

HUTT CITY COUNCIL

Minutes of an ordinary meeting of The Hutt City Council held in the Council Chambers,
2nd Floor, 30 Laings Road, Lower Hutt on
Tuesday 30 June 2020 commencing at 5.00pm

PRESENT:

Mayor C Barry (Chair)	Deputy Mayor T Lewis
Cr D Bassett	Cr J Briggs
Cr K Brown	Cr B Dyer
Cr S Edwards	Cr D Hislop
Cr C Milne	Cr A Mitchell
Cr S Rasheed	Cr N Shaw
Cr L Sutton	

APOLOGIES: There were no apologies.

IN ATTENDANCE:

Ms J Miller, Chief Executive
 Ms A Blackshaw, Director Strategy and Engagement
 Ms H Oram, Director Environmental and Sustainability
 Ms A Welanyk, Director Transformation and Resources
 Mr K Puketapu-Dentice, Director Economy and Development
 Mr B Cato, Chief Legal Officer
 Ms J Randall (part meeting)
 Mr J Shadwell, Communications and Engagement Advisor (part meeting)
 Mr M Jennings, Principal Maori Advisor (part meeting)
 Ms J Livschitz, Chief Financial Officer (part meeting)
 Mr P Benseman, Budgeting and Reporting Manager (part meeting)
 Ms H Stringer, Financial Transaction Services Manager (part meeting)
 Ms K Stannard, Head of Democratic Services
 Ms H Clegg, Minute Taker

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Kia hora te marino	<i>May peace be wide spread</i>
Kia whakapapa pounamu te moana	<i>May the sea be like greenstone</i>
He huarahi mā tātou i te rangi nei	<i>A pathway for us all this day</i>
Aroha atu, aroha mai	<i>Let us show respect for each other</i>
Tātou i a tātou katoa	<i>For one another</i>
Hui e Tāiki e!	<i>Bind us together!</i>

2. **APOLOGIES**

There were no apologies.

3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

4. **MAYOR'S STATEMENT** (20/399)

Mayor Barry read out his statement attached as pages 9-11 to the minutes.

5. **CHIEF EXECUTIVE'S STATEMENT** (20/400)

The Chief Executive introduced Mr Matiu Jennings, Council's newly appointed Principal Maori Advisor.

6. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

7. ADOPTION OF ANNUAL PLAN 2020/21 (20/634)

Report No. HCC2020/4/150 by the Budgeting and Reporting Manager

Speaking under public comment, **Mr Grant Birkenshaw** welcomed the appointment of an independent Chair to Council's Audit and Risk Subcommittee. He asked Council to undertake small projects rather than large high risk projects.

Mayor Barry agreed that officers would respond to Mr Birkenshaw's written questions.

The Chief Financial Officer elaborated on the report. She explained the Emergency Budget was a direct response to the COVID-19 situation. She highlighted that the budget was not balanced. She also highlighted the budget was financially prudent and was in line with legislative requirements. She explained the changes made to the Revenue and Financing Policy were in line with legal requirements. She thanked members for their patience in working through a number of technical documents leading up to the meeting.

Mayor Barry thanked the Chief Financial Officer and her team for all their efforts.

RESOLVED: (Mayor Barry/Cr Brown) (UNANIMOUS) **Minute No. C 20401(2)**

"That Council:

- (i) receives the information;*
- (ii) notes that the Annual Plan 2020/21, attached as Appendix 1 to the report, has been prepared based on the decisions and recommendations of the Long Term Plan/Annual Plan Subcommittee and Council meetings of 18 June 2020;*
- (iii) resolves that it is financially prudent to have an unbalanced budget in 2020/21 as detailed in paragraphs 14 to 24 of the officer's report;*
- (iv) adopts the amended Revenue and Financing Policy;*
- (v) adopts the Annual Plan 2020/21 attached as Appendix 1 to the report; and*
- (vi) delegates authority to the Mayor, Deputy Mayor and the Chairpersons of the Committees to make any editorial changes that may arise as part of the Annual Plan 2020/21 publication process."*

8. SETTING OF RATES FOR 2020/21 (20/635)

Report No. HCC2020/4/148 by the Financial Transaction Services Manager

The Chief Financial Officer and the Financial Transaction Services Manager elaborated on the report.

In response to questions from members, the Chief Financial Officer confirmed that the wastewater targeted rate had been calculated to ensure the costs of running the system were recovered including depreciation. She confirmed that during the course of developing the budget, an extra \$600,000 had to be found for the recycling and rubbish collection budget. She highlighted that the budget fully recovered all costs associated with those activities.

The Budgeting and Reporting Manager advised that the cost of recycling had increased and that the rates had been set accordingly to recover all costs.

The Chief Executive reminded members that the additional \$600,000 was required as the full financial implications of extending the contract for the bin collection service for another year had inadvertently been omitted in the original draft budget.

In response to a question from a member regarding feedback from Queensgate concerning the rates differential, the Chief Executive advised no written response had been received. She added that she was in verbal communication with Queensgate management.

RESOLVED: (Mayor Barry/Cr Dyer) (BY DIVISION)

Minute No. C 20402(2)

"That Council resolves to set the rates and add penalties to unpaid rates during the 2020/21 rating year by passing the following resolution:

SETTING THE RATES FOR THE YEAR ENDED 30 JUNE 2021

Targeted and General Rates

1. *In accordance with the relevant provisions of the 2018-28 Long Term Plan and the Funding Impact Statement including Rates for 2020-2021, **the Council hereby resolves**, pursuant to Section 23 of the Local Government (Rating) Act 2002, to set and assess the following **Hutt City Council** rates for the year commencing **1 July 2020 and ending 30 June 2021**. All amounts are inclusive of Councils GST obligations.*

- (a) *A **Targeted Rate (Water Supply Rate)** set and assessed under sections 16 to 18 of the Local Government (Rating) Act 2002. The water supply charges for the 2020-2021 rating year are as follows:*

The targeted rate for water supply is set on the basis of the following factors:

1. *A charge of **\$489.00** per separately used or inhabited part of a rating unit which is connected to the water reticulation system.*
2. *A charge of **\$244.50** per separately used or inhabited part of a rating unit that is not connected to, but is able to be connected to, the water reticulation system.*

- (b) *A **Targeted Rate (Wastewater Rate)** set and assessed under sections 16 and 17 of the Local Government (Rating) Act 2002. The wastewater charges for the 2020-2021 rating*

year are as follows:

The targeted rate for the wastewater is set on the basis of the following factors:

1. Rating units in the residential category will only be charged for one water closet or urinal, regardless of the actual number.
 2. Rating units in the business categories will be charged **\$519.00** for the first water closet or urinal connected to the wastewater system from each rating unit; and
 3. **\$259.50** for the second and each subsequent water closets or urinal connected to the wastewater system from each rating unit.
- (c) **A Targeted Rate (Recycling Charge)** set and assessed under sections 16 and 17 of the Local Government (Rating) Act 2002. The recycling charge for the 2020-2021 rating year is as follows:

CATEGORY	CHARGE
Only rating units in the Residential category receiving or able to use the recycling collection service	\$40.00 per separately used or inhabited part of each rating unit

- (d) **A Targeted Rate (Jackson Street Programme Rate)** set and assessed under sections 16 and 17 of the Local Government (Rating) Act 2002. The Jackson Street Programme charge for the 2020-2021 rating year is as follows:

CATEGORY	CHARGE PER \$ OF CAPITAL VALUE
Rating units in any business category having frontage to Jackson Street, Petone, between Hutt Road and Cuba Street	0.0007130 per \$ of capital value per rating unit

- (e) **A General Rate** set and assessed under sections 13 and 14 of the Local Government (Rating) Act 2002. The general rate charge for the 2020-2021 rating year is as follows:

CATEGORY	DIFFERENTIAL	CHARGE PER \$ OF CAPITAL VALUE
Residential (RES)	1.000	0.248141 cents
Rural (RUR)	0.747	0.185440 cents
Business Accommodation (BUA)	2.687	0.666680 cents
Business Central (BUC)	2.946	0.731013 cents
Business Queensgate (BUQ)	3.165	0.785422 cents
Business Suburban (BUS)	2.614	0.648668 cents
Utility Networks (UTN)	2.803	0.695423 cents
Community Facilities 1 (CF1)	1.028	0.255142 cents
Community Facilities 2 (CF2)	0.497	0.123423 cents
Community Facilities 3 (CF3)	2.344	0.581715 cents

Rates Instalments

2. The targeted rates and the general rate for the financial year ending 30 June 2021, as set out

above, are payable in six equal instalments by the following due dates:

<i>Instalment Number</i>	<i>Due Date</i>
<i>One</i>	<i>20 August 2020</i>
<i>Two</i>	<i>21 October 2020</i>
<i>Three</i>	<i>21 December 2020</i>
<i>Four</i>	<i>22 February 2021</i>
<i>Five</i>	<i>20 April 2021</i>
<i>Six</i>	<i>21 June 2021</i>

Penalties on unpaid rates

3. *The Council resolves, pursuant to sections 57 and 58 of the Local Government (Rating) Act 2002, except as stated in 4 below, that:*
- a) *A penalty of 10% will be added to the amount of any instalment remaining unpaid by the relevant due date above.*
 - b) *A penalty of 10% will be added to the amount of any rates assessed in previous years remaining unpaid on 20th August 2020.*
 - c) *A further penalty of 10% will be added to the amount of any rates to which a penalty has been added under b) above and which remain unpaid on 20th February 2021.*
4. *No penalty shall be added to any rate account if:*
- *A direct debit authority is in place for payment of the rates by regular weekly, fortnightly or monthly instalments, and payment in full is made by the end of the rating year.*
 - *Any other satisfactory arrangement has been reached for payment of the current rates by regular instalments by the end of the rating year."*

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

For

Mayor Barry
Deputy Mayor Lewis
Cr Briggs
Cr Brown
Cr Dyer
Cr Edwards
Cr Hislop
Cr Mitchell
Cr Shaw

Total: 9

Against

Cr Bassett
Cr Milne
Cr Rasheed
Cr Sutton

Total: 4

9. COMMUNITY FUNDING PANELS (20/656)

Report No. HCC2020/4/151 by the Head of Strategy and Planning

The Chief Executive elaborated on the report.

In response to a question from a member, the Chief Executive advised advertisements in the Hutt News, use of social media platforms, Contact Centre information and an on-line presence through Council website were some of the ways the public would be made aware of Council's SnapHire.

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. C 20403(2)

"That Council:

- (i) notes that Council agreed to establish Community Funding Panels on 26 May 2020;*
- (ii) agrees to using SnapHire (Council's automated recruitment platform) to advertise the positions and make the expressions of interest form available;*
- (iii) notes there are no costs associated with using SnapHire;*
- (iv) notes that the expression of interest approach will give people an opportunity to talk about their background and interest in the position, along with a request for two letters of support rather than using a CV approach;*
- (v) agrees to the suggested process including the Terms of Reference attached as Appendix 1 to the report subject to the following amendment to the Terms Of Reference: the quorum to include a City Councillor instead of one Ward Councillor;*
- (vi) agrees that Community Funding Panel members will receive an annual honorarium of \$750;*
- (vii) agrees that each Community Funding Panel will comprise of five members plus the relevant ward Councillor and a city-wide Councillor with alternate city-wide Councillors appointed to attend Community Funding Panel meetings as required or in the absence of the sitting city wide Councillor;*
- (viii) agrees to establish a Community Funding Panel Subcommittee (the subcommittee) comprising the Mayor, Deputy Mayor, Councillor Briggs and the relevant ward Councillor to that subcommittee; and*
- (ix) agrees to delegate to the subcommittee full responsibility for the appointment of Community Funding Panel members for the 2019-2022 triennium."*

10. QUESTIONS

There were no questions.

Deputy Mayor Lewis left the meeting at 5.28pm.

11. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 20404(2)

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

12. ***Recommendation from the Audit and Risk Subcommittee - Further Information on Agreement to Lease Events Centre and Develop a Hotel (20/650)***

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>Recommendation from the Audit and Risk Subcommittee - Further Information on Agreement to Lease Events Centre and Develop a Hotel.</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)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).</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 5.29pm and the non-public portion of the meeting closed at 5.47pm.

C Barry
MAYOR

CONFIRMED as a true and correct record dated this 28th day of July 2020

Kia ora koutou, and good afternoon.

Firstly, I will make some acknowledgments.

I would like to start by acknowledging Constable Matthew Hunt who tragically died last week. I want to extend my sympathies to Mr. Hunt's family and the New Zealand Police for their loss.

I therefore want to acknowledge our own local Police and first responders in Lower Hutt who work tirelessly in our community keeping us safe.

Over the past few weeks, I have met with local police officers, and I've seen first-hand the amazing work they do in our city. Just [yesterday](#), the Wellington Police Maritime Unit and local Ambulance staff helped save the lives of two men from Wellington Harbour after their boat sank in the Wellington Harbour.

Last week was National Volunteer Week, so I would like to thank all those who work tirelessly volunteering their time in our city and making our communities a better place to live.

I would also like to acknowledge her Excellency the Rt Hon Governor-General Dame Patsy Reddy. I was lucky enough to host her last week, and we got to talk about the issues facing Lower Hutt and what we're doing about them.

Annual Plan

Today we will be adopting our Annual Plan and set our rates for 2020/21.

It has been no small feat re-doing our Draft Annual Plan, but it was the right thing to do after it became clear that COVID-19 meant that we could not continue with business as usual.

As I've said before, our Annual Plan and Emergency Budget is about three things - getting back to basics, tightening our belt, and getting us through.

We know there are going to be tough and challenging times for our people ahead. This is why it is vital that we strike the balance between investing in Lower Hutt and scaling back where we can.

We have saved \$3 million in operational costs (an equivalent to 3% of rates) and scaled back some of our plans to provide relief to our people. And this is just the start. We are doing more - starting with a line by line budget review of all of Council's financial activities.

However, we will still continue to invest in our core infrastructure and services to ensure we don't exacerbate the economic challenges we will be facing in the future.

In particular, I'm pleased to see:

- Two-thirds of our rates increase, over \$30 million, going directly into supporting our water infrastructure
- Just under \$20 million for our Roading & Accessways projects as well as \$200,000 to develop an integrated transport plan for Lower Hutt
- \$1.5 million to progress the rebuild of Naenae Pool
- \$900,000 for the construction of Te Aroha Matauranga at Te Whiti Park

There are still big challenges for us ahead, so the hard work doesn't stop here. We still need to tackle our issues with our infrastructure, housing, the local environment, and our Long Term Plan.

We must continue to do everything we can in order to serve the people we represent, and install confidence back into our communities and local businesses.

Whether it's by procuring local goods and services to ensure ratepayers money is spent in our city, or doing the small things like waiving outdoor seating fees, we will do everything in our power to allow the people of Lower Hutt to stand on their own two feet.

And finally, before the formal part of the meeting begins and we sign off on our rates, I want to acknowledge all the hard work done by councillors and council officers who have made this happen.

I know this has been a really challenging time, and we have all been a bit stretched during the past couple of months re-writing our annual plan, so I just want to say thank you!

All your hard work has got us where we are today, and I'm very excited to move forward with you into the next stage of Council business.

Mayor Barry