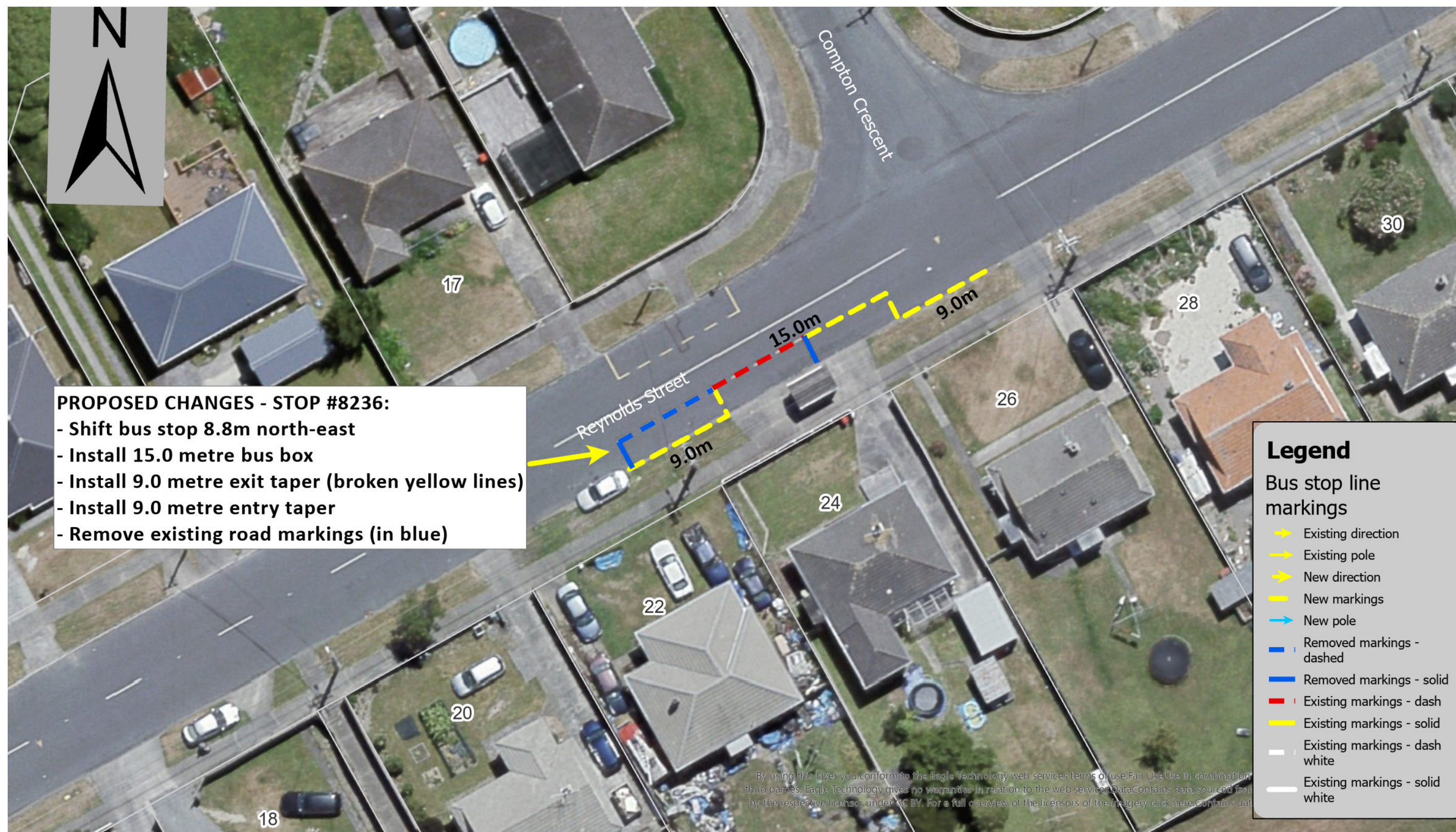
## PROPOSED NEW BUS STOP LAYOUT

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 18/08/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #8236

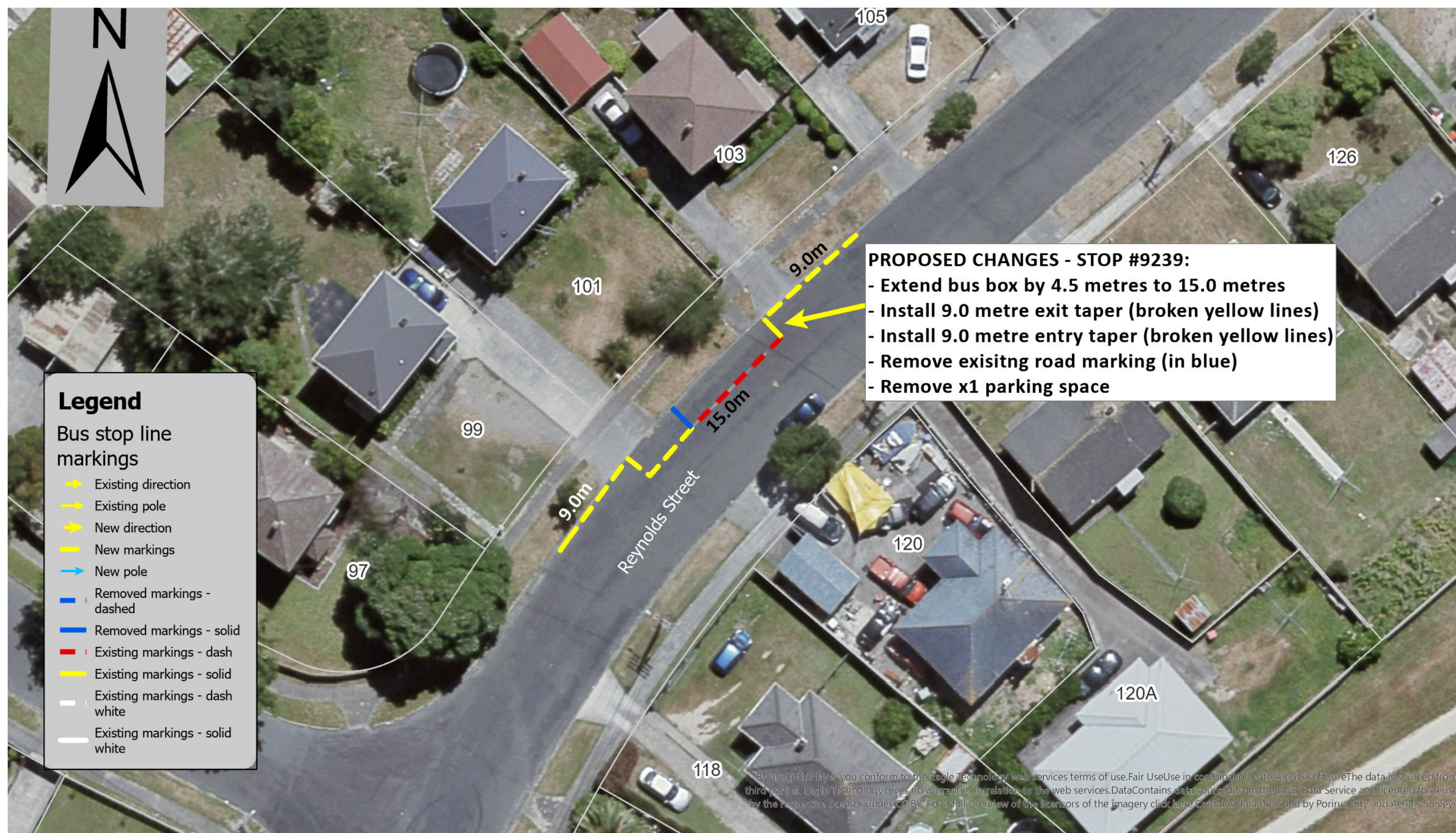
## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #9239

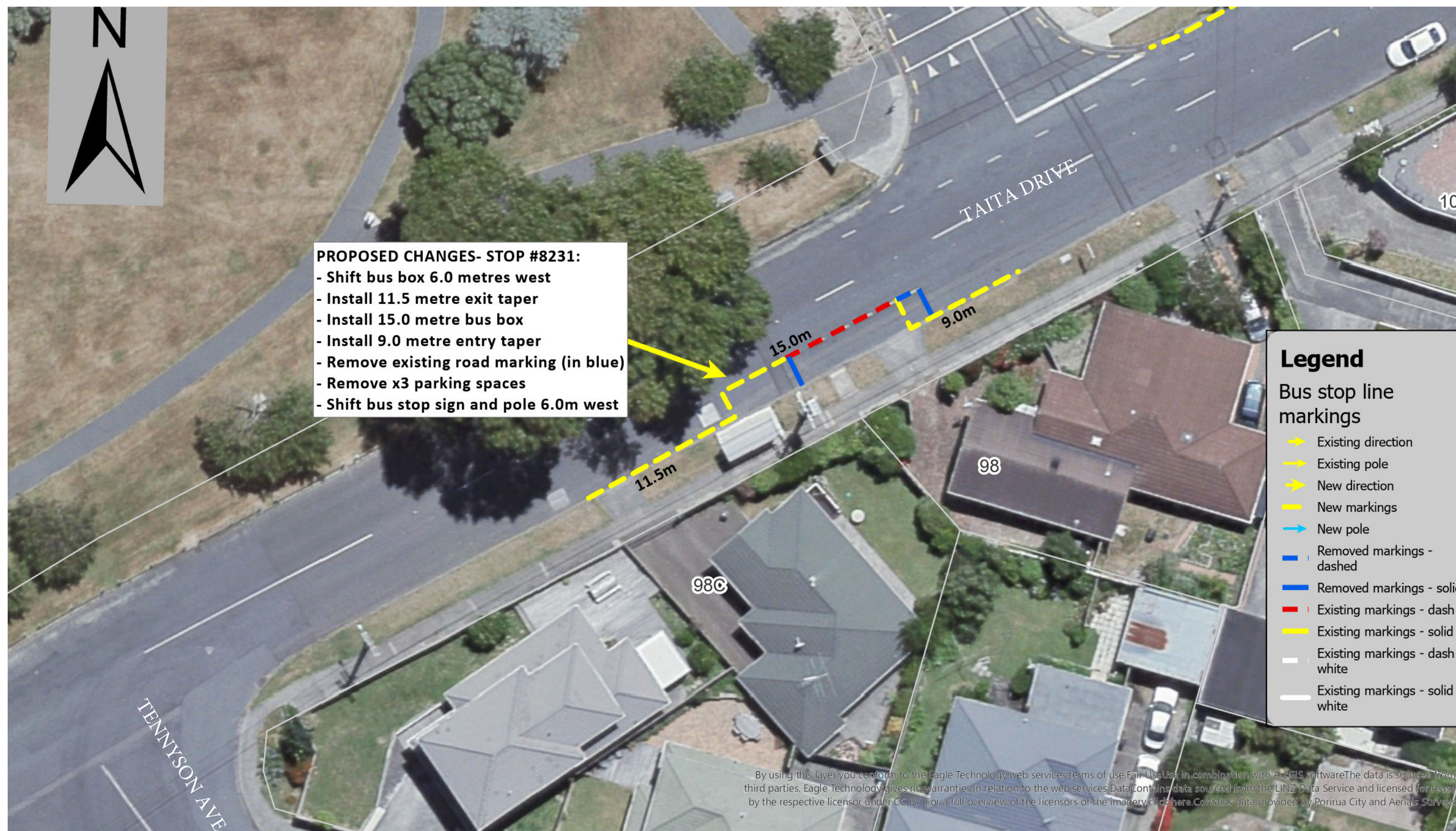
## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





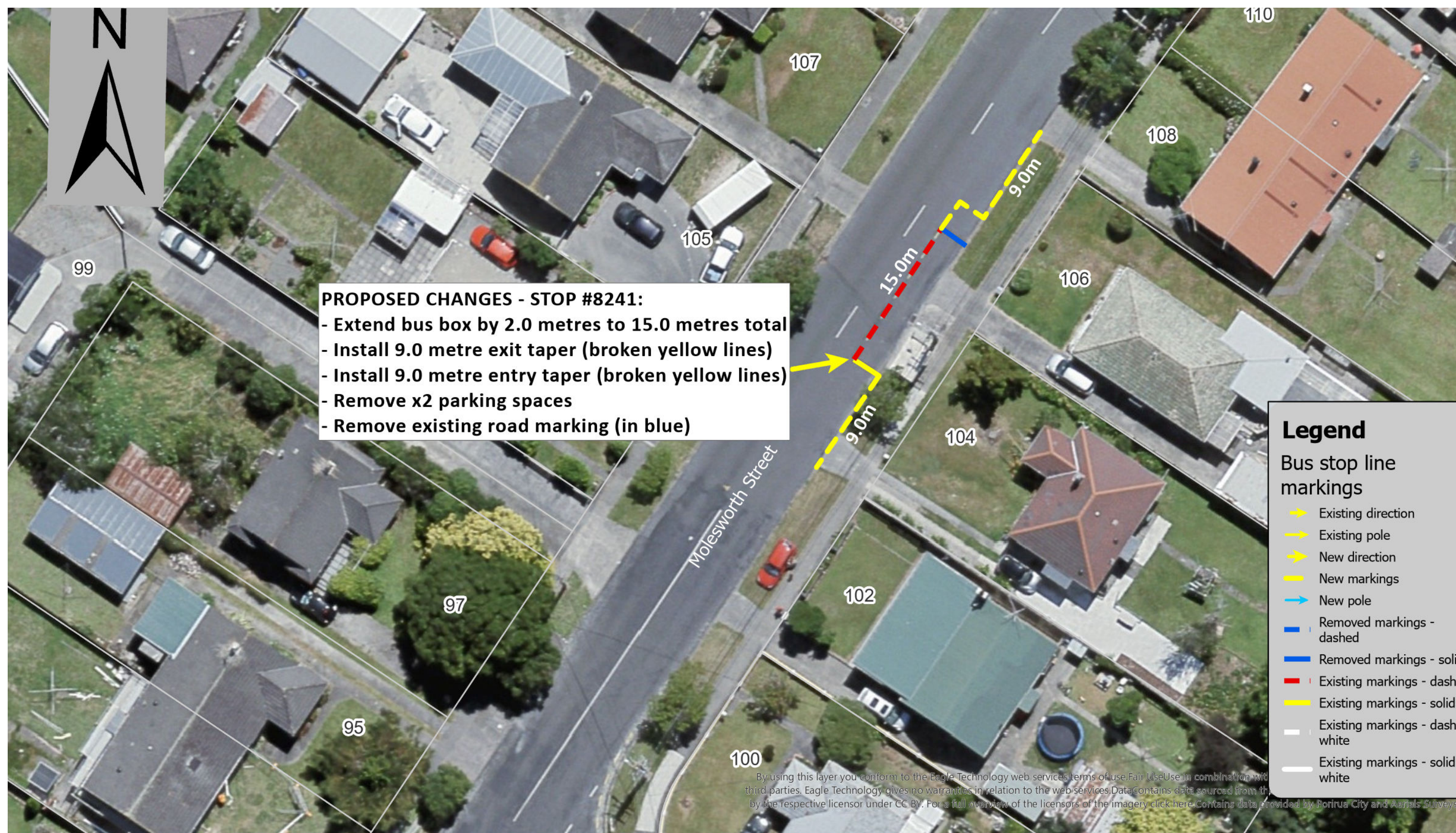
# ROUTE 110 - STOP #8231 PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:200**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 27/03/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #8241

## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #8228

## PROPOSED NEW BUS STOP LAYOUT

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 18/08/2025**

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #8239

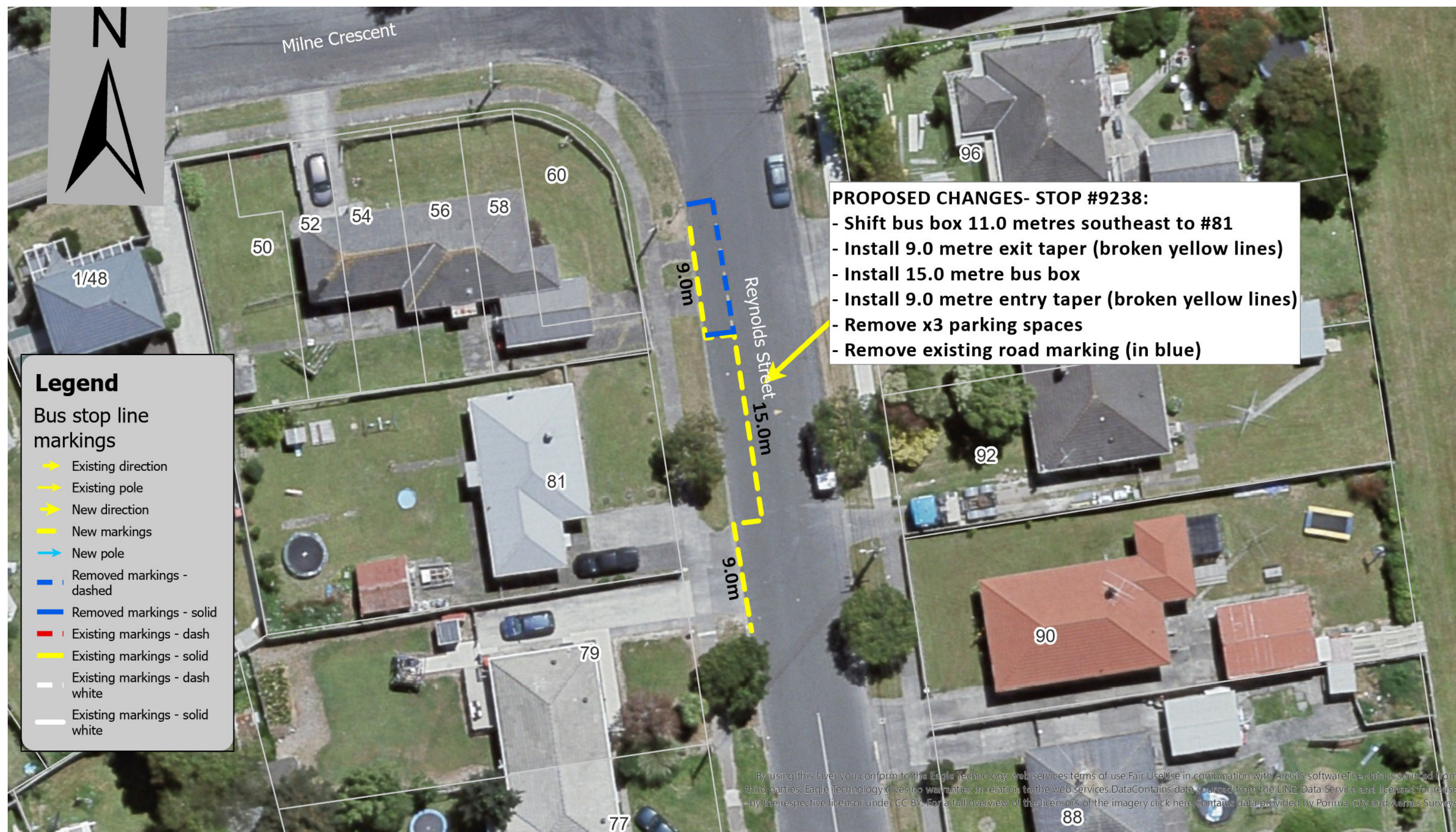
## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

)                      10                      20                      30                      40                      50                      60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #9238

## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #9257

## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# **ROUTE 110 - STOP #8256** **PROPOSED BUS STOP LAYOUT CHANGES**

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #9256

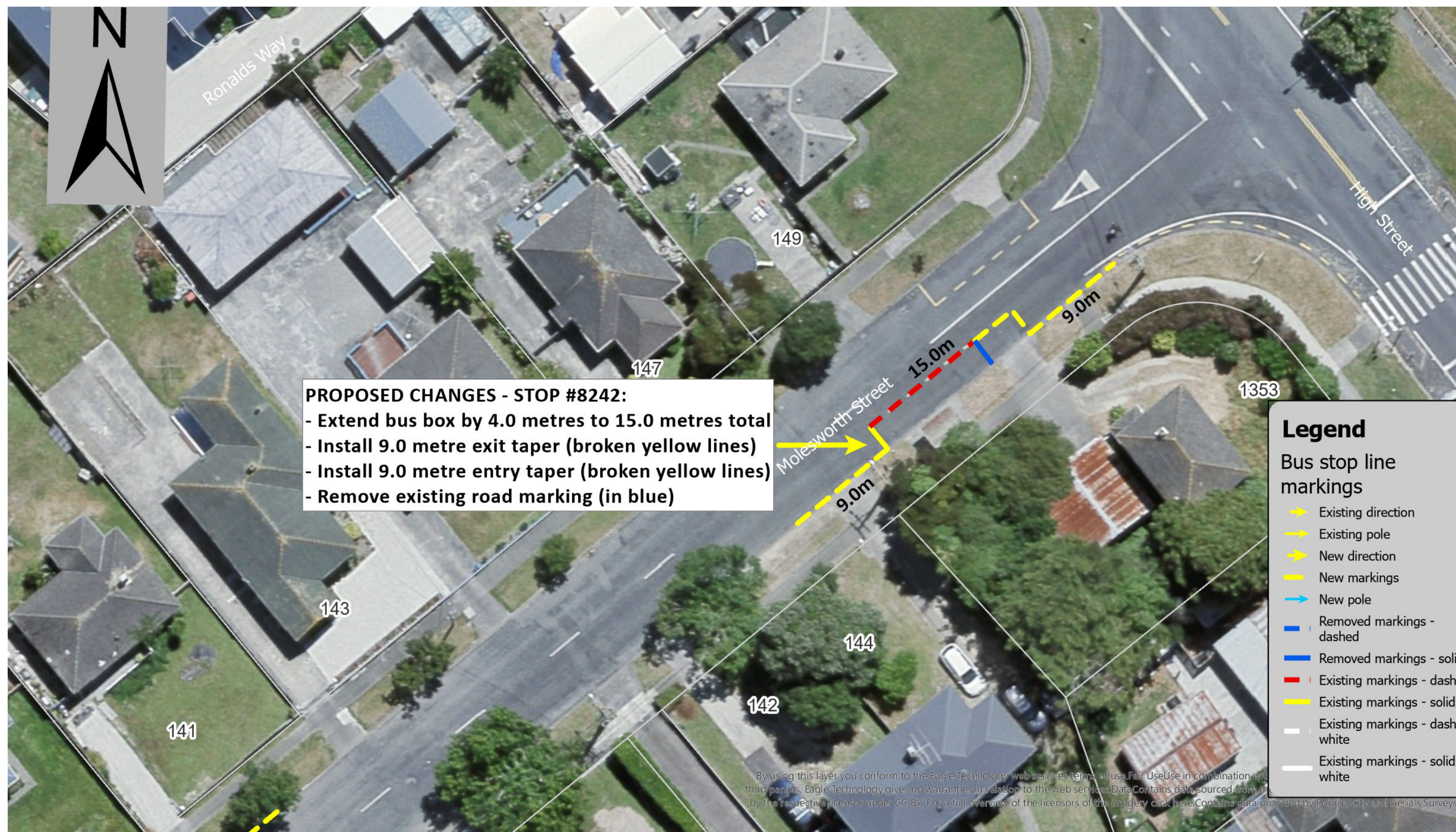
## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #8242

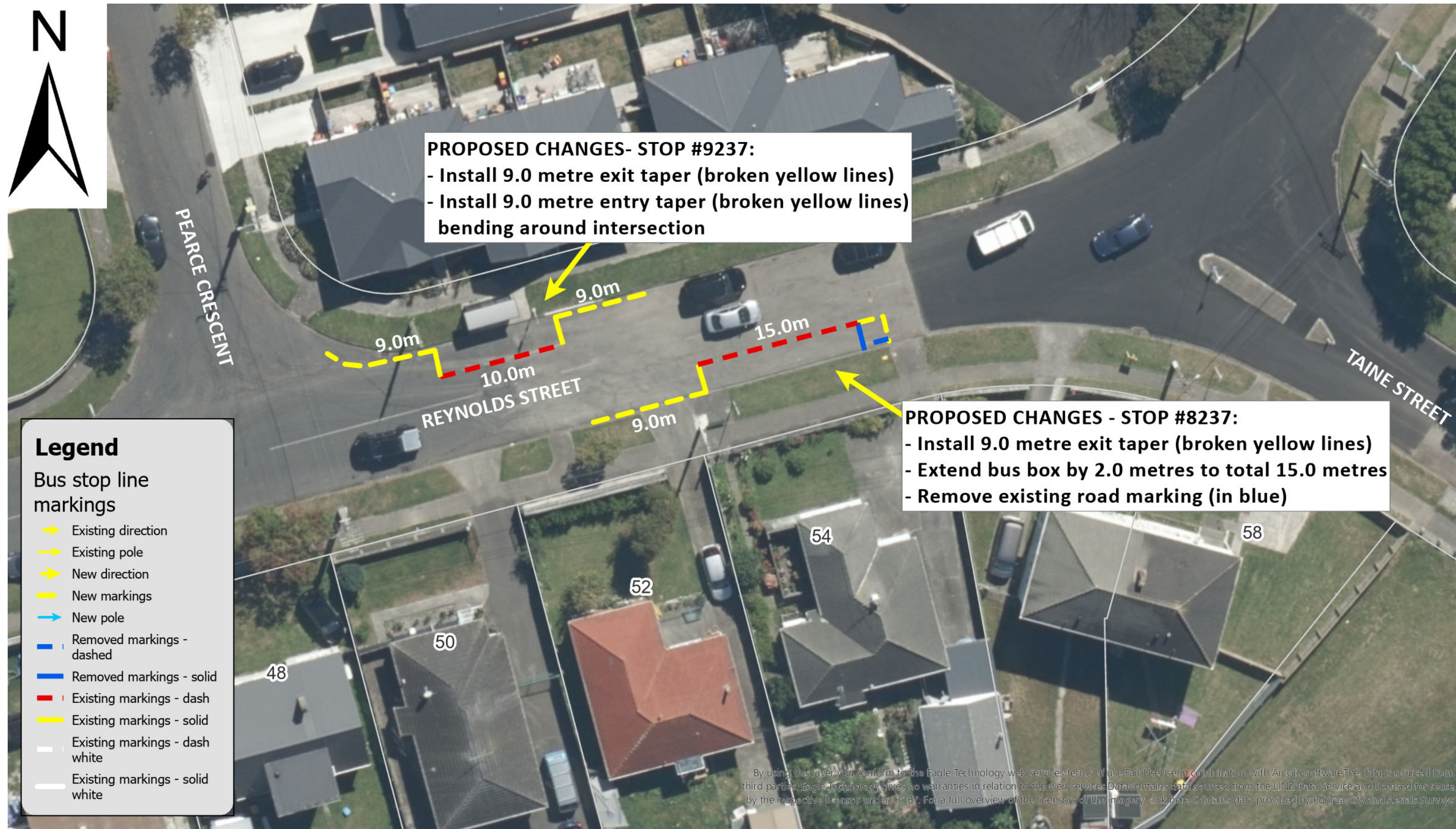
## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





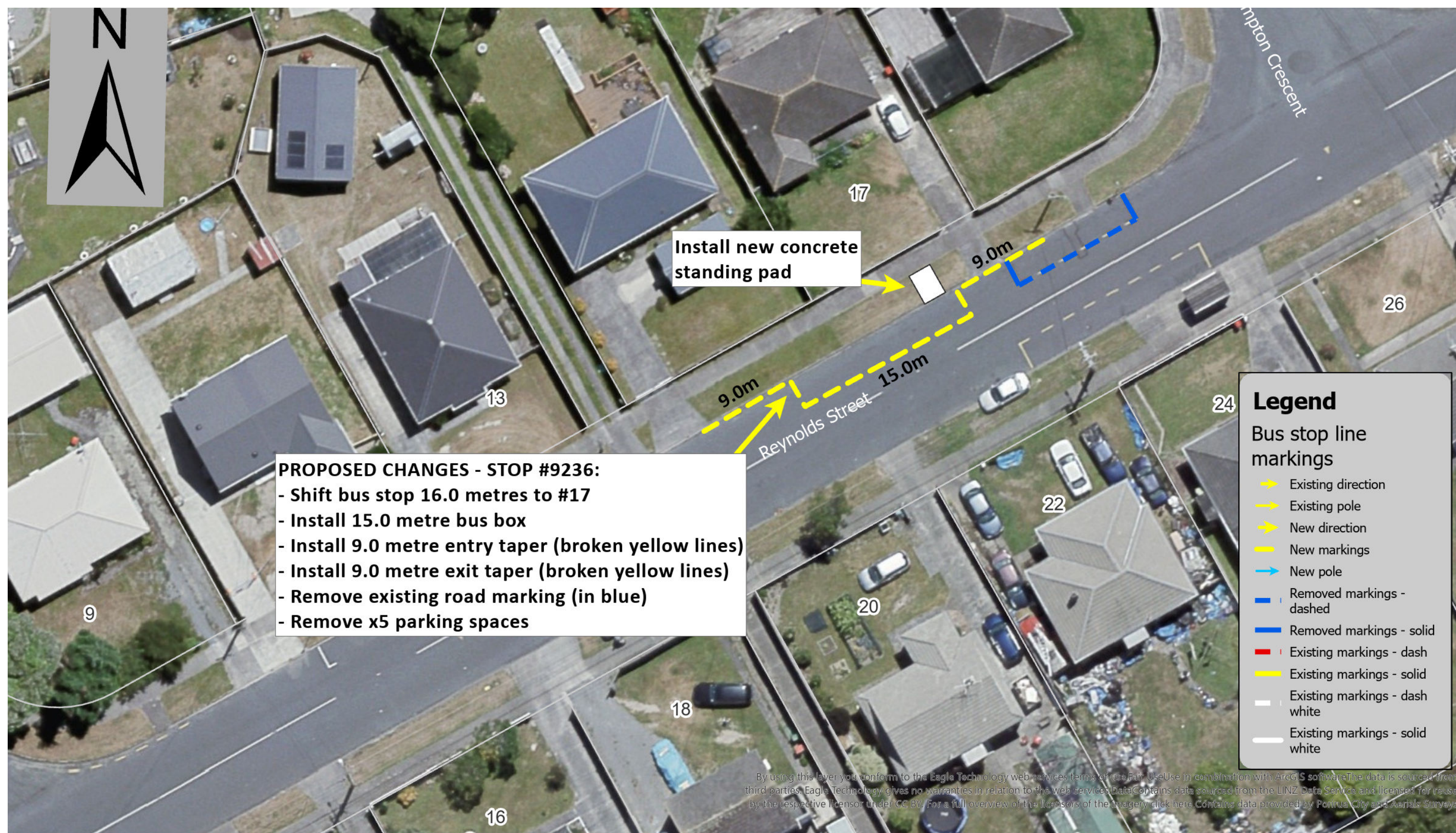
# ROUTE 110 - STOPs #9237 & #8237 PROPOSED NEW BUS STOP LAYOUT

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 18/08/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOPS #9236

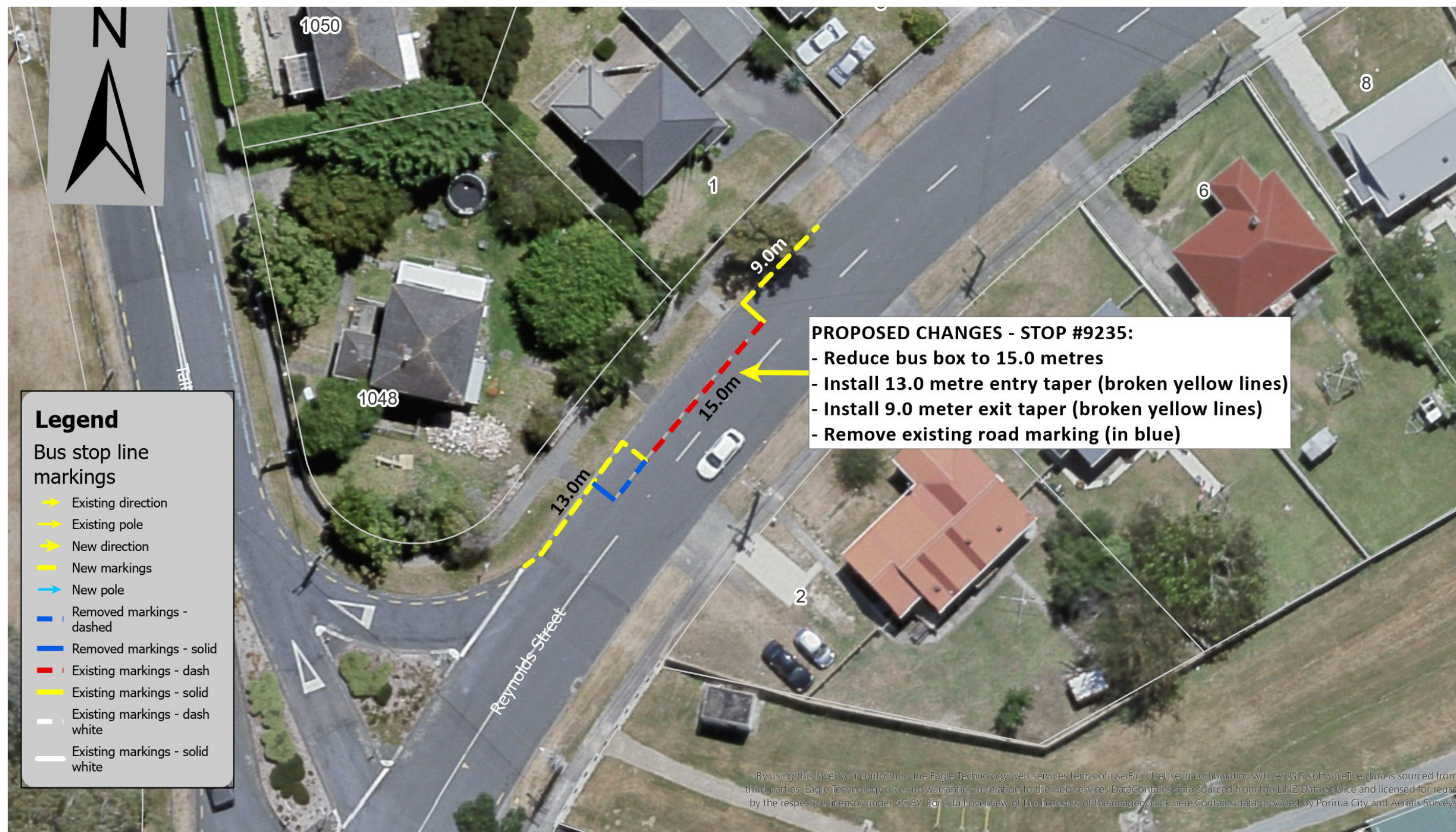
## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





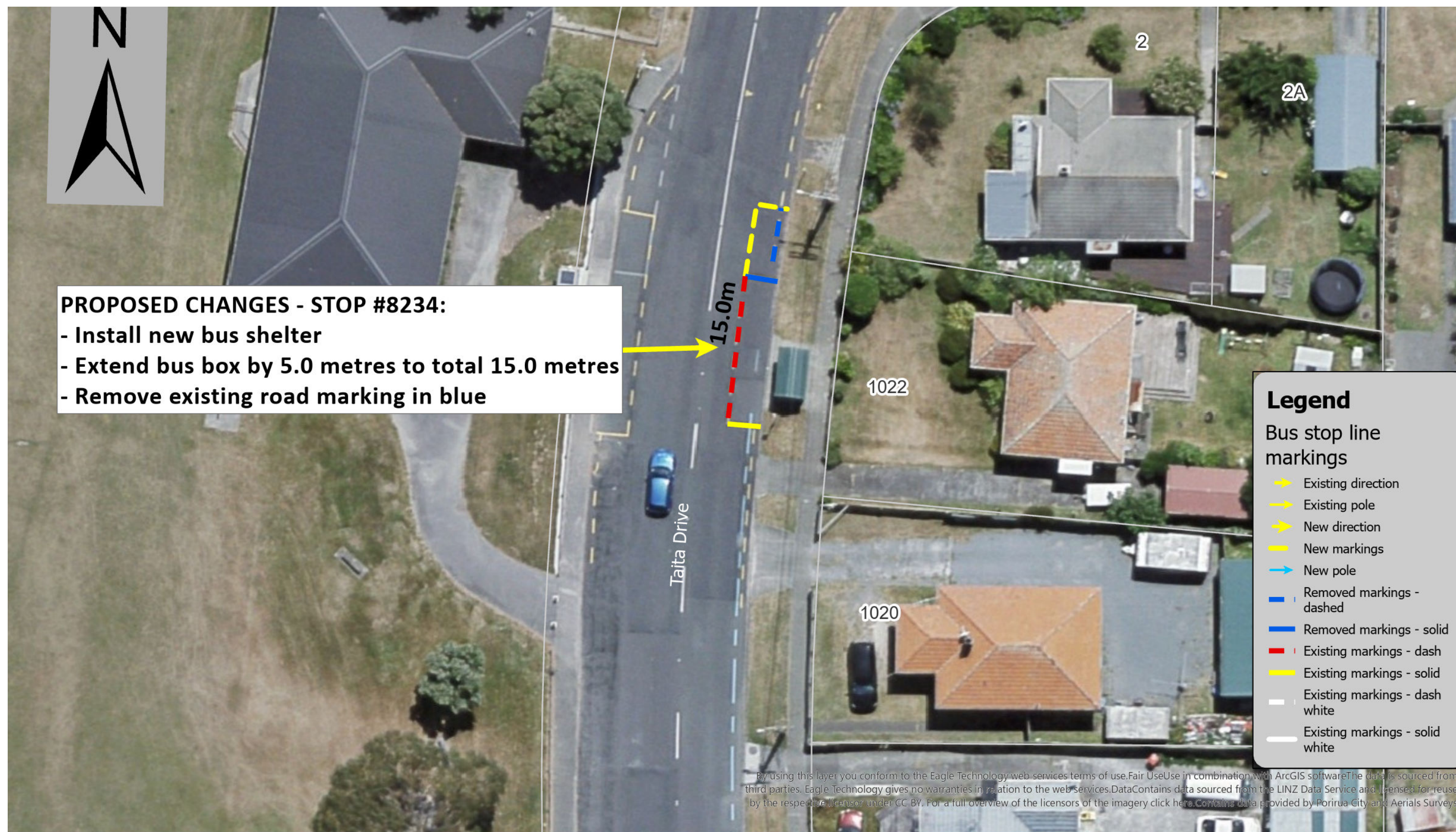
# **ROUTE 110 - STOPS #9235** **PROPOSED BUS STOP LAYOUT CHANGES**

**SCALE: 1:250**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOPS #8234

## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:250**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOPS #8233

## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:250**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

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Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOPS #9232 & #8232

## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:300**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 12/05/2025**

0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure





# ROUTE 110 - STOP #9233

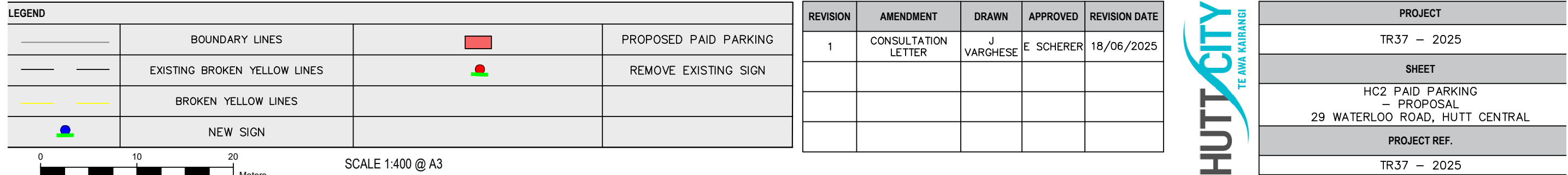
## PROPOSED BUS STOP LAYOUT CHANGES

**SCALE: 1:200**  
**DRAWN BY: L IRSEVIC**  
**DATE DRAWN: 27/03/2025**

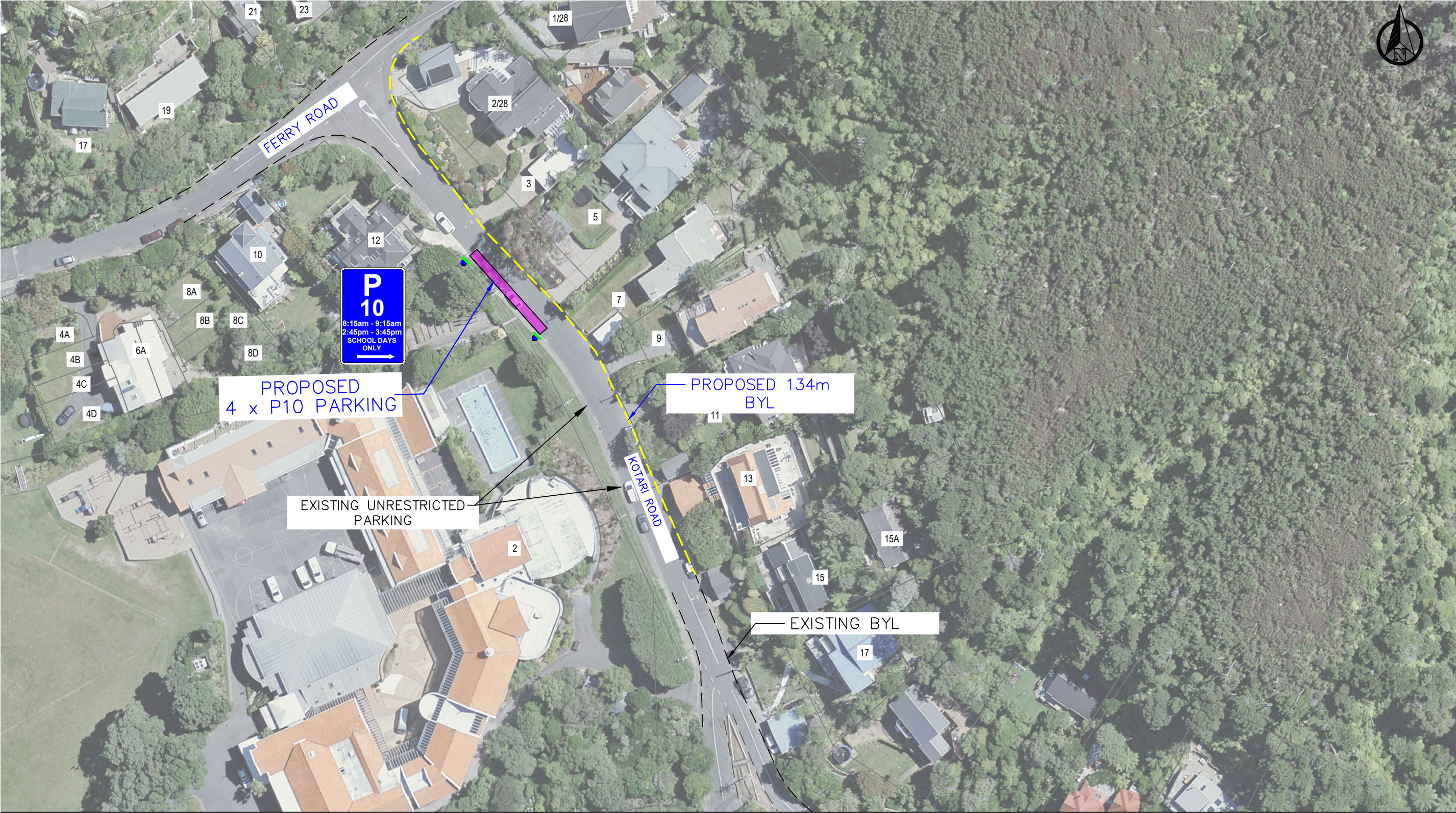
0 10 20 30 40 50 60

Disclaimer: All reasonable efforts are made to ensure









LEGEND

|  |                              |  |  |
|--|------------------------------|--|--|
|  | BOUNDARY LINES               |  |  |
|  | EXISTING BROKEN YELLOW LINES |  |  |
|  | BROKEN YELLOW LINES          |  |  |
|  | NEW POLE/SIGN                |  |  |

01020

Meters

SCALE 1:400 @ A3

| REVISION | AMENDMENT           | DRAWN      | APPROVED  | REVISION DATE |
|----------|---------------------|------------|-----------|---------------|
| 1        | CONSULTATION LETTER | J VARGHESE | E SCHERER | 18/06/2025    |
|          |                     |            |           |               |
|          |                     |            |           |               |

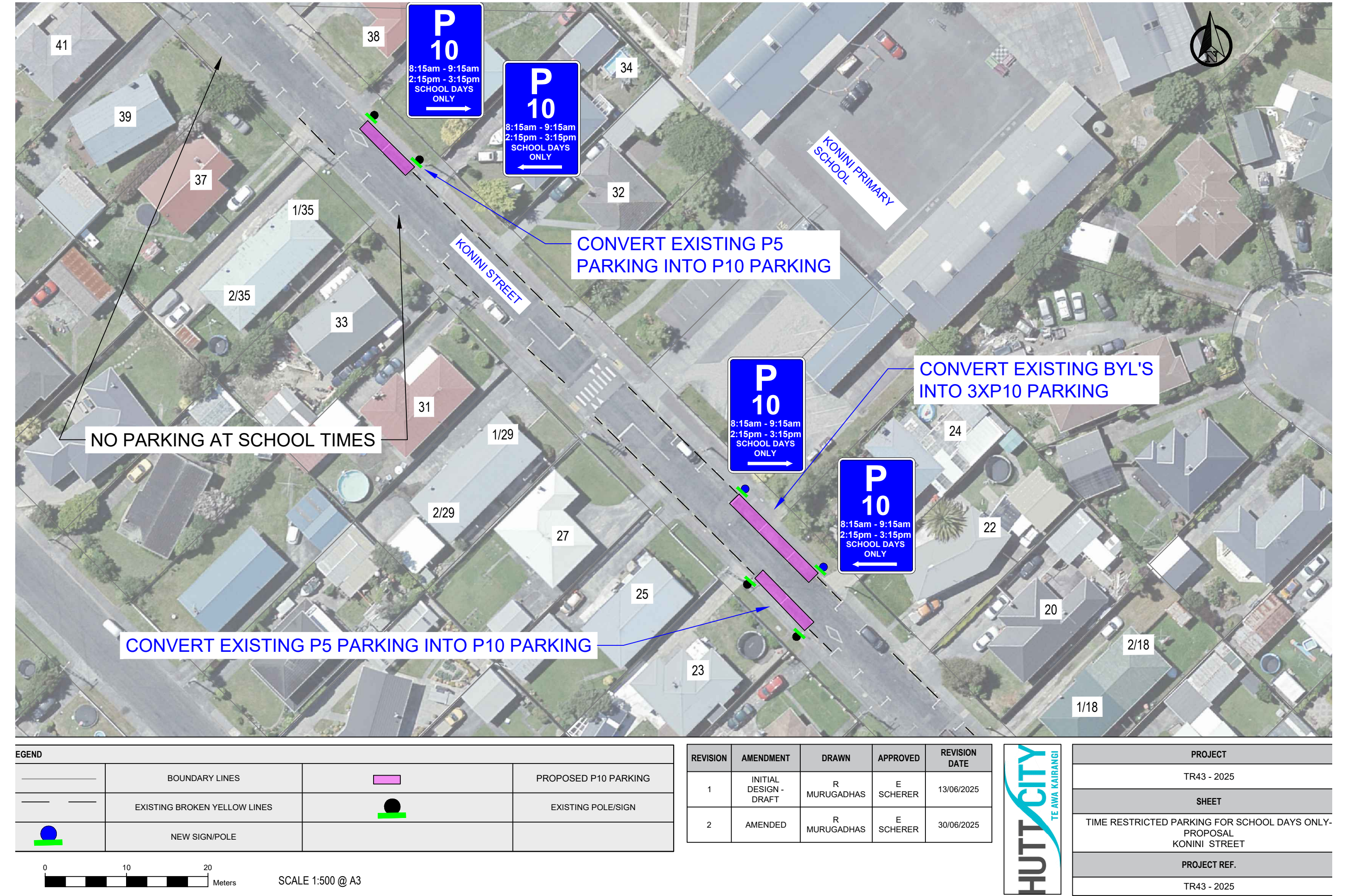
HUTT CITY

TE AWA KAIRANGI

| PROJECT                                            |
|----------------------------------------------------|
| TR39 – 2025                                        |
| SHEET                                              |
| PARKING LAYOUT – PROPOSAL<br>KOTARI ROAD, DAYS BAY |
| PROJECT REF.                                       |
| TR39 – 2025                                        |

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

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Meters

SCALE 1:400 @ A3

| REVISION | AMENDMENT           | DRAWN      | APPROVED  | REVISION DATE |
|----------|---------------------|------------|-----------|---------------|
| 1        | CONSULTATION LETTER | J VARGHESE | E SCHERER |               |
|          |                     |            |           |               |
|          |                     |            |           |               |

HUTT CITY

TE AWA KAIRANGI

| PROJECT                                                            |
|--------------------------------------------------------------------|
|                                                                    |
| SHEET                                                              |
| BYL & KERBSIDE FLUSH MEDIAN<br>- PROPOSAL<br>WAINUIOMATA HILL ROAD |
| PROJECT REF.                                                       |
|                                                                    |

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LEGEND

|  |                              |  |  |
|--|------------------------------|--|--|
|  | BOUNDARY LINES               |  |  |
|  | EXISTING BROKEN YELLOW LINES |  |  |
|  | BROKEN YELLOW LINES          |  |  |
|  |                              |  |  |

01020

Meters

SCALE 1:400 @ A3

| REVISION | AMENDMENT           | DRAWN | APPROVED  | REVISION DATE |
|----------|---------------------|-------|-----------|---------------|
| 1        | CONSULTATION LETTER | A JOY | E SCHERER | 16/06/2025    |
|          |                     |       |           |               |
|          |                     |       |           |               |

PROJECT

TR45 – 2025

SHEET

NOS STOPPING AT ALL TIMES  
– PROPOSAL  
WHITEHALL STREET/ HALIFAX STREET INTERSECTIO

PROJECT REF.

TR45 – 2025

Autodesk

City Logo

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**HUTT CITY COUNCIL**

**KOMITI 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 9 September 2025 commencing at 2:00 pm**

To watch the livestream of the meeting, please click the link here:  
[9 September 2025 Policy, Finance and Strategy Committee](#)

**PRESENT:**

|                                                  |                                                             |
|--------------------------------------------------|-------------------------------------------------------------|
| Cr A Mitchell (Chair)                            | Mayor C Barry                                               |
| Cr K Morgan                                      | Cr B Dyer                                                   |
| Cr K Brown (via audio-visual link) (from 2.23pm) | Deputy Mayor T Lewis (Deputy Chair) (via audio-visual link) |
| Cr T Stallinger                                  | Cr C Parkin                                                 |

**APOLOGIES:**

Crs Brown and Edwards<sup>2</sup> for lateness

**IN ATTENDANCE:**

J Miller, Chief Executive  
 A Blackshaw, Director Neighbourhoods and Communities  
 J Griffiths, Director Strategy and Engagement  
 J Kingsbury, Director Economy and Development (via audio-visual link)  
 J Livschitz, Group Chief Financial Officer  
 R Hardie, Head of Strategy and Policy (part meeting)  
 S Beckett, Portfolio Analyst (part meeting)  
 R Carrig, Engagement Lead (part meeting)  
 D Nunnian, Manager Financial Planning and Performance (part meeting)  
 S Smith, Senior Advisor, Business and Economy (part meeting)  
 M Nuth, Principal Advisor Research and Evaluation (part meeting)  
 V Gilmour, Democracy Advisor

**PUBLIC BUSINESS**

<sup>2</sup> The meeting concluded before Cr Edwards joined the meeting



**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 Mitchell/Cr Morgan)

**Minute No. PFSC 25401**

*"That the apologies for lateness from Crs Brown and Edwards be accepted."*

**3. PUBLIC COMMENT**

There was no public comment.

**4. CONFLICT OF INTEREST DECLARATIONS**

Deputy Mayor Lewis declared a conflict of interest regarding Seaview Marina Limited.

**PRECEDENCE OF BUSINESS**

Pursuant to Standing Order 10.4, the Chair accorded precedence to items 8) Hutt Valley Chamber of Commerce - 12 Month Report to 30 June 2025; 9) Love Wainuiomata - 12 Month Report to 30 June 2025 and 10) Jackson Street Programme - 12 Month Report to 30 June 2025. The items are recorded in the order they appeared on the agenda.



5. **RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 29 September 2025**

Final Engagement Framework

The Engagement Lead elaborated on the report.

|                                                                                                                                                                                   |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| <b><u>RECOMMENDED:</u></b> (Cr Mitchell/Cr Parkin)                                                                                                                                | <b>Minute No. PFSC 25402</b> |
| <i>"That the Committee recommends that Council:</i>                                                                                                                               |                              |
| (1) <i>notes the final Te Whiringa – Our Engagement Framework document is underpinned by the approved Engagement Principles, Te Ao Māori and community and internal feedback;</i> |                              |
| (2) <i>notes that the proposed changes to the Engagement Framework are based on community and internal feedback;</i>                                                              |                              |
| (3) <i>endorses the final Te Whiringa – Our Engagement Framework document Te Whiringa – Our Engagement Framework document, attached as Appendix 1 to the report;</i>              |                              |
| (4) <i>notes that officers will seek formal adoption from the incoming Council later this year; and</i>                                                                           |                              |
| (5) <i>notes the planned next steps for implementation."</i>                                                                                                                      |                              |

6. **YEAR END PERFORMANCE REPORT 2024/25**

Report No. PFSC2025/4/254 by the Portfolio Analyst

The Portfolio Analyst elaborated on the report.

|                                                                                                      |                              |
|------------------------------------------------------------------------------------------------------|------------------------------|
| <b><u>RESOLVED:</u></b> (Cr Mitchell/Cr Morgan)                                                      | <b>Minute No. PFSC 25403</b> |
| <i>"That the Committee:</i>                                                                          |                              |
| (1) <i>receives and notes the information; and</i>                                                   |                              |
| (2) <i>notes the Year End Performance report for 2024/25, attached as Appendix 1 to the report."</i> |                              |



## 7. RESULTS OF THE 2025 RESIDENTS SATISFACTION SURVEY

Report No. PFSC2025/4/259 by the Principal Advisor Research and Evaluation

The Principal Advisor Research and Evaluation elaborated on the report.

In response to questions from members, the Principal Advisor for Research and Evaluation explained that the variation in satisfaction results regarding green waste reflected a change in survey methodology, as only service users had been able to provide comments in recent years. He noted that the latest decline appeared more pronounced in the Eastern Ward and was likely related to ongoing concerns about collection frequency and flexibility. He confirmed that further details had been shared with the Solid Waste team. He assured that headers would be included on all pages of future survey results to enhance clarity.

**RESOLVED:** (Cr Mitchell/Cr Dyer)

**Minute No. PFSC 25404**

*"That the Committee:*

- (1) *notes that the full 2025 Residents' Satisfaction Survey is available on Hutt City Council's website via this link: [2025 HCC Residents' Satisfaction Survey](#); and*
- (2) *notes the significant increase in survey participation among rangatahi aged 16-24 compared to previous years."*



8. **HUTT VALLEY CHAMBER OF COMMERCE - 12 MONTH REPORT TO 30 JUNE 2025**

Report No. PFSC2025/4/255 by the Head of Business and Economy

Mark Skelly, President and Patrick McKibbin, Chief Executive, from Hutt Valley Chamber of Commerce (HVCoC) were in attendance for the item.

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

The Chief Executive, HVCoC stated that the economy remained a major concern for local businesses, with survey results showing varied performance: some thriving, others struggling, and many just managing. He noted that HVCoC had completed its "35 by 35" report, which sets targets for the next decade, and expressed gratitude to Council for its continued support and partnership.

The President, HVCoC added that the 35 by 35 work had been a major highlight, showcasing the Hutt Valley as a \$10B economy and building pride and confidence in its future potential. He thanked Council for its strong partnership with the Chamber.

In response to questions from members, the Chief Executive of HVCoC stated that discussions with Hon Chris Bishop about challenges in the science community were ongoing, but outcomes remain unclear. He noted frequent requests for practical support from businesses and acknowledged a decline in short-term confidence, despite steady long-term optimism. He explained that HVCoC's goal was to promote business success, provide visible support, and highlight the broader resilience of the economy, helping businesses manage immediate challenges while focusing on future opportunities.

Members thanked HVCoC representatives for their presentation and partnership with Council. They commended the 35 by 35 report, the Manufacturing and Innovation Expo, and HVCoC's leadership in promoting the business community. The members also acknowledged that the strong relationship with Council would continue.

**RESOLVED:** (Cr Mitchell/Mayor Barry)

**Minute No. PFSC 25405**

*"That the Committee receives and notes the Hutt Valley Chamber of Commerce (HVCoC) report for the 12 months to June 2025, attached as Appendix 1 to the report."*



## 9. LOVE WAINUIOMATA - 12 MONTH REPORT TO 30 JUNE 2025

Report No. PFSC2025/4/257 by the Head of Business and Economy

Chastity Card, Coordinator and Nicky Smith, Co-Chair from Love Wainuiomata were in attendance for the item.

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

The Coordinator, Love Wainuiomata spoke to a presentation available here: [Love Wainuiomata - Te Kōkiri Kakano](#). She highlighted that the original 30-year plan had been largely achieved within just 10 years. She advised that Love Wainuiomata was guided by a new strategic plan shaped by input from over 1,000 community voices. She added that priorities of this plan included inclusive events, strengthening business networks, promoting centred development and creating spaces for community connection. She emphasised Love Wainuiomata's role as a connector, fostering relationships and ideas to build a resilient community.

Cr Brown (via audio-visual link) joined the meeting at 2.23pm.

In response to questions from members, Co-Chair Love Wainuiomata highlighted that residents were seeking stronger promotion of local businesses, improvements to public transport, and recognition of rapid growth in Wainuiomata. She explained that this feedback had been shared with both Council and Greater Wellington Regional Council. She noted that community facilities were a key priority, with many residents wanting purpose-built, multi-use spaces for various activities. She said that despite the challenging financial climate for new developments, the focus would be on optimising existing facilities.

In response to further questions from members, the Coordinator, Love Wainuiomata explained that the contracting and events budget covered the work of two part-time contractors, supported by volunteers and partner organisations. She added that some community groups had lost access to their former venues and now faced challenges in finding suitable spaces with storage for their equipment. She also noted that parking constraints had made Queen Street less practical for large events.

Members thanked the representatives of Love Wainuiomata for their presentation, commending the organisation's achievements, volunteer contribution and refreshed strategic focus. They acknowledged its important role in supporting community growth and looked forward to future progress.

**RESOLVED:** (Cr Mitchell/Cr Morgan)

**Minute No. PFSC 25406**

*"That the Committee receives and notes the Love Wainuiomata report for the year to June 2025, attached as Appendix 1 to the report."*



# 10. JACKSON STREET PROGRAMME - 12 MONTH REPORT TO 30 JUNE 2025

Report No. PFSC2025/4/258 by the Head of Business and Economy

Hellen Swales, Coordinator and Tom Hudig, Board Member from the Jackson Street Programme (JSP) were in attendance for the item.

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

The Board Member from JSP reported that the programme had effectively promoted Jackson Street as a heritage, retail, and commercial destination. He explained that key achievements included heritage events, business support, digital marketing, and advocacy on Council strategies. He highlighted that JSP also served as an informal visitor centre, drawing nearly 16,000 visitors and enhancing the City's economic, cultural, and tourism landscape.

The Coordinator, JSP, noted that there had been a rise in visitor demand, especially from overseas tourists. She mentioned that JSP was planning to offer guided walking tours and was exploring new initiatives to enhance the visitor experience. She added that since COVID, JSP had been supporting local businesses in adapting to financial challenges and was actively seeking innovative funding opportunities to ensure the precinct and its workforce remained resilient.

In response to questions from members, the Coordinator, JSP explained that JSP received approximately \$184,000 annually through the targeted rate, with finances reported to members at the October Annual General Meeting before being publicly available. She confirmed that JSP's financial records were filed annually with the Incorporated Societies Register and emphasised the organisation's transparency in how funds were used.

The Coordinator, JSP thanked Mayor Barry for his support and wished him well for the future. She also thanked the Chair and Committee for their ongoing support.

Members thanked the representatives of JSP, noting the value of the business and job data provided, as well as the contributions of volunteers and JSP's strong role in the community. They commended the organisation's achievements and looked forward to future updates and ongoing collaboration.

**RESOLVED:** (Cr Mitchell/Cr Stallinger)

**Minute No. PFSC 25407**

*"That the Committee receives and notes the Jackson Street Programme (JSP) report for the year to June 2025 attached as Appendix 1 to the report."*



## 11. INFORMATION ITEM

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

Memorandum dated 19 August 2025 by the Democracy Advisor

RESOLVED: (Cr Mitchell/Cr Stallinger)

**Minute No. PFSC 25408**

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

## 12. QUESTIONS

There were no questions.

## 13. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

|                                          |                                                      |
|------------------------------------------|------------------------------------------------------|
| Unuhia!                                  | <i>Release us from the supreme sacredness of our</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 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 3.05pm.

A Mitchell  
**CHAIR**

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



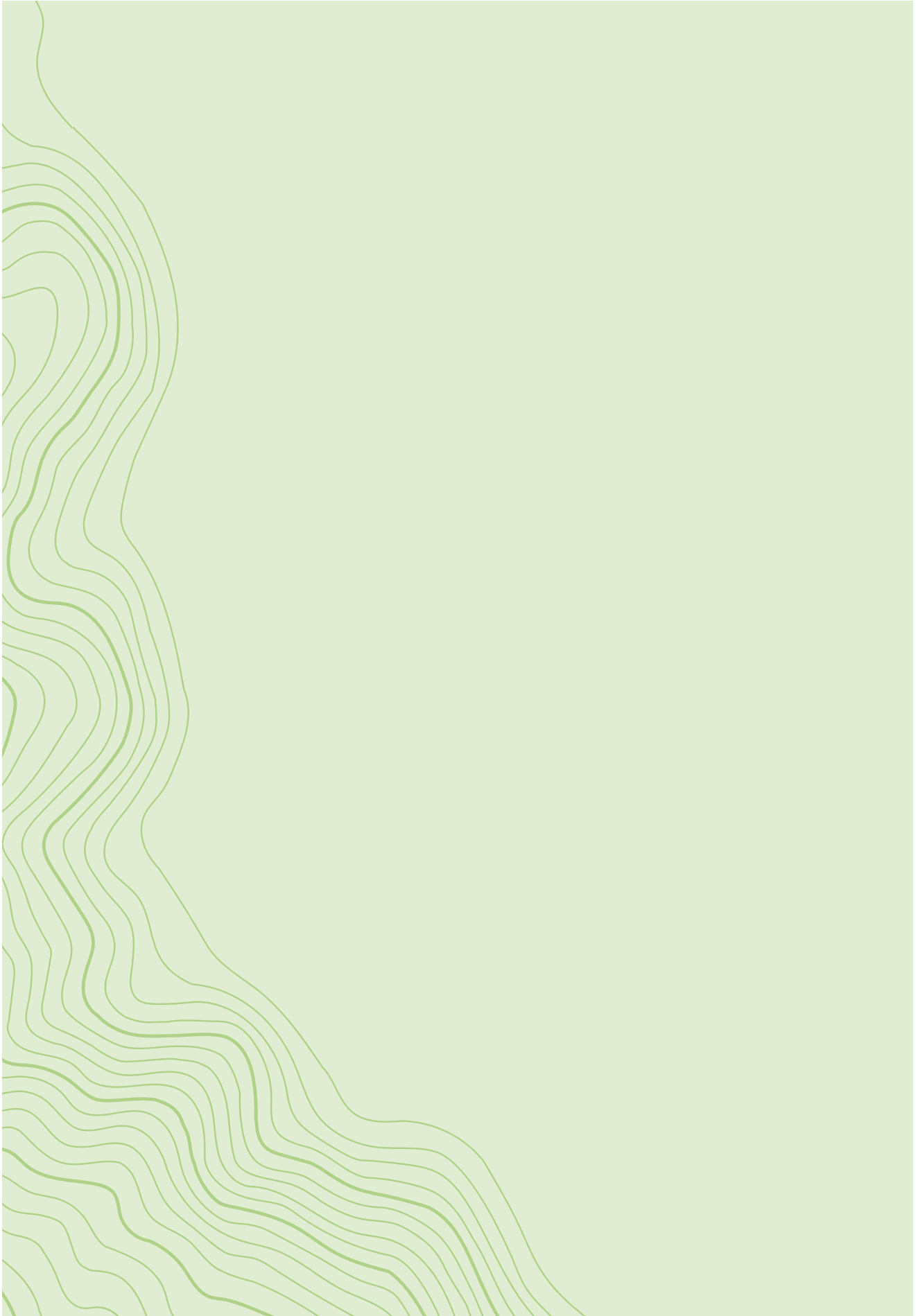


# Te Whiringa

## Our Engagement Framework









# Ngā Hua o Roto

## Contents

This framework is structured to guide our approach, ensuring engagement is meaningful, consistent, and impactful.

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# Horopaki

## The context

Te Whiringa is how Hutt City Council plans to reconnect with the community and rebuild trust by involving people more in decisions. Many residents feel disconnected from decision-making, with varying levels of distrust across wards and demographics.

Feedback highlights a strong desire for more accessible, transparent, and meaningful engagement — where people see their input reflected in outcomes, are informed early, and can participate in ways that suit their needs. The framework responds to this by aiming to build trust through more inclusive, responsive, and visible Council-community relationships.

**Trust in local government is low across the country.** Across 8 cities surveyed in 2024, only 28% of people rated local government positively for trust, with 45% indicating some level of distrust<sup>1</sup>.

**Hutt City Council is trusted by our community a bit more compared to other city councils,** but overall, more people don't trust us than do (32% trust vs 40% don't trust). While trust in our city may be higher than in others, there is still plenty room for improvement<sup>1</sup>.

**This trust varies widely between locations and demographics in our city.** The Northern Ward (Taitā and Stokes Valley) reported 59% distrust, while the Harbour Ward (Eastern Bays, Petone, Korokoro) reported only 28% distrust<sup>1</sup>. Māori and Pacific respondents also showed higher distrust (50% and 45%), as did those aged 25–34 (54%)<sup>1</sup>.

**54%<sup>1</sup> of residents feel they have little or no influence on Council's decisions.** When asked whether they were confident that Council takes community feedback into account when making decisions 32% agreed versus 44% disagreed<sup>2</sup>.

### Satisfaction with Council's Communications and Engagement<sup>2</sup>

Follow up feedback after interacting with Council

33% 39% 28%

The ease in which community can have a say on Council activities and proposals

28% 33% 38%

The accessibility of information from or about Council

23% 29% 48%

The information that Council provides about its activities and projects

20% 31% 48%

Total dissatisfied  
 Neither dissatisfied or satisfied  
 Total satisfied



1. Source: Ipsos Quality of Life Survey 2024

2. Source: Hutt City Council Resident's Satisfaction Survey 2024



## Ngā kōrero kua rāngona e mātou

### What we've heard

We've heard from our community how they'd like to see our engagement improve. Here are some of those insights:

People want to be engaged within their own spaces, with Council coming to them. Places like libraries, parks, markets, schools, places of worship and events.

***"All residents should have equal ability to engage and be considered regardless of where they come from."***

– Tirohanga Resident



People want to be able to see the response to their feedback, and the impact that it has on Council decision-making. Engagement shouldn't feel like a tick-box exercise where nothing changes.

***"...You need honest listening and an ability to understand the lived perspectives of other, sometimes less fortunate people."***

– Stokes Valley Resident

People want to be informed of what Council is engaging on well in advance, so that they can decide how much they want to be involved.

***"There is a very low level of trust with HCC among people I know. You need to do much better..."***

– Wainuiomata Resident



People want to see more kinds of engagement. Online surveys are fine, but there also needs to be in-person discussions, workshops, community forums etc. These need to be at times that most people can make, like evenings and weekends.

***"Make sure there are diverse ways to send or gather feedback. Face to face, meetings, email, paper responses. Not everyone can afford a computer..."***

– Waterloo Resident

People are worried that some groups are heard from or listened to more than others. They want more transparency around how Council weighs up the feedback it receives and ensures fairness.

***"We need to work together to make the best decisions so people can feel positive about changes in their communities"***

– Naenae Resident



The quotes throughout this document have been shared by residents through different Council engagement activities.



## Ngā Hapori o Te Awa Kairangi ki Tai

### The communities we serve

#### Population:

Census 2023



**107,562**  
residents

**42,504**  
dwellings

#### Projected population:

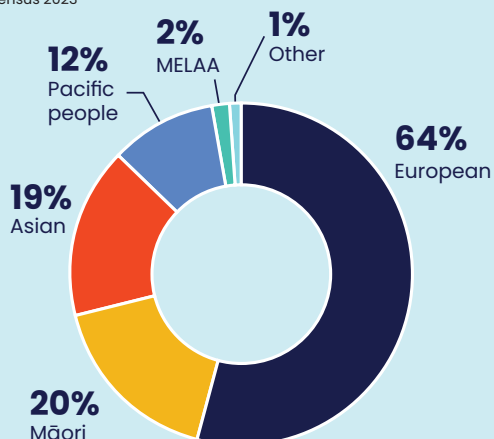
Sense Partners 2023



**125,000 – 150,000**  
projected population by 2054

#### Ethnicity:

Census 2023



#### Languages we use:

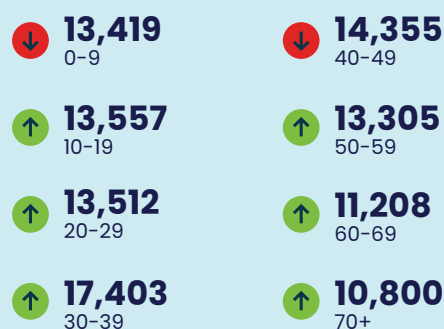
Census 2023



#### Population by age:

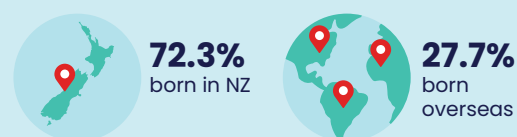
Census 2023

↑ ↓ Increase/decrease compared to 2013



#### Birthplace:

Census 2023



#### Businesses:

Census 2023





# He Whakatakinga

## Introduction and purpose

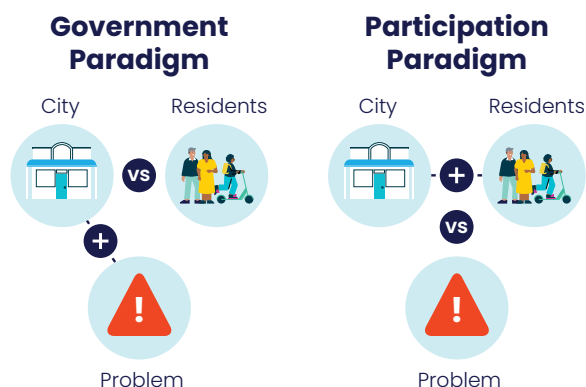
Hutt City Council's vision is a connected, resilient and inclusive city where everyone thrives.

We've heard that people want more meaningful involvement and better experiences with Council. Feedback shows a clear opportunity to do things differently, build trust, and support stronger participation.

We acknowledge engagement hasn't always met expectations. This Framework sets a new direction. It helps us engage in ways that are inclusive, transparent, and collaborative, and gives us a clear plan to improve how we work with our community. It's grounded in best practice, including International Association for Public Participation (IAP2) and public innovation from Harvard Bloomberg, and shaped by what we've heard from the community. It's underpinned by our Engagement Principles and Te Ao Māori (the Māori worldview).

We're building on strong foundations to work more closely with our community. We recognise not all voices start from the same place. This Framework helps by prioritising inclusion and influence for underrepresented communities. This shift is about partnership – combining community and Council insight to tackle shared challenges.

The diagram below illustrates a shift: from a traditional model where Council and community sit apart, to one where we work together to solve problems.



### Te Whiringa – Our Engagement Framework

Te Whiringa speaks to the act of weaving – the deliberate twisting and plaiting of individual strands into a unified whole. In Te Ao Māori, this process is not just physical, but deeply symbolic. It is through whiri that strength is created, relationships are honoured, and kaupapa are bound together. This name reflects our engagement framework: a living braid of voices, values, responsibilities, and relationships. Each thread – whether community, Mana Whenua, or Council – contributes to the integrity and resilience of the whole.

Te Kaunihera o Te Awa Kairangi Hutt City Council respects and upholds its commitments as a Tiriti partner by honouring the status and authority of Mana Whenua and tangata whenua. The Local Government Act 2002 mandates Council to enhance outcomes for hapori Māori (Māori communities) and our dedication extends beyond these statutory obligations. We recognise Mana Whenua and hapori Māori as our partners – they are kaitiaki (guardians), knowledge holders and leaders whose intergenerational expertise shapes the historical, cultural, natural, physical, economic, and social identity of Te Awa Kairangi ki Tai Lower Hutt.

Our Tākai Here (Memoranda of Partnerships), Te Herenga Kairangi (Māori Strategy), and this document provide a foundational understanding of our Tiriti-based relationships to guide the future of our community – through strengthened governance, shared decision-making processes, and an investment in Council's capability to partner authentically. These reflect our enduring commitment to collaborate between Māori and Council, and effectively outlines our ambitions to improve the way we engage with our community.

### Strategic Alignment

Our framework aligns to all of Council activity, key strategic plans and policies, and supports us in meeting our legal obligations, specifically under the Local Government Act 2002.

#### References:

1. International Association for Public Participation [www.iap2.org](http://www.iap2.org) – IAP2's Core Values, Code of Ethics, and Quality Assurance Standard.
2. Bloomberg Harvard's Path to Public Innovation



# Te Hiranga o Te Whiringa

## Why engagement matters



Engagement means more than just asking for feedback. It's about listening, learning, and working together. When done well, it builds trust, improves decisions, and creates a stronger, more connected city – where every voice helps shape the future.

Like every strong structure, the top (Impact) relies on a solid foundation (Values) and effective processes (Process). Without our values driving us and robust engagement processes in place, we cannot deliver what we aspire to (Impact). This pyramid makes clear that what we achieve depends entirely on why and how we do it.

The Framework rests on three core elements to ensure our approach is consistent, credible and community-led:

- ➔ **Engagement Principles** ([page 9](#)):  
What our commitments to communities are
- ➔ **Practices for meaningful engagement** ([page 10](#)):  
How we embed those principles every day
- ➔ **Action Plan focus areas** ([pages 14-15](#)):  
Where we prioritise change and invest in engagement quality



# Ngā Mātāpono o Te Whiringa Engagement Principles

## We will...



### Engage when it counts, in ways that work for you

We'll share clear, early updates about the council work you can help shape and offer a range of ways to have your say — so you can decide what matters and how you'd like to take part.



### Be inclusive and accessible

We want to hear from everyone in Lower Hutt, especially people who haven't been heard before or have struggled with council processes. We'll listen at times and places that work for you.



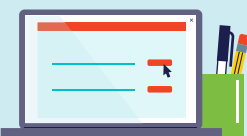
### Be responsible partners under Te Tiriti

We recognise the unique role that Mana Whenua play and are committed to engaging with Mana Whenua and hapori Māori in good faith, upholding tikanga and our commitment to Te Tiriti.



### Engage genuinely with clear intentions

We'll be clear about why we're asking for your input and what influence you have in each decision. We'll listen, make room for new ideas, and be upfront when we need to change direction and why.



### Be clear about the impact of your feedback

We'll share what we heard and how it shaped our decisions — focusing on key themes and insights. When feedback isn't used, we'll explain why.

## These principles act as our commitments to our community.

Shaped by community input and endorsed by Mana Whenua, these principles reflect what our community value in engagement. These principles guide how we work — and are the foundation for our organisation-wide approach to engagement.



# Te kawe i Te Whiringa

## Our engagement approach

### Our practices for meaningful engagement

Our engagement practices describe how we will transform the way Council engage. They put our Engagement Principles into action, and guide the priorities in our Action Plan. Together, they support a shift toward more inclusive, transparent and trusted relationships between Council and our community.

While individual practices may reflect some principles and action plan focus areas more strongly, together they support all aspects and are guided by our shared commitment to meaningful, inclusive, and transparent engagement.

| Practice                                                         | What this means                                                                                                                                              |
|------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Grow capability across Council</b>                            | Build the mindsets, skills, and support to embed consistent, best practice engagement.                                                                       |
| <b>Use community voices and experiences to guide our work</b>    | Use lived experience, feedback, and data to shape engagement and inform decisions.                                                                           |
| <b>Expand and adapt our tools and methods</b>                    | Provide a wider range of inclusive, accessible, and culturally responsive engagement methods.                                                                |
| <b>Plan early, keep improving, and show how feedback is used</b> | Engage early with clear purpose, use what we learn to improve each step, and always show how feedback shapes decisions.                                      |
| <b>Rebuilding and earning trust</b>                              | Go beyond individual relationships to build trust. Show up consistently, listen, follow through, and create spaces where people feel seen, safe, and valued. |
| <b>Measure what matters and keep improving</b>                   | Track what's working, share results, and use feedback to continuously evolve how we engage.                                                                  |



# Te Whakamahinga

## How we apply this

### IAP2 Spectrum of Public Participation

The IAP2 Spectrum helps determine how much influence the community has in each engagement – from informing to empowering. Influence doesn't always mean decision-making, but the spectrum helps match the right level of engagement to the issue's purpose, impact, and who's affected.

Council uses this alongside our Significance and Engagement Policy to decide when, how, and how much to engage. It supports our principles and is built into our engagement cycle, helping us plan well and set clear expectations.

| Increasing impact on the decision |                                                                                                                                                          |                                                                                                                                                  |                                                                                                                                                                                           |                                                                                                                                                                           |                                                            |
|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|
|                                   | Inform                                                                                                                                                   | Consult                                                                                                                                          | Involve                                                                                                                                                                                   | Collaborate                                                                                                                                                               | Empower                                                    |
| Public participation goal         | To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions. | To obtain public feedback on analysis, alternatives and/or decisions.                                                                            | To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.                                        | To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.                     | To place final decision making in the hands of the public. |
| Promise to the public             | We will keep you informed.                                                                                                                               | We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. | We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision. | We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible. | We will implement what you decide.                         |

IAP2 International Federation 2018. All rights reserved. 20181112\_v1

### Our approach to engagement

Good engagement doesn't just happen, it requires thoughtful planning and a consistent approach. We are implementing a structured, stepped process that all teams will follow to ensure engagement is inclusive, purposeful, and impactful.

This process is grounded in best practice and integrates all aspects of this Framework, from our principles and engagement practices to the use of the IAP2 Spectrum and our Significance and Engagement Policy.

It helps us plan early, tailor our approach to the community and kaupapa, adapt based on what we learn, and close the loop by showing how feedback has influenced decisions.

By embedding this consistent way of working, we can improve transparency, build trust, and support better outcomes across all engagement activity.



# Ngā tūranga me ōna haepapa

## Roles and responsibilities

While Council leads engagement processes, there is a role for everyone in effective engagement between Community and Council, and increased civic participation.

| Roles                                                                                                                                    | Responsibilities                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Mayor and Elected Members<br/>(Councillors and Community Board members)</b>                                                           | <p>Leads by example, actively connects with the community, encourages participation, seeks out feedback, and ensures community voices are heard and considered in key decisions.</p> <p>This includes our Community Boards who play a key role in listening to local concerns, representing community needs to the council, and advocating for improvements in their areas.</p> |
| <b>CEO and Corporate Leadership Team</b>                                                                                                 | <p>Lead a culture of best-practice engagement by ensuring structures are in place to support effective, inclusive participation and feedback use.</p>                                                                                                                                                                                                                           |
| <b>Council Staff</b>                                                                                                                     | <p>Designs and delivers fit-for-purpose, inclusive, and transparent engagement. This includes sharing clear information, enabling participation, collecting and sharing insights, and helping ensure engagement is measured, reported on, and continuously improved.</p>                                                                                                        |
| <b>Mana Whenua</b>                                                                                                                       | <p>Te Tiriti partners in design and decision-making; guide engagement in accordance with tikanga and aligned with kaupapa Māori.</p>                                                                                                                                                                                                                                            |
| <b>Advisory Groups</b>                                                                                                                   | <p>Provide advice based on lived experience or expertise, encourage participation, and help shape engagement approaches (within agreed operating requirements).</p>                                                                                                                                                                                                             |
| <b>Stakeholders (e.g. Non-Governmental Organisations (NGO's), Greater Wellington, advocacy groups, business, delivery partners etc.)</b> | <p>Collaborate on issues of shared interest, contribute insights, encourage participation, and help inform solutions.</p>                                                                                                                                                                                                                                                       |
| <b>Community Members</b>                                                                                                                 | <p>Participate in decisions that affect them by focusing on the decisions to be made or questions being asked, share their perspectives, recognise Council need to consider the needs of the whole community, and hold Council accountable.</p>                                                                                                                                 |



# Te tātari me te pūrongo

## Monitoring and reporting

Delivering on our commitments matters. Meaningful change starts from within, so we have begun by strengthening how we measure and monitor engagement.

We have analysed Quality of Life and Resident Satisfaction Survey data to better understand current trust levels and opportunities for improvement.

To track and improve our engagement work, we have developed an internal measurement process. At the end of each engagement phase, project teams will review their work against the Key Success Indicators, identifying strengths as well as areas for improvement. These results will feed into an internal dashboard so we can spot patterns, build a baseline, and see how engagement is working across Council. This process will guide continuous improvement and lay the foundation for future reporting.

Our Key Success Indicators draw on our Engagement Principles (page 9) and the Power Metrics model developed by Professor Liz McKenna (Harvard University) and Joy Cushman (Democracy & Power Innovation Fund).

By taking a targeted approach to measuring and improving engagement, we can give council staff practical tools to monitor, evaluate, and adapt their practices in real time. Over time, this will enable more targeted, effective, and impactful engagement, helping more of our communities to understand and participate in council processes.

We are not yet setting formal targets for our success indicators. Instead, we are using the first phase to establish a baseline across engagements. This baseline will give us a clear picture of where we are now and allow us to set meaningful, evidence-based targets in the future.

This is only our first step. We will review the approach in late 2026 and consider introducing public dashboards to report on progress. In the meantime, we will share quarterly updates with the community so you can see how we are tracking against our Action Plan on the following pages.

### Key Success Indicators

|                                  |                                                                                                                                                                                |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Reach &amp; Participation</b> | <ul style="list-style-type: none"> <li>Identify the groups and individuals we engage</li> <li>Measure demographic and geographic representativeness</li> </ul>                 |
| <b>Inclusion</b>                 | <ul style="list-style-type: none"> <li>Ensure Communities of Interest (COI) are meaningfully involved</li> <li>Provide genuine opportunities to influence decisions</li> </ul> |
| <b>Accessibility</b>             | <ul style="list-style-type: none"> <li>Anticipate cultural and language needs</li> <li>Remove barriers that limit participation</li> </ul>                                     |
| <b>Transparency</b>              | <ul style="list-style-type: none"> <li>Acknowledge and act on community feedback</li> <li>Clearly communicate how feedback informs decisions</li> </ul>                        |
| <b>Impact</b>                    | <ul style="list-style-type: none"> <li>Measure engagement's influence on Council decisions</li> <li>Ensure equitable and fair resource allocation</li> </ul>                   |
| <b>Learnings</b>                 | <ul style="list-style-type: none"> <li>Capture and share practitioner insights</li> <li>Apply lessons learned for continuous improvement</li> </ul>                            |



# Mahere mahi

## Action plan

The Engagement Framework sets the strategic direction for community engagement, while the Action Plan outlines the practical steps to achieve these goals. Together, they ensure our engagement practices are consistent, effective, and aligned across the organisation.

We've developed an action plan to lift the quality and consistency of engagement. It's built around 6 key focus areas, each with clear actions to strengthen how we work with community.

Here's what the Action Plan focuses on:

### 1. Strategic planning & Governance

- ➔ Improved planning so fewer projects need your feedback all at once, giving you time to be more involved.
- ➔ Engaging earlier when there is more opportunity for change.
- ➔ Plan engagement consistently, allowing for flexibility in how we engage to best suit different communities' needs.
- ➔ Trial new ways of engaging that give the community more voice — like Citizens Panels, where community help explore issues and make recommendations.
- ➔ Trial participatory budgeting where community choose how funds are spent.

### 2. Mana Whenua Partnership

- ➔ Supporting marae-based engagement hubs and kaupapa Māori initiatives.
- ➔ Embedding tikanga and kaupapa Māori as essential principles across engagement approaches, guided by our Mana Whenua partners.
- ➔ Planning engagement with Māori around a calendar of significant Māori events and opportunities.
- ➔ Providing Mana Whenua partners with feedback and insights from consultation where appropriate.

### 3. Inclusive & Accessible Participation

- ➔ Making information easier to find and understand, using plain everyday language.
- ➔ Offering engagement face to face and online, at spaces and times convenient to all our communities.
- ➔ Trialling new and consistent ways of communicating to both educate and share updates.
- ➔ Creating a space for community to easily share ideas, vote for ideas they like and track how their feedback shapes decisions.
- ➔ Involving community when designing projects and solutions.
- ➔ Supporting community and youth-led projects that help people get involved and understand how decisions are made.
- ➔ Keep asking for community feedback where it's required but also ask what else community want to have a say on.





#### 4. Relationships & Community Outreach

- ➔ Building trust and enduring relationships through outreach to communities (especially those underrepresented).
- ➔ Hosting drop-in sessions where we're just there to listen and answer questions.
- ➔ Learning more about our various communities and their wants and needs.
- ➔ Partnering with representatives from the community to be directly involved in projects and engagement.

#### 5. Engagement Tools, Resources & Capability

- ➔ Giving Council staff the right tools, training and resources to plan good engagement with the community.
- ➔ Consistently applying best practice around cultural, accessibility and privacy needs.
- ➔ Helping Council staff choose the right way to engage, depending on the topic and the community.
- ➔ Providing cultural competency and Te Tiriti training.

#### 6. Quality, Standards & Internal Culture

- ➔ Setting and applying minimum standards for all engagements.
- ➔ Consistently applying our Significance & Engagement Policy and IAP2 Spectrum to choose the right approach.
- ➔ Monitoring and reporting on engagement performance to look for opportunities to improve.
- ➔ Using existing information and data to help with making engagement more suited to our communities.
- ➔ Clearly showing how community input influences each decision.
- ➔ Using shared planning tools and engagement calendars.
- ➔ Building a culture where engagement is seen as everyone's job.

Please note, this summary highlights the focus areas and high-level actions we'll take. Some actions will be implemented in the short term, while others will take longer to achieve. A full detailed action plan has been developed for internal operational purposes that will guide our work to deliver on these priorities.

References: 1. International Association for Public Participation [www.iap2.org](http://www.iap2.org) - IAP2's Core Values, Code of Ethics, and Quality Assurance Standard.  
2. Bloomberg Harvard's Path to Public Innovation



# Kaputaka

## Glossary

### Te Reo Māori terms

|                                      |                                                                                                                                     |
|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>Hapori Māori</b>                  | Māori communities; groups of Māori people connected by genealogy, location, or a shared purpose.                                    |
| <b>Kaitiaki</b>                      | Guardians or stewards who protect and care for people, places, taonga (treasures), often with spiritual or cultural responsibility. |
| <b>Kaupapa</b>                       | A guiding principle, purpose, topic, policy or matter for discussion, proposal, agenda.                                             |
| <b>Mana Whenua</b>                   | Local Māori with territorial rights and responsibilities over the land and its natural resources.                                   |
| <b>Marae</b>                         | A communal and sacred meeting place that serves as the focal point for Māori social, cultural and spiritual life.                   |
| <b>Tangata whenua</b>                | Literally 'people of the land' and refers to Māori as the indigenous people of Aotearoa New Zealand.                                |
| <b>Te Ao Māori</b>                   | The Māori worldview.                                                                                                                |
| <b>Te Whiringa</b>                   | The name of Hutt City Council's Engagement Framework, which speaks to the act of weaving (refer page 7).                            |
| <b>Tikanga</b>                       | Customs, protocols, and correct practices that guide behaviour in accordance with cultural values.                                  |
| <b>Tiriti / Te Tiriti o Waitangi</b> | The Treaty of Waitangi, Aotearoa New Zealand's founding document.                                                                   |
| <b>Whiri</b>                         | To twist, plait, or weave strands together.                                                                                         |



## Other terms

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Citizens Panels</b>                       | Groups of residents involved in structured discussions or recommendations on issues.                                                                                                                                                                                                                                                                                                                     |
| <b>Civic participation</b>                   | When community members get involved by sharing their views, voting, joining local activities, or working with council to help shape the place they live.                                                                                                                                                                                                                                                 |
| <b>Communities of Interest (COI)</b>         | Groups of people connected by place, identity, or shared needs. These include both local communities (our wards: Northern, Central, Western, Harbour, Wainuiomata, and Mana Kairangi ki Tai Māori) and city-wide communities such as tangata whenua, ethnic and migrant groups, Pacific peoples, youth, disabled people, and the rainbow community (as identified in the Representation Review 2023–24). |
| <b>Community Engagement</b>                  | An intentional process with the purpose of working in inclusive and respectful ways to shape decisions, actions, impacts or change (IAP2 definition).                                                                                                                                                                                                                                                    |
| <b>Culturally responsive</b>                 | Recognising, respecting, and responding to the different cultural values, traditions, and needs of people in the community.                                                                                                                                                                                                                                                                              |
| <b>Engagement Framework</b>                  | A guiding approach and set of principles used to plan, carry out, and evaluate how Council connects with, listens to, and involves our communities in decision-making.                                                                                                                                                                                                                                   |
| <b>IAP2</b>                                  | International Association of Public Participation. An international organization advancing the practice of public participation (reference: <a href="http://www.iap2.org">www.iap2.org</a> ).                                                                                                                                                                                                            |
| <b>IAP2 Spectrum of Public Participation</b> | Framework describing levels of community influence: Inform, Consult, Involve, Collaborate, Empower.                                                                                                                                                                                                                                                                                                      |
| <b>Key Success Indicators</b>                | Metrics used to measure effectiveness of engagement.                                                                                                                                                                                                                                                                                                                                                     |
| <b>Lived Experience</b>                      | Firsthand knowledge or perspectives based on personal life circumstances.                                                                                                                                                                                                                                                                                                                                |
| <b>Participatory Budgeting</b>               | A process where community members help decide how public funds are allocated.                                                                                                                                                                                                                                                                                                                            |
| <b>Public Innovation (Harvard Bloomberg)</b> | Refers to methods/tools developed through the Bloomberg Harvard City Leadership Initiative aimed at equipping city leaders with tackling complex issues and transforming communities for the better.                                                                                                                                                                                                     |
| <b>Significance and Engagement Policy</b>    | A Council policy that helps determine how important different matters are and sets out how and when people will be involved in shaping decisions.                                                                                                                                                                                                                                                        |
| <b>Underrepresented communities</b>          | Groups or individuals that have limited or lesser representation or voice in Council processes.                                                                                                                                                                                                                                                                                                          |







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**Report no: CCPC2025/4/261**

## **Te Ngaengae pool and fitness - budget update**

### **Purpose of Report**

1. This paper reports back on options for the surplus budget from the Te Ngaengae Pool and Fitness project, now that the facility has been delivered to scope and under budget.

### **Recommendations**

That Council:

- (1) notes that as of 30 June 2025, there is a project capital budget underspend of \$1.04M for the Te Ngaengae Pool and Fitness Centre;
- (2) approves additional investment of \$159,000 in operational and safety enhancements that have been identified in paragraph 5 of the report;
- (3) provides guidance on the four options provided for the remaining underspend being:
  - (a) taking it as a saving
  - (b) installing solar panels
  - (c) a public spa pool (not recommended by officers), and
  - (d) deferring this decision to the new Council who can consider it in the context of a wider programme of investment in solar power and against other priorities.

For the reason that the project has been delivered to scope and within budget so a decision needs to be made on the underspend.

### **Background**

2. The Te Ngaengae Pool and Fitness Centre project has been delivered to scope and on time, with the pool opening in December 2024.
3. Council approved a capital budget of \$68M for the project and received \$27M in co-funding from central government as part of the COVID-19 Response and Recovery Fund (CRRF).
4. As of 30 June 2025, there is a project capital budget underspend of \$1.04M.



5. Several operational and safety enhancements have been identified which officers propose funding from the underspend. Some of these were identified towards the end of the construction project but there was not time to have them completed as part of the build. These are:
- (a) Reinforcing of the balustrade glass on the zoom tower as there is a flexing movement if weight is placed against an individual panel.
  - (b) Improvement of the drainage on the zoom stairs as water from wet swimmer's pools on the steps and landings and then cascades over the edges onto people standing below.
  - (c) Installation of an upgraded panic/duress warning panel. A system was agreed and installed for people requiring assistance in the disabled change rooms. In practice this has been found to be insufficient for the level of customer service and safety we aim to provide.
  - (d) Reconfigure the shop area to provide better security for the staff and cash on-site, which was identified as a safety issue during a cash-handling audit.
  - (e) Shade sails in the BBQ area for sun protection for patrons.
  - (f) Nets to protect the windows from errant water polo balls.
6. Where there are safety issues, this work is already underway or has been completed. If not funded through the underspend, it will be funded from operational budgets, although these are already under pressure.
7. These items are costed in the table below:

| Item                                       | Order of Magnitude Cost Estimate \$NZ Excluding GST |
|--------------------------------------------|-----------------------------------------------------|
| Hydro Slide Glass Balustrade Reinforcing   | \$18,000                                            |
| Improvement to Hydro Slide Drainage        | \$60,000                                            |
| Panic/Duress Warning Panel                 | \$7,500                                             |
| Reconfiguration of the Swim Shop Area      | \$20,000                                            |
| Installation of Protective Water Polo Nets | \$7,500                                             |
| Shade Sails in Exterior BBQ Area           | \$46,000                                            |
| <b>Total \$159,000</b>                     |                                                     |

### **Options for remaining underspend: (\$881k)**

8. At the out-set of the project it was agreed that enhancements/additions that were outside of the agreed scope would be reconsidered if there was an underspend, and a list of these was compiled during the project. This includes solar panels and a public spa pool, both detailed below.
9. Since then, Council's financial challenges have increased, with significant rate increases in the past two years and a challenge around the future affordability of core services including swimming pools. The Aquatics function was overspent in 2024/25 due to significant increases to the cost of power and water, and these costs will continue to put pressure on budgets in the LTP. This is also likely to have an impact on the cost of swimming in the future as this is based on cost recovery.
10. Council should consider the option of taking the remaining underspend as a saving. This would reduce the level of borrowing required and result in an operational saving in terms of debt servicing costs. Alternatively, it could consider an invest to save initiative in solar panels.

### *Installing Solar panels*

11. The installation of solar panels was investigated, and the preliminary costing is \$765,000 for a 250kWp Solar PV Array.
12. It is estimated based on a detailed analysis of the facility's actual electrical consumption data that with a 250kWp solar array savings of \$77,500 a year could be achieved, reducing the ongoing operating costs. The estimated pay back period would therefore be around 10 years.
13. The facility was designed to accommodate a solar array of 250 kWp. Scoping of a specific system may result in some additional infrastructure charges.
14. This option aligns with Council's and the facility's sustainability and carbon reduction goals and would further reduce energy demand from the facility. It also aligns with Council's imperative to deliver core services as efficiently as possible to ensure future affordability.
15. If this option was preferred, this would need to be further scoped to confirm it is affordable within the budget. The aim would then be to undertake procurement and installation of the Solar PV system in the first half of 2026, after work has been completed on Huia Pool. Exact timing would be dependent on any building consent and/or resource consent requirements.
16. Council's Climate and Waste team is currently developing a programme of work (currently unfunded) for installing Solar PV at other facilities, with priority given to the facilities which will provide the best return both in term of environmental and financial impact. The Climate and Waste team support the investment in Te Ngaengae as aligning with that criteria.
17. This decision could also be deferred for the new Council to make as part of decisions on the wider solar programme, and in the context of other priorities. That may also provide some efficiencies regarding the procurement and roll-out.



### Public Spa Pool

18. During community engagement there was support for a spa pool to be included in the design, however other features were prioritized including two zoom tubes, and two bulkheads which enable the pool space to be optimized.
19. One of the considerations for not prioritising a spa pool was that aquatic provision is viewed across the network and there are already three spa pools in the network, two open year-round and within a 10 minute drive of Naenae. To make up for the absence of a spa pool, a hydro-therapy bench and jets were included in the design, adjacent to the shallow leisure pool to provide a spa experience.
20. Two possible locations had been identified for a spa pool and some scoping and high-level costing was done.



#### Location 1 - a standalone spa on the concourse adjacent to the Birthday Room.

21. Retro-fitting a spa pool in this location would require strengthening work on the concourse and the trenching of pipes and drainage under the existing facility floor, as well as connections for power, water and waste. The very high-level cost for this is estimated at \$600,000.
22. This location would require an additional lifeguard to be on duty given lines of sight which equates to 2.25 FTE across the day and an additional \$128,250 operational cost pa.

#### Location 2 – within the footprint of the shallow leisure pool (incorporated into the existing pool).

23. The original estimate for this was \$600K, but this was if the spa pool was built during construction and not retro-fitted, which is likely to mean there would be additional cost now.
24. For both options, there would be additional ongoing operating costs of \$20,000 pa for water, chemicals and power. Unlike the main bodies of water, a spa pool is emptied every week and that combined with 'splash out' of water estimates for each bather equates to just under 1.6M litres of water consumption per year.

25. Work on either option would be a disruption to existing services which would have an impact on revenue.
26. Neither option was scoped for accessibility, which may increase costs further.
27. While the addition of a spa pool would most likely be welcomed by community, officers do not recommend this option due to the impact it would have on ongoing operational costs for running the pool. Council faces significant financial challenges and there is a significant need and expectation from community that efforts are being made to reduce future rates increases. There is already considerable pressure in budgets due to the rising cost of power and water, and this will impact the cost of pool entry in the future due to cost recovery requirements. Officers also consider the provision of spa pools across the network to be adequate, with two within a 10 minute drive of Naenae, and a third spa pool at Wainuiomata summer pool.

### **Options**

28. Council has the following options for the underspend:

- (a) taking it as a saving;
- (b) installing solar panels;
- (c) a public spa pool (not recommended by officers); and
- (d) deferring this decision to the new Council who can consider it in the context of a wider programme of investment in solar power and other priorities.

### **Financial Considerations**

29. Council approved an Opex budget of \$1.5M for project initiation and demolition. The facility was originally projected to complete at a capital investment cost of \$54M. Following a risk-based assessment to quantify and manage the risks of the project, Council approved a revised capital budget of \$68M.
30. Council received co-funding from central government as part of the CRRF which was capped at \$27M. This agreement covered eligible costs (operating and capital costs) up to \$68M.



31. As of 30 June 2025, there is a project capital budget underspend of \$1.04M.

| <b>Project costs as at 30 June 2025</b>               |           | <b>\$M</b>   |
|-------------------------------------------------------|-----------|--------------|
| Total operating expenditure (Initiation & Demolition) | \$        | 1.69         |
| Total capital expenditure                             | \$        | 66.96        |
| <b>Total project costs</b>                            | <b>\$</b> | <b>68.64</b> |

| <b>Capital budget as at 30 June 2025</b>    |           | <b>\$M</b>   |
|---------------------------------------------|-----------|--------------|
| Total project capital expenditure           | \$        | 66.96        |
| Less COVID-19 Response and Recovery Funding | -\$       | 27.00        |
| <b>HCC funded capital expenditure</b>       | <b>\$</b> | <b>39.96</b> |
| HCC capital budget                          | \$        | 41.00        |
| Less HCC funded capital expenditure         | -\$       | 39.96        |
| <b>HCC capital budget underspend</b>        | <b>\$</b> | <b>1.04</b>  |

### **Legal Considerations**

32. There are no legal considerations.

### **Climate Change Impact and Considerations**

33. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide. The investment being recommended will enhance the sustainability of the facility and reduce operating costs.

### **Appendices**

There are no appendices for this report.

**Author:** Iain Brown  
Head of Aquatics

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

**Reviewed By:** Jenny Livschitz  
Group Chief Financial Officer

**Approved By:** Jo Miller  
Chief Executive

**15 September 2025**

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**Report no: HCC2025/4/268**

## **Recent changes to the Resource Management Act and exception and withdrawal options for the Proposed Lower Hutt District Plan**

### **Purpose of Report**

1. The purpose of this report is to:
  - a. Brief the Committee on recent changes to the Resource Management Act in relation to a moratorium on proposed plan changes and proposed district plans,
  - b. Outline the implications of these changes for the Proposed Lower Hutt District Plan, and
  - c. Seek the Committee's direction on how to proceed with the Proposed District Plan in light of these changes.
2. This report provides information on:
  - The new RMA requirements to withdraw proposed plan changes and proposed district plans,
  - Exemptions to withdrawing proposed plan changes and proposed district plans,
  - Relevance of these for the Proposed District Plan, and
  - Council's options on how to proceed with the Proposed District Plan, with recommendations.



## Recommendations

That Council:

- (1) determines how to proceed with the Proposed District Plan in light of recent changes to the Resource Management Act. That is, either:
  - (a) Option 1: Withdraw the Proposed District Plan, or
  - (b) Option 2: Seek to continue with the Proposed District Plan, excluding the Historical and Cultural Values, Natural Environment Values (including Coastal Natural Character) and Highly Productive Land parts of the Plan, by applying for an exemption from the Minister for the Environment for the remaining parts of the Plan.
- (2) delegates to the Chief Executive, Director of Environment & Sustainability, and Head of Planning the Council's functions under s80X of the Resource Management Act 1991 (relating to the obligation to make public notices in relation to advising the public of the status of proposed planning instruments).

## Background

3. The Government recently passed the *Resource Management (Consenting and Other System Changes) Amendment Act*. A fact sheet on the Amendment Act is attached to this report (Appendix 1). The Amendment Act is part of the Government's wider Resource Management Reforms.
4. The Amendment Act introduced new requirements to stop proposed plan changes and proposed district plans where hearings have not started unless an exemption applies.
5. The Explanatory note of the Amendment Act states that this is:
  - To ensure that local authorities do not expend resources unnecessarily before new legislation to replace the RMA comes into force, and
  - Intended to achieve greater efficiency for local authorities in view of legislative changes that are expected to be in force by the end of 2027.

### *Relevance for Hutt City Council and the Proposed District Plan*

6. In recent years, Hutt City Council has been an early adopter and leader in implementing national policy directives on intensification and delivering housing growth in Lower Hutt. This included Plan Change 43, (approved in 2019) which enabled greater residential and mixed-use development in Lower Hutt prior to any Government direction on housing intensification.
7. Council then began work on a full review of the District Plan. This was in part a response to the new National Planning Standards released in 2019 that were intended to improve the efficiency and effectiveness of the planning system by providing a nationally consistent format and structure for District Plans.

8. This was the first full review of the District Plan in 20 years. It was necessary to update the remaining parts from the Operative District Plan that were outdated. It also provided an opportunity for Council to meet its legal requirements to give effect to higher order documents (national policy statements and the Regional Policy Statement for the Wellington Region), including a full implementation of the National Policy Statement on Urban Development (NPS-UD).
9. In 2020 Hutt City Council became the first city to remove minimum car parking spaces as required under the National Policy Statement on Urban Development (NPS-UD).
10. In 2021 the Government introduced new mandatory requirements for tier one councils to implement intensification policies in the NPS-UD and introduce the new Medium Density Residential Standards to their district plans. Hutt City Council was one of the first councils in New Zealand, and the first city council, to implement these requirements through Plan Change 56, which came into effect in 2023.
11. This review of the District Plan would be further advanced (and possibly complete) if the preparation of the proposed plan had not been delayed while Council followed the Government's directions to meet these requirements.
12. Hutt City Council notified its new Proposed District Plan on 6 February 2025. The Proposed District Plan proposed a wide range of improvements to the city's planning framework, including:
  - Providing sufficient long term residential development capacity (a realisable capacity of more than 17,000 dwellings),
  - Opportunities for minor residential units in rural and large lot residential zones (previously only provided for in other residential zones),
  - Provision for a greater mix of land uses in some locations through a new Mixed Use Zone,
  - Greater protection of industrial development capacity, including for hazardous facilities, and
  - Notices of requirement to better provide for infrastructure and other community facilities.
13. Over 500 submitters have made submissions and or further submissions on the Proposed District Plan, including submitters who are pursuing their own development and land use aspirations through their submissions.
14. The submission and further submission stages for the Proposed District Plan are now complete. However, hearings have not started. As a result, Council is required to withdraw the Proposed District Plan unless an exemption applies (discussed further below).



## Discussion

### Requirements to withdraw proposed plan changes and proposed district plans

15. The requirements to withdraw proposed plan changes and proposed district plans are set out in sections 80O to 80X of the RMA (Appendix 2 of this report).
16. For the Proposed District Plan, the requirements are:
  - a) Council must withdraw the Proposed District Plan as soon as possible, but no later than 90 working days after commencement of the new requirements (i.e. 15 January 2026) **unless an exemption applies to all or part of the Proposed District Plan.**
  - b) Council must publicly notify the withdrawal of the Proposed District Plan or any part of the Proposed District Plan.
  - c) Council must not notify a proposed plan changes or a new proposed district plan until 31 December 2017 **unless an exemption applies.**

### Exemptions

17. The Proposed District Plan, or parts of the Proposed District Plan, can continue to hearings if an exemption applies. The RMA includes a list of automatic exemptions, but also allows for additional exemptions where approved by the Minister for the Environment.

#### *Automatic exemptions*

18. Planning instruments are automatically exempt (such as the Proposed District Plan) if they:
  - a) Use the streamlined planning process.
  - b) Use the intensification streamlined process planning process.
  - c) Are required to implement new national policy statements (where required to be implemented through a draft planning instrument before 31 December 2027).
  - d) Use the freshwater planning process to give effect to the National Policy Statement for Freshwater Management 2020.
  - e) Are directed by the Minister.
  - f) Relate to natural hazards.
  - g) Change or vary the regional coastal plan for the Kermadec and Subantarctic Islands.

- h) Give effect to any obligation in or under a Treaty of Waitangi settlement Act or deed of settlement, the Ngā Rohe Moana o Ngā Hapū o Ngāti Porou Act 2019, or the Marine and Coastal (Takutai Moana) Act 2011.

- 19. Private plan changes are also automatically exempt.
- 20. The only automatic exemption that applies to the Proposed Lower Hutt District Plan is (f), in relation to natural hazards. This exemption only applies to the parts of the Proposed District Plan that relate to natural hazards.

*Exemptions granted by the Minister*

- 21. In addition to the automatic exemptions, Council can apply to the Minister for an exemption.
- 22. In determining an application for an exemption, the Minister must be satisfied that granting the exemption would:
  - a) Better enable the local authority to provide, operate, or maintain municipal drinking water, stormwater, or wastewater in accordance with the Water Services Act 2021,
  - b) Rectify any provisions in a plan or policy statement that have had unintended consequences, are unworkable, or have led to inefficient outcomes,
  - c) Respond to changes made to the RMA,
  - d) Better enable climate change to be managed,
  - e) Support the transition of high risk land so as to better manage the risk of erosion,
  - f) Better enable any relevant Treaty of Waitangi settlement Act or deed of settlement and the Crown's obligations under that settlement, to be upheld,
  - g) Enable a response to be made to a recommendation from the Environment Court, or
  - h) Enable work to be progressed that, for any other reason, the Minister considers appropriate.
- 23. Of these, (b) and (d) are relevant for parts of the Proposed District Plan, and (h) may be relevant, depending on the view of the Minister.
- 24. When considering an application for an exemption, the Minister may request further information from Council. As a result, there could be some back-and-forth between the Minister and Council before the application is decided on. The Minister may then grant the application, grant only part of the application, or decline the application in its entirety.



Additional considerations for the Proposed District Plan

25. Given the changes to the RMA, Council needs to decide on how to proceed with the Proposed District Plan, including:

- Whether or not to seek an exemption for the Proposed District Plan, and
- What parts of the Proposed District Plan would be part of that exemption.

26. The following sections discuss additional matters that are relevant for these decisions.

*Exemption for all or part of the Proposed District Plan*

27. In order to continue with all or part of the Proposed District Plan, Council will need to apply for an exemption to the Minister for the Environment for an exemption.

28. Through that application, the Minister will need to be satisfied that the exemptions would:

- Rectify provisions in the District Plan that have had unintended consequences, are unworkable, or have led to inefficient outcomes,
- Better enables climate change to be managed, and/or
- Enable work to be progressed that, for any other reason, the Minister considers appropriate.

29. While some parts of the Proposed District Plan meet one or more of these criteria, it would be difficult to make this case for most of the Proposed District Plan.

30. As a result, the application for an exemption would rely on the 'other reason' criterion. While this criterion is very open ended, the basis of such an application could include that:

- The Natural Hazard parts of the Proposed District Plan are automatically exempt.
- Some parts of the Proposed District Plan better enable climate change to be managed (that is, better than the operative District Plan).
- The Proposed District Plan would make a range of improvements to the city's planning framework, including by providing for further development and a greater mix of uses in some locations, providing for and protect industrial development capacity (including protection for hazardous facilities from new sensitive activities), and new designations for three waters infrastructure.

- While the operative District Plan has been updated twice in the last four years to increase housing development in much of our urban areas, the Proposed District Plan provides an opportunity to further increase opportunities for housing development, including in rural residential areas and in other areas where submitters have requested that their properties are rezoned to a zone that provides for greater development.
  - The Proposed District Plan is well-progressed, with significant time and money already being invested in the process by Council, the community and stakeholders, including people who have taken the time to get involved in the process and make submissions.
  - Withdrawing the Proposed District Plan would mean people and businesses with land use, subdivision or development aspirations and who have tried to achieve those aspirations through submissions on the Proposed District Plan would be denied the opportunity to try to achieve those aspirations, or at least have the opportunity delayed until a future planning process.
31. While Council is able to apply for an exemption for all of the Proposed District Plan, it is unlikely that an exemption for all of the Proposed District Plan would be granted, particularly given where the Government's Resource Management Reforms appear to be heading in terms of regulation that protects aspects of the environment on private property (such as regulation of cultural, heritage and natural values).
32. If the Council applied for an exemption for all of the Proposed District Plan, the Government could still decide to grant an exemption for only parts of it (effectively picking which bits it thinks should proceed and which bits should stop). However, there would be the risk that the Government would simply decline all of the application.

*Integration challenge of proceeding with part of the Proposed District Plan*

33. The Proposed District Plan has been developed as an integrated document. This creates several issues for proceeding with only part of the Plan:
- Any one part of the Proposed District Plan may rely on multiple other parts of the Proposed District Plan to be effective. For example, the objectives of a Residential Zone chapter will be implemented in part by provisions in district-wide chapters.
  - The Proposed District Plan refers to zones and overlays that make sense in the overall context of the Proposed District Plan but may not make sense if relevant parts of the Proposed District Plan are withdrawn. For example, the Subdivision, Earthworks and Infrastructure chapters apply different rules to areas in different zones and overlays introduced through other chapters of the Proposed District Plan.



- A 'part' of the Proposed District Plan may be spread over multiple chapters. For example, while the Natural Hazards chapter is the core of the Natural Hazards part of the Proposed District Plan, natural hazards are also addressed through several other chapters, including the Strategic Directions, Coastal Environment, Subdivision, Earthworks, Infrastructure and Three Waters chapters.
  - The Proposed District Plan has been developed as a complete replacement of the Operative District Plan. If only parts of the Proposed District Plan proceed, and other parts are withdrawn, the Proposed District Plan could no longer be treated as a complete replacement of the Operative District Plan. As a result, Council would need to identify the parts of the Operative District Plan that are equivalent to the withdrawn parts of the Proposed District Plan and retain them. This would effectively result in Council having two partial district plans.
34. This is not to say proceeding with part of the Proposed District Plan can't be done (the amendments to the RMA clearly provide for exemptions to parts of proposed plans). However, it does mean that proceeding with only part of the Proposed District Plan is not a straightforward process, will result in more complicated hearings, and would result in an unusual district plan set-up for plan users.
35. Added complications that could arise during hearings include:
- Some submitters possibly no longer being able to speak at a hearing (as the relevant provisions have been withdrawn),
  - Submitters attempting to achieve something through the Proposed District Plan while effectively having parts of the plan closed off to them, and
  - The hearing panel needing to redraft parts of the plan to ensure it is only including the exempted parts.

*Issue of fairness for submitters*

36. If the Council chooses to apply for an exemption for specific parts of the Proposed District Plan while withdrawing others, this would effectively mean Council would be deciding which parts it thinks are worth pursuing over others. This would need to be communicated to submitters, including submitters who submitted in support of the parts of the Proposed District Plan that Council chooses not to pursue, submitters who may now be locked out of the hearing process.
37. In addition, submissions will have been prepared in the context of the full integrated Proposed District Plan. There may be submitters who would now request different decisions if it were in the context of only being a partial plan. However, they are now unable to change their submissions as the submission and further submission stages are complete.

*Implications of the Resource Management Reforms*

38. As part of its Resource Management Reforms, the Government has stated that it aims to introduce two new Bills to replace the Resource Management Act in late 2025, and to pass the Bills into law in mid-2026. It is highly likely that these would change the way the Council undertakes its district plan making functions require Council to begin preparing a new district plan.
39. This means that if the Council continues with the Proposed District Plan, it could be taking place at the same time that the Resource Management Act is being replaced.
40. However, making a decision based on legislation that is still being developed comes with a level of risk, and there is a degree of uncertainty on when the legislation will take effect, what Council will need to do in response to the new legislation, and when.

### Options

41. The following sections evaluate the two most feasible options for how to proceed with the Proposed District Plan are as follows:
  - **Option 1: Withdraw the Proposed District Plan**
  - **Option 2: Seek to continue with the Proposed District Plan excluding the Historical and Cultural Values, Natural Environment Values (including Coastal Natural Character) and Highly Productive Land parts of the Plan**
42. For Option 2:
  - The Historical and Cultural Values part of the Proposed District Plan (under *Part 2 – District-Wide Matters*) includes the *Historical Heritage*, *Notable Trees* and *Sites and Areas of Significance to Māori* chapters, plus provisions in other chapters associated with these matters.
  - The Natural Environment Values part of the Proposed District Plan (also under *Part 2 – District-Wide Matters*) includes the *Ecosystems and Indigenous Biodiversity*, *Natural Character*, *Natural Features and Landscapes* and *Public Access* chapters, the coastal natural character parts of the *Coastal Environment* chapter, plus provisions in other chapters associated with these matters.
43. While there is also the option of seeking to continue with the entirety of the Proposed District Plan, this would require an exemption from the Minister for the Environment, and it would be unlikely that it would be approved.
44. Council could proceed with just the Natural Hazards part of the Proposed District Plan. However, if Council wished to proceed with only the Natural Hazards part, I would recommend that it notifies a new proposed plan change for Natural Hazards. This would allow the chapter to be better integrated with the rest of the Operative District Plan and would enable the District Plan to give effect to the National Policy Statement on Natural Hazards that is currently being developed.



*Evaluation of options*

45. The two options have been evaluated in terms of:

- Environmental/planning outcomes,
- Costs,
- Impacts on submitters, and
- Complexity of the Proposed District Plan process.

46. These are discussed in the following table:

| Table 1. Evaluation of options                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Environmental/planning outcomes</b></p> <p><b>Option 1 (withdrawal):</b> A withdrawal of the Proposed District Plan would mean the planning improvements that would be introduced through the Proposed District Plan (as well as through amendments requested by submitters) would either not take place or would be delayed until a future planning process.</p> <p>These improvements are wide ranging (and some submitters disagree that they are improvements), but some examples are provisions that provide for further development and mix of uses, provisions that provide for and protect industrial development capacity, new designations for some infrastructure and community facilities, and provisions to better manage risks associated with natural hazards and hazardous facilities from new development.</p> <p>This needs to be considered in the context of the Government intending to replace the RMA with new legislation in 2026. It is expected that the new legislation would require Council to prepare a new district plan.</p> <p><b>Option 2 (partial exemption):</b> A partial exemption would allow for the improvements that would be introduced by the Proposed District Plan for the period between the Proposed District Plan taking effect and the introduction of the first district plan prepared under the new legislation.</p> <p>While the Proposed District Plan would introduce improvements in enabling minor residential units and papakāinga, the Government is expected to introduce new national environmental standards for these that would take effect before the Proposed District Plan.</p> |

## Costs

**Option 1 (withdrawal):** The costs for Council under Option 1 will be minimal.

**Option 2 (partial exemption):** The costs for Council under Option 2 would primarily be costs for the hearing and appeal process.

The hearing process is estimated to cost \$750,000 (excluding GST and excluding staff time). The costs are mostly associated with the hearing panel, technical experts, and hiring a venue (if the Council Chambers are unavailable). These costs are covered by existing budgets under the Long Term Plan.

There is no estimate for the costs for the appeal process as these costs will depend on the nature of appeals received.

There would also be a range of financial implications for property owners, business, developers and infrastructure providers. These are discussed further in the Financial Considerations section of this report.

## Impacts on submitters

**Option 1 (withdrawal):** Withdrawing the Proposed District Plan would mean some submitters would no longer have the opportunity to seek the outcomes they would like to achieve through their submissions (or would have these delayed until a future planning process).

A flow-on effect of this is that some submitters may need to lodge a private plan change request to enable their developments (the cost of a private plan change request is typically borne by the developer making the request). Similarly, infrastructure providers may need to lodge notices of requirement for new designations.

Conversely, some submitters oppose parts of the Proposed District Plan and may be happy to see the Proposed District Plan withdrawn as it achieves the outcome they are seeking through their submission.

**Option 2 (partial exemption):** A partial exemption would allow submitters on the parts of the Proposed District Plan that are exempted to continue to pursue the outcomes that they are seeking through their submissions.



### Complexity of the Proposed District Plan process

**Option 1 (withdrawal):** The Proposed District Plan process would be straightforward, with the Proposed District Plan simply being withdrawn in its entirety.

**Option 2 (partial exemption):** Proceeding with part of the Proposed District Plan would result in a complicated hearing process.

- Council will need to communicate to submitters that only part of the Proposed District Plan is proceeding to hearings, including advising some submitters that they can no longer speak to their submission at a hearing (where they solely submitted on withdrawn parts of the Proposed District Plan).
- Submitters may now seek different amendments in light of key parts of the Proposed District Plan being withdrawn. However, there would be an ongoing question of whether there is scope for them to do so.
- The hearing panel will still need to consider how the Proposed District Plan should meet the requirements of the RMA, national policy statements and Regional Policy Statement for the Wellington region (including requirements for recognising and providing matters of national importance) while having relevant parts of the plan closed off to it.
- The hearing panel may need to redraft some provisions to comply with the exemption and make sure they make sense in the context of a plan without the withdrawn chapters.
- During the hearing process, the Government's RM reforms are likely to progress, the Resource Management Act may be withdrawn, and new requirements may be introduced that require Council to prepare a new district plan.

47. If this was purely a technical planning decision, officers would recommend Option 1 (withdrawing the Proposed District Plan), although Option 2 is viable, particularly given the potential benefits for some stakeholders and the uncertainty in what will be required of Council under the new legislation that will replace the RMA and when.
48. However, officers appreciate there are other considerations for Council in determining how to proceed.

49. The primary reasons that officers would recommend Option 1 over Option 2, from a planning perspective, are:

- Withdrawing the Proposed District Plan avoids the costs for Council associated with the hearing and appeals.
- New legislation to replace the RMA is expected in 2026 that would require Council to prepare a new district plan (although there is always a level of uncertainty with legislation still being developed, including what would be required of Council under the new legislation and when by).
- While the Proposed District Plan would introduce a range of improvements and would allow submitters to pursue their desired outcomes through the hearing process, the Proposed District Plan would be unlikely to take effect until 2027 at the earliest (and possibly later, depending on appeals). This has an implication for the length of time the plan has effect until the new district plan under the new legislation replaces it (although this will depend on the timeframe for preparing new district plans, which could be several years).
- While Council has invested significant resources in progressing the Proposed District Plan to this point (as have members of the community and stakeholders who have been involved in the process), those are sunk costs and do not influence the relative benefits and costs of proceeding from this point.
- If the Proposed District Plan is withdrawn, Council will be able to immediately transition to working under the new legislation (which otherwise would be delayed through Council resources being dedicated to hearings and appeals for the Proposed District Plan).

50. However, if the benefits of the planning improvements that would be introduced by the Proposed District Plan are considered to be such that they outweigh costs and other downsides associated with proceeding with part of the Proposed District Plan, and in the context that these improvements may be short-lived given the Government's RM reforms, Option 2 would be a better option.

### **Next Steps**

51. **Under Option 1** (full withdrawal of the Proposed District Plan), the next steps will be:

- Publicly notifying the withdrawal, and
- Communicating the withdrawal to the community (particularly submitters and regular plan users).

52. Council officers would also turn their focus to ensuring Council is prepared for the resource management system that is emerging from the Government's Resource Management Reforms, including in relation to natural hazards.



53. **Under Option 2** (seeking an exemption for parts of the Proposed District Plan), the next steps would be:
- Lodging an application for the exemption with the Minister,
  - Once the Minister makes their decision,
    - Publicly notifying the withdrawal of parts of the Proposed District Plan,
    - Planning the hearings for the parts of the Proposed District Plan that have an exemption, and
    - Communicating the decision situation to the community (particularly submitters and regular plan users).
54. If an exemption is granted, the process for the Proposed District Plan would continue. This includes the following:
- Hearings, which (assuming the exemption is granted by the end of the year) could begin early in 2026 and would likely progress through to late 2026.
  - Recommendations from the hearing panel to Council in late 2026/early 2027 (depending on how quickly hearings proceed) on decisions requested by submitters.
  - A decision from Council in late 2026/early 2027 on the hearing panel's recommendations.
  - An appeal process, where submitters can appeal Council's decision to the Environment Court.
  - On the completion of the appeal process, a final decision from Council to make the Proposed District Plan operative alongside the parts of the current operative District Plan that are retained.
55. With regards to the appeal process, based on other proposed district plans in recent years, it is likely that there would be at least some appeals. There is a lot of uncertainty on how long it would take for appeals to be resolved as this process is run by the Environment Court. However, based on recent examples it would likely take at least 12 months.
56. With no appeals, the Proposed District Plan would likely become operative in early/mid 2027. With appeals, it could be 2028 or later.
57. Regardless of the option chosen, Council is obliged to make various public notices for which there are no existing delegations and so we recommend making those delegations.

### **Climate Change Impact and Considerations**

58. The Proposed District Plan includes provisions that relate to climate change. In particular:

- Zoning patterns that encourage development to be located in areas where a greater proportion of trips can be made through public and active transport modes,
- Resource consent requirements for developments in areas susceptible to natural hazards that would be impacted by climate change,
- New provisions to enable hazard mitigation works and green infrastructure,
- A new Three Waters chapter with requirements for hydraulic neutrality and water-sensitive urban design in new developments,
- New provisions to provide for and encourage active transport modes, and
- Provisions to enable new renewable electricity generation activities.

59. If the Proposed District Plan is withdrawn the equivalent provisions of the Operative District Plan that relate to climate change would continue to apply. In some cases, these are similar to those of the Proposed District Plan, particularly regarding zoning patterns and enabling renewable electricity generation).

### **Consultation**

60. While consultation is not required in informing this decision, the outcomes of the decision and what it means for the Proposed District Plan (and development) will need to be communicated with submitters and other stakeholders with an interest in the District Plan.
61. This would include a public notice (now through The Post newspaper given the recent closure of the Hutt News), updates to Council's website, direct emails to submitters and other stakeholders with an interest in the District Plan and messaging through social media.

### **Legal Considerations**

62. The stop to the Proposed District Plan is a legal requirement under the Resource Management Act. There are no further legal considerations.
63. The stop is in the context of the Government's wider Resource Management Reforms, which are expected to result in new resource management legislation in 2026.



### Financial Considerations

64. The primary financial consideration from stopping all or part of the Proposed District Plan for Council is that Council would no longer incur the costs associated with the hearings, decisions and appeals.
65. The estimated cost for the hearings (excluding staff time) is \$750,000 (excluding GST). This is primarily to cover the costs for the hearing panel, consultants to provide technical support, and venue hire (if the Council Chambers are unavailable).
66. The costs associated with appeals are harder to estimate, as it would depend on the nature of the appeals that are received and whether issues could be resolved through mediation without the full Environment Court process.
67. There are also financial considerations for others. However, given the wide range of issues addressed through district plans and the variety of sites that district plans apply to, these financial considerations are complex and cannot be quantified. Examples of additional financial considerations are:
  - Impacts on development costs and property values. These impacts will vary greatly, nature of a potential development, the development proposed, and whether the Proposed District Plan would be more enabling of the development (in some cases, new land use and development would be permitted under the Proposed District Plan, and in other cases new land use and development would require resource consent). Resource consents can also have an added cost on development as consent requirements can create a level of uncertainty and risk that needs to be considered when a developer decides whether to pursue a development or not (including whether to invest in a potential development site).
  - If the Proposed District Plan is withdrawn, costs would be incurred by developers who need to apply for a private plan change in order to progress their development/land use aspirations (rather than being able to progress them through the Proposed District Plan and submissions).
  - If the Proposed District Plan is withdrawn, costs incurred by infrastructure providers who need to lodge a notice of requirement for new and updated designations (rather than seeking them through the Proposed District Plan).
  - The Proposed District Plan would introduce new provisions to manage the risk associated with new sensitive land use near existing hazardous facilities, and the potential effects of the new land use on the operation of the hazardous facilities. If these provisions are not introduced, there is the potential for an increase in risk from the new sensitive land use, which can have an economic impact on the operators of the hazardous facilities.

## Appendices

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**Author:** Nathan Geard  
Policy Planning Manager

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**Reviewed By:** Tim Johnstone  
Head of Planning

**Approved By:** Alison Geddes  
Director Environment and Sustainability





# Resource Management (Consenting and Other System Changes) Amendment Bill – summary of amendments

## Infrastructure and energy

The Government is making it easier to consent new infrastructure and increase investment certainty by:

- requiring councils to issue consents for energy activities such as renewable energy, electricity transmission, battery storage, thermal energy firming, and wood processing facilities within one year. There will be some exceptions, including when an applicant requests an extension
- increasing the lapse period for applicants of renewable energy consents from 5 years to 10 years. This gives consent holders more time to implement their consents and get investments ready
- requiring any time-limited consents for hydro or geothermal projects and long-lived infrastructure to be issued for the maximum duration (35 years in the Resource Management Act for time-limited or regional permits)
- future-proofing long-lived infrastructure in the RMA via a regulation-making power, including criteria on what is long-lived infrastructure. Long-lived infrastructure must:
  - have an expected lifespan of at least 50 years
  - be suitable for a consent duration of 35 years, and
  - deliver benefits to the public
- giving the 12 largest port operators under the Port Companies Act 1988 access to RMA designation powers. This means they can protect their infrastructure and have acquisition powers under the Public Works Act
- allowing infrastructure operators and councils (requiring authorities under the RMA) a longer time to implement start constructing. This gives them more time to get their finances and contracts ready
- streamlining the designation information and processes for all requiring authorities
- enabling councils to make rules to permit discharges that negatively impact aquatic life, freshwater visual colour and clarity, and the suitability of water for consumption by farm animals, where councils are satisfied that the relevant RMA plan will contribute to an improvement in these effects within 10 years. This provides more certainty for users of the system

- The Bill also removes the requirement for councils to consider the effects of floatable or suspended materials when providing for permitted activities. These effects are managed by the National Policy Statement for Freshwater Management (NPSFM)
- extending port companies' coastal permits for an additional 20 years to 20 September 2046. This provides certainty for port companies to continue to operate as we replace the RMA.

## Housing growth

The Government is committed to ensuring sufficient housing capacity in key urban areas and making sure that we optimise investment in the Auckland City Rail Link by:

- enabling Auckland Council and Christchurch City Council, the two remaining councils which have not yet implemented the Medium Density Residential Standards, to opt out of them. Both councils must meet requirements to opt out. For Auckland Council, this includes upzoning around stations near the City Rail Link investment in their replacement plan change
- making changes to the Streamlined Planning Process (SPP) to provide for quicker plan changes. This includes requiring hearings panels to have independent commissioners, allowing the Minister to appoint members of the panel, giving final decision-making rights to councils, and limiting appeal rights to balance natural justice and expediency
- enabling removal of inappropriate heritage protections from buildings and structures using the SPP. The SPP panel and council must now consider building condition (such as seismic risk), the economic viability of the proposed use, and whether the owner agrees to removal of heritage protection, alongside the heritage significance of the building or structure
- removing heritage protections on Gordon Wilson Flats in Wellington City Council's RMA plans
- introducing new intervention powers that allow the Minister for the Environment to direct a council to either prepare or amend a document, or use a particular planning process, where there is demonstrated non-compliance with a national policy statement.

## Farming and the primary sector

The Government is making practical, cost-effective changes to support primary sector growth by:

- improving the cost effectiveness of the freshwater farm plans system by making changes to the size thresholds from 20 hectares to 50ha for pastoral, arable or mixed land use
- taking a more targeted approach to when a freshwater farm plan must be certified. This provides more certainty for the users, and allows for a more risk-based approach
- making the freshwater farm plan system more efficient and workable by enabling the Minister to approve industry body organisations to certify and audit freshwater farm plans
- reducing regulatory overlap between the Fisheries Act and the RMA to provide increased certainty and efficiency
- allowing marine farms to innovate and adopt to new technologies by enabling regulations under the RMA to make it easier to change or cancel conditions of consent for marine farm consents
- constraining the ability of councils to carry out costly marine farm consent reviews and extending the process for reviewing marine farm consent conditions – as per the Resource Management (Extended Duration of Coastal Permits for Marine Farms) Amendment Act 2024 – until 3 September 2030



- making changes to Otago Regional Water plan provisions on rural diffuse discharges and water quality to respond to the unintended consequences of stopping freshwater plan notification via the Resource Management (Freshwater and Other Matters) Amendment Act 2024. This provides certainty for existing landowners who cannot comply with these provisions.

## Natural hazards and emergencies

The Government is improving the efficiency and effectiveness of the management of natural hazards and emergency events by:

- providing councils more certainty about when to refuse a land-use consent or attach consent conditions where there is significant risk from natural hazards. There will be some exemptions for infrastructure and primary production activities, acknowledging these activities are different from typical residential and commercial activities
- allowing natural hazards rules made by councils to have immediate legal effect upon notification. This means we can reduce the risks of building in the wrong places
- providing for a new regulation-making power for response and recovery from natural hazard events and other emergencies
- making practical changes to administrative requirements under the RMA in emergency situations, including:
  - permitting individuals undertaking emergency works on land to provide a notice specifying the time and date of entry if the occupier cannot be located
  - extending retrospective consent applications for emergency works from 20 to 30 days.

## System improvements

The Government is reducing the administrative burden and increasing transparency associated with resource consent applications by:

- making it clear any consent applicants will only need to provide information proportionate to the scale and significance of the environmental effects of the proposal
- enabling applicants to request a copy of any draft consent conditions before a decision is issued by a council
- limiting consent authority requests for further information to information necessary to support decision-making.

The Government is strengthening the RMA compliance and enforcement regime by:

- decreasing the maximum term of imprisonment for an RMA offence from 2 years to 18 months, to enable judge-only trials
- increasing the maximum fine for an RMA offence to \$1 million for individuals and \$10 million for corporate entities, bringing the RMA into line with similar legislation in Aotearoa New Zealand and overseas
- enabling regulators to take account of a person's compliance history for decisions about current and future resource management applications
- increasing excessive noise directions from 72 hours to a period of 8 days, to cover two consecutive weekends

- providing councils with the discretion to fix charges to recover costs for common compliance and enforcement activities
- prohibiting insurance contracts against fines or infringement fees under the RMA
- enabling enforcement officers to issue preventative abatement notices for activities that are known to have adverse effects on the environment (such as a lack of a sediment control fence when undertaking earthworks near a waterway), even if the adverse effect has not yet happened
- providing for the service of documents by email in a more straightforward manner.

## Smooth transition to the new resource management system

The Government is also making changes to ensure a more cost-effective transition between the RMA and the two new Acts that will form the new resource management system by:

- putting a stop to notified and non-notified RMA plan changes until 31 December 2027, with some exemptions for important work that aligns with Government priorities. This change allows councils to conserve their resources and avoid doing work on changes that may not be compatible with the new system, which will rely on increased standardisation and make greater use of permitted activities
- introducing a new regulation-making power that will allow the Minister to recommend changes to or removal of parts of RMA plans and policy statements that are holding back economic growth, development or job creation. Before this power can be used, an investigation and consultation must be undertaken. There are also criteria to make sure Treaty obligations and national direction are upheld. This power will be in place until 31 December 2027.





## Subpart 5B of the Resource Management Act – Planning processes stopped until 31 December 2027

### 800 Interpretation

In this subpart,—

**draft planning instrument** means a proposed planning instrument before it is notified

**exemption** means an exemption from the requirements set out in—

- (a) **section 80P** (notification stopped until 31 December 2027); and
- (b) **section 80Q** (when proposed planning document must be withdrawn)

**proposed planning instrument—**

- (a) means—
  - (i) a proposed policy statement as defined in section 43AA, a change to a policy statement, or a variation to either of those instruments:
  - (ii) a proposed plan as defined in section 43AAC(1); but
- (b) does not include a proposed planning instrument—
  - (i) that has been heard, in whole or in part, before this subpart commences; or
  - (ii) for which a hearing has been set down to begin within 5 working days after this subpart commences.

### *Prohibition on notifying proposed planning instruments*

### 80P Notification stopped until 31 December 2027

- (1) Despite anything to the contrary in this Act, on and after the commencement of this subpart, and until 31 December 2027, a local authority must not notify a draft planning instrument.
- (2) Subsection (1) does not apply if—
  - (a) an exemption applies under section 80T; or
  - (b) the Minister grants an exemption under section 80U.

### *Withdrawal of proposed planning instruments*

### 80Q When proposed planning instruments must be withdrawn

- (1) A local authority must withdraw a proposed planning instrument as soon as possible after this subpart commences, but not later than 90 working days after the commencement of this subpart, unless—

- (a) an exemption applies under section 80T; or
  - (b) the local authority has applied for an exemption under section 80U; or
  - (c) the Minister directs against a withdrawal under section 80S.
- (2) If the local authority has applied for an exemption under section 80U, but has not received notice of the Minister's decision, the local authority need not withdraw the proposed planning instrument until a decision to decline the application is received from the Minister.
- (3) To avoid doubt, if an exemption applies only to part of a proposed planning instrument, the remaining parts of that instrument must be withdrawn in accordance with subsection (1).

### **80QA Public notice of withdrawal**

A local authority must give public notice that a proposed planning instrument has been withdrawn under section 80Q.

### **80R When hearing must be cancelled**

If a date later than 5 working days after the commencement of this subpart has been set to begin hearing a proposed planning instrument, the hearing must be cancelled unless—

- (a) an exemption applies under section 80T; or
- (b) the local authority has applied for, and the Minister has granted, an exemption under section 80U; or
- (c) the Minister directs against a withdrawal under section 80S.

### **80S When Minister may intervene to direct against withdrawal**

- (1) Subsection (2) applies if the Minister considers that completing the process for a proposed planning instrument would assist in giving effect to any rights and obligations arising under—
  - (a) a Treaty of Waitangi settlement Act or deed of settlement;
  - (b) the Marine and Coastal Area (Takutai Moana) Act 2011;
  - (c) the Ngā Rohe Moana o Ngā Hapū o Ngāti Porou Act 2019.
- (2) The Minister may, before a local authority withdraws all or part of a proposed planning instrument under section 80Q, direct the local authority in writing not to withdraw the proposed planning instrument.

## *Exemptions*

### **80T Automatic exemptions**

- (1) On and after the commencement of this subpart and until 31 December 2027, the draft planning instruments and proposed planning instruments referred to in subsection (2) are exempt from—



- (a) the prohibition against notification (see section 80P):
- (b) the requirement to withdraw the instrument (see section 80Q).
- (2) Subsection (1) applies to the following:
  - (a) a proposed planning instrument or a draft planning instrument, including a listed planning instrument as defined in section 80B, using the streamlined planning process (see Part 5 of Schedule 1):
  - (b) a proposed planning instrument or draft planning instrument, using the intensification streamlined process planning process (see Part 6 of Schedule 1):
  - (c) a draft planning instrument that implements the requirements of a national policy statement published after this subpart commences, if the national policy statement requires that it be implemented—
    - (i) before 31 December 2027; and
    - (ii) wholly or in part by a draft planning instrument:
  - (d) a proposed planning instrument or draft planning instrument, using the freshwater planning process to give effect to the National Policy Statement for Freshwater Management 2020 (see section 80A, Part 4 of Schedule 1, and clause 42 of Schedule 12):
  - (e) a proposed planning instrument or draft planning instrument—
    - (i) as directed by the Minister under section 25A or 25B; or
    - (ii) that is called in by the Minister under Part 6AA as a proposal of national significance:
  - (f) a proposed planning instrument or draft planning instrument that relates to natural hazards:
  - (g) a proposed planning instrument or draft planning instrument used by the Minister of Conservation to change or vary the regional coastal plan for the Kermadec and Subantarctic Islands:
  - (h) a proposed planning instrument or draft planning instrument that gives effect to any obligation in or under—
    - (i) a Treaty of Waitangi settlement Act or deed of settlement:
    - (ii) the Ngā Rohe Moana o Ngā Hapū o Ngāti Porou Act 2019:
    - (iii) the Marine and Coastal (Takutai Moana) Act 2011.
- (3) A plan change requested under clause 21 of Schedule 1 is not a proposed planning instrument subject to withdrawal under section 80Q(1), unless the request has been adopted by the local authority and notified.
- (4) To avoid doubt, sections 80P and 80Q apply to a draft planning instrument or a proposed planning instrument using the freshwater planning process under section 80A and Part 4 of Schedule 1 if that instrument is not implementing the

national policy statement for freshwater management under section 80A(6B)(b) or (c).

### **80U Application by local authority for exemption**

- (1) A local authority may apply in writing to the Minister for an exemption from—
  - (a) the prohibition against notifying a draft planning instrument (see section 80P); or
  - (b) the requirement to withdraw a proposed planning instrument (see section 80Q).
- (2) An application under this section must—
  - (a) provide information in sufficient detail to enable the Minister to assess whether and how the application meets the criteria set out in section 80V; and
  - (b) if relevant, state any other reason why the local authority considers it is appropriate that the work be progressed.
- (3) The local authority must also provide, with its application,—
  - (a) an up-to-date copy of the proposed planning instrument (or a link to an Internet site containing the instrument); or
  - (b) if the local authority is seeking to publicly notify a draft planning instrument, a detailed summary of the draft planning instrument.
- (4) If the application relates to parts only of a proposed planning instrument or draft planning instrument, the application must clearly identify the parts of the instrument for which exemption is applied.
- (5) The Minister may request further information from the local authority or changes to the application and the local authority may amend or replace the application.
- (6) If the Minister is satisfied that a proposed planning instrument or draft planning instrument, or a relevant part of it, meets the criteria set out in section 80V, the Minister may grant the local authority an exemption, but if the Minister is not satisfied, they may decline the application as a whole or in part.
- (7) The Minister must provide the decision in writing to the local authority, specifying any parts of the application that are granted and any that are declined, with reasons for their decision.

### **80V Criteria for Minister's consideration**

- (1) In determining an application for an exemption made under section 80U, the Minister must be satisfied that granting an exemption would meet 1 or more of the criteria set out in subsection (2), to the extent that the criteria are relevant in the circumstances.
- (2) The criteria are that an exemption would—



- (a) better enable the local authority to provide, operate, or maintain municipal drinking water, stormwater, or wastewater in accordance with the Water Services Act 2021:
- (b) rectify any provisions in a plan or policy statement that have had unintended consequences, are unworkable, or have led to inefficient outcomes:
- (c) respond to changes made to this Act:
- (d) better enable climate change to be managed:
- (e) support the transition of high risk land so as to better manage the risk of erosion:
- (f) better enable any relevant Treaty of Waitangi settlement Act or deed of settlement and the Crown's obligations under that settlement, to be upheld:
- (g) enable a response to be made to a recommendation from the Environment Court:
- (h) enable work to be progressed that, for any other reason, the Minister considers appropriate.

#### **80W Obligation on local authority arising from Minister's decision**

- (1) If the Minister declines an application for an exemption under section 80U, the local authority must, within 10 working days after receiving the Minister's decision, withdraw the proposed planning instrument and comply with section 80QA (public notice of withdrawal).
- (2) If the Minister grants the application in part and declines it in part, the local authority must, within 10 working days after receiving the Minister's decision, withdraw those parts of the proposed planning instrument for which an exemption is declined and comply with section 80QA.

#### **80XDuty on local authorities to give public notice**

- (1) A local authority must, not later than 90 working days after the commencement of this subpart, give public notice of the status of any proposed planning instrument.
- (2) The notice must specify the following matters:
  - (a) the whole or the part of a proposed planning instrument that has been withdrawn and the date of its withdrawal:
  - (b) any proposed planning instrument that, wholly or in part, will continue under an automatic exemption:
  - (c) any proposed planning instrument for which exemption has been applied under section 80U, and the result of the application, if known:
  - (d) any direction given by the Minister under section 80S:

- (e) any proposed planning instrument for which the process will continue as a result of the Minister granting an exemption under section 80U.



**15 September 2025****Report no: HCC2025/4/269**

## **Addition to Delegations Register (Fast-track Approvals Act)**

### **Purpose of Report**

1. The purpose of this report is to seek approval to update the Delegations Register with the addition of delegations relating to the Fast-track Approvals Act 2024.

### **Recommendation**

That Council delegates to the Chief Executive all the powers, functions, and duties under the Fast-track Approvals Act 2024, with authority to delegate to officers.

### **Background**

2. The Delegations Register sets out the delegations of Council's powers and duties from Council to the Chief Executive and then from the Chief Executive to Council Officers.
3. In December 2024, Parliament enacted the Fast-track Approvals Act 2024 (the FTAA), which has implications for Council's powers, functions, and duties.
4. The FTAA establishes a permanent fast-track approvals process for eligible infrastructure and development projects that have significant regional or national benefits.
5. It provides a "one-stop shop" for approvals under a range of different pieces of legislation. The fast-track process is administered by the Environmental Protection Authority (EPA).
6. Unlike RMA resource consent processes, a local authority is not a decision-maker on fast-track approvals. Decisions are made by expert panels.
7. A local authority's role is principally to provide information to applicants, decision-makers, and other parties at various stages throughout the fast-track approvals process. A local authority may also lodge an appeal or judicial review in the High Court or Supreme Court, or join an appeal as an interested party.

8. In Lower Hutt there is currently one fast-track project listed in Schedule 2 of the FTAA relating to the establishment of a new overburden disposal area adjacent to Belmont Quarry by Winstone Aggregates.
9. The current indication on timings from Winstone Aggregates is that a land exchange application will be submitted at the end of September 2025, and the substantive application will be submitted before Christmas 2025. It is understood that Hutt City Council be consulted on both applications and will have 20 working days to provide comments.
10. The FTAA provides for a local authority to recover its actual and reasonable costs from applicants and the Environmental Protection Authority (EPA) for that local authority's involvement in the fast-track approvals process.

### **Discussion**

11. The Local Government Act 2002 recognises that delegations can be made for the purposes of efficiency and effectiveness in the conduct of Council's business.
12. Providing comments and information to the expert panel as part of the fast track process is an operational matter.
13. The addition of delegations relating to the FTAA legislation is consistent with a number of similar existing delegations relating to regulatory functions and powers that allows Council Officers to make day to day operational decisions on Council's behalf.
14. It is also noted that the consultation timeframes for the fast-track process (20 working days) are problematic in relation to Council committee dates and lead in times for preparing feedback and reports to committee.
15. Officers have considered carefully the powers, functions, and duties under FTAA, including whether any of these should be retained by Council.
16. Given the operational context of the fast track process, and the need for Council to be able to fulfil its functions and duties in this process in a lawful, timely, efficient, and effective manner, it is recommended that the Delegations Register be amended as follows:
  - Part 1 is updated to include a delegation of all functions and powers of Council under the FTAA and any associated regulations to the Chief Executive, with an authority to delegate to officers.

### **Climate Change Impact and Considerations**

17. There are no direct climate change impacts or considerations relating to the addition of this delegation to the Delegations Register.

### **Legal and Financial Considerations**

18. There are no direct legal or financial considerations relating to the addition of this delegation to the Delegations Register.



**Appendices**

There are no appendices for this report.

**Author:** Tim Johnstone  
Head of Planning

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**Approved By:** Bradley Cato  
Chief Legal Officer

**02 September 2025****Report no: HCC2025/4/270**

## **End of Triennium Delegations**

### **Purpose of Report**

1. To report to Council on matters relating to the period following the last Council meeting of the current triennium on 7 October 2025 and the swearing in of the new Council on 29 October 2025.
2. Council must establish procedures for efficient and effective business conduct.

### **Recommendations**

It is recommended that Council:

- (1) notes and receives the information;
- (2) notes that the last scheduled Council meeting of the current triennium will be held on 7 October 2025 and that all formal meetings will cease until the new Council is sworn in on 29 October 2025;
- (3) agrees that, subject to the limitations set out in clause 32(1) of Schedule 7 of the Local Government Act, authorises the Chief Executive (in consultation with the Mayor-elect) to make decisions over and above their normal delegations in respect of urgent matters for the period from the day following the Electoral Officer's declaration of final election results until the new Council is sworn in;
- (4) notes that any decisions made under the delegations in part (3) above will be reported to the first ordinary meeting of the new Council;
- (5) delegates to the Chief Executive, in consultation with the Head of Planning, the authority to appoint hearings panels if required to consider any notified resource consent applications during the period between the existing Council going out of office and the new Council establishing its committee arrangements and delegations;
- (6) delegates to the Hearings Commissioners the functions, duties or powers that relate to any matters which may arise and needs a hearing that were delegated to the Infrastructure and Regulatory Committee as at December 2022 with power to act during the period described in part (2) above;
- (7) notes that the District Licensing Committee will continue to meet in October as provided for in the Sale and Supply Alcohol Act 2012;



- (8) appoints Cr Edwards as Chair and Cr Dyer as a member of the District Licensing Committee as they have the necessary knowledge, skill and experience relating to licensing matters;
- (9) delegates to the Chair of the District Licensing Committee all functions, duties or powers that were delegated to the District Licensing Committee with the power to act during the period;
- (10) notes that fees payable to elected members sitting on resource consent hearings are set out in the Local Government Members (2025/26) Determination 2025 being \$130 per hour for the Chair and \$104 per hour for members;
- (11) notes that the Ministry of Justice determines payment of members of the District Licensing Committee under the Cabinet fees framework being \$624 per day (\$78 per hour for part days) for the Chair and \$408 per day (\$51 per hour for part days) for members; and
- (12) agrees to pay a meeting fee of \$104 per hour to any of the Hearings Commissioners who are not declared elected to Council following the 11 October 2025 election, and who are required for hearings other than resource consent and licensing hearings for the period after the members of the committee vacate office and up to the appointment of the relevant standing committee at the first ordinary meeting of the incoming Council.

For the reason that Council must provide effective and efficient conduct of Council's business during the period after the members of the committee vacate office and up to the appointment of the relevant standing committee by Council to be elected on Saturday 11 October 2025.

## **Background**

- 3. After the election, newly elected members take office the day after the official public declaration of the results, which is expected to be between 15 October and 17 October 2025.
- 4. The terms of current elected members end when new members take office, which occurs the day after the official declaration of results. Elected members cannot serve until they have completed their statutory declarations at the inaugural meeting on 29 October 2025.
- 5. All committees, subcommittees and subordinate decision-making bodies are discharged at the time new members come into office, except for the Hutt Valley Services Committee, Wellington Water Committee and the District Licensing Committee. The incoming Mayor has the power under clause 41A(3)(b) of the Local Government Act 2002 to establish a committee structure.
- 6. Interim delegations to the Chief Executive are therefore appropriate to cover the intervening period.

7. Clause 14 of Schedule 7 of the Local Government Act 2002 provides that a newly elected person to Council may not act until they have made the necessary declaration at the inaugural meeting of the incoming Council.
8. Formally, all committees are disestablished at the end of the triennium. The incoming Mayor has the power under clause 41A(3)(b) of the Local Government At 2002 to establish a committee structure.
9. As a result, no meetings within the current committee structure will be held during October 2025.

## **Discussion**

### ***Delegation to the Chief Executive***

10. Newly elected members come into office the day after the Electoral Officer's declaration but are unable to act formally until they have sworn a declaration at the first Council meeting of the triennium. Under statute, the Chief Executive cannot call the ordinary Council meeting until after the formal declaration of results has been made and must give seven days' notice of this meeting.
11. The public notice declaring the result will likely be published in the week following the election (between 15-17 October 2025).
12. The first Council meeting (inaugural meeting) is scheduled for 29 October 2025.
13. There are two periods that can impact Council's decision-making:
  - The period after the last Council meeting (7 October) until the day after the declaration of the election results (eg 16 October).
  - The period from the day after the declaration of results (eg 16 October), when new members' terms of office commence, until the inaugural meeting on 29 October 2022, when new members will make their statutory declarations.
14. Note that the current Council is still able to make urgent decisions via an emergency or extraordinary Council meeting until the day of the Electoral Officer's declaration of results of the election, in the unlikely event such a decision is required.
15. After the declaration of results until the inaugural meeting on 29 October 2025, it is recommended that the Chief Executive deal with urgent matters, in consultation with the Mayor-elect. This approach has been adopted by Council on previous occasions.
16. It is envisaged that the nature of any issues on which the Chief Executive may have to decide would be those normally requiring formal Council or committee approval, under the current delegations, but with no significant political debate. The delegation is also limited to those issues requiring an urgent decision, and cannot, as a matter of law, include decisions that legislation requires must be made by Council.



**Water**

17. At its meeting of 27 June 2025, Council agreed to amend the terms of reference for the Advisory Oversight Group (AOG) which has been overseeing the joint water services delivery model and plan for the region to meet tight timeframes for appointing directors and development of draft foundation documents.
18. The report noted that the delegations be passed to the Chief Executive should the AOG be disestablished before that work could be completed.
19. The general delegation of powers will cover off any matters that may arise that are of an urgent nature in ensuring that the work on transitioning water services to the new water entity is not unduly delayed.

**District Licensing Committee**

20. The District Licensing Committee has been appointed to consider and determine applications to the Council for alcohol licences under the Sale and Supply of Alcohol Act 2012 (the Act).
21. The District Licensing Committee has all the powers conferred on it under the Act and all powers may be reasonably necessary to enable it to carry out its functions.
22. Meetings of the District Licensing Committee are scheduled in accordance with the Act in consultation with the Chair.
23. This committee will continue to meet during October if required.

**Resource Consent Hearings**

24. The Resource Management Act 1991 provides tight timeframes for the consideration of resource consent applications, and it may be necessary to appoint Hearings Commissioners in the period between the existing Council going out of office and the new Council establishing its committee arrangements and delegations to committees.
25. It is proposed that the Chief Executive be authorised to appoint a Hearings Panel under consultation with the Head of Planning.

## **Options**

### **Option one – Delegated authority – Recommended Option**

26. It is proposed that Council delegate to the Chief Executive responsibilities, duties, and powers (except those that cannot be delegated) in respect of urgent matters for the period in question, subject to certain conditions.

#### **Advantages**

27. Council delegating responsibilities, duties, and powers (except those that cannot be delegated) to the Chief Executive follows best practice and that adopted by other councils.
28. Delegating powers in the recommended manner will ensure that decisions can be made under urgency and within the timeframes required by the Resource Management Act 1991.

#### **Disadvantages**

29. No disadvantages have been identified.

### **Option two – No delegated authority**

30. If no delegations are made, the Chief Executive must call an emergency Council meeting with 24 hours' notice if urgent decisions are needed between 16 and 29 October 2025.
31. The Mayor-elect and Councillors-elect could be sworn in allowing Council to consider the urgent business or resource consent.
32. This option is based on a clear election result with no recounts being requested.

#### **Advantages**

33. No advantages have been identified.

#### **Disadvantages**

34. In terms of a resource consent application, it is necessary for the chair of the decision-making body to hold the appropriate accreditation (section 39B Resource Management Act 1991). An accredited person may not be available at short notice.
35. In terms of urgent business, it may not be possible to convene an extraordinary meeting with a quorum at short notice.
36. The 72-hour requirement may result in a breach of statutory timeframes under the Resource Management Act.



37. The disadvantages of option two mean that Council cannot provide for the efficient and effective conduct of Council's affairs. Therefore, option one is recommended.

### **Climate Change Impact and Considerations**

38. As this report concerns administrative matters only, climate change impact and considerations are not required.

### **Consultation**

39. No consultation is required for this decision. Parties to hearings will not notice any practical difference.
40. Council's Head of Planning advises there are no deliberations on proposed District Plan Changes/ Resource Management Act during the specified period.
41. Council's Principal Animal Control Officer - Environmental Protection advises there are no deliberations under the Dog Control Act 1996 Act 1977 during the specified period.

### **Legal Considerations**

42. It is recommended that Council make a delegation to the Chief Executive of all of its responsibilities, duties, and powers for the period in question except those set out in paragraphs (a) to (h) of clause 32(1) of Schedule 7 of the Local Government Act 2002.

This clause provides:

"Unless expressly provided otherwise in this Act, or in any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties, or powers except:

- (a) the power to make a rate; or
  - (b) the power to make a bylaw; or
  - (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or
  - (d) the power to adopt a long-term plan, annual plan, or annual report; or
  - (e) the power to appoint a chief executive; or
  - (f) the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement.
  - (g) repealed
  - (h) the power to adopt a remuneration and employment policy.
43. Clause 14 of Schedule 7 of the Local Government Act 2022 provides that a newly elected person to Council may not act until they have made the necessary declaration at the inaugural meeting of the incoming Council.

44. This provision combines with sections 115 and 116 of the Local Electoral Act 2001 to the effect that, from the day after the publication of the election results, until the new member's declaration is taken at the inaugural Council meeting, neither the outgoing nor the incoming elected members can act in their capacity as members of Council. The previous members go out of office at the same time as the new members come into office (ie the day after the public notice declaring the result appears in the newspaper).
45. Section 34A of the Resource Management Act 1991, sections 187 and 188 of the Sale and Supply of Alcohol Act 2012 and sections 31, 33A, 33C and 55 of the Dog Control Act 1996 contain the relevant provisions in respect of the delegation of powers and the requirement for hearings to be held. Also, hearings can be required in respect of a range of matters under the Local Government Act.

### **Financial Considerations**

46. The Local Government Members (2025/2026) Determination 2025 (the Determination) makes the provision for payment of fees to chairs and members of resource consent hearings, based on the hearing time required. The Chair receives a payment of \$130 per hour and members receive \$104 per hour of hearing time.
47. The payment of members of the District Licensing Committee is determined by the Ministry of Justice under the Cabinet fees framework being \$624 per day (\$78 per hour for part days) for the Chair and \$408 per day (\$51 per hour for part days) for members.
48. It is suggested that a meeting fee of \$104 per hour be payable to any of the Commissioners who are not declared elected to Council or a Community Board following the 11 October 2025 election, and who are required for hearings other than resource consent hearings and district licensing hearings between 11 October 2025 and the appointment of the relevant standing committee at the first ordinary meeting of the incoming Council.
49. Hearings under the Dog Control Act and Local Government Act tend to be of short duration, and it is considered that payment of \$104 per hour, as paid for resource consent hearings, would be appropriate for Commissioners who are not covered by the Determination and who are required for non-resource consent hearings between 11 October 2025 and the appointment of the relevant standing committee.

### **Appendices**

There are no appendices for this report.

**Author:** Kathryn Stannard, Head of Democratic Services

**Reviewed By:** Bradley Cato, Chief Legal Officer

**Reviewed By:** Bruce Hodgins, Strategic Advisor

**Reviewed By:** Jarred Griffiths, Director Strategy and Engagement

**Approved By:** Jo Miller, Chief Executive



**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 31 July 2025 commencing at 2:00 pm**

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**PRESENT:**

|                                       |                                           |
|---------------------------------------|-------------------------------------------|
| Mayor C Barry (Chair)                 | Deputy Mayor T Lewis<br>(from 2.01pm)     |
| Cr G Barratt                          | Cr J Briggs (from 2.01pm)                 |
| Cr K Brown                            | Cr B Dyer                                 |
| Cr S Edwards                          | Cr A Mitchell (via audio-<br>visual link) |
| Cr K Morgan                           | Cr C Parkin                               |
| Cr N Shaw                             | Cr T Stallinger                           |
| Cr G Tupou (via audio-visual<br>link) |                                           |

**APOLOGIES:**

Cr J Briggs for lateness.

**IN ATTENDANCE:**

A Blackshaw, Director Neighbourhoods and Communities (via audio-visual link)  
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  
P Hewitt, Head of Transport (part meeting)  
K Chitham, Head of Arts and Culture (part meeting)  
L Desrosiers, Head of Urban Development (part meeting)  
B Gale, Urban Design Lead (part meeting)  
K Glanville, Senior Democracy Advisor  
J Randall, Democracy Advisor (via audio-visual link)

**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 Morgan)

**Minute No. C 25301(3)**

*"That the apology received from Cr Briggs for lateness be accepted."*

Cr Briggs and Deputy Mayor Lewis joined the meeting at 2.01pm.

## 3. PUBLIC COMMENT

There was no public comment.

## 4. MAYORAL STATEMENT

Mayor Barry spoke to his statement, attached as page 18 to the minutes.

Cr Mitchell acknowledged the passing of Chris (Mu) Faiunu, who was born and raised in Wainuiomata. He noted Mu was a renowned DJ in the 1990s and later became a founder and producer of Fat Freddy's Drop. He paid tribute to Mu and highlighted the music performed by Fat Freddy's Drop, which was known and loved across the globe.

Cr Tupou acknowledged the passing of Georgina Kuma, a respected kaumatua and long-standing member of the Wainuiomata Rugby Club, who was especially valued for the support she provided to her community's rangatahi.

Wainuiomata Marae was acknowledged for hosting Chris Faiunu and Georgina Kuma while they lay in state, allowing friends, whānau and the community to pay their respects.

## 5. CONFLICT OF INTEREST DECLARATIONS

There were no conflicts of interest declarations.

## 6. COMMITTEE MINUTES WITH RECOMMENDED ITEMS

### a) Komiti Iti Ara Waka | Traffic Subcommittee

19 June 2025

RESOLVED: (Mayor Barry/Cr Barratt)

**Minute No. C 25302(3)**

*"That the minutes of the Komiti Iti Ara Waka | Traffic Subcommittee meeting held on 19 June 2025 be adopted, with the exception of items 5a) to 5e)."*



**Recommended Items****Item 5a) Parking Updates - Jackson Street, Petone****RESOLVED:** (Cr Shaw / Cr Dyer)**Minute No. C 25303(3)***"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 Report No. TSC2025/3/154;*
- (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 Report No. TSC2025/3/154;*
- (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."*

**Item 5b) Proposed Time Limited Parking - Marine Parade (McEwan Park), Petone****RESOLVED:** (Cr Shaw / Cr Dyer)**Minute No. C 25304(3)***"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 Report No. TSC2025/3/155;*
- (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 Report No. TSC2025/3/155;*
- (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."*

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

Cr Shaw highlighted the updated list of mobility parking spaces attached to the report. She pointed out that recommendation (3) had been revised, increasing the number of time-restricted mobility parking spaces to be converted to 'At All Times' from 169 to 189.

In response to a question from a member, the Head of Transport explained that the justified exceptions listed in the updated list were included to ensure parking availability for school and daycare drop-offs and pick-ups.

**RESOLVED:** (Cr Shaw/Cr Dyer)

**Minute No. C 25305(3)**

*"That Council:*

- (1) receives and notes the information contained in the report;*
- (2) approves the conversion of 189 existing time-restricted Mobility Parking spaces to "At All Times" across various locations throughout Lower Hutt, attached to the Council agenda of 31 July 2025;*
- (3) directs officers to work with local disability advocacy groups to develop best practice guidelines for the design, placement and implementation of mobility parking spaces in Lower Hutt;*
- (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*
- (5) notes that these changes will take effect once the traffic control devices indicating the recommended restrictions that evidence the restrictions have been installed."*

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

**RESOLVED:** (Cr Shaw/Cr Dyer)

**Minute No. C 25306(3)**

*"That Council:*

- (1) receives and notes the information contained in this report;*
- (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 Report No. TSC2025/3/157;*
- (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 5e) Broken Yellow Lines - No Stopping At All Times - Sinclair Grove and Feist Street, Naenae**

**RESOLVED:** (Cr Shaw/Cr Dyer)

**Minute No. C 25307(3)**

*"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 Report No. TSC2025/3/158;*
- (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."*

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

25 June 2025

**RESOLVED:** (Cr Brown/Cr Briggs)

**Minute No. C 25308(3)**

*"That the minutes of the Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee meeting held on 25 June 2025 be adopted, with the exception of item 5)."*

**Recommended Item****Item 5) Adoption of the Reserves Investment Strategy****RESOLVED:** (Cr Brown/Cr Briggs) **Minute No. C 25309(3)***"That Council:*

- (1) receives and notes the report;*
- (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;*
- (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;*
- (4) approves the existing project list outlined in Appendix B of Appendix 1 attached to the Strategy report;*
- (5) approves the triennial review of the project list in line with the Long Term Plan cycle as set out in the original document;*
- (6) approves that variations to the cost and scope of existing projects will be identified as 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 Report No. CCPC2025/3/165; 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."*

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

1 July 2025

**RESOLVED:** (Cr Mitchell/Cr Edwards) **Minute No. C 25310(3)***"That the minutes of the Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee meeting held on 1 July 2025 be adopted, with the exception of items 5a) to 5c).*

**Recommended Items****Item 5a) Draft Dog Control Policy and Bylaw hearing of submissions**

**RESOLVED:** (Cr Mitchell/Cr Edwards) **Minute No. C 25311(3)**

*"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."*



**Item 5b) Appearance Industries Bylaw Review**

**RESOLVED:** (Cr Mitchell/Deputy Mayor Lewis)

**Minute No. C 25312(3)**

*"That Council:*

- (1) 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 Report No. PFSC2025/3/184;*
- (2) receives and considers the four survey submissions and three emailed submissions received during the consultation period from 26 March to 26 April 2025;*
- (3) approves the proposed changes for the final Appearance Industries Bylaw, attached as Appendix 3 to Report No. PFSC2025/3/184 and the Code of Practice, attached as Appendix 4 to Report No. PFSC2025/3/184, in response to consultation;*
- (4) authorises officers to publicly notify the Appearance Industries Bylaw and Code of Practice with effect from 31 July 2025; and*
- (5) notes the Appearance Industries Bylaw will be due for review again in 2035."*

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

**RESOLVED:** (Cr Mitchell/Cr Morgan)

**Minute No. C 25313(3)**

*"That Council:*

- (1) receives and notes the report;*
- (2) notes the feedback from public consultation, as outlined in Appendix 1 to Report No. PFSC2025/3/87;*
- (3) adopts the Events Strategy 2025 – 2034 attached at Appendix 2 to Report No. PFSC2025/3/87;*
- (4) notes the proposed key performance indicators for measuring and monitoring the success of implementing the strategy attached at Appendix 3 to Report No. PFSC2025/3/87; and*
- (5) notes that officers will report back to the relevant Committee in 2026 on the progress in implementing the Events Strategy 2025 – 2034."*

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

3 July 2025

**RESOLVED:** (Cr Edwards/Cr Brown)

**Minute No. C 25314(3)**

*"That the minutes of the Komiti Hanganga | Infrastructure and Regulatory Committee meeting held on 3 July 2025 be adopted, with the exception of items 5a) and 5b)."*

**Recommended Items**

**Item 5a) City Centre Framework**

**RESOLVED:** (Cr Edwards/Cr Stallinger)

**Minute No. C 25315(3)**

*"That Council:*

- (1) receives and notes the report;*
- (2) approves the adoption of the City Centre Framework, attached as Appendix 2 to the agenda;*
- (3) approves the revocation of the 2019 Central City Transformation Plan and its replacement with the City Centre Framework."*

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

**RESOLVED:** (Cr Edwards/Cr Stallinger)

**Minute No. C 25316(3)**

*"That Council:*

- (1) receives and notes the information contained in the report;*
- (2) notes the operational and legal risks associated with the current process outlined in Report No. IARCC2025/3/201; and*
- (3) authorises the delegation of power to the Chief Executive to issue warrants to enforcement officers."*

## 7. COUNCIL MINUTES

**RESOLVED:** (Mayor Barry/Cr Briggs) **Minute No. C 25317(3)**

*"That the minutes of the meeting of the Hutt City Council held on Friday, 16 May 2025, be confirmed as a true and correct record."*

**RESOLVED:** (Mayor Barry/Cr Briggs) **Minute No. C 25318(3)**

*"That the minutes of the meeting of the Hutt City Council held on Thursday, 29 May 2025, be confirmed as a true and correct record."*

**RESOLVED:** (Mayor Barry/Cr Briggs) **Minute No. C 25319(3)**

*"That the minutes of the meeting of the Hutt City Council held on Wednesday, 4 June 2025, be confirmed as a true and correct record."*

**RESOLVED:** (Mayor Barry/Cr Briggs) **Minute No. C 25320(3)**

*"That the minutes of the meeting of the Hutt City Council held on Friday, 27 June 2025, be confirmed as a true and correct record."*

## 8. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

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

16 May 2025

The recommended items were resolved at the Council meeting on 16 May 2025.

**RESOLVED:** (Mayor Barry/Cr Briggs) **Minute No. C 25321(3)**

*"That the minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee meeting held on 16 May 2025 be adopted."*

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

29 May 2025

The recommended items were resolved at the Council meeting on 29 May 2025.

**RESOLVED:** (Mayor Barry/Cr Briggs) **Minute No. C 25322(3)**

*"That the minutes of the Komiti Arotake Mahere ā-Rohe | District Plan Review Committee meeting held on 29 May 2025 be adopted."*



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

4 June 2025

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

**RESOLVED:** (Mayor Barry/Cr Briggs)

**Minute No. C 25323(3)**

*"That the minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee meeting held on 4 June 2025 be adopted."*

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

23 June 2025

**RESOLVED:** (Mayor Barry/Cr Briggs)

**Minute No. C 25324(3)**

*"That the minutes of the Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee meeting held on 23 June 2025 be adopted."*

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

2 July 2025

**RESOLVED:** (Mayor Barry/Cr Briggs)

**Minute No. C 25325(3)**

*"That the minutes of the Komiti Kaupapa Taiao | Climate Change and Sustainability Committee meeting held on 2 July 2025 be adopted."*

9. **SEALING AUTHORITY**

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

**RESOLVED:** (Mayor Barry/Deputy Mayor Lewis)

**Minute No. C 25326(3)**

*"That Council approves the warrants in Schedule 1."*

**SCHEDULE 1 – WARRANTS**

|                                                             |                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Vishal Anand</p> <p>WARRANT-25-12</p> <p>ARMOURGUARD</p> | <ol style="list-style-type: none"> <li>1. Local Government Act 2002<br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. Dog Control Act 1996<br/>DOG CONTROL OFFICER pursuant to s11</li> <li>3. Control of Animals Bylaw 2018<br/>AUTHORISED OFFICER pursuant to cl 1.1</li> </ol> |
|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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|-----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><i>Mark Jones</i></p> <p>WARRANT-25-13<br/>ARMOURGUARD</p>         | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/><i>AUTHORISED PERSON pursuant to ss171, 173</i><br/><i>(powers of entry in general)</i><br/><i>ENFORCEMENT OFFICER pursuant to s177</i><br/><i>(including additional powers of entry)</i></li> <li>2. <i>Dog Control Act 1996</i><br/><i>DOG CONTROL OFFICER pursuant to s11</i></li> <li>3. <i>Control of Animals Bylaw 2018</i><br/><i>AUTHORISED OFFICER pursuant to cl 1.1</i></li> </ol>                                                                                                                                                    |
| <p><i>Vishal Pathania</i></p> <p>WARRANT-25-14<br/>ARMOURGUARD</p>    | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/><i>AUTHORISED PERSON pursuant to ss171, 173</i><br/><i>(powers of entry in general)</i><br/><i>ENFORCEMENT OFFICER pursuant to s177</i><br/><i>(including additional powers of entry)</i></li> <li>2. <i>Dog Control Act 1996</i><br/><i>DOG CONTROL OFFICER pursuant to s11</i></li> <li>3. <i>Control of Animals Bylaw 2018</i><br/><i>AUTHORISED OFFICER pursuant to cl 1.1</i></li> </ol>                                                                                                                                                    |
| <p><i>Narotam Magotra</i></p> <p>WARRANT-25-15<br/>ARMOURGUARD</p>    | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/><i>AUTHORISED PERSON pursuant to ss171, 173</i><br/><i>(powers of entry in general)</i><br/><i>ENFORCEMENT OFFICER pursuant to s177</i><br/><i>(including additional powers of entry)</i></li> <li>2. <i>Dog Control Act 1996</i><br/><i>DOG CONTROL OFFICER pursuant to s11</i></li> <li>3. <i>Control of Animals Bylaw 2018</i><br/><i>AUTHORISED OFFICER pursuant to cl 1.1</i></li> </ol>                                                                                                                                                    |
| <p><i>Glyn Hunt</i></p> <p>WARRANT-25-16<br/>WELLINGTON<br/>WATER</p> | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/><i>AUTHORISED PERSON pursuant to ss171, 173</i><br/><i>(powers of entry in general)</i><br/><i>ENFORCEMENT OFFICER pursuant to s177</i><br/><i>(including additional powers of entry)</i></li> <li>2. <i>Health Act 1956</i><br/><i>LOCAL AUTHORITY OFFICER pursuant to s128 of</i><br/><i>the purposes of entry</i></li> <li>3. <i>Hutt Valley Trade Wastes Bylaw 2016</i><br/><i>AUTHORISED OFFICER pursuant to clauses 1.5 and</i><br/><i>6.4</i><br/><i>(including powers under the Hutt Valley Drainage Act</i><br/><i>1967)</i></li> </ol> |

|                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|--------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><i>Joseph Hemi</i></p> <p>WARRANT-25-17<br/>WELLINGTON<br/>WATER</p>  | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. <i>Health Act 1956</i><br/>LOCAL AUTHORITY OFFICER pursuant to s128 of<br/>the purposes of entry</li> <li>3. <i>Hutt Valley Trade Wastes Bylaw 2016</i><br/>AUTHORISED OFFICER pursuant to clauses 1.5 and<br/>6.4<br/>(including powers under the Hutt Valley Drainage Act<br/>1967)</li> </ol> |
| <p><i>Kurt Lindsay</i></p> <p>WARRANT-25-18<br/>WELLINGTON<br/>WATER</p> | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. <i>Health Act 1956</i><br/>LOCAL AUTHORITY OFFICER pursuant to s128 of<br/>the purposes of entry</li> <li>3. <i>Hutt Valley Trade Wastes Bylaw 2016</i><br/>AUTHORISED OFFICER pursuant to clauses 1.5 and<br/>6.4<br/>(including powers under the Hutt Valley Drainage Act<br/>1967)</li> </ol> |
| <p><i>Noah Boyte</i></p> <p>WARRANT-25-19<br/>WELLINGTON<br/>WATER</p>   | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. <i>Health Act 1956</i><br/>LOCAL AUTHORITY OFFICER pursuant to s128 of<br/>the purposes of entry</li> <li>3. <i>Hutt Valley Trade Wastes Bylaw 2016</i><br/>AUTHORISED OFFICER pursuant to clauses 1.5 and<br/>6.4<br/>(including powers under the Hutt Valley Drainage Act<br/>1967)</li> </ol> |



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|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><i>Nyall O'Connor</i></p> <p>WARRANT-25-20<br/>WELLINGTON<br/>WATER</p> | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. <i>Health Act 1956</i><br/>LOCAL AUTHORITY OFFICER pursuant to s128 of<br/>the purposes of entry</li> <li>3. <i>Hutt Valley Trade Wastes Bylaw 2016</i><br/>AUTHORISED OFFICER pursuant to clauses 1.5 and<br/>6.4<br/>(including powers under the Hutt Valley Drainage Act<br/>1967)</li> </ol> |
| <p><i>Wei Zeng</i></p> <p>WARRANT-25-21<br/>WELLINGTON<br/>WATER</p>       | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. <i>Health Act 1956</i><br/>LOCAL AUTHORITY OFFICER pursuant to s128 of<br/>the purposes of entry</li> <li>3. <i>Hutt Valley Trade Wastes Bylaw 2016</i><br/>AUTHORISED OFFICER pursuant to clauses 1.5 and<br/>6.4<br/>(including powers under the Hutt Valley Drainage Act<br/>1967)</li> </ol> |
| <p><i>Ben Rosendale</i></p> <p>WARRANT-25-22<br/>HCC</p>                   | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. <i>Land Transport Act 1998</i><br/>PARKING WARDEN pursuant to s128D</li> </ol>                                                                                                                                                                                                                   |
| <p><i>Elizabeth Reddington</i></p> <p>WARRANT-25-23<br/>HCC</p>            | <ol style="list-style-type: none"> <li>1. <i>Local Government Act 2002</i><br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. <i>Land Transport Act 1998</i><br/>PARKING WARDEN pursuant to s128D</li> </ol>                                                                                                                                                                                                                   |

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Vicki Harwood<br>WARRANT-25-24<br>HCC | <ol style="list-style-type: none"> <li>1. Local Government Act 2002<br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. Dog Control Act 1996<br/>DOG CONTROL OFFICER pursuant to s11<br/>DOG RANGER pursuant to s12</li> <li>3. Control of Animals Bylaw 2018<br/>AUTHORISED OFFICER pursuant to cl 1.1</li> </ol> |
| Teti Nair<br>WARRANT-25-25<br>HCC     | <ol style="list-style-type: none"> <li>1. Local Government Act 2002<br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> </ol>                                                                                                                                                                                             |
| Fiona Gullery<br>WARRANT-25-26<br>HCC | <ol style="list-style-type: none"> <li>1. Local Government Act 2002<br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. Building Act 2004<br/>AUTHORISED PERSON pursuant to s222<br/>ENFORCEMENT OFFICER pursuant to s371B"</li> </ol>                                                                             |

## 10. QUESTIONS

There were no questions.

## 11. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Cr Parkin)

**Minute No. C 25327(3)**

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

12. Minutes - 29 May 2025 and 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)                                                                                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <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>Minutes of the Te Kaunihera o Te Awa Kairangi   Hutt City Council held on 29 May 2025: Civic Honour and Youth Services Award 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> |
| <i>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</i>                                                                                     | <i>The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).<br/>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>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.</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)).<br/>The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)(s7(2)(i))</i> | <i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i> |
| <i>Report of the Komiti Iti Ahumoni I Tūraru Audit and Risk</i>                                                                                                                                                                                         | <i>The withholding of the information is necessary to prevent the</i>                                                                                                                                                                                                                                                                                                              | <i>That the public conduct of the relevant part of the proceedings of the</i>                                                                                                                 |



*Subcommittee held on  
23 June 2025: Cyber  
Security Update 2025;  
and Litigation Report.*

*disclosure or use of  
official information for  
improper gain or  
improper  
advantage(s7(2)(j)).*

*meeting would be likely  
to result in the  
disclosure of  
information for which  
good reason for  
withholding exist.*

*The withholding of the  
information is  
necessary to maintain  
legal professional  
privilege(s7(2)(g)).*

*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 2.17 pm. The public excluded part of the meeting closed at 2.22pm.

C Barry  
**MAYOR**

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

**Mayoral Statement – 31 July 2025**

Kia ora koutou katoa,

Last time we met, I briefly acknowledged the Lower Hutt residents who received King's birthday honours this year. However, I want to begin today by formally acknowledging the four recipients in this statement.

Dr Alishia Moeahu and Khoa Nguyen were made Members of the New Zealand Order of Merit for services to tikanga Māori and New Zealand–Vietnam relations. Former Hutt City councillor Margaret Cousins and youth advocate Merrilyn Withers received the King's Service Medal for their decades of dedication to local government and young people.

On behalf of our city, congratulations. I will also be hosting the recipients for an afternoon tea later this month to congratulate them in person.

Council's focus on repairing water leaks is delivering results. In June, 155 leaks were repaired in Lower Hutt alone. Our council's investment in fixing leaks has helped the region save 4 billion litres of water in the past year. The urgency we've placed on addressing this issue is clearly paying off.

In Wainuiomata, the Stanley Street housing development is now largely complete. Urban Plus has delivered 17 new townhouses that will soon provide warm, affordable homes managed by a local provider.

And earlier this month, we confirmed that the Riverbank Market will relocate to Dowse Square and civic precinct from 2026, allowing critical stopbank works for Te wai Takamori o Te Awa Kairangi RiverLink to proceed. This new site keeps the market at the heart of our city and will continue to bring people into the CBD during a time of disruption.

Finally, this weekend marks the final round of native plant giveaways in our Mouri Tupu programme. So far, more than 73,000 natives have been planted across reserves, schools, and neighbourhoods and we're on track to hit our 114,000 target by September. I'm extremely pleased to say that the goal to plant one for every person who calls Lower Hutt home will be accomplished.

**TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL**

Minutes of an ordinary meeting of The Hutt City Council held in the Council Chambers,  
2nd Floor, 30 Laings Road, Lower Hutt on  
**Tuesday 19 August 2025 commencing at 2:00 pm**

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To watch the livestream of the meeting, please click the link here: [19 August 2025 Additional Council meeting](#)

|                        |                          |                          |
|------------------------|--------------------------|--------------------------|
| <b><u>PRESENT:</u></b> | Mayor C Barry (Chair)    | Deputy Mayor T Lewis     |
|                        | Cr G Barratt             | Cr J Briggs              |
|                        | Cr K Brown (from 2.04pm) | Cr B Dyer                |
|                        | Cr S Edwards             | Cr G Tupou (from 2.08pm) |
|                        | Cr K Morgan              | Cr C Parkin              |
|                        | Cr N Shaw                | Cr T Stallinger          |

**APOLOGIES:** Cr Mitchell, Cr Tupou and Cr Brown for lateness.

**IN ATTENDANCE:** 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  
R Hardie, Head of Strategy and Policy (part meeting)  
B Hodgins, Strategic Advisor  
K Butler-Hare, Tumuaki Māori  
H Ellison, Events Lead (part meeting)  
H Bell, Water Services Advisor  
K Stannard, Head of Democratic Services (part meeting)  
J Young, Democracy Advisor  
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</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 25401**

*“That the apology received from Cr Mitchell be accepted and leave of absence be granted and the*



*apologies for lateness from Crs Tupou and Brown be accepted."*

3. **PUBLIC COMMENT**

There was no public comment.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflicts of interest declarations.

5. **LOCAL WATER DONE WELL - ADOPTION OF WATER SERVICES DELIVERY PLAN AND ENDORSEMENT OF WATER SERVICES COUNCIL-CONTROLLED ORGANISATION FOUNDATION DOCUMENTS**

Report No. HCC2025/4/218 by the Strategic Advisor

The Strategic Advisor elaborated on the report.

In response to questions from members, the Strategic Advisor advised that communications and engagement with the public concerning the Water Services Delivery Plan and the establishment of the new water services entity were being coordinated at a regional level. He confirmed that he would provide details of communications after the upcoming meetings.

Cr Brown joined the meeting at 2.04pm.

The Strategic Advisor explained that the Consumer Charter would be determined by the new water services company. He added that while Council's principles could provide guidance, adoption would not be mandatory. He further advised that leaks in private rental properties were still covered by Council bylaws. He reassured members that Wellington Water Limited thoroughly addressed these issues, and this level of diligence was expected to continue under the new regime.

Cr Tupou joined the meeting at 2.08pm.

Members expressed support and confidence in the quality and extent of the work undertaken.

Mayor Barry thanked everyone involved, including the Group Chief Financial Officer and the other regional CFOs. He noted that councils would consider the final water services delivery plan and confirmed that an interim board was being appointed.

**RESOLVED:** (Mayor Barry/Cr Stallinger)

**Minute No. C 25402**

*"That Council:*

- (1) formally adopts the joint Water Services Delivery Plan (WSDP) for the Wellington metropolitan area, as attached at Appendices 1 and 2 to this report, noting that the WSDP:
  - a. is based on the Department of Internal Affairs (DIA) template and guidance, including for financial modelling;*
  - b. has had input and development from a range of technical experts;*
  - c. has been the subject of legal and technical reviews;*
  - d. has been subject to independent financial and deliverability model peer review;*
  - e. has used the best available information and includes detailed risk analysis; and*
  - f. has been certified by the Chief Executive that it complies with the Local Government (Water Services Preliminary Arrangements) Act 2024 and that the information contained in the WSDP provided by Hutt City Council is true and accurate;**
- (2) notes that following adoption by all five councils the joint Water Service Delivery Plan will be submitted to the Secretary for Local Government (via the Department for Internal Affairs) on behalf of all five councils by the legislated deadline of 3 September 2025;*
- (3) notes the draft foundation documents presented with this report represent the collective direction to date and will continue to be developed further;*
- (4) endorses the draft Constitution as attached as Appendix 5, noting that the draft Constitution will be approved by the Advisory Oversight Group (AOG) and then finalised for ratification by Council and partner organisations post local elections;*
- (5) endorses the draft terms for the Partners Agreement as attached as Appendix 6, noting that the draft Agreement will be approved by the AOG and then finalised for ratification by Council and partner organisations post local elections;*
- (6) endorses the principles for the development of the Statement of Expectations (SOE) as attached as Appendix 7, noting that the principles for the SOE will be finalised for ratification by Council and partner organisations post local elections with the SOE to then be finalised and approved by the Partners' Committee; and*
- (7) endorses the principles for assisting the new water services council-controlled organisation to develop a Customer Charter as attached as Appendix 8, noting that these principles will be finalised for ratification by Council and partner organisations post local elections and will be incorporated into the final SOE as an outcome to be implemented by the Company."*

For the reason that Council is required to adopt a Water Services Delivery Plan to submit to government by 3 September 2025.

## 6. PROPOSAL TO RENAME LOWER HUTT EVENTS CENTRE TO TŪTAKI

Report No. IARCC2025/3/196 by the Events Lead

The Events Lead elaborated on the report.

In response to questions from members, the Events Lead provided the following information:

- rebranding costs were the tenant's responsibility, as stated in the lease. Council's only financial obligations were related to trademarking and quality marking, budgeted at approximately \$2,000 per year.
- Council's sole role was to approve the name change as the landlord, and no further obligation or costs fell to Council. The Communications team would emphasise that no Council funding was involved.
- under the lease, Council retained the right to sell naming rights. However, if Tūtaki was approved, the tenant would be able to continue using that name, and any sponsorship arrangements would need to be negotiated with the tenant. When sponsorship opportunities were explored in 2018, there was minimal interest, and the potential financial return did not justify the effort.
- Council and iwi relationships would be engaged with at the appropriate time regarding any business partnerships.
- the café would continue to be called Tūtaki, with the tenant branding it as Tūtaki Café, while the larger complex would be named Tūtaki Events Centre.

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

**Minute No. C 25403**

*"That Council:*

- (1) receives and notes the information;*
- (2) approves the proposal to rename the Lower Hutt Events Centre to Tūtaki;*
- (3) notes that Mana Whenua are supportive of the proposal and have nominated a lead artist to guide the re-branding process;*
- (4) notes that all signage, collateral and branding will be updated to reflect the new name, with costs met by USAR Commercial Assets Limited and within existing Council budgets; and*
- (5) notes that approval of the renaming proposal relinquishes Council's ability to pursue naming rights sponsorship revenue under the lease agreement."*

## 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 | <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 2.31pm.

C Barry  
**MAYOR**

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

## HUTT CITY COUNCIL

### KOMITI ITI AHUMONI I TŪRARU | AUDIT AND RISK SUBCOMMITTEE

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

Tuesday 26 August 2025 commencing at 2:00 pm

To watch the livestream of the meeting, please click the link here: [26 August 2025 - Audit and Risk Subcommittee](#)

**PRESENT:**

|                              |                            |  |
|------------------------------|----------------------------|--|
| S Tindal (Independent Chair) | Cr S Edwards               |  |
| Cr K Morgan                  | Cr T Stallinger (via Zoom) |  |

**APOLOGIES:** Mayor Barry and Cr Briggs.

**IN ATTENDANCE:**

A Blackshaw, Director Neighbourhoods and Communities  
 J Kingsbury, Director Economy and Development  
 J Livschitz, Group Chief Financial Officer  
 B Cato, Chief Legal Officer  
 T Johnstone, Acting Director Environment and Sustainability  
 K Alkema, Chief People Officer  
 P Hewitt, Head of Transport (part meeting)  
 D Kennedy, Transport Projects Manager (part meeting)  
 D Newth, Financial Accounting Manager (part meeting)  
 M Connew-Simmons, Programme Manager  
 A Andrews, Financial Transaction Services Manager  
 B Hodgins, Strategic Advisor  
 L Siriwardena, Legal Operations Advisor  
 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: (S Tindal/Cr Morgan

**Minute No. ARSC 25401**

*"That the apology received from Mayor Barry and Cr Briggs be accepted and leave of absence be granted."*

3. **PUBLIC COMMENT**

There was no public comment.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflicts of interest declarations.



## 5. TUPUA HORO NUKU UPDATE

Report No. ARSC2025/4/219 by the Transport Project Manager

The Transport Project Manager elaborated on the report.

In response to questions from members, the Transport Project Manager explained that the allowable trip delay threshold had increased from five to six minutes. He added that while cumulative time savings were greater, the shorter-term duration was slightly longer. He noted that this issue had been raised and included in the assessment of the three-lane strategy.

The Head of Transport stated that the maximum allowable delay was six minutes and confirmed that all delays are currently below this limit.

The Transport Project Manager reported that the early morning peak is a busy time for workers on site and noted that all data collected since 4 August 2025 showed no delays exceeding the six-minute threshold.

In response to a question from a member, the Head of Transport advised that power pole placements had been undertaken by Wellington Electricity and through the Alliance. Regarding Mahina Bay, he confirmed that the Alliance was working with residents on location issues.

In response to questions from a member about the programme, the Head of Transport indicated that physical work was scheduled to be completed by the end of March 2026. He added that activity was expected to peak soon, with the number of workers on-site and work rates declining toward February and March 2026.

In response to questions from members, the Director Economy and Development explained that discussions with Wellington Electricity confirmed the area's complexity, making it impossible to underground power lines within the programmes timeframes. He noted that, despite initial hopes for reconsideration, Wellington Electricity lacked capacity within the programme's timeframe, and Council had no funding to pursue it independently.

The Chair stated that final decisions on such matters rested with the Electricity Distribution Business, which had the authority and responsibility for the network.

**RESOLVED:** (S Tindal/Cr Edwards)

**Minute No. ARSC 25402**

*"That the Subcommittee :*

- (1) receives and notes the information;*
- (2) notes that the approved Three Lane Closure Strategy is expected to mitigate financial risk from an extended timeline and avoid cost escalations beyond the approved budget through reducing the project duration by 26 weeks, bringing the forecast completion date forward to March 2026, and aligning delivery with the Ngā Ūranga ki Pito-One programme; and*
- (3) notes that modelling indicates the revised approach will minimise the risk of additional preliminary and general costs by aligning delivery with Ngā Ūranga ki Pito-One and reduce*

*cumulative public delays despite a slight increase in peak hour trip delays."*

## 6. INSURANCE RENEWAL UPDATE

Report No. ARSC2025/4/220 by the Treasury Officer

The Financial Accounting Manager elaborated on the report.

In response to questions from members, the Financial Accounting Manager advised that councils did not insure roading assets. He explained that major roading damage was partly offset by NZ Transport Agency Waka Kotahi (NZTA) funding for critical assets, which was the primary reason Council did not insure these assets.

The Chair confirmed this advice, noting that most councils and other central government agencies adopted the same approach. She highlighted that asset location, particularly in high-risk areas, was also a key consideration.

RESOLVED: (S Tindal/Cr Morgan)

**Minute No. ARSC 25403**

*"That the Subcommittee:*

- (1) notes that Council has successfully renewed its Property and Infrastructure insurance programme for policies commencing 1 May 2025 for a 12-month term;*
- (2) notes the remaining policies, renewed on 1 November 2024, for a 12-month term;*
- (3) notes the insurance renewals information as outlined in paragraphs 10 and 11 of the report; and*
- (4) notes that insurance costs for 2025/26 are budgeted to be \$5.8M."*

**7. HUMAN RESOURCE INFORMATION MANAGEMENT AND PAYROLL SYSTEMS PROJECT, AND HOLIDAYS ACT REMEDIATION PROJECT UPDATE**

Report No. ARSC2025/4/221 by the Programme Manager

The Programme Manager and Manager Finance Transaction Services elaborated on the report.

In response to questions from members, the Manager Financial Transaction Services advised that the Statement of Work required the new system to be fully compliant with the Holidays Act, without needing any further remediation to maintain compliance.

The Chair mentioned that if the legislation were to change in the future, the supplier would be responsible for ensuring ongoing compliance. She highlighted that this requirement was included in the Statement of Work and was reinforced by a warranty in the contract, placing the responsibility on the supplier.

**RESOLVED:** (S Tindal/Cr Morgan)

**Minute No. ARSC 25404**

*"That the Subcommittee:*

- (1) notes and receives the update to the HRIS/Payroll project;*
- (2) notes that a full procurement process was undertaken by Officers and two integrated systems, Datapay and Workday, have been chosen and will be implemented by delivery partner Datacom;*
- (3) notes that a key part of contract negotiation was to ensure there was additional wording included in the contract around Holidays Act compliance;*
- (4) notes there is still an onus on Council to provide accurate data to ensure payroll compliance;*
- (5) notes that the first tranche of the Holidays Act remediation payments (Phase 1) was completed in July 2022, covering the period from March 2015 to March 2022, and included payments in line with the approved remediation model;*
- (6) notes that Phase 2 of the Holidays Act remediation payment process was completed in July 2025, bringing the remediation period up to February 2025;*
- (7) notes that the remediation calculations for Phase 2 were based on the model developed by a payroll calculation specialist and previously tested in mid-2022, providing confidence in the accuracy of the payment amounts;*
- (8) notes that 388 current staff were paid during this phase, equating to \$357,434 before tax and KiwiSaver;*
- (9) notes that a webpage remains on Council's external website providing information on Holidays Act remediation and enabling eligible former staff to lodge their details to receive payment; and*
- (10) notes that the financial provision for Holidays Act remediation in Council's accounts as at 30 June 2025 is \$1.495M."*



## 8. SENSITIVE EXPENDITURE DISCLOSURES

Report No. ARSC2025/4/101 by the Financial Accounting Manager

The Financial Accounting Manager elaborated on the report.

**RESOLVED:** (S Tindal/ Cr Edwards)

**Minute No. ARSC 25405**

*"That the Subcommittee:*

- (1) receives and notes the information; and*
- (2) notes the Sensitive Expenditure disclosure information attached as Appendix 1 to the report: Sensitive Expenditure 1 April 2025 to 30 June 2025."*

## 9. HUTT CITY COUNCIL GROUP ANNUAL REPORT 2024/25 AND UPDATE ON EXTERNAL AUDIT PROCESSES

Report No. ARSC2025/4/222 by the Financial Accounting Manager

The Financial Accounting Manager elaborated on the report.

The Chair observed that completing an interim audit without issues was unusual. She confirmed, based on her one-on-one meeting with the appointed auditor, that no concerns were raised.

**RESOLVED:** (S Tindal/ Cr Morgan)

**Minute No. ARSC 25406**

*"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 was 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 the draft unaudited Group Annual Report 2024/25 will be considered by the Subcommittee at its meeting on 23 September 2025."*

## 10. WATER SERVICES MATTERS

Report No. ARSC2025/4/223 by the Strategic Advisor

The Strategic Advisor elaborated on the report. He advised that all partner councils had adopted the Water Services Delivery Plan (WSDP) and that the Local Government Water Services Bill had its third reading the previous Tuesday and was now awaiting Royal Assent.

In response to member questions, the Chief Financial Officer explained that Table 4: Capital Delivery separated the estimated revenue for the new entity, detailing both specific targeted rates and general rates for stormwater. She noted that the graph in the public communications provided a broader overview of the capital programme and operational costs. She explained that Council had faced deficits for several years due to underfunding in the last Long Term Plan. She emphasised that Council was working to balance the budget, and the incoming Council would need to make trade-offs regarding rate-setting.

The Chair noted that Table 4: Capital Delivery and the graph in the public communications were not directly related, a point confirmed by the Chief Financial Officer.

**RESOLVED:** (S Tindal/Cr Edwards)

**Minute No. ARSC 25407**

*"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 latest financial projections post the water services transition to a new entity."*

## 11. SIX MONTHLY UPDATE ON HEALTH & SAFETY PERFORMANCE

Report No. ARSC2025/4/224 by the Health & Safety Manager

The Chief People Officer elaborated on the report.

**RESOLVED:** (S Tindal/Cr Stallinger)

**Minute No. ARSC 25408**

*"That the Subcommittee receives and notes the report."*

## 12. INFORMATION ITEMS

a) **ComplyWith Survey - legal compliance report for period 1 January 2025 - 30 June 2025**

Report No. ARSC2025/4/103 by the Legal Operations Advisor

The Legal Operations Advisor elaborated on the report.

**RESOLVED:** (S Tindal/Cr Morgan)

**Minute No. ARSC 25409**

*"That the Subcommittee:*

- (1) receives and notes the information;*
- (2) notes that out of the 17 non-compliances recorded during the survey, 11 are already resolved;*
- (3) notes that five corrective actions remain; and*
- (4) notes that the list of the five remaining unresolved Corrective Actions and the mitigations that are or will be put in place to address these can be reviewed in Appendix 1 attached to the report."*

b) **Audit and Risk Subcommittee Forward Programme 2025**

Memorandum dated 6 August 2025 by the Democracy Advisor

**RESOLVED:** (S Tindal/Cr Edwards)

**Minute No. ARSC 25410**

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

13. **QUESTIONS**

There were no questions.

14. **EXCLUSION OF THE PUBLIC**

**RESOLVED:** (S Tindal/Cr Morgan)

**Minute No. ARSC 25411**

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

15. *Te Wai Takamori o Te Awa Kairangi | RiverLink 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>Te Wai Takamori o Te Awa Kairangi   RiverLink Update.</i> | <i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).</i> | <i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reasons for withholding exist.</i> |
|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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

There being no further business, the Chair declared the public part of the meeting closed at 2.38pm. The public excluded part of the meeting closed at 2.43pm.

S Tindal  
CHAIR

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

**HUTT CITY COUNCIL****KOMITI 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](#)

|                        |                            |                             |
|------------------------|----------------------------|-----------------------------|
| <b><u>PRESENT:</u></b> | 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**



HUTT CITY COUNCILKOMITI KAUPAPA TAIAO  
CLIMATE CHANGE AND SUSTAINABILITY COMMITTEE

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

**Wednesday 3 September 2025 commencing at 2:00 pm**

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To watch the livestream of the meeting, please click on the link here: [Climate Change and Sustainability Committee 3 September 2025](#)

**PRESENT:**

|                            |                         |
|----------------------------|-------------------------|
| Cr J Briggs (Chair)        | Mayor C Barry           |
| Cr K Brown (via Zoom)      | Cr S Edwards (via Zoom) |
| Deputy Mayor T Lewis       | Cr A Mitchell           |
| Cr C Parkin (Deputy Chair) | Cr N Shaw               |

**APOLOGIES:**

There were no apologies.

**IN ATTENDANCE:**

A Geddes, Director Environment and Sustainability  
J Scherzer, Head of Climate and Waste  
J Hayman, Senior Advisor Waste – Planning and Strategy  
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**

There were no apologies.

**3. PUBLIC COMMENT**

There was no public comment.

**4. CONFLICT OF INTEREST DECLARATIONS**

There were no conflicts of interest declarations.

## 5. UPDATE ON COUNCIL'S CLIMATE CHANGE WORK

Report No. CCASC2025/4/246 by the Senior Advisor - Climate and Sustainability

The Senior Advisor – Climate Change and Sustainability elaborated on the report.

In response to questions from members, the Head of Climate Change and Waste noted that the report was publicly available on Council's website but had not been promoted on social media. He confirmed that the Beltway Cycleway's scope had changed and was marked complete under the revised scope, though it should not have been recorded as complete against the original plan. He stated that officers would review and update the status labels as necessary.

In response to questions from members about the gas phase-out, the Head of Climate Change and Waste advised that around 15 sites still used gas, noting many were small facilities such as park showers. He suggested that the larger remaining users included the Dowse Art Museum, Walter Nash Stadium, War Memorial Library, the Events Centre and Wainuiomata and Stokes Valley pools. He further advised that gas consumption had decreased by roughly 50% since the 2019 peak.

In response to questions about the Seaview Wastewater Treatment Plant dryer, the Head of Climate Change and Waste advised that an electric boiler would replace the gas-fuelled dryer. He said that procurement was underway, and commissioning was scheduled for 2027. He explained that this single change would have a significant impact because that site's gas use exceeded the combined gas consumption of Council facilities.

The Chair advised Cr Mitchell to send any additional notes and points regarding his questions to the Senior Advisor for Climate Change and Sustainability for consideration.

In response to questions from members, the Senior Advisor – Climate Change and Sustainability advised that the Hutt Valley carpooling initiative was external to Council. She explained that officers were aware of the initiative, but they did not have confirmed go-live dates or certainty that it would proceed. She noted that officers would contact the project organiser to obtain more information and will report back to members.

In response to questions from members, the Head of Climate Change and Waste advised that Council's website already provided general guidance on replacing the former eco-design service. He also mentioned that he would check with the officers to confirm whether the Kōkiri Marae service was explicitly referenced and would provide an update to the members afterwards.

**RESOLVED:** (Cr Briggs/Cr Mitchell)

**Minute No. CCASC 25401**

*"That the Committee notes the comprehensive update on the implementation of Council's Carbon Reduction and Resilience Plan 2021-31 and the Lower Hutt Climate Action Pathway."*

6. **REDUCING HUTT CITY COUNCIL'S EMISSIONS ASSOCIATED WITH POWERING ITS FACILITIES**

Report No. CCASC2025/4/248 by the Senior Advisor - Climate and Sustainability

The Senior Advisor – Climate Change and Sustainability elaborated on the report.

In response to questions from members, the Head of Climate Change and Waste advised that the business case for a solar farm at the Wainuiomata landfill would explore options for allocating energy output to Council through contractual and accounting methods. He said that it would address third-party investment with Council acting as a baseload offtaker. He advised that, if feasible, the project could serve as a significant source of renewable energy while making use of the land that was otherwise constrained.

**RESOLVED:** (Cr Briggs/Cr Parkin)

**Minute No. CCASC 25402**

*"That the Committee*

- (1) notes the progress made on reducing energy-related emissions, and the challenges in relation to Council's inability to "control" the carbon intensity of grid electricity; and*
- (2) agrees that officers put forward a relevant funding bid regarding the use of Renewable Energy Certificates later in the year, for consideration as part of the upcoming annual plan process."*



## 7. UPDATE ON SOLID WASTE MANAGEMENT AND MINIMISATION WORK STREAMS

Report No. CCASC2025/4/249 by the Senior Advisor Waste - Planning and Strategy

The Senior Advisor Waste – Planning and Strategy elaborated on the report.

In response to questions about measuring recycling performance, the Senior Advisor Waste – Planning and Strategy explained that contracts and reporting primarily focused on tonnage, based on arrangements at the materials recovery facility. She said that the Ministry for the Environment (MfE) had started collecting data on collection-tonnage categorised by material, which could be helpful for future trend analysis and policy development.

The Head of Climate Change and Waste noted that while glass tonnages were decreasing, aluminium can tonnages had nearly doubled in the past three years, reflecting changes in consumer packaging and cost-of-living effects. He explained that the decline in heavy glass volumes reduced total recycling by weight, and the increase in lighter aluminium did not compensate for this. He stated that this trend should not be seen as under-performance but rather as a shift in material mix, suggesting that the current weight-based KPI may not accurately reflect performance; behaviour-focused indicators could be more suitable.

In response to questions from members about behaviour-focused KPIs, the Head of Climate Change and Waste advised that this was possible. He explained that bin audits had been conducted on approximately 250 households. However, these audits were statistically less robust than the data from the materials recovery facility. He confirmed that behavioural indicators could complement existing measures, providing a better reflection of the proper use of the service.

In response to questions from members regarding the battery collection trial, the Senior Advisor – Waste advised that collection units would be installed at the War Memorial, Naenae, and Eastbourne hubs. She confirmed that the units had been wrapped and fitted with heat monitoring and fire suppression systems, with delivery expected in approximately one to two weeks. She said that the learnings gained from this trial would guide a broader roll-out in the future.

In response to further questions from members, the Head of Climate Change and Waste advised there was no further update on the regional delivery of Enviroschools following the Toimata Foundation's contracting changes. He added that local funding via the waste levy remained secure and that the key issue was who would hold delivery capacity and manage the programme. He advised that the "100% total outreach" figure referred to all schools in Lower Hutt having some level of engagement with Enviroschools. He noted that not every school engaged to the same depth and that engagement among Early Childhood Education Centres was lower due to capacity differences.

In response to questions from members about the proportions of construction and demolition (C&D) waste, the Head of Climate Change and Waste advised that Silverstream landfill was a Class 1 facility. He explained that many C&D materials, such as rubble, were directed to Class 2 to 4 sites, accounting for Silverstream's lower

proportion. He emphasised that the C&D diversion pilot was a pathway test rather than a long-term solution and noted that a commercial C&D processing facility in Porirua was expected to open around December 2025, which would provide a closer diversion option.

The Senior Advisor for Waste – Planning and Strategy reported that a bin audit for the Food Organics Green Organics (FOGO) programme found that about half of household waste by weight consists of food and green organics. She emphasized the need to divert these materials from landfill and promote waste minimisation and home composting. She stated that officers would utilise materials from the national Love Food Hate Waste campaign. She said that communications would be developed to reinforce this message. She also noted that if a FOGO service were implemented, officers would ensure a clear understanding of the issues, including both bin tonnages and environmental impacts.

The Head of Climate Change and Waste noted that New Zealand had shifted from many local landfills to fewer regional facilities. He mentioned that restricting other councils from using the Silverstream landfill would contradict national practices. While the landfill was still available for use at a price, officers were focused on reducing waste through diversion initiatives. He explained that these initiatives included a new commercial construction and demolition processing facility in Porirua, exploring a Food and Garden Organics service, and efforts to tackle waste at its source.

**RESOLVED:** (Cr Briggs/Cr Mitchell)

**Minute No. CCASC 25403**

*"That the Committee receives and notes the update on various waste management and resource recovery matters."*

## 8. **QUESTIONS**

There were no questions.

## 9. **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 2.42pm.

J Briggs  
**CHAIR**

**CONFIRMED as a true and correct record, dated this 29th day of September 2025**

**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 11 September 2025 commencing at 2:00 pm**

To watch the livestream of this meeting, please click on the link here: [Infrastructure and Regulatory Committee 11 September 2025](#)

**PRESENT:**

|                      |                                              |
|----------------------|----------------------------------------------|
| Cr S Edwards (Chair) | Mayor C Barry                                |
| Cr G Barratt         | Cr K Brown                                   |
| Cr B Dyer            | Deputy Mayor T Lewis (via audio-visual link) |
| Cr A Mitchell        | Cr T Stallinger (Deputy Chair)               |

**APOLOGIES:**

Cr Tupou

**IN ATTENDANCE:**

A Geddes, Director Environment and Sustainability (via audio-visual link)  
J Kingsbury, Director Economy and Development  
B Hodgins, Strategic Advisor  
H Bell, Advisor Water Services  
T Johnston, Head of Planning  
J Roberts, Head of Environmental Protection  
R Barton, Head of Building Control  
D Bentley, Environmental Health Manager  
E Scherer, Transport Engineering Manager  
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 Edwards/Cr Brown)

**Minute No. IARCC 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**

There were no conflict of interest declarations.

5. **PROPOSED TEMPORARY ROAD CLOSURE CAM COUNTY INC. WELLINGTON  
PORT ROAD DRAGS | 2025-2027**

Report No. IARCC2025/4/262 by the Traffic Engineer

The Transport Engineering Manager elaborated on the report.

In response to questions from members, the Transport Engineering Manager confirmed that the temporary road closure would follow a similar configuration to previous years, with no significant changes.

**RESOLVED:** (Cr Edwards/Cr Stallinger)

**Minute No. IARCC 25402**

*"That the Committee:*

- (1) receives and notes this report;*
- (2) agrees to temporarily close the following sections of road on Sunday, 09 November 2025 (reserve day Sunday, 16 November 2025) between 5:00am and 8:00pm on the following roads:*
  - a) Port Road, Seaview: from the intersection of Marchbanks Street to a point 500 metres north of the Barnes Street intersection, as shown in Appendix 1 to the report; and*
  - b) Toop Street, Seaview: from the intersection of Marchbanks Street to the intersection of Port Road, as shown in Appendix 1 to the report;*
- (3) agrees to temporarily close the same road sections on Sunday, 08 November 2026 (reserve day, Sunday 15 November 2026), between 5:00am and 8:00pm, as outlined in recommendation (2);*
- (4) agrees to temporarily close the same road sections on Sunday, 07 November 2027 (reserve day Sunday, 14 November 2027), between 5:00am and 8:00pm, as outlined in recommendation (2);*
- (5) notes that temporary 'No Stopping' parking restrictions will be installed ahead of each event, in alignment with the approved Traffic Management Plan, to ensure roads are clear and to support the safe setup of traffic management; and*
- (6) notes that during each event, this resolution will rescind any previous resolutions related to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls outlined in these recommendations."*

**6. PROPOSED TEMPORARY ROAD CLOSURE HUTT VALLEY MOTORSPORT CLUB PORT ROAD SPRINTS | 2025-2027**

Report No. IARCC2025/4/263 by the Traffic Engineer

The Transport Engineering Manager elaborated on the report.

In response to questions from members, the Transport Engineering Manager advised that no changes were expected and the road closure would follow a similar configuration to previous years. He said that, in terms of the future, when the Te Ara Tupua cycleway opened, Council would coordinate with the event organisers in the coming years for planning purposes.

**RESOLVED:** (Cr Edwards/Cr Barratt)

**Minute No. IARCC 25403**

*"That the Committee:*

- (1) receives and notes this report;*
- (2) agrees to temporarily close the following sections of roads on Sunday, 26 October 2025 (reserve day Monday, 27 October 2025) between 05:30am and 7:00pm on the following roads:*
  - a) Port Road, Seaview: from the intersection of Marchbanks Street to a point 500m north of the Barnes Street intersection, as shown in Appendix 1 to the report;*
  - b) Toop Street, Seaview: approximately 100m from the intersection of Port Road, as shown in Appendix 1 to the report;*
  - c) Meachen Street, Seaview: between Barnes Street and Port Road, as shown in Appendix 1 to the report; and*
  - d) Barnes Street, Seaview: between its intersection with Port Road and Wareham Place, as shown in Appendix 1 to the report;*
- (3) agrees to temporarily close the same road sections on Sunday, 18 January 2026 (reserve day Monday, 19 January 2026) between 05:30am and 7:00pm, as outlined in recommendation (2);*
- (4) agrees to temporarily close the same road sections on Sunday, 25 October 2026 (reserve day Monday, 27 October 2026) between 05:30am and 7:00pm, as outlined in recommendation (2);*
- (5) agrees to temporarily close the same road sections on Sunday, 24 January 2027 (reserve day Monday, 28 January 2027) between 05:30am and 7:00pm, as outlined in recommendation (2);*
- (6) agrees to temporarily close the same road sections on Sunday, 24 October 2027 (reserve day Monday, 25 October 2027) between 05:30am and 7:00pm, as outlined in recommendation (2);*
- (7) agrees to temporarily close the same road sections on Sunday, 23 January 2028 (reserve day Monday, 24 January 2028) between 05:30am and 7:00pm, as outlined in recommendation (2);*
- (8) notes that temporary 'No Stopping' parking restrictions will be installed ahead of each event, in alignment with the approved Traffic Management Plan, to ensure roads are clear and to support the safe setup of traffic management; and*
- (9) notes that during each event, this resolution will rescind any previous resolutions related to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls outlined in these recommendations."*



## 7. THREE WATERS UPDATE

Report No. IARCC2025/4/264 by the Advisor Water Services

The Advisor Water Services elaborated on the report.

In response to questions from members, the Advisor Water Services advised that two odour sensors had been installed around the plant, and the remaining locations were still being identified. He advised that there was still an intention to update the community on the odour sensors, and he would follow up on the timeframe for providing the update.

In response to questions from members, the Strategic Advisor explained that the underspend in the 2024/25 capital programme was due to delays in going to market, unused contingencies like the State Highway 2 pipe renewal, and postponed projects, especially those related to the Seaview Wastewater Treatment Plant (SWWTP). He defined a "minimum viable product" as one that had only essential functions operational from day one and agreed to provide a schedule of these items. He noted that it was too early to determine how renewals would be managed under the new entity, with decisions to be made by the new Board, following commitments in the Long Term Plan.

Mayor Barry highlighted key achievements in water and completing 57 kilometres of renewals over the past five years. He also noted the drop in visible leaks and acknowledged the Strategic Advisor and officers for their leadership and collaboration with Wellington Water Limited.

RESOLVED: (Cr Edwards/Mayor Barry)

**Minute No. IARCC 25404**

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

## 8. REGULATORY MATTERS

Report No. IARCC2025/4/265 by the Head of Building Control

The Head of Planning elaborated on the report.

In response to questions from members, the Head of Building Control explained that the workload and chargeable time were closely monitored across teams. He noted that performance management measures were implemented when targets were not met. He added that vacancies in the Building Control team could not be filled, which led to some work being contracted out; however, most resource consent work was still carried out in-house.

The Head of Planning noted a decline in consent applications, while the number of issued consents remained steady year-on-year. He mentioned that current vacancies in engineering and resource consents were being addressed with gradual recruitment planned as workloads increase.

The Head of Building Control reported that the vendor of the Objective Build system would end support about 12 months into Council's contract, with no prior notice. He explained that a procurement process was in progress, with three providers being

considered, and a preferred supplier recommendation was expected soon. He highlighted that the new system must be implemented by 26 June 2026.

The Head of Planning stated that the necessary capability was in place, but it depended on the complexity of the application and the experience of the officers. He noted that a vacancy for a senior planner had impacted their capacity, resulting in some complex matters being outsourced on a case-by-case basis. He highlighted that the preference was to keep this work in-house whenever possible.

The Head of Building Control noted that the six categories (Residential 1–3 and Commercial 1–3) varied in complexity. He mentioned a shortfall in the Commercial 2–3 category due to two senior vacancies, leading to ongoing recruitment and the outsourcing of higher-complexity commercial work until those positions were filled.

Cr Brown left the meeting at 2.24pm and rejoined the meeting at 2.25pm.

The Head of Planning reported that the notification decision was currently being processed and that a report had been drafted for peer review. He mentioned that an independent commissioner had been appointed to avoid any potential conflicts of interest with Council, as the applicant was a commercial operator. He indicated that a decision was expected shortly.

In response to a question from a member about the Honiana Te Puni Reserve, the Director of Economy and Development noted that the opening was expected to align with the completion of Te Ara Tupua. He said officers would provide updates to members the following week.

In response to questions from members, the Head of Environmental Protection discussed the six-month License Plate Recognition (LPR) trial, which focused on mapping enforcement areas and tracking vehicles. He explained the requirement of two sightings to prevent misclassifying slow-moving vehicles as parked due to human error. He acknowledged the need for better refinement of the infringement template and highlighted the importance of independent reviews. He stated that the LPR system could not monitor mobility parking because permits were issued to individuals, necessitating in-person verification for any infringements. He also mentioned that considering integration with permit issuers posed risks if vehicles change ownership. Additionally, he noted that upgrades were intended to enable daily assessments while maintaining the efficiency of bulk printing.

The Head of Environmental Protection explained that an AI system evaluated evidence for parking violations, which was then reviewed by officers who considered the likelihood of success if contested in Court. He noted that officers tended to decline marginal cases, highlighting the ongoing importance of human assessment. He mentioned that it was too early to evaluate outcomes due to the high volume of initial data. He stated that the resourcing situation was under review, including the potential reallocation of experienced wardens to back-office roles for evidence review. He also confirmed that a request for a report comparing offences and revenue from officer-issued versus LPR violations for the new triennium had been noted.

The Head of Planning indicated that hazard information from the District Plan was included in Land Information Memorandums before the regulatory change. He noted

that no significant impact was anticipated and that a follow up response would be provided. He stated that there were 279 lots related to the Avalon Tower/Studios precinct, with about 200 dwellings already consented. He explained that these lots included a unit title subdivision with non-dwelling lots for a 200-unit townhouse development.

**RESOLVED:** (Cr Edwards/Cr Mitchell)

**Minute No. IARCC 25405**

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

**9. SALE AND SUPPLY OF ALCOHOL (FEES) REGULATIONS 2013 REGULATION 19 (1) - REPORTING BY TERRITORIAL AUTHORITIES**

Report No. IARCC2025/4/266 by the Environmental Health Manager

The Environmental Health Manager elaborated on the report.

In response to questions from members, the Environmental Health Manager clarified that the new fees took effect on 3 July 2025. He also noted that year-to-date revenue for the relevant budget line had already increased, bringing Council closer to its 90% target..

**RESOLVED:** (Cr Edwards/Cr Barratt)

**Minute No. IARCC 25406**

*"That the Committee approves the publication of a 'table of income versus expenditure on Council's website showing the alcohol licensing income received from fees payable in relation to, and costs incurred, in:*

- (a) the performance of the functions of Council's District Licensing Committee under the Sale and Supply of Alcohol Act 2012 (the Act);*
- (b) the performance of the functions of Council's Inspectors under the Act; and*
- (c) undertaking enforcement activities under the Act."*



## 10. INFORMATION ITEMS

### a) Economy and Development - Director's Report

Report No. IARCC2025/4/6 by the Executive Assistant to the Director of Economy and Development

The Director Economy and Development elaborated on the report and provided the following updates:

- Strategic Cycleway Programme: work would be reported to the new Council late 2025 or early 2026, with some further work required before presentation.
- The CityLink Bridge (Te Wai Takamori o Te Awa Kairangi | RiverLink) project involved collaboration among officers, designers, and the Greater Wellington Regional Council to finalise the bridge's design. A session to assess requirements with the new Council was planned for mid-to-late November 2025, with procurement set to commence in early 2026.
- Micromobility (Taita and Naenae), issues had recently arisen, particularly around parking and the timing of contractor works. Officers were investigating and would provide updates to members.

In response to questions from members about the Infrastructure Acceleration Fund and resident notifications, the Director Economy and Development stated that ongoing property discussions would lead to an update in the next couple of weeks. He noted that the design work was on schedule and emphasised the need for caution due to the sensitivity of property matters. He advised that Council, Greater Wellington Regional Council, and NZTA/Waka Kotahi would meet to discuss the timing for work on Te Wai Takamori o Te Awa Kairangi | Riverlink.

In response to questions from members about wiring on the proposed City Link bridge design, the Director of Economy and Development noted that similar concerns were raised for the Silverstream pipe bridge. He assured that designers would consider ecological and safety factors to prevent hazards to birds during the detailed design process.

RESOLVED: (Cr Edwards/Cr Brown)

**Minute No. IARCC 25407**

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

## 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 2.47 pm.

S Edwards  
CHAIR

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



## MINUTES

Record of a meeting of the HUTT VALLEY SERVICES COMMITTEE in Hutt City Council Chambers, 2<sup>nd</sup> Floor, 30 Lalngs Road, Lower Hutt on FRIDAY 22 August 2025 at 9.30 am

|                            | Upper Hutt City Council (UHCC)                                                                                                                                                                                                                                           | Hutt City Council (HCC)                                                                                                                                                                             |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Present:</b>            | Cr J B Griffiths (Chair)<br>Deputy Mayor H Swales (alternate)<br>Cr H Newell                                                                                                                                                                                             | Cr T Stallinger (Co-Chair)<br>Cr B Dyer<br>Cr C Parkin<br>Cr N Shaw                                                                                                                                 |
| <b>Apologies:</b>          | Mayor W N Guppy                                                                                                                                                                                                                                                          |                                                                                                                                                                                                     |
| <b>Absent:</b>             | Cr C B G Carson                                                                                                                                                                                                                                                          |                                                                                                                                                                                                     |
| <b>In attendance:</b>      | Lisa Kynaston, Principal Governance Advisor<br>Fiona Murphy, Governance Advisor<br>Brett Latimer, Open Spaces and Facilities Manager<br>Tim Harty, Group Manager of Operations (via Zoom)                                                                                | Alison Geddes, Director Environment and Sustainability.<br>Bruce Hodgins, Strategic Advisor (for items 1 to 5)<br>Jörn Scherzer, Head of Climate and Waste and Resource Recovery (for items 1 to 6) |
| <b>Also in Attendance:</b> | Luke Rushton, Capital Deliveries Projects at Wellington Water Limited<br>Jeremy McKibbin, Group Manager, Network Management Group at Wellington Water Limited (for items 1 to 5)<br>Blair Johnson, Head of Waste Contract at Wellington Water Limited (for items 1 to 5) |                                                                                                                                                                                                     |

### 1. Apologies

An apology has been received from Mayor Guppy. Deputy Mayor Swales is in attendance as the alternate for this committee.

**RESOLVED:** Councillor Griffiths / Deputy Mayor Swales **CARRIED:** HVSC 250501

*"That the apology from Mayor Guppy be accepted and leave of absence be granted."*

### 2. Public Forum

There were no speakers.

### 3. Declarations of Interest

There were no declarations of interest.

### 4. Confirmation of the Committee minutes 2 May 2025

There were no questions about the record of the 2 May 2025 Committee meeting.

**RESOLVED:** Councillor Griffiths / Councillor Newell **CARRIED:** HVSC 250502

*"That the committee receives the minutes of the 2 May 2025 Hutt Valley Services Committee meeting and accepts the record as an accurate and true account of the meeting."*



## 5. Wastewater Joint Venture Update 1 April – 30 June 2025.

Jeremy McKibbin provided an update to the report advising that:

- Veolia has implemented a full-time resource for the focus on Health and Safety in the Wellington Region in response to the three serious incidents outlined in the report.
- There has been one odour complaint over the reporting period, and none further since the report.
- A successful major shutdown was completed, the first of two required, and involved renewing key components of the dryer.
- The plant is currently compliant but has fluctuated in and out of compliance over the reporting period. Until further renewals are undertaken, the plant won't achieve sustainable and reliable compliance.

Blair Johnson answered a member's question regarding the procedure change since the health and safety incident involving the crane, advising that a crowbar should have been used at the time, not the contractor's hand.

Jeremy McKibbin answered a member's questions regarding correspondence with GWRC around maintaining compliance.

Bruce Hodgins addressed members' questions about the incomplete, consented work and the strategy for completing it to new standards.

Blair Johnson responded to questions about pressure transmitter monitoring, noting no fault was found despite a pump shutdown. Maintenance of the outfall pipe was prioritised to ensure system integrity. Following the end of the financial year, teams were directed to revisit the fault to improve outfall capacity and reduce leakage risk. Three related incidents were reported to WorkSafe, but no formal response has been received.

In response to a member's question, Blair Johnson explained that much of the Seaview Wastewater Treatment Plant's equipment is sourced internationally, requiring careful planning around lead times and origin. While cost contingencies are included in estimates, unexpected factors—like fast-tracked procurement—can still cause budget overruns despite established costing methods.

In response to a member's question regarding the \$6 million allocation for the Seaview Wastewater Plant backup power source project, specifically the timing of expenditure across financial years, Blair Johnson confirmed that the project remains in the planning phase. Due to the scale of concurrent works at the plant, some funding may need to be carried over into FY 2026/27. The current focus is the UV renewal project.

A member sought clarification about Upper Hutt City Council's contribution to the Totara Park Bridge pipework seismic strengthening, which was not included in the financial commentary; officers advised a follow-up response would be provided. Bruce Hodgins responded to a query about surplus funds from under-budget projects, confirming that the remaining budget will be reinvested into renewal works within the [RiverLink](#) section of the Western Hills Sewer Main, where substantial upgrades are still needed.

Blair Johnson answered a member's question regarding the 10-year contract with Veolia, advising that the contract is set to expire on 30 June 2030, with a one-year notice period. Wellington Water holds two rights of renewal: one for a three-year extension and another for two years.

Blair Johnson confirmed improved risk indicators for the treatment plant, supported by approved funding. The table attached to the report titled Appendix A – Risk Description by Process Area reflects progress over the current three-year period, with renewal planning continuing beyond this timeframe.

The Chair expressed appreciation to officers for their contributions over the past three years, acknowledging the professionalism and resilience shown in addressing challenging questions throughout the term.

**RESOLVED:** Councillor Griffiths / Councillor Stallinger

**CARRIED:** HVSC 250503

*"That the Committee receives and notes the report entitled Wastewater Joint Venture Update 1 April – 30 June 2025."*

## 6. Update on Silverstream Landfill and Resource Recovery

Jörn Scherzer explained that ex-borrow areas are former soil extraction sites for landfill construction. While these were once left to regenerate naturally, current practice involves restoring them with topsoil and native planting to aid ecological recovery.

Jörn Scherzer outlined the landfill's phased move toward full electrification, with key machinery arriving soon and electric rubbish trucks joining the fleet within months. Some will use the new on-site charging hub. Larger equipment conversions remain a long-term goal. The site's grid-linked charging system is considered resilient, and future integration of solar and battery systems may further enhance emergency readiness beyond diesel generators. Community hubs have backup power, though access may be limited during major events.

Jörn Scherzer answered a member's question regarding the diversion rates of green waste received at the transfer station and clarified that all green waste is mulched on-site and then transported to Composting New Zealand in Kāpiti, where it is processed at a windrow composting facility.

In response to further questions regarding the resilience of the EV charging hub during Grid outages, Jörn Scherzer noted that, although the EV charging hub is located near the power plant's grid connection, its ability to operate independently during extended outages—via solar, batteries, or landfill gas—requires further investigation.

In response to a member's question, Jörn Scherzer advised that the incident involving a temporary staff member at the landfill resulted in no injury and have since strengthened procedures and inductions.

Alison Geddes answered a member's question regarding the status of the Manor Park development. The developers have recently reactivated their consent, and the council will soon determine whether public notification is required.

**RESOLVED:** Councillor Griffiths / Councillor Newell

**CARRIED:** HVSC 250504

*"That the Committee receives and notes the report entitled Update on Silverstream Landfill and Resource Recovery."*

## 7. Akatārawa Cemetery Update

Brett Latimer advised that the project has officially commenced on-site after a decade of planning. Approximately four hectares of vegetation have been cleared and mulched. The procurement plan for civil works, specifically the road infrastructure, has been approved, with tender documents expected to be finalised within the following week and construction is scheduled to take place between October 2025 and March 2026, contingent upon resolving issues related to silt control, which currently presents significant cost implications. Negotiations are underway to identify a more cost-effective solution.

Members recommended enhancing stakeholder engagement beyond the website.

In response to a member's question, Brett Latimer explained that revised cemetery capacity reflects more efficient land use and burial practices, including double interments. Earlier estimates were based on less accurate modelling. The growing use of ashes and alternative memorials is expected to further extend the cemetery's lifespan. Given these updated projections, members agreed that identifying new cemetery land in the Hutt Valley is not an immediate priority. However, they supported keeping the issue active for future review, particularly in the 2027–2037 Long-Term Plan, with decisions to be made by the next council.

Members praised the financial breakdown in the report, acknowledging staff efforts to find cost-saving solutions.

Brett Latimer confirmed that ground preparation at Akatārawa Cemetery will continue, but the site won't be used for burials for at least ten years. It will stay closed until the current cemetery is full and key infrastructure is established.

**RESOLVED:** Councillor Griffiths / Councillor Stallinger

**CARRIED:** HVSC 250505

*"That the Committee receives the report entitled Akatārawa Cemetery Update."*

**8. Hutt Valley Services Committee Forward Work Programme 2025**

Members called for a review of the committee's structure ahead of next July's national water reforms, suggesting the December meeting kick off talks on deeper collaboration between Upper Hutt and Hutt City Councils.

The committee agreed to add the future of joint collaboration and committee structure to the December agenda.

**RESOLVED:** Councillor Griffiths / Councillor Dyer

**CARRIED:** HVSC 250505

*"That the committee receives and notes the Hutt Valley Services Committee forward work programme 2025."*

The meeting closed at 10.24 am.

Cr B Griffiths  
Chair

**03 September 2025**

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**Report no: HCC2025/4/45**

## **Sealing Authority**

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### **Recommendation**

That Council:

- (1) approves the affixing of the Common Seal to all relevant documents in connection with the items specified in Schedule 1, in accordance with Standing Order 8.2;
- (2) approves the deeds signed under power of attorney, set out in Schedule 2; and
- (3) notes the warrants that have been approved under delegation by the Chief Executive, set out in Schedule 3.

### **SCHEDULE 1 - GENERAL SEALING AUTHORITY**

#### **Subdivision related documents – including Easements to Council**

Standard easements and related requirements granting rights to Council as part of the subdivision process:

#### **Easements in Gross**

- a) 479A & 481 Riverside Drive, Lower Hutt City Council

Anthony Richard Martin, Ngaire Eden Martin and Kendons Trustees No. 2. Limited and Anthony Richard Martin & Ngaire Eden Martin and Hutt City Council  
57WNMYAPPKJ5-1407309756-945

- b) 7 Marine Parade, Eastbourne

Christopher John Parker & Lynette Marie Parker and Hutt City Council  
57WNMYAPPKJ5-1407309756-948

- c) 56 Oxford Terrace, Lower Hutt

TK Properties Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-950



## d) 42 Karaka Street, Wainuiomata

Kieran Seamus Casbolt and Hutt City Council  
57WNMYAPPKJ5-1407309756-952

## e) 43-45 Porutu Street, Lower Hutt

Williams Corporation Trading 6 Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-954

## f) 82 Main Road, Wainuiomata

RDV Limited & MJV Property Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-955

## g) 12 The Strand, Wainuiomata

LC Developments Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-956

## h) 16 Sladden Street, Lower Hutt

Vale Sladden Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-958

## i) 33-35 Bush Street, Lower Hutt

Housing New Zealand Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-961

## j) 6 Cheviot Road, Lowry Bay

John Anthony Cole & Lynnette Nerolie Cole and Hutt City Council  
57WNMYAPPKJ5-1407309756-962

## k) 11 Puriri Street, Lower Hutt

Brian Alexander Mills & Paule France Marie Poulin and Hutt City Council  
57WNMYAPPKJ5-1407309756-963

## l) 123 Knights Road, Lower Hutt

Knights Road Developments (123) Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-964

- m) 3 Raukawa Street & 438 Stokes Valley Road, Lower Hutt

Raukawa Street (3) Developments Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-965

- n) 894 High Street, Lower Hutt

Navsari Holdings Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-967

- o) 4 Moana Grove, Lower Hutt

Jie Cong Zhang, Jian-Yi Zhou and Yan-Yi Zhou and Hutt City Council  
57WNMYAPPKJ5-1407309756-970

- p) 5 Faris Crescent, Wainuiomata

Sally Ann Smith and Hutt City Council  
57WNMYAPPKJ5-1407309756-971

- q) 36 Reynolds Street, Lower Hutt

Matthew Stephen Burton & Samantha Genevieve Telfer and Hutt City Council  
57WNMYAPPKJ5-1407309756-983

- r) 316 Oxford Terrace, Lower Hutt

Housing New Zealand Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-984

- s) 336 Oxford Terrace, Lower Hutt

Housing New Zealand Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-985

- t) 357 Cambridge Terrace, Lower Hutt

Michael Thomas Leon & Leilani McFadden Leon and Hutt City Council  
57WNMYAPPKJ5-1407309756-987

- u) 85 Riverside Drive, Lower Hutt

Wilfred Rozario Rex & Divya Susan Maria Joseph and Hutt City Council  
57WNMYAPPKJ5-1407309756-989

- v) 4-8 Tawhai Street, Stokes Valley

UPL Developments Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-990

- w) 37 Athlone Crescent, Lower Hutt

Housing New Zealand Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-991

- x) 40 & 42 Kotari Road, Eastbourne

Benoit Pierre Petit, Caroline Rose Drury & Independent Trust Company  
(2016) Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-992

- y) 1105 High Street, Lower Hutt

William Robert Brunton & Hannah Margaret Sproat Matthews, Samuel  
John Sproat Matthews and Hutt City Council  
57WNMYAPPKJ5-1407309756-993

- z) 131 Muritai Road, Eastbourne

Charles Kent Atkinson & Richard Norman Martin and Hutt City Council  
57WNMYAPPKJ5-1407309756-994

- aa) 994-996 Taita Drive, Lower Hutt

FH Developments Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-995

- bb) 64 Waipounamu Drive, Kelson

Kelson Heights Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-997

**A & I and withdrawal of Caveat in favour of Lower Hutt City Council**

- a) 158 Stokes Valley Road, Stokes Valley, Lower Hutt

57WNMYAPPKJ5-1407309756-946

**A & I and the withdrawal instrument of the Public Works Act notice**

- a) 6 Daly Street, Lower Hutt

57WNMYAPPKJ5-1407309756-947

**A & I for the transfer of Lot 3, 166 Upper Fitzherbert Road, Wainuiomata and Tax Statement pursuant to agreement for sale and purchase dated 04 February 2025 and Council resolution dated 23 March 2022**

- a) Lot 3, 166 Upper Fitzherbert Road, Wainuiomata

57WNMYAPPKJ5-1407309756-951

**A & I and Hutt City Council cancellation of consent notice conditions for Consent Notices B355515.2 and 10927453.2**

- a) Normandale Heights (20 Pae Ariki Place), Normandale, Lower Hutt

57WNMYAPPKJ5-1407309756-953

**A & I and Partial Discharge of Building Line Restriction Pursuant to certificate under section 327A of the Local Government Act 1974 dated 10 October 2023**

- a) 994-996 Taita Drive, Taita, Lower Hutt

57WNMYAPPKJ5-1407309756-957

**A & I Discharge of Mortgage (Encumbrance) 13 Jun 2025 Mortgage (encumbrance) dated 12.12.1983**

- a) 106 Epuni Street Lower Hutt

57WNMYAPPKJ5-1407309756-966

**A & I and S74 Building Act certificate to remove s72 currently on titles. Building Act 2004 - Notification of Redundant Entry - s74(3) & (4)**

- a) 262 Naenae Road, Lower Hutt

57WNMYAPPKJ5-1407309756-968

**A & I and Esplanade Strip under Resource Management Act 1991 Pursuant to Resource Consent RM240153 dated 04 Sep 2024**

- a) 303 Moores Valley Road, Wainuiomata

57WNMYAPPKJ5-1407309756-986

**Telecommunications Network Site Licence**

- a) Hutt City Council and Connexa Limited

5 Benhar Close, Lower Hutt, 'Kaitangata Crescent reserve'

57WNMYAPPKJ5-1407309756-988

**A & I and Memorandum of Priority/Mortgage Priority Instrument Pursuant to Agreement dated 02 Sep 2025**

- a) 308 Normandale Road, Normandale, Lower Hutt

ANZ Bank New Zealand Limited, Lower Hutt City Council, Hutt City Council

57WNMYAPPKJ5-1407309756-996



### SCHEDULE 2 - DEEDS

a) Deed of Variation and Extension

Ooh!Media Street Furniture New Zealand Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-949

b) Deed of Renewal of Lease

Bellbird NZ Limited and Hutt City Council  
57WNMYAPPKJ5-1407309756-959

c) Deed of Novation

Hutt City Council: The Grantor  
EID Consultancy Limited (6105248) ("Old EID"): The Grantee  
EID Consultancy Limited (9317471) ("New EID"): The Transferee  
57WNMYAPPKJ5-1407309756-960

d) Deed of Lease

Hutt City Council and Welnix LP Limited  
Fraser Park, Lower Hutt  
57WNMYAPPKJ5-1407309756-969

e) Deed of Priority (Land) – Three Mortgagees

Karen Margaret Selk, William Keith Self, ANZ Bank New Zealand and  
Hutt City Council  
57WNMYAPPKJ5-1407309756-998

### SCHEDULE 3 - WARRANTS

|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Ross Gardiner</p> <p>WARRANT-25-27<br/>HCC</p> | <ol style="list-style-type: none"> <li>1. Local Government Act 2002<br/>AUTHORISED PERSON pursuant to ss171, 173<br/>(powers of entry in general)<br/>ENFORCEMENT OFFICER pursuant to s177<br/>(including additional powers of entry)</li> <li>2. Resource Management Act 1991<br/>ENFORCEMENT OFFICER pursuant to s38(1)<br/>ENFORCEMENT OFFICER (Noise Control only)<br/>pursuant to s38(2)</li> </ol> |
|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|