

HUTT CITY COUNCIL
COMMUNITY PLAN COMMITTEE

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

Tuesday 20 February 2018 commencing at 9.30am

PRESENT:

| | |
|--------------------------|---------------|
| Mayor WR Wallace (Chair) | Cr C Barry |
| Deputy Mayor D Bassett | Cr L Bridson |
| Cr J Briggs | Cr MJ Cousins |
| Cr S Edwards | Cr T Lewis |
| Cr M Lulich | Cr G McDonald |
| Cr C Milne | Cr L Sutton |

APOLOGIES: An apology was received from Cr G Barratt. An apology for early departure was received from Cr C Milne.

IN ATTENDANCE:

Mr M Reid, Acting Chief Executive
 Mr B Sherlock, Strategic Projects Director
 Mr B Kibblewhite, General Manager, Corporate Services
 Mr M de Haast, Chief Financial Officer
 Mr L Allott, Chief Information Officer
 Ms J Askin, Corporate Planner
 Mr B Hodgins, Divisional Manager, Parks and Gardens (part meeting)
 Mr G Craig, Divisional Manager, City Growth
 Mr M Mercer, Divisional Manager, Community Hubs (part meeting)
 Mr S Keatley, Huia Pool and Fitness Manager (part meeting)
 Ms W Moore, Divisional Manager, Strategy and Planning (part meeting)
 Ms J Randall, Committee Advisor (part meeting)
 Ms K Stannard, Divisional Manager, Democratic Services (part meeting)
 Mrs H Clegg, Minute Taker

PUBLIC BUSINESS

1. APOLOGIES

RESOLVED: (Mayor/Deputy Mayor Bassett)

Minute No. CPC 18101

"That the apology received from Cr G Barratt be accepted and leave of absence be granted and the apology for early departure received from Cr C Milne be accepted."

2. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

3. CONFLICT OF INTEREST DECLARATIONS

There were no conflicts of interest.

4. PRESENTATION BY THE MAYOR (18/136)

The Chair delivered his presentation. He stressed that members had a difficult job in front of them. He explained that the draft budget proposed a low rates increase, but that there were several challenges to maintaining this. He stated that Council needed to make the City a great place for all its inhabitants to live and that consultation on the Long Term Plan document was vital.

5. **PROPOSED FUNDING FOR STEMM PROJECTS** (18/112)

Report No. CPC2018/1/31 by the Divisional Manager City Growth

The Divisional Manager City Growth elaborated on the report.

In response to questions from members, the Divisional Manager City Growth explained private funding sources had been sought in the past with mixed results. He added the Hutt Science initiative was funded externally and Upper Hutt City Council was contributing to the expansion. He advised that salaries of the two positions were within market range. He explained the four principle objectives of STEMM adding that the ultimate goal was for the programme to be business funded. He acknowledged the competitive market concerning STEMM projects and reiterated that Council support was vital for the programme to continue to become a catalyst to attract businesses to the City. He advised that a targeted rate would be too difficult to implement for STEMM.

In response to further questions from members, Cr Milne agreed to provide six monthly progress reports to the City Development Committee. He explained there was no operating plan so far as the officers' appointments were made in January 2018. He agreed such an operating plan was vital. He further explained there was a possibility of some central government funding. However, this was uncertain and should be treated as a bonus should it eventuate. He noted the programme required assured funding to enable it to operate successfully for the next three years. He explained that Council investment in the programme would benefit overall economic growth of the City noting the Urban Growth Strategy was designed to get more people living in the City. He added that STEMM provided an opportunity for people to study and work within Hutt City and the programme engaged with tertiary and secondary schools.

Cr Sutton left the meeting at 10.25am and rejoined the meeting at 10.28am.

The Chair highlighted that, at this stage, it was unclear as to the new structure and shape of the the Hutt Valley Chamber of Commerce and that further information would be confirmed shortly.

Cr Milne asked that a workshop be organised in the near future on the STEMM project.

6. **DRAFT BUDGET 2018/2019** (18/93)

Report No. CPC2018/1/45 by the General Manager Corporate Services

The General Manager Corporate Services elaborated on the report. He emphasised the upcoming key dates. He added that currently investment exceeded depreciation which was a positive position.

In response to a question from a member, the General Manager Corporate Services explained that infrastructural investment was continuing and followed the Asset

Management Plan requirements.

The Acting Chief Executive advised that for certain assets, the maintenance budgets were extremely tight.

In response to a question from a member, the Acting Chief Executive explained the Assets Management Plans for the Hutt City Community Facilities Trust (CFT) were overseen by Council. He advised that CFT had tenancy agreements with its tenants with some of the funds received earmarked for maintenance.

Cr Briggs expressed concern that there was no funding set aside for consultation for the Wainuiomata Hub and that the actual project had been pushed. The Acting Chief Executive responded that the consultation required, at this stage, was high level which could be undertaken within existing work programmes.

The Chair explained it was anticipated the Wainuiomata Hub would be a redevelopment rather than a total rebuild and that after the initial consultation had been carried out, the timeframe for the works would be re-investigated.

Members discussed the Wainuiomata Hub with concern raised that high level consultation had already occurred and that the community may not respond favourably to further consultation.

In response to a question from a member, the Corporate Planner explained the hubs were included in the Consultation Document. However, that there was no specific question relating to the Wainuiomata Hub.

The General Manager Corporate Services reminded members that in terms of the Long Term Plan, if one project was brought forward then another one would need to be delayed in order to maintain a balanced budget. He added there were additional pressures and changes since 2017.

The Chair advised that he had instructed the Chief Executive to re-evaluate all projects to ascertain the "nice-to-haves" and the "need-to-haves". He also advised that by June 2018 Council would be able to make fully informed decisions on all projects with the results of community consultation and officer investigations available.

In response to a question from a member, the Acting Chief Executive explained funding received by CFT was held in separate interest bearing accounts, overseen by Council officers and drawn on when the maintenance programme required it.

In response to a question from a member, the Acting Chief Executive assured members that a range of people were to be consulted with regard to the hubs, including social workers.

In response to questions from members concerning the Communications and Marketing budget, the General Manager Corporate Services explained the area was ever changing considering the growth of social media and that the Communications Division currently employed a team of nine.

In response to a question from a member regarding the Stokes Valley Hub, the Acting Chief Executive explained it was a popular hub, with the extended hours being instigated

due to demand.

The meeting adjourned at 11.23am and resumed at 11.45am.

In response to questions from members regarding the proposed moveable floor for Huia Pool, the Huia Pool and Fitness Manager advised that without the mechanism, the pool would suffer significant loss of attendance revenue. He added the moveable floor enabled the depth of the pool to vary providing for a variety of activities. He further advised installation would require the complex to be closed for two months and that other maintenance work would also be carried out at this time.

Members discussed the allocation of funding to items which were not certain. The Acting Chief Executive advised a final decision on these kind of funding items would be made after analysis and a report presented to the relevant committee.

The Chair added that funding for marae and community housing was always itemised and always contestable.

In response to discussion on the yearly allocation of funding to Wellington Regional Amenities Fund (WRAF), the Divisional Manager Strategy and Planning explained it was an historic decision to show regional solidarity amidst the talk of amalgamation. She advised that Council had only once received funding from WRAF and that it was her recommendation that the funding may be better spent on guaranteed activities of benefit to Council.

Members agreed that the funding would remain in the draft budget and that a final decision would be made after public consultation.

The Chair asked officers to provide a report to the Arts and Cultural Subcommittee detailing where WRAF funding was spent. The Chair urged all members to attend the subcommittee meeting.

In response to a question from a member, the Acting Chief Executive agreed to investigate the heating and cooling system at the Wainuiomata Library adding that if it was a health and safety matter then the work would be carried out with urgency.

In response to a question from a member regarding the budget for Minoh House, the Acting Chief Executive agreed to investigate the maintenance costs.

In response to a question from a member regarding the revenue from the waste levy and the rates charges for recycling, the Strategic Projects Director explained the waste levy was attributed to the Waste Minimisation Budget and the targeted recycling rate was within the rating income.

Cr Milne expressed concern that the funding allocated to Fraser Park Sportville should be termed as a loan as it was to be repaid. The General Manager Corporate Services agreed to relook at the wording.

In response to a question from a member regarding the amount of funding listed for The Dowse entrance upgrade, the Acting Chief Executive advised the funding amount had always been at that scale, the project had not gone through the design phase and officers

were looking at options.

In response to questions from members regarding the Graffiti Removal Programme, the Acting Chief Executive advised it had been a highly successful programme. He further advised that officers would report back to the appropriate committee including reasons for the success of the programme. He added that there still was a graffiti problem within the City, however it was not as significant as it once was. He further added that the existence of litter was now a major issue.

Cr McDonald asked for an update on litter in Stokes Valley. The Acting Chief Executive agreed that officers would follow up on the matter.

In response to a question from a member concerning the budgeted amount for the Pavilion maintenance, the General Manager Corporate Services advised that the building currently housed the IT Server equipment, which required a climatically controlled environment for optimal performance.

Cr Barry expressed concern with the incorrect wording used for the living wage. The General Manager Corporate Services agreed to amend the wording.

Members discussed the payment of a living wage. The General Manager Corporate Services advised that up to an extra \$450,000 would be required for the 2019 and 2020 budget. Members agreed that the questions for the living wage would be written by an independent group who had expertise in the area. Members considered that this was the best way forward and in turn they would feel comfortable to accept the end results. The Chair asked officers to send the draft wording to members for feedback acknowledging that the independent group would decide on the final wording.

In response to questions from members concerning Petone Sportsville, the Acting Chief Executive advised having a Regional Gym Facility included in the project was contained in the original brief.

In response to a question from a member regarding the swim initiative, the Acting Chief Executive apologised that the matter had not been progressed further. He assured members all information would be reported to the next Community Plan Committee meeting.

In response to a question from a member regarding the Petone Wharf, Deputy Mayor Bassett advised that a report was to be presented to the City Development Committee. He encouraged all members to attend the meeting.

Cr Barry advised that funding for the Love Wanuiomata Group finished this year.

The Chair advised that Love Wanuiomata would present to the City Development Committee, detailing its achievements against goals set, ways to move forward and proposed budgetary requirements. The Acting Chief Executive agreed to instruct officers accordingly.

Cr Bridson raised concern at the state of the Naenae Park changing rooms. The Acting Chief Executive agreed to report back to the Community Services Committee. He further agreed to widen the investigation to all City owned buildings once the situation at Naenae

had been resolved.

In response to a question from a member regarding the option of rates postponement, the General Manager Corporate Services advised that a report on the matter was to be presented to the next Finance and Performance Committee meeting.

In response to a question from a member concerning the maintenance funding for the Walter Nash Stadium, the Acting Chief Executive advised that the amount was for the original stadium and had been anticipated prior to the stadium rebuild.

In response to a question from a member regarding the Petone Library maintenance, the Acting Chief Executive advised that the funding requested was for a feasibility study.

In response to a question from a member regarding the requested funding for the Stokes Valley hub, the Acting Chief Executive advised the funding was for the replacement of furniture.

In response to a question from a member regarding the requested expenditure for The Dowse new art artworks, the Acting Chief Executive advised that the funding was for the Acquisitions Budget.

In response to a question from a member concerning the requested expenditure to be spent on wharves maintenance, the Acting Chief Executive advised the funding was to cover maintenance work.

In response to a question from a member concerning the necessity for the lightboxes, Deputy Mayor Bassett advised the lightboxes were a relatively inexpensive way to effectively detail the City's history. He highlighted that a great deal of background work had already occurred.

In response to a question from a member, the Acting Chief Executive acknowledged the work recently carried out on the Te Whiti Park changing rooms and advised the funding for this came from Council's Parks and Gardens Maintenance Budget. He added that works were carried out according to Asset Management Plans and were prioritised if necessary.

In response to a question from a member regarding the situation with funding for the Mayors Task Force for Jobs, the Acting Chief Executive advised that the funding came from the contestable Community Funding budget.

In response to a question from a member regarding expenditure proposed for new Pay and Display equipment, the Strategic Projects Director advised it was originally for replacement equipment but if new technology was available, then it may be used for that.

In response to a question from a member regarding total sportsground drainage expenditure, the Acting Chief Executive advised the \$60,000 was for drainage works at Delaney Park.

In response to a question from a member, the Chair advised that the lack of adequate public toilet facilities at Avalon Park was currently being investigated. Deputy Mayor Bassett asked for an update to be reported to the City Development Committee.

Members discussed the proposed rates increase. Members requested the true amount be publicised. While the average overall rates increase may be 1.5%, the added 1% increase should be mentioned and that the residential rates increase may be more than the commercial rates increase.

The Acting Chief Executive advised that Greater Wellington Regional Council rate levels had yet to be finalised and highlighted that Council had no control over the rate levels.

In response to a question from a member, the Acting Chief Executive advised that officers held very good asset management plans for small buildings on Council reserves. He highlighted that officers would report back on the up to date Asset Management Plan including the issue of drainage for the City's sports grounds.

RECOMMENDED: (Mayor Wallace/Deputy Mayor Bassett) **Minute No. CPC 18102**

"The Committee recommends that Council:

- (i) notes the progress made to date on a number of STEMM initiatives over the past three years;*
- (ii) notes the budgetary and staff resourcing implications to continue the STEMM initiatives;*
- (iii) approves the proposed budget estimates outlined in the 'Financial Considerations' (refer paragraph 10 of the officer's report) and include these in the draft Long Term Plan budget;*
- (iv) notes that regular updates on STEMM initiatives will continue to be reported to the City Development Committee;*
- (v) adopts the draft summary budget and capital project plan attached as appendices 1 and 2 to the report;*
- (vi) agrees to increase rates by an average of 1.5% in 2018/19; and*
- (vii) considers the additional items not currently included in the draft budget."*

The meeting adjourned at 1.42pm and resumed at 2.20pm.

7. PROPOSED 2018-2028 LONG TERM PLAN AND CONSULTATION DOCUMENT
(18/168)

Report No. CPC2018/1/37 by the Corporate Planner

Speaking under public comment, **Mr Mike Grigg** spoke about disabilities. He requested Council be more proactive with people with disabilities especially to implement the requirements of the United Nations Disability Strategies. He accepted the Chair's invitation to present to the next Community Services Committee and urged members to ensure the Long Term Plan operated successfully for people with disabilities.

The Corporate Planner elaborated on the report. She highlighted the key points stating that officers were currently working through changes and would continue to do so after the meeting. She added that there was a focus on using on-line forms of public consultation and that there would be a dedicated computer terminal installed at the Council's Administration building to assist the community.

Deputy Mayor Bassett rejoined meeting at 2.24pm.

In response to a question from a member, the Corporate Planner advised that officers had formed an extensive cross organisational engagement team incorporating a variety of languages with a variety of targeted measures in place.

Cr Cousins suggested several amendments to the draft Infrastructure Strategy (the strategy). She asked that the wording around climate change be kept consistent throughout the strategy, replace the word 'catastrophic' with 'extensive'. She expressed concern that forward planning may be affected with the resource consent requirements for stormwater discharges and advised that the destruction of single access routes was not followed up in the list of options.

Cr Bridson asked that the text concerning the Waste Management Plan and intensification be updated as the current wording used outdated data.

Cr Milne advised that the wording under What We've Already Achieved be updated as the wording was incorrect.

Cr Briggs requested that the wording for the Wainuiomata Hill Summit Bridge be changed to include the word 'Pukeatua' as the correct title for the bridge.

In response to a question from a member concerning provision of missing walkway connections, the Strategic Projects Director advised that was an operational matter and would be dealt with at officer level within Asset Management Plans.

Cr Milne suggested that the list of Community Board members should also include Community Panel members.

In response to a question from a member concerning the limited topics covered under the Infrastructure Strategy, the Strategic Projects Director advised that Waste and Parks would be included in the future.

In response to an inquiry from a member, the Corporate Planner agreed to include Waste

Management and the Walking/Cycling Strategies under the operational policies and plans in the Consultation Document. She also agreed to update wording throughout the Consultation Document with regard to using recent Waste Management data and objectives, include a reference to climate under City Resilience, amend Principle Option 5, include Wainuiomata and to amend the wording regarding the Petone Sportsville under the Lesiure and Wellbeing heading.

In response to questions from members, the Strategic Projects Director advised that he would discuss adding accessways with the Divisional Manager Transport.

Cr Bridson asked that the text around infill intensification in Epuni be amended to reflect that the matter was no longer just targeting that area.

RECOMMENDED: (Mayor Wallace/Deputy Mayor Bassett) Minute No. CPC 18103

"That the Committee recommends that Council:

- (i) provides guidance on the outline of the Consultation Document;*
- (ii) adopts the non-financial information that underlies the proposed 2018-2028 Long Term Plan attached as Appendix 1 to the report;*
- (iii) adopts the proposed fees and charges for 2018-2019 attached as Appendix 2 to the report;*
- (iv) receives the draft Infrastructure Strategy attached as Appendix 3 to the report;*
- (v) notes the changes agreed by the Strategic Leadership Team to Council groupings and activities attached as Appendix 4 to the report; and*
- (vi) appoints a subcommittee comprising the Mayor and Chairs of Standing Committees (City Development, Community Services, District Plan, Finance and Performance and Policy and Regulatory) to provide ongoing guidance on the Consultation Document and Questionnaire to allow this to be submitted for design and layout in early March;*
- (vii) notes that a meeting of Council is scheduled on 15 March 2018 for the purpose of adopting the Infrastructure Strategy, and laid out Consultation Document."*

8. RECOMMENDED: (Mayor Wallace/Deputy Mayor Bassett) Minute No. CPC 18104

"That the Committee recommends that Council:

- (i) adopts the underlying information for the Proposed 2018-2028 Long Term Plan and Consultation Document including amendments agreed at the Community Plan Committee held on 20 February 2018; and*
- (ii) appoints a subcommittee comprising the Mayor and Chairs of Standing Committees (City Development, Community Services, District Plan, Finance and Performance and Policy and Regulatory) to provide ongoing guidance on the Consultation Document and Questionnaire to allow this to be submitted for design and layout in early March."*

9. QUESTIONS

There were no questions.

10. EXCLUSION OF THE PUBLIC**RESOLVED:** (Mayor Wallace/Deputy Mayor Bassett) **Minute No. CPC 18105**

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

11. *Development Incentive Options (18/76)*

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) |
|--|---|---|
| <i>General subject of the matter to be considered.</i> | <i>Reason for passing this resolution in relation to each matter.</i> | <i>Ground under section 48(1) for the passing of this resolution.</i> |
| <i>Development Incentive Options.</i> | <i>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).</i> | <i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.</i> |

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

There being no further business the Chair declared the meeting closed at 2.45pm and the non-public portion of the meeting closed at 3.50pm.

WR Wallace
CHAIR

**CONFIRMED as a true and correct record
dated this 22nd day of May 2018**