



Te Kaunihera o
Te Awa Kairangi ki Uta
Upper Hutt City Council

AGENDA

Council

4.30 pm Wednesday 3 May 2023

The Rotary Lounge, Upper Hutt Central Library, 844 Fergusson Drive, Upper Hutt

Members His Worship the Mayor W N Guppy (Chair)

Deputy Mayor H Swales (Deputy Chair)

Cr D M Bentley

Cr M G Carey

Cr C B G Carson

Cr J B Griffiths

Cr A W Hammond

Cr E Holderness

Cr H Newell

Cr T M Ultra

Cr D Wheeler

Have your say

Members of the public can speak to any item on the agenda. If you do wish to speak, it is preferable to let us know by midday of the day before the meeting. This can be done by either emailing askus@uhcc.govt.nz or by phoning 04 527 2169.

Agenda reports may be inspected at the following offices during business hours:

- HAPAI Service Centre, 879–881 Fergusson Drive, Upper Hutt
- Upper Hutt Central Library, 844 Fergusson Drive, Upper Hutt
- Pinehaven Library, Corner Jocelyn Crescent and Pinehaven Road, Upper Hutt

The Committee's purpose, objectives and membership can be found in the [Terms of Reference](#) document.

Council

Public Business | 4.30 pm, Wednesday 3 May 2023

Item	Contents	Page
1.	Apologies	
2.	Declarations of Interest Elected members must declare any interests that may arise between their roles as members and any private or other external interests they may have. If this should happen, members should stand aside from decision-making related to any such interests. The current Register of Interests is on the Council website.	
3.	Public Forum Members of the public have the opportunity to speak for up to five minutes on any matter falling within the meeting's Terms of Reference . Anybody wishing to speak or share their views should let us know, preferably no later than midday of the working day before the meeting. There is more information about Public Forum and supporting information on our website upperhuttcity.com/your-Council/How-we-work .	
4.	Confirmation of Council Minutes Record of the Council meeting held on 22 March 2023.	4
5.	Adoption of Standing Committee Minutes and Recommendations	
	a) Unconfirmed minutes and recommendations from the City Services Committee meeting held on 29 March 2023.	9
	b) Unconfirmed minutes and recommendations from the Policy Committee meeting held on 19 April 2023.	13
	c) Unconfirmed minutes and recommendations from the Finance and Performance Committee meeting held on 26 April 2023.	18
6.	Adoption of Joint Committee Minutes and Recommendations Unconfirmed minutes and recommendations from the Hutt Valley Services Joint Committee held 10 March 2023	22
7.	Whirinaki Whare Taonga Settlor (Council) Selection Panel for the Recommendation of Trustees Report from the Director Community Services dated 5 April 2023.	58
8.	Schedule of Documents Sealed - Deeds and Authority & Instruction Forms Signed – 8 March to 3 May 2023 Report from General Counsel dated 3 May 2023.	60

9. Public Exclusion

Resolution as follows required:

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

10. Confirmation of Public Excluded Council Minutes
11. Adoption of Public Excluded Principal Standing Committee Minutes and Recommendations
12. Road Naming – Public and Private Roads
13. Chief Executive Performance Review

That the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under [Section 48\(1\) of the Local Government Official Information and Meetings Act 1987](#) for the passing of this resolution are as follows:

(A)	(B)	(C)
General subject of each matter to be considered.	Reasons for passing this resolution in relation to each matter.	Ground under section 48(1) for the passing of this resolution.
Confirmation of Public Excluded Council Minutes	Section 7(2)(i) To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, where the local authority is specified in Schedule 1, under Section 7 [except Section 7(2)(f)(i)]
Adoption of Public Excluded Standing Committee Minutes and Recommendations	Section 7(2)(a) The withholding of information is necessary to protect the privacy of natural persons. Section 7(2)(i) To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). Section 7(2)(g) To maintain legal professional privilege.	
Road Naming – Public and Private Roads	Section 7(2)(a) The withholding of information is necessary to protect the privacy of natural persons.	
Chief Executive Performance Review	Section 7(2)(a) The withholding of information is necessary to protect the privacy of natural persons.	

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



Council | Kaunihera

Minutes

Record of a meeting of Upper Hutt City Council held in The Rotary Lounge, Upper Hutt Central Library, 844 Fergusson Drive, Upper Hutt, on 22 March 2023 at 4.30 pm

Present: His Worship the Mayor W N Guppy (Chair), Councillor D M Bentley, Councillor M Carey, Councillor C B G Carson, Councillor J B Griffiths, Councillor E Holderness, Councillor H Newell and Councillor T M Ultra

Apologies: Deputy Mayor Swales, Councillor A W Hammond and Councillor D V Wheeler

Public Business

1. Apologies

MOVED: Councillor Griffiths / Councillor Holderness

“That the apology received from Deputy Mayor Swales, Councillor A W Hammond and Councillor D V Wheeler be accepted and leave of absence be granted.”

MOTION CARRIED: C 230201

2. Declarations of Interest

There were no declarations of interest

3. Public Forum

There were no speakers.

4. Annual Plan 2023 – 2024 Information Document and Supporting Information

The Director Strategy, Partnerships and Growth tabled an updated version of the Information Document, appended as Attachment 1.

MOVED: Mayor Guppy / Councillor Bentley

“That Council,

(I) receives the report entitled Annual Plan 2023 – 2024 Information Document and Supporting Information, and,

(II) adopts the following with regard to the proposed Annual Plan 2023 – 2024:

a. Information Document, appended as Attachment 1,

b. Annual Plan 2023 - 2024 Prospective Financial Statements

c. Annual Plan 2023 – 2024 Funding Impact Statement (Activities data)

d. Annual Plan 2023 - 2024 Funding Impact Statement (Whole of Council)

(III) authorises officers to correct any minor typographical, arithmetic, and formatting errors that may be identified, in the documents above."

MOTION CARRIED: C 230202

5. Adoption of Dog Registration Fees

The Compliance Services Manager responded to members questions in relation to the correspondence from Council to 'Rural Dog' owners and dog registration fees.

MOVED: Councillor Carey / Councillor Holderness

"That Council,

- (I) receives the 'Dog fees' (registration charges) and 'Dog impounding' fee section of the Schedule of Fees and Charges 2023-2024 report, and,*
- (II) adopts the 'Dog fees' (registration charges) and 'Dog impounding' fee sections of the draft Schedule of Fees and Charges 2023-2024 for implementation from 1 July 2023 to enable council to meet legislative requirements under the Dog Control Act 1996."*

MOTION CARRIED: C 230203

6. Adoption of Fees and Charges 2023-2024

The Director Strategy, Partnerships and Growth advised members that a Stormwater drainage connection fee of \$100 is to be included in the Draft Schedule of Fees and Charges 2023 – 2024.

The Director Asset Management and Operations responded to a member's question regarding the Akatārawa Cemetery Interment fee for Children 1-12 years, he confirmed there would be no change to this fee as noted in the Rationale.

The Director Strategy Partnerships and Growth responded to a member's question about the consistency of inflation applied to the Draft Schedule of Fees and Charges 2023 – 2024 and advised all 'Rationale' for fee increases will be checked to ensure the key reason for the change is correct.

MOVED: Councillor Griffiths / Councillor Newell

"That Council

- (I) receives the Adoption of the Draft Schedule of Fees and Charges 2023 – 2024 for Consultation report, and,*
- (II) adopts the Draft Schedule of Fees and Charges 2023 – 2024 for consultation appended as Attachment 1 to the report."*

MOTION CARRIED: C 230204

7. Public Exclusion

MOVED: Councillor Holderness / Councillor Griffiths

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

Pursuant to the provisions of [section 48 of the Local Government Official Information and Meetings Act 1987 \(LGOIMA\)](#), the public is excluded from the following part of the proceedings of this meeting. The particular interest(s) protected by [section 6](#) or [section 7](#) of LGOIMA which would

be prejudiced by the holding of the whole or the relevant part of the meeting in public meetings are specified below:

<i>General subject of each matter to be considered.</i>	<i>Reasons for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
<i>Item 8 Willis Bond Development Support Agreement Update</i>	<i>Section 7(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</i>	<i>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist, where the local authority is specified in schedule 1, under section 7 [except section 7(2)(f)(i)]."</i>

MOTION CARRIED: C 230205

The Mayor closed the public meeting at 4.47 pm and moved the meeting into public excluded, the meeting concluded at 4.54 pm.

Mayor Mr W N Guppy
Chair

Adapting to the times

New Zealand is continuing to find itself in a constrained economic environment. The cost of living has continued to rise alongside interest rates; and inflation is now at 7.2%.

We're also still facing supply and labour shortages—which could be further constrained as resources are diverted to aid recovery in parts of the North Island that were devastated by recent weather events.

The net effect is rising costs across the board. We're seeing this play out in our households and, as an organisation, we're feeling it too. We're making reductions to our spending where we can, but the operating cost increases cannot be absorbed and are going to make an impact on the amount required through our rates.

Being conscious of the pressures affecting families and households, we've found a way to limit our total rates requirement, without reducing service levels, and keeping within our Long Term Plan commitment.

We'll continue to provide our services and support to the whole community. We've faced tough economic times like this in the past—and have come out stronger. Upper Hutt continues to grow as a destination of choice for families and businesses; an outcome which we are committed to sustaining.



Wayne Guppy
KOROMATUA | MAYOR



Peter Kelly
TE TUMU WHAKARAE | CHIEF EXECUTIVE

The impact of rising costs

The current economic environment continues to put pressure on kiwi homes and businesses. According to StatsNZ:

- Inflation is at 7.2%
- The cost of living increase for households is at 8.6%.

Council is also experiencing substantial increases in multiple areas. We've reduced spending wherever we can, but the rates increase required to meet the remaining cost escalations is around 21%.

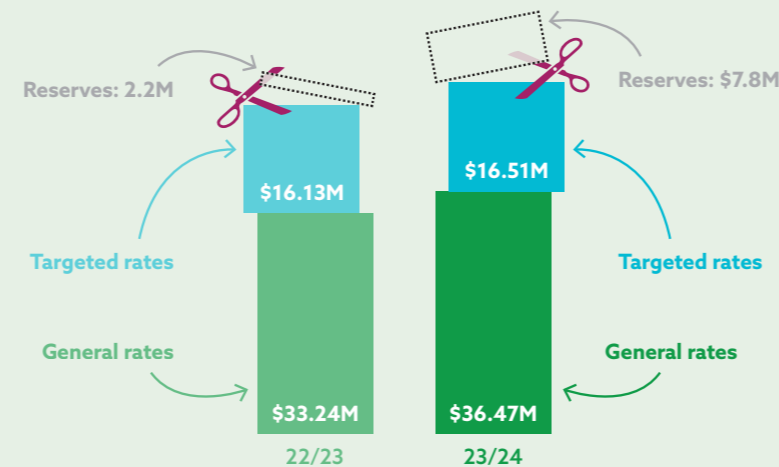
How we're responding

Every year, left over money is kept in 'reserve funds' to be used in subsequent years to offset costs (where possible).

- This year, we plan to apply \$7.8 M from reserves to fund the operating costs—considerably more than amounts we've used in the past.

A portion of these are 'water' reserves, which we've been told could be transferred to the new 'water service entity' on 30 June 2024.

- We think it's better to use these reserve funds now to reduce the burden on ratepayers.
- This will bring the overall rates increase down to **5.81%**.



Note: The use of water reserves can only be applied to targeted water rates. This means that those properties that do not pay targeted water rates will see a different level of rates increase than those properties that do (see the table opposite →).

How rates are applied to properties

Every year we provide a table to indicate how changes in the overall rates requirement will affect various kinds of properties. This year, there are 2 factors which will affect rates for individual properties.

- ➊ **Changes to the overall rates requirement compared with last year**
- ➋ **Changes to the value of properties following last year's city-wide revaluation**

The new value of properties will be applicable from 1 July 2023. This will have an effect on how rates are apportioned across the city. For more information, go to upperhuttcity.com/revaluation

The green column in the table below shows the new value of the example property and the increase in rates for that property.

	22/23 CURRENT VALUE	23/24 NEW VALUE
Residential example Above average capital value increase	\$510 K	\$710 K
General rates	1,371.90	1,513.15
Targeted water rates	1,008.27	1,024.94
Total rates	2,380.17	2,538.09
Business example Average capital value increase	\$625 K	\$830 K
General rates	4,875.63	5,129.78
Targeted water rates	1,145.43	1,117.04
Total rates	6,021.06	6,246.82
Rural example (NO TARGETED RATES) Capital value increase	\$1.4 M	\$1.96 M
General rates only	2,823.80	3,132.85

What's happening over the next year

Specific projects

Upgrades to Pinehaven Stream

Improvement works begun in Autumn to continue.

Maidstone Community Sports Hub

Scheduled for completion this December, with further park improvements to follow

H₂O Xtream upgrade

Will continue in 2023 – 2024 year and is expected to reopen in February 2024.

Main Street water supply and paving upgrade

Completion of water supply pipe upgrade and beginning of paving upgrade to match Princes Street.














Beechwood Lane bridge

Restoring the Howe Bridge that crosses the Mangaroa River.

Fast tracking repairs to Fergusson Drive

Will continue in 2023 – 2024 year and is expected to be 40% complete by 30 June 2024.

We'll also continue...

-  Providing access to **library** resources, venues, and community programmes.
-  Ensuring members of our community have clean and safe **water to drink**.
-  Building our **resilience** against major events, like storms and earthquakes.
-  Making sure that new buildings and homes are **safe to occupy**.
-  Providing **resource consents** in accordance with the District Plan.
-  Safely removing and treating our **wastewater**.
-  Incentivising **businesses** to operate and provide employment in our city.
-  Maintaining and connecting our **shared pathways** to our regional networks.
-  Keeping our **parks** clean and tidy and safe for people to use.
-  Leveraging opportunities for our communities to **connect, commemorate, and have fun** together.
-  Working with our **iwi partners** to make sure that we honour the Treaty of Waitangi.
-  Maintaining **roads and footpaths** across the city.
-  Providing **swimming** opportunities while our pool facilities are upgraded.

We're not seeking submissions

Our proposed plans for 2023 – 2024, don't vary significantly from what we have in the Long Term Plan, so we're not doing a public consultation.

If you would still like to provide feedback on the draft Annual Plan, you are welcome to do so.



Email: askus@uhcc.govt.nz

Post: Private Bag 907, Upper Hutt

Call us: (04) 527 2169

Pop in: HAPAI Service Centre
879 – 881 Fergusson Drive

Supporting information

-  Draft funding impact statements
-  Draft financial statements

Our supporting information is available at **HAPAI Service Centre** and on our website.



upperhuttcity.com/Annual-Plan

5 April

Inform community of proposals and supporting information for draft Annual Plan

7 June

Elected members determine any changes to make to the draft Annual Plan

28 June

Council adopts the Annual Plan

What about fees and charges?

We have completed our annual review of fees and charges and are proposing some changes for 2023 – 2024. To view the draft and provide feedback, please go to letskorero.upperhuttcity.com

1 Let's talk ten Kōrero tekau

We have started planning for the review of the 10-year Long Term Plan. As we did last time, we want to hear your thoughts right at the start.

Over the next few weeks, Council's elected members will be at a range of events across the city, and they'd love to hear **what matters to you**—what you think the priorities for the city are, and where we should invest.





City Services Committee | Te Kōmiti Ratonga ā-Taone

Minutes

Record of a meeting of the Upper Hutt City Council City Services Committee held in The Rotary Lounge, Upper Hutt Central Library, 844 Fergusson Drive, Upper Hutt on Wednesday 29 March 2023 commencing at 4.30 pm.

Present: Cr T M Ultra (Chair), His Worship the Mayor W N Guppy, Cr D M Bentley, Cr M Carey, Cr C B G Carson, and Cr E Holderness.

Apologies Cr D V Wheeler, Cr A W Hammond

In attendance: Councillor H Newell

1. Apologies

Apologies received from the Chair. The chair has delegated its responsibilities to the deputy chair for this meeting.

That the apologies received from Cr D V Wheeler, Cr A W Hammond be accepted and leave of absence be granted.

MOVED: Councillor Ultra / Councillor Holderness

“That the committee receives the apologies from Councillor Wheeler and Councillor Hammond and leave of absence be granted.”

MOTION CARRIED: CS 230201

Councillor Newell was in attendance.

MOVED: Councillor Ultra / Councillor Carson

“That Councillor Newell be given speaking rights, but not voting rights.”

MOTION CARRIED: CS 230202

2. Declarations of Interest

There were no declarations of interest

3. Public Forum

There were no speakers.

4. King Street Dining area - Blend Bar & Bistro

The Director Asset Management and Operations responded to questions from members concerning the removal of parking on King Street, the cost involved and consultation with affected parties and businesses.

In accordance with Standing Order 23.3 the Chair took the motion in parts as follows:

MOVED: Councillor Carson / Councillor Carey

“(i) That the Committee recommends that Council receives the report titled King Street Dining area – Blend Bar and Bistro.”

MOTION CARRIED: CS 230203

MOVED: Councillor Bentley / Councillor Holderness

“(ii) That the Committee recommends that Council approves that consultation with affected parties and businesses for the removal of for parking spaces in King Street in front of Blend Bar and Bistro to create an outdoor dining area takes place.”

MOTION CARRIED: CS 230204

(iii) That the Committee approves (subject to the consultation as per (ii) above) the funding of the construction using the existing CBD upgrade funding.

There was no support for the above recommendation, therefore it was considered **LOST** lost.

5. Whirinaki Whare Taonga – Arts/Culture/Events Statement of Intent 2023 – 2026

Expressions Director Leanne Wickham responded to members’ questions about trust reserves, fund-raising, sponsorship, and receipt of donations.

Director Community Services answered a member’s question about Golders Cottage and the Blockhouse.

MOVED: Councillor Ultra / Councillor Carson

“The Committee recommends that Council,

i. receives the report titled Whirinaki Whare Taonga – Arts/Culture/Events Statement of Intent 2023 – 2026, and,

ii. accepts the Whirinaki Whare Taonga Statement of Intent 2023 – 2026.”

MOTION CARRIED: CS 230205

6. Whirinaki Whare Taonga - Arts/Culture/Events Half Year report July 1st – December 31st 2022

MOVED: Mayor Guppy / Councillor Carey

“It is recommended that the committee receives the report titled Whirinaki Whare Taonga - Arts/Culture/Events Half Year report July 1st – December 31st 2022.”

MOTION CARRIED: CS 230206

7. Director's Report: Strategy, Partnerships and Growth

The Director Asset Management and Operations answered a member's question in relation to security cameras in the CBD.

The Director Strategy, Partnerships, and Growth commented on the Highlight event coming up and the Informetrics Update.

MOVED: Councillor Holderness / Councillor Bentley

"It is recommended that Council receives the Director's Report: Strategy, Partnerships and Growth."

MOTION CARRIED: CS 230207

8. Director's Report: Asset Management and Operations

The Director Asset Management and Operations advised that since his report was written, Chorus have requested a price from Downers to undertake the removal of the cable on Beechwood Lane Bridge. The Director Asset Management and Operations answered questions from members relating to Beechwood Lane Bridge and confirmed there is a register of all services that are attached to Upper Hutt bridges.

The Director Asset Management and Operations advised there has been information released from Ministry of Environment regarding waste minimisation that will be worked through and reported back to council about requirements and timeframes for the new regime.

Cr Holderness, with the support of Cr Bentley proposed that the Pine tree next to the Pinehaven library be removed and replaced by a native tree.

The Director Asset Management and Operations answered members' questions about the cost of removal of the pine tree. He advised he would distribute the independent report commissioned late last year on the tree to the Members for their review. Councillor Emma Holderness said she would take the information back to the Pinehaven Progressive Association for further discussion.

The Director Asset Management and Operations answered a members' question about wastewater, in relation to the Barber Grove Project and the Maidstone Park Community Sports Hub.

MOVED: Councillor Bentley / Councillor Carey

"The Committee recommends that Council receives the report titled Director's Report: Asset Management and Operations."

MOTION CARRIED: CS 230208

9. Director's Report: Community Services

The Director Community Services answered member's questions about the service delivery and attendance at Fulton's Pool, and the Community Representatives of the Creative Communities Scheme.

MOVED: Councillor Bentley / Councillor Carey

“The Committee recommends that Council receives the report titled Director’s Report: Community Services.”

MOTION CARRIED: CS 230209

10. Director’s Report: Planning and Regulatory Services

The Planning Policy Manager answered a members’ question about Eastern Hutt Road – fill material, in regards to the address provided in the report for an abatement notice issued. The Director Compliance and Regulatory Services has since confirmed the address on page 105, paragraph 36 of the Report should read 36 Barley Mow Lane and not 3 Barley Mow Lane.

MOVED: Councillor Ultra / Councillor Holderness

“The Committee recommends that Council receives the report titled Director’s Report: Planning and Regulatory Services.”

MOTION CARRIED: CS 230210

Cr Ultra closed the meeting at 5.27 pm.

Cr Tracey Ultra
Chair



Policy Committee | Te Kōmiti Kaupapa Here

Minutes

Record of a meeting of the Policy Committee, held in the Rotary Lounge, Upper Hutt Central Library, 844 Fergusson Drive, Upper Hutt, and via audio-visual link (Zoom) on Wednesday 19 April 2023 commencing at 4.30 pm.

Present: Councillor H Newell (Chair), Councillor J B Griffiths (Deputy Chair), Deputy Mayor H Swales, Councillor D M Bentley, Councillor D M Carey, Councillor C B G Carson, Councillor A W Hammond, Councillor E Holderness, Councillor D V Wheeler and Councillor T M Ultra.

Public Business

1. Apologies

There were no Apologies

2. Declarations of Interest

There were no declarations of interest.

3. Public Forum

There were no speakers.

4. Ownership and maintenance of Lateral Connections

The Director of Asset Management and Operations responded to questions from members concerning the ownership and maintenance of Lateral connections.

MOVED: Councillor Wheeler / Councillor Carson

“That the Committee recommends that Council,

(i) receives the report entitled Ownership and Maintenance of Lateral Connections

(ii) agrees that once installed Council accepts ownership and maintenance responsibilities for lateral service connections with public road reserves for water, wastewater and stormwater services between the property boundary and the connection with the service main.

(iii) That Wellington Water Ltd be advised of this requirement which has immediate effect; and

(iv) The Engineering Code of Practice incorporate wording to reflect this change”

MOTION CARRIED: P 230201

5. Wellington Water Half Yearly Report

MOVED: Councillor Ultra/Councillor Hammond

*“That the Committee recommends that Council**(i) receives the report entitled Wellington Water Limited - Half Yearly Report”*

MOTION CARRIED: P 230202

6. Implications of Network Discharge Consents

The Director of Asset Management and Operations responded to questions from members. On the basis that the responsibility for complying with these new consents will likely fall on a water entity separate from Council. The National Transition Unit has approved that the consents be lodged.

The Chief Executive added to this.

The Director of Asset Management and Operations responded to a question from a member concerning financing and resourcing.

MOVED: His Worship the Mayor/Councillor Carey

*“That the Committee:**(i) Receives the report entitled “Implications of Network Discharge Consents”;**(ii) Approves the lodgement of the following two resource consent applications by Wellington Water, on behalf of the Upper Hutt City Council in their capacity as a Council Controlled Organisation for;**i. Hutt Valley wet weather wastewater network overflows**ii. Global Stormwater consent – stage 2**That the committee notes:**a. The existing global stormwater consent expires in November 2023**b. The timeframes for lodging the replacement applications, being 30 May 2023 for wastewater and 30 August 2023 for stormwater, are set by legislation.**c. The new levels of service for the stormwater and wastewater networks, and the potential associated investment, are driven by the National Policy Statement for Freshwater 2020.**d. The potential for the applications to be altered after lodgement in response to additional information regarding the water reform process.”*

MOTION CARRIED: P 230203

7. Development Contributions Policy – Draft for Consultation

Dwayne Fletcher joined the meeting via Zoom to assist the Director of Asset Management and Operations.

The Director of Asset Management and Operations advised correction in the Draft report Pg 33 Paragraph 11 – ‘Staff anticipate there will be a low-medium level of interest in the Draft Policy from most of the community....’

Both The Director of Asset Management and Operations and Dwayne Fletcher, Consultant at Vale Consulting responded to questions from members concerning Three waters inclusion.

Cr Carson proposed the following recommendation to be added to the current recommendation

“That the Committee:

(ix) note that the Development Contribution will be revised during 2023/24 with the intention to include Three Waters”

MOVED: Cr Carson/ Cr Bentley

MOTION CARRIED: P 230204

The Director of Asset Management and Operations responded to questions from members regarding consultation.

Both the Directors of Planning and Regulatory Services and also Strategy, Partnerships and Growth respond to a question concerning and the residential stimulus policy implications because of the Development Contributions Policy.

The Chief Executive provided further information in response to this.

The recommendation below includes the agreed addition.

MOVED: His worship the Mayor / Councillor Carey

“That the Committee:

(i) receives the report entitled Development Contributions Policy – Draft for Consultation

(ii) approves the summary of proposal and draft Development Contributions Policy 2023/2024 (Draft Policy) contained in attachment 1 for consultation; and

(i) agrees that the Draft Policy be made available to the public on 20 April 2023 and that the submission period for consultation on the Draft Policy will close at 5.00 pm 21 May 2023; and

(ii) agrees that in addition to written submissions, the public will have the opportunity to present their submissions on the Draft Policy verbally at a hearing; and

(iii) agrees that the Policy Committee will hear and deliberate on the submissions and make recommendations to Council.

(iv) agrees that notice of the consultation be made in the Upper Hutt Leader and on the Council’s Let’s Kōrero website; and

(v) agrees that the Draft Policy be made available through the Council’s main office, libraries and on the Council’s website; and

(vi) notes that staff will consult with local Māori organisations on the Draft Policy; and

(vii) notes that staff will notify known developers and development practitioners such as surveyors of the Draft Policy and how they can make their views known to the Council; and

(viii) notes that staff will also hold a drop-in session and a webinar where interested parties can talk to Council staff about the Draft Policy.”

(ix) note that the Development Contribution will be revised during 2023/24 with the intention to include Three Waters”

MOTION CARRIED: P 230205

The Chair thanked Dwayne for attending

8. Director's Report: Planning and Regulatory Services

Councillor Swales requested a copy of the timetable for the Intensification Planning Instrument Hearings and asked if there was a pre-hearing meeting being held.

The Director of Planning and Regulatory Services has since confirmed this would be sent to the Councillors once the list is complete and advised that there were no pre-hearing meetings held.

The Director of Planning and Regulatory Services responded to a members' questions about Plan change 41 and Plan change 49 consultations.

The Chief Executive advised all the submissions can be viewed on the Upper Hutt City Council website.

MOVED: Councillor Bentley / Councillor Holderness

"It is recommended that Council receives the report entitled Director's Report: Planning and Regulatory Services."

MOTION CARRIED: P 230206

9. Director's Report: Strategy, Partnerships and Growth

The Chief Executive answered a question from a member about the Dentons Kensington Swan Report. He advised it is due back on the 24th of May.

Director of Asset Management and Operations responded to a member's question regarding central Government changes to waste and recycling.

Director of Asset Management and Operations responded to a member's question regarding Main Street watermain replacement. He advised the timeframe for completion is 3 months.

Director of Community responded to a member's question about Whirinaki Whare Taonga trustees wanted. He advised that the current trustees' terms are coming to an end and a selection panel will be created to reappoint trustees.

Director of Asset Management and Operations responded to a member's question regarding central Government policy changes.

MOVED: Councillor Bentley/Councillor Griffiths

"It is recommended that Council receives the report titled Director's Report: Strategy, Partnerships and Growth."

MOTION CARRIED: P 230207

10. Chief Executive's Report

The Chief Executive responded to members questions regarding the Three waters reform and the Long-Term Plan and costs to rate payers.

The Director Strategy, Partnerships and Growth also added to this.

MOVED: Councillor Bentley/Councillor Holderness

“That the Committee recommends that Council receives the Chief Executive’s Report.”

MOTION CARRIED: P 230208

Cr Swales abstained from the vote

The Chair closed the Public Meeting at 5.41 PM

Councillor Bentley left 5.41pm

11. Public Excluded Business

MOVED: Councillor Wheeler / Councillor Carson

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

13. Chief Executive’s Public Excluded Report

Pursuant to the provisions of section 48 of the Local Government Official Information and Meetings Act 1987 (LGOIMA), the public is excluded from the following part of the proceedings of this meeting. The particular interest(s) protected by section 6 or section 7 of LGOIMA which would be prejudiced by the holding of the whole or the relevant part of the meeting in public meetings are specified below:

<i>General subject of each matter to be considered:</i>	<i>Reason(s) for passing this resolution in relation to each matter:</i>	<i>Ground(s) under section 48(1) for passing this resolution:</i>
Chief Executive’s Public Excluded Report	<i>The withholding of information is necessary to protect the privacy of natural persons. LGOIMA section 7(2)(a), and to maintain legal professional privilege. LGOIMA section 7(2)(g)].</i>	<i>That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist, where the local authority is specified in schedule 1, under section 7 [except section 7(2)(f)(i)].”</i>

MOTION CARRIED: P 230209

The Chair closed the public meeting at 5.41 pm and moved into public excluded, the meeting concluded at 6.09 pm.

Cr H Newell
Chair



Finance and Performance Committee | Kōmiti o te Pūtea me te Angitū

Minutes

Record of a meeting of Council held in The Rotary Lounge, Upper Hutt Central Library, 844 Fergusson Drive, Upper Hutt on Wednesday 26 April 2023 commencing at 4.30 pm

Present: Cr D M Bentley (Chair), Cr E Holderness (Deputy Chair), Mayor W Guppy, Deputy Mayor Swales, Cr C B G Carson, Cr J B Griffiths, Cr A W Hammond, Cr H Newell, Cr T Ultra, Cr D Wheeler.

Apology: Cr M G Carey

Public Business

1. Apologies

MOVED: Councillor Bentley/Cr Holderness

“That the apology received from Councillor Carey is accepted and leave of absence be granted.”

MOTION CARRIED: FP 230201

2. Declarations of Interest

The Mayor declared a conflict of interest

3. Public Forum

There were no members of the public wanting to speak

4. Non-Financial Performance Report for 2022-23 Quarter 2

The Consents Manager answered questions from members relating to planning and regulatory services, specifically to resource consents and targets.

The director of Strategy, Partnerships and Growth answered members' questions about the timing of the meeting cycle and data being provided. Advising the next report should show more relevant figures.

The director of Strategy, Partnerships and Growth answered members' questions relating to the data provided for timeliness of noise control complaints being attended.

The Director of Community Services answered a member's question relating to the library figures. He advised the figures would be more accurate in the next report.

The Chief Executive responded to members questions about priorities to dog attacks, After Hours contractors, and shared services changes.

The Director of Strategy, Partnerships and Growth answered a member's question about Wellington Water's timeliness to respond to service requests.

The Consents Manager answered a member's question about the Healthy homes zoning and the timing of when it is implemented.

MOVED: Councillor Griffiths/Mayor Guppy

"It is recommended that Council;

- (i) Receives the Non-Financial Performance Report for 2022-23 Quarter 2."*

MOTION CARRIED: FP 230202

5. Financial Management Report (Rate Funding Statement) as at 31 March 2023

An updated version of Attachment 4 was tabled, which is appended as Attachment 1 to the Minutes.

The Director Finance, Risk and Digital Solutions answered questions from a member about the rates funding surplus.

A member advised of a correction on page 34 Paragraph 2 line 3 should read 'communication services by 3rd parties is delaying the restoration works'.

The Manager of Performance and Capability answered a member's question about the wellbeing underspend.

MOVED: Councillor Carson/Councillor Carson

"That the Committee recommends that Council,

- (i) receives the report entitled Financial Management (Rate Funding Statement) as at 31 March 2023 and its attachments."*

MOTION CARRIED: FP 230203

6. Public Exclusion

MOVED: Councillor Bentley/Councillor Holderness

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

Pursuant to the provisions of [section 48 of the Local Government Official Information and Meetings Act 1987 \(LGOIMA\)](#), the public is excluded from the following part of the proceedings of this meeting. The particular interest(s) protected by [section 6](#) or [section 7](#) of LGOIMA which would be prejudiced by the holding of the whole or the relevant part of the meeting in public meetings are specified below:

<i>General subject of each matter to be considered.</i>	<i>Reasons for passing this resolution in relation to each matter.</i>	<i>Ground under section 48(1) for the passing of this resolution.</i>
6. Debtors Report	Section 7(2)(a) To protect information subject to an obligation of confidence.	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist, where the local authority is specified in schedule 1, under section 7 [except section 7(2)(f)(i)]."

MOTION CARRIED: FP 230204

The Chair moved the meeting to public excluded at 4.51 pm and the meeting closed at 5.01 pm.

Cr D M Bentley
Chair

YTD March Capital Spend Reporting				Forecast YE Position			
Account	YTD Actuals	YTD Budget	\$ Variance	Commentary	Full Year Budget	Full Year Forecast	% Variance
Land Transport							
Subsidised Roading	1,648,777	9,850,599	(8,201,822)	Totara Park bridge Widening project (\$2.4M) to be carried to 2023-24 due to timing issues with funding. A new contractor has been appointed for renewals work and is working through the backlog of pavement repairs, this will start correct the underspends in reseal works.	13,134,180	6,970,724	53%
Non-Subsidised Roading	1,397,646	4,772,511	(3,374,865)	Reseal work of Fergusson drive is progressing well and will continue in the drier months. Scope for Beechwood lane is still to be confirmed, communication services by 3rd parties is dealing the restoration works. The temporary bridge remains in place.	6,363,360	3,587,988	56%
Three Waters							
Water Supply	1,887,498	2,937,357	(1,049,859)	The reservoir safety stage two programme construction has been completed in February. Design work on Logan Street and Chatsworth Road watermain renewals is on-going. Totara Park Bridge resilience work is in the design phase with the contractor procurement underway.	3,916,479	2,474,779	63%
Wastewater	6,813,681	13,737,267	(6,923,586)	Work is progressing well on the Barber grove HVJV project, the project has completed preparation work and launched Te Rū Tiokaoka down into the Seaview roundabout - the micro tunnel boring machine (mTBM), for the third and final 230 metres. The project is still expected to complete in June 2023. An overspend is forecast on the project due to cost escalations, this will be confirmed in the coming months.	18,316,375	8,494,127	46%
Stormwater	703,940	5,910,048	(5,206,108)	Phase two of the Pinehaven Stream has been awarded to HEB construction and physical stream works are expected to commence in March 2023.	7,880,052	1,056,446	13%
Community and Recreation							
Emergency Management	5,375	152,487	(147,112)	A stocktake inspection of existing water tanks has been completed, this will drive the replacement programme which is due to commence in the last quarter of the financial year.	203,330	56,218	28%
Parks and Reserves	8,508,065	17,432,982	(8,924,917)	Maidstone Community Sports Hub is progressing well, the Green Room roof and most of the internal framing has been completed. The cladding to the steel framing is progressing with 70% completed to date. The Grants Bush Reserve playground is almost complete, with landscaping needed to finish. Pricing is being requested for the refurbishment of the Brentwood and Whakatiki public toilets.	23,244,045	16,308,785	70%
H2O Xstream	4,085,180	18,749,502	(14,664,322)	Enabling works are progressing, which includes decoupling Whirinaki Whare Taonga's existing heating system from the existing H2O boilers to connect to the new H2O electric heat pump system. The Plant has been installed, supply issues have meant a delayed commissioning. Demolition works have started on the main pool building. Due to the timing of the closure which has been confirmed for February 6th, the remaining budget unspent for this year will be carried to the 2023-24FY.	24,999,331	8,469,077	34%
Library	154,675	224,235	(69,560)	Library EV vehicle has been purchased and is in operation. Library book purchases are unlikely to be fully spent for the year.	298,964	229,404	77%
Whirinaki Whare Taonga	640,332	625,851	14,481	Separating the Whirinaki Whare Taonga heating system from the pool is being in-corporated as part of the enabling works mentioned above for the H2O redevelopment. The commissioning is delayed as mentioned above.	834,475	802,217	96%
Property	2,750,037	7,879,644	(5,129,607)	The Civic building project is underway, scaffold has been installed around the building exterior for future structural and Architectural tasks. The project is forecast to complete in August 2023.	10,506,202	7,440,473	71%
Akatarawa Cemetery	257,080	1,043,109	(786,029)	The Cemetery expansion project has started and will continue over the upcoming financial years. Quantity surveying services have been engaged to provide rough order costings for phase 1. Ecological surveys were done in February and March, the findings will be worked through in the coming months.	1,390,815	604,786	43%
Support Services	69,276	209,030	(139,754)	Carbon neutral work is due to start with the installation of LED bulbs in the Library. A digital billboard has been installed at the Gibbons street intersection.	242,000	102,246	42%
	\$ 28,921,561	\$ 83,524,622	(54,603,061)		\$111,329,608	\$ 56,597,268	51%
Capital Breakdown							
Major Project spend	15,008,717	44,934,552	(29,925,835)	This includes projects run in-house by council over \$1M	59,912,741	29,481,165	49%
Three Waters	9,405,120	22,584,672	(13,179,552)	Capital programme developed and led by Wellington Water	30,112,906	12,025,352	40%
Other Capital work program	4,507,725	16,005,398	(11,497,673)	Council wide	21,303,961	15,090,751	71%
	\$ 28,921,561	\$ 83,524,622	(54,603,061)		\$111,329,608	\$ 56,597,268	51%



MINUTES

Record of a meeting of the HUTT VALLEY SERVICES COMMITTEE in Hutt City Council Chambers, 30 Laings Road, Lower Hutt on FRIDAY 10 MARCH 2023 at 9.30 am

	Upper Hutt City Council (UHCC)	Hutt City Council (HCC)
Present:	Cr J B Griffiths (Chair) Mayor W N Guppy Cr C B G Carson Cr H Newell	Cr T Stallinger (Co-Chair) Cr B Dyer Cr C Parkin Cr N Shaw
In attendance:	Peter Kelly, Chief Executive (via Zoom) Lisa Kynaston, Senior Governance Advisor Fiona Murphy, Governance Advisor Brett Latimer, Parks & Reserves Manager	Bruce Hodgins, Strategic Advisor Jörn Scherzer, Head of Climate and Solid Waste Alison Geddes Acting Director Environment and Sustainability
Also in Attendance:	Steve Hutchison, Chief Advisor Wastewater, Wellington Water Limited (WWL), Blair Johnson, Head of Wastewater WWL and Fraser Clark Principal Strategy Advisor WWL.	

Item of business not on the agenda which cannot be delayed

In accordance with Standing Order 9.12 the Chair asked that the minutes of the Hutt Valley Services Committee meeting held on 2 December 2022 be tabled and considered after public forum.

1. Apologies

All members were present.

2. Declarations of Interest

There were no declarations of interest.

3. Public Forum

Kylie Hood and Alan and Jenny Burgess spoke to Item 5: Wastewater Joint Venture Update November 2022 to 31 January 2023. Kylie Hood tabled her comments, these are appended as [Attachment 1](#) to the minutes.

The Committee encouraged the members of the public to continue logging odour complaints through the Hutt City Council website. It was also suggested that when the minutes of this meeting are presented to an upcoming Hutt City Council meeting that affected members of the community attend that meeting to highlight their concerns.

Blair Johnson confirmed that he would release the ingredients of the deodoriser that is being used at the Seaview wastewater treatment plant.

Major item not on the agenda: Hutt Valley Services Committee meeting minutes – 2 December 2022

In accordance with Standing Order 9.12 the Chair tabled the record of the Hutt Valley Services Committee meeting held on 2 December 2022, appended as [Attachment 2](#).

RESOLVED Councillor Griffiths / Councillor Stallinger

CARRIED: HVSC 230101

“That the record of the Hutt Valley Services Committee meeting held on 2 December 2022, be confirmed as a true and correct record and the committee adopts the recommendations contained therein.”

4. Hutt Valley wastewater system - Results of climate change risk assessment and adaptation Study

Fraser Clark Principal Strategy Advisor WWL was present for this item and talked to the presentation ‘Seaview Wastewater Treatment Plant and Trunk Line Climate Assessment’, appended as [Attachment 3](#) to the minutes,

In response to questions from members, Fraser Clark confirmed that there would be a focus on reducing emissions as well as the adaptations and that public education and involvement is an important part of this process.

Fraser Clark noted that this presentation is based on the report entitled [‘Seaview Climate Risk and Adaptation Report 28.06.22’](#). Fraser Clark confirmed this is the first Council presentation and this will be shared with other impacted councils.

5. Wastewater Joint Venture Update 4 November 2022 to 31 January 2023

Bruce Hodgins HCC, Blair Johnson WWL and Steve Hutchinson WWL were present for this item. Steve Hutchinson acknowledged the concerns that were raised during public forum and noted that there has been an increase in odour complaints in the immediate area of the Seaview Wastewater Treatment Plant and from further afield, such as Bell Road.

In response to questions about odour control at the Plant, Steve Hutchinson advised that the main on-site mitigation for odour control is covers on the tanks and sludge processes. The tanks that are not thought to cause offensive odour are not covered. In addition, the site uses a deodoriser, which is a natural essential oil. Steve Hutchinson noted that odour control is affected by weather conditions and is difficult to assess and manage, he also confirmed the authentication process of an odour complaint.

In response to questions about the follow up odour assessment Blair Johnson advised that there is currently assessment work underway to assess the effectiveness of the odour management system, use of filters, and passive Hydrogen Sulphide (H₂S) monitoring. Further H₂S monitoring will be extended to the boundary of the plant. The results of the assessments will form a paper suggesting best options for odour control at the Plant, the reports will come back to this Committee.

In response to a question from a member Blair Johnson advised that he would release the ingredients of the deodoriser.

RESOLVED Councillor Griffiths / Councillor Newell

CARRIED: HVSC

230102 :

“That the Committee,

- i. receives and notes the report entitled Wastewater Joint Venture Update 4 November 2022 to 31 January 2023,*
- ii. notes the odour issues that were raised during the public forum,*
- iii. notes that WWL is looking into reviewing the odour response process with GWRC,*
- iv. notes that a follow up odour assessment and a condition assessment for the odour management system of the site is expected to be completed by the end of June 2023,*
- v. that a monthly update be provided to the local community which includes the*

progress of the above review and assessment, and,

- vi. that the above information will be reported to future Hutt Valley Services Committee."*

Councillor Dyer with the support of Councillor Shaw proposed the following recommendation:

RESOLVED Councillor Dyer / Councillor Shaw

CARRIED: HVSC 230103

"That Council officers investigate and recommend a better method for receiving and collecting complaints."

6. Update on Silverstream Landfill and Resource Recovery

Jörn Scherzer, Head of Climate Change and Solid Waste and Alison Geddes Acting Director Environment and Sustainability HCC, were present for this item.

Jörn Scherzer responded to questions from members in relation to the resource consent application by Waste Management New Zealand to establish a Resource Recovery Park (RRP) in Manor Park. An assessment of the application is underway, and the process will be followed up with public consultation. The site is approximately 18-24 months away from being operational.

In response to further questions Jörn Scherzer advised that HCC are looking to invest in a construction and commercial waste demolition waste facility, this may result in less landfill going to Silverstream and decreasing waste levy. The current lifespan of the projections is based on 145 tonnes of waste per year. There is currently a profit on operational costs, but that may not continue.

Councillor Stallinger left the room during the above item, at 10.47 am and returned at 10.51 am.

RESOLVED Councillor Griffiths / Councillor Carson

CARRIED: HVSC 230104

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

7. Akatārawa Cemetery Update

Brett Latimer, Manger Parks and Reserves at Upper Hutt City Council was present for this item.

RESOLVED Mayor Guppy / Councillor Stallinger

CARRIED: HVSC 230105

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

8. Environmental Health Update

Shane Sykes Compliance Manager at Upper Hutt City Council was present for this item.

In response to a question from a member the Compliance Services Manager confirmed that smoke/vape free sites are regulated by the Ministry of Health, and Regional Public Health are responsible for policing smoke free environments.

Councillor Dyer answered a member's question and confirmed that the recently declined alcohol licence was due to the unsuitability of the applicant.

RESOLVED: Councillor Griffiths / Councillor Dyer

CARRIED: HVSC 230106

"That the Committee receives and notes the report entitled Environmental Health Update."

9. Outstanding Action Items and Forward Programme

Members agreed they would like an opportunity to have a discussion outside of this meeting to consider the Hutt Valley's shared services and opportunities, members would like non-committee members from both councils invited.

Items for discussion:

- UHCC members would like a site tour of the Wellington Water Limited - Seaview Wastewater Treatment Plant.
- Discussion about the Seaview Wastewater Treatment Plan assessments and next steps.

Included attachments:

[Attachment 1 Tabled document – Kylie Hood](#)

p5

[Attachment 2 Record of the Hutt Valley Services Committee meeting held on 2 December 2022](#)

p6

[Attachment 3 Presentation - Seaview Wastewater Treatment Plant and Trunk Line Climate Assessment](#)

p15

The meeting closed at 11.15 am.

Cr B Griffiths
Chair

Hutt Valley Services Committee 10 March 2023
Tabled document - Kylie Hood

I wish to speak to Agenda item 5 – the report from the Hutt City Councils Director of Environment and Sustainability regarding the Wastewater Joint Venture Update.

Council members have been asked to **note** this report. We are here today to ask you to either **not accept** the findings of the report, or **note that the report is deficient because it does not include a community impact assessment of the Seaview Waste Water Treatment plant consent breaches, particularly with odour.**

The Seaview Wastewater Treatment plant is having a detrimental effect on the local communities of Seaview, Gracefield and Waiwhetu and Eastbourne due to the odour frequently omitted by the plant. The odour is caused by non-compliance and consent breaches of the plant, yet there appears to be no acknowledgement of this impact, or plan to prevent it from happening in the future.

The current report demonstrates the lack of transparency regarding acknowledgement of the odour, and the appalling lack of accountability of the parties involved in monitoring and enforcing the consents regarding the effect this is having on the community.

We are incredibly frustrated by the continued refusal to acknowledge that the odour emitted by the plant even exists and is having a detrimental impact on the community:

The report indicates that monitoring of any breaches of the consent rely on complaints being made by the public. Great, so not only do we have to tolerate the smell of sewerage in our homes, we also have to police the consents, and battle the council to enforce the consent.

We are so sick of sitting on hold trying to get through to a call centre to register a complaint about the smell, I've been doing it for at least the past 5 years. I don't think it is reasonable that you expect me to continue to waste my time doing this when NOTHING happens in response and frequently we are told that our complaints haven't even been lodged. **So the current system for monitoring breaches of consent isn't working.**

When we do make a complaint, the complaints are received with disbelief. "Are you sure it smells?" "We've investigated the plant and it doesn't smell here..." "investigations are inconclusive". "We sent someone to your house and your gutters are fine". It's not the gutters at my house it's the odour emitted from the waste water treatment plant! **Its absolute gaslighting, and a complete lack of acknowledgment and accountability.**

We all know that the Seaview waste-water treatment plant STINKS, lets be honest about that. Whether a member of the public has the time and energy

to make a make a complaint about the smell, doesn't actually affect whether or not the plant is emitting an odour.

In fact, a member of the public went to great lengths and started a petition, 'Stop the Stench'. We all signed it. 2021 I was tracking the date and times of smell for Chelsea to report on. If a petition isn't a big enough complaint, then what is? Two years on and the problem remains the same. Come on HCC.

A lack of complaints recorded, shouldn't be taken as implicit confirmation that there is no odour being emitted in breach of the consent.

What is concerning about the report is that it states that "data will inform planning for any renewal or upgrade works on odour management systems for the site". What data would this be? Complaint data? Which may or may not actually be lodged? Hypothetical data? This is not a robust way to make investment decisions and you should not accept this.

The frequent breaches of consent regarding odour are having a detrimental effect of the local communities. The smell is **disgusting!**

Can you imagine what its like:

- To have to eat your meals with the smell of sewerage in your nostrils?
- To have the smell permeate through your clothes hanging on the line?
- To have your children complain that they can't play outside because the smell is making them feel sick.
- One year the smell coincided with my young son's birthday party when all the kids were supposed to be enjoying games outside and birthday cake but instead felt sick from the smell.
- You can't escape it, as soon as we smell it we have to close all doors and windows, but the smell is already in the house.
- We've even been at the local primary school, Gracefield, and the odour can even be strong there.

We are concerned that the frequent exposure to this odour will have long term effects of the health of the community and children. We are well aware there is a deodorizer sprayed into the air around the treatment plant. So, are we now breathing some sort of toxic chemical to cover the sewage smell, that may already toxic in itself? But yet the plant doesn't smell? What health conditions in years to come might we end up with!

Well, councillors can no longer claim to be unaware of the fact that the Seaview wastewater treatment plant:

- is non-compliant with its resource consent,
- that it frequently breaches its consents by emitting odour into the surrounding residential areas,
- that these breaches of consent are having a detrimental impact on the local community.

You have been informed of this problem. If you choose not to act on it, then you are letting those that voted for you down.

As councillors you have raised your hand to represent us in how the city is run, you have a responsibility to act to enforce the consents or come up with an alternative.

- Wastewater treatment is a critical infrastructure, when this critical infrastructure is *continually breaching* the consents under which it is required to operate, it needs to be rectified.
- You cannot continue to kick the non-compliance issues down the road and expect it to be dealt with by somebody else, the next council/mayor?
- This council has allowed housing intensification to proceed, what will be the impact of housing intensification on an already struggling wastewater treatment system?

So, what we ask of you today, is to do something:
to either **not accept** the findings of the report, or **note that the report is deficient because it does not include a community impact assessment of the consent breaches wrt odour.**



MINUTES

Record of a meeting of the HUTT VALLEY SERVICES COMMITTEE in The Rotary Lounge, Upper Hutt Central Library, 844 Fergusson Drive, Upper Hutt on FRIDAY 2 DECEMBER 2022 at 9.30 am

	Upper Hutt City Council (UHCC)	Hutt City Council (HCC)
Present:	Cr J B Griffiths (Chair) Cr H Newell Deputy Mayor H Swales (alternate)	Cr T Stallinger (Co-Chair) Cr B Dyer Cr C Parkin
Apologies:	His Worship the Mayor Mr W N Guppy Cr C B G Carson	Cr N Shaw
In attendance:	Peter Kelly, Chief Executive Lisa Kynaston, Governance Advisor Geoff Swainson, Director Asset Management and Operations Brett Latimer, Parks & Reserves Manager (part meeting) Helen Hamilton, Director Planning and Regulatory Services	Bruce Hodgins, Strategic Advisor (part meeting) Jörn Scherzer, Head of Climate and Solid Waste Derek Kerite, Head of Regulatory Services (part meeting) Pieter Mans, Animal Services Manager (part meeting) Dean Bentley, Compliance Manager (part meeting)
Also in Attendance:	Steve Hutchison, Chief Advisor Wastewater, Wellington Water Limited WWL (part meeting) Jeremy McKibbin, Group Manager WWL (part meeting)	

Peter Kelly, Chief Executive Upper Hutt City Council, opened the meeting with a Karakia.

1. Apologies

RESOLVED: Peter Kelly / Cr Griffiths

CARRIED: HVSC 220601

“That the apologies from Mayor Guppy, Cr Shaw and Cr Carson be accepted and leave of absence be granted.”

2. Election of Chair and Co-Chair

The Hutt Valley Services Committee, being a joint Committee in terms of Schedule 7, clause 30, sub-clause 10 of the Local Government Act 2002, appoints its own Chair and Co-Chair.

The Local Government (Wellington Re-Organisation Order 1989) requires that the position of Chair shall alternate annually between a member from the Hutt City Council and a member from the Upper Hutt City Council. In addition, as a matter of convention, the Co-Chair has always been from a different Council to the Chair.

In 2022 the position of Chair was held by Cr J Briggs (Hutt City Council) and the Co-Chair was held by Cr H Newell (Upper Hutt City Council).

It is now appropriate for the Committee to make new appointments until November 2023, with the position of Chair to be held by a member from Upper Hutt City Council and the position of Co-Chair to be held by a member from Hutt City Council.

For 2022-2025 Triennium, Mayor Guppy of Upper Hutt City Council has recommended that Cr Blair Griffiths be appointed as Chair and Co-Chair of the Hutt Valley Services Committee. Respectively, Mayor Barry at Hutt City Council has recommended that Cr Tony Stallinger be appointed as Chair and Co-Chair of the Hutt Valley Services Committee.

RESOLVED: Cr Parkin / Cr Newell

CARRIED: HVSC 220602

“That for the 2022-2025 Triennium the Hutt Valley Services Committee,

- i. appoints Cr Blair Griffiths as Upper Hutt City Council’s Chair and Co-Chair, and,*
- ii. appoints Cr Tony Stallinger as Hutt City Council’s Chair and Co-Chair.”*

Cr Griffiths continued as Chair of the meeting.

3. Public Forum

Cr Griffiths in relation to Item 7: *Akatārawa Cemetery Update*, tabled on behalf of Daniel Chrisp, the email is appended as **Attachment 1**.

RESOLVED: Cr Griffiths / Cr Dyer

CARRIED: HVSC 220603

“That the Committee receives and notes the email from Daniel Chrisp dated 29 November 2022, appended as Attachment 1.”

4. Declarations of Interest

There were no declarations of interest.

5. Proposed Meeting Dates for 2023

Correction to the report: Page 6 paragraph 7, *the 2023 meetings alternate between Hutt City Council and Upper Hutt City Council. Starting with Hutt City Council for the meeting on 10 March 2022.*

RESOLVED: Deputy Mayor Swales / Cr Stallinger

CARRIED: HVSC 220604

“That the Committee receives and notes the meeting dates and venues for 2023.”

6. Wastewater Joint Venture Update 6 August to 4 November 2022

In attendance for this item: Bruce Hodgins (HCC) and Steve Hutchison and Jeremy McKibbin (WWL).

Jeremy McKibbin provided an update about the recent shutdowns at the Seaview Wastewater Treatment Plant; Firstly, due to safety concerns after fuel entered the system, resulting in the removal and dumping of sludge at the Silverstream Landfill. Secondly, there was a mechanical failure in the UV system which resulted in the effluent being non-compliant. Replacement parts are on order and due in stock in February 2023, non-compliance will continue until the parts are replaced, and the 90-day rolling average expires in May 2023. Veolia is carrying out a review of parts due to concerns about availability and supply, a report on this review is expected at the next committee meeting. Jeremy McKibbin answered members' questions about the financial impact of the recent shutdowns and the feasibility and consideration of solar and battery power backup options.

Steve Hutchison answered members' questions about the current effluent resource consent non-compliance and ongoing review of replacement and spare parts.

Bruce Hodgins advised that the financial statistics are provided by Hutt City Council and will be distributed to the committee soon as they are available. Bruce Hodgins also provided an update on the Barber Grove project and advised the committee that the respective councils will receive an update on the project stages, construction, funding costs and how this will align with the Long Term Plan.

Members asked officers for a Work Programme Dashboard, and consideration for the use of solar and battery backup power.

RESOLVED: Cr Griffiths / Deputy Mayor Swales

CARRIED: HVSC 220605

"That the Committee receives and notes the report entitled Wastewater Joint Venture Update 6 August to 4 November 2022."

7. Update on Silverstream Landfill and Resource Recovery

In attendance for this item: Jörn Scherzer, Head of Climate and Solid Waste HCC.

Correction to the report: Page 19 paragraph 10, safety incidents over the period between July – September 2022.

Update to the report: On page 18 paragraph 9, the total tonnage is year-to-date and not a full year's waste.

Jörn Scherzer clarified that HCC is aware of an operator looking at investing in a waste transfer and resource recovery site in the Hutt Valley and HCC is anticipating a consent request from the operator before Christmas 2022. The outcome of this will inform future decisions about the Silverstream Landfill Station.

Jörn Scherzer answered members' questions in relation to the tonnage of special waste from the Naenae Pool project, the overall increase of construction waste due to the development growth in the Valley, future options for the management and recycling of construction waste, waste levy funding, the capacity of cleanfill sites across the Wellington region and the measurement and management of methane gas meter results taken from across the Silverstream Landfill.

RESOLVED: Cr Griffiths / Cr Dyer

CARRIED: HVSC 220606

“That the Committee receives and notes the report entitled Update on Silverstream Landfill and Resource Recovery.”

8. Akatārawa Cemetery Update

Geoff Swainson Director Asset Management and Operations noted that Daniel Chrisp is a Cemetery Supervisor at the Porirua Cemetery and has previously offered his services to UHCC as an advisor.

Geoff Swainson provided the following comments (in response to Daniel Chrisps’ email dated 29 November 2022, appended as Attachment 1):

The time that it has taken to acquire additional land at the site in order to provide additional capacity, has been drawn out because of changes to regional rules around earthwork development and water quality discharges.

The land is designated for cemetery use, but for the purposes of getting consent UHCC is doing considerable work in terms of assessment of effects, which will dictate how much of the site is useable for cemetery purposes.

Geoff Swainson answered members’ questions about the zoning of the cemetery site and capacity at the cemetery for the current death rate in the Valley.

Members asked Geoff Swainson to respond to Daniel Chrisp’s email and asked that the response be shared with members.

RESOLVED: Deputy Mayor Swales / Cr Parkin

CARRIED: HVSC 220607

“That the Committee,

- i. receive and notes the report entitled Akatārawa Cemetery Update, and,*
- ii. requests that the Director Asset Management and Operations (UHCC) responds to the email from Daniel Chrisp dated 29 November and provides a copy of the correspondence to the committee.”*

9. Dog Control Report – Hutt City Council

In attendance for this item: Pieter Mans, Pieter Mans, Animal Services Manager and Dean Bentley, Compliance Manager (HCC).

Dean Bentley provided members with an overview of the previous discussions about the content and necessity of the dog control reports and health activities report to the Hutt Valley Services Committee.

Members and officers discussed the terms of reference for the committee and agreed that UHCC and HCC do not need to continue submitting a Dog Control Report.

Members referred to the Terms of Reference and function of the committee and asked officers to ensure that matters of coordination and decision-making on combined council services are raised on future agendas of Hutt Valley Services Committee meetings. Members discussed opportunities such as sharing dog registration processes and a shared dog park that could come to this committee for consideration.

RESOLVED: Cr Griffiths / Cr Dyer

CARRIED: HVSC 220608

“That the Committee,

- i. receives and notes the report entitled Dog Control Report – Hutt City Council*
- ii. agrees that this report no longer needs to be provided to the Hutt Valley Services Committee.”*

10. Dog Control Report – Upper Hutt City Council

In attendance for this item: Helen Hamilton Director Planning and Regulatory Services (UHCC)

The members and offices referred to the Terms of Reference and discussed the purpose of this committee and agreed with the action that the co-chairs will go back to their respective Councils to discuss the committee’s scope, what constitutes a ‘shared service’, optimum reporting of shared service arrangements and broader [commercial] considerations.

RESOLVED: Deputy Mayor Swales / Cr Newell

CARRIED: HVSC 220609

“That the Committee,

- i. receives and notes the report entitled Dog Control Report – Upper Hutt Hutt City Council, and,*
- ii. agrees that this report no longer needs to be provided to the Hutt Valley Services Committee.”*

11. Environmental Health Update

Helen Hamilton Director Planning and Regulatory Services (UHCC) answered a member’s question in relation to the total number of food premises and the percentage of recent verifications in comparison to the total number of food premises, are we looking at a downward trend of verifications?

Helen Hamilton answered a member’s question and confirmed that nuisance complaints generally include complaints about human waste, smells, hoarding and vibrations from construction work. Helen noted these types of complaints increase with housing density, particularly around food premises.

Helen Hamilton will confirm the statistics and improve the clarity of this report and review if / how data can be presented to delineate ‘one-off’ versus ongoing / repeat ‘nuisance’ callouts to properties.

RESOLVED: Cr Griffiths / Cr Dyer

CARRIED: HVSC 220610

“That the Committee receives and notes the report entitled Environmental Health Update.”

12. Hutt Valley Services Committee Action Items

Members discussed the value of having visibility of these action points and being able to track the progress of the requests from this committee. Members asked for a review and update of the outstanding action items before the next committee meeting.

13. Hutt Valley Services Committee Forward Programme

Members discussed the purpose and requirements for a tour of shared services in the Hutt Valley and a workshop for committee members.

Members asked that the officers from each council provide a list of sites of interest across the Hutt Valley for a bus tour, and the committee agreed that it would be useful to have some time after the bus tour to collaborate and discuss future areas of focus for this committee.

Peter Kelly closed the meeting with a Karakia.

The Chair closed the meeting at 11.35 am.

Cr B Griffiths
Chair

Sent: Tuesday, 29 November 2022 3:15 pm

To: UHCC <UHCC@uhcc.govt.nz>

Subject: Re: Hutt valley services committee meeting question

I'd like to mention and ask the following

As someone who has worked in Cemeteries space for nearly 7 years, I am very concerned that the predictions for the existing Akatarawa Cemetery being full in around 2026/2027 and councils have only just begun planning work, with no designs in place at all to consult the public. Planning a new cemetery or cemetery expansion can take years, and I have seen time and time again cemeteries that have ended up 'squashing' burials in because town planners have not planned far enough in advance. What resources are being pulled together from both councils to support this planning nad project work to ensure that we don't end up in a dire situation of needing to 'squash' burials into the existing land because the expansion land may not be ready?

I have previously been given estimates from HCC staff (via my local councilor) that the Akatarawa Expansion will allow for around 56 years of burials, yet when I asked the projects officer who sent out stakeholder engagement emails about how many hectares of useable land the expansion will give us, the answer was that they don't have those numbers, which makes me ask the question 'how did officers arrive at the estimate that the expansion will give us 56 years of burials?' I'd like to see the math on this estimate, please.

Lastly, what is the project timeline for the expansion work? Taita Cemetery closed in 2016, after predictions it would close in 2017 or 2018, Whenua Tapu expansion was predicted to give another 50 years of burials, yet we may only be able to get 30 years of burials, in the end, there is a trend that council officers need experts to predict these numbers rather than just estimates, I'd like to see a project timeline for the expansion work and assurance for the public that the project will be fully supported and well resourced to ensure that when we do run out of burial land in the existing cemetery we are not caught in a horrible situation of the new expansion not being ready.

Daniel Chrisp

73 hair st, Wainuiomata

Hutt Valley Wastewater System

Climate Risk Assessment & Adaptation Planning

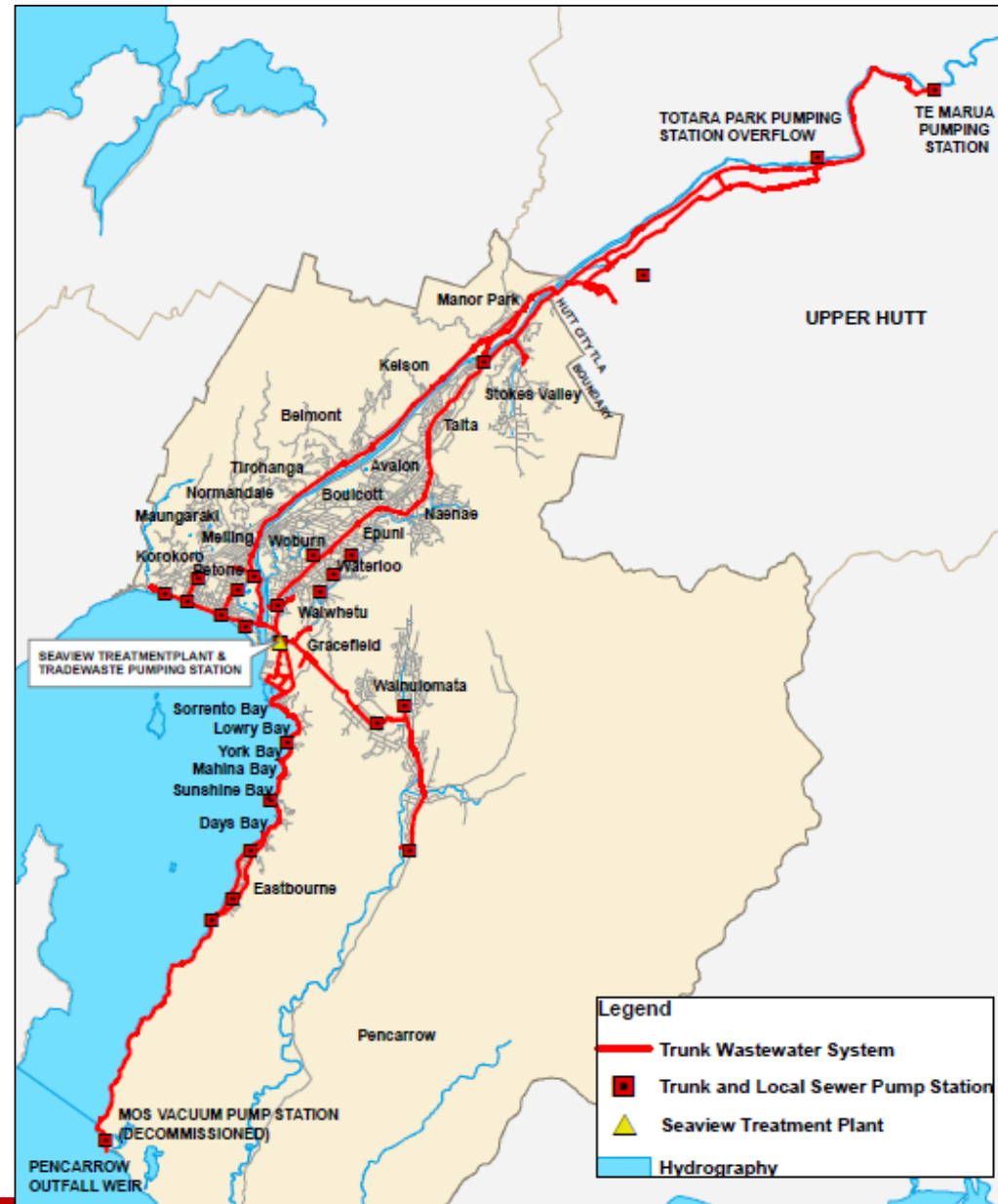


Presentation to HVSC
Friday 10th March, 2023

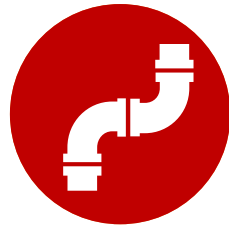
Objective

- Advise the Committee of the climate change risks identified for the Hutt Valley Wastewater System
- Outline the potential actions required to address these risks

The Hutt Valley Wastewater System

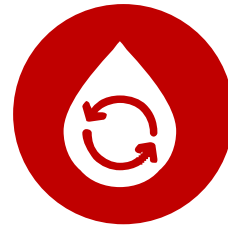


The complete system was assessed



Trunk Network (‘HVJV’ owned)

- ❖ Pressure mains
- ❖ Gravity mains
- ❖ Pump stations
- ❖ Storm tank(s)



Seaview Treatment Plant

- ❖ Whole site including utilities



Ocean outfall pipeline

- ❖ Pressure mains
- ❖ Pump stations
- ❖ Outfall



Climate Risk Assessment



What is a climate risk?

Chance of loss or change due to the climate (WSAA, 2016).



Source: Stuff.co.nz

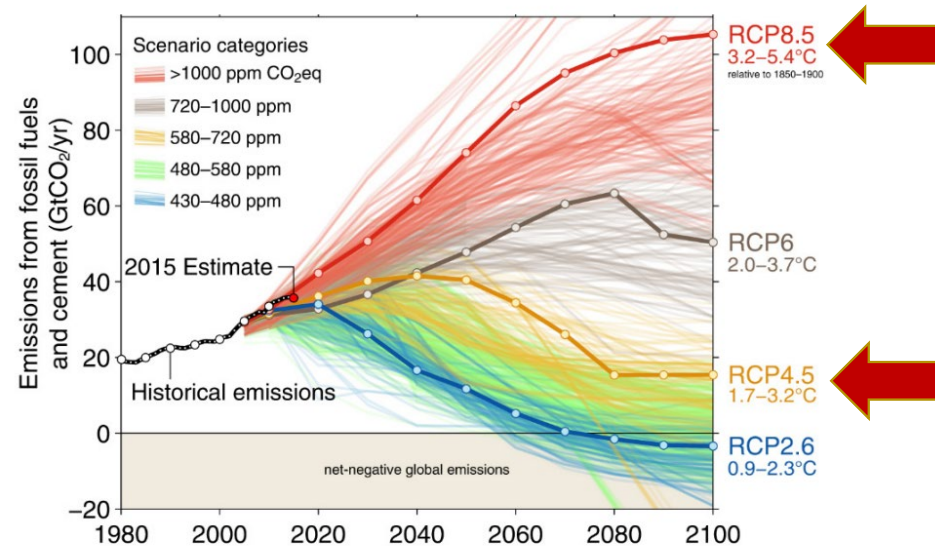
Assessed over different scenarios & timeframes

Two climate change projections applied:

- RCP4.5 – Low CO₂ (stabilisation)
- RCP8.5 – High CO₂ (BAU, no mitigation)

Four time horizons assessed:

- Present day
- Mid-century (2040-2050)
- End-century (2090-2100)
- Next-century (2150)*



Source: Fuss et al (2014)

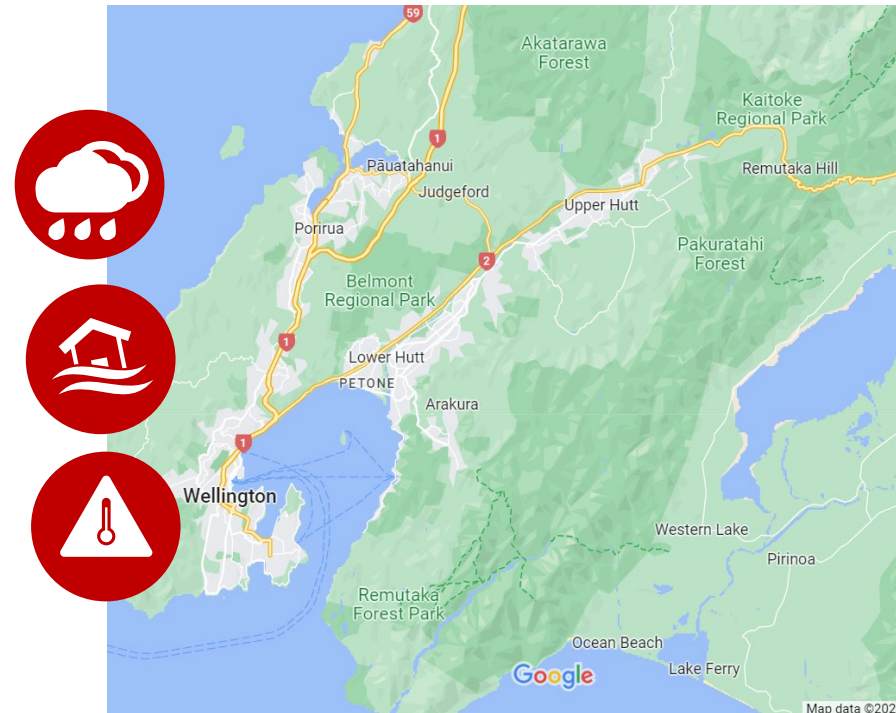
*sea level rise and storm surge risks only

Climate change hazards

General trends for the region include:

- ❖ **Rainfall**- Increasing frequency and intensity of extreme rainfall events
- ❖ **Sea Level Rise** - Increasing sea level rise and storm surge events.
- ❖ **Temperatures** - overall increase in hot days.
- ❖ **Dry Spells** - Reduced length of wet spells & increased length in dry spells.

(NIWA, GWRC)

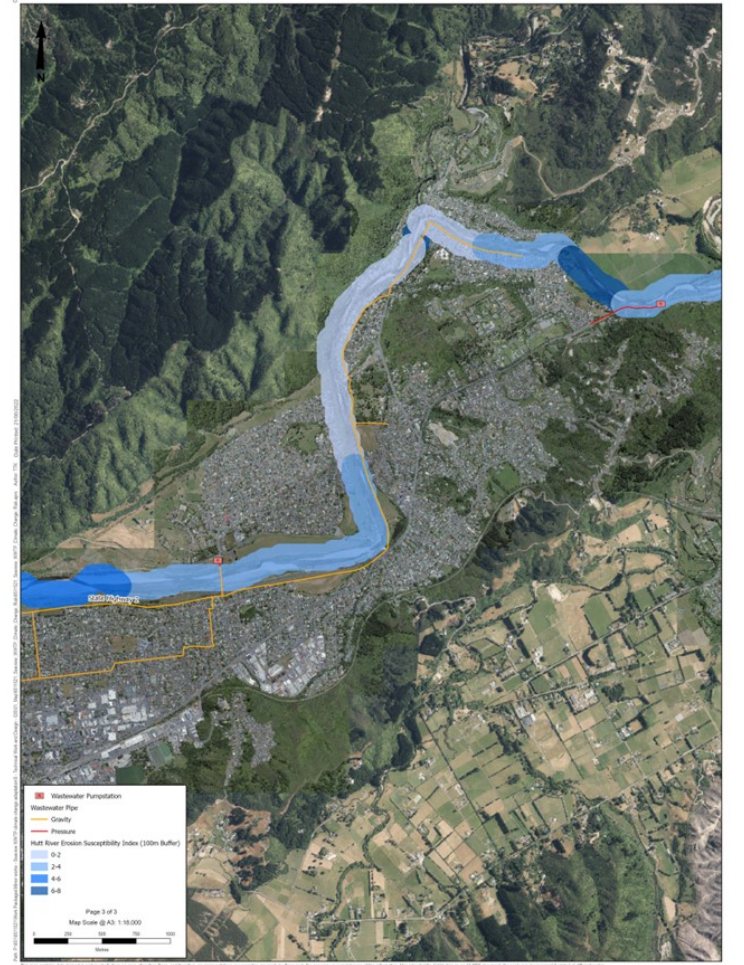


Key risks: trunk network

- ❖ **Undermining events and damage to pipelines**
 - River scouring leads to damage
 - Ground movement from combined impact of successive rainfall & drought

- ❖ **Overflow events**
 - Increased rainfall leads to increase in overflows

- ❖ **Corrosion of trunk network pipelines**
 - Expected to increase due to temperature, salinity (sea level rise), and lower flows (drought) - *further investigation required.*



Example of risk to trunk network – locations at risk from stream bank erosion



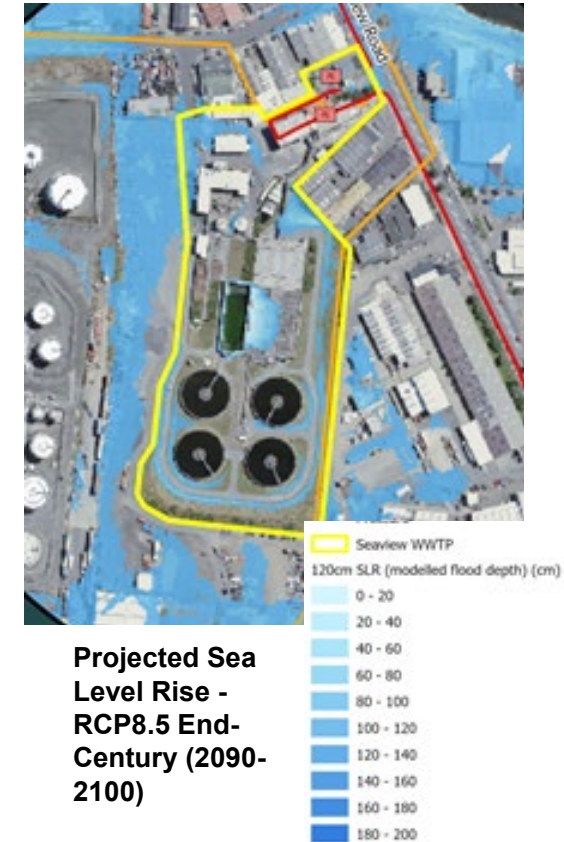
Key risks: Seaview WWTP

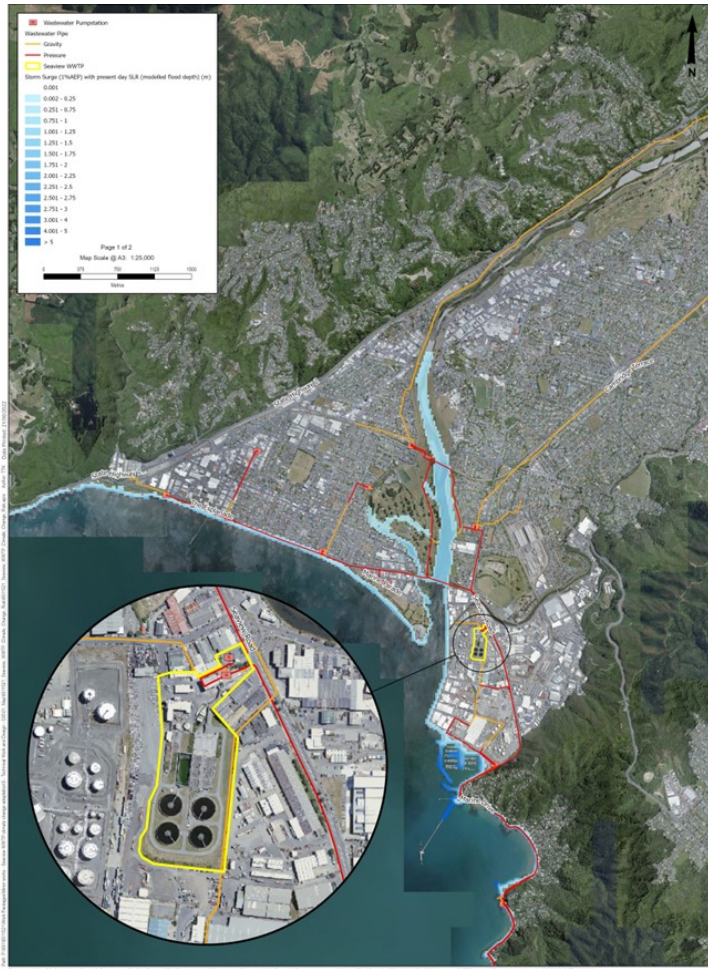
❖ Flooding events

- Acute flooding from extreme rainfall & storm surge events
- Permanent inundation from sea level rise (at end-century)

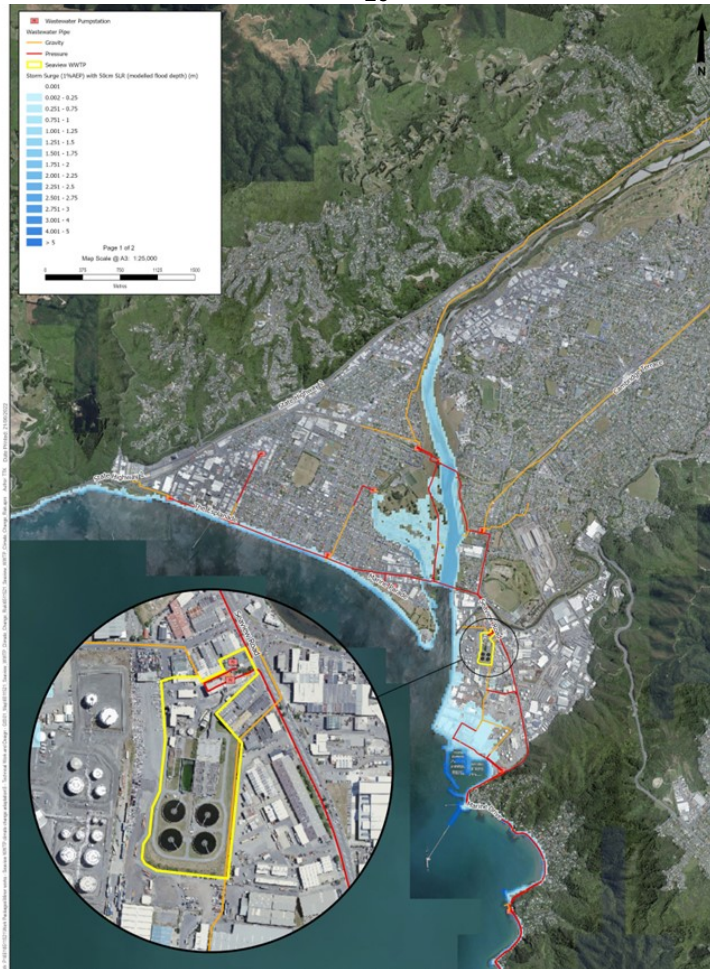
❖ Impact of temperature on treatment processes

- Decreased treatment performance

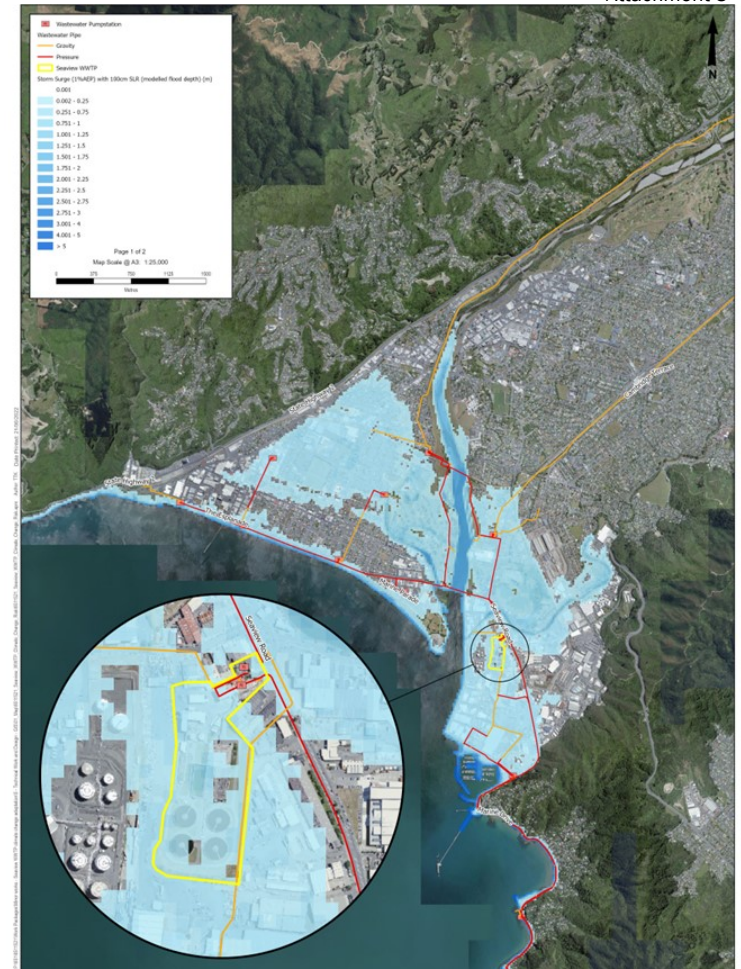




Present day

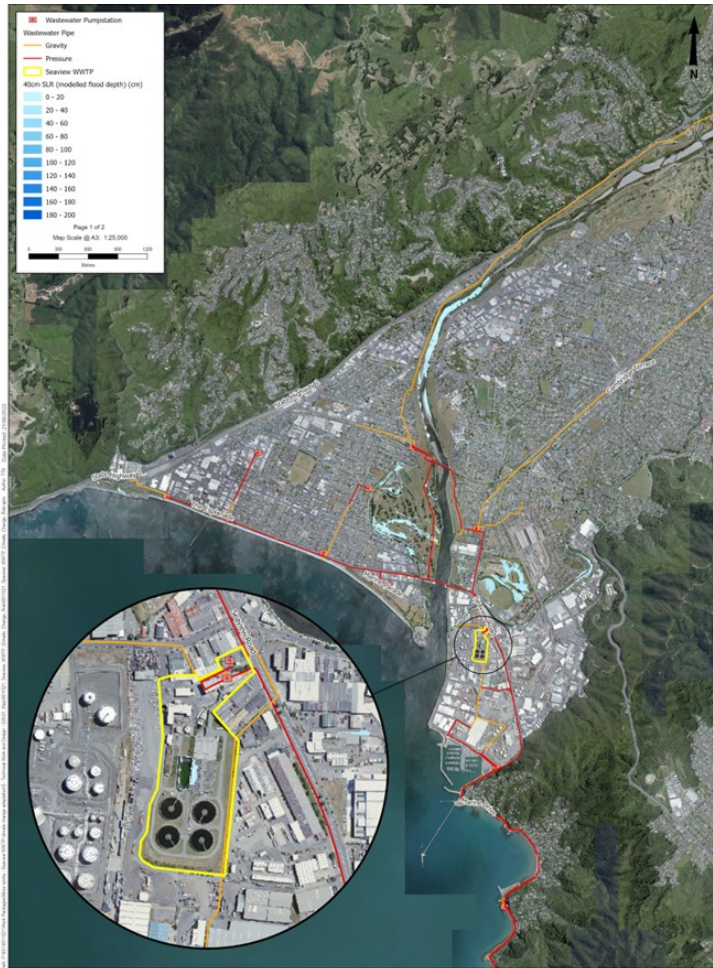


RCP4.5 Mid-Century (2040-2050)

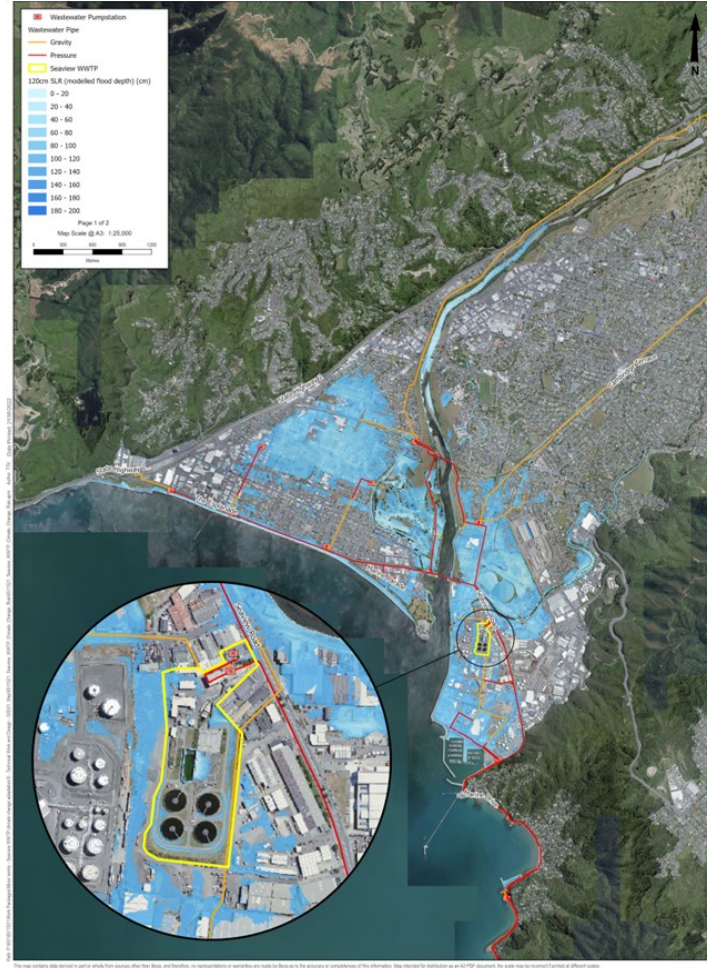


RCP4.5 End-Century (2090-2100)

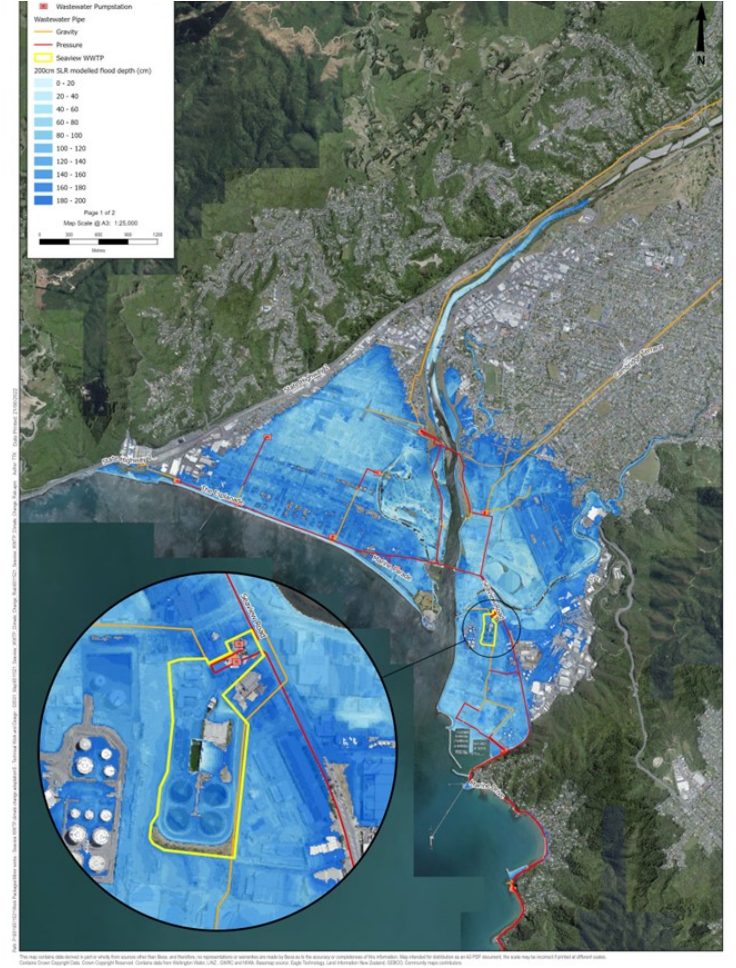
WWTP inundation risk - Storm surge projections (1% AEP Rainfall)



RCP8.5 Mid-Century (2040-2050)



RCP8.5 End-Century (2090-2100)



RCP8.5 2150

WWTP inundation risk - Sea level rise projections

Key risks: Ocean outfall

❖ Erosion & flood damage

- Damage to pipelines due to coastal hazards
- May result in more frequent discharge to Waiwhetu (using the outfall bypass)

❖ Access issues

- Flooding of road corridor from sea level rise & storm surge



Adaptation Planning



Adaptation Options

Accept	Accept risk and bear losses.
Mitigate	Reduce asset vulnerability and/or potential consequence of risk.
Avoid	Avoid the risk via relocation of assets (e.g. managed retreat).
Transfer	Spread the risk of loss to a wider population e.g. through insurance or levies.
Other	E.g. working with stakeholders to 'share' responsibility for managing risk.

Adaptation Options – Short – Medium Term

	<p>Options to address 'high' risks</p>	<p>Armouring of riverbanks in critical areas</p> <p>Inflow and infiltration programmes to reduce overflows in high rainfall*</p>
	<p>'Quick win' adaptation responses</p>	<p>Process improvements to ensure treatment performance is maintained (algal growth)</p>
	<p>Risks to investigate further</p>	<p>Impact of high temperatures on treatment performance (nitrification)</p>

**Actions to reduce wastewater network overflows are being investigated through a resource consent process.*

Adaptation Options – Long Term (30-100 years)



Managed Retreat*

Relocate mains further away from Hutt River

Relocate mains at Petone foreshore and the outfall pipeline further away from coast.

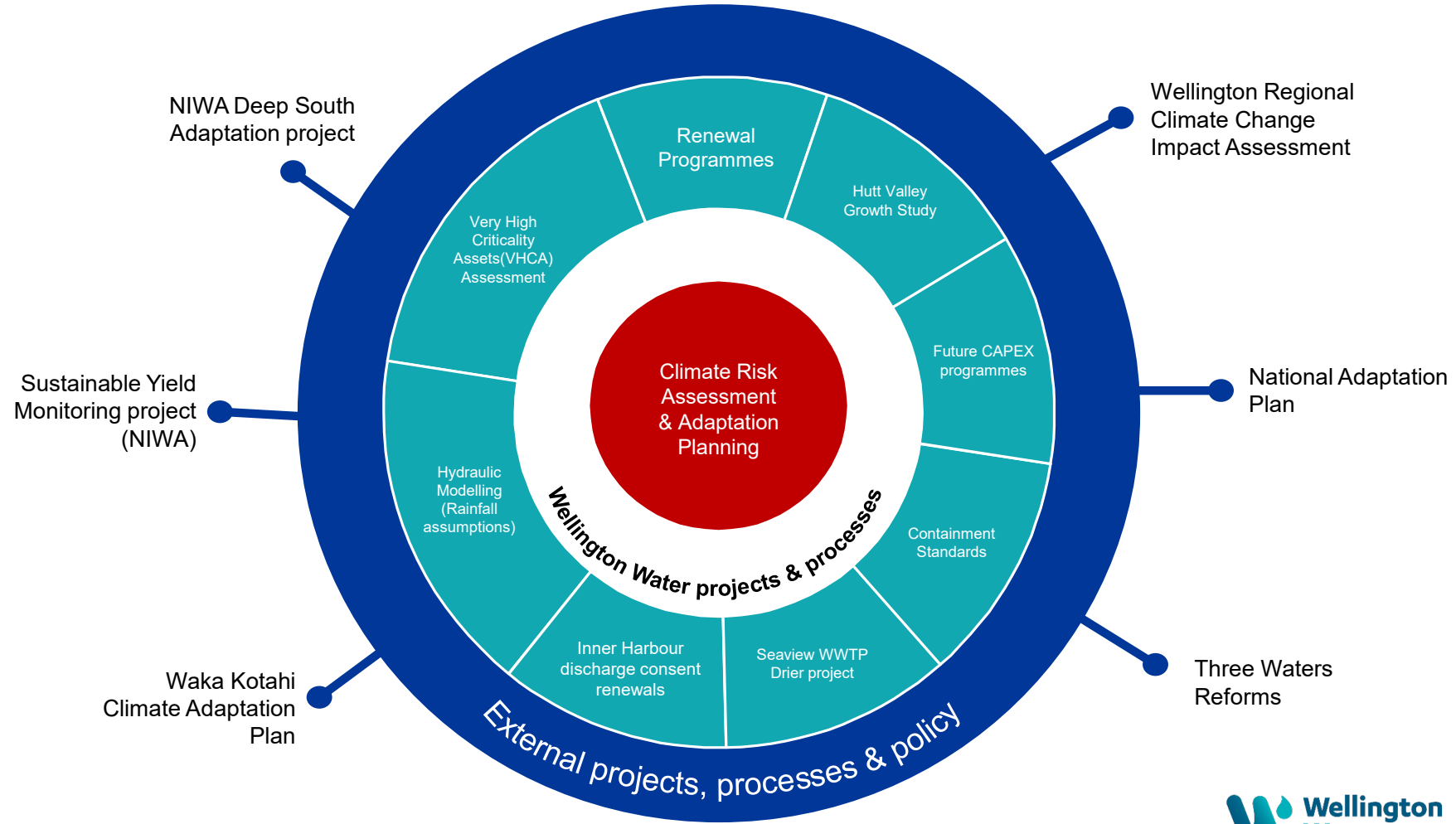
Relocation of coastal pump stations.

Relocation of Seaview Treatment Plant

**Any consideration of managed retreat for these services should be included as part of Councils' overall land use decisions and not undertaken in isolation.*



Linkages – Wider Programmes & Processes



Recommended Next Steps



Advise DIA NTU of critical infrastructure risks and request that investment needs are considered for the Entity C AMP



Develop a comprehensive system development plan encompassing climate, growth, environmental performance and asset condition considerations



Develop detailed implementation plan

Summary

- ❖ The system is exposed to extreme rainfall, sea level rise and storm surge hazards
- ❖ Climate change is already contributing to wastewater system overflows
- ❖ Climate change will pose significant risks to assets in the medium to long term
- ❖ Adaptation planning will require a collaborative and coordinated approach
- ❖ Planning for these assets will require an adaptive approach that also includes the impacts of asset age and condition, population growth, increasing environmental performance requirements, and other risks.
- ❖ Under water reform it will be the role of the new Water Services Entity to address these risks



Hutt Valley Wastewater System Climate Risk Assessment & Adaptation Planning



Questions?



Te Kaunihera o
Te Awa Kairangi ki Uta
Upper Hutt City Council

Council | 3 May 2023

Whirinaki Whare Taonga Settlor (Council) Selection Panel for the Recommendation of Trustees

Purpose of Report / Te Pūtake

1. For Council to give effect to clause 8.2.3.2 of its CCO policy by appointing a selection panel of Councillors to shortlist, interview and bring their recommendations for the three Whirinaki Trustee positions which expire on 30 June 2023, to the full Council meeting on the 14 June 2023.

Recommendations / He Tūtohunga

2. That Council receive the report;
 - (i) that Council appoint a selection panel consisting of the Chair of City Services, Councillor David Wheeler; Director of Community Services and two (or more) Councillors to review the applications for the three Trustee positions for Whirinaki Whare Taonga Trust and bring their recommendations to the full Council meeting on the 14 June 2023.

Discussion & Options / Te Matapaki Me Ngā Kōwhiringa

3. Council as Settlor appoints Trustees to the Whirinaki Whare Taonga Trust.
4. Trustees are appointed for the period stated in their appointment letter, not to be more than three years, in accordance with clause 7.6 of the Trust's deed.
5. Three Trustees; Terry McCaul, Zoe Juniper and Angela Calkin-Goeres have their terms as Trustees expiring on 30 June 2023.
6. These positions have been advertised.
7. Of the three Trustees whose terms expire on 30 June 2023, Terry McCaul has served three terms of three years on the Trust, with Zoe Juniper and Angela Calkin-Goeres having each served two terms of three years.
8. Clause 7.3 of the Trust Deed states "The power to appoint Trustees shall be vested in the Settlor and includes power;
 - (a) to reappoint Trustees,
 - (b) to cancel the appointment of any Trustee at any time whether the term for which the Trustee was appointed has expired or not, and,
 - (c) to appoint a replacement for any appointee who, for any reason cease to be a Trustee prior to the expiry of his or her term."

9. Council can at its discretion call for nominations by public notice whenever the requirement to replace or reappoint a Trustee occurs.
10. The need to advertise the three positions is covered in the Trust Deed under clause 7.4(b). *Will subject to clause 7.4(d) call for nominations by public notice whenever the requirement to replace or reappoint a Trustee occurs.* This is consistent with Council's CCO policy.
11. Clause 7.4 (a) of the Trust Deed states that the Settlor "*shall have regard to the need to have Trustees with skills, qualifications and experience appropriate to the objectives of the Trust.*"

Legal & Risk / Ture & Tūraru

12. There are no further legal considerations for Council at this time other than those as outlined above and required to be followed as per the Trust Deed and Council's CCO Policy.

Sustainability / Rautaki Whakauka

13. There are no sustainability considerations for Council at this time.

Conclusion

14. The three Trustee positions have been publicly notified as required under clause 7.4 (b) of the Trust Deed. The appropriate skill sets required for these three Trustee positions were also highlighted. A selection panel of Council as recommended will provide a cross section of views on the applicants and ensure that there is a rigorous, fair, and transparent process in bringing the final recommendations to Council.

Date of report: 5 April 2023

Reporter writer and authoriser:

Mike Ryan
Director Community Services



Council | 3 May 2023

**Schedule of Documents Sealed - Deeds and
Authority & Instruction Forms Signed – 8 March to 3
May 2023**

Date	Description	Parties
2/03/2023	Consent to vest lots 303, 304, 307, 306, 320 and 321 as road in UHCC as part of subdivision at Wallaceville Stage 11B granted under RC 2010153 dated 14 April 2020	UHCC Gillespie Young Watson (Wallaceville Developments (No 2) Ltd)
03/04/2023	Easement instrument to register easement in gross for right to drain sewage as part of 4 Lot subdivision at 41 Ruahine and 19 Rimutaka Street granted under RC 2010052 dated 2 July 2020	UHCC Morrison Kent (Tom Carson Rentals Ltd, M L Carson and A M Carson)
21/03/2023	Bond for vehicle crossing and driveway as part of 2 Lot subdivision at 21 Hudson Avenue granted under RC 2210025 dated 29 April 2022	UHCC Upper Hutt Law (K L Homan, K S Homan and S W Homan)
22/03/2023	Deed of Lease for premises at 122 Main Street to be used as Project Site Office and public information area for CBD Watermain Upgrade and Streetscape project for period of 2 years	UHCC Maidstone Group Investments Ltd
24/03/2023	Deed of lease with Makes Cents Limited and Maurice O'Reilly as guarantor for premises at Main Street Upper Hutt	UHCC Makes Cents Ltd Maurice Paul O'Reilly

Date	Description	Parties
2/03/2023	Updated Authority and Instruction to register easement in gross to drain water, partial surrender of easement and cancellation of consent condition as part of subdivision at Wallaceville Stage 11b granted under RC 2010153 dated 14 April 2020	UHCC Gillespie Young Watson (Wallaceville Developments (No 2) Ltd)
3/03/2023	Authority and Instruction to register a Removal of Building Line Restriction authorised pursuant to RC 211093 for three lot subdivision dated 15/03/2023	UHCC ARL Lawyers (Parr Family Holdings Ltd)
23/03/2023	Authority and Instruction to register variation of consent notice for partial cancellation of condition under s221(5) RMA 1991 as authorised by Planning resolution dated 19 January 2023	UHCC Paino & Robinson (M J Pye and B A Hussey)
3/04/2023	Authority and Instruction form to register easement instrument in gross (right to drain sewage) as part of 4 Lot subdivision at 41 Ruahine and 19 Rimutaka Street granted under RC 2010052 dated 2 July 2020 and cancellation of building line restriction	UHCC Morrison Kent (Tom Carson Rentals Ltd, M L Carson and A M Carson)

Date of report: 3 May 2023

Report writer:
Guy Smith, General Counsel