



# KOMITI RATONGA O TE AWA KAIRANGI HUTT VALLEY SERVICES COMMITTEE

23 April 2026

Order Paper for the meeting to be held in the  
Council Chambers, Level 2, Upper Hutt City Council,  
838-842 Fergusson Drive, Upper Hutt,  
on:

**Friday 1 May 2026 commencing at 9:30 am**

## Membership

Cr N Shaw, HCC (Chair)  
Cr B Dyer, HCC  
Cr M Tonga-Grant, HCC  
Cr TA Puketapu, HCC

Cr B Hammond, UHCC (Deputy Chair)  
Cr A McLeod, UHCC  
Cr D Welch, UHCC  
Cr T Ultra, UHCC

Cr K Yung, HCC (Alternate)

Cr E Holderness, UHCC (Alternate)

For the dates and times of Hutt City Council meetings, please visit  
[www.huttcity.govt.nz](http://www.huttcity.govt.nz)

## KOMITI RATONGA O TE AWA KAIRANGI | HUTT VALLEY SERVICES COMMITTEE (Joint Committee)

This is a joint committee of the Hutt City Council and Upper Hutt City Council.	
<b>Membership:</b>	Each Council appoints four [4] members and an alternate member who may act in the event that a regular member is absent. The Chair alternates annually between the two Councils, the change takes place after the final meeting of each year.
<b>Meeting Cycle:</b>	Hutt Valley Services Committee meets quarterly or as required.
<b>Quorum:</b>	Four [4] members, two [2] members of each Council
<b>Delegated Authority:</b>	To consider and make recommendations to the two Councils.

### **PURPOSE:**

The Hutt Valley Services Committee is responsible for considering the coordination of activities of the two Councils in respect of matters affecting the Hutt Valley as a whole and waste disposal services in particular.

**KOMITI RATONGA O TE AWA KAIRANGI**  
**HUTT VALLEY SERVICES COMMITTEE**

Meeting to be held in the Council Chambers, Level 2, Upper Hutt City Council,  
838-842 Fergusson Drive, Upper Hutt on  
Friday 1 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	<i>Connected, united, affirmed!</i>

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. MINUTES**

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**6. WASTEWATER JOINT VENTURE UPDATE 1 FEBRUARY**  
**31 MARCH 2026**

Report No. HVSC2026/2/3 by Wellington Water Limited 11

7. **QUARTERLY REPORT ON THE SILVERSTREAM LANDFILL**  
 Report No. HVSC2026/2/29 by the Waste & Resource Recovery Manager,  
 Hutt City Council 23
8. **AKATĀRAWA CEMETERY UPDATE**  
 Report No. HVSC2026/2/87 by the Open Spaces and Facilities Manager,  
 Upper Hutt City Council 74
9. **HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME  
 2026**  
 Report No. HVSC2026/2/30 by the Democracy Advisor 86
10. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**
- |                          |  |
|--------------------------|--|
| Unuhia!                  | <i>Release us from the supreme sacredness of our</i> |
| Unuhia!                  | <i>tasks</i>   |
| Unuhia i te uru-tapu-nui | <i>To be clear and free</i>                          |
| Kia wātea, kia māmā      | <i>in heart, body and soul in our continuing</i>     |
| Te ngākau, te tinana, te | <i>journey</i>                                       |
| wairua i te ara takatū   | <i>Oh Rongo, raise these words up high</i>           |
| Koia rā e Rongo          | <i>so that we be cleansed and be free,</i>           |
| whakairihia ake ki runga | <i>Yes indeed, we are free!</i>                      |
| Kia wātea, kia wātea!    | <i>Good and peaceful</i>                             |
| Ae rā, kua wātea!        |  |
| Hau, pai mārire.         |  |

Jenny Young  
 DEMOCRACY ADVISOR, HUTT CITY COUNCIL

HUTT CITY COUNCILKOMITI RATONGA O TE AWA KAIRANGI  
HUTT VALLEY SERVICES COMMITTEE

Minutes of a meeting held in the Council Chambers,  
2nd Floor, 30 Laings Road, Lower Hutt on  
**Friday 6 March 2026 commencing at 9:30 am**

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**PRESENT:** Cr N Shaw, HCC (Chair) Cr B Hammond, UHCC (Deputy  
Chair)  
Cr B Dyer, HCC Cr A McLeod, UHCC  
Cr M Tonga-Grant, HCC Cr D Welch, UHCC  
Cr TA Puketapu, HCC Cr T Ultra, UHCC

**APOLOGIES:** There were no apologies.

**IN ATTENDANCE:** Cr K Yung, HCC  
J Griffiths, Director Strategy and Engagement, HCC (part  
meeting)  
A Blackshaw, Director Neighbourhoods and Communities  
J Livschitz, Group Chief Financial Officer, HCC  
M Ryan, Community Services Group Manager, UHCC  
H Bell, Water Services Advisor, HCC (part meeting)  
M Vest, Waste and Resource Recovery Manager, HCC  
J Lawson, Open Spaces and Facilities Manager, UHCC  
K Glanville, Senior Democracy Advisor, HCC  
F Murphy, Governance Advisor, UHCC

PUBLIC BUSINESS

The Director Strategy and Engagement opened the meeting.

## 1. OPENING FORMALITIES - KARAKIA KAUNIHERA

Tuia te mana akiaki	<i>Sow the seeds of courage</i>
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Kia tipu, kia puāwai	<i>To grow and prosper</i>
E ripo ngā wai	<i>There are ripples in</i>
O Te Awa Kairangi	<i>Te Awa Kairangi</i>
He Kaitiaki ki te whenua	<i>There are Kaitiaki on the land</i>
He oranga taiao	<i>Protected environment</i>
He oranga tangata	<i>Thriving people</i>
Haumi e, hui e Taiki e!	<i>Connected, united, affirmed!</i>

## 2. APOLOGIES

There were no apologies.

## 3. ELECTION OF CHAIR

The Director of Strategy and Engagement called for nominations for the chair of the Hutt Valley Services Committee. Cr Hammond nominated Cr Shaw for the position of chair, and Cr Tonga-Grant seconded the motion.

RESOLVED: (Cr Hammond/Cr Tonga-Grant)

**Minute No. HVSC 26101**

*"That Cr Shaw, Hutt City Council be elected Chair of the Hutt Valley Services Committee for 2026."*

Cr Shaw assumed the Chair.

## ELECTION OF DEPUTY CHAIR

The Chair called for nominations for the Deputy Chair of the Hutt Valley Services Committee. The Chair nominated Cr Hammond for the position of Deputy Chair, and Cr Ultra seconded the motion.

The Chair called for any other nominations, and as there were none, she put the motion.

RESOLVED: (Cr Shaw/Cr Ultra)

**Minute No. HVSC 26102**

*"That Cr Hammond, Upper Hutt City Council be elected Deputy Chair of the Hutt Valley Services Committee for 2026."*

## 4. PUBLIC COMMENT

There was no public comment.

5. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflicts of interest declarations.

6. **PROPOSED MEETING DATES FOR 2026**

Report No. HVSC2026/1/7 by the Democracy Advisor

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

**Minute No. HVSC 26103**

*"That the Committee:*

(1) *agrees to adopt the following schedule of meetings for 2026:*

(a) *Friday, 1 May 2026 at 9.30am (Upper Hutt City Council);*

(b) *Friday, 18 September 2026 at 9.30am (Hutt City Council);*

(c) *Friday, 27 November 2026, at 9.30am (Upper Hutt City Council);*

(2) *agrees to adopt the following schedule of pre agenda meetings for 2026:*

(a) *Tuesday, 21 April 2026 at 10.00am;*

(b) *Tuesday, 8 September 2026 at 10.00am;*

(c) *Tuesday, 17 November 2026, at 10.00am*

(3) *agrees that the pre agenda meetings for 2026 will be held via Microsoft Teams; and*

(4) *delegates authority to the Chief Executives of the two Councils, in consultation with the Chair, to alter the date, time or venue of a meeting, or cancel a meeting should circumstances require this."*

7. WASTEWATER JOINT VENTURE UPDATE 1 OCTOBER 2025 - 31 JANUARY 2026

Report No. HVSC2026/1/1 by Wellington Water Limited

Blair Johnson, Head of Wastewater Contracts, Steve Hutchison, Chief Advisor – Wastewater, Luke Rushton, Programme Delivery Lead, and Jeremy McKibbon, Group Manager, Treatment and Control Systems from Wellington Water Limited were in attendance for the item.

Jeremy McKibbon, WWL elaborated on the report. He advised that effluent compliance at Seaview remained non-compliant, with improvement dependent on renewal works. He said that repairs in the leak in the main outfall pipe at Marine Parade, Eastbourne, were underway, with temporary wastewater diversion to the Waiwhetū Stream in place. He added that completion was expected early next week. He further advised that Stage 2 of the odour treatment project had been commissioned, with an independent report confirming the success of Stages 1 and 2, which would inform options for Stage 3. He also noted that the UV replacement project was in progress, and construction of the new sludge dryer had commenced.

A member noted possible odour complaints relating to the transport of wet sludge to the Silverstream Landfill, which may have been lodged through Upper Hutt City Council channels, and suggested there may have been a miscommunication between councils. The Water Services Advisor advised that he would look into this.

In response to members' questions regarding target dates for completion of the strategic plan for the outfall pipeline renewal, Steve Hutchison advised that the relevant dates were not available at the meeting and would be confirmed and reported back to the Committee.

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

**Minute No. HVSC 26104**

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

## 8. QUARTERLY REPORT ON THE SILVERSTREAM LANDFILL

Report No. HVSC2026/1/16 by the Waste & Resource Recovery Manager, Hutt City Council

The Waste and Resource Recovery Manager (HCC) elaborated on the report, advising that following the February 2026 severe weather event, a temporary green waste fee waiver at Silverstream Landfill resulted in a significant surge in demand. A total of 3,697 vehicle drop-offs and 626 tonnes of green waste were received over 13 days. He said this was equivalent to approximately three and a half months' volume. He acknowledged that this had placed considerable pressure on landfill operations, increasing traffic and workload, and commended staff for effectively managing the response.

In response to members' questions about the potential use of odour monitors near surrounding communities, the Waste and Resource Recovery Manager advised that he would report back on their potential benefits.

The Chair suggested that odour monitoring, particularly during the delivery of wet sludge to the landfill, be considered and requested that officers investigate this matter and report back to the committee.

In response to members' discussion on odour consent conditions and complaints from Upper Hutt residents, a member noted that complaints may be directed to Upper Hutt City Council rather than Hutt City Council. It was suggested that this be followed up to ensure all complaints were appropriately captured and investigated.

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

**Minute No. HVSC 26105**

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

## 9. AKATĀRAWA CEMETERY UPDATE

Report No. HVSC2026/1/2 by the Open Spaces and Facilities Manager, Upper Hutt City Council

The Open Spaces and Facilities Manager, UHCC, elaborated on the report.

In response to members' questions regarding tikanga Māori hand-washing facilities outside the cemetery gates, the Open Spaces and Facilities Manager advised these had been considered as part of the development. She would confirm that the facilities met tikanga requirements and that the proposed tank water supply was fit for purpose.

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

**Minute No. HVSC 26106**

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

10. **HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME 2026**

Report No. HVSC2026/1/17 by the Democracy Advisor

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

**Minute No. HVSC 26107**

*"That the Committee receives and notes the Forward Programme for 2026 attached as Appendix 1 to the memorandum."*

11. **QUESTIONS**

There were no questions.

12. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!	<i>Release us from the supreme sacredness of our tasks</i>
Unuhia!	<i>To be clear and free</i>
Unuhia i te uru-tapu-nui	<i>in heart, body and soul in our continuing journey</i>
Kia wātea, kia māmā	<i>Oh Rongo, raise these words up high</i>
Te ngākau, te tinana, te wairua i te	<i>so that we be cleansed and be free,</i>
ara takatū	<i>Yes indeed, we are free!</i>
Koia rā e Rongo whakairihia ake ki	<i>Good and peaceful</i>
runga	
Kia wātea, kia wātea!	
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business, the Chair declared the meeting closed at 10.35am.

Cr N Shaw  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 1st day of May 2026**

**16 April 2026****Report no: HVSC2026/2/3**

## **Wastewater Joint Venture Update 1 February - 31 March 2026**

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### **Purpose of Report**

1. The purpose of this report is to update the Committee on matters relating to the bulk wastewater system shared by the two cities.

### **Recommendations**

That the Committee notes the information in this report.

### **Background**

2. The report provides information to the Committee on matters relating to wastewater assets, which make up the joint venture.

### **Seaview WWTP Treatment Plant Operations**

3. The Seaview Wastewater Treatment Plant (WWTP) is operated under the Regional Wastewater Treatment Plant Services Contract with Veolia. This is a 10-year contract.
4. The plant became non-compliant for faecal coliforms consent parameters in September and for suspended solids in December. Faecal coliforms remain non-compliant, but suspended solids parameters are back in compliance at the time of writing this report. Effluent compliance remains challenging and can take time to restore when the process becomes out of balance. The current compliance issues can be attributed to several asset breakdowns earlier in the year. The biological process stabilised and is trending towards compliance, except for faecal coliform compliance, which remains problematic. This is being further investigated. The upcoming thermal dryer shutdown is being carefully planned and managed to avoid further impact on the process. Additional sampling of the biology (the bacterial type) of the process has recently been implemented.

5. There were six discharge events recorded for this reporting period. Four of the discharges were authorised discharges, and two were unauthorised discharges. Three authorised discharges occurred during wet weather when the capacity of the Main Outfall Pipeline was exceeded, and fully treated wastewater was bypassed to the Waiwhetū Stream. The other authorised discharge resulted from an emergency repair to the Main Outfall Pipe. This repair necessitated a drain down of the pipe, with numerous scour valves opened along the pipe to drain the fully treated wastewater. Two unauthorised discharges occurred in February due to a mains power failure, resulting in partially treated (undisinfected) wastewater being discharged via the long outfall at Pencarrow. The backup power supply at the plant does not currently provide power to the UV disinfection unit. A project is underway to replace the backup power system, including backup power to the UV unit.
6. There were no infringements or formal warnings issued by Greater Wellington Regional Council (GW) in this reporting period.
7. GW issued five Please Explain (PX) letters for Seaview WWTP over the reporting period. These PX letters are seeking an explanation, respectively, to unauthorised discharges of partially treated wastewater to Pencarrow (17 and 21 January), effluent quality (faecal coliforms and suspended solids) and a discharge of objectionable and offensive odour beyond the boundary of the plant on 11 February, as assessed by GWRC.
8. Planned maintenance to the thermal dryer is planned to commence on 20 April for 10 days. Works will be undertaken on various components of the dryer, including the primary mixer, rollers, recycle silo, and the lifting flights within the dryer barrel. During the shutdown, dewatered sludge cake will be transported to Silverstream Landfill. There is a heightened risk of odour from this activity. An extensive communications programme is being undertaken in the lead-up to the shutdown. This programme includes letter drops to residential properties and businesses, personal visits to close plant neighbours and residential areas, email notifications and social media activity.
9. The outfall management plan has been reviewed and updated, and the scope for outfall medium-term renewals was delivered to Veolia in December. The project may include renewals of the vortex valve and actuator, replacement of the flow meter, and refurbishment or renewal of the effluent pumps. The renewal works are planned to be delivered in stages, to be completed by the end of FY2026/27. An update on the long-term outfall plan can be found in items 24-26.
10. A leak in the Main Outfall Pipe under Marine Drive, Eastbourne, was reported, and urgent repair works commenced on 3 March. The repair required draining the MOP to allow entry into the pipe for the repair works. Fully treated wastewater was discharged to the Waiwhetu Stream during the repair. The leak was successfully repaired. During the repair, another non-urgent leak was detected. This will require repair during the consented maintenance shutdown window (May-July).

11. A description of equipment and process risks by each area of the treatment plant is attached as Appendix 1 to the report.

### **Odour Treatment Update**

12. There were two odour complaints recorded in the reporting period, one in February and one in March. The assessment on 11 February was deemed offensive and objectionable by GWRC. A Please Explain letter was issued for this (refer to item 7). The frequency of odour complaints has reduced dramatically since odour control works were undertaken. A graphical representation of the odour complaints received by Wellington Water for Seaview WWTP is shown in Appendix 2.
13. Four of five new odour monitors have been successfully installed at the WWTP and in the community, and the live data is publicly available. Discussions with Gracefield Primary School to install the fifth and final monitor continue, and the monitor is expected to be installed soon.
14. The Odour Control Renewal Project Stage Two physical works were completed with the milliscreen building odour treatment and new biofilter fans commissioned mid-December. The independent assessment of the effectiveness of the Odour Control Project has been issued to GWRC as required under the “to-do” Abatement Notice A1111. We have not received GWRC’s response at the time of writing.

### **Other Treatment Plant Projects Update**

15. Milliscreens: As previously reported, the ten milliscreens will be replaced, with six being replaced between FY24-27 and the remaining four between FY27-29. Procurement of the first six milliscreens has been approved, with a target of installing four units by January 2027. Fabrication of the new units has commenced.
16. Primary Sedimentation Tanks (PST): All four PST’s have been mechanically refurbished, with the last tank completed in August 2025. These highly mechanised components of the plant require constant close monitoring. PST 4 is operating but a cross connector is offline and will require a drain down to inspect and repair. This work has been pushed back due to the dryer shutdown works and other project work already underway.
17. UV Renewal Project: Installation of the temporary bypass UV system is complete and commissioning is underway. Once commissioned, replacement of the UV equipment in the first of two channels can begin. The project has been delayed due to operational considerations of the temporary channel. The project is expected to be completed in November 2026.

18. Back-up Power Supply Project: The objective of this project is to provide a reliable backup power supply to all process-critical components of the plant, to avoid unconsented discharges during power supply issues. The scope includes replacing existing, aged generators and adding a backup power supply to the UV disinfection unit, which does not have backup power currently. Preparation of the design and build package is in progress to expedite delivery, with the intent to head to market in Q2 FY25/26. The physical work will commence upon completion of the UV renewal project, due to site interdependencies.
19. Aeration System Renewal Project: The aeration system provides air to the biological treatment process. The scope of this project is to replace ageing blowers (air compressors) to avoid failure, install new control valves and instrumentation to improve the control and efficiency of the system, which will improve biological control and reduce odour and compliance risk. Works have progressed well with the new control valves and instruments installed. Work is forecast to be completed by the end of FY25/26. Some of the works may flow into FY26/27 to accommodate the scheduling of other project work within the plant.
20. RAS (Return Activated Sludge) System Renewal Project: the scope of this project is to replace ageing equipment to avoid failure, increase redundancy and improve the reliability of the RAS/WAS (Waste Activated Sludge) system. The Concept Design stage is currently being finalised. RAS/WAS systems are part of the solids handling processes of the plant.
21. The Seaview WWTP dryer replacement project is tracking to an accelerated programme for the new dryer to be in operation by December 2027. The preferred dryer supplier has been selected, and manufacturing of the two new dryer units is underway. An order for the boilers has been placed with the manufacturer. Groundwork for the project has commenced. Resource consent applications have been initiated. Key risk mitigations include ground investigations to address poor ground conditions and close liaison with Wellington Electricity on the electrical upgrade.
22. There are no updates to the Clarifier Renewal project in this report.

### **Other Projects Update**

23. A Capital Project Update is not available at this time.

### **Consent Renewal Update**

24. The Resource Management (Duration of Consents) Amendment Act 2025 reinstates resource consents operating under section 124 of the Resource Management Act 1991. As a result, the Seaview intermittent discharge consent, which expired on 1 February 2018, is reinstated and now expires on 31 December 2027. The Planning Bill (clause 17, schedule 1) proposes a further extension which, if kept in the Bill when it is passed, would mean that this consent will be extended a further 24 months.

25. Prior to the extension of the expiry of the consent Wellington Water had been actively considering the application of the Wastewater Environmental Performance Standards (WEPS), alongside the other relevant plan provisions under the Natural Resources Plan, to the intermittent discharge. This work will continue. Wellington Water is considering the consenting of the intermittent discharge alongside the re-consenting of the main treated wastewater discharge (the resource consent for the main discharge expires on 25 August 2031).
26. Wellington Water will continue to engage with Greater Wellington Regional Council regarding the status of this application.

### **Seaview WWTP Main Outfall Pipeline Renewal and Strategic Plan**

27. The Seaview WWTP Main Outfall Pipeline renewal project continues to work with the Seaview rūpū to develop a strategic plan for the future of the Hutt Valley wastewater network. The rūpū includes representatives from Wellington Water, Upper Hutt City Council, Hutt City Council, mana whenua, and GW (as an observer).
28. Work is in progress to assess and score the long list of options using the agreed Options Assessment Framework. A shortlist of options to carry forward is expected by June 2026. The shortlist will then be put through a stress-testing process to identify the sequence of options that performs best over time. The strategic plan, including preferred options, sequencing, and high-level investment recommendations, is expected by December 2026.
29. In parallel, we are exploring options for renewal of the Seaview Main Outfall Pipeline (MOP) to address issues with its capacity and condition. Solutions for the MOP will impact the Seaview wastewater treatment plant and upstream infrastructure. The challenges are interconnected, so the preferred option for renewal of the Outfall Pipeline will be determined once the strategic plan is complete. This integrated approach ensures that future investments in the wastewater network are resilient and aligned with community and environmental priorities. Work is currently in progress to develop options for renewal or refurbishment of the Outfall Pipeline.

### **Community Engagement and Consultation**

30. A regular monthly newsletter update is being circulated (sent directly) to Seaview WWTP's interested parties list, which includes members of the community, mana whenua, councils and GW. This is receiving good engagement. Copies of the newsletters can also be accessed on WWL's website <https://www.wellingtonwater.co.nz/projects/seaviewwwtp?tab=6>
31. Proactive communications continue to be undertaken in the form of maintenance notifications, outage notifications, regular project updates and monthly dashboards.

32. Plant performance dashboards, including updates relating to the odour management project, are posted on WWL's Seaview Wastewater Treatment Plant website page and updated monthly.
33. Community communications regarding plant discharges to the Waiwhetū Stream and Pencarrow outfall have been undertaken as per standard protocol.

### Legal Considerations

34. GWRC issued five PX letters during the reporting period, as noted in Item 7.

### Other Considerations

35. There are no other considerations currently.

### Appendices

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**Author:** Wellington Water Limited




**Author:** Hamish Bell  
Advisor Water Services, Hutt City Council







**Approved By:** Jenny Livschitz  
Group Chief Financial Officer, Hutt City Council









**Appendix A: Risk Description by Process Area**







Legend:













Risk Rating







Symbol	Indication
	No issue
	Asset risk being managed by either reactive renewals, spares and/or asset redundancy
	Major asset risk

Process Area	Initial Risk Rating	Current State	Mitigating Measure	Residual Risk Rating after investment up to the end of FY2026/27
<b>SCADA and Instrumentation</b>		No known issues with the SCADA, which was recently renewed in 2021. Some of the process monitoring instrumentation on site require replacement and can be improved through instrumentation renewal.	An Instrumentation renewal project is underway and is targeted to be completed in early 2026.	
<b>Trade Waste Pumping Station</b>		Performing as expected. No known issues.	Spare pumps are being procured to increase reliability.	
<b>Milliscreens</b>		The milliscreens are rated poor, based on the last condition assessment. 9 of 10 screens are currently functional, with the last one being completely unserviceable.	Milliscreen replacement project is underway and is currently in planning phase. Reactive renewal work and maintenance are being undertaken until the replacement project is complete. Target to complete the replacement of 6 units by end of FY26/27.	

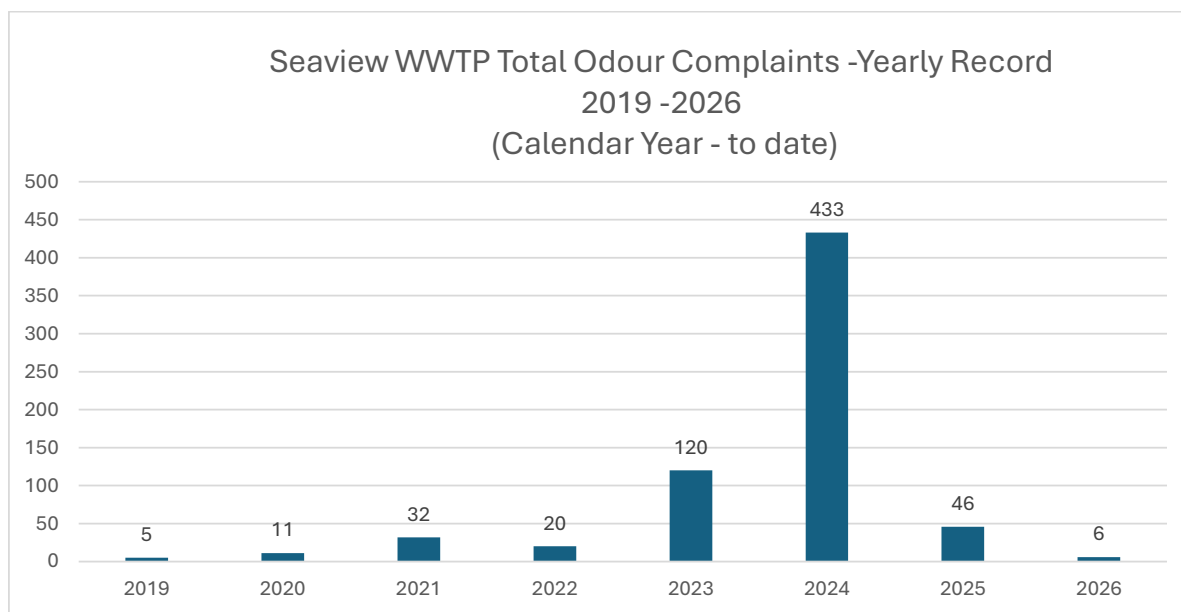
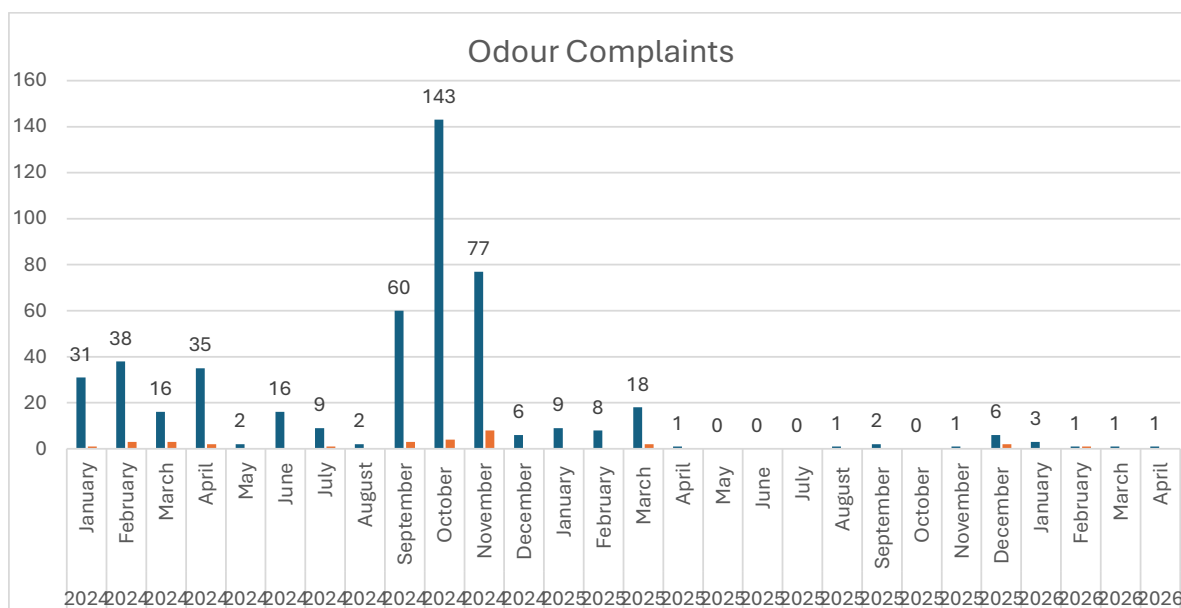
Process Area	Initial Risk Rating	Current State	Mitigating Measure	Residual Risk Rating after investment up to the end of FY2026/27
<b>Screening Handling System</b>		The screening press is operational but is recommended to have a new press body and a new set of screws due to leaking of wash and screenings through the press. The leaking stream is odorous and hazardous, though contained within the building.	A project is underway to replace the screening wash press, target completion Q1 FY26/27.	
<b>Primary Sedimentation</b>		Average Total Suspended Solids (TSS) removal rate is around 60% when all 4 tanks are operating. All 4 Primary Sedimentation Tanks (PST's) are operational and recently refurbished. The primary sludge pumps are obsolete and performance has deteriorated.	A project is underway to replace the obsolete sludge pumps with a pump selection report already completed.	
<b>Grit Removal System</b>		Refurbishment has been recently completed and the system is currently operating well.		
<b>Contact Stabilisation (Biological Aeration)</b>		The site has a poor Dissolved Oxygen (DO) control and is unable to maintain the optimum DO levels for the process. Poor DO control causes the growth of filamentous bacteria, which causes poor settling sludge. The 3 existing blowers are unreliable due to age. Ceramic air diffusers are also past their useful life which	All three blowers are operational and have been refurbished. The Aeration project is underway to replace control valve diffusers and blowers.	

Process Area	Initial Risk Rating	Current State	Mitigating Measure	Residual Risk Rating after investment up to the end of FY2026/27
		reduces blower efficiency.		
<b>Secondary Clarification</b>		The Return Activated Sludge (RAS) pumps are obsolete and in poor condition. 3 out of 4 pumps are operational. Clarifiers 1 and 2 share a single RAS pump. The waste activated sludge (WAS) pump is functional but is past its useful life. Condition of the mechanical parts yet to be determined but it is still functional.	Two new RAS pumps have been installed. A long-term project is underway to replace the RAS and WAS Pump Stations.	
<b>UV Disinfection</b>		The UV disinfection system is in poor condition and causing consent non-compliance due to poor disinfection performance. Further investigation underway.	A major component refurbishment is complete. There are other components that still need to be replaced or modified such as the wiper system. A long-term project is underway to replace the unit, expected completion by November 2026.	
<b>Storm Tank</b>		Filling of storm tank and the discharge to stream occurs almost simultaneously during wet weather events. The storm tank is initially filled by gravity and is unable to retain the excess flow above the Pencarrow outfall capacity. Some of the	A project to replace the obsolete mechanical parts is planned.	

Process Area	Initial Risk Rating	Current State	Mitigating Measure	Residual Risk Rating after investment up to the end of FY2026/27
		mechanical parts are obsolete and requires replacement.		
<b>Effluent Pump Station</b>		One out of three pumps are operational with only one pump connected to the generator.	Two pumps operational, Motor replacement is in progress. Pumps replacement is currently being planned.	
<b>Primary Sludge Thickening (Gravity Thickener)</b>		No known issues. Operating satisfactorily.		
<b>Secondary Sludge Thickening (DAF)</b>		The system has been overloaded due to the extended dryer outage and not performing as expected.	DAF Process has stabilised.	
<b>Sludge Blend Tank Storage</b>		No known issues. Operating satisfactorily.		
<b>Sludge Dewatering</b>		Sludge dewatering is not operating at optimum conditions. The centrifuge units are approaching their end of useful life. The control panels are obsolete and requires replacement.	The control panel replacement is progressing well with 1 panel being commissioned in September, final completion target in December. The completion of the control panel renewal will resolve the immediate operational issue. A larger Solids Handling Upgrade project is currently being prepared to renew the whole solids handling system over the next 5 years.	
<b>Dryer</b>		The dryer is in poor condition and requires replacement.	Component renewals and increased maintenance is being undertaken while the long-term replacement project is underway. Target completion for	

Process Area	Initial Risk Rating	Current State	Mitigating Measure	Residual Risk Rating after investment up to the end of FY2026/27
			the new dryer is December 2027.	
<b>Odour Control</b>		The odour control system is in poor condition which requires refurbishment and renewal of the biofilter. The current performance of the odour control system is unsatisfactory causing consent non-compliance and generating complaints from the public.	Odour Control System Renewal is in progress with the works on the biofilter now complete, and the works on the milliscreen room treatment completed. Deodorisers will be used only during maintenance activity or process upset which may cause odour.	
<b>Backup Power Supply</b>		The generators are past their useful life but are still operational. UV disinfection system is not connected to the backup power supply which results in unconsented discharges.	Backup Power Supply Project is in progress.	
<b>Outfall</b>		The outfall capacity is currently around 1,200+ L/s versus the consent required capacity of 1,520 L/s at 27m head.	Result of the initial condition assessment has been provided. The delivery of "like for like" renewal recommended in the report is currently planned to occur on the next maintenance period of May-July 2026 while long term strategy is still being developed.	

Appendix B - Odour Complaint Statistics



**09 April 2026**

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**Report no: HVSC2026/2/29**

## **Quarterly report on the Silverstream Landfill**

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1. The purpose of the report is to update the Committee on the development, operation and quarterly performance of Silverstream Landfill, alongside information on any associated decarbonisation and waste minimisation initiatives.

### **Recommendation**

That the Committee receives and notes the information.

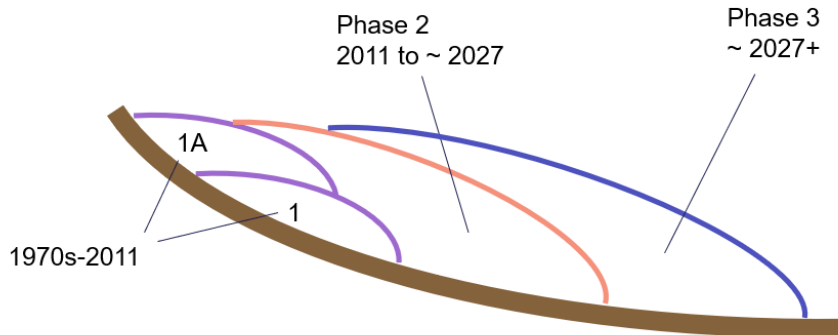
### **Background**

2. The landfill accepts a range of mixed waste for disposal. While three landfills in the Wellington region accept municipal waste, Silverstream is the only lined Class A landfill, which means it must meet various strict regulatory, siting, design and operational requirements.
3. The operation of the landfill is required to meet obligations under the Resource Management Act, the Hutt Valley Trade Waste Bylaw, the Climate Change Response Act and related legislation, the Waste Minimisation Act and relevant Council waste minimisation and climate change objectives.
4. The landfill also requires ongoing capital investment to create 'airspace' that can be used for the disposal of residual waste. Capital investment is staged to develop disposal capacity as required, with timing periodically re-evaluated based on forward projections of the quantity of material accepted for disposal.

### **Development and construction**

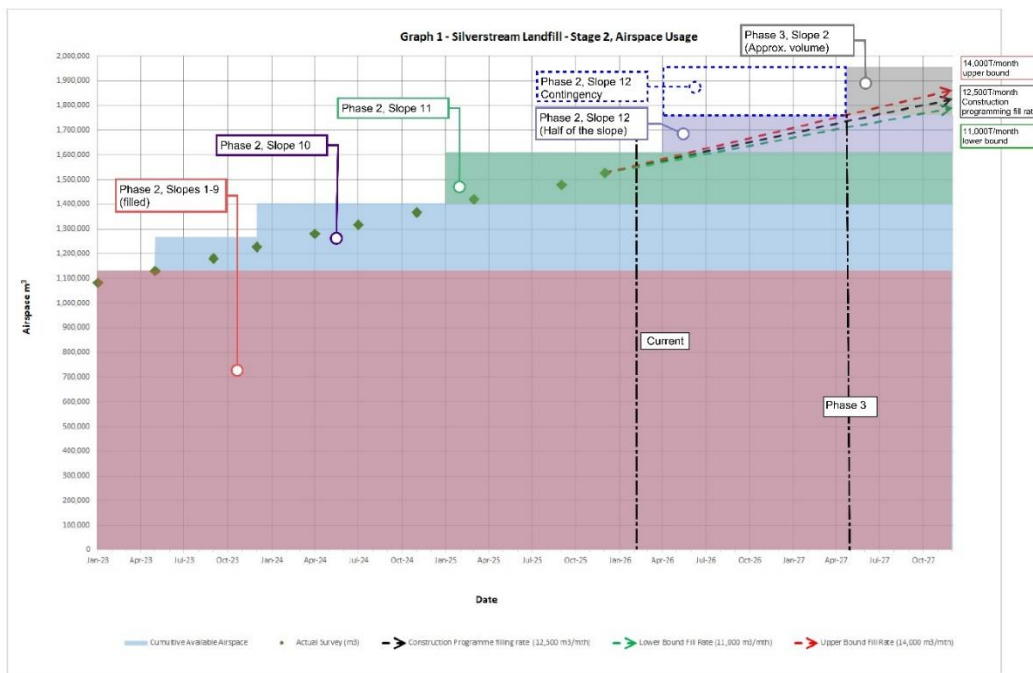
5. Construction work in relation to the new Phase 3 of the landfill is currently progressing, with some work not on the critical path delayed to FY26/27. All critical path works are on track. As a result, no impact or delay is expected for the overall programme and the planned commencement of Phase 3 operations.

- Filling of Phase 3 is scheduled to begin in 2027 from the new toe bund at the base of the gully and move up to meet Phase 2. To recap, the landfill's construction phases are shown below.



- Figure 1 below shows the air space usage for Silverstream landfill in relation to the planned completion of new slopes and the new Phase 3.

Figure 1: Air space utilisation at Silverstream Landfill

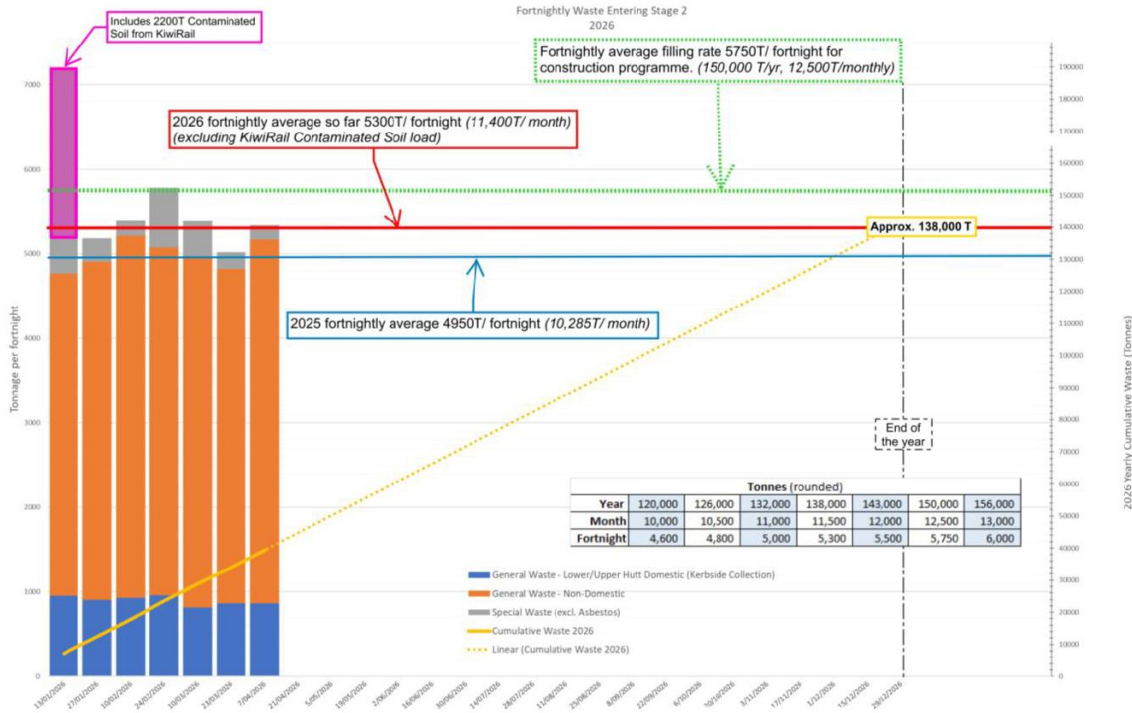


### Waste volumes

- The amount of waste deposited in the first quarter of 2026 is higher than in 2025 (see Figure 2). However, overall waste volumes continue to be subdued, compared to the original volume assumption of 150,000t per annum used for budgeting purposes. This is likely because of continued lower than expected economic activity, including in the development and construction sector.

9. Lower waste volumes also mean that revenue is tracking below expectations, leaving aside the long term benefits of reducing waste. Looking ahead, for the FY 26/27 waste volume assumptions have been lowered to about 134,400 tonnes per annum as part of the current Annual Plan development process, to align with more recent actuals.

Figure 2: Fortnightly waste volumes



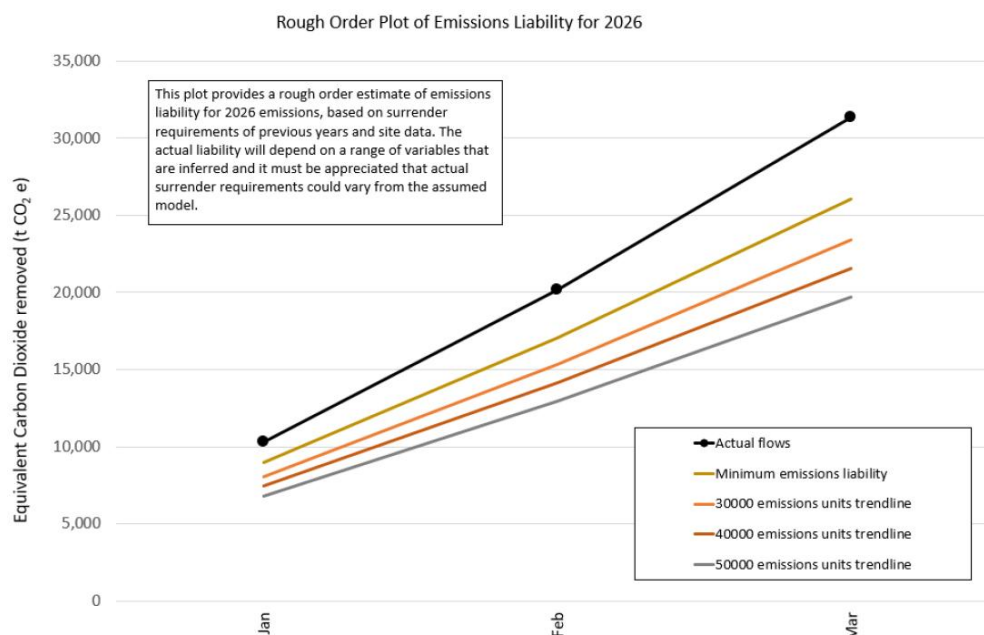
**Health and safety**

10. For the period from January to March 2026, no significant health and safety incidents occurred that resulted in injury or lost time.

**Greenhouse gas emissions from waste disposal**

11. LMS owns and operates the power plant and supplementary flare. Council monitors the effectiveness of LMS’s performance in relation to Council’s emissions liability under the NZ Emissions Trading Scheme (ETS). High effectiveness of gas extraction and destruction ensures that Council can minimise emissions and its liability under the ETS.
12. The emissions performance for the period January to March 2026 is on track to achieve the minimum liability under the Emissions Trade Scheme (ETS), in line with Council’s objectives to minimise residual emissions.

Figure 3: ETS liability monitoring



## Environmental performance

13. A summary of environmental performance for January to March 2026 is shown in Appendix 1 attached to the report.
14. The summary references management trigger levels being exceeded, which require investigation or mitigation measures to be undertaken as part of an adaptive management approach. Overall, the landfill remained compliant with its consent conditions.
15. Sediment control continues to present a significant challenge due to the extent of ongoing construction activities and associated ground disturbance.
16. To improve sediment management, the sediment pond was drained, and accumulated sediments were removed during March 2026, with works continuing through to mid-April. Approximately 6,000 m<sup>3</sup> of sediment have been removed. This increased capacity, along with additional improvements such as an enhanced forebay, will significantly improve the performance of the sediment pond.

Figure 4: Sediment removal from sediment pond, and sludge pit for removed sediment



17. The landfill received several odour complaints on 25 March 2026. This was associated with works to extend the existing sludge pit for sediments removed from the landfill's sediment pond. Once the works were completed, odour levels returned to normal.
18. Officers have previously investigated, and have recently revisited, options for automated odour monitoring at Silverstream. The outcome remains unchanged. From a technical perspective, landfill and sludge-related odours consist of complex mixtures of compounds rather than a single identifiable substance, and there are currently no reliable instruments capable of detecting these mixtures in a way that meaningfully reflects real-time odour impacts. While some instruments can measure specific compounds (e.g. hydrogen sulphide, H<sub>2</sub>S), many commonly used electrochemical sensors are significantly influenced by meteorological conditions such as humidity and temperature. For these reasons, when assessing odour at the landfill, officers utilise trained personnel to map odour patterns in the field. The human nose remains the most reliable tool for this purpose, with "calibration" involving a structured one-day testing process to ensure an individual's sensitivity to odour is within an appropriate range.
19. Officers have followed up with Upper Hutt City Council (UHCC) regarding how odour complaints originating in Upper Hutt should best be managed. UHCC has confirmed that processes are in place to redirect relevant complaints to Hutt City Council (HCC).

#### **Silverstream forest development and reverse sensitivity risk for landfill operation**

20. The Guildford Timber Company Ltd owns the land north of Silverstream landfill and has been listed as a project under the Fast Track Amendment Act to develop 1,500 – 2,040 residential dwellings in the immediate vicinity of Silverstream Landfill ([link](#)).

21. A recently completed Reverse Sensitivity Analysis identifies risks to landfill operations, including increased costs and constraints, and highlights a risk to HCC's ability to secure a new consent past 2039. Refer to Appendix 2 attached to the report. Note: Portions of the document in Appendix A of the Reverse Sensitivity Assessment have been redacted by the originating source. The document is sourced from publicly available information on the Fast-track website and represents the only information held by Hutt City Council.

#### **Asbestos destruction demonstration**

22. The EDL Asbestos destruction demonstration plant is scheduled to arrive at Silverstream landfill by the beginning of May 2026.
23. On Thursday, 21 May 2026, a group of 40–50 subject matter experts attending the WasteMINZ 2026 conference are scheduled to visit the asbestos destruction demonstration plant, highlighting strong interest in this innovative technology being trialled at Silverstream Landfill.

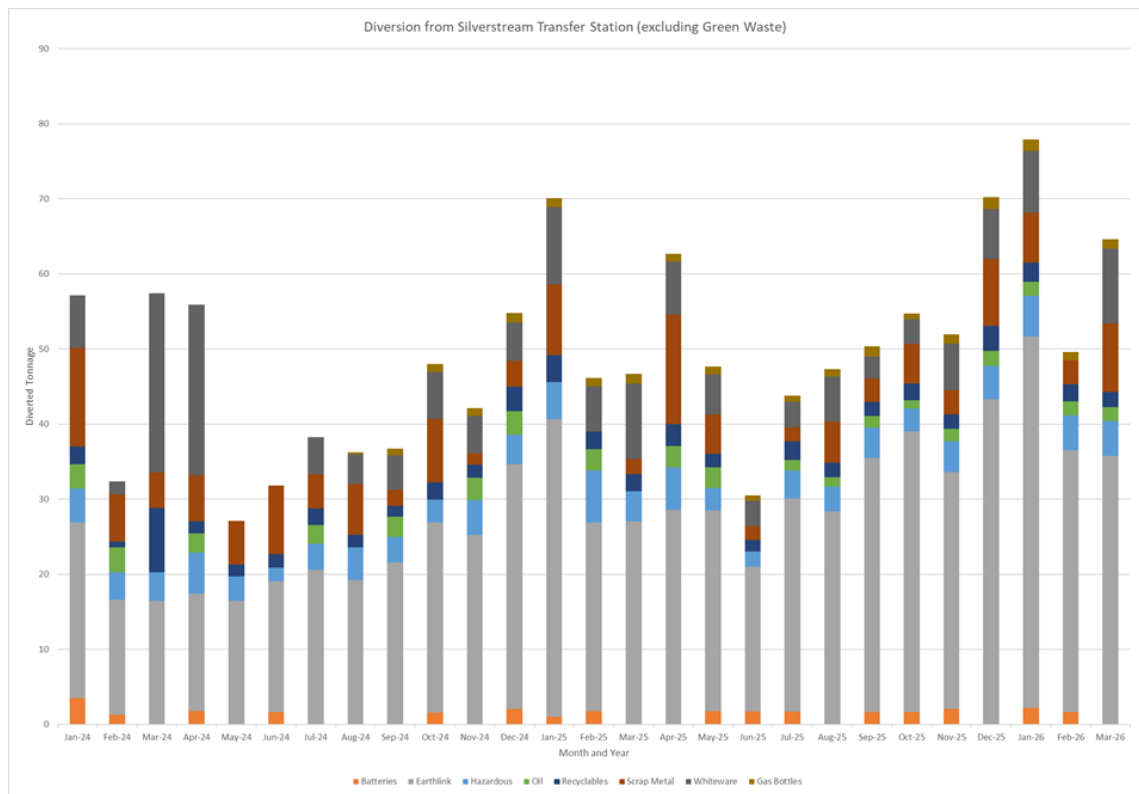
#### **Development of a soil and aggregate recovery facility**

24. This project remains on track, with the next key milestone being the funding decision by MfE, expected in May 2026.

#### **Silverstream Zero Waste Hub improvements**

25. Officers are currently investigating two additional waste streams for diversion – treated timber and plasterboard. Initial findings are promising, with further confirmation pending.
26. Silverstream's transfer station continues to achieve high diversion rates. A temporary decrease in February 2026 is likely attributable to increased landfill traffic during the two-week green waste waiver period, with some customers deferring other drop-offs until March.
27. The figure below excludes green waste diversion, which typically averages around 200 t per month. Following a severe weather event on 15–16 February 2026 that caused significant tree damage, HCC implemented a 13-day green waste disposal fee waiver at the Silverstream Landfill. This led to a substantial increase in green waste volumes, with over 3,697 transactions recorded, totalling 626 t during the waiver period alone.

Figure 5: Diversion (excluding green waste) from transfer station



**New Heavy EV Charging Hub**

28. A further two EV charger satellites are scheduled to be installed in May 2026, to enable charging of an additional two kerbside trucks. Officers are working with WM to consider the next tranche of on-site machinery and/or vehicles due for electrification.

**Climate Change Impacts and Considerations**

29. Minimising waste, diverting recyclables from landfill, and recovering reusable materials (such as the potential addition of C&D diversion opportunities, diverting biosolids, etc) contribute to a more circular economy. These activities reduce the need to extract further resources from the environment and the associated energy use.

30. To help achieve a reduction in operational emissions at the landfill, Council’s operational and capital works contracts include emission reporting and reduction requirements for both Waste Management NZ and Leach & Co Ltd. In addition, a Heavy EV Charging Hub is in place to enable the electrification of on-site machinery and/or vehicles. Both contractors now operate some electric vehicles on site, including a 20t electric loader operated by Waste Management NZ.

31. Regarding emissions from the landfill itself (methane), a power plant and supplementary flare operated by LMS are in place to destroy methane and emissions as much as possible.

### Consultation

32. There is no consultation required.

### Legal Considerations

33. There are no identified legal considerations arising from the matters discussed at this time.

### Financial Considerations

34. There are no direct financial implications arising from this report.

### Appendices

No.	Title	Page
<a href="#">1</a>	Appendix 1 - Dashboard Jan to Mar 2026	31
<a href="#">2</a>	Appendix 2 - Reverse Sensitivity Assessment	32

**Author:** Matthias Vest

Waste & Resource Recovery Manager, Hutt City Council

**Reviewed By:** Jörn Scherzer

Head of Climate, Waste and Resource Recovery, Hutt City Council

**Approved By:** Jarred Griffiths

Director Strategy and Engagement, Hutt City Council

# Silverstream Environmental Quarterly Report for the Hutt Valley Services Committee (January to March 2026)



## Monitoring effort during the quarter

### Number of samples taken, or surveys and assessments completed

- Gas surveys - 5
- Groundwater samples - 15
- Surface water visual assessments - 12
- Surface water samples - 12
- Leachate measurements - 2 (Flow monitored 24/7)

Refer to individual sections for detailed information on any exceedances.

### Legend

- → Complies with consent conditions
- → At least one exceedance of trigger levels
- → Consent exceedance

## Leachate

### Leachate quality results:

There were no exceedances of leachate trade waste conditions.

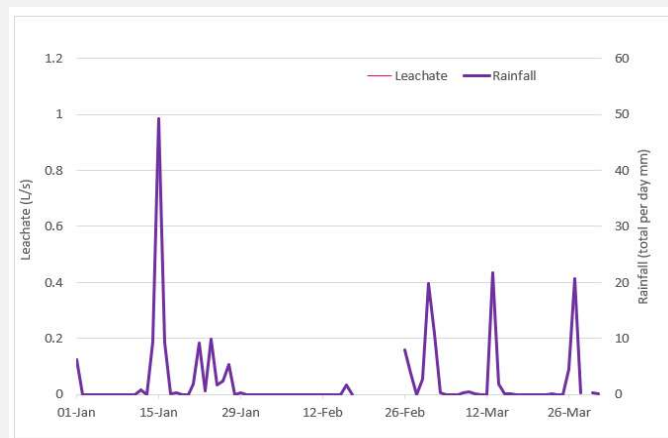
### Leachate flow volume (m3) to Seaview Wastewater treatment plant:

January	February	March
11418	7456	No data

The leachate flow meter was down and needs replacing, therefore, the values in the table above are estimates.

### Daily leachate flow and rainfall

Total rainfall = 203.7 mm



Note: no leachate data available.

## Water

### Groundwater monitoring locations



### Groundwater analysis

Three exceedances were recorded for ground water quality parameters in the quarter. None were likely to be related to the presence of leachate.

### Surface water monitoring locations



### Surface water analysis

No exceedances were recorded for any surface water quality parameters in January.

In February there was an exceedance of pH at SW2A. The likely cause of this does not appear to be related to leachate at the landfill. There were no pH exceedances recorded in the March monitoring round.

In March there were exceedances of ammonia at SW2A and chloride and at SW3A. These exceedances are likely related to the storm event occurring on 15 and 16 February causing two chambers on the tradewaste line to surcharge, leading to leachate entering the Sediment Retention Pond. The water in the pond was diverted to tradewaste.

Visual surface water assessments are also carried out monthly and no exceedances were noted in the quarter.

## Tip stream (downstream of the landfill, SW4 ) visual assessment

SW4 Observation	January	February	March
Water Clarity	Clear	Clear	Slightly Cloudy
Foam	No	No	No
Odour	No	No	No
Algae	No	Minor	No
Flow	Low	Low	Low

## Gas

### Surface gas results

There were 44 methane concentration exceedances at 100mm above the landfill surface in the quarter. Remediation at each location is carried out upon instruction by T+T.

### Gas probe results

No methane exceedances (>5% CH4 by volume) for either of the two probes located outside the landfill footprint.

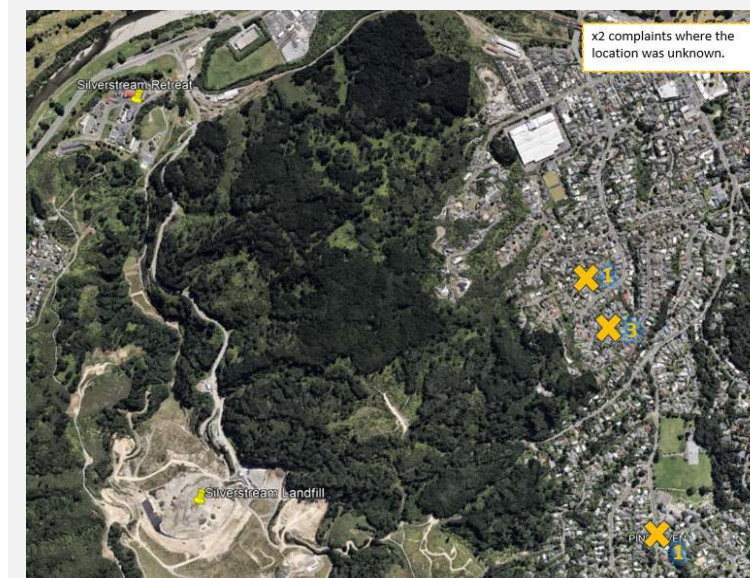
### Gas collected

Parameter	Unit	January - March
Gas flow rate	m3/hr	1333
Methane concentration	%	49

## Odour

Months	January	February	March
Complaints	1	0	6
Total in Quarter	7		

### Known locations of complaints





8 April 2026

Job No: 8662300.2526.2000.001

Hutt City Council  
30 Laings Road  
Lower Hutt Central  
Lower Hutt 5010

Attention: Matthias Vest

Dear Matthias

## Reverse Sensitivity Assessment - Silverstream Landfill Guilford Timber Company development: Silverstream Forest

### 1 Introduction

Hutt City Council (HCC) owns and operates Silverstream Landfill, located on Reynold Bach Drive, Lower Hutt. The landfill property is located at the Council boundary with the Upper Hutt City Council (UHCC). The property located immediately to the southeast and northeast of Silverstream Landfill is located within UHCC and was previously used for forestry purposes. This land is now proposed to be developed by the Guildford Timber Company, as 'Silverstream Forest' residential development.

The Silverstream Forest project is a listed project in the Fast Track Approvals Act 2024, which provides an alternate pathway for obtaining the relevant resource consents and approvals for the project.

This letter provides a reverse sensitivity assessment with respect to the Silverstream Forest project given its close proximity to Silverstream Landfill. Figure 1.1 below depicts the proposed development in relation to Silverstream Landfill, refer to Appendix A for the full Silverstream Forest concept plan.

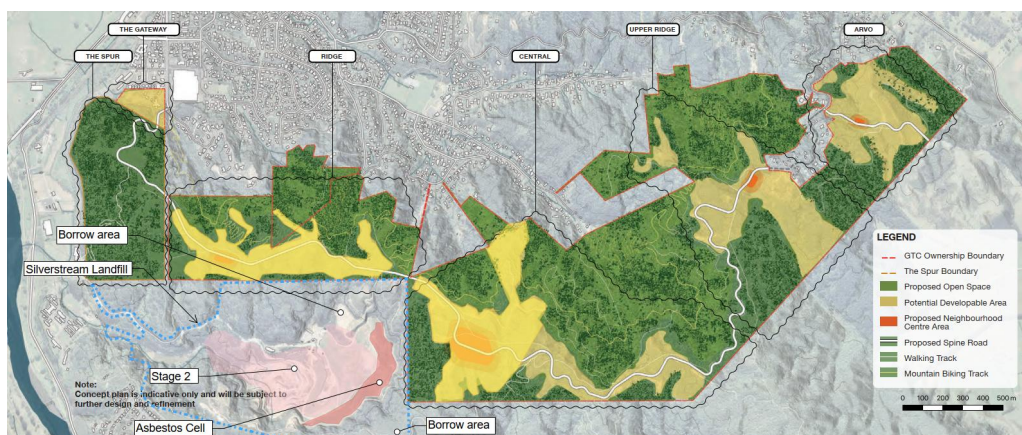


Figure 1-1: Silverstream Forest Development in relation to Silverstream Landfill (Source of base figure Studio Pacific Architecture Silverstream Forest Concept Masterplan, May 2024)

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## 2 Understanding and approach

Reverse sensitivity occurs when sensitive activities, such as residential properties or places of education or worship, locate where they may be adversely affected by industrial or noxious activities. Allowing sensitive activities to establish close to industry can have adverse effects on the health, safety or amenity values of people. Furthermore, it can limit the ability of the existing legally established industry or noxious activity to operate efficiently and with long-term certainty. It also has the potential to affect the economic and safe operations of such activities.<sup>1</sup>

The definition of reverse sensitivity in the Upper Hutt District Plan 2025 (District Plan) is:

*the vulnerability of an existing lawfully established activity to other activities in the vicinity which are sensitive to adverse environmental effects that may be generated by such existing activity, thereby creating the potential for the operation of such existing activity to be constrained.*

In the context of this assessment, a 'reverse sensitivity effect' could occur if discharges from a legally established activity (Silverstream Landfill) result in:

- Complaints relating to Silverstream Landfill due to the increase in housing proximity and density, and
- Silverstream Landfill being required to restrict its operation or implement more extensive mitigation measures to reduce effects, because of the increased housing proximity and density.

Because of the points above, resource consents to authorise the continued operation of Silverstream Landfill after the current consents expire may be more difficult to obtain, and constraints on landfill operations may be required to obtain resource consents.

Reverse sensitivity effects from landfills are most commonly related to amenity effects from noise, dust or odour as the nature of these effects are readily observable and linked to the sensitivity of the receiving environment (i.e., the same level of dust or odour emissions may have differing levels of effects depending on the nature of the receiving environment).

Residential activities and zones are sensitive to amenity effects because residents can spend a significant portion of the day at home, and because of the high amenity expectations of residents while at home.

This assessment considers the potential for reverse sensitivity effects on Silverstream Landfill as a result of the proposed change in land use resulting from the Silverstream Forest development.

## 3 Site and surrounding context

### 3.1 Silverstream Landfill

The site has been an operational landfill since the 1970s. The landfill operation has been developed in the following stages:

- Stage 1 is the original landfill that operated at the head of the gully from the 1970s to 1998.
- Stage 1A sits above Stage 1 and was constructed between 1998 and 2009. Stage 1A has a clay liner and leachate collection system. Filling in Stage 1A has ceased, but this area is still used for disposal of special waste, such as asbestos.

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<sup>1</sup> Ministry for the Environment. Good Practice Guide for Assessing Discharges to Air from Industry; 2016.

- Stage 2 is the current main area of filling down gully of Stage 1 and 1A. Filling in Stage 2 Phase 2 began in 2010. Stage 2 consists of a fully lined landfill, designed with a geo-synthetic plus clay lining system.
- Asbestos Disposal Cell (ADC) due to begin construction in 2027 and will be located above Stage 1A. (consented to 2058).

The existing current consents for Silverstream Landfill expire in 2039. Replacement consents will therefore be required to continue operating the landfill to its full capacity. Based on current waste disposal volumes and trends, the existing projections are for Stage 2 of Silverstream landfill to be at capacity sometime around 2055. However, the duration of active filling is uncertain as it is dependent on the volume of waste produced over time.

Figure 3.1 and Figure 3.2 below show the plan view and cross section of the Silverstream Landfill completed Stages to date and proposed future filling.

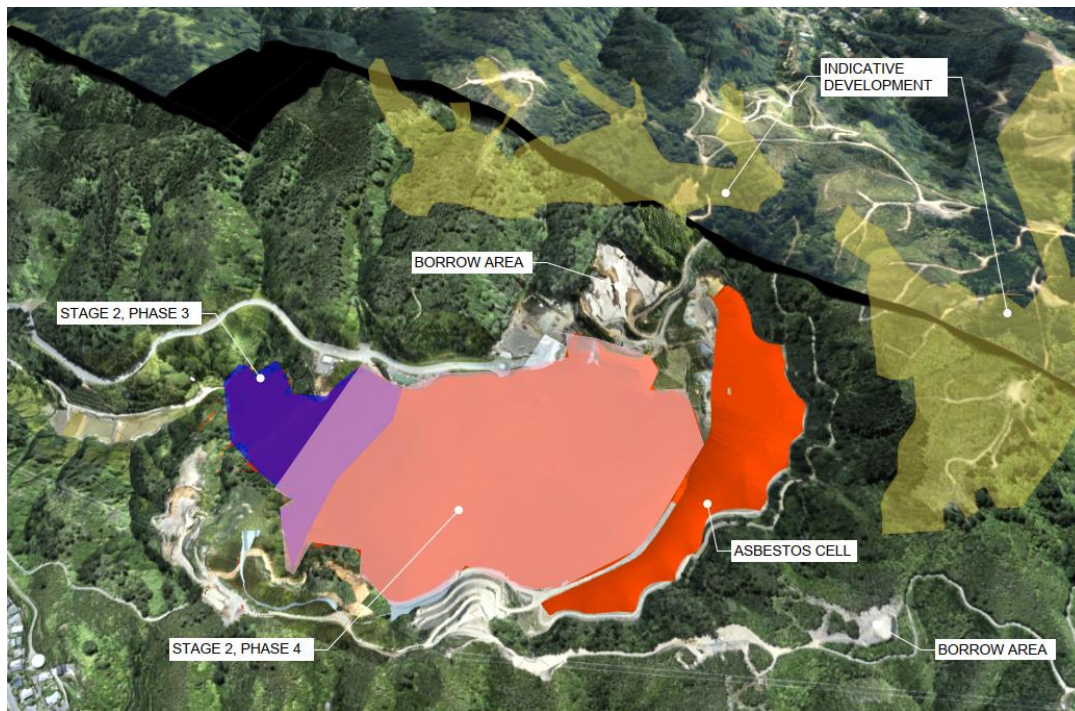


Figure 3-1: Plan view of Silverstream Landfill future development

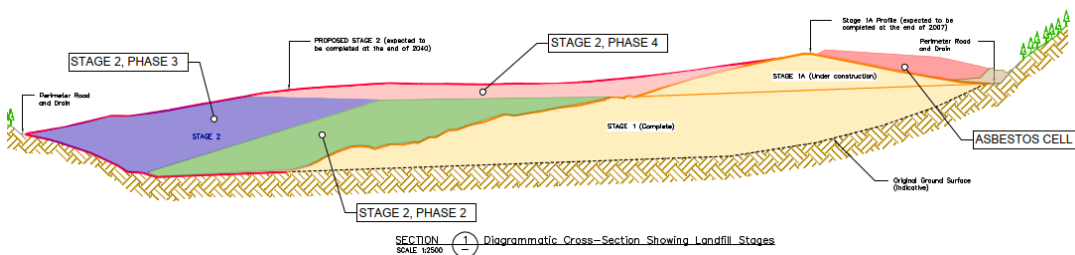


Figure 3-2: Stages of Silverstream Landfill filling and asbestos cell

Source T+T March 2026

The landfill is proposed to continue developing in the following order, particularly in relation to the adjacent northeast and southeast boundaries:

- 2025/2026 - Filling Stage 2 Phase 2, with construction for Phase 3 underway (middle and north of the landfill).
- 2026/2027 – Stage 2 Phase 2 – filling to commence, development of Asbestos Disposal Cell on Stage 1 (southern part of site furthest away from Phase 3) and filling to commence in Stage 2 Phase 3. (South, middle and North).
- 2027 to 2035 - Stage 2 Phase 3 development, Asbestos Disposal Cell development and filling (North and South).
- 2035 to 2037 – Continued filling in Stage 2 and asbestos disposal cell (North and South).
- 2037 to 2040 – Development Stage 2 Phase 4 and continued filling and asbestos disposal cell filling (middle of landfill).

### 3.2 Existing surrounding land use and zoning

Historically and to date the land to the north-east and south-east of Silverstream Landfill within UHCC jurisdiction has generally been used for forestry purposes. This land, now subject to the Silverstream Forest proposal, is currently zoned 'General Rural'. The District Plan describes the character of the General Rural zone as open and expansive with a relatively low density of buildings and vegetation being the dominant feature. The General Rural zone rules provide for various activities including farming activities, forestry, and minor structures. One residential unit per site is permitted, along with a family flat. Subdivision is permitted where the minimum lot size is 20 hectares.

### 3.3 Silverstream Forest development

The proposed Silverstream Forest development abuts the eastern and southern boundary of Silverstream Landfill. The boundary is currently approximately 250 m from the nearest landfilling activities at Silverstream Landfill although the borrow area activities are closer than this. The development includes rezoning, and is proposed to occur in stages.

A number of zones are proposed, including residential, neighbourhood centre, and open space. The concept plan for the proposed development is provided in Appendix A.

## 4 Potential effects of landfills

Landfills can result in various effects on the environment, including:

- Odour
- Noise
- Vermin
- Seagulls
- Flies and insects
- Litter

The potential for sub-surface migration of landfill gas is also a hazard that should be considered.

All of the above are managed by Hutt City Council within the requirements of the resource consents held for Silverstream Landfill, and Hutt City Council's desire to be a good neighbour.

The future development of Silverstream Forest was not considered as part of previous resource consent authorisations for the activities at Silverstream Landfill. However, the proposed

development will change the environmental context by replacing relatively low-sensitivity forestry activities with high-sensitivity residential properties.

This residential development associated with Silverstream Forest could be exposed to potential nuisance effects from landfill activities that conflict with the amenity expectations for residential sites. This may result in complaints from residents about the landfill activities, which in turn may result in limits on the operations and activities undertaken at Silverstream Landfill, and affect HCCs ability to obtain resource consents to continue operation Silverstream Landfill past the current resource consent expiry dates.

The potential nuisance impacts of Silverstream Landfill operations are discussed in more detail in the following sections.

## **4.1 Odour**

### **4.1.1 Overview of landfill odour**

Landfills generate odour from three primary sources: the active tipping face (working face), where fresh waste is exposed to air; the decomposition of waste within the landfill, generating odorous landfill gas; and landfill leachate, produced by the percolation of water through the landfill.

The level of odour that might be considered acceptable in an infrequently occupied forestry block (the existing situation) is higher than would be considered acceptable in a residential area (the potential future situation). Therefore, establishing new residential development closer than the current situation would increase odour sensitivity in the area around the landfill.

To assess the potential for reverse sensitivity effects from Silverstream Landfill, we have undertaken the following:

- Consideration of the separation distances to developable areas and comparison to relevant Australasian landfill buffer guidelines.
- Consideration of factors relevant to the dispersion of odours from the landfill within the local area.
- Consideration of field odour observations undertaken within the surrounding area of Silverstream Landfill.
- Consideration of recent historical odour complaints alleged to be in relation to Silverstream Landfill, including the quantity and locations of complaints received.

### **4.1.2 Landfill buffer guidelines**

Landfill buffer guidelines can inform land use and development decisions for areas surrounding an existing landfill. A landfill buffer is an area of land used to separate or manage incompatible land uses and prevent land-use conflicts. A landfill buffer may include several separation distance guidelines to avoid or manage a variety of risks, including risks to amenity and human health.

New Zealand does not have specific landfill buffer guidelines. For this reason, we have reviewed available Australian state buffer distance guidelines. The most recent and applicable of these guidelines is the Environmental Protection Authority (EPA) Victoria's Landfill Buffer Guideline<sup>2</sup>. The EPA Victoria guidance recommends buffer distances for putrescible (municipal) waste landfills based on the size of the tipping face.

We understand that Silverstream Landfill typically operates with a maximum tipping face size of around ~900 m<sup>2</sup>. The EPA Victoria Landfill Buffer Guideline recommends that, for municipal landfills with a tipping face of up to 900 m<sup>2</sup>, a minimum buffer of 500 m be maintained between the activity

<sup>2</sup> EPA Victoria. August 2024. *Landfill Buffer Guideline*. Publication 1950.

boundary<sup>3</sup> of the landfill and sensitive land uses to avoid or manage human health and amenity impacts. EPA Victoria notes that this may be varied based on an appropriate odour/landfill gas risk assessment or audit that demonstrates that an alternative buffer is acceptable.

Based on this landfill buffer, there is a potential for reverse sensitivity effects within the areas referred to as “Ridge” and “Central” zones in the proposed Silverstream Forest development masterplan (refer to Figure 3.1). The recommended 500 m buffer area includes most developable areas and the proposed neighbourhood centre within the “Ridge” zone, as well as the westernmost areas of the potential developable area and the proposed neighbourhood area within the “Central” zone.

#### 4.1.3 Local dispersion factors

Weather conditions, particularly wind speed and direction, can influence odour dispersion and the areas most likely to be impacted. During calm and low wind speeds (generally less than 3 m/s), the dispersion of odours can be reduced. Topography can also influence wind direction, particularly at low wind speeds, when winds tend to flow from higher to lower elevations. Conversely, under elevated wind speeds, wind is more likely to travel from lower to higher elevations.

HCC undertakes weather monitoring at the Silverstream Landfill. Analysis of on-site wind monitoring data for the years 2023 and 2024 indicates that the predominant wind direction is from the north-northwest, with a secondary prevalence of winds from the south. The “Central” zone of the proposed Silverstream Forest development is located within the predominant downwind direction from the landfill and may be subject to an elevated frequency of odours being received within this area. The Central zone of the Silverstream Forest development includes an approximate 100 m open space buffer, which provides some additional distance to the landfill. As filling of the landfill progresses towards the northwest (i.e., further from the Central zone), the intensity of odours received within developable areas of the Central zone is likely to decrease due to the increased separation distance.

#### 4.1.4 Field odour observations

A series of field odour observations was carried out on 24 February 2026 to inform the extent and intensity of landfill-related odours on a single operational day. The odour observations were undertaken between 12:30 pm and 1:50 pm at six monitoring locations at incremental distances from the working face. The field odour observations were undertaken by Sam Oliver, Senior Air Quality Scientist, who has a ‘calibrated nose’<sup>4</sup>.

Winds observed during the odour surveys were generally a light to moderate breeze (2.7-5.5 m/s) from the south. It was noted that winds were gusty with some variation in wind direction during these gusts.

Monitoring was undertaken as a set of discrete 10-minute odour surveys at each location, with odour intensity recorded every 10 seconds (60 observations per location). Odour intensity was recorded using the intensity scale provided in Table 4.1.

The monitoring locations were approximately 20 m, 50 m, 80-90 m, 150-200 m, and 250-300 m from the active working face. The percentage of time that landfill-related odours were detected in each 10-minute field odour survey is presented in Figure 4-1. The results indicate a clear reduction in

<sup>3</sup> The activity boundary is the outer boundary of the landfill activity that poses a landfill gas or amenity risk, such as a landfill cell (active, closed or future) or leachate pond.

<sup>4</sup> ‘Calibrated nose’ refers to someone who has been tested according to AS.NZS 4323.3:2001 screening procedure for an olfactometry panellist and met the individual threshold and standard deviation standards.

observed odour intensity with increasing distance from the active face, with only very weak or weak odours detected beyond 250 m.

The extent of monitoring on 24 February 2026 was limited by accessibility, with dense forestry beyond 300 m north of the working face. These observations represent a single daytime snapshot and do not characterise the full range of meteorological or operational conditions under which landfill-related odours may be detected off-site (for example, stable early morning or evening conditions when dispersion can be reduced).

**Table 4.1: Odour intensity scale for field odour observations**

Scale of intensity	Description of intensity	Explanation
0	No odour	No odour (the odour is below the detection threshold).
1	Very weak	The odour is present but cannot be described using precise words or terms and cannot be attributed to a source. Previous observations have identified the character and so the 'very weak' odour character has been inferred based on previous observations or later observations from the same survey.
2	Weak	The odour is present and can only be recognised when concentrating.
3	Distinct	The odour character is easily recognised, can be described, and may be attributed to a source. The assessor can smell it without any effort or focus on it.
4	Strong	The odour character is immediately recognised and can be attributed to a source. The odour is strong, but not to an extent that would prompt a physical reaction.
5	Very strong	The odour at this intensity is likely to be undesirable. The observer may consider moving from the area.
6	Extremely strong	The odour is extremely strong and may induce a physical reaction such as gagging or vomiting. An instinctive reaction would be to mitigate against further exposure (e.g., move away from the area or cover nose and mouth).

Note: The **Explanation** column has been created by T+T staff to aid in recording intensity in a consistent manner.

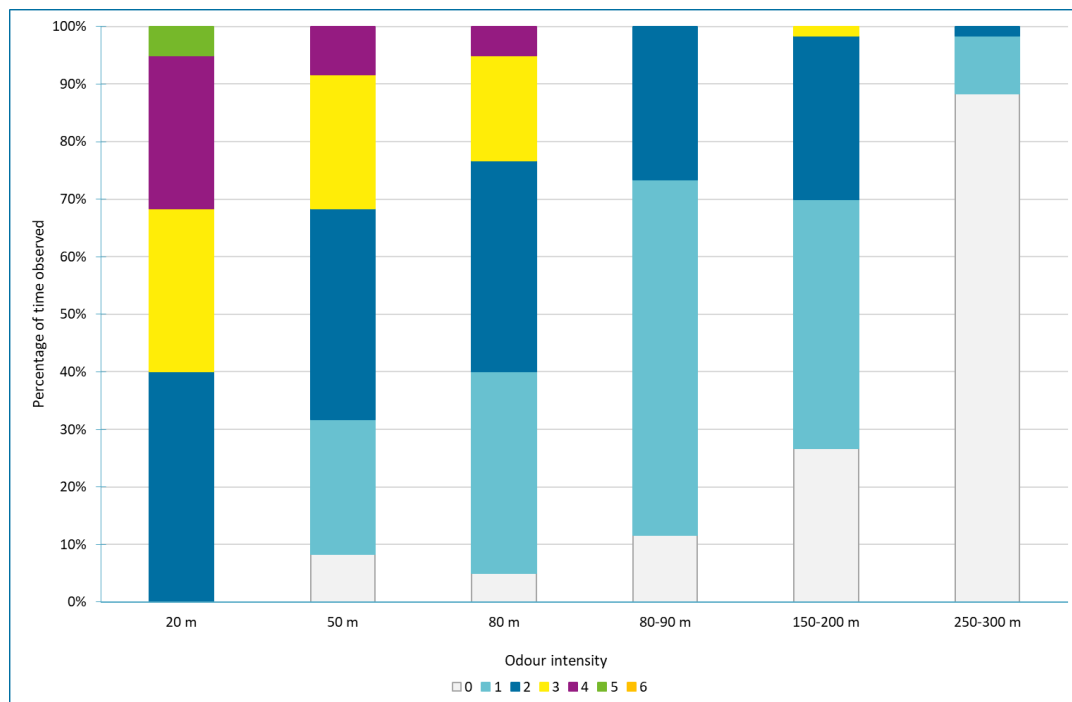


Figure 4-1: The percentage of time which landfill-related odours were detected, by odour intensity, for each 10-minute field odour survey.

#### 4.1.5 Odour complaint history

HCC and the operators of Silverstream Landfill encourage existing residents to advise when particularly strong or persistent odours occur so that the management procedures can be adjusted over time. A log of odour complaints has been kept since 18 August 2006. During that time, 688 odour complaints have been received, allegedly in relation to Silverstream Landfill.

In the last 5 years (2021 to 2025, inclusive), 52 complaints have been received. Figure 4-2 shows the spatial distribution of the complaints received in this time period (where addresses were provided). This indicates that the majority of complaints received are from areas northwest of the landfill. Several complaints have been received from residents within the suburbs of Silverstream (7 complaints) and Pinedale (4 complaints), on the opposite side of the proposed Silverstream Forest development.

With the reduced separation distance between the existing landfill and the new Silverstream Forest development, and by simply increasing the number of people adjacent to the landfill, it is anticipated that odour complaints would increase within the intervening area, especially if new residents were unaware of the presence of the landfill and/or that some odour could migrate across the boundary in certain conditions.

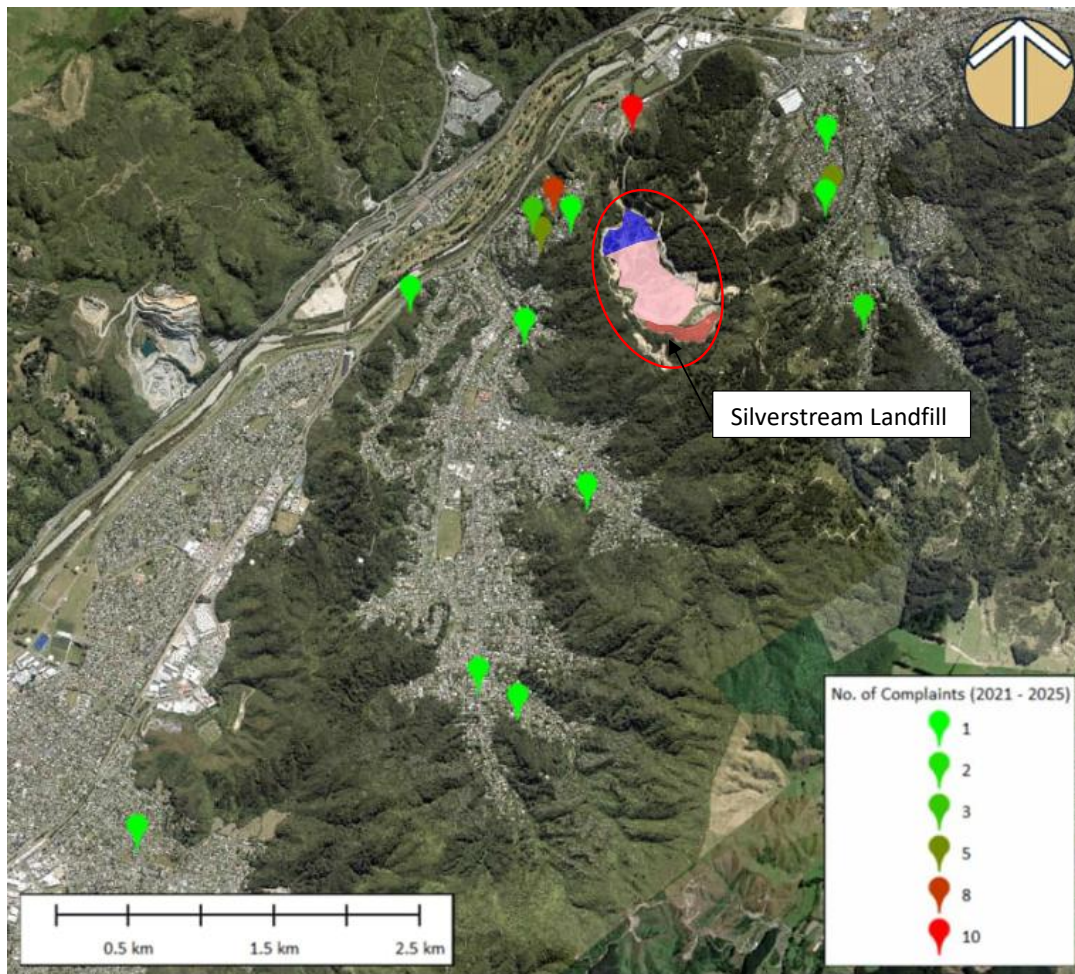


Figure 4-2: Number of complaints received between 2021 and 2025 (inclusive) by street/road name. Note: For some complaints, address details were not provided.

#### 4.2 Noise

The hours of Silverstream Landfill operation are:

- 7:30 am to 5:00 pm during weekdays.
- 8:00 am to 5:00 pm on Saturdays and 9:00 am to 5:00 pm on Sundays and public holidays.
- Occasionally, work may be carried out before and after normal working hours.
- The landfill operates 364 days of the year.

There have been very few noise complaints received from residents, however, the proposed Silverstream Forest development is closer to Silverstream Landfill than the residential areas that existed at the time Silverstream Landfill Stage 2 was authorised via resource consent.

The available information relating to Silverstream Landfill and Silverstream Forest has been reviewed by an Acoustics Specialist, who has provided the following assessment.

The proposed residential development will increase the reverse sensitivity risk to Silverstream Landfill's existing and future operations. Currently, the nearest sensitive receivers are located approximately 450 m from the edge of Stage 2 landfill operations (Robson Street, Stokes Valley), providing a reasonable buffer that has historically minimised complaints. The proposed development will introduce sensitive receivers closer, at less than 250 m from the operational landfill areas and at less than 70 m from the Stage 2 borrow site, which extends to Silverstream Landfill's boundary. This reduced acoustic separation may affect Silverstream Landfill's ability to operate without neighbour conflict.

While a preliminary assessment indicates that construction-style noise from the borrow site operations can theoretically comply with construction noise limits at 70 m distance with appropriate management measures in place, future residents are likely to experience elevated noise levels above a typical residential amenity of 50 dB(A). This increase will be noticeable during the extended use of the borrow site, which is not currently in use, but has been consented. Furthermore, noise from routine landfill operations—including heavy plant, waste tipping, and impulsive bird-scaring gun shots—will be audible at the new residences. Additionally, the landfill regularly undertakes construction works to expand its operational capacity, which will be an ongoing source of construction noise throughout the life of the residential development. These expansion works will generate noise levels that are likely to exceed residential noise limits, albeit from a greater distance than the borrow site. Given the character of these noise sources and their occurrence during early morning hours when residents typically expect quieter conditions, there is an increased likelihood of complaints being lodged against Silverstream Landfill. While acoustic treatment of buildings would address early morning noise, outdoor amenity and the ability to connect with nature by having doors and windows open would present a conflict with how residents are likely to use their properties. Therefore, in this instance acoustic treatment of buildings is not the solution.

Complaints from nearby residents have the potential to affect Silverstream Landfill's operational flexibility, even where it is operating within approved consent limits. Complaints may lead to regulatory enquiries and discussions regarding operational modifications, such as adjusted hours, equipment restrictions, or changes to bird management practices.

### 4.3 Vermin, seagulls, flies and insects

Previously the community has expressed concern about vermin, seagulls, flies, insects and dust. However, to date, these have not been an ongoing significant issue during the operation of Stage 2 in the current environmental context.

It is anticipated that flies, insects or dust are unlikely to be an issue with the proposed Silverstream Forest development. However:

- Seagulls – at times seagull numbers can increase, which generally does not have a significant impact on the existing residential areas (no complaints received). It is not clear if this would also be the case for Silverstream Forest.
- Litter – the windy nature of Wellington in general, and the Silverstream Landfill site means that exposure in the upper phase areas near the proposed development may make litter an issue with the new development, especially with the close proximity to the working area of the landfill.

#### 4.4 Landfill gas

Sentinel probes are installed between the landfill and existing residential properties. No significant gas has been detected in these; however, it would be prudent to install and monitor additional probes between the landfill and the new development to act as an early warning of gas migration. Bearing in mind the close proximity to the wastes, the new development may need to incorporate gas migration precautions into the building design.

### 5 Reverse sensitivity effects on Silverstream Landfill

The Silverstream Forest residential development will be sensitive to nuisance effects, as outlined in the previous sections. Therefore, over the longer term, the development may result in reverse sensitivity effects on Silverstream Landfill.

These reverse sensitivity effects on Silverstream Landfill could include:

- The need to manage relationships with an increased number of residential neighbours.
- Increased operational costs to further improve management of nuisance effects (for example, this could include additional activities or technology to further manage odour).
- Constraining activities undertaken at the site, which could include restrictions on operating hours to further reduce odour or noise effects, or restricting the types of waste accepted at the landfill to further manage odour.
- The landfill closing earlier than its design life, as a result of complaints, and being unable to obtain resource consents to operate past its current expiry of 2039. This will have significant cost implications for HCC, Upper Hutt and Lower Hutt City residents as an alternative landfill site and development will be required. This will most probably require trucking of waste out of the City boundaries which as advised by HCC will result in direct rates increase likely be in the realm of 4%-10%<sup>5</sup> per annum and an associated increase in greenhouse gas emissions. There will also be a shortfall in the landfill's aftercare fund which has been calculated on the landfill having a full life. While HCC have advised the full costs are difficult to quantify due to multiple compounding factors, the outcome is clear: substantial long term financial pressure on Council, increased costs to ratepayers, and significant regional waste management impacts.

---

<sup>5</sup> As advised by HCC in March 2026.

## 6 Other considerations

Three landfills currently operate within the wider Wellington area. One is Silverstream, another is the Southern Landfill in Wellington City, and the third is Spicer Landfill in Porirua City.

Spicer Landfill is likely to close within the next five years, as the ability to obtain resource consents to continue operating is uncertain due to increased complaints from nearby residential areas. If Spicer Landfill closes, both the Southern Landfill and Silverstream Landfill will be expected to take and dispose of the waste currently going to Spicer Landfill. This would therefore significantly increase the volume of waste being disposed of at Silverstream Landfill, and therefore potentially the reverse sensitivity effects.

More waste being deposited in Silverstream and Southern Landfills will result in these landfills reaching capacity sooner. Without more landfill space being made available and consented in the future, waste may need to be disposed of out of the Wellington region, which may impact council rates payable by property owners.

## 7 Reverse sensitivity management

### 7.1 Buffer area

The EPA Victoria's landfill buffer guideline recommends a minimum 500 metre buffer between a landfill and the nearest sensitive receptor. Based on the latest master plans for Silverstream Forest, the buffer is likely to extend over proposed developable areas within the 'Ridge' and 'Central' zones of the Silverstream Forest development.

To avoid or minimise adverse amenity effects on the development from the Silverstream Landfill, the Silverstream Forest development should consider redesigning its Masterplan to increase the separation distance between the landfill boundary and the nearest developable areas. This is expected to reduce both odour and noise impacts and provide improved residential amenity outcomes.

### 7.2 Registering interests on the resulting property titles at Silverstream Forest

To manage reverse sensitivity risk, developments can register "no complaint" / "reverse sensitivity" covenants on all residential titles created. This means that future owners cannot complain about the effects of the landfill activity operating. In reality, these covenants generally do not result in satisfactory outcomes for either the property owner or the landfill operation. Residents and property owners still complain, and Councils have no jurisdiction to enforce a private covenant.

## 8 Conclusion

Management procedures are in place to meet HCC responsibilities to manage nuisance impacts on existing residential activities that surround Silverstream Landfill, including in Stokes Valley and at Silverstream Retreat. A critical element of landfill management is maintaining appropriate separation between the operational landfill areas and residential land uses, to manage the effects of emissions.

The proposed Silverstream Forest development would introduce new residential receptors closer to the landfill than existing residential neighbours (currently ~450 m from Stage 2 operations; proposed <250 m from operational landfill areas and <70 m from the Stage 2 borrow site at the boundary). As a result, residents at the proposed development are likely to experience intermittent landfill odour and/or operational noise (the landfill operates 364 days per year) and may also experience minor issues with litter and/or seagulls. Even where the landfill is operating within consent requirements, the reduced separation and higher number of residents will likely increase the frequency of perceived effects and the volume of complaints.

This change in receiving environment sensitivity has the potential to create significant reverse sensitivity effects on the efficient operation of Silverstream Landfill, including increased monitoring/mitigation and relationship-management cost; pressure to modify or constrain normal operations (e.g., hours, equipment, bird management, or waste acceptance); and reduced operational flexibility over time.

Consenting risk is a key consequence. The closer proximity of new housing increases the risk that resource consents to continue operating Silverstream Landfill after the current consent expiry (2039) may be more difficult to obtain, and may require significant additional conditions/constraints to secure, with a realistic risk that consent may not be obtainable if effects on the now-more-sensitive environment are not considered acceptable. If consenting outcomes lead to major constraints or earlier than planned closure, this would have significant cost and strategic implications for HCC, including the need for alternative disposal capacity (likely requiring waste to be trucked out of the region with associated emissions), and a shortfall in the aftercare fund (calculated on full landfill life), and potential rates increases above historical averages (potentially 4–10% per annum).

### 9 Applicability

This report has been prepared for the exclusive use of our client Hutt City Council, with respect to the particular brief given to us and it may not be relied upon in other contexts or for any other purpose, or by any person other than our client, without our prior written agreement.

Tonkin & Taylor Ltd

Report prepared by:



.....  
Sarah Bevin  
Principal Planner



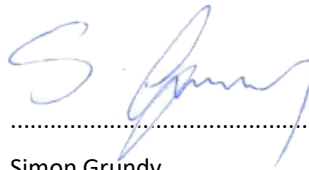
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Project Director

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Silverstream\_Final.pdf

## **Appendix A Silverstream Forest concept plan**

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studiopacificarchitecture

# Silverstream Forest

## Concept Masterplan

Prepared for  
Guildford Timber Company

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May 2024

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# Ā Mātou Tirohanga Our vision

## Something truly special.

Our vision for Silverstream Forest is to create a unique residential development where people live closer to nature. Development has been designed to fit sensitively along the forest ridge line, and the steeper slopes would be retained in native bush and pine.

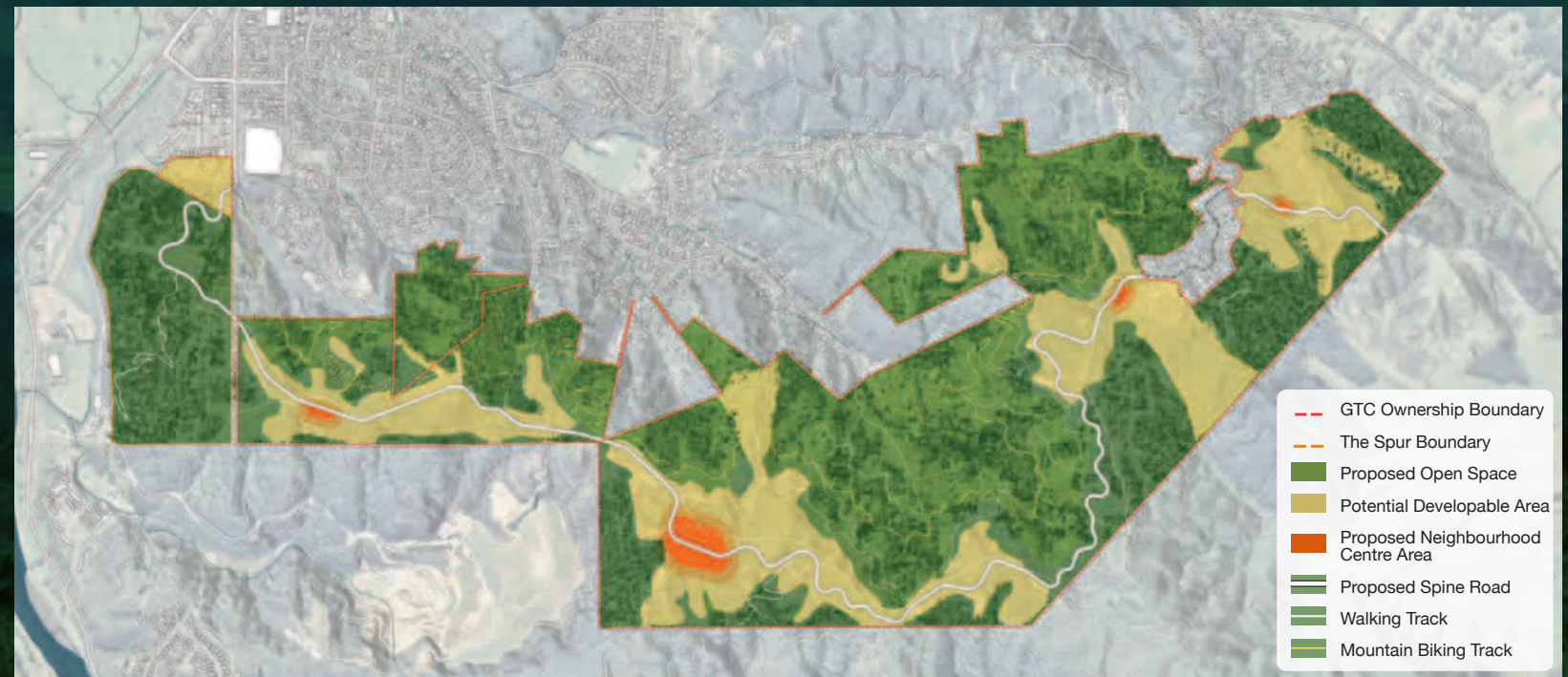
The site, known as the Southern Growth Area is over 330Ha and has been earmarked for future housing growth for the Hutt since 2007. It is one of the last remaining large greenfield sites in single ownership, located just 10 minutes walk from Silverstream Railway Station, within a 20 minute drive from Porirua, Upper Hutt & Petone and just 30 minutes by car or train ride to Wellington CBD.

We've developed a concept masterplan for the Silverstream Forest that shows up to 1500- 2040 homes could be built. This concept masterplan draws upon earlier assessments and earlier master planning work undertaken in 2007 and 2021 with input from Upper Hutt City Council, that confirmed the suitability of the site for residential development.

This masterplan would deliver a new suburb for Upper Hutt with significant benefits to the region:

- Creates 1500-2040 new houses across 5 distinct neighborhood areas.
- Mixed use activities to support the resident use, providing community accessible services.
- Quality housing across a range of typologies and price points
- Staged development to be built over a 15-year period.
- Has significant economic benefits to the region it will create an estimated 200 permanent construction jobs for the life of the project.
- Represents in today's figures an estimated \$1.38billion of housing and \$170-\$180 million total infrastructure spend.
- With an estimated 25-35% of that being spent in the local economy on services, materials and equipment.
- Will help meet Wellington Regions housing need of 90,000 more homes for 200,000 more people in the new 30 years.
- Makes a sizable contribution to Upper Hutt's housing supply.

There is potential to develop an extensive reserve network with accessible walkways and cycleways for recreation and enjoyment, which is a sizable recreational asset.



Sustainability



Innovation



Connection



Guardianship



Creating New Homes



# Background

01

## 1.1 Introduction

### 1.1.1 Introduction

The Guildford Timber Company Ltd (GTC) is looking to create a significant residential development in Upper Hutt, known as Silverstream Forest. Silverstream Forest comprises both land owned by GTC in Silverstream at 44 Kiln Street (known as the Gateway), and within the Southern Growth Area and land currently owned by Upper Hutt City Council (UHCC), known as the Silverstream Spur. The Spur provides an important access route and connection linking the new development to the Gateway and existing Silverstream Village and to existing amenities and infrastructure.

In 2014-2021 GTC and UHCC explored options of a Land Swap of suitable future reserve land owned by GTC for the Council owned Silverstream Spur. § 9(2)(b)(ii)

UHCC is currently advancing Plan Change 49 v-1 (PPC49v-1) to rezone the Spur Natural Open Space and provide for a Policy and rule framework that allows for an infrastructure and roading corridor through the Spur. The hearing process is underway.

The land to be developed by GTC is predominantly zoned 'Rural Hill'. The Spur is split-zoned between 'Rural Hill' and 'Residential Conservation' zones. 44 Kiln Street was recently rezoned for High Density Residential and is within a walkable catchment to the Railway, and can be developed to 9 storeys under the District Plan.

### 1.1.2 Plan Change 50

UHCC is currently reviewing the rural zone chapters of its District Plan through 'Plan Change 50' (PC50). PC50 will be guided by both the Land Use Strategy, the 2023 Housing and Business Development Capacity Assessment (HBA), the Future Development Strategy 2024 and the National Policy Statement for Urban Development – to enable sufficient housing capacity to meet future demands.

GTC has filed a submission seeking the rezoning of the Silverstream Forest land via its submission on PC50 to residential and a special purpose precinct at Arvo Road, that plan is in its infancy with further submissions expected in late May 2024.

## 1.2 Concept Masterplan

### 1.2.1 Concept Masterplan

This concept masterplan document sets out the proposed approach for development within the Gateway, Silverstream Forest and the Spur sites. It is a vision-based precursor to a more detailed masterplan that GTC was developing to support a proposed plan change for the area as part of the UHCC PC50 plan change and/or any resource consent that would be acquired via the Fast Track Approval Bill (if successful).

### 1.2.2 Low Impact Development Principles

The Guildford Timber Company is owned by an intergenerational family of Hutt locals who care about the form of development delivered by the property. Low impact principles for Stormwater and Road Design will be the key to a successful built environment in this location.

### 1.2.3 Ā Mātou Tirohanga

Guildford Timber Company's vision for Silverstream Forest is to create a unique residential development where people live closer to nature. A resilient and sustainable development that is a benchmark for future living.

Development will fit sensitively along the forest ridge line, and the steeper slopes will be retained in native bush and pine.

There is opportunity for the undeveloped area to become a public reserve with accessible walkways and cycleways for recreation and enjoyment. Areas of harvested pines will be re-planted with native trees as part of our efforts to restore and improve the ecological, biodiversity, and catchment management values of the future reserve.

The site will be developed sympathetically to its environment in order to minimize biodiversity loss and climate change effects. At Silverstream Forest this will be done by creating a development that has low embodied and operational energy targets for the housing and infrastructure, on site carbon sequestration through exotic and native trees, and enhanced biodiversity through extensive regenerative planting of permanent native bush.

### 1.2.4 Recreation

Access to parks and open space is known to improve people's physical and psychological health. It also strengthens communities by providing opportunities for outdoor activities and enjoyment. We believe our proposed forest track infrastructure offers the beginning of a wonderful footprint for future recreational opportunities.

### 1.2.5 Living with Nature

We're proposing housing that fits sensitively along the forest ridge-tops, set within mature pine and regenerating native forest and at the Gateway offers the chance to live in a highly urban community, with unprecedented access to natural areas right on your doorstep. This is-a once in a-lifetime opportunity to create a residential development – an entire new suburb within an existing forested environment; something that's uncommon in the Wellington region.

### 1.2.6 Restoration and Conservation

Silverstream Forest is an important ecological corridor, connecting natural areas on both sides of the valley. One of the most exciting possibilities of the development is the opportunity to enhance the ecological and biodiversity values of the area, by creating the opportunity for an extensive public reserve.

The aim is to revert harvested land not needed for the development into native forest, to benefit future generations.

The development of housing and roads would be done in a way that interweaves with the natural values of the future reserves, while providing opportunities for local residents to enjoy, and get involved with protecting nature.

# 1.3 Overarching Principles

The Guildford Timber Company aim to ensure that a long-term legacy is achieved through the development of a masterplan that is grounded within the existing natural environment, in a way that responds to the bush setting, the underlying topography and the ecological context, and which is guided by their overarching principles:



## Sustainability

We conserve and respect the natural environment.

Development that is resilient to climate change and natural hazards and addresses Aotearoa's sustainability targets.



## Innovation

We need to think differently and be future-focused.

Adopt cutting-edge research and technology for sustainable development.



## Connection

We feel a strong sense of place within the community.

Silverstream Forest will be an extension of the existing area.



## Guardianship

We're committed to caring for the land that's been entrusted to us.

Promote kaitiakitanga through leadership and helping people to connect with nature.



## Creating New Homes

We are committed to providing affordable homes to serve the needs of the community.

Provide high-quality affordable housing catering to a range of occupants and in response to market requirements to help address the housing crisis.

# 1.4 History of Guildford Timber Company

The Guildford Timber Company is a family-owned company that was established in 1926. It has a 90+ year history and association with Upper Hutt, and in particular with Pinehaven and Silverstream.

Silverstream Forest was first planted in pine trees in the 1920's by Sir Francis Chichester and Mr Geoffrey Goodwin. They met in 1923 when Francis Chichester emigrated to New Zealand at the age of 18.

The pair went into partnership and built up a successful business in aviation and land development, creating the suburb of Pinehaven into a residential conservation zone in Upper Hutt. The men then moved their attention to the Blue Mountains area of Whitemans Valley, which neighbours what is now the Silverstream Forest.

GTC owns approximately 330ha in the Silverstream/Pinehaven area. Its land comprises the steeper slopes surrounding existing residential areas, and the rolling ridges around the southern and eastern sides of the Pinehaven valley, extending over into Blue Mountains. Since 1928 the land has primarily been used as a commercial pine plantation, much of which is ready to be harvested, to make way for redevelopment for housing.

GTC has always maintained a strong environmental and social ethic in the management of its land. It has always sought to protect remnant and regenerating areas of indigenous vegetation, and continues to plant a range of native species like rata, beech, rewarewa, kamahi and manuka over the winter planting season to enrich the forest.

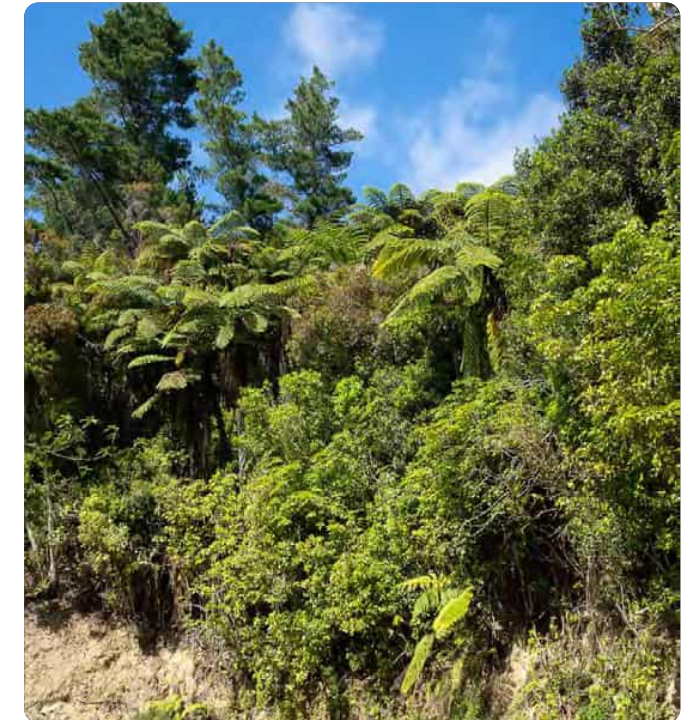
About 30,000 native trees have been planted by GTC since beginning their restoration programme. Over the last five years alone, they've planted almost 20,000 native trees to restore areas where pine trees have been harvested. In the next few years, harvested blocks will be reverted back into permanent native forest and GTC will embark on a pest management programme to ensure the new plantings thrive.

## Continuing a Legacy

The families feel strongly about continuing on the legacy that Francis and Geoffrey left them, by continuing to support the development of the beautiful suburbs and communities of Silverstream and Pinehaven, which they've called home for almost 100 years.



View looking northwest, of Pinehaven and Silverstream - Silverstream forest in the foreground and to the left.



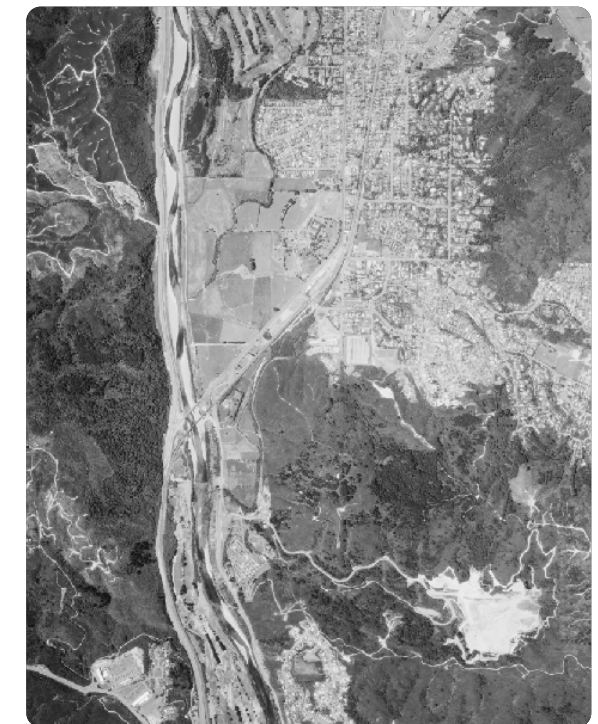
Native bush regenerating in Silverstream forest.



References to Geoffrey and Francis' passion and involvement in aviation.



Pinehaven streets named after the Goodwins and the Chichesters.



The transitional nature of production forestry highlights the Spur in 1985. Source: Retrolens

# 1.5

## Planning history of the Southern Growth Area

The Southern Growth Area has been planned since 2007. Throughout that time Upper Hutt City Council and GTC have worked together to plan for the transition of this land from forest to housing. Details of this is set out in chronological here.

**2007**

### Upper Hutt Urban Growth Strategy

The Guildford Growth Framework formed the basis of the Southern Growth Area for the Upper Hutt Urban Growth Strategy (2007). This was adopted by Upper Hutt City Council in 2007.



**2007**

### Masterplan -SKM

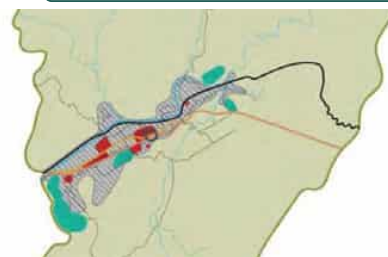
Site first identified as being potential future urban development and formally assessed by James Lunday from Common Ground, Boffa Miskell Limited and SKM. The development was feasible from an infrastructure planning perspective and the environmental effects, constraints assessments and infrastructure and serving work done to support that framework was comprehensive and extensive.

**2016**

### Upper Hutt Land Use Strategy

Identified the SGA as the largest of the and four urban edge expansion areas

Identification of the edge expansion areas considered criteria including topography, environmental constraints, access, infrastructure, and landowner enthusiasm and capability. The SGA was identified as a location that “needs to be considered as a key strategic housing location for the next 30 years”



Upper Hutt Land Use Strategy (2016)

**2021**

### Development of the Pine haven Flood Management Plan and Plan Change 43

In parallel to the development of the growth strategies, the Southern Growth Area was also assessed and taken into account for the Pinehaven Flood Management Plan (PFMP). This was used as the basis of informing Plan Change 43 to the Upper Hutt District Plan and stormwater infrastructure improvements to Pinehaven. These stormwater improvements to address existing issues and future climate risk are currently being implemented.

**2021**

### Provision for supporting infrastructure for the SGA in UHCC Long term Plan

In 2021 consistent with the pattern of Council lead planning for the SGA it was recognised as a future urban area in the UHCC Long Term Plan 2021- 2031 as a high growth area called the Southern Growth Zone, that was recognised and accounted for in the planning for public infrastructure upgrades for growth planning purposes. It that would require a replacement Silverstream Bridge in years 4-10 and a new pine haven reservoir in years 11-20 (page 137). Both of these investments were identified as requiring significant capital investment but have been planned for in the LTP to provide for Medium Term Growth.

**2022 - 2024 (ongoing)**

### Plan change 49 - variation 1 to enable roading network utilities and water tanks on the spur (currently being heard)

Variation 1 was notified on 5 October 2022, PC49 proposes to “... Enable site-specific provisions for infrastructure, including a transport corridor.

Provide access to the Silverstream Spur for a range of recreation, conservation and customary purposes, as well as potential future access to the Southern Growth Area (through the proposed site-specific provisions).”

**2024 (ongoing)**

### Plan Change 50

GTC has filed a submission seeking rezoning of its land to residential and special purpose precinct. Through that process GTC will seek to have that land rezoned residential via that proposed plan. Further submissions are expected by the end of May 2024 and hearing in 2026.

**2021 - 2022**

### Reconfirming the Masterplan

The IAF application sought a contribution from Government towards the cost of the road, infrastructure corridor, and water reservoir that would service at least the first stage of development at Silverstream Forest: approximately 400 houses. A Concept Masterplan, engineering strategy and cost estimations were completed for this application. This included detailed consideration of three waters, network utilities, stormwater and traffic infrastructure – for much of the site. This was a joint application with UHCC and UHCC supported those assessments presented.

Studio Pacific Architecture then prepare a concept masterplan to reconfirm the development, environmental and infrastructure assumptions for developing the Southern Growth Zone in 2022. Envelope Engineering also undertook concept level engineering work to confirm if the development is able to be implemented through private investment and that existing Council Infrastructure connections can be provided for water supply and wastewater. GTC were able to confirm that up to 1600 household units could be provided to help create those communities and contribute to the regions place-making. This plan further demonstrated the connections, constraints and infrastructure/ services for the site.

### Kiln Street Masterplan

In 2022, Studio Pacific Architecture also created a set of detailed development options for the Kiln Street site to inform discussions with UHCC.



2022 IAF Masterplan

## Conclusions on planning history for the SGA

This detailed history of the site, including Council lead planning processes and provision in the Long-Term Plan, joint planning undertaken with Council and GTC and GTC’s own work including its own financial feasibility work demonstrates that development of the SGA are well connected and planning for the infrastructure for the SGA has been advanced by Council, over the last 17 years. As the remaining pine forest on the SGA matures and is harvested SGA is primed for re-development.

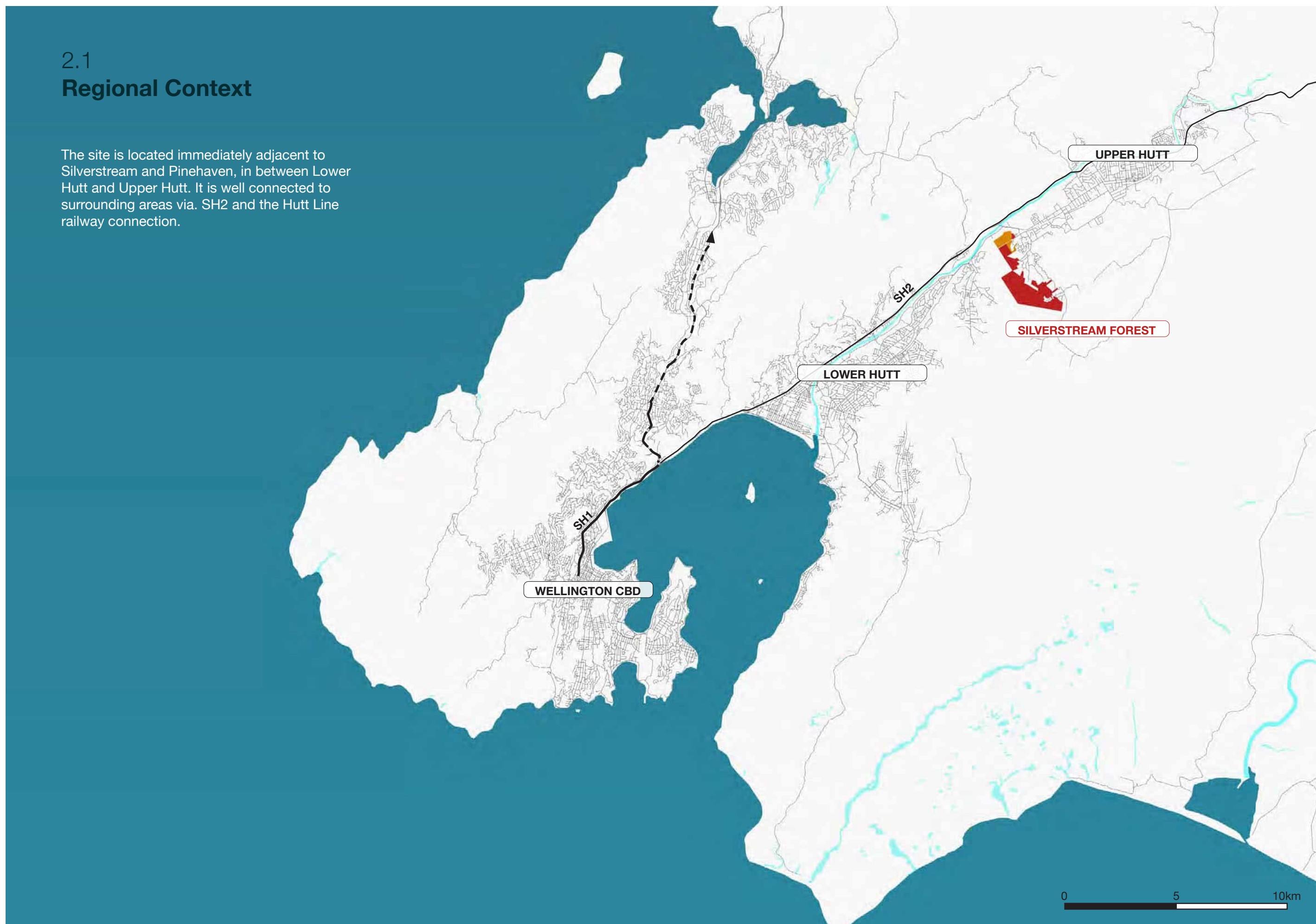


# What is Informing Our Concept Masterplan?

02

## 2.1 Regional Context

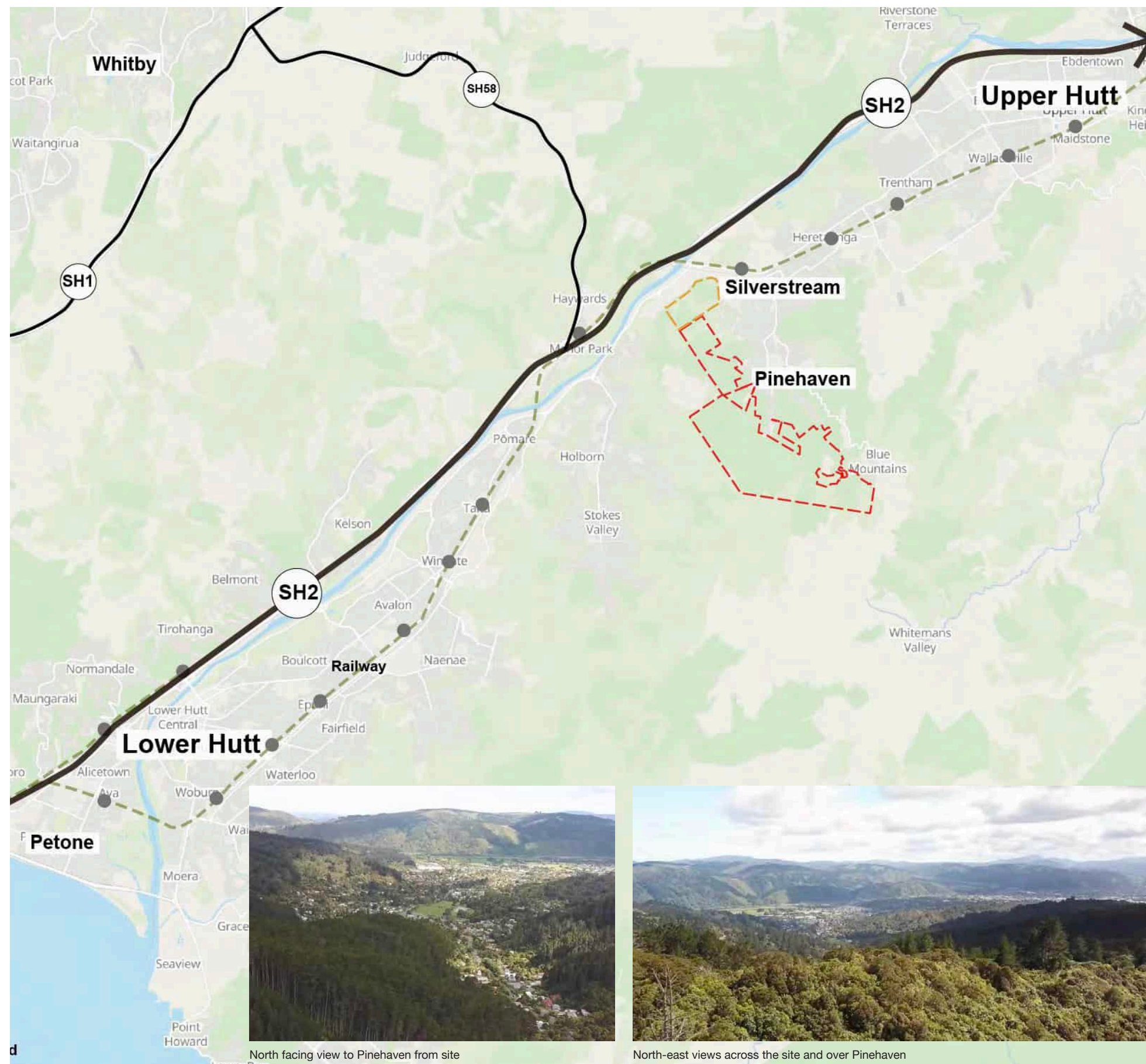
The site is located immediately adjacent to Silverstream and Pinehaven, in between Lower Hutt and Upper Hutt. It is well connected to surrounding areas via SH2 and the Hutt Line railway connection.



## 2.2 Site Context

The site is strategically located with excellent public transport links and is well-connected to nearby town centres. Porirua, Upper Hutt, and Petone are all within a 20-minute drive. Access to SH2 is straightforward via Fergusson Drive from Klin Street, and Wellington Railway Station is less than a 30-minute train ride away, offering convenient access to the central amenities of Wellington.

Additionally, Silverstream Forest's proximity to public transport and key amenities enhances its appeal as a great place to live. It is only a 10-minute walk from the northern boundary of the site to the nearest bus stop on Field Street. Similarly, the Silverstream train station is just a 10-minute walk away. Being connected to and having access to the most important centres and amenities makes Silverstream Forest a great place to live.

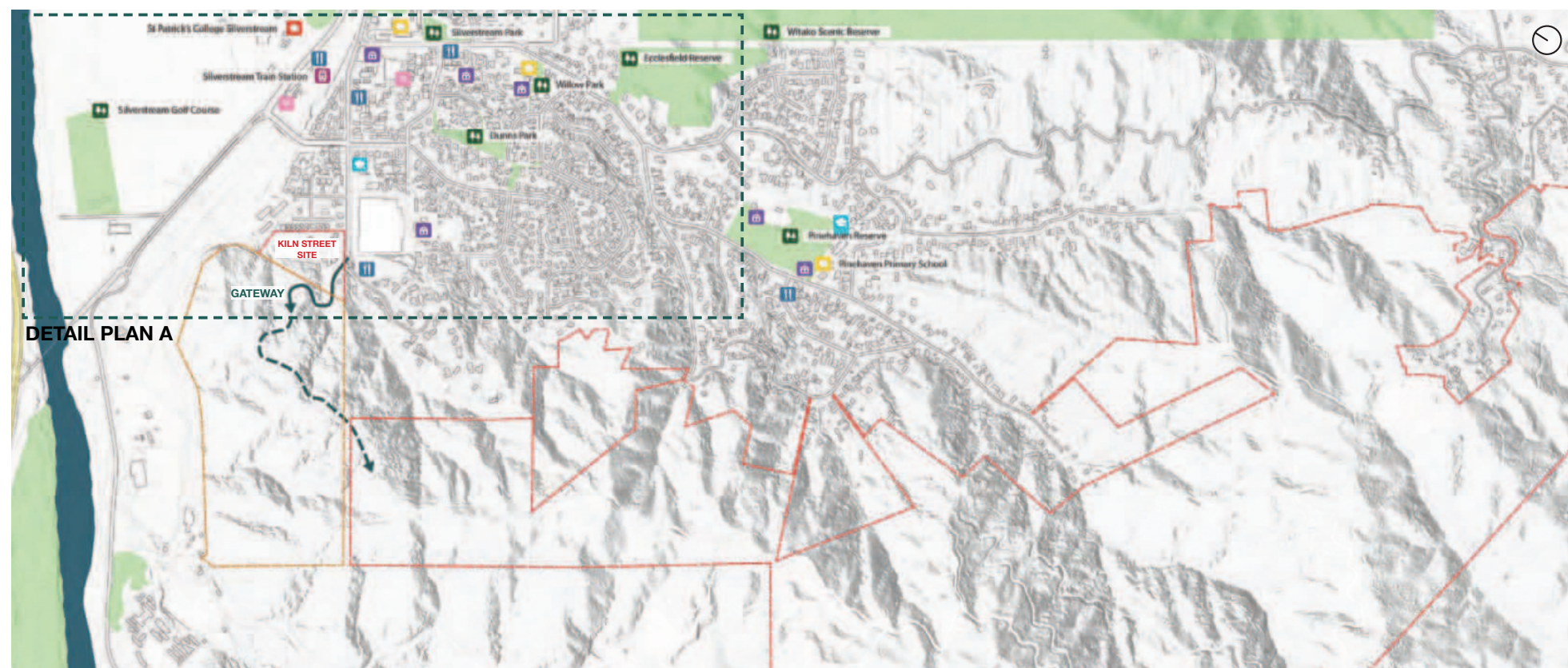


## 2.3 Existing Amenities and Access

The site is ideally located in close proximity to existing amenities in Pinehaven and Silverstream. These include the Silverstream Railway Station, Silverstream shops & New World supermarket, Pinehaven (primary) School, local bus routes and access to State Highway 2 linking the area to the rest of the Hutt Valley and the greater Wellington region. There is good connectivity into existing UHCC services and three waters infrastructure via the Spur and Kiln Street.

Kiln Street is the closest road link to the site from Silverstream and Pinehaven. Other access points exist off some Pinehaven streets, but these are all walking and cycling links given the steep terrain.

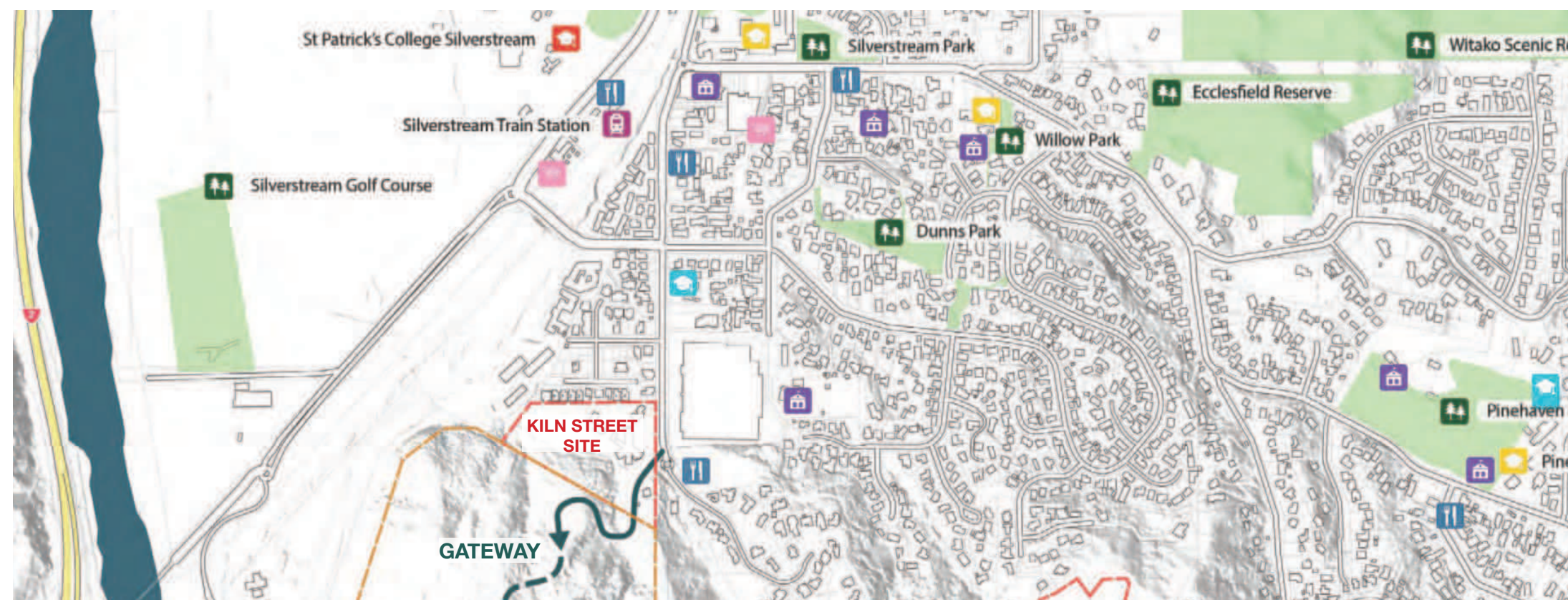
Blue Mountain Road and Avro Road take you up to the eastern/back end of the site. However, these are narrow, winding roads with limited capacity and does allow for integration with existing infrastructure services/networks.



DETAIL PLAN A

### LEGEND

- GTC Ownership Boundary
- The Spur Boundary
- Parks and Reserves
- Primary Education
- Secondary Education
- Early Childhood Education
- Community Facilities/Churches
- Services (Supermarkets, Dairys, Petrol Stations)
- Restaurants, Bakeries, Cafes
- Silverstream Train Station



## 2.4 Hydrology

The development is within the Pinehaven Catchment as well as neighbouring catchments to Stokes Valley and Mangaroa. The topography provides for a relatively fast response to rainfall runoff through the streams running into the valleys towards Pinehaven and Silverstream and ultimately the Hutt River. The existing streams and extensive tree cover across the site to attenuate runoff. However following harvesting of Pine trees runoff is exacerbated. Substantial stormwater control and catchment management which will be integral to the design intent of this development will be required as part of the development to provide for stormwater neutrality.

Management of stormwater and run off is planned for and will be primarily achieved through:

- Minimising impervious surfaces and using low impact stormwater design
- Maintain native vegetation cover and replanting reserve areas with native vegetation to minimise stormwater management and run-off requirements and downstream effects in the long term
- Providing attenuation ponds and providing rainwater tanks to harvest and manage peak flows.



Pine logs ready for the port



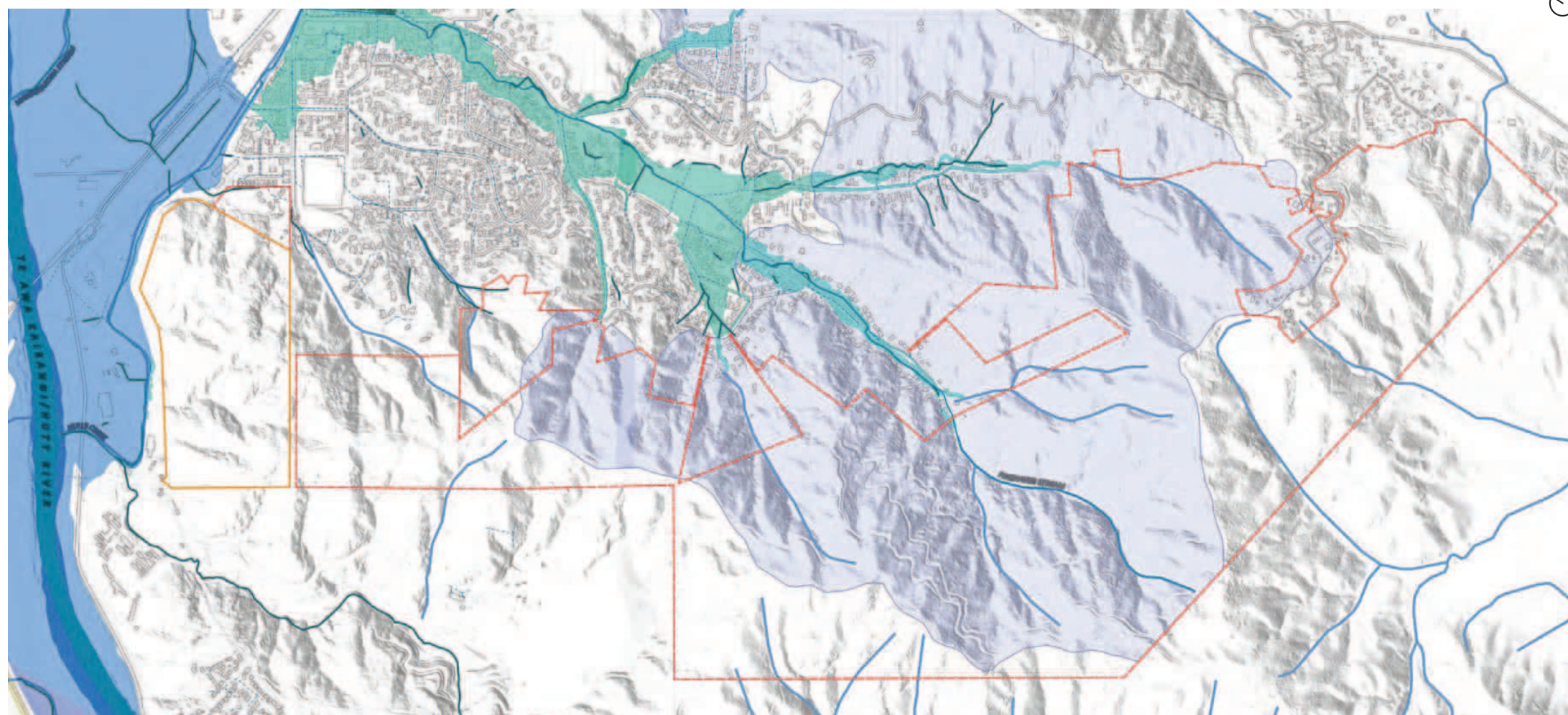
A harvested area ready to plant, with native bush protected

### LEGEND

- GTC Ownership Boundary
- The Spur Boundary
- Stormwater (Channel)
- Stormwater (Piped)
- Pinehaven Catchment Overlay (UHCC)
- Detailed Catchments (GWRC)

### Flood Hazard Extents (GWRC)

- 2% Aep Flood Hazard
- 1% Aep Flood Hazard
- 0.23% Aep Flood Hazard



## 2.5 Landform + Topography

The site rises west to east along a ridge line from the Spur (~140m above sea level) to the top of Avro Road (~380m above sea level). Predominantly the landform has north-eastern and north-western aspects looking up the Hutt Valley to the Akatarawa Forest and the Remutaka ranges. Slopes on the southern side of the ridge line have sweeping views into Whiteman's Valley, Stokes Valley, Lower Hutt and to Te Whanganui-a-Tara, Wellington Harbour.

Steep slopes constrain development opportunities on the site but also provide sun and stunning views of the surrounding areas while retaining much of the green backdrop enjoyed by existing residents. The existing network of forestry tracks promote suitable access routes.



Views to Hutt Valley



Views to Wellington Harbour



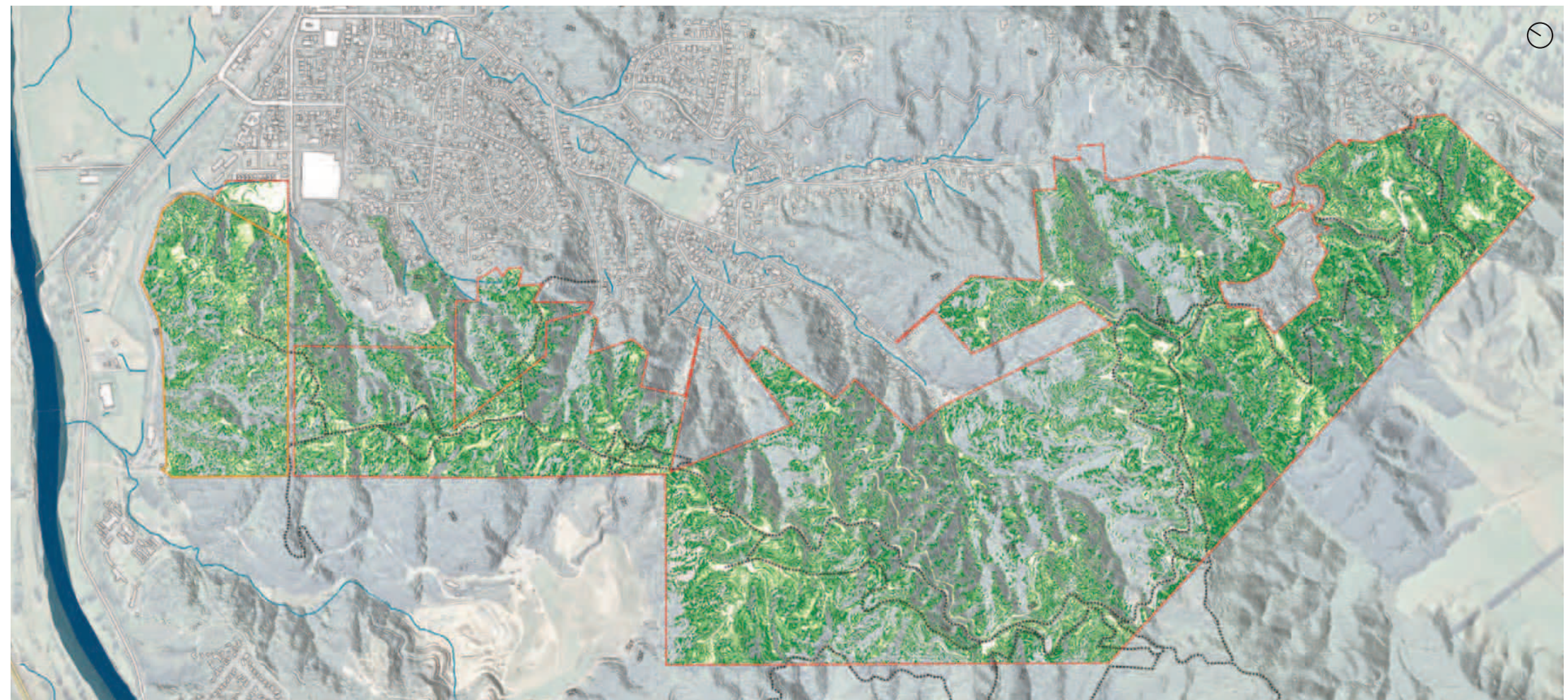
Landform allowing a network of trails for biking and walking

### LEGEND

- GTC Ownership Boundary
- The Spur Boundary
- Te Awa Kairangi
- Tracks (Existing)

### SLOPE

- ≤1:10
- ≤1:5
- ≤1:3
- ≤1:2
- >1:2 (26°) - Slope Hazard, Refer Pc50



## 2.6 Significant Natural Area + Special Amenity Landscape






GTC have built upon work completed by UHCC over the last decade that has identified Draft Significant Natural Areas and Special Amenity Landscape Overlays for Tiaki Taio draft plan change. This work has primarily been GIS based with some field visits across the region. UHCC chose not to progress with the Special Amenity Landscape Overlay, but the work undertaken has formed a useful base against which to understand potential constraints. GTC has worked with Boffa Miskell and Blue Green Ecology to undertake more detailed visual, landscape and ecology assessments.

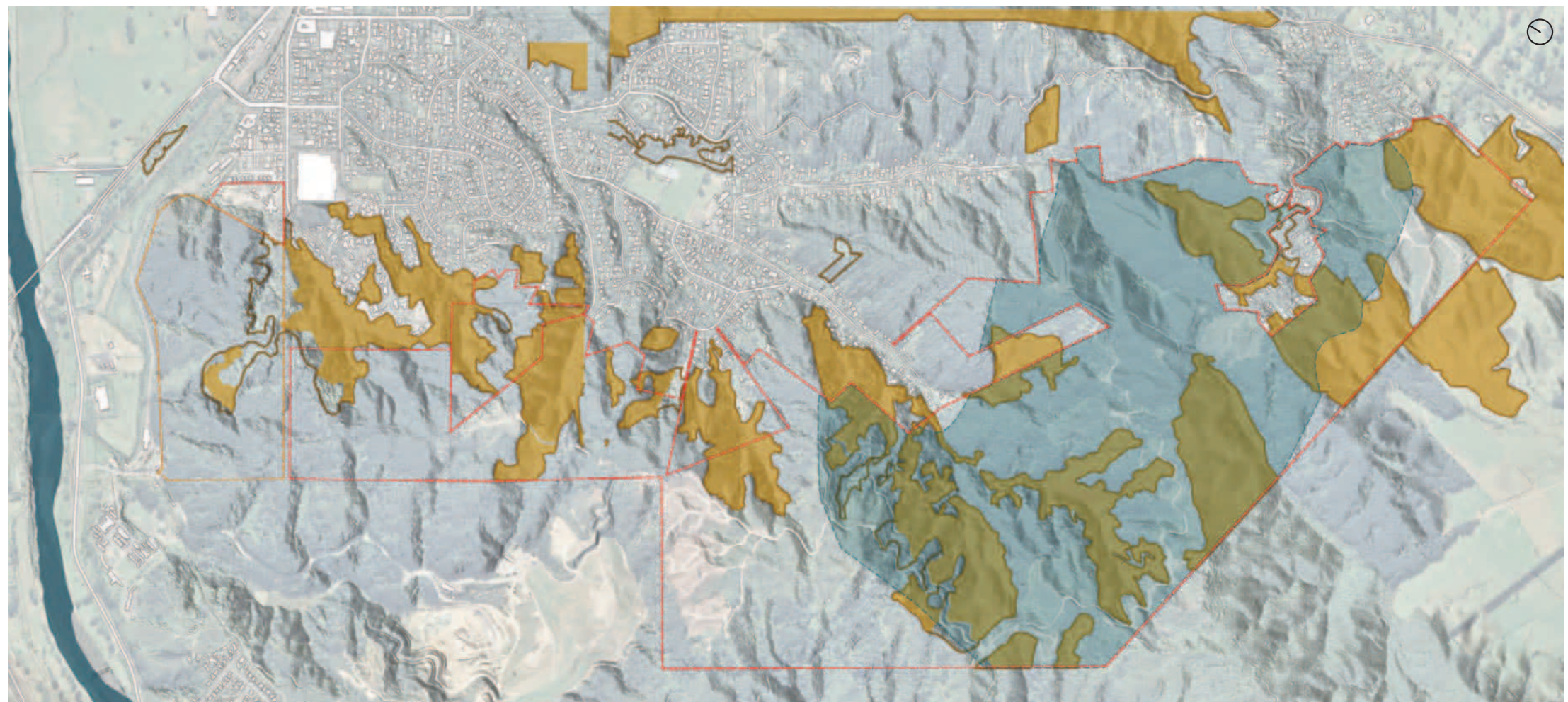
These assessments have fed into this masterplan and informed decisions on how the site should be used. In particular the character of Pinehaven and Silverstream has been defined by the hills and forest. Retaining and improving this character through retiring commercial forest and allowing housing to be sensitively sited and controlled through design measures is a key design driver to enable quality development.



View northwards from site

**LEGEND**

-  GTC Ownership Boundary
-  The Spur Boundary
-  Draft SNA (UHCC)
-  Proposed SNA Area Identified (Boffa Miskell, Bluegreen Ecology)
-  Draft Special Amenity Landscape Overlay (not progressed by UHCC)



## 2.7 Ecology

In terms of managing ecological terrestrial and freshwater values, updated reports building on the Boffa Miskell work has been completed to understand the values of remnant and regenerating forest. Gullies across the site also have freshwater values associated with streams that run through the site. The avoidance of these significant natural areas and provision for regeneration of this land through provision of reserves is a core part of the place-making for the site and management of ecological effects. These reserves also provide for management of landscape values and will provide stepping stones for ecological connection between Silverstream forest and other ecological areas across the district.



Ruru spotted on site



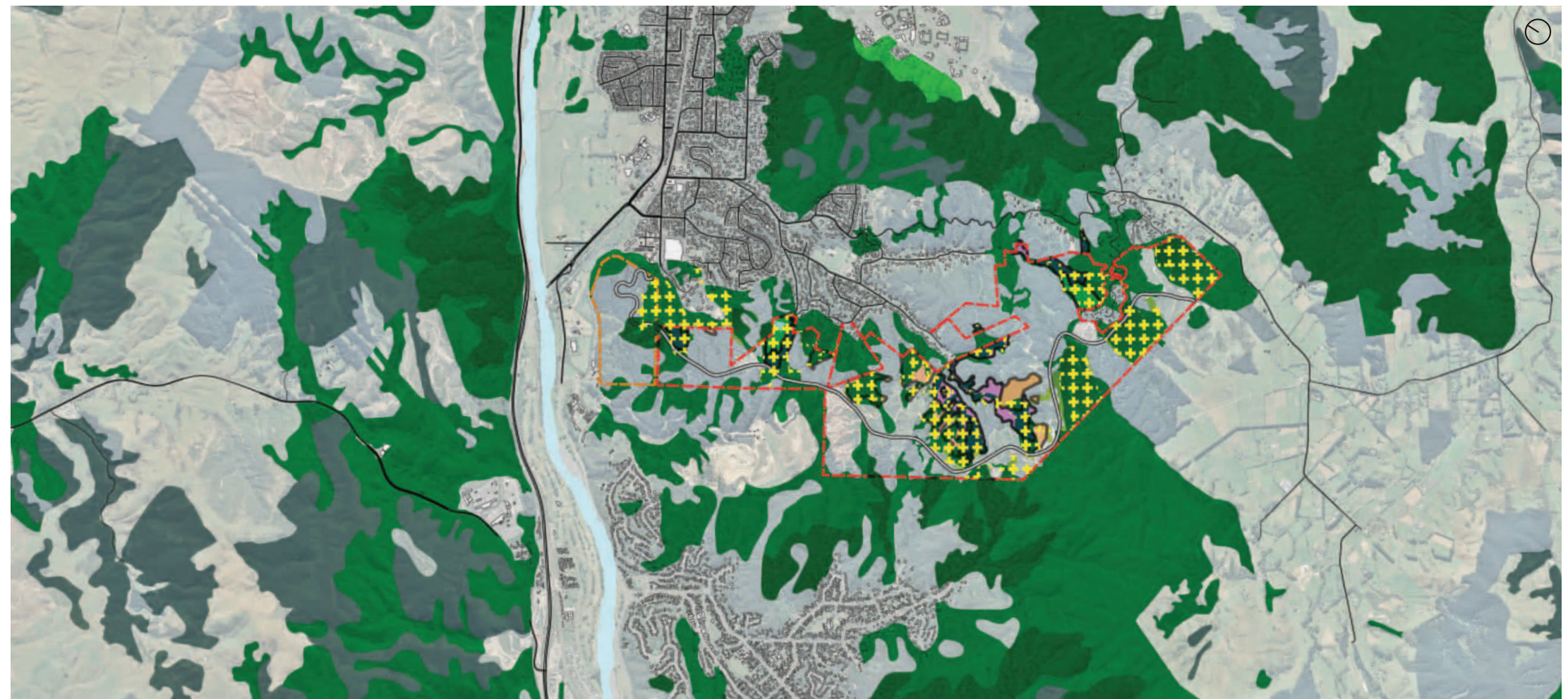
Mixed native forest on site



Beehives on site

### LEGEND

-  GTC Ownership Boundary
-  The Spur Boundary
-  Broadleaved Indigenous Hardwoods
-  Indigenous Forest
-  Manuka and/or Kanuka
-  Kamahi Forest w Emergent Pine
-  Secondary Beech Forest
-  Fernland
-  River
-  Draft Significant Natural Areas within the site



## 2.8 Site Sensitivities

With the elevated position of the site, views from external suburbs/areas have been identified and considered in terms of their prominence and sensitivity. By using Geographic Information Systems (GIS) data, the map opposite plots the areas of land (including 8m above ground level, to account for potential building heights) that will be visible from an identified viewpoint.

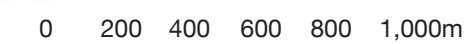
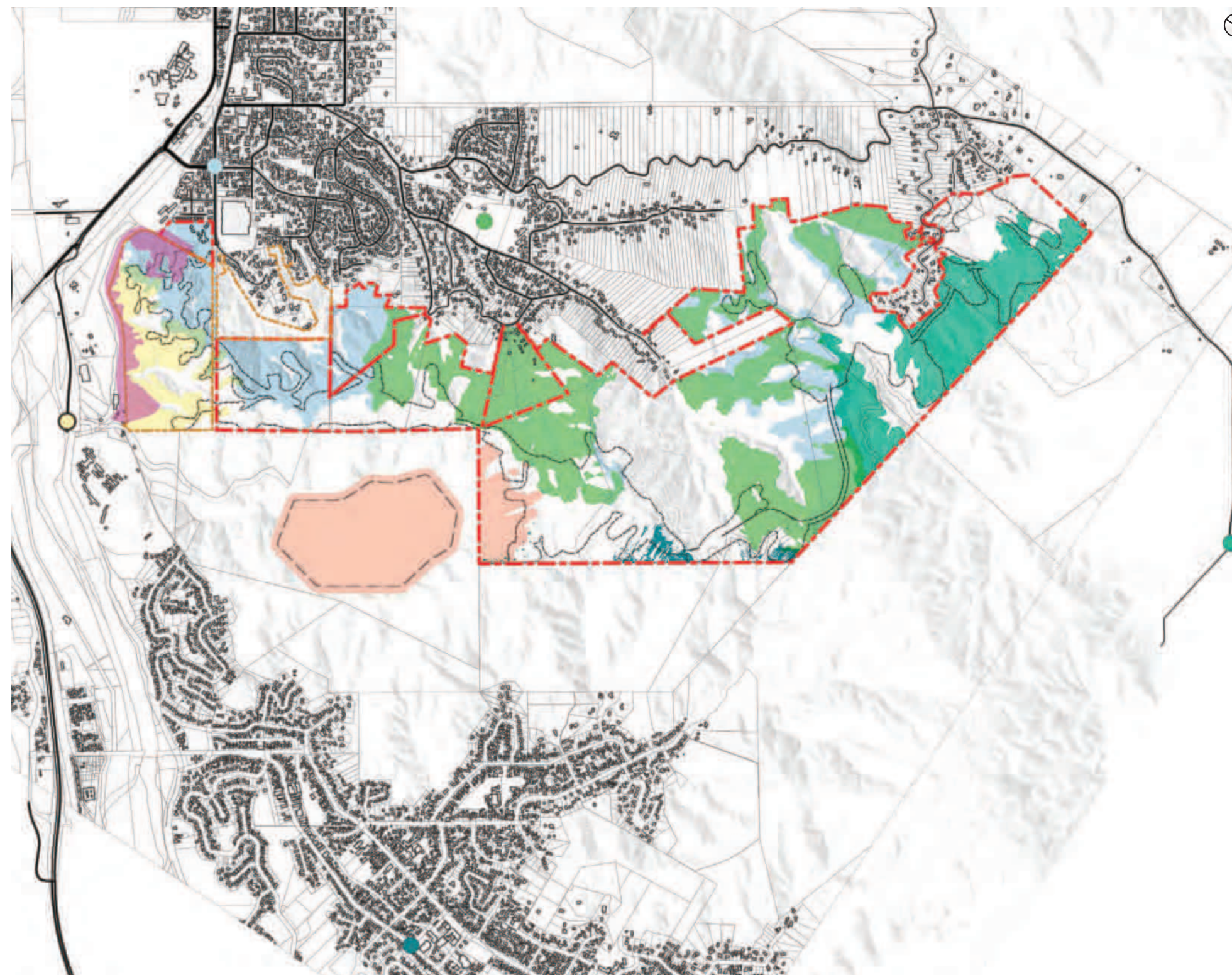
These viewpoints include:

1. Pinehaven Reserve
2. The intersection of Kiln Street and Field Street
3. A location on the Eastern Hutt Road
4. The centre of Stokes Valley

There are also existing constraints within the site, in terms of constraints in relation to the Silverstream Landfill – visual, noise and odour – and more minor effects from the Silverstream Railway (train enthusiasts) in terms of a noise buffer that need to be considered when creating new residential areas on the site.

### LEGEND

- GTC Ownership Boundary
- The Spur Boundary
- Whitemans Valley View In
- Pinehaven Reserve View In
- Kiln Street Intersection View In
- Eastern Hutt Road View In
- Stokes Valley Centre View In
- Landfill impacts
- Rail Corridor adjacency impacts





## 2.10 Technical Considerations

The proposal presents opportunities amidst the unique characteristics of the landform, steep topography, access challenges, and site hydrology. Embracing these features, we're poised to develop a holistic three waters approach that ensures a sustainable water supply to our vibrant new community. This approach will encompass innovative strategies for water capture and reuse, while also prioritising the preservation of waterways.



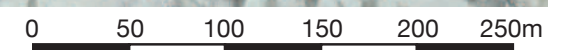
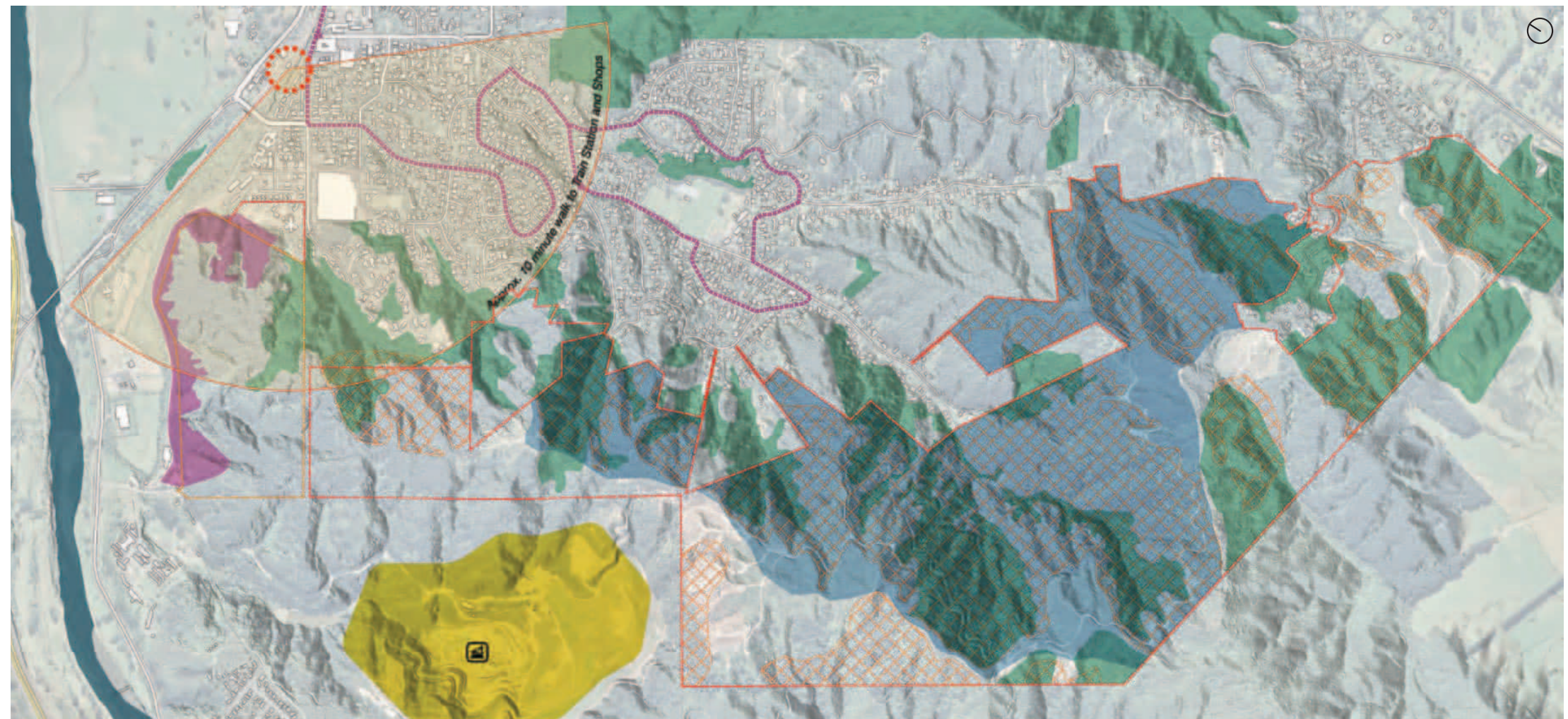
Slope constraints across the site



Access to the site from the Silverstream Train Station

### LEGEND

- GTC Ownership Boundary
- The Spur Boundary
- Draft Significant Natural Areas
- Silverstream Landfill Site
- Potential adverse impact to existing Pinehaven area due to development within catchment zone
- ▨ Development constraints due to steep slopes
- Limited service to existing bus route
- Land in proximity to rail corridor & noise impacts



## 2.11 Opportunities

Silverstream Forest offers the opportunity to provide 1500-2040 homes to help address Upper Hutt City Council's and Greater Wellington's housing crisis. It provides a sensible, considered and long planned for new suburb with a range of housing typologies and price levels to help meet projected housing demand goals.

In addition, the following can be realised:

- On-site carbon sequestration to offset the carbon attributed to the development.
- Significant biodiversity and ecological benefits offered by the potential reserve areas.

- Significant developable land area and associated housing yield offering a range of typologies.
- An enviable reserve to link into the existing community and wider recreational routes.
- Social and cultural assets – connectivity by bringing people closer to nature.
- Connects into/integrates with existing services/ infrastructure and routes.



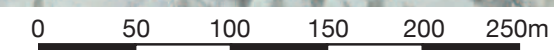
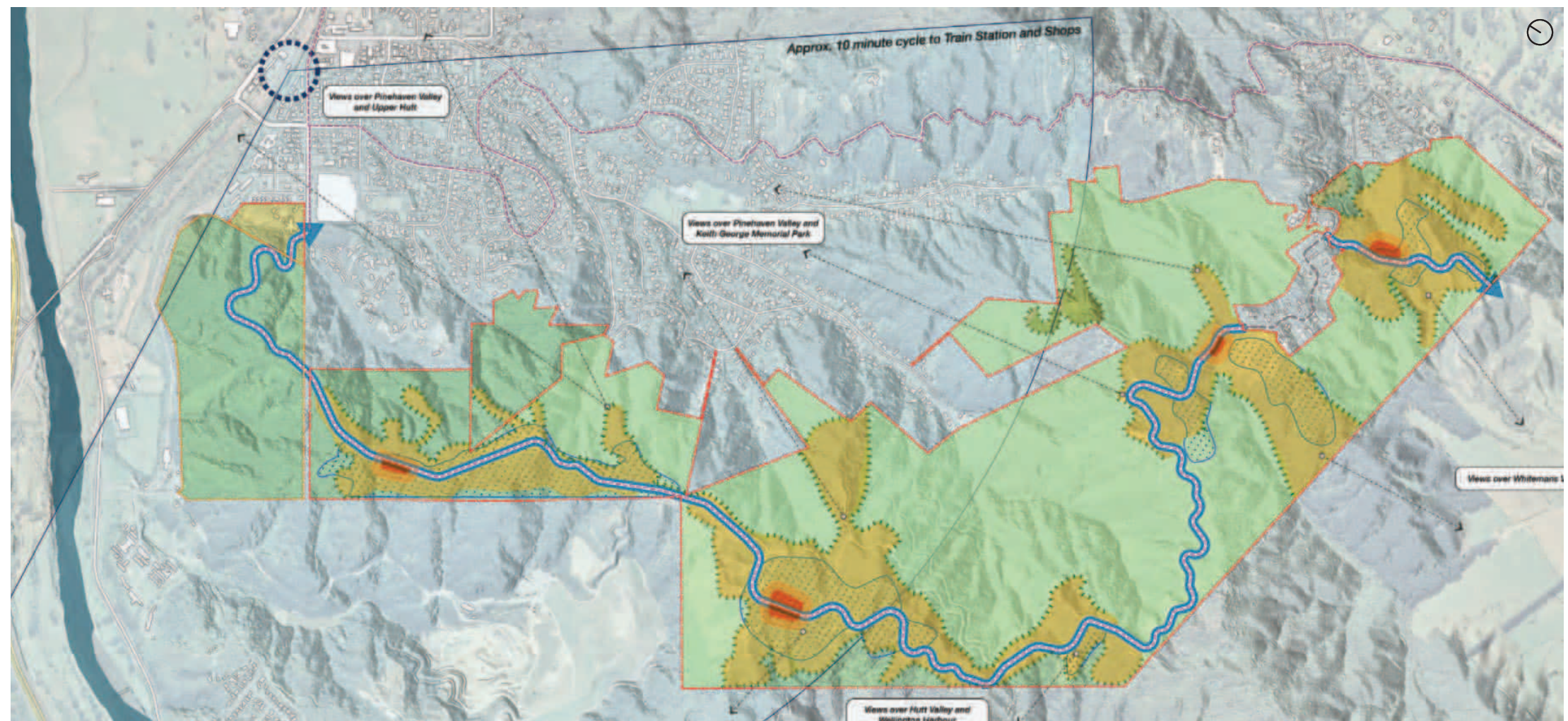
Opportunity to live and connect with nature for the new and existing communities



Incredible aspect and views lead to sought after living opportunities

### LEGEND

- GTC Ownership Boundary
- The Spur Boundary
- Potential Developable Area
- Potential Hub / Centre
- Potential Reserve + Open Space
- Favourable topography
- > Key Amenity Views
- High-value properties with close proximity to open space and recreation
- ➔ Opportunity for a multi-modal spine road
- Potential new bus route connecting into existing Pinehaven community
- Potential future connection to Whitemans Valley / Blue Mountain Road
- Potential opportunity for cycle connection to existing amenities





# Concept Masterplan

03

# 3.1 Concept Masterplan

## 3.1.1 Overview

This concept masterplan has been developed through the contextual analysis including site visits and desktop studies and a visioning workshop with the Guildford Timber Company, and builds upon earlier site assessments and planning work. Over that time, GTC's earlier iterations of the Masterplan have been presented to the community and made available via the UHCC webpage about the Southern Growth Area and Silverstream Forest website. GTC has sought input from leading and trusted environmental experts and thinkers that New Zealand has to offer on its journey to masterplan the site.

These studies and assessments have included:

- Transport modelling
- Power
- Stormwater
- Waste water and water supply and other services
- Reverse sensitivity assessments including odour and noise
- Cost estimates to confirm feasibility
- Urban design
- RMA planning
- Ecology
- Consultation with the wider community and relevant stakeholders

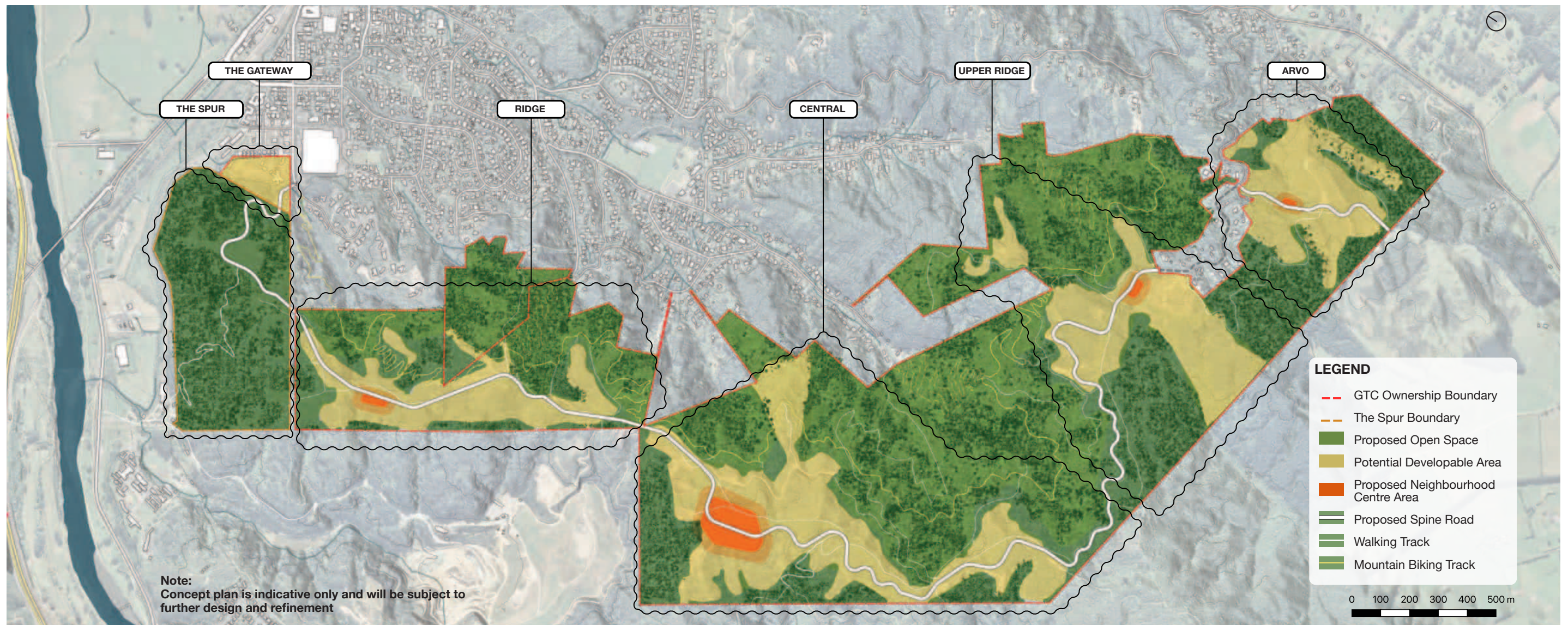
In line with the vision and principles of GTC, features of the proposed concept masterplan include:

- Embedded principles of sustainable design – architecture, landscape architecture, urban design and engineering, water sensitive urban design (WSUD), climate change adaptation and resilience and reduction of natural hazards.
- The potential to establish a reserve that covers a large proportion of the site, providing a network of walking and cycling routes for access and recreation.
- A series of thriving, interconnected neighborhoods that offer modern urban amenity within a forest setting and which are well-connected to the existing Pinehaven and Silverstream areas.
- Housing numbers to help to meet the predicted deficit in available homes in the Hutt in the medium term.

## 3.1.2 The Neighbourhood Areas

Silverstream Forest comprises development of six unique neighborhood areas, each with a distinct identity and offering a range of housing typologies and different residential proposition while retaining a cohesive identity as a new suburb for Upper Hutt.

- The Gateway – 44 Kiln Street
- The Spur
- The Ridge
- Upper Ridge
- Central Forest
- Arvo



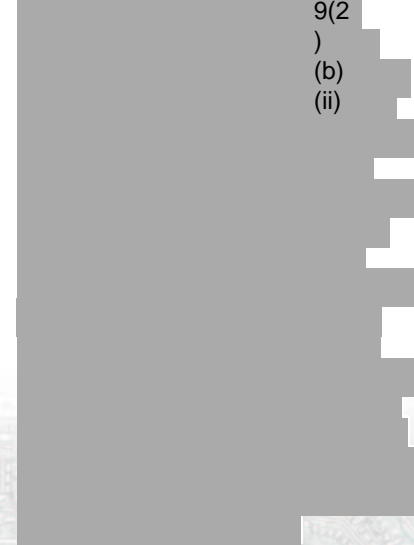
## 3.2 Zones

### 3.2.1 The Gateway

The Gateway provides a conclusion of the high density residential zone for Silverstream and entrance into the Southern Growth Area. It will include approximately 100 household units (a mix of apartment and townhouse development) and complementary mixed use commercial activities located minutes from the Silverstream Railway, expressway and existing Silverstream community. It is anticipated that a commercial or residential built edge will define the development and will use the spur as a back drop for providing apartment and or walk ups housing that is close to the shops and railway station.

### 3.2.5 The Spur

This site will not only provide the main infrastructure link into the Southern Growth Area



### 3.2.2 Ridge

The Ridge provides the first major residential village. The community will be defined by the forest edge and views out across the valley. Reserve edge housing will be provided similar to the Spur and using local access ways to minimise large local feeder roads. The development around the first community hub will be primarily terraced housing and the hub would potentially provide up to two story mixed use buildings. The primary road corridor with walking and cycling will connect to the spur open space and reserve tracks in this stage.

### 3.2.3 Central

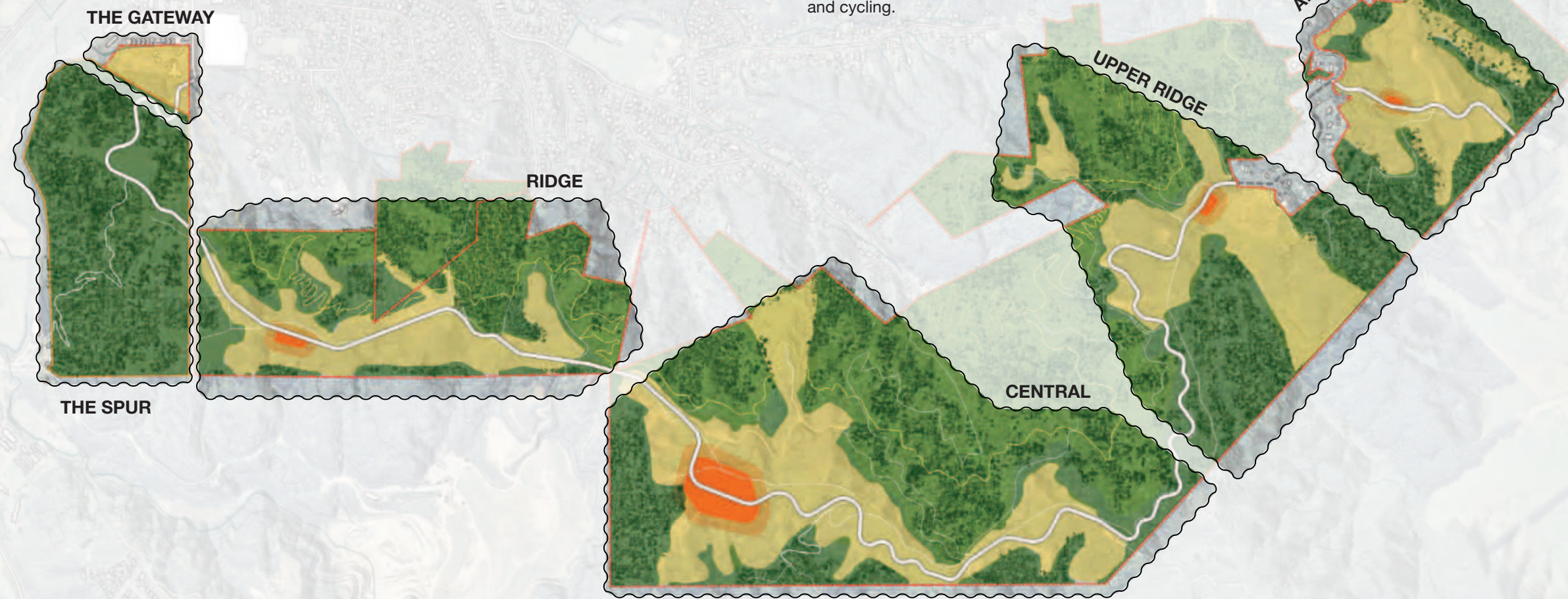
This village is the main residential space and will provide the local economy for residents. While there will be areas of reserve edge housing, because of the views to the south and north and larger areas of flat land and topography that can manage larger building forms, this will be the most built up area of the Southern Growth Area. The community hub will be the largest and provide necessary services for the new residents in this community as well as spaces to connect. It is possible that up to 4 story mixed use buildings could be provided in this space. Around the community hub, walk ups may be considered as well as medium density housing in the remaining development areas. Recreation tracks will be guided through this village so residents can access key services through walking and cycling.

### 3.2.4 Upper Ridge

This village is more defined by the natural topography and regenerating forest opportunities. A major internal road will be built between the two villages and provide a transition from the busier central village into reserve edge housing and some levels of terraced housing as you lead up to a small community hub. Some rural lifestyle homes will be provided as well before the development connects back into the existing Arvo Road and then turns and provides for residential terraced housing that looks over the Mangaroa Valley. Walking tracks will be provided through the development to the 100 year plus native forest to the south of the property.

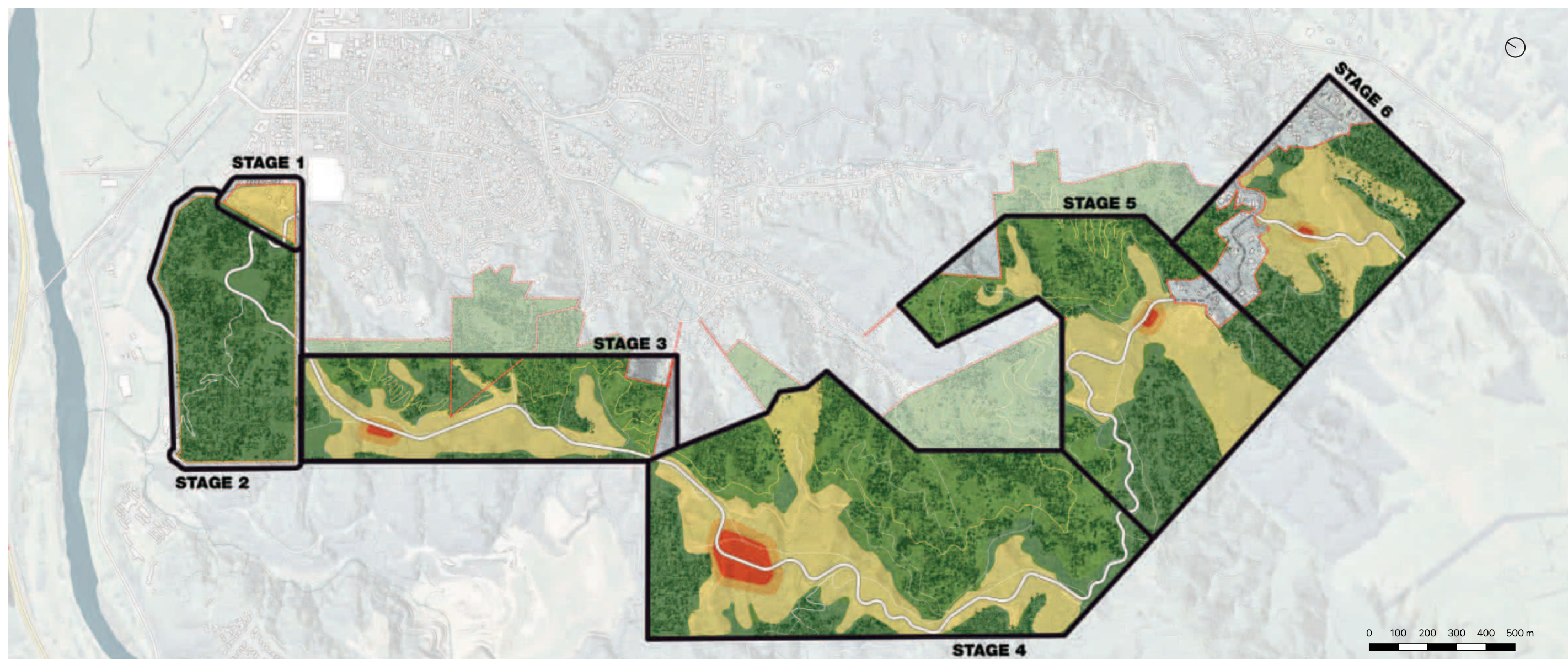
### 3.2.6 Arvo

This is the last stage in the Silverstream Forest development, and will conclude with extending the construction of access road and services into the Arvo Road Precinct and construction of the dwellings. This area will provide for more lifestyle housing that is more consistent with a rural lifestyle zone with larger lots. Where appropriate houses will be clustered in the form of hamlets to minimise infrastructure but also provide connected communities on this north facing site, with views to the east towards Mangaroa.



### 3.3 Masterplan Staging

The masterplan is proposed to be delivered across six stages of development, beginning with the Gateway (Kiln Street) in the north and completing at Arvo in the south.

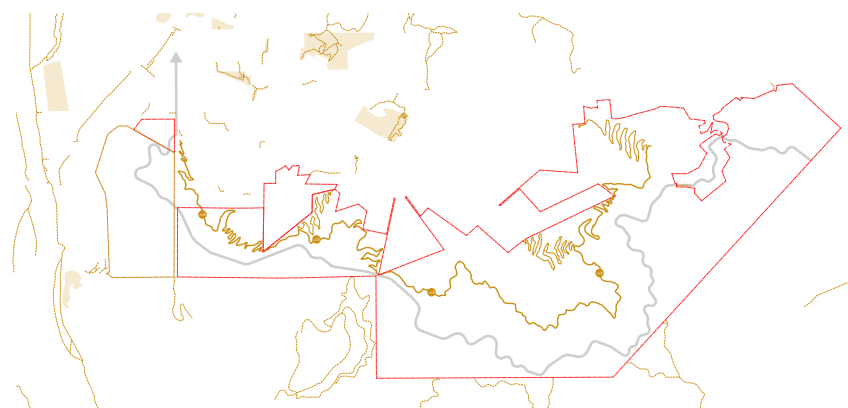


### 3.4 Key Moves Summary

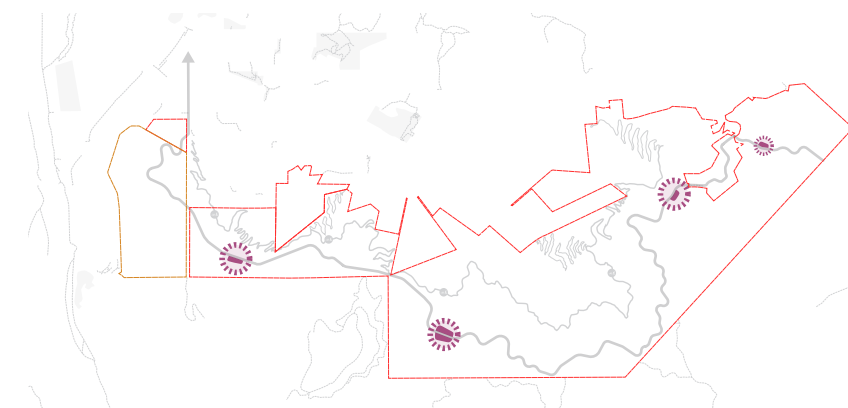
Underpinning our concept masterplan are the following key moves that are described below and developed further in the next stages of the masterplan.



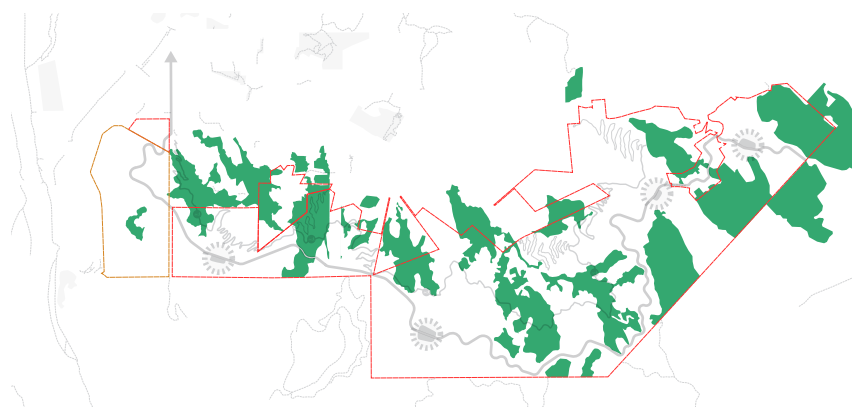
**1. A Connected Community**  
Connect people with amenities via safe, sustainable, and accessible transport choices



**2. A Healthy and Well Community**  
Connect people to nature and recreation opportunities to enable healthy communities



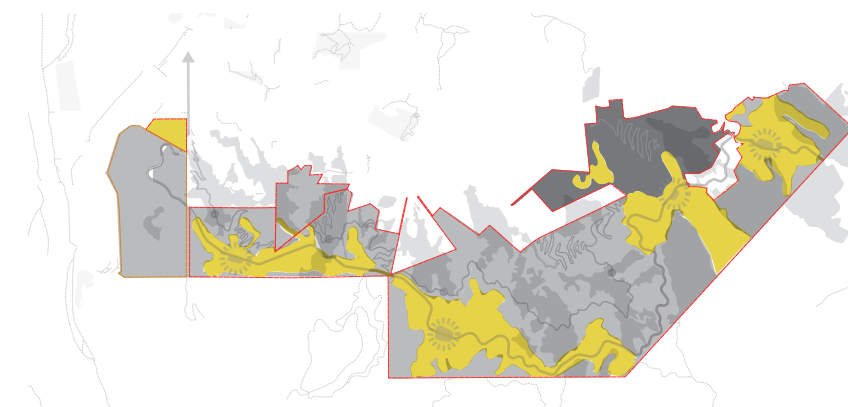
**3. A Vibrant Community**  
Enable attractive community hubs that provide opportunities for learning, sharing, and growing local economies



**4. Sustainable + Resilient Environment**  
Development that is resilient to natural hazards and climate change, sustainably designed and minimises greenhouse gas emissions



**5. Forest Living**  
High-quality housing that is appropriate for its context and provides choice.



**6. Affordable Housing**  
Provide high-quality, affordable housing to meet the needs of the community.

### 3.5 Recreation

Connect people to nature and recreation opportunities to enable healthy communities.

Provide safe and well-connected public spaces and places that meet the community's needs. Along with the planned reserve this will include smaller open space and play areas within the new neighbourhoods.

A network of cycling and walking routes – on and off-road – will be developed to link into local and regional recreational routes such as connecting to Wainuiomata via the summit tracks as well as the Hutt Valley River Trail, Korau Recreation Reserve and up to the Remutaka Rail Trail.

These proposed recreational assets will have health, recreational, environmental, cultural and economic benefits for the community and the wider area.

#### 3.5.1 Silverstream Forest Reserve

GTC will engage with mana whenua Taranaki Whānui ki te Upoko o te Ika, The Wellington Tenth Trust and Ngāti Toa Rangatira to better understand their vision for the forest. There is an exciting opportunity to set up a community trust (or partnership) which could help design and develop the park for environmental, social, heritage conservation, public recreation, and enjoyment. Features of the reserve will include:

- Custodianship – possibility to partner with mana whenua and council, as well as local and regional groups such as Forest & Bird, as well as Greater Wellington Regional Council.
- Enhanced biodiversity and ecological corridors.

- Wayfinding and interpretational signage.
- A long-term Park/Reserve Management Plan.

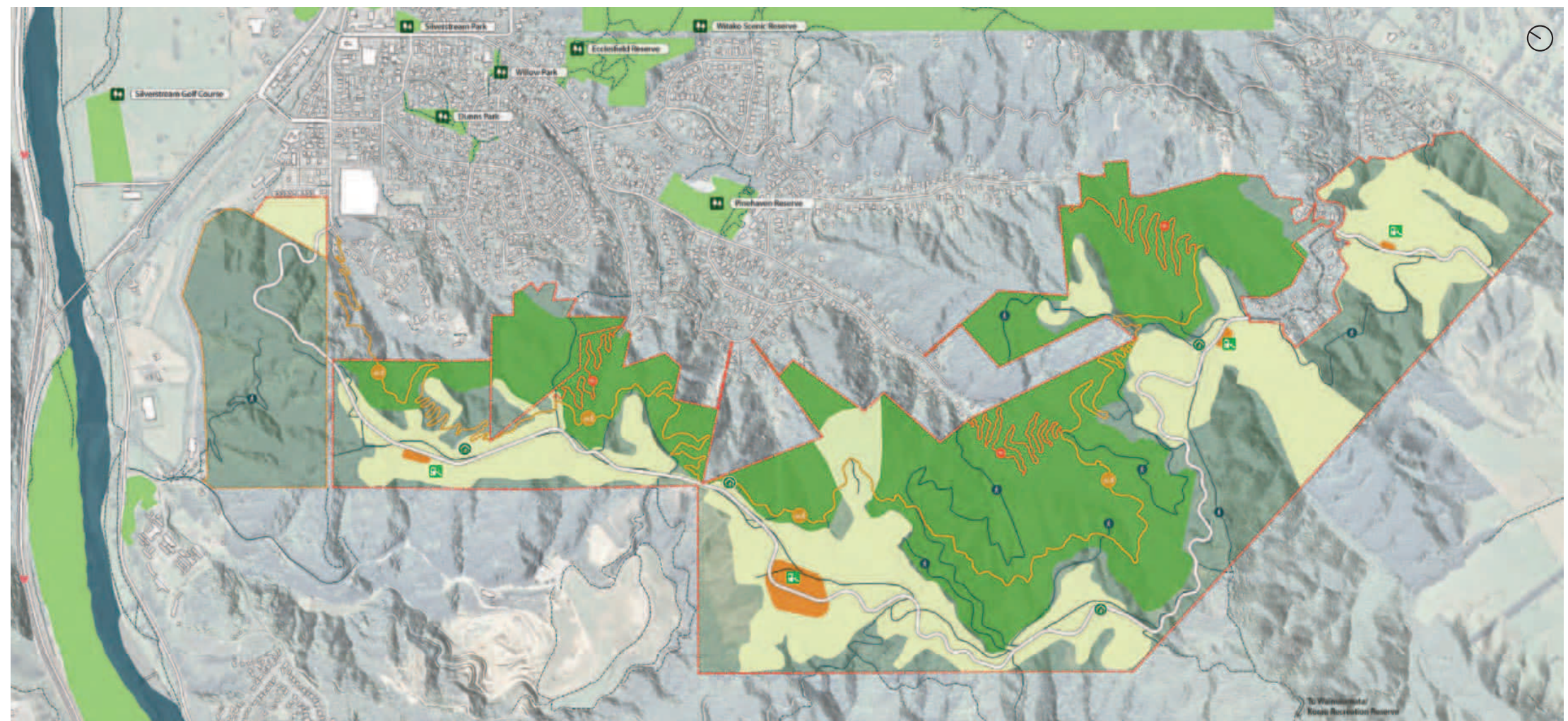
#### 3.5.2 Recreational hubs

To aid access to the reserve and recreational network a number of recreational hub facilities are proposed. These would serve as meeting places, start/end points for walks or bike rides and typically would include an open shelter structure, toilets, tap water, furniture, information, wayfinding and interpretative signage.



#### LEGEND

- GTC Ownership Boundary
- The Spur Boundary
- Proposed Reserve
- Regenerating Indigenous Forest
- Existing Open Space
- 🌳 Existing Park or Reserve
- 🏡 Proposed Neighbourhood Park and Play Area
- 🏠 Proposed Recreation Hub
- 🚶 Proposed Shared Walkway and MTB track
- 🚲 Proposed MTB track
- 🚶 Proposed Walkway
- Existing Walkway
- Potential Developable Area
- Proposed Neighbourhood Centre Area
- Proposed Spine Road



### 3.6 A Sustainable & Resilient Environment

Development that is resilient to natural hazards and climate change, sustainably designed and minimises greenhouse gas emissions.

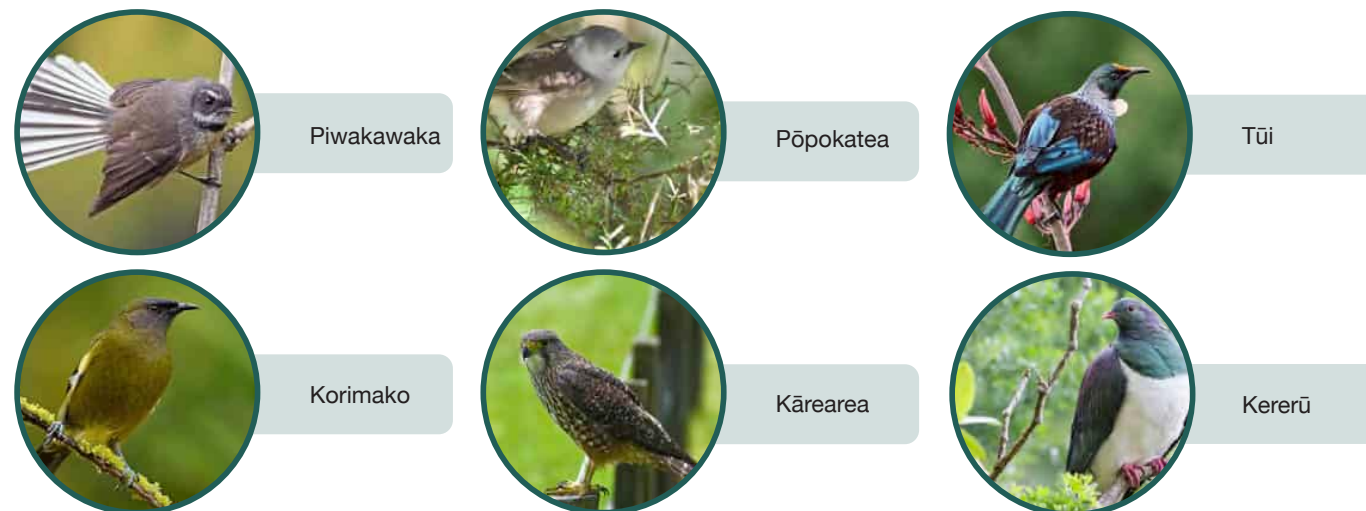
Good development includes providing homes with low carbon emissions (both in terms of embodied and operational energy) and designing healthy neighbourhoods with sustainable transport options and a resilience to climate change and natural hazards, such as flooding, drought and fire.

New Zealand has an international obligation to respond to the UN Sustainable Development Goals (SDG) and in particular:

- Meet the objectives of the Paris Agreement to limit global warming to 1.5-2°C above pre-industrial levels.

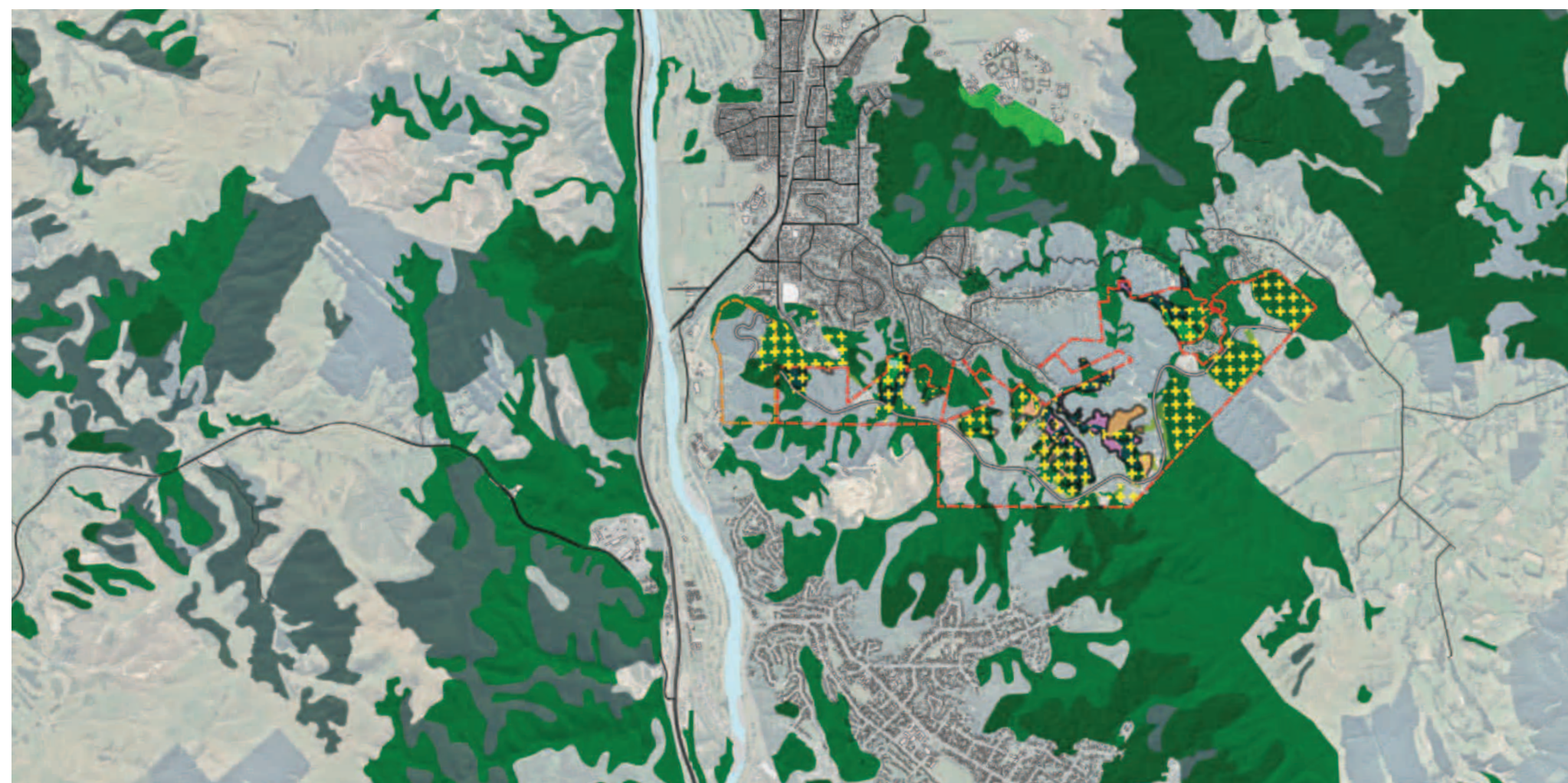
- Report on greenhouse gas emissions under the United Nations Framework Convention on Climate Change and the Kyoto Protocol.

New Zealand is on the path to a low emission, climate resilient future. The Government has declared a climate emergency and has committed to being Carbon Zero by 2050 and has established the Climate Change Commission to support this journey. In their first official report the Commission recommends increased urgency and action - “we need strong and decisive action to address climate change.”



**LEGEND**

- GTC Ownership Boundary
- The Spur Boundary
- Broadleaved Indigenous Hardwoods
- Indigenous Forest
- Manuka and/or Kanuka
- Kamahi Forest w Emergent Pine
- Secondary Beech Forest
- Fernland
- River
- Draft Significant Natural Areas
- Draft Significant Natural Areas within the site
- Further strengthening of native Green Infrastructure Network within development





To:	Hutt Valley Services Committee 1 May 2026	From:	Janet Lawson Open Spaces and Facilities Manager Upper Hutt City Council
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Subject:	Akatārawa Cemetery Update	File:	
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Date:		Reference	
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## Akatārawa Cemetery Update

### Purpose

1. To provide an update on the progress of the Cemetery extension development and to summarise current operational expenditure.

### Recommendation

2. That the Hutt Valley Services Committee receives the Akatārawa Cemetery Update report.

### Akatārawa Cemetery Update

3. Civil construction works on the cemetery extension are still progressing well. We are now on schedule for completion of stages 1 and 2 by the end of May 2026 and are forecasting a surplus of \$23,495 on these stages.
4. Stage three is still in the scoping phase and the contract will be tendered before works are due to start in October/November 2026.
5. The cemetery has been undertaking a project to digitise processes and records. From 16 April 2026, we will be using an online booking portal for funeral directors and stone masons and a public interface for records searches. The website has been revised to accommodate these changes.
6. As part of this upgrade the cemetery rules have been reviewed and updated to accommodate the new processes, remove out of date information and convert them into plain English. Hutt City Council officers were consulted on the revised rules, as per the cemetery management agreement. The new rules are attached as appendix 1.
7. Under the annual review of fees and charges, it was approved to remove burial fees (comprising all fees – plot, interment and maintenance) for all burials for people aged 0-17. This is expected to be broadly cost neutral, with the additional costs being managed within the fee structure, by increasing the costs of the adult burials.

8. Photographs



- A – installation of water and power services
- B – Placement of sub-base material on the road carriageway
- C – Road carriageway fully metalled, looking south-east from the junction
- D – Road carriageway fully metalled looking north-west towards the future phase 3 area.

## Financial and Resourcing

9. Expansion project CAPEX funding

- a. *Hutt City Contribution*: -\$2,201,625
  - b. *Upper Hutt City Contribution*: - \$2,073,375
  - c. *Total approved funding*: -\$4,275,000
  - d. *Expenditure to Date*: \$1,551,245
- e. Project Cost – The Project Estimate (28-1-2026) for all 3 stages is now sitting at \$4,251,505 against total approved funding of \$4,275,000. The costs savings from stages 1 and 2, of \$23,495, will be carried over to stage 3, which has not yet been tendered.

### **Cemetery Operational budgets**

10. As of 1 April 2026, the total operating Cemetery expenditure (for 2025/26) is \$185,878 compared to a year-to-date (YTD) budget of \$335,754. The total operating revenue is \$520,032 compared to a YTD budget of \$593,046.
11. The YTD expenditure is lower than the budget due to a number of factors. Some of the more expensive maintenance work is seasonal and planned for autumn, meaning costs will increase then. Additionally, savings are being made by operational staff who are undertaking work in-house, reducing the reliance on contractors.

### **Included attachments**

12. Appendix 1 - Revised cemetery rules
13. Appendix 2 – Akatarawa Cemetery Project Dashboard



# Akatarawa Cemetery Rules

LAST UPDATED: 16 MARCH 2026

These rules set out the requirements and expectations for all activities within Akatarawa Cemetery, ensuring respectful and appropriate use of the grounds.

## Definitions

Term	Definition
<b>Ashes</b>	The cremated remains of a person.
<b>Ash scattering (scattering of ashes)</b>	Placing ashes on the ground in the cemetery's designated ash scattering location, with prior booking and approval.
<b>Burial</b>	The interment of a body in a burial plot in the cemetery.
<b>Burial warrant / warrant for interment</b>	The Council-issued approval required before a burial (or other interment, where applicable) can take place.
<b>Cemetery Team / Cemetery Team Leader</b>	Council staff responsible for cemetery operations; the Cemetery Team Leader is the person who approves bookings, requests, and permissions referred to in these rules.
<b>Chief Executive</b>	The Chief Executive of Upper Hutt City Council, or their authorised delegate, where the rules state the Chief Executive will decide or approve something.
<b>Council</b>	Upper Hutt City Council.
<b>Disinterment</b>	The lawful removal of buried remains (a body or ashes) from a grave or ashes plot.
<b>Exclusive right of burial (deed)</b>	A legal right (not land ownership) to control who may be buried or have ashes interred in a specific plot.
<b>Exclusive Right of Burial (deed) Certificate</b>	The certificate issued by the Council confirming who holds the exclusive right of burial (deed) for a plot.
<b>Fee schedule / Schedule of Fees and Charges</b>	The Council's approved list of cemetery fees (including plot, interment, and maintenance charges) as set by Council resolution.
<b>Funeral director</b>	A person or business engaged to arrange a burial on behalf of a family/whānau, and who may apply for warrants and make bookings under these rules.
<b>Interment</b>	The burial of a body or the burial/interment of ashes in a plot.



Term	Definition
<b>Maintenance fee</b>	A fee paid to the Council for ongoing maintenance of a grave, where required by these rules and the fee schedule.
<b>Memorial (monument / headstone / plaque)</b>	A structure or marker installed to commemorate the deceased (including headstones, monuments, and plaques), which must meet the Council's specifications and approval requirements.
<b>Monumental mason / stone mason</b>	A person (typically registered/qualified) who installs, repairs, or works on memorials, headstones, and plaques in the cemetery.
<b>Next of kin</b>	The closest family member(s) or representative of the deceased for contact and decision-making purposes in these rules (for example, regarding ashes in storage).
<b>Out of District fee</b>	An additional fee charged where a person who has lived outside the Hutt Valley district for five years or more purchases the right to inter in a plot, unless an exemption applies.
<b>Plot (burial plot / ashes plot)</b>	A designated space in the cemetery set aside for the burial of a body or the interment/burial of ashes.
<b>Plotbox</b>	The Council's cemetery management system used to request and approve bookings and warrants for interments.
<b>Plaque lawn cemetery (plaque lawn section)</b>	A cemetery/section maintained as a grass lawn where headstones do not extend above ground level, and where only approved plaques/tablets may be installed under the stated conditions.
<b>Public holiday</b>	A day observed as a public holiday in New Zealand; interments do not occur on Sundays or public holidays.
<b>Reserved plot</b>	A plot booked in advance (before a death/need for immediate interment), subject to Cemetery Team discretion on exact plot selection and payment timeframes.
<b>Urn</b>	A container holding ashes for burial or storage.
<b>War graves section</b>	The area of the cemetery set aside for war graves, including reinterments requested by Manatū Taonga (Ministry for Culture & Heritage) under the rules.



### **Burial and Sale of Plots**

Burials can take place at Akatarawa Cemetery, if it has not been formally closed under the law.

All burials must follow the conditions set out in these rules. The right to inter in a plot may be sold on the terms and conditions set by Upper Hutt City Council. The exclusive right of burial may be granted for a defined period, as determined by resolution of the local authority.

### **Provisions for all Interments**

No burial can take place in the cemetery unless a burial warrant has been issued by the Council.

The Council will charge an Out of District fee when someone who has lived outside the Hutt Valley district for five years or more buys the right to inter in a plot at the cemetery. However, people who have been living in long term care may be exempt from this fee. In these cases, the Chief Executive will decide whether the Out of District fee will apply.

For every planned burial, the person responsible for arranging the burial (e.g., funeral director), must apply to the Council for a warrant for the burial using the online form in the Councils Cemetery Management System ('Plotbox') or apply via the appropriate form on the website.

A burial warrant will be issued once the cemetery team approves the request to inter. The Council will bill the person responsible for arranging the burial, usually monthly, or on another schedule the Council decides. Approval of the burial request is at the discretion of the Council.

Bookings for interments will be reviewed and accepted by Council during normal business hours.

Once the Cemetery Team Leader receives the completed burial warrant application, they will review it and approve it in Plotbox.

### **Hours for Interments**

Interments can take place between 8:00am and 5:00pm, Monday to Friday, and between 8:00am and 1:00pm on Saturdays. No interments are held on Sundays or public holidays. Interment bookings can be requested at any time through Plotbox (or from our website, for family led burials).

Interments can only be booked during the available time slots on the public facing calendar. Requests for time slots outside of those available times must be made directly to the Cemetery Team Leader and will be accepted on a discretionary basis.

### **Scattering of Ashes**

Ash scatterings need to be booked and approved by the Cemetery Team Leader and can only be scattered in the specific ash scattering location.

No ashes can be scattered without approval from the Cemetery Team Leader.

### **Burial of Ashes**

Once the application is submitted and the cemetery team has approved the booking, an urn containing ashes may be buried either in the designated ashes area or in a plot where someone holds an Exclusive Right of Burial, provided that the holder agrees to it in writing. An invoice will



be sent out after the interment of the ashes. For prebooked or reserved ash plots the invoice will be issued at time of purchase and the reserve plot rules apply.

Plots in the special ashes area are 600mm by 600mm. Any urns exceeding this size must be approved by the Cemetery Team Leader and may incur an additional cost.

### **Storage of Ashes**

Ashes can be safely stored at the Cemetery Office at the discretion of the Cemetery Team Leader.

The next of kin will be automatically contacted via email every 30 days to remind them that the ashes are in storage.

If the ashes remain in the care of the Cemetery Team for more than 12 months, a storage fee may be incurred.

A dedicated person must be assigned to approve ash storage and ash collection. Any requests for the ashes release or interment should be made by the nominated person.

### **Fees**

All fees referred to in these rules, including those listed in the Council's approved fees and charges, are set by the Council through a formal resolution.

### **Exclusive Right of Burial**

An 'exclusive right of burial' is the purchase of a legal right to decide who can be buried or have ashes interred in a specific burial plot. It is not ownership of the land itself but rather control over the plot.

For family led burials, an exclusive right of burial holder will be nominated during the booking process.

For burials led by Funeral Directors, the Funeral Director will advise Council who has been nominated as the exclusive right of burial holder.

Council will send an Exclusive Right of Burial Certificate to the nominated person once the invoice for the burial has been paid.

In the case of 'Reserved Plots', the Exclusive Right of Burial Certificate will be sent to the purchaser once the invoice for the plot and maintenance is paid.

If the original exclusive right of burial certificate has been lost, Council may issue a duplicate to the certificate owner.

A burial may only take place in a plot when the exclusive right of burial holder consents in writing.

The exclusive right of burial holder for a plot may transfer that right to someone else, but only with the Council's consent. The transfer can only occur by applying to the Council with permission in writing to authorise the transfer. If an exclusive right of burial holder dies the next of kin can nominate who the authority should transfer to.

If an exclusive right of burial has been purchased, the Council may choose not to approve a transfer of that right. Instead, the Council can require the holder to surrender the right back to the Council.



In return, the Council will repay the holder the full original purchase price. The holder must comply if the Council requires this surrender.

Burial plots cannot be sold to anyone except Upper Hutt City Council, surrendering unused plots back to the council will repay the holder the full original purchase price for the plot.

Any changes to the plot can only be authorised by the exclusive right of burial holder in writing.

### **Keeping Graves in Order**

The Council agrees to maintain any grave in the cemetery if the required maintenance fee, as set out in the Schedule of Fees and Charges, is paid.

The exclusive right of burial holder of the plot is responsible for keeping any headstones and plaques in good condition and properly maintained. If a headstone or plaque becomes unsafe, decayed, or badly damaged, the Council may order its removal in accordance with the Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967 and section 9 of the Burial and Cremation Act 1964. If no one can be found to carry out repairs or approve the removal, the Council will take a photograph of the memorial before removing the structure, and the photo will be kept with the cemetery records.

Any changes made to a plot apart from erecting a monument or plaque needs to be discussed and approved with the cemetery team before any work can commence.

The Council may trim, remove, or cut down any shrubs in the cemetery at any time.

No one may plant a tree in the cemetery without first getting permission from the Council. No shrubs, trees, or flowers may be planted or maintained in the Cemetery unless they are planted in locations approved by the Council.

No one may remove any vase, wreath, plant, flower, or any other item from a Cemetery or from a grave unless they are friends or family of the deceased. The Council may remove any such items if they are neglected, damaged, broken, not contained on the headstone base, or are deemed to pose a health and safety risk.

All vases or containers for flowers shall be contained in the predrilled hole at base on which the memorial is placed.

No one may plant anything on a plot. Council will provide a plastic name plaque (which will be adhered to the beam) which enables visitors to identify the plot (until a headstone is present). Wreaths or other floral tributes may be placed on a plot until the name plaque gets adhered to the beam. Once the name plaque has been adhered to the beam, the Cemetery Team (or family) will clear anything from the grave which is not in the predrilled hole in the beam.

The Cemetery Team may remove any damaged receptacles, broken glass or decorative rocks, as well as any dead flowers or foliage, or anything that poses a health and safety risk at any time.

### **Reserved Plots**

Reserved plots can be booked in advance by contacting the Cemetery Team, a section of the cemetery can be chosen but plot selection will be at the Cemetery Team's discretion (usually



appointing the next available plot within the section). Reserving more than one plot at a time is up to the discretion of the Cemetery Team Leader.

When purchasing a reserved plot, fees for the plot and maintenance of that plot are due, before the exclusive right of burial can be issued. If payment is not received within 30 days, the request will lapse.

### **Deposit of Materials**

No monumental mason working on a headstone, plaque, or any similar structure may leave tools, planks, materials, or equipment on cemetery footpaths or any other cemetery areas for longer than is reasonably necessary to complete the work.

If the Chief Executive issues a written notice requiring these items to be removed within a specified timeframe, that person must comply and remove them within the time stated.

No one may mix cement or mortar on cemetery footpaths or roads unless they use a proper mixing board or another method approved by the Cemetery Team Leader.

### **Vehicles**

No one may bring a vehicle into the Cemetery except between 8am to 6pm (or 8pm during daylight saving).

No one may allow a vehicle under their control to remain in the Cemetery after 6pm (or 8pm during daylight saving).

No one may drive a vehicle or allow a vehicle under their control to be driven, on any part of the Cemetery other than the designated roads for vehicle use.

Normal road rules apply within the Cemetery.

### **Misconduct**

No one may behave in a violent or improper manner anywhere in the Cemetery. The Cemetery Team Leader may ask you to leave the Cemetery if your behaviour is deemed misconduct (or prevents, interrupts, or delays a burial).

### **Soliciting of Orders**

No one may advertise or solicit business in the Cemetery. This includes offering or requesting any work to be carried out in the Cemetery, or offering for sale, preparation, or supply of any item intended to be installed, placed, or used within the Cemetery.

Stone Masons may not accept or take any orders for Cemetery-related work or services, unless the request is made by the exclusive right of burial holder.

### **Reduced cost interments (for Paupers graves, under the Act)**

When the deceased did not have sufficient funds for ordinary burial charges, and their relatives and friends are also unable to pay, an application to the Council can be made for a reduced cost interment.



The applicant must apply online and provide a signed declaration confirming that ordinary burial charges cannot be met. This application is approved by the Chief Executive.

The burial will take place in a plot selected by the Cemetery Team Leader. No headstone or plaque may be installed on that plot.

The exclusive right of burial will be issued to UHCC. If a family member wants to erect a headstone, or inter another, a friend or relative may purchase the exclusive right of burial certificate. Upon payment of relevant fees and charges, the exclusive right of burial will be issued giving the holder the right to erect a headstone and/or inter another in the plot.

### **Deceased Servicemen**

When the Ministry for Culture & Heritage (Manatū Taonga) requests the disinterment of a deceased serviceperson and their reinterment in the war graves section of the Cemetery, the fee charged by the Council will be determined by mutual agreement between the parties.

### **Disinterment**

When the Council receives an application for a disinterment, the disinterment must be carried out in accordance with sections 51 and 55 of the Burial and Cremation Act 1964, and the applicant must pay the fees set out in the fees and charges schedule.

Ash disinterment can be arranged by contacting the Cemetery Team. After a disinterment of ashes and the plaque being removed the plot can be sold back to the Council for the sum that it was bought for, at the discretion of the Cemetery Team Leader.

Grave disinterment can be arranged through a funeral director. After a disinterment of a body the grave is still the property of the exclusive right of burial holder and cannot be sold back to the Council.

### **Dogs**

Dogs may attend the Cemetery, provided they are on a lead and the person in control of the dog removes any faeces immediately and disposes of it responsibly.

### **Erection of Memorials**

The Council will make available a continuous concrete platform ('beam') at ground level to support the foundations of all memorials with a predrilled hole for each plot (for the addition of receptacles and/or flowers). The cost of this platform is included in the plot purchase price.

Bases for all headstones must not be more than 150mm higher than the highest point of the concrete berm. All headstone bases must be built in accordance with the specifications in the First Schedule Memorial Sizes.

A monument, including its foundation, must meet the following requirements:

- i. It must not exceed 900 mm in total height for adult plots or 530 mm for children's plots.
- ii. It must be positioned centrally at the head of the plot.
- iii. The visible portion above the headstone base must not exceed 700 mm for adult plots or 450 mm for children's plots.



All monuments must comply with sound engineering principles, be aesthetically acceptable to the Council, and have their plans submitted to and approved by the Council before installation.

All erected memorials must be made of granite. The concrete base must be finished using grey cement only; coloured cement is not permitted, and all plaster work must use Dricon foundry sand.

When constructing bases or installing memorials, no damage may be caused to adjoining roads, paths, or allotments.

#### **Vaults and brick or walled-in graves**

No above ground vaults or brick or walled in graves may be constructed in the cemetery.

Statuary will not be allowed in a memorial park Cemetery, unless it meets the requirements laid out in the headstone and plaque specifications.

Any changes apart from erecting a monument or plaque needs to be discussed and approved with the cemetery team before any work can commence.

#### **Plaque Lawn Sections**

In this section, a Plaque Lawn Cemetery means a Cemetery where the surface is maintained as a grass lawn, no headstones extend above ground level, and the area has been formally designated as such by the Council.

In a plaque lawn Cemetery, no person may:

- Erect any kerb, railing, fence, building, or any other structure on or around any plot or part of a plot.
- Construct or place any tombstone, headstone, monument, or structure on a plot in a way that allows any part of it to project above the level of the surrounding ground

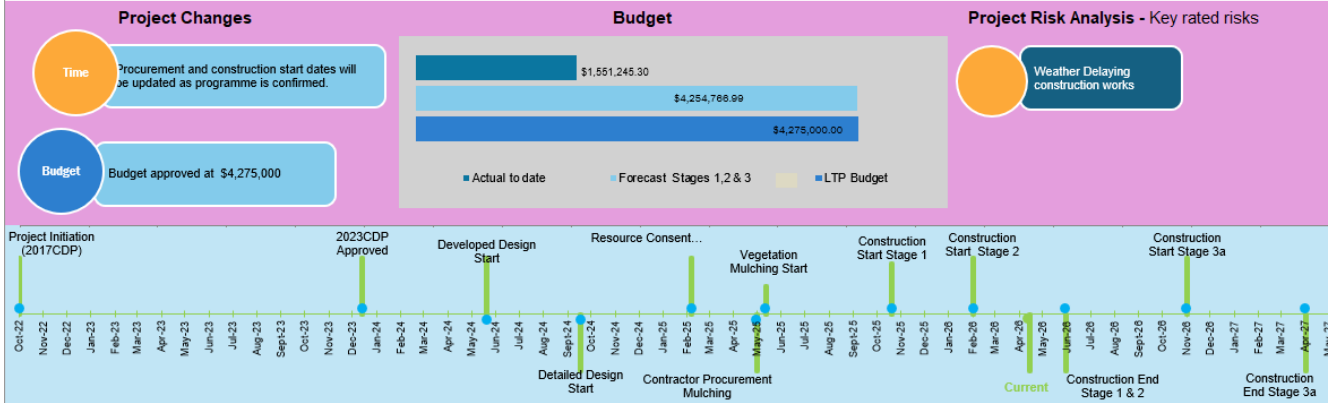
Registered stone masons can install or place a memorial plaque, memorial tablet, or other item on a plot once written permission from the Cemetery Team Leader is obtained. The request must comply with the following conditions:

- i. The plaque or tablet must be of a size approved by the Council, and it must be installed in a position and manner approved by the Council.
- ii. All lettering and the names of all persons buried in a plot must be placed on a single tablet or plaque.
- iii. All fees must be paid in accordance with the Schedule of Fees and Charges.

#### **Dimensions of Plots**

The dimensions of plots will be set by the Cemetery Team Leader.

<b>Project Name</b>	Akatārawa Cemetery Development Project (Phase 1: Design of Stages 1-3 and construction of Stages 1 & 2 only)			<b>Status Update:</b> 13/04/2026			<b>Milestones, Tasks, Outcomes to deliver next period</b>		
<b>Purpose</b>	Deliver fit for purpose cemetery infrastructure to ensure that Upper Hutt City and Hutt City remain able to meet their statutory compliance obligations under the Burial and Cremation Act 1964.			<ul style="list-style-type: none"> <li>- Pest Control Ongoing</li> <li>- Road 1 Stage 1 Earthworks complete</li> <li>- Stage 2 earthworks underway</li> </ul>			<ul style="list-style-type: none"> <li>- Value Engineering review ongoing</li> <li>- Engagement with Cultural groups Ongoing</li> <li>- Stage 1 and 2 earthworks complete</li> </ul>		
<b>Project Team</b>	Executive Sponsor: Mike Ryan Business Owner: Janet Lawson Project Manager: Matt Aitchison - Envelope			<ul style="list-style-type: none"> <li>- Engagement with Cultural Groups Ongoing</li> <li>- Value Engineering review ongoing</li> <li>- Culvert works underway</li> </ul>			<ul style="list-style-type: none"> <li>- Outlets to be installed to complete stormwater works</li> <li>- Entrance Way Design Underway</li> </ul>		
<b>Funding Source</b>	Upper Hutt City contribution: \$2,073,375.00 Hutt City contribution: \$2,201,625.00 Total funding of the Project: \$4,275,000.00			<b>Project Overview</b>	<b>Previous status</b>	<b>Current status</b>	<b>Status Description</b>		
<b>Key Stakeholders</b>	Upper Hutt City Council Hutt City Council Cemetery and Parks and Reserves staff, contractors, users, future users, Mana Whenua, Ōrongomai Marae			<b>Overall</b>			Stage 1 and 2 roads have geogrid and sub-base installed. Kerb prep and laying is underway		
				<b>Time</b>			Due to wet weather during February, some works now scheduled for mid-may		
				<b>Budget</b>			The project cost estimate review now indicates we will have enough funds for all Stages.		
<b>Project Stage</b>	2023 Concept Development Plan - Approved Enabling works & additional investigations/surveying - In planning stage.			<b>Scope</b>			Detailed design for Stages 1, 2, & 3 and construction of Stages 1 & 2 only. The current estimate indicates we can now complete all stages under budget. We are also on target to complete the construction works for Stage 1 & 2 mid may		
				<b>Risks</b>			Weather Delaying the construction works		
<b>Project Start Date</b>	<b>Report Date</b>	<b>Approved end date for this project</b>	<b>Projected end date for this project</b>	<b>Issues</b>			Nil		
1 Oct 2022	13 Apr 2026	TBC	end of May	<b>Comms &amp; Engagement</b>			Communications and engagement plan being updated; all channels will be updated in coming weeks.		





**TO:** Chair and Members  
Hutt Valley Services Committee

**FROM:** Jenny Young, Democracy Advisor

**DATE:** 14 April 2026

**SUBJECT:** HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME 2026

### **Purpose of Memorandum**

1. To provide the Hutt Valley Services Committee (the Committee) with a Forward Programme of work planned for the Committee for 2026.

### **Recommendation**

That the Committee receives and notes the Forward Programme for 2026 attached as Appendix 1 to the memorandum.

### **Background**

2. The Terms of Reference for the Committee require the Committee to consider the coordination of activities of the two Councils in respect of matters affecting the Hutt Valley as a whole and waste disposal services in particular.
3. The Forward Programme for 2026 provides a planning tool for both members and officers to co-ordinate programmes of work for the year. The programme is attached as Appendix 1 to the memorandum.

### **Executive Summary**

4. The Forward Programme is a working document and is subject to change on a regular basis.

### **Appendices**

No.	Title	Page
1↓	Hutt Valley Services Committee - 2026 Work Programme	87

**Author:** Jenny Young, Democracy Advisor, Hutt City Council

**Reviewed By:** Kate Glanville, Senior Democracy Advisor, Hutt City Council

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

<b>Hutt Valley Services Committee</b>				
<b>Description</b>	<b>Officer</b>	<b>Cycle 2 1 May</b>	<b>Cycle 3 18 Sept</b>	<b>Cycle 4 27 Nov</b>
Work Programme	Democracy Advisor (HCC)	✓	✓	✓
Update on Silverstream Landfill and Resource Recovery	Waste and Resource Recovery Manager (HCC) Head of Climate, Waste and Resource Recovery (HCC)	✓	✓	✓
Akatārawa Cemetery Update	Open Spaces and Facilities Manager (UHCC)	✓	✓	✓
Wastewater Joint Venture Update	Advisor Water Services (HCC)	✓		
Proposed meeting dates for 2027	Democracy Advisor (HCC)			✓