



**TE KOMITI ORANGA HAPORI,  
ORANGA TAIAO  
CONNECTED COMMUNITIES, CLIMATE  
AND RESILIENCE COMMITTEE**

28 April 2026

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

**Tuesday 5 May 2026 commencing at 9:30 am**

The meeting will be livestreamed to Council's YouTube page

**Membership**

	Cr A Mitchell (Chair)
	Cr N Shaw (Deputy Chair)
Mayor Fauono K Laban	Deputy Mayor K Brown
Cr G Barratt	Cr P Ravi
Cr B Dyer	Cr T Stallinger
Cr C Parkin	Cr T Lewis
Cr S Edwards	Cr M Tonga-Grant
Cr TA Puketapu	Cr K Yung

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 on 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 KOMITI ORANGA HAPORI, ORANGA TAIAO | CONNECTED COMMUNITIES, CLIMATE AND RESILIENCE COMMITTEE

<b>Chair:</b>	Cr Andy Mitchell
<b>Deputy Chair:</b>	Cr Naomi Shaw
<b>Membership:</b>	Mayor and all Councillors  Refer to Council's Standing Orders (SO 31 Provisions for Mana Whenua)
<b>Quorum:</b>	Half of the membership
<b>Meeting cycle:</b>	Meets on an eight-week basis or at the requisition of the Chair
<b>Reports to:</b>	Council

## **Overview:**

This committee supports Council in ensuring healthy, vibrant and resilient communities and the natural environment through partnerships, overseeing community wellbeing initiatives, environmental sustainability efforts and the city's climate change response.

## **Areas of focus:**

### **Community Development and Wellbeing:**

- Major neighbourhoods, communities, and environmental projects
- Community funding
- City and community safety
- Emergency management and community resilience
- Homelessness: needs and wellbeing
- Youth engagement
- Oversight of the Age and Accessibility Subcommittee

### **Culture, Heritage:**

- Arts, culture, and heritage
- Arts and culture funding

### **Mana whenua relations:**

- Relationships with the seven marae and Te Ao Māori
- Treaty partnerships

## **Environment and Sustainability:**

- Climate change mitigation, adaptation, and resilience
- Oversight of Council's organisational Carbon Zero plan and the Climate Action Pathway, and other relevant environmental initiatives
- Allocate funding for community climate action
- Collaboration with Mana Whenua, residents, and businesses to decarbonise the city
- Community-led climate action and sustainability programmes
- Waste reduction, recycling, and resource recovery
- Ecology, biodiversity, forestry, and biosecurity
- Social and environmental procurement

## **Open Spaces and Places:**

- Open spaces and community places (parks, reserves, sports, recreation, and community facilities and hubs) with a focus on activation, accessibility, wellbeing, and climate resilience outcomes (excluding asset delivery and regulatory functions, which sit with the Te Komiti Hanganga me ngā Waeture | Infrastructure and Regulatory Committee).
- Oversight of the Pito-one projects.

## **Purpose:**

To oversee and review strategies, policies, frameworks, plans and functions that support community wellbeing (social and cultural) and environmental sustainability, with a particular focus on climate change mitigation and adaptation. The committee seeks to make Te Awa Kairangi ki Tai a desirable, safe and inclusive city with facilities, open spaces and services that enable healthy lifestyles. It also aims to strengthen the city's long term resilience and sustainability by increasing awareness of, and action on, climate change. Through strong partnerships with Mana Whenua, community organisations and other stakeholders, the committee promotes the cultural, social and environmental wellbeing of current and future generations.

**Note:** The Chief Executive and officers are responsible for preparing strategies, policies, bylaws, and other reports for consideration by the committee, and for implementing Council decisions. The committee provides governance oversight, direction, and recommendations in these areas, consistent with the separation of governance and management set out in section 42 of the Local Government Act 2002.

## Delegations for the Committee's areas of focus:

All powers necessary to perform the committee's responsibilities, including the activities outlined below.

- Oversee required strategies, frameworks and policies **and recommend draft and final versions to Council for adoption, where adoption is required under the Local Government Act 2002.**
- Monitor and review progress on the implementation of Council strategies and policies that relate to community wellbeing, environmental sustainability and climate resilience through oversight and updates from officers.
- Oversee the governance direction and outcomes of plans and programmes that promote environmental well-being, including Council's plan to reach Carbon Zero. **Note** that the Te Komiti Kaupapa Here me te Pae Angitū | Policy and Performance Committee will retain high level oversight of performance reporting on Carbon Zero progress.
- Monitor progress and provide governance oversight of major community wellbeing and environmental projects provided for in the Long Term Plan or Annual Plan.
- Monitor delivery of activities and outcomes within approved budgets under the Long Term Plan or Annual Plan, in alignment with financial reporting overseen by the Te Komiti Kaupapa Here me te Pae Angitū | Policy and Performance Committee.
- Maintain a governance overview of community-led climate action and sustainability programmes, as well as a governance overview of work programmes conducted by Council's Neighbourhoods and Communities directorate.
- Provide governance oversight and direction on matters related to climate change, including raising awareness of climate-related impacts and issues, advocating for climate change impacts, issues and actions, and supporting initiatives that reduce carbon emissions.
- Provide governance oversight and direction on matters related to ecological protection, the protection of biodiversity and biosecurity.
- Approve and monitor, at a governance level, funding within the committee's areas of focus, in line with Council's approved funding framework.  
**Note:** The distribution of funding may be delegated to panels or other mechanisms established by Council. The committee retains oversight of overall funding outcomes and alignment with Council priorities and will continue to operate within the approved funding framework as it evolves.
- Advocate for strong relationships with Council's Mana Whenua partners as outlined in the Tākai Here agreements, ensuring the outcomes of the committee are in line with the aspirations of the partners.
- Advocate for the best interests of Māori communities in Lower Hutt, having regard to the committee's goals.
- Ensure the committee is operating in a way that is consistent with various pieces of legislation that provide for Te Tiriti o Waitangi.
- Conduct any consultation/engagement processes required on issues before the committee.

- Approve and forward submissions. If the timing for forwarding submissions does not align with the meeting schedule, the Chair and Deputy Chair have the authority to approve submissions and report back to the committee.
- **Recommend to Council** the acquisition or disposal of assets unless the acquisition or disposal is provided for specifically in the Long Term Plan.
- Any other matters delegated to the committee by Council in accordance with approved policies and bylaws, noting the committee may provide input on the community or environmental impacts of bylaws within its areas of focus when requested. Still, responsibility for bylaw development, consultation, and adoption rests solely with Te Komiti Kaupapa Here me te Pae Angitū | Policy and Performance Committee.
- The recipients of the annual Civic Honours awards.

If a policy or project relates primarily to the responsibilities of the Te Komiti Oranga Hapori, Oranga Taiao | Connected Communities and Climate Resilience Committee and/or Te Komiti Hanganga me ngā Waeture Komiti Hanganga | Infrastructure and Regulatory Committee, the Te Komiti Oranga Hapori, Oranga Taiao | Connected Communities and Climate Resilience Committee has the power to make associated decisions on behalf of that committee. For the avoidance of doubt, this means that matters do not need to be taken to more than one of those committees for decisions.

**HUTT CITY COUNCIL**

**TE KOMITI ORANGA HAPORI, ORANGA TAIAO  
CONNECTED COMMUNITIES, CLIMATE AND RESILIENCE COMMITTEE**

Meeting to be held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt

on

Tuesday 5 May 2026 commencing at 9:30 am

**ORDER PAPER**

**PUBLIC BUSINESS**

**1. OPENING FORMALITIES - KARAKIA KAUNIHERA**

Tuia te mana akiaki	<i>Sow the seeds of courage</i>
Rarangahia te mana	<i>Weave the power of unity</i>
rangatira	<i>To grow and prosper</i>
Kia tipu, kia puāwai	<i>There are ripples in</i>
E ripo ngā wai	<i>Te Awa Kairangi</i>
O Te Awa Kairangi	<i>There are Kaitiaki on the land</i>
He Kaitiaki ki te whenua	<i>Protected environment</i>
He oranga taiao	<i>Thriving people</i>
He oranga tangata	

*Connected, united, affirmed!*

Haumi e, hui e Taiki e!

**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. 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

**5. RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI  
COUNCIL - 26 May 2026**

Draft Use of Hutt City Council Land Policy

Report No. CCCRC2026/2/89 by the Leasing Coordinator

6. **ASSETS REVIEW UPDATE - COMMUNITY HOUSES**  
 Report No. CCCRC2026/2/122 by the (Acting) Head of Assets & Facilities Management 25
7. **PROPOSAL FOR LONG-TERM LEASES OVER RESERVE LAND**  
 Report No. CCCRC2026/2/92 by the Leasing Coordinator 36
8. **CITY SAFETY SIX-MONTHLY UPDATE**  
 Report No. CCCRC2026/2/90 by the Head of Connected Communities 39
9. **RANGATAHI SIX-MONTHLY UPDATE**  
 Report No. CCCRC2026/2/91 by the Head of Connected Communities 48
10. **UPDATE ON COUNCIL'S CLIMATE CHANGE WORK**  
 Report No. CCCRC2026/2/93 by the Senior Advisor - Climate and Sustainability 61
11. **INFORMATION ITEM**  
**Connected Communities, Climate and Resilience Committee Forward Programme 2026**  
 Memorandum dated 23 April 2026 by the Democracy Advisor 64
12. **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.
13. **EXCLUSION OF THE PUBLIC**  
**CHAIR'S RECOMMENDATION:**  
 "That the public be excluded from the following parts of the proceedings of this meeting, namely:
14. **CIVIC HONOURS AND YOUTH SERVICES AWARDS 2026 ()**  
 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.
Civic Honours and Youth Services Awards 2026.	The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

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."

Jenny Young  
DEMOCRACY ADVISOR

12 April 2026

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Report no: CCCRC2026/2/89

## Draft Use of Hutt City Council Land Policy

### Purpose of Report

1. This report seeks Council's agreement to adopt the Draft Use of Hutt City Council Land Policy.

### Recommendations

That the Committee recommends that Council:

- (1) notes and receives the report;
- (2) adopts the Draft Use of Hutt City Council Land Policy attached as Appendix 1 to the report; and
- (3) notes any feedback from the Committee to be incorporated prior to Council consideration.

For the reason to formally adopt and activate the Draft Use of Hutt City Council Land Policy.

### Background

2. The Private Use Hutt City Council Land Policy ('Private Use Policy') was created in 1994 and has not been fully reviewed since. The Private Use of Public Land Policy governs the decision-making process on whether a concession (lease/licence or other) is granted. It sets out requirements for granting private users or landowners' temporary, short, long term or permanent rights over Council-owned land.
3. The Policy has been developed with input from relevant departments (Parks and Recreation, Transport, Facilities) to ensure it is fit for purpose when considering a range of different types of concessions across Council's portfolio. Each concession is required to align with relevant legislation, and these details are captured in the lease documents.
4. It is proposed to change the name of the Policy from the Private Use of Hutt City Land Policy to the "Use of Hutt City Council Land Policy", as this better communicates Council's intention for the document about all proposed uses of Council land. This title also aligns with how other territorial authorities describe their policies in terms of land use.

5. Council currently provides various temporary, short- and long-term concessions (ie lease, licence, easement, certificates, permit or other formal arrangement) of land and/or buildings to a diverse range of groups undertaking a wide range of activities. The land and buildings are a limited resource with competing interests in their use.
6. Council needs to be able to say with some degree of certainty that the resource is being put to the best possible use to meet various community outcomes, including maintaining levels of service and access.
7. In general, the Draft Policy, as attached in Appendix 1 to the report, seeks to ensure that applications for the grant of leases are consistent with Council's overall strategic direction, including alignment with the District Plan, Bylaws, Acts (primarily the Reserves Act 1977) and relevant management plans and strategies. Additionally, the Draft Policy highlights Council's vision of sustainably activating open spaces, encouraging shared community spaces and responsible use of public assets.
8. Officers are similarly aware of the benefits of commercial approaches to utilising Council land, both as a launch-pad for local entrepreneurs and as an opportunity to generate revenue, which reduces the reliance on rates funding. Officers will, as a result, consider favourably any well-framed commercial requests that both balance public use with private benefit and meet Council cost-recovery targets relating to the land in use.

## **Discussion**

### *Departures from the original policy*

9. The bulk of the proposed amendments to the existing policy are the structure and format of the document, including the provision of updated/amended definitions, implementation processes, clarifications and added principles and standards.
10. The removal of fees and charges is another material change to the document. This has been done to allow more flexibility moving forward, where fees and charges will form part of the Annual Plan/LTP cycle rather than being fixed in the text of the Policy.
11. Previously, concession fees and charges were described within the Policy document itself, making any change difficult without a full Policy review. Consequently, the introduction or raising of fees could not be easily enacted other than through a Policy review process. The Draft Policy will now only outline how fees and charges are set and reference Council's website for up-to-date fee information.
12. The concession fees and charges are intended to be displayed on Hutt City Council website, on a new tile created under Licences and Permits. Appendix 2 to the report provides a table of concession costings, including application fees, officer time, concession fees and charges, and rental formulas for ground or premise leasing.

### *Examples of "In Scope" Concessions*

13. Permits for large events on Reserve land are in scope of the Policy. However, the Permit does not provide permission for the event itself, but for the use of reserve land for the activity. Other relevant permissions may be required, ie food certificates and fire permits. These would need to be obtained by the group requesting the concession.
14. Encroachment Licences are provided for the Roothing Corridor, managed by Roothing and Transport. While this is in scope of the policy, the fees and charges are listed yearly through the Annual Plan or Long-Term Plan.
15. Premise Leases for a short or long-term tenancy in a Council facility (i.e. a hall or house/centre) are in scope under the Draft Policy.
16. This Policy review is proposing an amended delegation list (page 9 of Appendix 1) to allow officers to agree minor uses on behalf of Council. This will include easements that will not significantly and materially impact or alter the land or neighbouring property in question. All easements were previously agreed as Major Uses.
17. Under the Reserves Act, such easements do not require public notification, and this proposed change aligns with the relevant legislation.

### **Options**

18. Option 1 (recommended): Agree to the adoption of the Draft Policy, noting any changes to be considered for incorporation.
19. Option 2: Do not agree to adopt the Draft Policy and provide further direction.

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

20. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide. The impact of climate change on Council-owned land is considered in all considerations about land use.

### **Consultation**

21. An internal scoping group was formed and coordinated with relevant department Heads, and the Director of Neighbourhoods and Communities for feedback and advice on understanding how the Private Use of Public Land Policy might be better utilised across a wider portfolio of Council services.
22. The proposal to lift rents by 30% was consulted on during the Draft Long Term Plan 2023. No further consultation is considered necessary.
23. As there are no significant material changes to the Draft Policy document, engagement has been precluded from consultation requirements and is in accordance with the Significance and Engagement Policy.

### Legal Considerations

24. The Draft Policy is in accordance with the relevant statutory and legislative requirements for a Territorial Authority's leasing powers.

### Financial Considerations

25. Adoption of this Draft Policy will provide the mechanism to allow fee setting without the need to review the entire policy.

### Target Operating Model (TOM) Implications

26. The Policy aligns with Council's TOM in a number of areas initially in that it *"acknowledges and promotes the role of Council land to support the health and wellbeing of the environment and human communities"*. Community and Private Uses of Council land can reduce the overall cost of providing services, with the involvement of motivated and competent community groups as an overriding principle. The intention to consider favourably any well-framed commercial requests that balance public use with private benefit aligns well with the TOM's intention to reduce reliance on rate funding.

### Appendices

No.	Title	Page
<a href="#">1</a>	Draft Use of Hutt City Council Land Policy	13
<a href="#">2</a>	2026- 2027 Concession Fees & Charges	23

**Author:** Nicole Peurifoy  
Leasing Coordinator

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**Reviewed By:** Arthur Nelson  
Head of Parks and Reserves

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



# DRAFT

## Use of Hutt City Council Land Policy

Business unit & Division	Parks and Reserves Team, Neighbourhood and Communities Directorate		
Date adopted	5 May 2026		
Date effective	6 May 2026		
Review period	Every 3 years		
Owner	Head of Parks and Reserves		
Approved by	Hutt City Council		

Archived Version (of adopted policy)	Author	Date	Description
V 1.0	Parks and Reserves	1994	Original policy
V 2.0	Parks and Reserves	2023	Minor amendment to Officer delegations
V 3.0	Parks and Reserves	2026	Full review and update



## Purpose

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1. The purpose of the policy is to describe Hutt City Council's (Council) position on the use of land owned and managed by Council within Te Awa Kairangi ki Tai Lower Hutt. This document outlines the requirements that any individual, group, or organisation must follow when seeking to use Council land. This policy should be used in conjunction with Council's Use of Council Land Application Guide when undertaking a concession proposal, this guide can be found at <https://www.huttcity.govt.nz/>.

## Scope

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2. This policy covers the private use of Council land, where Council wishes to retain ownership. This includes:
  - i) facilities;
  - ii) parks and reserves;
  - iii) road reserves (the roading corridor);
  - iv) any other land owned or managed by Council; and
  - v) the space above and below ground level on Council land.

## Definitions

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3. For the purposes of this policy:

**Concession** refers to the collective term for a; Permit, Licence to Occupy, Easement, Encroachment, Lease and Licence.

**Commercial Use** refers to any activity undertaken for profit and/or the benefit to the individual(s) or business(es) carrying on a trade, operation or occupation.

**Community Use** refers to any activity that is not-for-profit, either under the Incorporated Societies Act 2022, or Charitable Trust Act 2005, and/or significant benefit to the community, sporting group, or charity using the space.

**Council Land** refers to any public road, reserve, park, open space, or any other land that Council owns and manages.

**Easement** refers to the legal right to use Council land for a particular purpose, without owning that portion of land, such as a Right of Way (ROW) to pass across reserve land or road, and for services under or over Council land, and are applied to both the private user and Council's property titles.

**Encroachment** refers to any private structures, fences, gates, walls, obstacles or open land that encroaches over, under or above Council land.

**Facility** refers to any building (or part thereof) and/or asset that is either owned, managed, or controlled by Council; or is located on land owned, managed or controlled by Council.

**Lease** refers to an agreement between parties under which the terms and conditions are legally binding and typically grants an exclusive interest in whole or part of Council land or facility

**Licence** refers to an agreement between parties under which the terms and conditions are legally binding, but typically grants a non-exclusive interest in whole or part of Council land or facility

**Licence to Occupy** refers to an agreement under which terms and conditions are legally binding and may grant an interest in reserve land, but not in perpetuity, for passive use, such as fencing, car park, or other smaller structure or asset such as a weather monitoring station or garden shed occupying reserve land.

**Levels of Service** refers to a measure of the quality or service the public can expect around the provision of an element of infrastructure such as the roading corridor and park amenities and assets.

**Long-Term** refers to any activity that has a total duration of 5 years or longer.

**Memorandum of Understanding (MoU):** refers to a formal but generally non-binding agreement between two parties to establish roles, responsibilities, objectives, timelines and goals for a collaborative approach to a private use of land arrangement and are typically between Council and community groups.

**Permit** refers to an agreement between parties, of which grants a right to carry out an activity that does not typically require an interest in the land, and is temporary in nature.

**Road Reserve** refers to the roading corridor, including the road carriageway, street, footpath, berm or grassed area, and its area from property boundary to boundary.

**Reserve** refers to any park, garden, bush, scenic, historic, recreation, local purpose, drainage reserve, foreshore, riparian margins, beach or sportsground in the boundaries of Te Awa Kairangi ki Tai Lower Hutt.

**Short Term** refers to any activity that is not temporary in nature, and has a total duration of less than 5 years.

**Temporary** refers to any activity that has a total duration of 10 days or of 6 consecutive days within a calendar year.

## Policy Principles & Standards

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4. Private use of Council land is managed at Council's discretion.
5. Council encourages the role of reserve land to support and enhance the connection and well-being of our diverse communities and environment.
6. Council recognises that a robust partnership with Mana Whenua can help enable and support the protection of the environment, improvement of cultural and heritage spaces, and gathering community together. As such, the principles of Te Tiriti o Waitangi will be adhered to, including active consultation in relation to significant decisions in relation to land or a body of water, and the incorporation of te ao Māori (Māori worldview).
7. Persons using Council land will need to accept responsibility and associated costs for maintaining the Council land or assets in accordance with any legal requirements and to a reasonable standard.

8. Where possible, community assets owned and managed by Council should be optimised with flexible spaces, and proposed sharing arrangements are Council's first preference for the use of facilities.
9. Existing assets within Council land will need to be evaluated against the proposed activity if applicable, to ensure that the activity doesn't hinder the space from providing a high level of service.
10. Any granting of a concession which, in effect, provides a group or individual with rights over public land, must be tested against the purpose and values for which the land is held, such as under the relevant management plan, strategy, and the provisions of the relevant legislation.
11. Incompatible activities on, over or under reserve land are generally prohibited, as they are considered to be detrimental to the equity of reserve land for public benefit.
12. **Appendix A** in this document sets out private uses as either major or minor. Major uses require a political decision, and minor uses allow for Council Officers to issue a decision.
13. The table below outlines the most common types of private use concessions used over Council land:

*Table 1: Various Concessions for Private Use of Council Land*

<b>Lease</b>	<b>Licence</b>	<b>Permit</b>	<b>Easement</b>
Ground Lease- Tenant owned building is situated over part or whole of Council land.	Licence to Occupy  Commercial (mobile)  Network Utilities	Special events (weddings, picnics, circus, festival)  Hawking/Busking  Signage	Right of Way  Gas Services  Water Services  Electricity Services
Premise Lease- Council owns facility and land.	Grazing  Encroachment  Memorandum of Understanding (MoU)	Vehicle access  Filming/photography  Collection (seed sourcing/harvesting)	S461 Drainage

## Reserves

14. Any land that is held by the Council for public amenity or open space purposes will be treated as if it was land held under the Reserves Act 1977, regardless of classification status.
15. Encroachment licences are not provided for land subject to the Reserves Act 1977. A Licence to Occupy or Easement will typically be more appropriate for any accidental or wilful encroachment over reserve land and will only be assessed for consideration if the encroachment is unavoidable or unable to be mitigated or serves significant community or critical infrastructure purposes.
16. It is generally acceptable for reserve land to be underdeveloped. While the land may not be generating obvious benefits, there may be potential for future benefit and advantage. Council may take this future value into account in considering any application for private use.
17. Council encourages small to medium scale commercial trading over reserve land as an activity to support and boost the amenity of Council open space. It is imperative that commercial licences are evaluated to be fit for purpose, and if the proposed activity will compete with other existing similar interests to balance multiple commercial interests.

## Drainage Reserves

18. In alignment with Tiaki Wai, drainage reserves may be any land set aside for stormwater and/or wastewater management purposes, or water supply reticulation.
19. Proposed uses of drainage reserves, such as easements or connections to public or private services, must not impede Tiaki Wai and/or Council access or increase pressure on Council and/or Tiaki Wai assets and services. This includes the routine, emergency and future planned maintenance and care of any watercourses, drains and underground pipes within, under or over a drainage reserve.

20. Encroachments over drainage reserves are typically prohibited. Historical or existing encroachments may be considered as permitted, granted that it does not impede access, services, or diminish the qualities of the purpose of the reserve.
21. A S461 Certificate may be required for private connection to Council owned or managed water services, typically within a drainage reserve or under other reserve types, such as Recreation reserve. This certificate provides an exclusive interest in the land that is held in perpetuity and is assessed usually during the subdivision or other land development process.

## **Roading Corridor**

22. Roads are to be used primarily for movement of vehicles, transportation and pedestrian needs, but also may accommodate a variety of other public uses (e.g. utilities). Any proposed concession within the roading corridor must consider the real or potential adverse effects on neighbouring properties, including possible conflict with utility operations that may be buried and/or overhead.
23. Trading from private vehicles within the roading corridor must occur safely, and only in legally designated parking spaces that do not block, impede or obstruct other vehicle, cycling, or pedestrian pathways, accessways, driveways, shared paths, or mobility spaces, including parking slip lanes.
24. Council reserves the right to relocate or prohibit traders, buskers, hawkers or person(s) of similar activity from operating if the activity becomes inconsistent with this policy, bylaws, or presents a health or safety risk, including behaviour of the person(s) or for any other reasonable purposes.
25. Encroachment licences are generally prohibited over the roading corridor. It is imperative to seek an encroachment licence prior to land development or modification and before any works commence. Where there is an existing or historic encroachment it will be considered on its merits as per this policy in order to determine whether the encroachment can continue.

## Implementation

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26. Subject to any statutory right of ongoing use, from the date of enactment, all existing, future or new requests for use of Council land will be treated in accordance with this policy.

## Fees & Charges

27. Fees and charges are set by Council resolution and are typically displayed on the Council's website: [huttcity.govt.nz](http://huttcity.govt.nz). These fees are set at a level that reflects:

- i) relative effects of the activity and;
- ii) equity between the public value of the use of reserve land and/or Council assets against any private benefits accrued.
- iii) benefit to the private user and to the wider public and;
- iv) Council cost recovery targets, and local authority charges relating to the land.

28. All outgoings will generally be the responsibility of the user or based on cost-recovery requirements for the reserve and will be determined prior to granting of a concession. These are likely to include but are not limited to; general facility or grounds care, insurance, maintenance, electricity, water, and if the site needs substantial preparation to avoid or minimise ratepayer subsidy. Any unassessed or unaccounted for outgoings may be under the financial obligation of the applicant or tenant.

## Related Documents

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29. Activities in public spaces must be managed in accordance with the Council's bylaws, policies and District Plan. Any additional compliance matters are outside the scope of this policy. If any part of this policy conflicts with legislation, the legislation will take precedence. The relevant legislation includes, but is not limited to:

- i) [Reserves Act 1977](#)

- ii) [Resource Management Act 1991](#)
- iii) [Local Government Act 2002](#)
- iv) [Local Government Act 1974](#)
- v) [District plan | Hutt City Council](#)
- vi) [Sustainable Growth Strategy/ Rautaki Whakatipi 2025-2055](#)
- vii) [Significance and Engagement Policy](#)
- viii) [Traffic Bylaw](#)
- ix) [Parks & Reserves Bylaw](#)
- x) [Trading in Public Places Bylaw](#)
- xi) [Public Places Bylaw](#)
- xii) [Significance & Engagement Policy](#)
- xiii) [Encroachment & Disposal on Reserves](#)

## Appendix A: Delegations

Private Uses that will be approved by Officers or Council Committees, as outlined below:

<b>Major Uses (Political Decision-Council Committee)</b>	<b>Minor Uses (Officer Delegation) *</b>
Any significant or high-risk commercial/industrial or community activity and/or significant material changes to reserve or other Council land	Structures under 1.2m in height and 30m <sup>2</sup> in square meterage  Garages, parking areas, carports, pads, cable car(s)
All applications for use of land Managed as Reserve under the Reserves Act 1977, <b>excluding minor use</b>	Gardens, lawn(s), garden sheds or structures, and grazing land(s)  Driveways and access ways
Any use involving dangerous goods in areas where it is not a permitted use in the proposed District Plan.	Canopies and building overhangs and café dining
Major structures, and uses	Verandas, balconies, decks
Bridges	Underground tanks and utilities
Easements <b>excluding</b> easements that will not significantly materially impact	Signs, gates and fences

<p>or alter the land or neighbouring property in question.</p> <p>Any new or renewed lease or licence for a period greater than 5 years**</p>	<p>Footpaths and berms</p> <p>S461 Certificates less than 25m in length.</p> <p>Vendor or other trading licences</p> <p>Encroachment Licences containing structures under 30m<sup>2</sup></p>
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*\* Council officers have delegated authority to decide on an application for a minor or temporary concession when a resource consent is not required or when the type of concession is anticipated in a management plan. If ambiguity arises, the encroachment will be treated as major. Council authority is still required for minor concessions if the concession is over five years in continuous duration.*

*\*\*If a concession's initial term is for 5 years or less but contains a Right(s) of Renewal which makes the total term greater than 5 years, then the decision is considered to be a major use and requiring Council or Committee decision.*

*Example: A Lease is proposed for an initial term of 5 years, with two Rights of Renewal of 5 years each, for a total potential term of 15 years. This requires an Officer's Report to Council or Committee for decision.*

## APPENDIX 1: Fees & Charges

The table below provides an overview of how Council sets user charges:

Type of Use	Rate
Application Fee	Council Set Rate
Commercial/industrial	Market Rate*
Non-Profit and Charity Organisations	Community Rate**
Individual use or group of individuals ("individuals") exclusive or non-exclusive	Council Set Rate

\*All market rates are assessed and negotiated by the relevant Asset Manager or Department Head, based on independent valuation advice, or standard methods used by local authorities.

\*\*Community rates are adjusted for concessions within Council sites.

The following concession fees and charges for Council land (other than the roading corridor) are reflective of the Annual Plan/Long Term Plan:

### Community & Commercial Concession Fees

Concession use	2026-2027
<b>New applications</b>	\$190.00
<b>Officer time</b>	First 5 hours are free, \$57.00 (incl GST) per hour to be charged beyond this timeframe.
<b>Commercial Lease</b>	Market Rate
<b>Community &amp; Charity Rates (Tenant-owned building)</b>	
<i>First 100m<sup>2</sup></i>	\$5.20 per m <sup>2</sup>
<i>101-500m<sup>2</sup></i>	\$2.60 per m <sup>2</sup>
<i>&gt;501 m<sup>2</sup></i>	\$1.30 per m <sup>2</sup>
<i>Open land (no structure occupying)</i>	\$27.10 per 1,000m <sup>2</sup>

<b>Community or Charity: Council facility Lease</b>	Variable Cost Recovery Charge*
<b>Licence to Occupy</b>	Commercial: Market Rate
	Community: Community formula as above
	Individual: Price on enquiry
<b>Easement</b>	At full legal & administrative cost
<b>Mobile Commercial Licence</b>	Dependant on location, trading duration and operational activity

\* **Council Owned Facility Fees** Average cost over past 3 years of 19% cost recovery for Council Facility portfolio-asset type, and user group, or of an individual facility if costings are separated. Example: It takes \$300,000 on average over 3 years to maintain the Halls, which would equal out to \$57,000 for cost recovery. There are 6 tenants, so each Hall Tenant would pay \$9,500.00 in annum rent, where rent is reviewed every 3 years. This applies to Community Tenants, Commercial would remain on Market Rate or whichever is greater to meet 19%.

The following encroachment fees and charges for the roading corridor are reflective of the Annual Plan/Long Term Plan:

## Roading Corridor Encroachments

Service	2026-2027
Application fee (alterations to existing use)	\$348.00
Change to current licence holder	\$117.00
Gardens	\$133.00
Garage (per car park)	\$149.00
Drainage reserve	\$67.00
Pavement	\$67.00
Commercial	Market rate
Permanent Structure (excluding garages)	\$250.00
Cable cars and shed for cables cars	\$149.00

**13 April 2026**
**Report no: CCCRC2026/2/122**

## **Assets Review update - Community Houses**

### **Purpose of Report**

1. This report seeks approval for new lease settings for Council-owned community houses and similar facilities, aligned with the Assets Review and Target Operating Model (TOM) principles.
2. As part of the current Long Term Plan (LTP), it was agreed that as leases for Council-owned assets expire, they would be reviewed and aligned with the principles of the Assets review, and that any matters requiring decisions would be brought to the (then) Community, Culture and Partnership Committee for approval.
3. Through the TOM, Council has agreed to reduce its asset stock to address significant rates affordability constraints and the government's proposed rates capping policy, and so this also needs to be considered.

### **Recommendations**

That the Committee recommends Council:

- (1) notes Council's previous decision to review leases for all Council-owned assets as they expire and to reset them to align with the Assets Review in relation to increased cost recovery, optimising assets and divestment;
- (2) notes the alignment of this work with the Target Operating Model regarding the intention to reduce the cost of Council's asset stock through divestment or demolition;
- (3) agrees to the recommendations outlined in Table 1, contained within the report, in particular:
  - (a) setting standard rents for all community houses at \$9,500 excl GST per annum from August 1 2026, with a CPI increase year on year;
  - (b) starting divestment processes for the Parkway, Moerā and Pomare assets; and
  - (c) bringing management of Avalon Pavilion and Treadwell Hall back into Council; and
- (4) notes that further Target Operating Model considerations may lead to future recommendations regarding this set of assets and leases, which will be set at three years to enable flexibility.

For the reason that Council has an agreed approach to managing community assets that ensures they are optimised and affordable into the future, which is further reinforced by the Target Operating Model work.

## Background

4. As part of the (LTP) 2024-2034, Council agreed to underbudget (\$2M over 10 years) for the maintenance and renewals of built and green assets and agreed on a new approach that would enable officers to manage these assets in line with allocated budgets. The approach includes:
  - a) Optimisation of existing assets (to meet demand from our growing populations and new groups and activities)
  - b) Greater cost recovery (within existing Revenue and Finance Policy guidelines)
  - c) Divestment of assets (repurpose, gift, sell or demolish)
  - d) Strategic future investment.
5. As part of this, Council agreed to increase charges for existing leases and licences for buildings (as they come up for renewal) by up to 30%, but not beyond the 19% cost recovery mark. (Revenue and Finance Policy).
6. As assets come up for significant renewals or leases expire, current arrangements are being reviewed to understand:
  - a) Current usage and whether there is an opportunity to better optimise assets;
  - b) Current cost recovery and alignment with the Assets Review (and agreed increase)
  - c) Whether assets are still meeting their intended purpose and the current context of the asset within a neighbourhood setting.
7. A number of leases have since been reset to achieve increased cost recovery and, in some cases, improved optimisation.
8. In February 2025, the Communities, Culture and Partnerships Committee approved changes to lease arrangements for Council-owned Community Halls. This report proposes the same for Council-owned Community Houses and similar buildings.
9. In March 2026, Council adopted a new target operating model that includes divestment of assets as a key approach to making the significant savings required in the next Long-Term Plan. As such, all opportunities for divestment will need to be considered as part of this lease renewal process.

10. The TOM Report states that Council incurs \$106M in depreciation each year. Together, the seven assets covered in this report have a QV Capital Value of \$6.5M (this does not include land), and Council pays \$0.3M a year in depreciation on them. This cost will increase once the required renewals have been carried out on these assets.
11. In this report, officers propose pursuing divestment of two of these buildings. However, further TOM considerations may lead to future recommendations regarding this set of assets. In the interim, leases need to be reset. New leases will be set at three years to enable flexibility for divestment.
12. Over the remainder of the current LTP, there are potential OPEX savings of \$0.45M and potential CAPEX savings of approximately \$0.2M - \$0.3M, per house divested.

### *Community Houses*

13. Council owns and maintains six community houses (five with the confirmed divestment of Alicetown), which are leased to community groups. These leases expired in 2025 and were rolled over for a period of one year with a final expiry on 31 July 2026 to enable this reset to take place. For all these assets, rent has until now been forgiven, so no rent has been paid, and there has been no level of cost recovery.
14. Overall, the assets are in average condition based on the scores from the individual components as reviewed in the condition assessment reports. These buildings average 2.5 (average); 1 is good, and 5 is bad.
15. Due to previous underinvestment in renewals, significant investment will be required over the next 10 years to ensure they can continue to operate. Over the last seven years of the current LTP, \$1.2M has been budgeted for this. Note that Alicetown Community House has not been included in these figures, following the Connected Communities and Climate Resilience Committee's decision in March 2026 to divest of that asset.
16. The current leases for the five remaining houses were set on market value in 2022, with the lease charge forgiven in recognition of the community service the various groups provide.
17. Lease costs and operating models vary. Details on these, and other similar buildings, are attached as Appendix 1 to the report. In summary:
  - (a) Annual revenue ranges from nothing (Parkway) to \$38,360 (Avalon Pavilion)
  - (b) Some of the facilities currently pay a part-time manager/co-ordinator and/or pay for a digital booking programme or service
  - (c) Most are charging below what Council charges for use of community spaces, including considerable free space
  - (d) Some rooms in houses are sublet to other community groups, and in one case, what appears to be a commercial tenant (which will require separate consideration)

- (e) In general, most appear to be reasonably well-utilised by the community
- (f) At Avalon Pavilion, some users pay to store their equipment.

## Discussion

18. In seeking alignment with the new approach to managing assets, a number of considerations can be considered.
19. As outlined in the Asset Review, the cost of providing community assets has increased significantly in recent years due to past under-investment in renewals and increased operating costs, including insurance. In many cases, cost recovery does not reflect the true cost of provision.
20. As Council currently does not receive revenue from leasing these assets, they are well below the rate of cost recovery outlined in the Revenue and Finance Policy (up to 19%). This was also the case with the three community halls leased to and managed by community groups.
21. The new Target Operating Model also references the high cost of depreciation, which is why Council has decided to undertake an accelerated programme of asset divestment. Officers have written to each of the leaseholders to advise them about the approach Council is taking to resetting leases and to see if there is any interest in divestment. To date, only the Moerā Community House has noted an interest in this.
22. As with other historic leases/agreements, there are inconsistencies that mean some groups/communities are getting higher levels of individual benefit than others.
23. Some of these assets are currently not being used for the purposes originally intended. Parkway is leased to Wainuiomata High School and used predominantly as a venue for an alternative educational programme, while parts of Avalon Pavilion are used for storage. Rooms in houses leased to specific groups may be underutilised due to exclusive arrangements.
24. Most operators are charging less than Council for similar community spaces. While this is well-intentioned, it means that ratepayers are paying an increasing share of the rising cost of provision.
25. Where bookings are being managed by a paid person and/or a paid service, there is duplication with Council's Bookable system, and having them on the same platform would be both more efficient and effective.

*Proposed lease settings*

26. Current leases were set on a market value for each asset (2022) and then forgiven in lieu of services. Officers are not recommending that this be the starting point for leases going forward. The houses are all similar in size, and many offer similar services, so officers believe it is not appropriate to differentiate based on location or condition.
27. Instead, officers propose that the lease cost is set at 19% of the estimated cost of provision of this set of assets. This would be \$9,500 excl GST per annum, with CPI increase year on year.
28. This was calculated using the average of the previous three years' actual operational expenses, including depreciation and excluding overheads. Rates are not currently charged against community houses, so this does not form part of the calculation or recommendation.
29. The group running Moerā Community House has expressed an interest in divestment.
30. The Pomare Taita Community Trust has expressed an interest in divestment of the Pomare asset. They are also keen to discuss the community hall on the same property and title, and officers recommend making that part of the conversation.
31. Officers recommend pursuing divestment for Parkway Community House, also given that the main use is for education, not a Council core service, although there are also some community bookings. Divestment would be offered to the current users, Wainuiomata High School or the Ministry of Education, or through a broader community EOI.
32. Viable divestment proposals will have to meet Council's requirements, including:
  - a. Assurance (and evidence) that the group can meet all immediate and ongoing costs without further reliance on Council;
  - b. Assurance that the facility will continue to be made available for the community to use;
  - c. A requirement that the assets not be on-sold for a profit (although they may be divested to another community group under the same conditions)
  - d. Where assets are on Council land, the appropriate land lease is put in place.

33. Recommendations for each asset are outlined below.

Table 1. Recommendations for specific assets

Asset	Recommendation
Kelson Community House	Align to the new Community House annual lease cost.
Petone Community House	Align to the new Community House annual lease cost.
Pomare Community House	Open divestment conversations.
Moerā Community House	Open divestment conversations.
Parkway Community House	Open divestment conversations as follows: <ol style="list-style-type: none"> <li>1. Offer to sell to Ministry of Education</li> <li>2. Offer to sell/ gift to Wainuiomata High School</li> <li>3. If no interest, offer to the wider community through standard process</li> <li>4. If no viable option, demolish and recycle the investment</li> </ol>
Avalon Pavilion	Council to take over management to optimise bookings through Bookable, maximise revenue and reduce costs. Noting: <ul style="list-style-type: none"> <li>• Current annual revenue = \$38,360, of which \$27,046 is from casual users.</li> <li>• Currently, there is a paid part-time manager.</li> </ul>
Treadwell Hall	Council to take over management from the current lease holder to optimise bookings and maximise revenue. Noting: <ul style="list-style-type: none"> <li>• The current lease holder is agreeable and will still use the venue through the booking time they need at the community rate.</li> </ul>

34. Officers propose that for all assets in this group, leases are reset at the new rate from 1 August, but would be forgiven if there is a confirmed divestment process in place by that time.

35. If Avalon Pavilion and Treadwell Hall become Council-run 'bookable' spaces, they would ideally have access control installation, including IT infrastructure, and possibly CCTV. This cost would initially offset some of the increased revenue.

**Options**

36. The Committee has the option to:

- (a) approve the new lease settings and processes which align with both the Assets Review and TOM as recommended; OR
- (b) not approve them and provide guidance for officers.

**Climate Change Impact and Considerations**

37. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.

**Consultation**

38. The current groups leasing these assets have been consulted with as part of this process and given the opportunity to attend the Committee meeting.

**Financial considerations**

39. Together, the seven assets covered in this report have a QV Capital Value of \$6.5M (this does not include land for those not on reserve), and Council incurs \$0.3M a year in depreciation on them. This cost will increase once required renewals have been carried out on these assets. As outlined in this report, there is currently no cost recovery on community houses.

40. Over the remainder of the current LTP, there are potential OPEX savings of \$0.45M and potential CAPEX savings of approximately \$0.2M - \$0.3M, per house divested.

**Legal Considerations**

41. As leases are legal contracts, changes can only be made at expiry or agreed renewal points.

**Target Operating Model (TOM) Implications**

42. With Council's new TOM, including an accelerated programme of asset divestment, that option has been included in conversations with current lease holders. To date, only Moerā Community House has expressed an interest in this.

43. Officers also recommend divestment of the Parkway Community House, given it is currently not supporting either a core service or priority outcome for Council, and there is sufficient alternate community space in Wainuiomata.

## Appendices

No.	Title	Page
1↓	Community Houses additional information table	33

**Author:** Joe Sluman  
(Acting) Head of Assets & Facilities Management

**Author:** Arthur Nelson  
Head of Parks and Reserves

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

Asset	Current Lease terms/ details	Operating model	Usage	Finances
Kelson Community House	Rent set at Market value \$13,520, forgiven (not charged). Expires 31 <sup>st</sup> July 2026 Preference is to renegotiate lease	The Kelson Community Centre was built in the early 1980s after a large section was gifted to the community by a local family. Run by the Kelson Community Association committee in conjunction with a part-time coordinator and cleaner. Advertised on bookable, sent through to email – direct manual bookings.	Hosts large variety of groups. Regular bookings for approx. 59 hours per week, and additionally casual bookings.	They own all furnishings and playground equipment onsite, responsible for maintenance. Undertake all cleaning, utilities.
Moera Community House	Rent set at Market value - \$8,580pa, forgiven (not charged). Would like the property divested to them.  Board meeting scheduled for the end of the month to discuss next steps for the House.	Volunteer led community facility. No employed staff. Bookings shifted to Space-Co approx. nine months ago. Previous funding for a part-time bookings support role was discontinued.	Predominately community focused, low cost or free usage . Regular user groups are church groups / community groups – knitting, blanket & sock making / yoga / elderly walking groups / Māori language and culture courses / courses for children with complex needs. Have limited private event hire.  Two rooms rented permanently.  Cottage (not Council owned) full booked for the year for skills courses and land-based training.	Generate less than \$9,000 per year through bookings.  Approx 75% of bookings charged at \$15, approx. 25% of usage is free.  Grant funding: receives \$30k pa.  Booking data/usage not yet received.
Pomare Community House	Leased to Pomare Taita Community Trust  Rent at market rate \$12,168pa and is forgiven (not charged).	The Community House (55 Farmers Cres) and the community hall (53) are on the same site and are both run by the Pomare Taita Community Trust. They provide a number of funded and community	Providing free health, social and kai services. Includes:  Kai Services Community Breadrun Housing New Zealand	Not provided

	Expires 31st July 2026  Preference is divestment, but they will need info on costs and approval from Board	services from both and work closely with the Health Centre next door. 2 rooms of the house are subleased on an MOU – midwife and whanau family support services. Booked out at \$10/hour. Manual booking process.	Work and Income Lower Budgeting Service Learner Licence Kutu Klinik Basic Computer Course Youth Advocacy Holiday Programmes  Regular bookings in House 4 nights per week and 3 days per week.	
Parkway Community House	Leased by Wainuiomata High School. Rent set at market rate (\$9,464pa) and is forgiven (not charged) Expiry 31st July 2026  Options need to be considered/approved by School Board	Run by RLC providing alternative education (Wainui High School staff). They have requested if changes could be made at the end of the school year to avoid a mid-term disruption to the education programme.  Manual bookings – all regulars at no charge.	Used as an alternative education centre during school hours, Mon-Fri 8.30am - 3pm. 20 students 5 staff.  Available to bookings outside of that. Have approx 5 long standing users (AA, Prayer groups etc.) but rarely have casual bookings.	Operating budget of approx. \$18k pa.
Avalon Pavillion	Leased to Avalon Charitable Trust Rent set at 10% of Net annual income but has not been collected or provided. Started: 01.07.2011 Final Expiry: 30.06.2026	Avalon Charitable Trust employ a manager parttime who takes and managed bookings and oversees use of hall. The Trust retain all income.	Bookings and storage space. Regular bookings for Lower Hutt Lions, Rotary Club, church and community groups.	Employ a parttime manager and pay approx. \$6000pa for cleaning. Total operating costs approx. \$17k pa Revenue \$38,360.
Treadwell Hall	Leased to Tihei Rangatahi operated by Kokiri Marae Keriana Olsen Trust.  Lease costs forgiven (not charged)	MOU which has now expired. Provision of services and programmes for rangatahi.	YTD sessions – 338 YTD hours – 1,034	Council receives revenue from other hall bookings via Bookable: \$15,489 ex GST YTD

<p>Petone Community House</p>	<p>Leased to Petone Community House Association. Rent set at market rate (\$15,340pa) and is forgiven (not charged).</p> <p>Org is keen to lease the house – most viable option for them Board meeting scheduled for 20 April</p>	<p>Office opens 4 days a week One paid staff member (20 hours a week) Cleaner and admin support Some volunteer involvement time to time Office is open for walk in's during opening hours Board members are volunteers Board doesn't run many programmes directly</p> <p>Transitioned to Space-Co for bookings approx. 15 months ago Approx 8% increase in revenue Hirer rates are slightly cheaper than Council rates</p> <p>Subtenants: Citizens Advice Bureau (subtenant since 1981), Community Lawyers</p>	<p>Community based user groups Councillors Non -profit orgs Therapists</p> <p>Board led activities, 2-3 per year (typically grant funded) Weekly morning tea for older women – social connection</p> <p>Overbooked evenings and weekends (must turn people away) / low on Mon-Wed</p> <p>More demand due to Alicetown closure &amp; Petone Hub (bigger catchment area)</p>	<p>Primary income source is room hiring / bookings – some from subtenants.</p>
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10 April 2026

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Report no: CCCRC2026/2/92

## Proposal for Long-Term Leases over Reserve Land

### Purpose of Report

1. This report seeks the Committee's approval to grant a long-term lease over Council reserve land for the buildings and activities of the following organisations;
  - a. Wellington Region Hockey Stadium Trust
  - b. Belmont Pony Club
  - c. Lower Hutt Tennis Club
  - d. Stokes Valley Rugby Football Club
  - e. Louise Bilderbeck Trust

### Recommendations

That the Committee:

- (1) notes and receives the report; and
- (2) approves the granting of long-term land leases subject to standard Council terms and conditions.

For the reason that granting these leases would provide continued non-profit and charitable community activities on Council land

### Background

2. Each organisation has utilised long-term land lease agreements in the past with Council and is now seeking a new or renewed agreement as each lease has reached final expiration, or is due for a renewal, and thus requires entering into a formal agreement.
3. The organisations seeking long-term land leases have long been embedded in the local and wider community and provide important sporting, hobby, social and cultural services. The organisations concerned offer opportunities for both members and non-members and provide buildings/places to develop community relationships.

## Discussion

4. Each proposed lease is for 10 years, with no rights of renewal, and will be formalised contingent upon agreeing specific and relevant terms and conditions to be negotiated between the organisations concerned and Parks and Reserves acting on behalf of Council.
5. Lease charges reflect the 30% increase agreed by Council as part of the Assets Review.
6. The table below provides an overview of each organisation seeking a new or renewed agreement with Council:

Reserve	Lessee	Purpose
Fraser Park	Wellington Region Hockey Stadium Trust	To provide access to hockey specific facilities across the greater Wellington Region, and to work closely with the Wellington Hockey Association (WHA), to provide and promote quality hockey experiences for the circa 6000 WHA participants.
Belmont Recreation Reserve	Belmont Pony Club	To provide and promote equestrian activities in accordance with the New Zealand Pony Club Association charter and objectives.
Wilford Crescent Reserve	Lower Hutt Tennis Club	To provide a friendly, family-oriented club offering great tennis all year round for all ages and abilities.
Delaney Park	Stokes Valley Rugby Football Club	To provide a sporting hub for the Stokes Valley rugby union youth and junior training and games, foodbank and pickleball for the community.
William Jones Park	Louise Bilderbeck Trust	To provide space and services to support and host charitable organisations.

## Options

7. Option 1 (recommended) - approve granting of the proposed long-term leases or;
8. Option 2 - do not approve the proposed leases and provide guidance to officers.

## Climate Change Impact and Considerations

9. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide. The impact of climate change on Council-owned land, and changes in land-use are considered as part of supporting new leases and lease renewals.

**Consultation**

10. In accordance with section 119 of the Reserves Act 1977, Council has provided public notice of its intention to grant the long-term leases.
11. No submissions have been received.

**Legal Considerations**

12. Under section 54 of the Reserves Act 1977 and section 12 of the Local Government Act 2002, Council, as the territorial authority, may enter into a private lease agreement over Council owned land

**Financial Considerations**

13. Other than officer time for processing the applications, there are no other predicted budget implications.
14. Cost recovery is enacted through application fees, updated community leasing charges, and an additional fee if officer time goes beyond five hours. Organisations will be informed of these costs up front.
15. New leases reflect the increased cost recovery that Council is seeking to work towards greater alignment with the Revenue and Finance Policy setting.

**Target Operating Model (TOM) Implications**

16. The approach outlined in this report aligns with the TOM's overall direction. The organisation's seeking long-term leases has long been embedded in the local and wider community to provide important sporting, hobby, social and cultural services. In these cases, Council leases are an efficient and effective use of resources to support community wellbeing. There are other leases coming up for renewal which will require greater consideration to align with the TOM, particularly where the activity the lease supports has financial implications for Council, or there are implications from future decisions to divest or reduce service levels.

**Appendices**

There are no appendices for this report.

**Author:** Nicole Peurifoy  
Leasing Coordinator

**Reviewed By:** Arthur Nelson  
Head of Parks and Reserves

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

Report no: CCCRC2026/2/90

## City Safety Six-Monthly Update

### Purpose of Report

1. To provide a six-monthly update on City Safety across Te Awa Kairangi ki Tai Lower Hutt, including key trends, emerging pressures, and the implications for Council's role, priorities, and ongoing work programme

### Recommendations

That the Committee:

- (1) notes the current trends in City Safety; and
- (2) notes the increasing demand for CCTV, and that further work will be undertaken as part of the Target Operating Model work to determine the future delivery model, noting this is not currently a core service.

### Background

2. Council continues to focus on City Safety as a core component of community wellbeing, liveability, and economic vitality across Lower Hutt. Ensuring residents, businesses and visitors feel safe is an important priority, underpinning a range of strategic investments and partnerships.
3. City Safety activity is aligned to the outcomes set out in the Long Term Plan 2024–2027 (attached as Appendix 1 to the report).
4. While Council does not have a direct enforcement role, its influence across infrastructure, services, and partnerships is significant in shaping both safety outcomes and public perceptions of safety.
5. Current City Safety work focuses on partnering with the Police, supporting community safety and resilience, and providing a CCTV service to enable the Police and Council outcomes and needs.

### Discussion

#### *Current state of play*

6. Overall, while total recorded crime has decreased in the past year, visible offending and public disorder remain persistent in key locations. These factors, alongside broader social pressures, continue to drive negative perceptions of safety and increasing demand on Council services.

7. While the Police data (attached as Appendix 2 to the report) shows an overall reduction in crime compared to the previous year, pressure remains in more visible offence types such as theft, assault, and burglary, particularly in key locations including Hutt Central and Petone. Over the longer term, offending has increased, with some serious offence categories more than doubling over the past decade.
8. At the same time, CCTV data (attached as Appendix 3 to the report) is showing that lower-level but highly visible incidents, such as anti-social behaviour, suspicious activity and public nuisance, continue to occur regularly and shape public perceptions of safety.
9. Resident feedback gathered via the 2025 Resident Satisfaction Survey (RSS) indicates that perceptions of safety are not driven by crime alone. 13% of respondents raised concerns about crime and safety across the city, whilst 9% raised concerns about safety in Council places and 16% about safety in Council spaces. The RSS also shows that other factors, such as accessibility, congestion, navigation, and the condition of public spaces, play a significant role in how safe people feel in the City.
10. Recent reporting on Homelessness to Council in September 2025 ([Minutes of Communities, Culture and Partnerships Committee - Tuesday, 2 September 2025](#)), which included insights from providers as well as the latest national housing trends, noted that acute homelessness and rough sleeping across the City are increasing.
11. CCTV data is also showing that the number of requests for footage has grown substantially over recent years, and this trend is on track to continue. As a result, demand for footage and monitoring, mostly from the Police, is outpacing current capacity.

### *The implications for Council's role and planning*

12. Taken together, these insights show that City Safety is influenced by a combination of crime, behaviour, environment and socio-economic pressure. While Council's influence is substantial through its infrastructure and community reach, many drivers sit outside its direct control. There is a need for Council to maintain a focused role within the wider system, designing with safety in mind and prioritising initiatives that have the greatest impact. Cross-Council collaboration for key projects, along with ongoing partnerships with the Police and Community organisations, will be key to this.
13. Further, the continued growth in demand for CCTV, alongside its classification as non-core within the Target Operating Model (TOM), indicates that the current approach is unlikely to be sustainable. Central government is working on legislation to introduce a rates cap which requires Councils to focus on only core activities. This, alongside the implementation of the TOM, will require decisions on the future operating model for CCTV.

### *Council response*

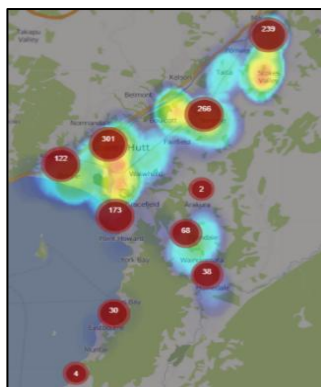
14. The following sections outline operational performance across key City Safety activities, with a focus on trends, outcomes, and emerging issues.

### *CCTV*

15. CCTV has expanded significantly, from 406 cameras in July 2025 to 593 in March 2026, and now supports a wide range of internal and external functions. Activity remains high, with 1,091 incidents recorded in 2025 (up by approximately one-third since 2022), and 166 arrests supported. Footage demand has increased materially, reflecting growing reliance on CCTV by both the Police and internal teams.
16. This growth demonstrates the value of CCTV as an operational and evidential tool, but is also contributing to increasing demand pressures on current capacity.
17. Further insight on CCTV trend data is attached for reference in Appendix 3 to the report.

### *Graffiti and Vandalism*

18. Graffiti is a visible sign of disorder that impacts safety perceptions. The scale and nature of graffiti activity, particularly the proportion of harmful or discriminatory content, represent both a public amenity issue and a reputational risk for the city. Continuing to target hotspots will be critical to maintaining public confidence.



19. Recent data indicate fluctuating but sustained levels of graffiti activity across the city between July 2025 and March 2026. Over this period ~4,800 tags were recorded, covering over 6,900m<sup>2</sup>.
20. Monthly volumes peaked in November 2025 (772 tags), with lower levels over summer, particularly in December (469 tags) and Feb (419 tags), before increasing again in March.

21. Activity remains concentrated in known hotspots as indicated in this visual, particularly Hutt Central, Naenae, Stokes Valley, and Seaview.
22. Of concern, approximately 1,400 tags (around 30%) were identified as discriminatory, racist, or defamatory, highlighting a more harmful subset of activity for our increasingly diverse communities across the City.

#### *Homelessness Prevention*

23. Homelessness across the city is growing, due to a complex and multi-faceted set of issues that can include housing affordability, rising living costs, family harm, drug and alcohol dependency, mental health issues and sudden life changes for whānau.
24. Council's current approach to homelessness is primarily as a funder and system partner, supporting a coordinated network of providers. Current contracts include Tākiri Mai Te Ata (prevention and tenancy sustainment), Tuatahi Centre (housing navigation and placement), and Community Law (tenancy advocacy). Provider services are increasingly focusing on wraparound, whānau-centred support, integrating services such as financial mentoring, housing advocacy, and connections to health and social services.
25. These services are supporting a significant and growing cohort, with Tākiri Mai Te Ata assisting over 600 whānau since 2019 and achieving 485 successful programme exits. More recently, Tuatahi has supported 23 households while Community Law assisted 52 clients with housing-related legal issues.
26. While provider outcomes remain strong for supported whānau, overall demand continues to grow, reflecting persistent structural pressures. Whilst Council-funded interventions are having a positive impact for prevention, they are not sufficient to offset observed growth in homelessness. Continued partnership with central government and providers will be critical.

#### *Community Patrols*

27. Community Patrols provide a visible deterrent and complement enforcement activity. Council provides modest funding to support four Community Patrols across Petone, Wainuiomata, Naenae and Stokes Valley, exceeding our Business Plan target of two patrols. More recently, Patrols have also provided some support for Emergency response, including welfare checks for homeless whānau.
28. Officers' current focus is on strengthening oversight through improving reporting and increasing visibility of outcomes. In response to Council's priority, future focus will be on increasing the number of patrols.

#### *Neighbourhood Support*

29. Neighbourhood Support continues to contribute to community resilience and connection, with a particular focus on strengthening connections and preparedness in flood-prone areas. The network provides Council with useful visibility into community capacity, including the identification of vulnerable households and local skills that can support emergency response.

30. The programme maintains a broad footprint across the city, with 351 active neighbourhood groups and coverage across all geographic areas, including approximately 80 groups in flood-prone locations. Growth is modest (five new groups in the most recent month), with some churn in membership.
31. The 16 February 2026 storms showed the potential of the network during emergency events, where connections between members enabled access to accommodation, facilities, and local support. Social media engagement and community outreach are supporting ongoing awareness and participation.
32. Council has decided to discontinue its funding for Neighbourhood Support, and key functions, including the establishment of neighbourhood networks, will continue through other community-facing roles.

#### *Business and Retail*

33. The Police and CCTV data is showing that retail and business safety continues to be affected by concentrated offending (both serious and lower level) in key commercial areas.
34. Council has decided to discontinue funding for the Kia Haumaru Retail Safety Programme. Council's role will remain focused on supporting safety through CCTV and integration with broader urban design and City planning initiatives.

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

35. There are no climate change impact considerations associated with this report.

#### **Consultation**

36. The Police and applicable Council teams have provided input into this report.

#### **Legal Considerations**

37. There are no legal considerations associated with this report.

#### **Financial Considerations**

38. There are no financial considerations associated with this report. City Safety continues to operate within agreed budgets. The report notes the current pressure on CCTV resources and upcoming work in the TOM to consider a future operating model.

#### **Target Operating Model (TOM) Implications**

39. The approach outlined in this report aligns with the intent of the TOM by emphasising Council's focus on its role and priorities for City Safety. It also recognises the need to periodically reassess service delivery in response to changing demand, with areas such as CCTV and Homelessness Services providing examples of where future service levels and delivery models may need to evolve while remaining consistent with the TOM's overall direction.

**Appendices**

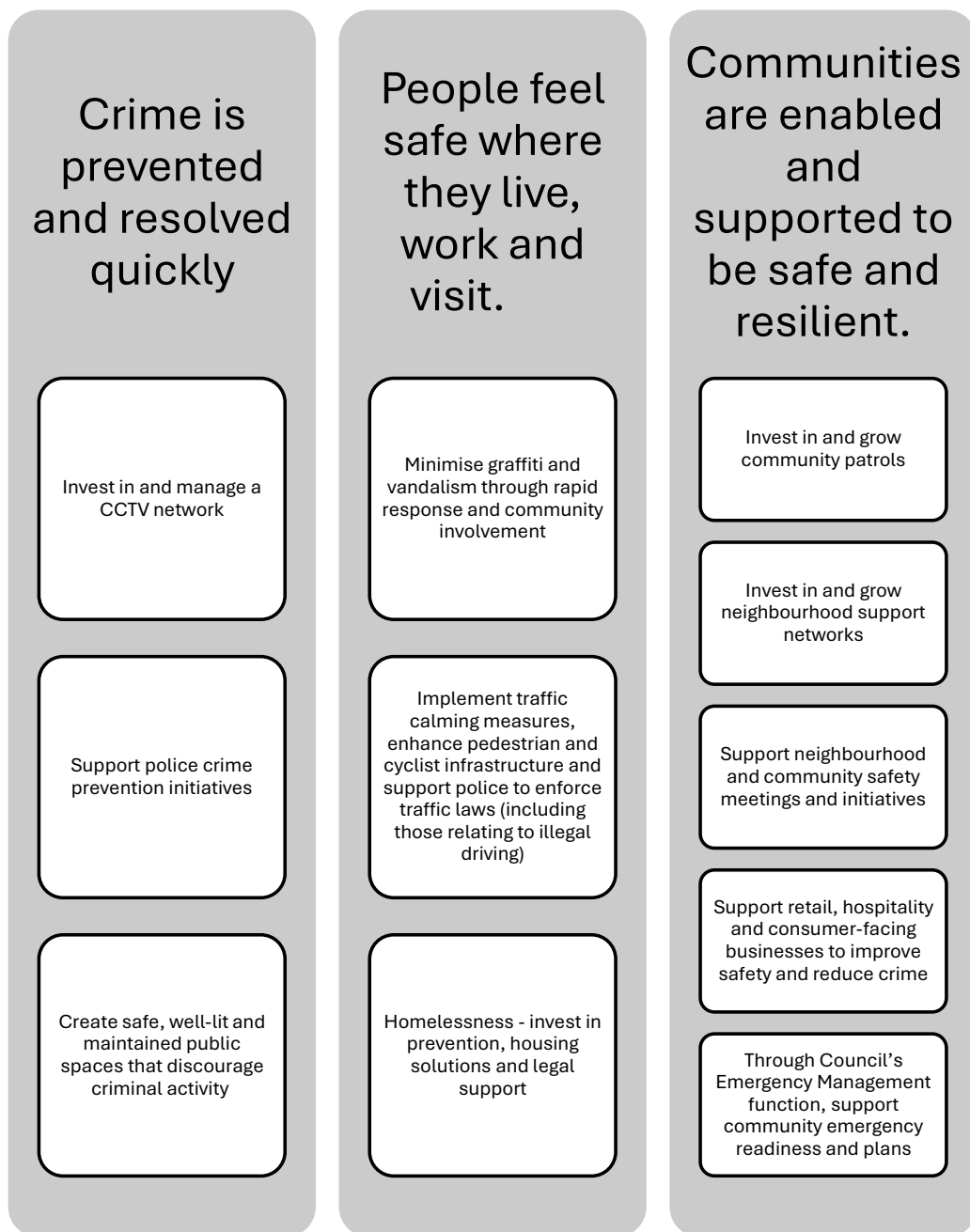
No.	Title	Page
1 <a href="#">↓</a>	City Safety outcomes LTP 2024/27	45
2 <a href="#">↓</a>	Police data	46
3 <a href="#">↓</a>	CCTV data	47

**Author:** Adrienne Moor  
Head of Connected Communities

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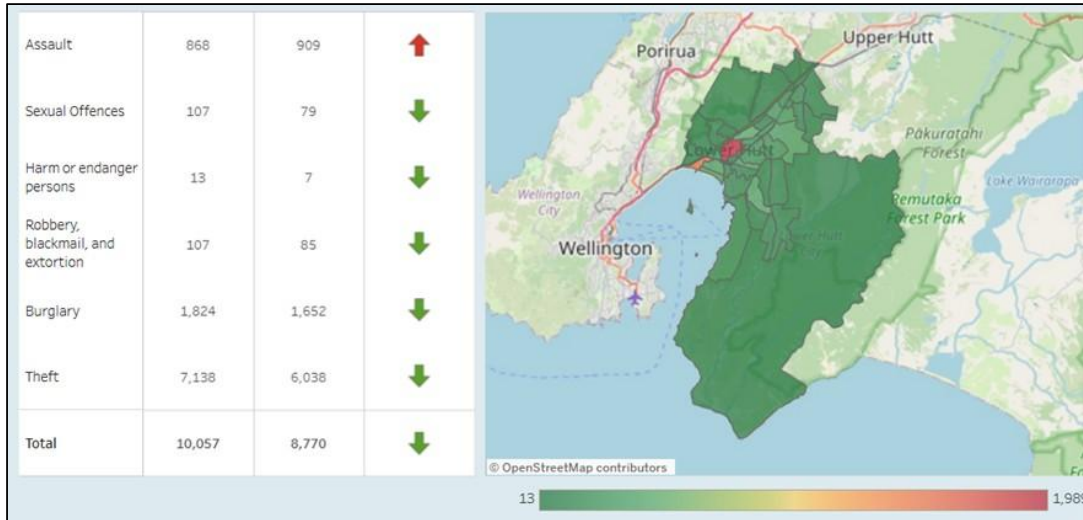
**Approved By:** Andrea Blackshaw  
Director Neighbourhoods and Communities

Appendix A: City Safety Priorities as agreed for LTP 2024/27



Appendix B: Police data

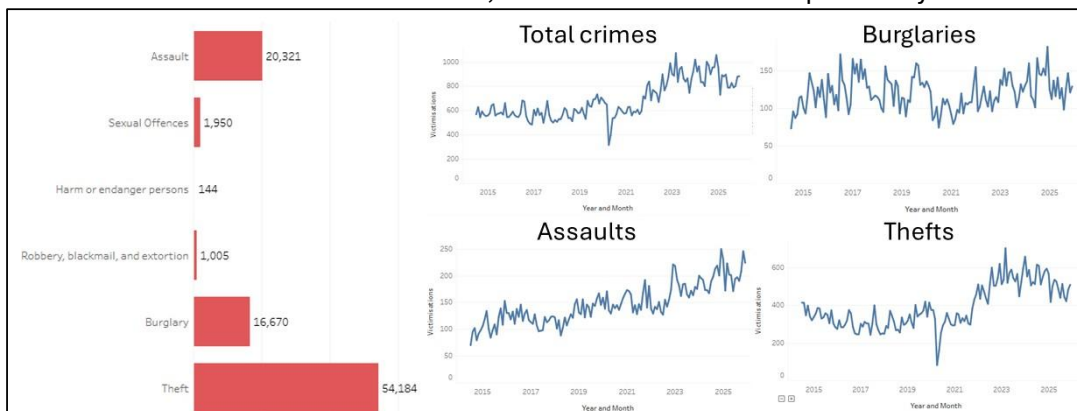
- The visual below provides a snapshot of crime in Lower Hutt over 2025, showing a reduction in overall crime, from 10,057 victimisations in 2024 to 8,770 in 2025. The number of major offences have also declined, with the exception of assaults, which increased from 868 to 909 incidents.



- Offending remains geographically concentrated. Hutt Central and Petone continue to experience the highest volumes of crime, with Hutt Central accounting for 23% of total offences and 15% of assaults. Approximately half of all theft offences occur within the City Centre and Petone areas.

10yr trends for the Hutt: [Victimisations \(police stations\)](#)

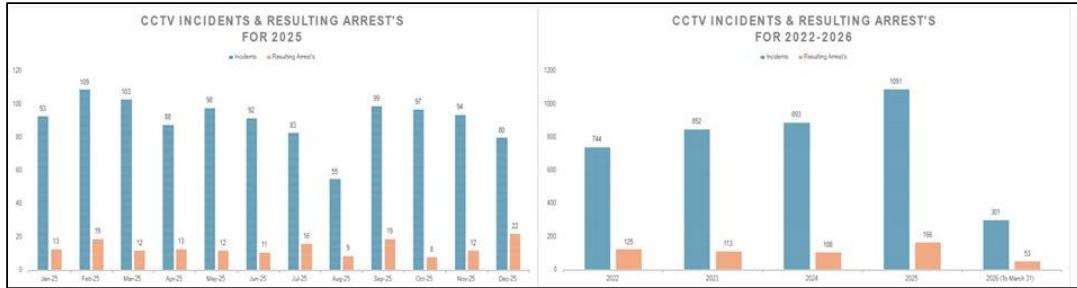
- The following visuals shows that over the past decade, total victimisations in Lower Hutt have increased overall, with a marked rise in the past two years.



- Theft remains the most prevalent offence type, followed by assaults and burglaries. While burglary rates have remained relatively stable over time, both theft and assault offences have grown in recent years, contributing to the upward trend in total victimisations.

**Appendix C: Council Response: Operational Details**

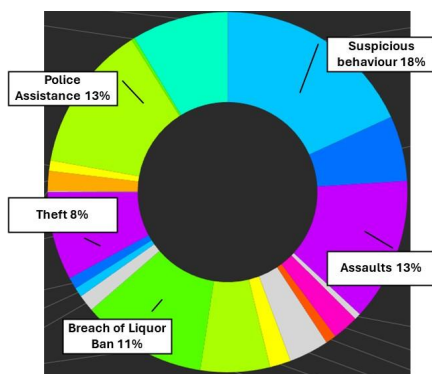
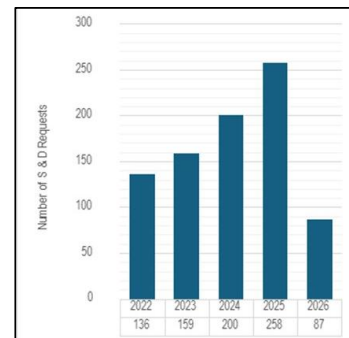
**CCTV**



- For 2025, the volumes of incidents remain relatively stable generally ranging between ~80–110 per month. Arrests fluctuate month-to-month but show peaks aligning with higher incident periods (e.g. February, September, December), showing a relationship between activity levels and enforcement outcomes.
- Over the past four years recorded incidents have increased by roughly a third, from 744 in 2022 to 1,091 in 2025. Arrests are consistently supported by CCTV (e.g. 166 in 2025), showing its growing value as an evidential and operational tool for Police.

*CCTV demand is on track to more than double 2022 volumes*

- Search and download requests have increased steadily from 136 in 2022 to a peak of 258 in 2025, indicating growing reliance on CCTV, mostly driven by Police.
- The 2026 year-to-date figure (87 to March) indicates continued demand, tracking broadly in line with prior years when adjusted for partial-year reporting.



- There have been a diverse range of incident types viewed in the past year, with the largest categories being suspicious behaviour (18%), police assistance (13%), assault (13%), liquor ban breaches (11%) and theft (8%). The spread of categories highlights the system’s broad operational value across both crime prevention/ response and public order management.

**Report no: CCCRC2026/2/91**

## **Rangatahi Six-Monthly Update**

### **Purpose of Report**

1. To provide a six-monthly update on implementation of the Rangatahi Engagement Action Plan (the Plan), including progress to date, key insights on performance and reach, and areas requiring further focus to sustain momentum and improve outcomes.

### **Recommendations**

That the Committee:

- (1) notes the progress made including increased participation, stronger partnerships and the establishment of Te Ranga Kairangi as a platform for Rangatahi voice;
- (2) notes the key issues and opportunities identified in this report, including system capacity constraints, inequities in reach, and limited visibility of impact; and
- (3) endorses a continued focus on strengthening coordination, partnerships, equity of access, and the use of data and insights to support more consistent and outcomes-focused engagement.
- (4) notes that officers will prioritise targeted improvements within the current Plan.

For the reasons that these proposals contribute to Council's priorities for Rangatahi, including its Rangatahi Engagement Action Plan.

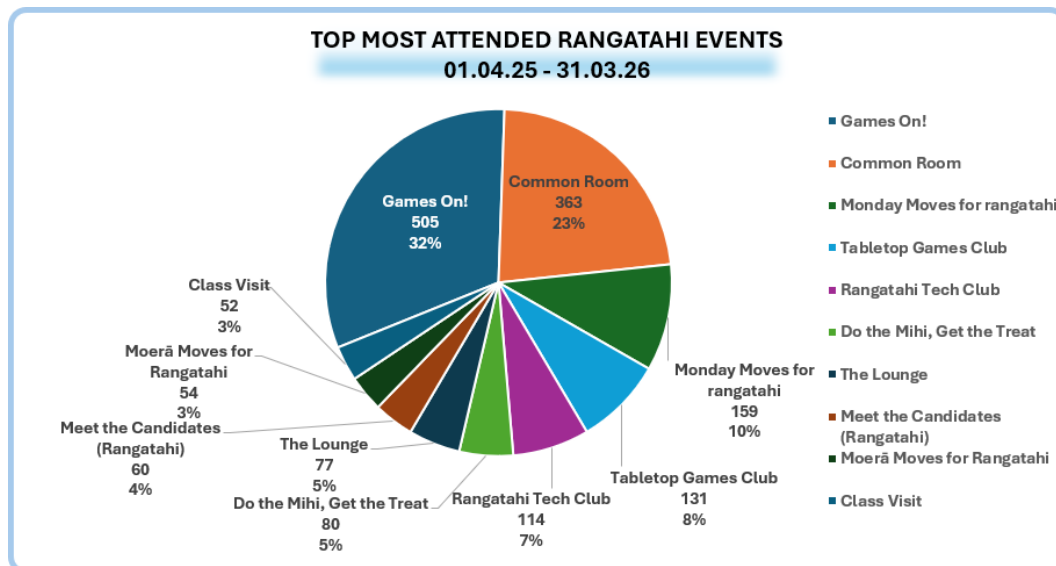
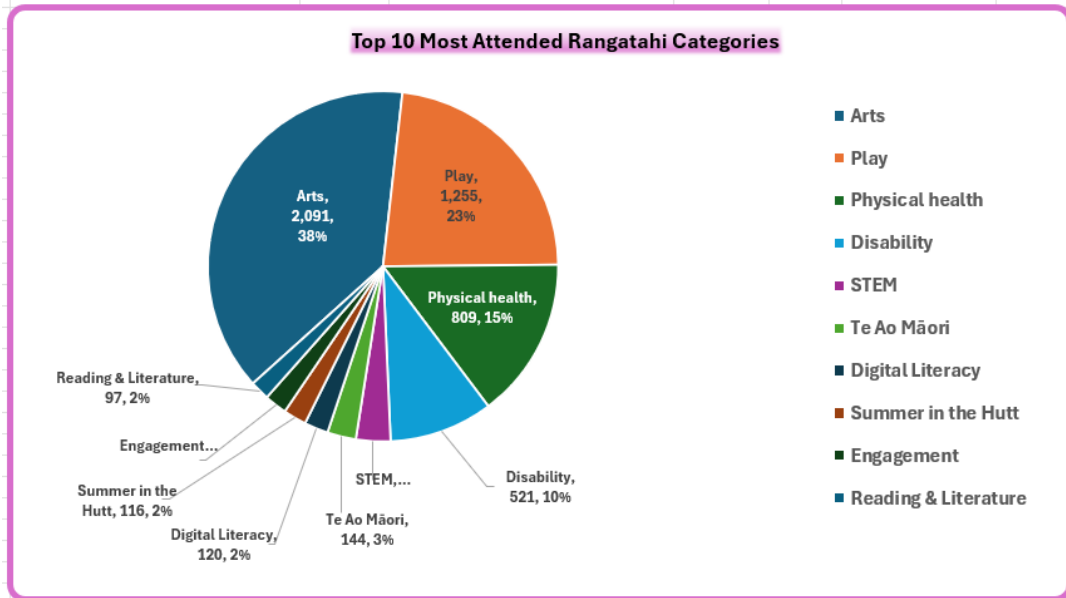
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### **Discussion**

#### *Current State of Engagement*

2. Council is leading and enabling a large range of initiatives supporting Rangatahi engagement including over 460 programmes delivered across Council activities, reaching more than 16,000 Rangatahi in the past year.
3. Participation is highest in accessible, community-based programmes, particularly those focused on arts, recreation, and informal engagement. Hubs such as War Memorial Library, Kōraunui, and Walter Nash are key points of connection, showing the strengths of place-based delivery.

- The graphs below provide a view of activities with and for Rangatahi, mostly through Connected Communities, Hubs and Events teams; based on data recorded through our SOLUS system. In practice, the work occurs across multiple Council teams and through partnerships. While this breadth is a strength, the distributed delivery results in variable approaches and limited visibility of overall impact. There is work to do to further incorporate the work of other Council teams (for example, pools and sportsgrounds) and partners (schools, kura, and community organisations), towards building a holistic, overall view.



- The Rangatahi Community Facilitator plays an important role in connecting activities, improving coordination, and strengthening relationships across Council and the sector. This role is increasingly central to enabling consistency and quality of initiatives.

### *Progress against the action plan*

6. Council continues to make progress across all four areas of the Plan. Activity has expanded, partnerships have strengthened, and new mechanisms for Rangatahi voice have been established. The following sections summarise key developments and emerging insights. A fuller work programme update is attached in Appendix 1 to the report.

#### *Leadership*

7. The establishment of Te Ranga Kairangi has created a structured platform for Rangatahi leadership and collective voice across Lower Hutt, with strong early momentum. In early 2025, five co-design workshops informed its development, leading to its launch in June 2025 as a by-Rangatahi, for-Rangatahi initiative. The group now meets fortnightly, building consistency and leadership capability, and has delivered its first major initiative, “Rangatahi Meet the Candidates” (Jul–Sept 2025), connecting young people directly with local electoral candidates.
8. Te Ranga Kairangi is a growing Rangatahi voice for informing Council decisions, whilst also growing participant confidence and leadership. The group is showing the value of investing in Rangatahi-led approaches, with ongoing support needed to sustain momentum, grow participation, and support transition towards a more independent, self-led network.

#### *Sector collaboration and partnerships*

9. Sector collaborations have strengthened Rangatahi civic education and engagement. Council has deepened partnerships with schools, kura, youth providers, and community organisations, enabling delivery at scale. This includes Resident Satisfaction Survey (RSS) workshops engaging over 280 Rangatahi, the Cartoon Council tool reaching 200+ (with 20+ progressing to enrol or register to vote), and structured Council Tours and “Council 101” sessions connecting 60+ Rangatahi with local government. Partnerships such as the Memorandum of Understanding (MoU) with Tihei Rangatahi support targeted delivery, engaging 59 Tamariki and Rangatahi in after-school programmes, while collaborative initiatives like Tūhura Tech and Books n Bass demonstrate, across hubs and libraries, how digital inclusion is built.
10. These approaches are extending reach and enabling more impactful responses for Rangatahi. Engagement with over 70 stakeholders, alongside participation in local, regional and national forums, is building sector connectivity, with models such as the Team Naenae Youth Sector Forum showing potential for broader application. There is a clear opportunity to further formalise partnerships and adopt more structured, city-wide coordination to maximise impact and sustain outcomes.

*Aviation*

11. Programming has expanded, with Rangatahi presence across hubs and libraries growing through a mix of recreational, digital, and kaupapa-led initiatives. Participation has increased through key initiatives including Streetball and Twilight Basketball (150+ Rangatahi), Tūhura Tech (40+), and over 180 activations attracting 900+ attendees. Regular initiatives such as Te Ranga Kairangi presence at the War Memorial Library are strengthening connections to civic spaces. Community-led delivery is also increasing, with examples including the Rangatahi-led “Meet the Candidates” event (20 candidates, ~30 Rangatahi), LUPE (50 attendees), and over 100 workshops delivered by The Art of Seeing Academy, reaching hundreds across the region.
12. These initiatives are contributing to more vibrant, youth-inclusive spaces and normalising Rangatahi participation, whilst also building capability and enabling community-led approaches. Council’s facilitative role has been highly effective in contributing to these outcomes. Looking forward, maintaining diverse, accessible opportunities remains key to sustaining engagement and reflecting the diversity of Rangatahi across the city.

*Evidence-led innovation*

13. Council continues to grow its use of data and insights to inform decision-making and programme design, with increasing integration of Rangatahi voice. RSS school workshops have engaged 280+ Rangatahi, with feedback directly shaping civic education initiatives and contributing to the development of Te Ranga Kairangi. This approach has also informed cross-council work, with Rangatahi perspectives incorporated into Te Wai Takamori/Streetscape planning through kura-based workshops, supporting more inclusive and responsive urban design outcomes.
14. Ongoing engagement across regional and national networks, including regular hui with neighbouring councils and participation in Ara Taiohi’s Involve Conference, has grown sector relationships, collaboration and sharing of knowledge and learnings. There is an opportunity to grow data collection and use to better understand the impact and guide future priorities.

*Key Issues and Opportunities*

15. There is strong momentum in the progress to date; however, several system-level issues and opportunities require ongoing focus to ensure continued results and delivery against the Plan.
16. **System capacity constraints:** demand for engagement is increasing and could exceed available capacity across Council and the wider sector. This creates risks to sustainability and consistency of delivery. More prioritisation and targeted use of resources will be required to maintain impact.

17. **Improving the Council-wide approach:** While Rangatahi activation occurs across multiple Council teams, it can be variable in approach, with limited visibility of the overall picture. This fragmentation can reduce effectiveness and lead to duplication or missed opportunities. A future focus on growing internal coordination, capability, and shared practice will be key.
18. **Equity of reach:** Although overall levels of engagement are strong, participation is not yet consistent across all target communities. Some cohorts are underrepresented, reflecting barriers related to accessibility, location, and relevance of current approaches. A more targeted, place-based approach may improve equity of access and ensure engagement better reflects the diversity of Rangatahi across the city.
19. **Transition from activity to impact:** Current delivery and reporting are largely focused on activity levels and participation, with less visibility of the longer-term outcomes being achieved. This limits Council's ability to fully understand the impact and prioritise effectively. Strengthening data collection, evaluation, and use of insights presents an opportunity to shift toward a more outcomes-focused approach, supporting better decision-making and clearer demonstration of value.

#### *Future considerations*

20. The Plan is now two years into implementation, and the strategic and operating context has evolved. Once decisions on the next LTP (2027/30) are made, consideration could be given to refreshing the plan.
21. In the interim, officers recommend a pragmatic approach of targeted operational improvements within the existing framework, focusing on coordination, equity, partnerships, and data.

#### *Next steps*

22. Officers will give immediate focus to sustaining delivery and strengthening priority areas, including:
  - a. embedding Te Ranga Kairangi
  - b. improving equity of reach
  - c. strengthening internal coordination and capability
  - d. building the evidence base
  - e. Progress will be reported back in October 2026.

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

23. There are no Climate Change impacts from this proposal.

#### **Consultation**

24. Relevant Council teams have provided input as required into this proposal. Additionally, officers have met with Crs Tonga Grant and Yung to provide background on the Action Plan, in particular Te Ranga Kairangi, and discuss their interest in involvement in youth forums.

**Legal Considerations**

25. There are no legal impacts from this proposal.

**Financial Considerations**

26. There are no financial impacts from this proposal.

**Target Operating Model (TOM) Implications**

27. The approach outlined in this paper aligns with the intent of the Target Operating Model by reinforcing Council's focus on the existing agreed Plan.

28. As part of the TOM, Council has agreed to stop non-core services and reduce some other services to support the goal of being a financially sustainable organisation. Management of relationships with particular communities of interest is defined as a specific service in the TOM and will be part of that consideration.

**Appendices**

No.	Title	Page
1↓	Rangatahi Action Plan Update	54

**Author:** Adrienne Moor  
Head of Connected Communities

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

**Appendix A: Rangatahi Action Plan Update**

Strategic Goal	Action	Progress	Next Steps
Goal 1 - Help rangatahi understand how council works and what rights they have when it comes to being a part of decision making	Establish rangatahi education programme(s)	<p>Developed and delivered a variety of rangatahi education programmes at various schools and youth organizations across the city including:</p> <ul style="list-style-type: none"> <li>- Council 101 sessions (held at schools and youth organizations)</li> <li>- RSS Workshops (held at 4 schools in 2025 and 3 in 2026)</li> <li>- Local Elections workshops/sessions (held at schools, Career Expos and community events)</li> <li>- Tours of Council facilities (held with schools and youth organizations)</li> <li>- Council Staff Panel sessions (held with youth organizations)</li> <li>- Rangatahi Pitch sessions (held with schools)</li> <li>- A Day Out w/ Council (piloted with Youth Inspire)</li> </ul>	<p>Building tools to streamline the process of planning and delivering these sessions regularly, equitably and consistently to local rangatahi.</p> <p>Ongoing work to develop more sustainable delivery models (e.g. teacher-led engagement)</p>
	Weave education into current rangatahi programmes, engagement and activations	<p>Working closely with NHLS to bring some of those education sessions into our hubs and libraries:</p> <ul style="list-style-type: none"> <li>- RSS focus group hosted at Moerā Hub</li> <li>- Te Ranga Kairangi's "Meet the Candidates Event" hosted at War Memorial Library</li> </ul>	Using the scaffolding from previous engagements to replicate successes across more of our places and spaces.

		<p>Working alongside community groups and organizations to hold education sessions with them in their spaces/programmes:</p> <ul style="list-style-type: none"> <li>- Day Out w/ Council (held with Youth Inspire)</li> <li>- Voting 101 at Career Fest (held with Chamber of Commerce)</li> </ul>	
<p>Goal 2 – Encourage young people to actively participate in their communities and in civic affairs</p>	<p>Review current activities for opportunities for better engagement</p>	<p>Worked alongside the RSS Project Team to change their approach to engaging with rangatahi:</p> <ul style="list-style-type: none"> <li>- Resulted in significant increase in rangatahi submissions. From 28 in 2024 to 160+ in 2025, and now 140 in 2026.</li> </ul> <p>Established Te Ranga Kairangi alongside local rangatahi. This ropu now provides meaningful insights for Council projects when requested:</p> <ul style="list-style-type: none"> <li>- TikTok launch focus group</li> <li>- Elections workshops (development and delivery)</li> <li>- Will be providing feedback on Te Wai Takamori plans in April.</li> </ul> <p>Established an internal Rangatahi Programming ropu that meets quarterly to discuss HCC programming for rangatahi. This group currently includes:</p> <ul style="list-style-type: none"> <li>- Hub staff</li> <li>- Aquatics staff</li> <li>- Healthy Families</li> </ul>	<p>Working with the Rangatahi Programming Rōpu to stay up to date on what’s going on across council, and encourage community collaboration and capability building.</p>

		<ul style="list-style-type: none"> <li>- Recreation Sport and Play</li> <li>- Programmes and Innovation</li> </ul>	
	Establish a student leaders network	<p>Te Ranga Kairangi established in June 2025:</p> <ul style="list-style-type: none"> <li>- Workshopped with rangatahi who reached out asking about a Youth Council</li> <li>- Met with RCF 17 times since group has been established</li> <li>- 6 active members ranging from 14-18 years old</li> <li>- Hosted their first Event in September 2025: Meet the Candidates. Well attended and received by candidate and participants.</li> </ul>	<p>Looking to recruit more members.</p> <p>Build systems alongside rangatahi to help make the rōpū self-sustainable.</p>
Goal 3 – Partner with schools and rangatahi sector leaders to creatively engage with rangatahi and increase participation	Creation of a partner agreement	<p>Progress has been made in formalising and strengthening partnerships including:</p> <ul style="list-style-type: none"> <li>- Kōkiri Marae (Tihei Rangatahi) running their programmes from the old Clubhouse space at Treadwell Hall.</li> <li>- Tuhura Tech expanding from one session in Te Mako in 2025, to four across the city.</li> <li>- Voice of Aroha using Community Funding to run Youth Empowerment Programmes in the Hutt and Porirua.</li> <li>- Team Naenae Trust partnering with HCC to facilitate their Youth Organisations Forum for 2026.</li> </ul>	Looking into building these relationships and partnerships into more sustainable models across the board.
	Regular rangatahi engagement	<p>Ongoing hui with Te Ranga Kairangi</p> <ul style="list-style-type: none"> <li>- Fortnightly at War Memorial Library</li> <li>- Provides a direct mechanism for rangatahi voice</li> </ul>	Strengthening relationships with education providers and youth

		<ul style="list-style-type: none"> <li>- Leads to more collaboration with projects for rangatahi by rangatahi School visits with both secondary and tertiary providers</li> <li>- 7 visits to classes and 1 assembly visit so far in Term 1.</li> <li>- English Teaching College chambers visit and Dowse Tour in February.</li> <li>- Second year of RSS sessions completed and plans for third year already in the works.</li> </ul> <p>Delivery of programmes across hubs and libraries (180+ activations, 900+ attendees)</p> <ul style="list-style-type: none"> <li>- Regular holiday programmes at various hubs</li> <li>- DJ Classes at War Memorial</li> <li>- Tuhura Tech at WML, Wainuiomata and Walter Nash Centre</li> <li>- Streetball kaupapa and The Lounge at Koraunui Hub</li> <li>- Active Hours a Wainuiomata Hub</li> <li>- Games on and Common Room at Naenae Hub</li> <li>- Moerā Moves at Moerā Hub</li> </ul>	organisations to bring their services into Council places and spaces.
	Regular meetings between council and partners	RCF regularly engaging with local rangatahi organisations. In the first quarter of 2026 meetings have been held with: <ul style="list-style-type: none"> <li>- Ministry of Education</li> <li>- Voice of Aroha</li> <li>- The Electoral Commission</li> <li>- Enviroschools</li> </ul>	Continuing to meet with new stakeholders as they come up, whilst also maintaining meaningful relationships with existing partners.

		<ul style="list-style-type: none"> <li>- Young Enterprise</li> <li>- Youth Inspire</li> <li>- St Orans Highschool</li> <li>- Taita College</li> <li>- Naenae College</li> <li>- English Teaching College</li> <li>- Salvation Army</li> <li>- Vibe</li> <li>- South Wairarapa District Council</li> <li>- Wellington City Council</li> <li>- Tuhura Tech</li> <li>- Te Ranga Kairangi</li> <li>- Zeal</li> <li>- Nuku Ora</li> <li>- Te Toi Mahana</li> <li>- Sacred Heart College</li> </ul>	
	<p>Baseline rangatahi engagement</p>	<p>Through relationships built over the last year, stakeholders have been more willing to participate with Council kaupapa:</p> <ul style="list-style-type: none"> <li>- An increase in sessions per school for the RSS sessions. Last year it was only one per school, this year we held 3 per school.</li> </ul> <p>Wide network of rangatahi organisations connected via RCF:</p> <ul style="list-style-type: none"> <li>- School contacts spreadsheet built to help navigate kura outreach</li> <li>- Catalogue of rangatahi contacts from Rangatahi Newsletter kaupapa now used as regular broadcast platform for community or council kaupapa.</li> </ul>	<p>Building and maintaining these relationships so that when we send out various kaupapa, we can rely on these connections to spread the word.</p> <p>Working to encourage futher collaboration across the Youth Sector in the Community, not just with HCC.</p>

Goal 4 – Use data and insights to inform effective engagement with rangatahi	Stocktake of existing rangatahi data and insights	Constant review of Council Programming (see Goal 2 Action 1) and how these programmes provide insights for future engagements/projects: <ul style="list-style-type: none"> <li>- The lower number of RSS results from 2024</li> <li>- Engagement in Council Programmes</li> <li>- History of TAYDN and the role of HCC in the Youth Sector</li> </ul>	Using the insights from RSS 2025 and 2026 submissions to inform future decisions.  Use programmes developed in 2025, and insights gathered on the ground to make Civic Education Tools for rangatahi and other communities of interest.
	Review Engagement approach	Regular internal meetings with the Engagement Team to actively review the Action Plan.	Looking to raise awareness of the plan throughout Council. Starting with Rangatahi Programming rōpū, NHLS and Connected Communities.
	Effectively capture, use and share new data and insights to inform effective engagement	RSS data being used to inform decisions moving forward. So far, insights have been used to: <ul style="list-style-type: none"> <li>- Establish Te Ranga Kairangi</li> <li>- Direct RCF and staff where to engage with rangatahi (in person and through school etc.)</li> </ul> Regular interaction with Te Ranga Kairangi resulted in: <ul style="list-style-type: none"> <li>- Establishment of a “Youth Advocacy Group” as opposed to a “Student Leaders Network. Wording is more welcoming and inclusive for a wider range of rangatahi.</li> <li>- The initial launch of Council Tiktok.</li> </ul>	Work with RSS team to make the impact of the RSS results more prominent in wider council kaupapa.  Launch a Rangatahi Survey alongside Te Ranga Kairangi to gain more generic feedback from rangatahi in the Hutt.

		<ul style="list-style-type: none"> <li>- Development of Elections Kaupapa and Civics workshops targeted at rangatahi.</li> <li>- Feedback on Te Wai Takamori – Streetscapes projects.</li> </ul>	
	<p>Keep up to date with new and creative ways to engage rangatahi including meeting with other councils</p>	<p>Working closely with other Councils throughout 2025-26:</p> <ul style="list-style-type: none"> <li>- South Wairarapa District Council: Elections Wananga planned for April.</li> <li>- Porirua City Council: Regular hui with Electoral Commission.</li> <li>- Horowhenua District Council: Tour of Te Takeretanga o Kurahaupō Youth Space influenced establishment of The Lounge kaupapa at KSV Hub.</li> <li>- Palmerston North City Council: Tour of Palmy Youth Space influenced establishment of The Lounge kaupapa at KSV Hub.</li> </ul> <p>Rangatahi Community Facilitator attended Involve conference in August 2025:</p> <ul style="list-style-type: none"> <li>- Networks built locally, regionally and nationally.</li> <li>- Mahi Tuturu report used to inform direction of mahi.</li> <li>- Connections made with Ara Taiohi, looking to be involved in 2027 conference being hosted in Wellington regions.</li> </ul>	<p>Workshopping wananga to deliver at the end of April. Looking to use as a pilot for similar kaupapa in the Hutt.</p>

**22 April 2026**
**Report no: CCCRC2026/2/93**

## Update on Council's climate change work

### Purpose of Report

1. Officers provide a regular update on key climate change work to implement Council's organisational carbon target and [Council's Carbon Reduction and Climate Resilience Plan \(CRP\) 2021-31](#), facilitate a reduction in city-wide emissions in line with the [Lower Hutt Climate Action Pathway](#), and address climate change impacts.

### Recommendations

That the Committee:

- (1) notes the update on climate change work streams currently underway; and
- (2) notes that updates are only provided for those projects or activities where significant progress has been made, or where significant changes have occurred since the [previous full annual update on 3 September 2025](#).

### Reducing Council's organisational carbon emissions

#### *Council facilities*

2. Huia pool reopened to the public in March 2026, now fully electrified. Four out of Council's six aquatic facilities now utilise electricity for heating the pools, while the Wainuiomata summer pool and Stokes Valley Pool still run on gas. There are budgets in place for electrifying these pools in the next five years.
3. The focus has now shifted to the Dowse Art Museum, electrifying this heating system is expected to reduce emissions by 121tCO<sub>2</sub>-e annually.
4. Work to install a solar array on the new Te Ngaengae Pool is in the planning stage, with procurement scheduled to commence in May 2026.

#### *Vehicle fleet*

5. Council Group's vehicle fleet is now 94% electric (either full electric or plug-in hybrid electric vehicles), across a total of 63 vehicles.
6. 15 out of the 59 EVs are plug-in hybrid vehicles (PHEV). However, their number is expected to reduce over the next 12 months, as some earlier models will be replaced with pure EVs, now that relevant vehicle models with AWD capability are available.

7. There are four diesel utes remaining: one at Seaview Marina, one at Urban Plus Limited, and two at Council. The two vehicles at Council will likely be swapped for plug-in hybrid alternatives within the next three months.
8. Officers support council-controlled organisations with advice regarding their vehicle replacements, as the emissions from these vehicles appear in Council's organisational carbon footprint.

#### ***Heavy EV Charging Hub at Silverstream landfill***

9. A further two EV charger satellites are due to be installed at the hub in May 2026, which enables charging of two additional kerbside trucks.

### **Reducing city-wide carbon emissions**

#### ***Low Carbon Acceleration Fund (LCA Fund)***

10. The third round of the Low Carbon Acceleration (LCA) fund will be open between 1 and 31 May 2026, with the decision-making meeting occurring on 29 June 2026.
11. The third LCA funding round is run concurrently with the Community Climate Action Fund and the Resilient Communities Fund.
12. Applications are welcome from any organisations that meet the criteria:
  - Must be a legal entity (business or trust)
  - Project must result in permanent emissions reductions
  - Project must occur in Lower Hutt City
13. Enquiries can be directed to [lcafund@huttcity.govt.nz](mailto:lcafund@huttcity.govt.nz)

#### ***Electrify the Hutt events***

14. The local not for profit organisation Electrify the Hutt is hosting various free public meetings and events over the next few months, to provide information to residents on home electrification. Events are scheduled for Central Hutt, Wainuiomata, and Stokes Valley. Further information is available at <https://electrifythehutt.nz/events>.
15. Electrify the Hutt also organised a "Watts Inside" Solar and Electric Home Tour in March 2029, where residents could connect directly with Eastern Bays homeowners who have already electrified their homes.
16. The initiative resulted in the following outcomes and learnings:
  - a. The tours were almost sold out at 94%, with 85 attendees
  - b. A survey identified 100% customer satisfaction (compared to the Electrify the Hutt expo satisfaction rating of 88%); 92% considered the homeowner conversations as the most valuable element, and 56% intended to get a solar quote within the next six months
  - c. Projected impact based on the intentions: \$434K-\$954K in household electrification investment potential (solar, EVs, heat pumps); 25-57 tonnes CO<sub>2</sub> reduction potential

## **Adapting to climate change**

### *Development of GRIT tool*

17. On 8 April 2026, the Regional Adaptation Project steering group approved the approach for building the Geospatial Resilience Information Tool (GRIT), the aim of which is to present existing hazard information across the region on a consistent basis and in one place.
18. To build this tool, GWRC will take a hybrid approach by using internal GIS staff to develop a large proportion of the tool while contracting out specialised parts of the tool to externals with specific expertise.
19. This approach is expected to be the most cost-effective as it makes the most of existing in-house capacity and capability while also making the most of specialised expertise where needed.

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

20. This report responds directly to the need to reduce carbon emissions and respond to climate change by providing a regular update on Council's key carbon reduction and climate change response initiatives.

### **Targeted Operating Model (TOM) considerations**

21. There are two pools that still run on gas, and while there are budgets in place for decarbonising these pools in the next five years, they will be subject to Council decisions in the context of the Targeted Operating Model and potential changes.

### **Consultation**

22. There are no consultation considerations.

### **Legal Considerations**

23. There are currently no legal considerations.

### **Financial Considerations**

24. There are currently no financial considerations.

### **Appendices**

There are no appendices for this report.

**Author:** Miriam Randall, Senior Advisor - Climate and Sustainability

**Reviewed By:** Jörn Scherzer, Head of Climate, Waste and Resource Recovery

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



**TO:** Chair and Members  
Connected Communities, Climate and Resilience Committee

**FROM:** Jenny Young, Democracy Advisor

**DATE:** 23 April 2026

**SUBJECT:** CONNECTED COMMUNITIES, CLIMATE AND  
RESILIENCE COMMITTEE FORWARD PROGRAMME 2026

### Purpose of Memorandum

1. To provide the Connected Communities, Climate and Resilience Committee (the Committee) with a Forward Programme of work planned for 2026.

### Recommendation

That the Forward Programme for 2026, attached as Appendix 1 to the report, be received and noted.

### Background

2. This Committee supports Council in ensuring healthy, vibrant and resilient communities and the natural environment through partnerships, overseeing community wellbeing initiatives, environmental sustainability efforts and the city's climate change response.
3. The Forward Programme for 2026 provides a planning tool for both members and officers to coordinate programmes of work for the year. The programme is attached as Appendix 1 to the report.

### Overview

4. The Forward Programme is a working document and is subject to change on a regular basis.
5. The Forward Programme is indicative at this stage and will be updated ahead of the final agenda to reflect confirmation from report writers and any necessary adjustments to timing or sequencing.

### Appendices

No.	Title	Page
1↓	Connected Communities and Climate Resilience Forward Programme 2026	65

**Author:** Jenny Young, Democracy Advisor

**Reviewed By:** Kate Glanville, Senior Democracy Advisor

**Approved By:** Kathryn Stannard, Head of Democratic Services

### Connected Communities and Climate Resilience Committee Forward Programme 2026

Description	Author / Business Unit	Cycle 3 30 Jun	Cycle 4 15 Sep	Cycle 5 25 Nov	Pending
Committee Forward Programme	Democracy Advisor	✓	✓	✓	
Regular update on climate change work	Climate, Waste and Resource Recovery	✓	✓	✓	
Asset Review Update	Neighbourhoods & Communities	✓	✓	✓	
Reserves Investment Strategy Long Term Plan Reset	Neighbourhoods & Communities	✓			
Six-monthly update on Biodiversity Strategy	Parks and Reserves		✓		
Six monthly City Safety Update	City Safety Manager			✓	
Te Herenga Kairangi - Rautaki Māori	Senior Policy Advisor		✓		
Six monthly Homelessness Update	Head of Connected Communities		✓		

Description	Author / Business Unit	Cycle 3 30 Jun	Cycle 4 15 Sep	Cycle 5 25 Nov	Pending
Six monthly Rangatahi/Youth Engagement Update	Community Facilitator – Rangatahi			✓	
Mouri Ora Fund	Head of Connected Communities		✓		
Smokefree Outdoor Public Places Policy	Policy Advisor				✓
Annual report on progress against the Climate Action Pathway, Council’s Carbon Reduction Plan and WMMP Local Action Plan	Climate, Waste and Resource Recovery		✓		
Parks and Reserves Work Programme 2026/27	Parks and Reserves	✓			
Six monthly Emergency Management Update	Emergency Management		✓		
Review of Cemetery Services	Parks and Reserves				✓