

UPPER HUTT CITY COUNCIL

HUTT VALLEY SERVICES COMMITTEE

**Report of a meeting held in the Hutt City Council Chambers,
30 Laings Road, Lower Hutt on Friday 3 May 2019 commencing at 9.30am**

PRESENT: Cr D Wheeler, UHCC (Chair)
Cr G McDonald, HCC (Deputy Chair)
Mayor W N Guppy, UHCC
Mayor W R Wallace, HCC
Deputy Mayor D Bassett, HCC (from 9.32am)
Cr C Carson, UHCC
Cr H Swales, UHCC

APOLOGIES: Deputy Mayor D Bassett, HCC (for lateness), Cr P Lambert, UHCC, Cr L Sutton, HCC

IN ATTENDANCE: Mr P Kelly, Chief Executive, UHCC
Mr T Stallinger, Chief Executive, HCC
Mr B Hodgins, Strategic Advisor, City and Community Services, HCC (part meeting)
Mr B Sherlock, Contracts Manager, Solid Waste, HCC (part meeting)
Mr D Bentley, Team Leader, Environmental Health, HCC (part meeting)
Mr L Allott, Chief Information Officer, HCC (part meeting)
Mr G Stuart, Divisional Manager Regulatory Services & Emergency Management, HCC (part meeting)
Ms D Male, Committee Advisor, HCC
Ms J McKelvey, Committee Advisor, UHCC
Mrs H Clegg, Minute Taker, UHCC

REPORT TO COUNCIL

PUBLIC BUSINESS

1. APOLOGIES

RESOLVED:

HVSC190301

**That the apologies received from Deputy Mayor Bassett (for lateness),
Cr Lambert and Cr Sutton be accepted and leave of absence be
granted.**

Moved

Cr Wheeler/Mayor Wallace

CARRIED

2. PUBLIC FORUM

There was no public forum.

3. CONFLICT OF INTEREST DECLARATIONS

Deputy Mayor Bassett joined the meeting at 9.32am.

There were no conflict of interest declarations.

4. MINUTES

In response to a question from Cr Wheeler concerning the naming of the Proposed Bylaw (Item 5, page 4 of the Order Paper), Cr Swales advised all existing documentation was currently using the existing name. The Committee Advisor, HCC advised the name may be formally changed once public consultation had concluded. She added it was named "Appearance Industries Bylaw on the Hutt City Council website.

RESOLVED:**HVSC190302**

That the minutes of the Hutt Valley Services Committee meeting held on 1 March 2019 be confirmed as a true and correct record.

Moved

Cr Wheeler/Cr Swales

CARRIED**5. ACTIONS/UPDATES**

Crs Wheeler and Swales commended officers on the introduction of the actions and updates.

RESOLVED:**HVSC190303**

That the Committee notes and receives the Actions and Updates.

Moved

Cr Wheeler/Deputy Mayor Bassett

CARRIED**6. INFORMATION PAPER: OPTIONS FOR EXHIBITION SPACES**

Report by the Principal Advisor, Democratic Services, Upper Hutt City Council.

The Chief Information Officer, HCC elaborated on the report and explained the investigation had centred on ways to improve council exhibition spaces across Hutt City, and that if more monies were allocated to the budget, more options could be considered. He advised that a new Corporate Information Manager had recently been appointed to HCC which would help progress the Archives project.

In response to a question from Cr Swales, the Chief Information Officer advised using other organisations to assist with exhibitions had been considered, and that the Corporate Information Manager, HCC would pursue this avenue further. He agreed there could be an untapped resource in the community (e.g. heritage associations), and that all options would be investigated, as there were many archives and resources that should be publicly displayed rather than being stored.

In response to a further question from Cr Swales, the Chief Information Officer stated that officers would investigate whether it was possible to assist heritage organisations with increased funding, especially if they were able to assist with exhibitions of the Council archive material.

Deputy Mayor Bassett provided some background to the issue, explaining he had personally visited the archives and experienced how vast the collection was. He believed the public deserved to see it. He suggested a "Pop-Up" type display space could be investigated.

Cr Swales advised Dunedin, Christchurch and Whanganui had successfully displayed some city history on the sides of buildings as graffiti art.

Mayor Wallace left the meeting at 9.42am.

RESOLVED:

HVSC190304

That the Committee notes the information.

Moved

Cr Wheeler/Cr Carson

CARRIED**7. PROJECT PENCARROW PROGRESS REPORT: 28 JANUARY 2019 - 8 APRIL 2019**

Report by the Environmental Engineer, Hutt City Council.

The Strategic Advisor, City and Community Services, HCC elaborated on the report, and advised that negotiations on the new DBO contract were progressing well, with a new contract with Veolia expected to be signed by the end of May 2019.

In response to a question from Cr Swales, the Strategic Advisor, City and Community Services, HCC advised the proposed Natural Resources Plan was expected by the end of July 2019.

In response to a further question from Cr Swales, the Strategic Advisor, City and Community Services, HCC advised he would investigate the timeline for the resource consent process for the Point Arthur pump station and report back to the Committee members.

RESOLVED:

HVSC190305

That the Committee notes the progress on Project Pencarrow as outlined in the report.

Moved

Cr Wheeler/Deputy Mayor Bassett

CARRIED**8. SILVERSTREAM LANDFILL UPDATE**

Report by the Landfill Consultant, Tonkin and Taylor.

The Contracts Manager, Solid Waste, HCC elaborated on the report. He highlighted the recent 4-Gold Star accreditation received. He explained the initial report received about installing the flare did not contain enough financial information and had been sent back with a request for more data.

In response to a question from Cr Swales, the Contracts Manager, Solid Waste, HCC advised a timeline for the public consultation required as part of the government's proposed levy changes had yet to be formulated.

RESOLVED:

HVSC190306

That the Committee notes the progress on Silverstream Landfill.

Moved

Cr Wheeler/Cr Swales

CARRIED**9. AKATARAWA CEMETERY UPDATE**

Report by the Parks and Reserves Manager, Upper Hutt City Council.

The Chief Executive, UHCC advised there had been more queries received concerning the installation of disabled toilets and a toilet block in the northern area of the cemetery. He added this should be considered in the next Long Term Plan (LTP) round as the demand was increasing

and was an ongoing issue.

In response to a question from Cr Wheeler, the Chief Executive, UHCC agreed to report back to the Committee concerning the improved signage requested.

In response to a question from Cr Carson, the Chief Executive, UHCC agreed it would be possible to install temporary toilets, however these would require ongoing cleaning and maintenance, and possible screening.

RESOLVED:

HVSC190307

That the Committee notes the Akatarawa Cemetery update.

Moved

Cr Wheeler/Mayor Guppy

CARRIED

10. HUTT VALLEY TRUNK WASTEWATER SERVICES FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2019

Report by the Financial Accounting Manager, Hutt City Council.

The Strategic Advisor, City and Community Services, HCC advised a \$150,000 favourable operating variance was forecast, with a capital underspend of approximately \$2M.

In response to a question from Cr Wheeler, the Strategic Advisor, City and Community Services, HCC confirmed the Seaview project was projected to be completed by December 2019.

RESOLVED:

HVSC190308

That the Committee:

- i. notes the financial statements for the Hutt Valley Trunk Wastewater Services for the nine month period ended 31 March 2019, attached as Appendix 1 to the report;**
- ii. notes a year-to-date net operating deficit of \$8.7 million which is \$85,000 favourable to budget;**
- iii. notes a forecast year-end net operating deficit of \$11.45 million which is \$150,000 favourable to budget;**
- iv. notes the current share of operational funding from Upper Hutt City Council of 36% and Hutt City Council of 64%;**
- v. notes a capital spend year-to-date of \$1.9 5million which is \$3.6 million below budget;**
- vi. notes a full year capital spend forecast of \$4.9 million which is \$2.0 million below budget; and**
- vii. the current share of capital funding from Upper Hutt City Council of 36% and Hutt City Council of 64%.**

Moved

Cr Wheeler/Cr Swales

CARRIED

11. DOG CONTROL UPDATE

Report by the Manager Compliance Services, Upper Hutt City Council.

The item was considered jointly with item 12 Dog Control Update.

RESOLVED:**HVSC190309**

That the Committee receives the Dog Control update.

Moved

Cr Wheeler/Mayor Wallace

CARRIED**12. DOG CONTROL UPDATE**

Report by the Divisional Manager, Regulatory Services and Emergency Management, Hutt City Council.

The Divisional Manager Regulatory Services and Emergency Management, HCC elaborated on the report and explained the Doggone system. He advised each dog owner who opted into the programme downloaded the app and received a dog tag. The tag transmitted a signal every five seconds and would assist in the location of a lost dog. He added each dog owner would only be able to see their own dog's transmissions, but once a lost dog signal was transmitted, all phones within 60m of the lost dog tag would be alerted.

The Divisional Manager Regulatory Services and Emergency Management, HCC further advised that the Stokes Valley trial was well received, with 350 dog owners participating in the trial. He added the feedback received was very positive.

Mayor Wallace re-joined the meeting at 9.55am.

The Divisional Manager, Regulatory Services and Emergency Management, HCC explained the Dog Control officers had the ability to locate all dogs that were part of the Doggone programme, and that it could be used in dog attack incidents, to prove a dog was at the attack location. He advised the programme would cost dog owners \$28 annually in addition to the dog registration fee.

In response to questions from Cr Wheeler, the Divisional Manager, Regulatory Services and Emergency Management, HCC advised all information about the programme had been shared with officers at Upper Hutt City Council and that he expected approximately one third of dog owners to buy into the dog control programme, in Lower Hutt.

In response to a question from Mayor Wallace, the Divisional Manager, Regulatory Services and Emergency Management, HCC explained that currently dog owners were unable to part-pay registration fees, and that joining the Doggone programme could not be made compulsory due to privacy issues and the fact that not all dog owners had a smart phone. He added that if a dog was always within 20m of you the programme may not be suitable.

In response to a further question from Mayor Wallace, the Divisional Manager, Regulatory Services and Emergency Management, HCC advised the number of nationally unregistered dogs was approximately 13%, most of which were within the rural areas. He further advised it was unclear if non-registration was due to a cost issue, and that HCC officers assisted lower socio-economic groups to find ways to pay the registration fee.

In response to a question from Cr Swales, the Divisional Manager, Regulatory Services and Emergency Management, HCC clarified the batteries in the tags had an 18 month life, and that they were sealed into the device, preventing them from being replaced. He added the system was used successfully overseas. He further added that a commercial business ran the programme, and that a discount for multiple dog ownership was not possible.

The Divisional Manager, Regulatory Services and Emergency Management, HCC agreed to regularly update the Committee on the programme, and that over time; cost savings in resources were expected.

Mayor Wallace encouraged UHCC to fully investigate the programme.

RESOLVED:

HVSC190310

That the Committee notes and receives the Dog Control update.

Moved

Cr Wheeler/Mayor Wallace

CARRIED**13. HEALTH OFFICE ACTIVITIES UPDATE**

Report by the Team Leader, Environmental Health, Hutt City Council.

In response to a question from Mayor Wallace, the Team Leader, Environmental Health, HCC advised the information in the report concerning noise complaints for Upper Hutt City Council (UHCC) was received directly from the contractor. He agreed to follow-up with the appropriate officer at Upper Hutt City Council.

In response to further questions from Mayor Wallace, the Team Leader, Environmental Health, advised the Food Verification Officer role was a difficult position to fill due to a nationwide shortage of trained personnel, and that the advertisement had recently been amended to become an Environmental Health Officer. He hoped this would attract applicants, and that existing staff already trained in Food Verification would be able to undertake the more technical work. He agreed to provide further information in future reports, including outcomes of any complaints.

In response to a question from Cr Swales, the Team Leader, Environmental Health, HCC advised he held regular discussions with UHCC Environmental Officers, and that currently they were not looking to adopt fee increases for liquor licenses.

In response to a further question from Mayor Wallace, the Team Leader, Environmental Health, HCC advised the 1117 noise complaints was a typical number, and that there were usually seasonal trends. He added that generally the number of complaints received increased each year, but due to more enforcement and education occurring, the number had plateaued.

RESOLVED:

HVSC190311

That the Committee receives the Health Office Activities update.

Moved

Deputy Mayor Bassett/Mayor Guppy

CARRIED**14. JOINT SERVICES OPPORTUNITIES**

Mayor Wallace advised he had been asked by the Hutt City Council (HCC) District Plan Subcommittee to hold talks with Mayor Guppy concerning the possibility of a joint Hutt Valley District Plan Review, in response to the legislative changes occurring.

Deputy Mayor Bassett explained the cost of the required District Plan Review and that there could be opportunities for cost benefits to both councils if a joint review was developed. He added that HCC officers were currently scoping the HCC District Plan Review in terms of costs and resource requirements and that once this data was available, meaningful discussions between the two councils could occur.

There being no further business the Chair declared the meeting closed at 10.22am.

Cr D Wheeler

CHAIR