

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

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

Tuesday 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 Edwards¹ 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

¹ 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.

<u>RECOMMENDED:</u> (Cr Mitchell/Cr Parkin)	Minute No. PFSC 25402
<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.

<u>RESOLVED:</u> (Cr Mitchell/Cr Morgan)	Minute No. PFSC 25403
<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 mā mā	<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