

HUTT CITY COUNCILCOMMUNITY PLAN COMMITTEE

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

Wednesday 6 June 2018 commencing at 9.30am

PRESENT:

Mayor WR Wallace (Chair)	
Cr G Barratt	Cr C Barry (from 9.35am)
Deputy Mayor D Bassett	Cr L Bridson
Cr J Briggs	Cr MJ Cousins
Cr S Edwards	Cr T Lewis (from 10.26am)
Cr M Lulich	Cr G McDonald
Cr C Milne	Cr L Sutton

APOLOGIES:

Apologies for lateness were received from Crs Barry and Lewis.

IN ATTENDANCE:

Mr T Stallinger, Chief Executive
 Ms K Kelly, General Manager City Transformation
 Mr B Sherlock, Contracts Manager Solid Waste (part meeting)
 Mr B Kibblewhite, General Manager Corporate Services
 Mr M Reid, General Manager City and Community Services (part meeting)
 Mr L Allott, Chief Information Officer
 Mr M de Haast, Chief Financial Officer
 Mr G Craig, Divisional Manager, City Growth (part meeting)
 Mr B Hodgins, Divisional Manager, Parks and Gardens and Electoral Officer (part meeting)
 Ms J Askin, Corporate Planner (part meeting)
 Ms J Beck, Divisional Manager Human Resources (part meeting)
 Mr A Marsh, Parks Asset Manager (part meeting)
 Ms O Miller, Policy Advisor (part meeting)
 Mr B Cato, General Counsel (part meeting)
 Mr M Mercer, Divisional Manager Community Hubs
 Ms J Hurdley, Marketing Manager (part meeting)
 Ms A Blackshaw, Divisional Manager Communications and Marketing (part meeting)
 Ms J Stephens, Communications Advisor (part meeting)
 Ms M Cox, Budgeting and Reporting Accountant (part meeting)
 Ms H Stringer, Rates and Receivables Team Leader
 Mr P Maaka, Urban Design Manager (part meeting)
 Ms M Laban, Divisional Manager, Community Projects and Relationships

Mr S Keatley, Huia Pool and Fitness Manager
 Mr M Sherwood, Divisional Manager Leisure Active (part meeting)
 Mr J Pritchard, Principal Research and Policy Advisor (part meeting)
 Ms K Stannard, Divisional Manager, Democratic Services
 Ms H Clegg, Minute Taker

PUBLIC BUSINESS

1. APOLOGIES

RESOLVED: (Cr Briggs/Mayor Wallace)

Minute No. CPC 18301(2)

"That the apologies received from Cr Barry and Cr Lewis for lateness be accepted."

2. PUBLIC COMMENT

Cr Barry joined the meeting at 9.35am.

Mr Max Shierlaw requested a reassessment of the rejuvenation programme. He believed a few expensive new buildings were being proposed, whilst existing facilities were being left to fall apart. He gave the examples of Richard Prouse Park, Petone Recreation Ground and the wharves as being facilities which required urgent maintenance. He added that 40% of the community felt the same way. He requested that the Naenae and Petone Hubs be deferred a year.

Ms Michelle Maguren representing Living Wage Hutt Valley Network, explained that she had been a resident of Lower Hutt for 61 years and was involved in volunteering and community works and was a member of NZEI. She requested Council to adopt option three, which had double as many supporters as the other options. She highlighted it would provide for adequate wages for all people to fully participate in life.

Ms Jane Williams representing Black Gates Meek and Dong Optometrists requested the proposed Riverbank carpark tariff on a Saturday morning be readdressed. She understood the proposal was designed to encourage business and help solve the traffic issues in the areas due to the Riverbank Market. However, she believed that if instigated, fewer parks would exist on streets and more traffic congestion would result, having a negative impact on local businesses. She believed the proposal would penalise businesses in the area. She suggested a special car parking rate could apply for staff of businesses who worked on Saturday mornings and that Riverbank Market customers could be charged \$2 an hour.

Mayor Wallace explained it was not Council's intention to penalise businesses. However the success of the Riverbank Market had resulted in a traffic situation which needed to be addressed.

3. **SETTING THE SCENE BY MAYOR WALLACE AND CHIEF EXECUTIVE** (18/837)

Mayor Wallace summarised the rejuvenation programme currently underway, and the importance that Council understood all existing facilities needed to be maintained to a good standard. He highlighted the world class facilities in some areas of the City and that the City as a whole would benefit from the rejuvenation programme. He reminded members there was a need to work within the existing budget limits, despite the merits of new proposals and programmes and the need to balance rejuvenation and affordability. He stressed the need to keep within Council's Financial Strategy.

The Chief Executive reiterated the need to be fiscally sound and that the proposed 1.5% average rates increase was the lowest in the region. He urged members to adhere to Council's Financial Strategy.

4. **CONFLICT OF INTEREST DECLARATIONS**

RESOLVED: (Mayor Wallace/Cr Barratt)

Minute No. CPC 18302(2)

"That members note the conflict of interest declarations as follows:-

Cr Briggs for EnviroSchools, Cr Cousins for Hutt City Community Facilities Trust and Normandale Residents Association, Cr Bridson for Hutt Valley District Health Board, Cr Milne for Seaview Marina Ltd and Hutt Valley Tennis, Deputy Mayor Bassett for Urban Plus Ltd and Cr Sutton for Hutt Valley Chamber of Commerce and Keep Lower Hutt Beautiful."

5. **CONSULTATION RESULTS - 2018-2028 LONG TERM PLAN** (18/678)

Report No. CPC2018/3/148 by the Corporate Planner

Mayor Wallace thanked submitters who had taken the time to submit their thoughts and words. He acknowledged the importance of public participation in the Long Term Plan (LTP) process.

The Corporate Planner elaborated on the report. She outlined the process to date, explaining the 2018 focus had been to increase the amount of online participation and to encourage those who did not normally submit. She reported these efforts had been successful as over half the submissions were received online and were from younger, more ethnically diverse people.

In response to questions from members, the Corporate Planner acknowledged the relatively low response rate from Maori and Pasifika, however progress was being made with this demographic. She explained there was information evenings held in the Northern Ward areas with support offered to local Ward Councillors and Community Panel members. She believed the changed tenor of the Discussion Document, the concentrated focus on youth and the provision of easy to access online submitting were reasons for the increased levels of submissions from youth.

RESOLVED: (Mayor Wallace/Deputy Mayor Bassett)

Minute No. CPC 18303(2)

"That the Committee:

- (i) *notes 198 submissions (including five late submissions) were received for the 2018-2028 Long Term Plan and 94 individuals or groups presented their submissions in person to the Community Plan Committee (CPC) on 16 and 17 May 2018;*
- (ii) *notes the number of submissions is lower than in previous years, however this was expected given the consultation topics;*
- (iii) *notes a higher proportion of submitters chose to present to the CPC than in previous years;*
- (iv) *notes progress has been made with increasing online participation and participation from those typically under-represented in civic decision making processes;*
- (v) *notes a parallel survey was conducted by Public Voice using our Citizens' Panel and that overall the views of the panel were similar to that of submitters;*
- (vi) *notes across the four consultation topics the majority of submitters and survey respondents agreed with the Council's preferred option;*
- (vii) *notes the results of the consultation, Citizens' Panel survey and requests for funding are attached as Appendices 1 – 4 to the report;*
- (viii) *notes that the results of the wage surveys are at paragraphs 22- 27 of the officer's report; and*
- (ix) *considers the information presented in these reports as part of the Committee's decision-making on the 2018-2028 Long Term Plan."*

6. **RIVERBANK CARPARK TARIFF CHANGES** (18/833)

Report No. CPC2018/3/152 by the Divisional Manager City Growth

The Divisional Manager City Growth elaborated on the report. In regard to the public speaker speaking on the Riverbank carpark tariff changes, he suggested a maximum daily charge could be implemented, as the \$2 per hour charge was targeted at the Riverbank Market customers. He also suggested the installation of P30 timed parks within the CBD for CBD shoppers.

In response to a question from a member, the Divisional Manager City Growth explained any proposed changes would include consultation with the retailers and would be reported through to the Traffic Subcommittee.

In response to questions from members, the Divisional Manager City Growth advised a comprehensive Communications Plan was being developed to assist Council's Parking Wardens and the public with the proposed changes. He confirmed there may be a time delay between implementation of the changes and any other changes proposed for the CBD.

Mayor Wallace suggested an additional Council meeting may be called to expediate the process and ensure minimal disruption.

In response to a further question from a member, the Divisional Manager City Growth advised debriefing sessions were held every week concerning the traffic management of this area of the City.

Mayor Wallace commented the situation was not ideal. However, in the interests of solving traffic congestion problems, something needed to be implemented. He added a user pays system was fairer in this instance than the ratepayers having to fund management of the situation.

Members acknowledged the Traffic Subcommittee's process and that the proposal could cause more congestion if not altered to allow a special rate for business workers. Members also discussed the location of the Riverbank Market.

Cr Lewis joined the meeting at 10.26am.

RESOLVED: (Mayor Wallace/Deputy Mayor Bassett)

Minute No. CPC 18304(2)

"That the Committee:

- (i) *notes the recommendation of the City Development Committee at Minute CDC 18204 from its meeting of 1 May 2018;*
- (ii) *notes that metered parking areas are covered by Council's Traffic Bylaw 2017 and that Council may by resolution specify the days and times for which fees apply and may by resolution prescribe, abolish or amend fees as Council may reasonably require;*
- (iii) *prescribes the following tariff structure for the Riverbank car park Zone, effective from 1 July 2018, as follows:*
 - Monday to Friday 9am to 5pm;*
 - \$0.70 cents per hour;*

\$4.00 maximum daily charge;

Saturday 7am to 2pm;

\$2.00 per hour;

\$4.00 maximum daily charge;

Sunday and public holidays unrestricted;

A monthly pass is available at \$62.00 per month (reduced to \$46.00 for December and January);

No daily maximum parking duration; and

- (iii) *notes ongoing monitoring of the situation by officers will be undertaken and reported back to the relevant committee if needed."*

For the reason(s) that traffic control measures 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 car park on market days.

Crs Barry and Briggs requested that their dissenting votes be recorded against the above matter.

7. **LOWER HUTT HOMELESSNESS STRATEGY** (18/944)

Report No. CPC2018/3/159 by the Principal Research and Policy Advisor

The Principal Research and Policy Advisor and Policy Advisor elaborated on the report.

In response to questions from members, the Principal Research and Policy Advisor confirmed there would be two progress reports reported to the relevant committee and that public consultation would begin after six months with initial meetings of the working group occurring within the first six months. He agreed that one avenue to explore was the urgent need for homes while a long term strategy was formulated.

Members agreed to assess all possibilities, including liaising with Housing New Zealand, marae and the Salvation Army. They further agreed that communication to all parties was vital including communication to members.

Cr Briggs expressed support for the proposed Homelessness Strategy. He added resources needed to be available this year to enable solutions to be implemented quickly.

Mayor Wallace clarified that the proposal under discussion was for the formation of a Homelessness Strategy.

Cr Barratt expressed support for the proposed Homelessness Strategy and requested all agencies work together.

Cr Edwards expressed support for the proposed Homelessness Strategy. He questioned the need for additional funding for communications.

Cr Barry requested the proposed Homelessness Strategy be reported to the relevant committee as quickly as possible.

RESOLVED: (Mayor Wallace/Cr Briggs)

Minute No. CPC 18305(2)

"That the Committee:

- (i) agrees to the allocation of \$65,000 for policy staff time to work on the Homelessness Strategy;*
- (ii) agrees to the allocation of \$40,000 to develop and run the communication and engagement plan, work with the communications staff of our partner agencies and to proactively manage the communications process;*
- (iii) agrees to the indicative timeline of six to nine months; and*
- (iv) notes that the Working Group will report progress to Policy and Regulatory Committee during the strategy development process."*

For the reasons that Councillors decided that Council should lead work on a Homelessness Strategy at the meeting of 22 May 2018. The work to develop the strategy is not in the current work-programme or budget and extensive engagement and consultation is required and outlined in Council's second recommendation at the meeting of 22 May.

Communications and Marketing will be important to the work. Council has made the decision to develop the strategy and to lead this work and engage extensively with organisations and the community. It is crucial that we lead and manage the messages. Expectations are quite high and there is considerable high-profile interest in the work council has requested.

The timeline is currently an indication and could change as we do the initial work.

8. **SEA LEVEL RISE - ACTIONS AND RECOMMENDATIONS** (18/687)

Report No. CPC2018/3/150 by the Divisional Manager, Strategy and Planning

Cr Sutton left the meeting at 10.49am and rejoined the meeting at 10.52pm.

The General Manager City Transformation elaborated on the report.

RESOLVED: (Cr Bridson/Mayor Wallace)

Minute No. CPC 18306(2)

“That the Committee makes a budget allocation in the 2018-2028 Long Term Plan of \$200,000 to be used towards sea level rise maps and engagement with the community to assist Council deal with this issue and enable it to work with the Wellington Regional Climate Change Working Group.”

9. **ENCROACHMENT LICENCE FEES** (18/686)

Report No. CPC2018/3/149 by the Principal Policy Advisor

The General Manager City Transformation elaborated on the report.

RESOLVED: (Mayor Wallace/Deputy Mayor Bassett) **Minute No. CPC 18307(2)**

“That the Committee:

- (i) *notes that the current Policy on Private Use of Hutt City Council Land was adopted by Council in 2003 and is due for review;*
- (ii) *notes that the review will be completed in two stages, first stage is the review of the current encroachment fees, the second stage a review of the current policy as it relates to encroachments and reserve land;*
- (iii) *notes that in preparing the draft Long Term Plan (LTP) it was indicated (in the fees and charges section) that encroachment fees were being reviewed and may alter as a result of the review;*
- (iv) *notes that Council has indicated that a “market value of land” approach should be used when reviewing the setting of encroachment fees and that the first stage of the review has been completed accordingly;*
- (v) *agrees that the following fees be adopted by Council:*

a) application fee (new applications)	\$300.00
b) application fee (alterations to existing use)	\$300.00
c) changes to existing licences	\$100.00
d) annual licence fees – for gardens, single garage, double garage, drainage reserves and pavement encroachments – be set as outlined as Option 3 in the report. This takes into consideration the area and value of the encroachment area;	
- (vi) *agrees that any change to encroachment licence fees be phased in so that the change is made when each licence is due for its next annual licence payment or within 12 months if the anniversary is soon after the decision to increase licence fees is made;*
- (vii) *agrees that the Chief Executive be given the discretionary power around establishing the annual licence fee for encroachment licences where there are unusual or exceptional circumstances to consider and on an annual basis the Chief Executive to report to the Finance and Performance Committee on any exercise of this discretionary power; and*
- (viii) *agrees that the recommendations as noted above subject to any amendments or changes made by the Policy and Regulatory Committee for inclusion in the final LTP. “*

For the reason that the current policy has not been reviewed since 2003, and Council has indicated that a market value approach should be used when reviewing encroachment fees.

10. **RATES POSTPONEMENT POLICY FOR RESIDENTIAL RATEPAYERS AGED 65 YEARS AND OVER** (18/910)

Report No. CPC2018/3/155 by the Chief Financial Officer

The Chief Financial Officer elaborated on the report. He clarified the requirement for family members to obtain independent legal advice arose from a previous Council decision. He noted that it was a unique requirement compared to other policies of a similar nature in New Zealand. He reiterated that nationally, the uptake of policies of this nature was low.

Members discussed, in detail, family members obtaining independent legal advice including the possible costs this could impose on families, the legalities of requiring a Justice of the Peace signed declaration rather than legal advice and the implications of Family Trusts.

The General Counsel raised concern with the possibility of undue influence from Council with the requirement of legal and financial advice from the applicant and family members. The Chief Financial Officer clarified that legal advice had already been sought concerning the policy to ensure full cost recovery could be requested as there were costs involved over and above the actual rates deferment amount.

In response to a question from a member, the Chief Financial Officer confirmed Council was able to withdraw the Rates Postponement Policy for Residential Ratepayers Aged 65 Years and Over (the policy) with due notice at any stage and should that occur, those ratepayers already in the scheme, would remain in the scheme.

The General Manager Corporate Services advised that, although the policy could become operative on 1 July 2018, due to the amount of paper work involved, in reality officers would need some more time to initiate all the required changes.

Crs Barry, Bridson, Briggs and Lewis expressed support for the proposed policy as it supported elderly residents facing hardship.

RESOLVED: (Mayor Wallace/Cr Briggs)

Minute No. CPC 18308(2)

"That the Committee:

- (i) notes the Rates Postponement Policy for Residential Ratepayers Aged 65 Years and Over (the Policy), attached as Appendix 1 to the report and the associated consultation results;*
- (ii) adopts the Policy with effect from 1 July 2018 subject to an amendment to the conditions whereby the applicants seek legal and financial advice and discussions only with family members be sought; and*
- (iii) a working group be set up comprising Cr Lewis and Cr Cousins to finalise the actual wording."*

Deputy Mayor Bassett requested that his dissenting vote be recorded against the above matter.

The meeting adjourned at 11.45am and resumed at 12.05pm.

11. **HUTT CITY DEVELOPMENT CHARGES AND RATES REMISSION POLICY**
(18/923)

Report No. CPC2018/3/153 by the Divisional Manager City Growth

The Divisional Manager City Growth elaborated on the report.

Members agreed the purpose of the proposed Hutt City Development Charges and Rates Remission Policy (the policy) was to kick start the opportunity for development and the policy had clearly achieved that objective.

RESOLVED: (Mayor Wallace/Deputy Mayor Bassett) **Minute No. CPC 18309(2)**

"That the Committee:

- (i) notes that the Long Term Plan 2018 – 2028 consultation demonstrates strong support for Council's preferred option to suspend the Hutt City Development Charges and Rates Remission Policy (the Policy) from 31 December 2018, outlined in paragraph 7 of the officer's report;*
- (ii) agrees to suspend the Policy from 31 December 2018; and*
- (iii) instructs officers to make all necessary amendments to the Policy to give effect to the suspending of the Policy from 31 December 2018."*

For the reason that the Policy has been successful. Confidence and development activity in the city is expected to continue regardless of the Policy. Should this prove otherwise, Council can re-introduce the Policy to foster increased development in the city.

12. RATES REMISSIONS FOR COMMUNITY, SPORTING AND OTHER ORGANISATIONS (18/924)

Report No. CPC2018/3/156 by the Chief Financial Officer

The Chief Financial Officer and the Rates and Receivables Team Leader elaborated on the report. They explained that the majority of submissions on the topic favoured widening the access to the Rates Remission for Community, Sporting and Other Organisations Policy (the policy) and maintaining the limit at 50%.

The Chief Financial Officer clarified that since the report had been distributed, questions concerning the delegations had been raised. He suggested the delegations should be “delegate to the General Manager Corporate Services to approve remissions under this policy.”

In response to questions from members, the Rates and Receivables Team Leader clarified that under the policy, places of worship were exempt from rates. However, churches that provided housing were not. She clarified that the existence or otherwise of a liquor licence was currently the only restriction to gaining rates remissions and that the existence of gaming machines was not assessed. The Chief Financial Officer suggested the wording in the third objective of the policy could be amended to include “by providing rates relief” at the end and that the policy could be reviewed at any stage.

The Chief Financial Officer explained that there appeared to be some ambiguity with regard to liquor licence holders and pan rates relief. He recommended the statement on “Sports clubs will be charged for a maximum of two pans, unless the club holds a liquor licence” be deleted. He added the financial implications of permitting sports clubs with liquor licences to receive a pan rates relief had not been calculated. He also added that calculations for all rates remissions for clubs without liquor licences had been calculated to cost \$77,000. He advised the amount had been factored into the current rates calculations.

Members supported enabling sports clubs to continue providing their services to the communities. Members noted a review of the policy should occur in 12 months in order to assess the impact of the pan rates relief and the issue of whether or not the existence of pokie machines on site should impact eligibility for rates relief. The Chief Financial Officer assured members that a report back on the policy would occur in due course.

RESOLVED: (Mayor Wallace/Cr Edwards)

Minute No. CPC 18310(2)

“That the Committee:

- (i) *notes the Council’s revised Rates Remission Policy, Part 1 – Remission for Community, Sporting and Other Organisations, attached as Appendix 1 to this report;*
- (ii) *adopts the Council’s revised Rates Remission Policy, Part 1 – Remission for Community, Sporting and Other Organisations, attached as Appendix 1 to this report, with effect from 1 July 2018 subject to deletion of the words “unless the club holds a liquor licence” and that Council delegates authority to make such approvals to the General Manager Corporate Services;*
- (iii) *asks officers to report back on progress with the Rates Remission Policy Part 1 – Remission*

for Community, Sporting and Other Organisations; and

(iv) asks officers to report on the use of pokie machines to the Policy and Regulatory Committee."

13. PARKS ASSET RENEWALS (18/816)

Report No. CPC2018/3/151 by the Divisional Manager, Parks and Gardens

The Divisional Manager, Parks and Gardens elaborated on the report. He explained that officers were currently undertaking a detailed analysis of true asset renewal costs at all Council's parks and gardens. He noted that the results of the review would be reported to the appropriate committee in six months' time.

In response to questions from members, the Divisional Manager, Parks and Gardens explained the review did not include the operating costs for all sports grounds. He further explained all sports grounds were maintained to a standard and that some grounds were of a higher standard eg Hutt Recreation Ground.

In response to further questions from members, the Divisional Manager, Parks and Gardens confirmed \$100,000 every five years had been allocated in the budget for the maintenance of the new Avalon Park facility. He acknowledged the total amount in the budget currently allocated for maintenance of all parks and gardens assets may not be sufficient. He advised that the current work being undertaken would provide a better insight if there was a shortfall. He confirmed all Council's parks and gardens had an Asset Management Plan.

In response to questions from members, the General Manager City and Community Services explained officers were meeting with the users of Naenae and Randwick Parks. He confirmed the Randwick Rugby League Clubrooms would had \$150,000 spent to remove the earthquake risk brick façade, resulting in the rooms being able to be fully utilised again. The Divisional Manager, Parks and Gardens added that the cost did not include an upgrade of the changing facilities but could include repainting. He noted that a full upgrade of the facility would cost at least \$1M. The General Manager City and Community Services reminded members of the requirement for all sports codes to collaborate in the formation of Fraser Park Sportsville and that monies had been directed towards that project.

RESOLVED: (Mayor Wallace/Deputy Mayor Bassett)

Minute No. CPC 18311(2)

"That the Committee:

- (i) notes that there is pressure on the current funding provision in the Long Term Plan for parks asset renewals to meet standard life expectancies for various categories of assets;*
- (ii) requests officers to undertake more detailed analysis of each of the asset categories and report back options on how this will be managed in the future, including reviewing asset life cycles, reducing levels of service, culling assets, increasing funding or a combination of the these options; and*
- (iii) notes that \$350k has been added to draft budgets over the next five years from a projected increase in reserve contributions to help offset potential shortfall in renewal budgets. "*

The meeting adjourned at 1.25pm and resumed at 2.15pm.

14. ADDITIONAL INFORMATION REQUESTED (18/908)

Memorandum dated 28 May 2018 by the Divisional Manager, Democratic Services

The Divisional Manager, Democratic Services elaborated on the memorandum.

The General Manager City and Community Services advised that there was no budget for the Targeted Swimming Programme.

Members reviewed the information requests and asked officers to follow up on the following actions:

Members agreed to refer the Eastern Community Panel request to officers to report back to the appropriate committee.

Members agreed to refer the Bell Park request to officers to report back to the appropriate committee.

Members noted that the request for a change table at the Strand would be met from existing budgets.

Members noted that \$5,000 for Enviroschools was already included in the budget.

Members agreed to refer the Wainuiomata Trail Project request to officers to report back to the appropriate committee.

Members agreed to refer Ms Ngaire Lambourn's request to officers to report back to the appropriate committee.

Members agreed to refer the Te Whare Tane request to officers to report back to the appropriate committee.

In response to a question from a member, the General Manager City and Community Services advised that officers were looking at opportunities for youth to use Council's hubs for free wi-fi.

Members asked officers to work with the Jackson Street Programme on ways to improve roading delays along Jackson Street.

Members agreed to refer Ms Michelle Ducat's request to officers to report back to the appropriate committee.

Members agreed to refer Mr Max Shierlaw's request to officers to report back to the appropriate committee.

RESOLVED: (Mayor Wallace/Deputy Mayor Bassett) **Minute No. CPC 18312(2)**

"That the Committee notes the additional information provided in response to information requests."

15. **FINALISING THE 2018-2028 LONG TERM PLAN** (18/896)

Report No. CPC2018/3/157 by the Corporate Planner

The Corporate Planner elaborated on the report.

RESOLVED: (Mayor Wallace/Deputy Mayor Bassett)

Minute No. CPC 18313(2)

That the Committee:

- (i) *approves the non-financial information underpinning the Long Term Plan attached as Appendix 1 to the report;*
- (ii) *approves the proposed 2018-19 schedule of fees and charges (attached as Appendix 2 to the report), incorporating any amendments required to financial text and tables as a result of any decisions agreed by the Community Plan Committee on 6 June 2018*
- (iii) *approves the 2018 Financial Strategy attached as Appendix 3 to the report*
- (iv) *approves the 2018 Revenue and Financing Policy (attached as Appendix 4 to the report) incorporating any amendments required to financial text and tables as a result of any decisions agreed by the Community Plan Committee on 6 June 2018*
- (v) *approves the Long Term Plan key assumptions attached as Appendix 5 to the report;*
- (vi) *approves the 2018-2048 Infrastructure Strategy (attached as Appendix 6 to the report) incorporating any amendments required to financial text and tables as a result of any decisions agreed by the Community Plan Committee on 6 June 2018*
- (vii) *approves the 2018-2021 Significant and Engagement Policy attached as Appendix 7 to the report*
- (viii) *approves the 2018-2021 Development Contributions Policy attached as Appendix 8 to the report;*
- (ix) *notes detail of proposed changes to the three rating policies that were consulted on as part of the Long Term Plan process: Hutt City Development Contributions and Rates Remissions Policy; Rates Postponement Policy for Residential Ratepayers Aged 65 years and Over and Rates remissions for community, sporting and other organisations are contained in separate reports; and*
- (x) *authorises the Long Term Plan 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 and sign off the final document to enable the document to be submitted for design and layout mid-June."*

16. **PROPOSED BUDGET CHANGES FOR 2018-2028 LONG TERM PLAN** (18/802)

Report No. CPC2018/3/154 by the Budgeting and Reporting Manager

The Chief Financial Officer elaborated on the report.

Mayor Wallace left the meeting at 3.15pm and the Deputy Mayor assumed the chair. Mayor Wallace rejoined the meeting at 3.20pm and resumed the chair.

Members agreed to the budget changes for the Events Centre, Events Centre operating underwrite and community house maintenance.

In response to a question from a member relating to the Wainuiomata Community Board by-election, the Electoral Officer explained the requirement to hold a by-election was set in law and that the cost of a by election was unavoidable. Members noted that local body elections were provided for in the budget and that by-elections needed to be dealt with by way of adjustment.

Members agreed to the budget change for the Wainuiomata Community Board by-election.

Cr Sutton declared a conflict of interest and took no part in discussion or voting on the matter below.

Members discussed the Hutt Valley Chamber of Commerce and Industry Inc (HVCC) and the use of Council funding including funding the Hutt Valley Business Awards.

In response to questions from members, the General Manager City Transformation advised that discussions were ongoing with the HVCC. She advised that officers would report back to the City Development Committee regarding the proposed contract between Council and the HVCC.

MOVED: (Mayor Wallace/Deputy Mayor Bassett)

Remove \$100,000 for Hutt Valley Chamber of Commerce and Industry Inc from the budget and leave provision of \$100,000 in the plan for the officers to discuss, negotiate and report back for final sign off with City Development Committee and Council along with supporting information from other Chambers of Commerce across the country including the amount of business differentials paid for by for businesses.

AMENDMENT MOVED: (Cr Barry/Cr Briggs)

“Remove \$50,000 from the budget and leave it at \$50,000.”

The amendment was declared LOST by Division with the voting as follows:

For

Cr Barry
Cr Briggs

Against

Cr Barratt
Deputy Mayor Bassett
Cr Bridson
Cr Cousins

Cr Edwards
 Cr Lewis
 Cr Lulich
 Cr McDonald
 Cr Milne
 Mayor Wallace

Total: 2

Total: 10

RESOLVED: (Mayor Wallace/Deputy Mayor Bassett) **Minute No. CPC 18314(2)**

“Remove \$100,000 for Hutt Valley Chamber of Commerce and Industry Inc from the budget and leave provision of \$100,000 in the plan for the officers to discuss, negotiate and report back for final sign off with City Development Committee and Council along with supporting information from other Chamber of Commerces across the country including the amount of business differentials paid for by for businesses.”

Members agreed to the budget changes for Ticketless Parking Meters.

In response to questions from members, the General Manager City and Community Services advised that the reserves improvements item had no impact on debt as the \$1.6M in savings made would be used to fund Naenae Park improvements (to grounds only and not to the building); Avalon Park toilets (higher demand that anticipated for public toilets at the refurbished playground) and playground/parks maintenance. The General Manager City and Community Services advised that officers would investigate and report back concerning a more accurate level of asset maintenance funding; Naenae Hub landscaping (noting that if not all funding allocated for the project was required, the funding could be reallocated) and Mitchell Park/Hutt Valley Tennis with full details of proposals agreed to and reported back through the appropriate committee.

Cr Milne declared a conflict of interest and took no part in discussion or voting on the matter below.

RESOLVED: (Mayor Wallace/Deputy Mayor Bassett) **Minute No. CPC 18315(2)**

“That a \$530,000 provisional amount be included in the budget and requests officers to undertake further negotiations with Hutt Valley Tennis and report back with a business case to the appropriate committee.”

The meeting adjourned at 4.35pm and resumed at 4.42pm.

RESOLVED: (Mayor Wallace/Cr McDonald) **Minute No. CPC 18316(2)**

“That \$200,000 pa be included in the budget for the upgrade and maintenance of parks and a detailed report back to the Community Services Committee once an audit has been undertaken.”

Members agreed to the budget change for Bulk Water Fees and User Charges noting that the cost would be offset by increased user charges leading to a nil impact on the budget.

Members noted that Council approved \$40,000 for Nuku Tewhatewha earlier in 2018.

Members discussed the positives and negatives of continuing to support the Wellington Regional Amenity Fund.

RESOLVED: (Cr Bridson/Cr Lulich)

Minute No. CPC 18317(2)

"That this year's allocation of \$200,000 to the Wellington Regional Amenity Fund be allocated. However, if there is not a full review of the criteria then that money will be spent locally from next year's funding following the commitment given at the meeting held on 21 May 2018."

Members agreed to the budget changes for the new heating to Wainuiomata Community Library.

Members agreed to the budget changes for the sea level mapping and consultation.

Members agreed to the budget changes for the development stimulus package.

In response to questions from members, the Chief Executive explained the legal situation with regard to implementing a living wage prior to legislation being passed. He elaborated on the Hutt Valley Chamber of Commerce and Industry Inc's survey regarding the living wage and the potential number of Council employees affected by paying the living wage.

Mayor Wallace asked officers to organise a workshop for members with Mr Charles Waldegrave on the living wage.

Cr Sutton expressed concern with paying the living wage advising that Council already had policy in place to pay a living wage and that Council did not employ contractors.

Cr Lulich expressed support for paying the living wage advising that it was a great benefit for people on low incomes, assisted employees with job retention and was supported by the majority of the City's residents.

Cr Briggs expressed support for paying the living wage advising that, although it had taken a long time, Council would be showing leadership. He suggested officers report back on the issue of contractors.

Cr Edwards expressed support for paying the living wage in principle noting that the City's residents believed it was important that Council took a leadership role.

Cr Milne expressed concern with paying the living wage advising that Council's leadership regarding the matter was not valid and that the additional cost would add financial stress on the budget.

Cr Barratt expressed support for paying the living wage noting that it had not been easy for people who were not paid the living wage.

Mayor Wallace advised that it was important for people to feel valued. He added that it was about people at the end of the day and that it was important for Council to show leadership.

RESOLVED: Mayor Wallace/Cr Barratt) (BY DIVISION) **Minute No. CPC 18318(2)**

"That the Committee:

- (i) *pays a minimum wage of \$20.55 from 1 July 2018; and*
- (ii) *asks the Chief Executive to continue to work with Living Wage Hutt Valley and the Hutt Valley Chamber of Commerce in regard to contractors to Council and report back by the end of 2018 on progress."*

The motion was declared CARRIED by division with the voting as follows:

For

Cr Barratt
Cr Barry
Deputy Mayor Bassett
Cr Bridson
Cr Briggs
Cr Edwards
Cr Lewis
Cr Lulich
Cr McDonald
Mayor Wallace

Total: 10

Against

Cr Milne
Cr Sutton

Total: 2

The General Manager City and Community Services provided background on the Hutt Valley Gymsports. He explained that originally Hutt Valley Gymsports was a member of Petone Sportsville and had moved to the Fraser Park Sportsville along with their 1,000 membership base. He further explained that the move was in response to their increasingly urgent need for accommodation.

RESOLVED: (Mayor Wallace/Cr Sutton)

Minute No. CPC 18319(2)

"That \$2M for Gym Sports comes forward for 2019/20 year."

The Chief Financial Officer summarised the extent of Council's decisions so far. He highlighted the debt breach in 2024/25 and another debt breach in 2030/31 assuming the same level of rates increase was proposed for this year. He advised that if revenue was increased by \$500,000 in the 2019/20 year through increased development contributions, and there were cost reductions of \$300,000, the debt breach in 2024/25 would be reduced with no breach in 2030/31.

The meeting adjourned at 6.28pm and resumed at 7.00pm.

The General Manager City and Community Services advised that the Te Runanganui o Te Atiawa request would be reported through to the Community Services Committee.

The General Manager, City and Community Services advised the Petone Sportsville project remained viable albeit at a reduced size.

Members discussed the collaboration between the remaining clubs including whether the remaining budget was sufficient and whether the project should be removed from the Long Term Plan due to lack of progress.

In response to questions from members, the General Manager City and Community Services advised that the Board of Petone Sportsville was still very keen to work with Council and strongly advised not to remove the funding out of the budget.

RESOLVED: (Cr Bridson/Cr Barry) (BY DIVISION) **Minute No. CPC 18320(2)**

"That the amount set aside in the budget for Petone Sportsville be removed."

The motion was declared CARRIED by division with the voting as follows:

For

Cr Barry
Cr Bridson
Cr Briggs
Cr Edwards
Cr Lewis
Cr Lulich
Cr Milne

Total: 7

Against

Mayor Wallace
Deputy Mayor Wallace
Cr Barratt
Cr Cousins
Cr McDonald
Cr Sutton

Total: 6

Members agreed to refer funding for the Friends of the Waiwhetu Stream to the Community Services Committee."

Members agreed to \$50,000 per annum for Love Wainuiomata with an additional \$50,000 provisional per annum for the next three years and progress reports to be reported through the appropriate committee.

Members agreed to refer the request from Nathaniel Janke-Gilman to the appropriate committee.

Members agreed to add \$40,000 in the budget for Mr Gray.

RESOLVED: (Mayor Wallace/Cr McDonald) **Minute No. CPC 18321(2)**

"That \$150,000 be added in the budget for the Stokes Valley Basketball Half Court at the Stokes Valley Hub."

Cr Sutton declared a conflict of interest in regard to Keep Lower Hutt Beautiful.

Members agreed to add \$15,000 per annum in the budget for the next three years for Keep Lower Hutt Beautiful.

RESOLVED: (Cr Edwards/Deputy Mayor Bassett) **Minute No. CPC 18322(2)**

"That \$50,000 one off be added in the budget for the Lower Hutt Lions Club."

Members agreed that the Hutt Recreation Sports Ground Hub be reported back to the

relevant committee. Members asked officers to hold conversations with interested groups and provide updates in the General Managers' report.

Members agreed not to support the Wellington Hockey Association request as Fraser Park Sportsville development would benefit the Association.

The Urban Design Manager gave a brief outline of the P2040 works completed to date including heritage within the Petone area. He explained the first stage was protection enhancement of heritage; the second stage was developing the other key projects identified under the Petone Spatial Plan and the third stage was ongoing public engagement. He provided a practical example of using \$7,000 to restore the façade of an historic building and possibly provide suitable street furniture. It was agreed that the demise of Jackson Street heritage features was not desirable and that funding needed to be provided.

Members agreed to add \$150,000 in first year and \$50,000 over three years for P2040.

Members agreed the amount requested by The Rimutaka Incline Hockey be declined on the basis that it was not a priority for Council.

Members agreed that officers had clearly advised the Citizens Advice Bureau (CAB) of the future strategy and direction of Council and to relocate CAB to the War Memorial Library would assist CAB in reducing rental costs and increasing its profile.

The General Manager, City and Community Services advised that officers would be reporting to the appropriate committee detailing all festivals and events taken place in the City and the amount of funding Council provided for those festivals and events.

Members noted that officers would be reporting on Ignite Sport through the appropriate committee.

Members discussed the Naenae Community Hub along with the timing for the project and the effect on the budget that any changes may create.

In response to a question from a member, the Divisional Manager Community Hubs advised that officers were ready to proceed with the project.

Members agreed to bring the funding forward for the Naenae Community Hub project by one year.

Deputy Mayor Bassett advised that a detailed report was required to explain the life of all the infrastructure in the City. The Chief Executive advised that the Infrastructure Strategy had recently been approved and that reviews of the state of infrastructure were underway. He stressed the need for an integrated approach with resilience planning, climate change and the Long Term Plan cycle.

Members noted that officers would be reporting on the adult exercise equipment through the appropriate committee.

In response to a question from a member, the General Manager City Transformation advised that the current recycling contract finished in November 2019 and that there was a current trend for the amount of recycling to reduce. She added that a full review of

how waste and recycling were collected was planned.

In response to a question from a member, the General Manager Corporate Services advised that breaches in the budget would occur if the Wainuiomata Community Hub project was brought forward. Members noted that at the next review of the Long Term Plan in three years time the project would be a major topic for discussion.

Members agreed that Youth Inspire would be reported through the new Community Funding Strategy.

Members agreed that Pomare Taita Community Trust would be reported through the Northern Community Panel.

Members agreed that Sisi Tuala-Le'afa request would be reported through the new Community Funding Strategy.

In response to a question from a member, the General Manager City and Community Services advised that the targeted swimming programme could be reassessed in one year's time. However in three year's time there would be a 'pinch point' which could result in a future \$80,000 allocation causing a budget breach. He recommended a one year pilot programme.

In response to questions from members, the General Manager Corporate Services advised that \$8M was allocated for the Petone Wharf works in 2033. The General Manager City and Community Services advised that officers were working on options and would report back to Council in the coming months. He advised that retention of money in the budget for this project provided the community with assurance that Council was committed to the issue.

The Chief Financial Officer provided an update on the budget advising that there remained a \$1.74M breach in the 2024/25 year. The General Manager City and Community Service advised the Wainuiomata Sportsville was currently in the same position as Petone Sportsville and that more information would be forthcoming concerning the clubs commitment..

Mayor Wallace asked officers to investigate opportunities for adjustments to budget allocations and report back prior to 28 June 2018.

Members agreed that, in order to meet the future debt target, a number of projects would be deferred including the Cross Valley Link.

RESOLVED: (Mayor Wallace/Deputy Mayor Bassett)

Minute No. CPC 18323(2)

"That the Committee:

- (i) approves the list of projects being carried over from 2017/18 to 2018/19 attached as Appendix 1 to this report;*
- (ii) approves the proposed budget changes detailed in this report, including the proposed budget changes recommended by Officers to eliminate any breaches to the Council's financial strategy borrowing limits; and*
- (iii) approves a rates increase of 1.5% for 2018/19, noting that there is an allowance for additional*

revenue from 1% growth in the city's rateable property.

17. RECOMMENDATION TO COUNCIL (12/619)

The General Manager City Transformation advised that there had been an amendment to the figures relating to the 2018/2019 Other Fees under Resource Consents. She highlighted the amendments would allow all the new fees to be consistent. Mayor Wallace advised that the Long Term Plan Subcommittee would be able to consider any other issues.

RECOMMENDED: (Mayor Wallace/Deputy Mayor Bassett) Minute No. CPC 18324(2)

"That the Committee recommends that Council:

- (i) approves the content of the Long Term Plan 2018-2028 incorporating the budget changes, revised policies/strategies and any additional amendments agreed to by the Community Plan Committee at its meeting held on 6 June 2018 including the amendment to the figures relating to section 139A Existing Use Certificate application (includes up to six hours of processing), Certificate of Compliance (includes up to six hours of processing) and Section 10 waiver, section 37 waiver, section 125 extension, section 126 cancellation, sections 127 and 128 review (non notified), RMA (includes up to six hours of processing) from \$930.00 to \$960.00, Outline Plan (includes up to six hours of processing) and Outline Plan waiver (includes up to six hours of processing) from \$1,085.00 to \$1,120.00); and*
- (ii) authorises the Long Term Plan 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 and sign off the final document to enable the document to be submitted for design and layout mid-June."*

18. QUESTIONS

There were no questions.

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

WR Wallace
CHAIR

**CONFIRMED as a true and correct record
Dated this 24th day of July 2018**