

**HUTT VALLEY SERVICES COMMITTEE**

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road,  
Lower Hutt on **Friday 24 November 2017 commencing at 9.30am**

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**PRESENT:**

Cr G McDonald, HCC (Chair)	Cr D Wheeler, UHCC (Deputy Chair)
Cr L Bridson, HCC	Cr C Carson, UHCC
Mayor W Guppy, UHCC	Cr P Lambert, UHCC
Cr L Sutton, (Alternate HCC)	

**APOLOGIES:** Mayor WR Wallace and Deputy Mayor D Bassett

**IN ATTENDANCE:** Ms K Kelly, General Manager, City Transformation HCC  
 Mr B Sherlock, Strategic Projects Director, HCC (part meeting)  
 Mr D Newth, Financial Accounting Manager, HCC (part meeting)  
 Mr B Latimer, Parks and Reserves Manager, UHCC (part meeting)  
 Mr D Bentley, Senior Environmental Health Officer, HCC  
 Mr L Dalton, Regional Manager Animal Services, HCC (part meeting)  
 Mrs H Clegg, Minute Taker, HCC  
 Ms D Male, Committee Advisor, HCC  
 Ms K Glanville, Democratic Services Advisor, UHCC

**PUBLIC BUSINESS**

**1. APOLOGIES**

**RESOLVED:** **Minute No. HVSC 17501**

*"That the apologies received from Mayor WR Wallace and Deputy Mayor D Bassett, be accepted and leave of absence be granted."*

**2. PUBLIC COMMENT**

There was no public comment.

**3. CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

**4. MINUTES**

Cr Carson asked whether Upper Hutt City Council had been notified of the Akatarawa Cemetery Concept Development Plan. Cr McDonald undertook to investigate and report back to Cr Carson.

**RESOLVED:** **Minute No. HVSC 17502**

*"That the minutes of the meeting of the Hutt Valley Services Committee held on Friday, 4*

*August 2017, be confirmed as a true and correct record."*

5. **APPOINTMENT OF CHAIR AND DEPUTY CHAIR**

Cr Wheeler called for nominations for the Chair. Cr Wheeler nominated Cr McDonald and Mayor Guppy seconded the motion. Cr Wheeler called for any other nominations and as there were none he put the motion.

**RESOLVED:**

**Minute No. HVSC 17503**

*"That Cr McDonald be declared Chair of the Hutt Valley Services Committee for 2018."*

Cr McDonald assumed the Chair. The Chair called for nominations for the Deputy Chair. The Chair nominated Cr Wheeler and Mayor Guppy seconded the motion. The Chair called for any other nominations and as there were none she put the motion.

**RESOLVED:**

**Minute No. HVSC 17504**

*"That Cr Wheeler be declared Deputy Chair of the Hutt Valley Services Committee for 2018."*

6. **PROPOSED MEETING DATES FOR 2018** (17/1355)

Report No. HVSC2017/5/3 by the Senior Committee Advisor, Hutt City Council

**RESOLVED:**

**Minute No. HVSC 17505**

*"That the Committee:*

- (i) adopts the following schedule of meetings for 2018:*
  - (a) Friday, 2 March 2018 at 9.30am (Upper Hutt City Council);*
  - (b) Friday, 4 May 2018 at 9.30am (Hutt City Council);*
  - (c) Friday, 31 August 2018 at 9.30am (Upper Hutt City Council);*
  - (d) Friday, 23 November 2018 at 9.30am (Hutt City Council);*
- (ii) adopts the following schedule of draft agenda meetings for 2018:*
  - (a) Monday, 19 February 2018 at 11.00 am;*
  - (b) Monday, 23 April 2018 at 11.00 am;*
  - (c) Monday, 20 August 2018 at 11.00 am;*
  - (d) Monday 12 November 2018 at 11.00am;*
- (iii) agrees that the venue for the draft agenda meetings for 2018 will be held at Hutt City Council in a meeting room to be confirmed; and*
- (iv) 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. **PROJECT PENCARROW PROGRESS REPORT**  
**3 JULY 2017 - 26 OCTOBER 2017** (17/1600)

Report No. HVSC2017/5/4 by the Wastewater Contracts Manager, Wellington Water

The Strategic Projects Director, Hutt City Council elaborated on the report. He confirmed that the lodgement of a resource consent application had occurred. He explained that, due to Greater Wellington Regional Council currently assessing and deliberating on the proposed Natural Resources Plan, there were two progress options to consider. The first option was to wait until the Natural Resources Plan had been approved with possible changed rules to the present regulations. The second option was to proceed with the application under uncertainty.

**RESOLVED:**

**Minute No. HVSC 17506**

*"That the Committee notes the progress on Project Pencarrow as outlined in the officer's report."*

**RESOLVED:**

**Minute No. HVSC 17507**

*"That the Committee instructs officers to proceed with the resource consent application, due to the high level of community engagement, the support of Iwi and the volume of work undertaken to date."*

8. **SILVERSTREAM LANDFILL UPDATE** (17/1647)

Report No. HVSC2017/5/19 by the Landfill Consultant, Tonkin and Taylor

The Strategic Projects Director, Hutt City Council elaborated on the report. With regard to the landfill, he advised negotiations for the operations contract were almost finalised.

In response to questions from members, the Strategic Projects Director, Hutt City Council advised the operations contract was an extension. He also advised the landfill was filling at the expected rate and the new stage had a life expectancy of 50 years. He said that very little water was used at the landfill for its day to day operations. He also said there were a number of contractors with expertise in the area of landfills.

Cr Bridson asked officers for a copy of the contract to enable her to propose suggestions concerning the waste minimisation clauses.

With regard to the Residents Committee meeting, the Strategic Projects Director, Hutt City Council advised there had been odour issues during the past week, as maintenance work was required on the gas pipework system. He stated that, combined with good weather and a lack of wind, there had been offensive odours emanating from the area. He added the Residents' Committee had been kept fully informed and would continue to be so and that the plant would be operational again in two days.

**RESOLVED:** (Cr McDonald/Cr Wheeler)

**Minute No. HVSC 17508**

*"That the Committee notes the progress on Silverstream Landfill."*

9. **AKATARAWA CEMETERY UPDATE** (17/1667)

Report No. HVSC2017/5/139 by Parks and Reserves Manager, Upper Hutt City Council

**RESOLVED:**

**Minute No. HVSC 17509**

*"That the report be noted and received."*

**10. HUTT VALLEY TRUNK WASTEWATER SERVICES FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2017 (17/1475)**

Report No. HVSC2017/5/144 by the Financial Accounting Manager, Hutt City Council

The Financial Accounting Manager, Hutt City Council elaborated on the report. He explained the current share of operational and capital funding between the two Councils was not 30%/70% due to trade waste rebates being calculated in different ways. He added the budget was on track for the year.

**RESOLVED:**

**Minute No. HVSC 17510**

*"That the Committee:*

- (i) notes the financial statements for the Hutt Valley Trunk Wastewater Services for the period ended 30 June 2017;*
- (ii) notes a net deficit of \$11.8 million which is \$0.2 million unfavourable to budget;*
- (iii) notes the current share of operational funding from Upper Hutt City Council of 35% and Hutt City Council of 65%; and*
- (iv) notes the current share of capital funding from Upper Hutt City Council of 31% and Hutt City Council of 69%."*

**11. HUTT VALLEY TRUNK WASTEWATER SERVICES FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 SEPTEMBER 2017 (17/1476)**

Report No. HVSC2017/5/145 by the Financial Accounting Manager, Hutt City Council

The Financial Accounting Manager, Hutt City Council elaborated on the report. He explained the change in the way Wellington Water Ltd was funded. He added the new funding system was a more efficient system.

**RESOLVED:**

**Minute No. HVSC 17511**

*"That the Committee:*

- (i) notes the financial statements for the Hutt Valley Trunk Wastewater Services for the period ended 30 September 2017;*
- (ii) notes a net deficit of \$2.75 million which is \$0.2 million favourable to budget;*
- (iii) notes the current share of operational funding from Upper Hutt City Council of 37% and Hutt City Council of 63%; and*
- (iv) notes the current share of capital funding from Upper Hutt City Council of 30% and Hutt City Council of 70%."*

12. DOG CONTROL UPDATE (17/1686)

Report No. HVSC2017/5/146 by the Manager, Compliance Services, Upper Hutt City Council

Regional Manager Animal Services, Hutt City Council elaborated on the report. In response to a question from a member, the Regional Manager Animal Services, Hutt City Council advised there were very few Menacing Dog Hearings as officers tried to manage situations without the need for hearings.

RESOLVED:

**Minute No. HVSC 17512**

*"That the report be noted and received."*

13. DOG CONTROL UPDATE (17/1477)

Report No. HVSC2017/5/140 by the Divisional Manager, Regulatory Services, Hutt City Council

RESOLVED:

**Minute No. HVSC 17513**

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

14. **HEALTH OFFICE ACTIVITIES UPDATE** (17/1478)

Report No. HVSC2017/5/147 by the Manager Environmental Health, Hutt City Council

The Senior Environmental Health Officer, Hutt City Council elaborated on the report. He advised the joint Health and Hygiene Bylaw had been put on hold due to the amount of time officers were now involved with implementing the requirements of the new Food Act 2014. He explained there was additional time required in the processing of each establishment and that new processes and systems were being developed. He also advised that since the report was written, the toxic algae risk had elevated. He noted officers had been instructed by Greater Wellington Regional Council to install warning signage. He added social media was also being used to alert public to the danger.

In response to questions from members, the Senior Environmental Health Officer, Hutt City Council advised the infectious diseases were both food and water related and it was very difficult to attribute each case to any one source. He confirmed that full costs were being recovered due to changes in the Food Act 2014. He stated that staffing levels were currently under review and agreed to update the Manager, Environmental Health Hutt City Council of the concerns expressed by members with the delay in the joint Health and Hygiene Bylaw.

**RESOLVED:**

**Minute No. HVSC 17514**

*"That the Committee:*

- (i) notes and receives the information."*
- (ii) requests the proposed Health and Hygiene Bylaw be added to the agenda for its next meeting with a report detailing a timeline for its progress."*

15. **REGIONAL JOINT SERVICES OPPORTUNITIES** (17/1356)

There was nothing to report.

There being no further business the Chair declared the meeting closed at 9.55am.

Cr G McDonald  
**CHAIR**