

HUTT CITY COUNCILCITY DEVELOPMENT COMMITTEE

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

Tuesday 1 May 2018 commencing at 5.30pm

PRESENT:

Deputy Mayor D Bassett (Chair)	Cr C Barry (from 5.32pm)
Cr G Barratt	Cr M J Cousins
Cr S Edwards	Cr T Lewis
Cr M Lulich	Cr G McDonald
Cr L Sutton (Deputy Chair)	Mayor W R Wallace

APOLOGIES: There was an apology from Cr Milne.

IN ATTENDANCE:

Mr T Stallinger, Chief Executive
 Mr L Allott, Chief Information Officer
 Ms K Kelly, General Manager, City Transformation
 Mr B Kibblewhite, General Manager, Corporate Services
 Mr M Reid, General Manager, City and Community Services
 Mr G Craig, Divisional Manager, City Growth (part meeting)
 Mr B Hodgins, Division Manager, Parks and Gardens (part meeting)
 Ms C Christensen, CBD Development Manager (part meeting)
 Ms J Henton, City Archivist (part meeting)
 Mr C Gousmett, Corporate Information Manager (part meeting)
 Mr J Lamb, City Promotion Manager (part meeting)
 Mr A Marsh, Asset Manager, Parks (part meeting)
 Ms L Goss-Wallace, International Relations and Project Manager (part meeting)
 Ms D Male, Committee Advisor

PUBLIC BUSINESS1. APOLOGIES

RESOLVED: (Cr Bassett/Cr McDonald)

Minute No. CDC 18201

"That the apology received from Cr Milne be accepted and leave of absence be granted."

2. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

3. CONFLICT OF INTEREST DECLARATIONS

Cr Barry declared a conflict of interest in relation to item 4 Riverbank Market and took no part in discussion or voting on the matter.

Mayor Wallace declared a conflict of interest in relation to item 10 Temporary Road Closures Subcommittee Minutes – 9 April 2018 and took no part in discussion or voting on the matter.

Members noted Cr Sutton declared she was a member of the Hutt Valley Chamber of Commerce, in relation to item 6, Hutt Valley Chamber of Commerce – Six Monthly Update to 31 December 2017.

Members noted that Cr Cousins declared she was the Council Community Facilities Trust (CFT) appointee.

4. **FOR COMMITTEE INPUT PRIOR TO COMMUNITY PLAN COMMITTEE REFERRAL – 6 June 2018**

Riverbank Market (18/491)

Report No. CDC2018/2/124 by the CBD Development Manager

Cr Barry declared an interest in the item and took no part in discussion or voting on the matter.

Speaking under public comment, **Mr G Hamilton**, Market Manager for Riverbank Market, expressed his wish for support from Council. He believed the market was well run and he had not been treated fairly in relation to the traffic management. He added that it was once the biggest market in New Zealand, going from 10,000 visitors to between 20,000 and 30,000 visitors in the summer.

Cr Barry joined the meeting at 5.32pm.

In response to questions from members, Mr Hamilton said there had been issues with the traffic prior to the traffic management trial, he had put a proposal forward to Council. He added that the original planned layout for the market would have put it on the road the opposite side to the Countdown store. He was concerned that the \$2.00 charge could turn people away, as many cars only had one person.

In response to further questions from members, Mr Hamilton confirmed that he was aware of the development for the river protection. He added his suggestion was to get the Cancer Society to collect \$2.00 as vehicles arrived at the market, as they did at the market in Wellington. He further added that the market would not move to another location, it would stay in Lower Hutt, until the Council ended the licence.

The CBD Development Manager, Divisional Manager, City Growth and Ms Harriet Fraser, a professional Traffic Engineer consulting Council, all elaborated on the report.

In response to a question from a member, the CBD Development Manager advised that the Countdown supermarket stringently monitored its customer car park and the Harvey Norman store had introduced car park monitoring.

In response to question from a member, the Divisional Manager, City Growth advised that the rent charged to the market was commercially sensitive, he confirmed it went into the revenue line for Council and could not be used to undertake the additional costs for the traffic management system.

The Chair advised that his recommendation was for the market to continue, but not for ratepayers to subsidise the additional cost, so he supported the \$2.00 per hour parking charge.

<p>RECOMMENDED: (Deputy Mayor Bassett/Cr Sutton) Minute No. CDC 18202</p> <p><i>"That the Committee recommends that the Community Plan Committee:</i></p> <p>(i) <i>notes the Market is operated under a Licence which expires on 31 August 2019;</i></p> <p>(ii) <i>notes that the growth of the market has led to complaints from neighbouring businesses that it negatively impacts the operation of their businesses;</i></p> <p>(iii) <i>notes that a review of the traffic effects was undertaken and a traffic control response was trialled from 2 February 2018;</i></p> <p>(iv) <i>notes that the traffic control response appears to be effective in mitigating the road congestion;</i></p> <p>(v) <i>notes that the traffic control costs for the four week trial from 2 February were \$18,634. Ongoing traffic control costs are \$4,098.50 per market day amounting to \$213,122 per annum;</i></p> <p>(vi) <i>notes that these costs could be recovered (in part or whole) through the introduction of a user pays parking scheme during the hours of the Market on Saturday. Estimated revenue could be up to \$5,186 (GST excl.) per market day. This \$269,672 per annum revenue would cover the cost for the traffic control and any additional parking wardens;</i></p> <p>(vii) <i>agrees to continuing the Riverbank Market until 31 August 2019; and</i></p> <p>(viii) <i>recommends to Council the introduction of user pays parking at \$2.00 per hour in the Riverbank Market on Saturdays from 7am to 2pm."</i></p>

For the reasons that traffic control measures for the Market are adding significant cost to the operation of the market which are currently unbudgeted; and these costs could be offset in whole or in part by charging users of the Market a small charge for parking in the Riverbank carpark on market days.

RESOLVED: (Deputy Mayor Bassett/Mayor Wallace) **Minute No. CDC 18203**

"That the Committee recommends that as a matter of priority officers be asked to investigate a site or sites for the market and report back to the City Development Committee in six months."

5. RECOMMENDATION TO COUNCIL - 22 May 2018

Options For Archives Storage, Office and Exhibition Spaces (18/430)

The Chief Information Officer, City Archivist and Corporate Information Manager all elaborated on the report.

Mayor Wallace left the meeting at 6.21pm

In response to questions from members, the City Archivist advised that around 4% of the archives were digitised, it was estimated it would take up to 10 years and cost around \$20-25M to digitise all of the archives. She added that there was potential to store with an external storage company, although costs would be incurred for retrieving information each time it was requested. She further added that a retention disposals schedule had been agreed to which set the types of documents which must be stored.

Mayor Wallace rejoined the meeting at 6.26pm.

The Chair thanked officers present for all their work with the archives. He suggested an addition of (vi) to the recommendation in the officer's report, which was seconded by Cr Barratt. Members suggested additional wording for a draft development plan to the motion, which was agreed to by both the mover and seconder.

RECOMMENDED: (Deputy Mayor Bassett/Cr Barratt) **Minute No. CDC 18204**

"That the Committee recommends that Council:

- (i) receive the report;*
- (ii) notes the limitations of the current facilities;*
- (iii) notes the level of fire risk identified;*
- (iv) agree that the Archives will stay in the current premises for the duration of the current lease (until 31 March 2023) and that officers will work to relocate the Archives at that time;*
- (v) notes that the Archives, Libraries and Museums will work together to organise shared exhibition spaces; and*
- (vi) asks officers:*
 - (a) to investigate opportunities for exhibition spaces and report back to the Committee in six months; and*
 - (b) that a draft development plan be prepared for Council to consider, that will allow the archives to tell the story of the city."*

For the reason that recent advice has indicated a greater fire risk at the archives than previously understood. Mitigation options to reduce fire risk are limited and eventual relocation should be planned.

6. **HUTT VALLEY CHAMBER OF COMMERCE - SIX MONTHLY UPDATE TO 31 DECEMBER 2017** (18/212)

Report No. CDC2018/1/56 by the Divisional Manager City Growth

In response to questions from members, the Divisional Manager City Growth advised that he and the General Manager, City Transformation were to meet with the Hutt Valley Chamber of Commerce (HVCC) to discuss the relationship with Council going forward. He added that following this meeting he would meet with both the Chair and Deputy Chair of the Committee.

Members discussed the situation with HVCC and the Chair agreed to keep all members informed following the meeting with the Divisional Manager, City Growth.

RESOLVED: (Deputy Mayor Bassett/Cr Sutton)

Minute No. CDC 18205

"That the Committee receives the report."

For the reason the HVCC is required to report six monthly to this Committee on performance against agreed targets.

7. **WAINUIOMATA DEVELOPMENT PLAN - UPDATE** (18/618)

Report No. CDC2018/2/123 by the City Promotion Manager

Love Wainuiomata Incorporated submission to Hutt City Council's (HCC) Long Term Plan (LTP) was tabled for members of the Committee

The City Promotion Manager introduced the team from Love Wainuiomata Incorporated of Nikki Wynne, Clive Cannons, Lisa Black, Melody McLaughlin, Nic Dalton and Esther King. Leah Clark had passed on her apologies to the meeting. The members of the Love Wainuiomata Incorporated team elaborated on the report and provided an update of their experience with Love Wainuiomata Incorporated and the projects which had been developed and completed.

In response to a question from a member, the City Promotion Manager advised that funding given to Love Wainuiomata Incorporated had been \$100k a year for three years up to 30 June 2018, the group would attend HCC's Community Plan Committee to speak to their LTP submission.

RESOLVED: (Deputy Mayor Bassett/Cr Barry)

Minute No. CDC 18206

"That the Committee:

- (i) *notes the ongoing voluntary work to progress the Wainuiomata Development Plan; and*
- (ii) *notes the community vision and the Love Wainuiomata Incorporated's work completed to date."*

For the reasons that the Wainuiomata Development Plan has been a unique community led approach and through partnering with Council has led to high engagement on the

economic future of the suburb; and that there is currently no further funding for the Wainuiomata Development Plan beyond FY2017/2018 and Love Wainuiomata Incorporated's is prepared to continue to lead further activities to realise the long term vision of the Wainuiomata Development Plan.

8. **PETONE RECREATION GROUND - GRANDSTAND UPDATE** (17/1739)

Report No. CDC2017/5/307 by the Asset Manager, Parks

The Asset Manager, Parks elaborated on the report.

In response to questions from members, the Asset Manager, Parks advised that a submission would not be ready for the Long Term Plan, it would be submitted for Annual Plan consideration next year, as the refurbishment costs still required refinement. He further confirmed that the balustrade replacement work would be undertaken within the next few weeks to be health and safety compliant.

The Divisional Manager, Parks and Gardens advised that any change to building codes would put the building below the compliance level, which was expected within the next three to five years.

In response to a question from a member, the General Manager, Corporate Services confirmed that no provision had been made in the Long Term Plan in relation to the grandstand.

RESOLVED: (Deputy Mayor Bassett/Cr Barratt)

Minute No. CDC 18207

"That the Committee:

- (i) notes that the Petone Recreation Ground grandstand at some time soon will need significant capital investment if it is to continue to be used by the public;*
- (ii) notes that the grandstand is approximately 80 years old, while it is functional and meets the current building standard, there is a need to invest in the asset if it is to be retained;*
- (iii) notes that officers consider it timely to review the operational relevance of the grandstand and have obtained cost estimates to undertake work on the building;*
- (iv) notes the options and rough order costs detailed in the report; and*
- (v) requests officers to engage with Petone Recreation Ground users, the Petone Community Board and Petone 2040 before reporting back to Council with a recommendation on a preferred option and timing."*

9. **GENERAL MANAGERS' REPORT** (18/465)

Report No. CDC2018/2/126 by the Manager Development Liaison

The General Manager, City and Community Services advised that the project budgets for both Huia Pool and Koraunui Stokes Valley Hub had been closed out, both were significantly under budget.

The General Manager, City Transformation elaborated on the report.

RESOLVED: (Deputy Mayor Bassett/Mayor Wallace) **Minute No. CDC 18208**

"That the Committee notes the updates contained in the report."

10. **TEMPORARY ROAD CLOSURES SUBCOMMITTEE MINUTES - 9 APRIL 2018**
(18/477)

Report No. CDC2018/2/60 by the Committee Advisor

Mayor Wallace declared an interest in the item and took no part in discussion or voting on the matter.

RESOLVED: (Deputy Mayor Bassett/Cr Sutton) **Minute No. CDC 18209**

"That the Temporary Road Closure Subcommittee minutes dated 9 April 2018 be received."

11. **INFORMATION ITEMS**

a) **Six Monthly Report on International Relations Work Programme** (18/466)

Memorandum dated 16 April 2018 by the International Relations and Project Manager

The International Relations and Project Manager elaborated on the Memorandum.

In response to questions from members, the International Relations and Project Manager advised that the Sister Cities New Zealand 2018 Conference in May 2018 theme focussed on technology and was open to anyone interested in the sister city programme.

Mayor Wallace advised that councillors would receive an invite to attend the welcome session of the conference on 24 May 2018.

RESOLVED: (Deputy Mayor Bassett/Cr Barry) **Minute No. CDC 18210**

"That the information be received."

b) **City Development Committee Work Programme** (18/467)

Report No. CDC2018/2/61 by the Committee Advisor

The Chair noted the addition to the work programme of the six month updates on archives and the location of the Riverbank Market.

RESOLVED: (Deputy Mayor Bassett/Cr Barratt)

Minute No. CDC 18211

"That the work programme be received."

12. **QUESTIONS**

There were no questions.

There being no further business the Chair declared the meeting closed at 7.25pm.

Deputy Mayor D Bassett
CHAIR

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