



# POARI HAPORI O ŌKIWINUI EASTBOURNE COMMUNITY BOARD

5 February 2024

Order Paper for the meeting to be held in the  
East Harbour Women's Clubrooms, 145 Muritai Road, Eastbourne,  
on:

**Tuesday 13 February 2024 commencing at 7:15 pm**

## Membership

Belinda Moss (Chair)  
Murray Gibbons  
Bruce Spedding (Deputy Chair)  
Deputy Mayor Tui Lewis

Frank Vickers  
Emily Keddell

For the dates and times of Community Board and Council Meetings please visit  
[www.huttcity.govt.nz](http://www.huttcity.govt.nz)

## COMMUNITY BOARDS – FUNCTIONS AND DELEGATIONS

This document records the delegation of Council functions, responsibilities, duties, and powers to Community Boards.

The Community Boards have been established under section 49 of the Local Government Act 2002 to represent, and act as an advocate for, the interests of their community.

The delegations are expressed in general terms. The delegations shall be exercised with proper regard for the Council's strategic direction, policies, plans, Standing Orders and its interpretation of its statutory obligations. The delegations are to be read together with the following propositions.

These delegations are based on the following principles:

- Issues relevant to a specific community should be decided as closely as possible to that community. Where an issue has city-wide implications, ie any effects of the decision cross a ward or community boundary or have consequences for the city as a whole, the matter will be decided by Council after seeking a recommendation from the relevant Community Board or (any ambiguity around the interpretation of "city-wide" will be determined by the Mayor and Chief Executive in consultation with the relevant Chair);
- Efficient decision-making should be paramount;
- Conflicts of interest should be avoided and risks minimised;
- To ensure processes are free from bias and pre-determination Community Boards should not adjudicate on issues on which they have advocated or wish to advocate to Council;
- Community Boards should proactively and constructively engage with residents on local matters that affect the community they represent and raise with Council issues raised with them by their community and advocate on behalf of their community.

These delegations:

- (a) do not delegate any function, duty or power which a statute (for example section 53(3) and clause 32(1) of Schedule 7 of the Local Government Act 2002) prohibits from being delegated;
- (b) are subject to and do not affect any delegation which the Council has already made or subsequently makes to any other committee, Council officer or other member of staff;
- (c) are subject to any other statutory requirements that may apply to a particular delegation;
- (d) are subject to any notice issued by the Council, from time to time, to a Community Board that a particular issue must be referred to Council for decision;
- (e) reflect that decisions with significant financial implications should be made by Council (or a committee with delegated authority);
- (f) promote centralisation of those functions where the appropriate expertise must be ensured;  
and
- (g) reflect that all statutory and legal requirements must be met.

## DELEGATIONS

### Decide:

- Naming new roads and alterations to street names (in the Community Board's area) within the provisions of Council's Kaupapa Here Tapanga - Naming Policy 2022-2027.
- Official naming of parks, reserves and sports grounds within the provisions of Council's Kaupapa Here Tapanga - Naming Policy 2022-2027. Note <sup>1</sup>
- Removal and/or planting of street trees within the provisions of Council's Operational Guide for Urban Forest Plan. Note <sup>2</sup>
- The granting of leases and licences in terms of Council policy to voluntary organisations for Council owned properties in their local area, for example, halls, but not including the granting of leases and licences to community houses and centres.
- The granting of rights-of-way and other easements over local purpose reserves and granting of leases or licences on local purpose reserves.
- The granting of leases and licences for new activities in terms of Council policy to community and commercial organisations over recreation reserves subject to the provisions of the Reserves Act 1977 and land managed as reserve subject to the provisions of the Local Government 2002, in their local area. (Note: renewal of existing leases and licences will be reported once a year to Council's City Development Committee).
- The allocation of funding from the Community Engagement Fund in accordance with Council's adopted guidelines.
- Expenditure of funds allocated by the Council to the Board from the Miscellaneous Budget to cover expenditure associated with the activities of the Board. The Chair to approve expenditure, in consultation with the Board, and forward appropriate documentation to the Committee Advisor for authorisation. Boards must not exceed their annual expenditure from the Miscellaneous Budget.
- The allocation of funding for the training and development of Community Board or members, including formal training courses, attendance at seminars or attendance at relevant conferences.

### CONSIDER AND MAKE RECOMMENDATIONS TO COUNCIL ON:

- Particular issues notified from time to time by Council to the Community Board.
- Roading issues considered by the Mayor and Chief Executive to be strategic due to their significance on a city-wide basis, including links to the State Highway, or where their effects cross ward or community boundaries.

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<sup>1</sup> This excludes sites that are considered high profile, significant on a city-wide basis due to their size and location, or where the site crosses ward or community boundaries.

<sup>2</sup> The Operational Guide for Urban Forest Plan is available from Council's Parks and Gardens Division.

- Parks, reserves and sports ground naming for sites that have a high profile, city-wide importance due to their size and location and/or cross ward or community boundaries.
- Representatives to any Council committee, subcommittee, subordinate decision-making body, working group, or ad hoc group on which a Community Board representative is required by Council.
- The setting, amending or revoking of speed limits in accordance with the *Hutt City Council Bylaw 2005 Speed Limits*, including the hearing of any submissions.

## **GENERAL FUNCTIONS**

### **Provide their local community's input on:**

- Council's Long Term Plan and/or Annual Plan.
- Council's policies, programmes (including the District Roding Programme) and bylaws.
- Changes or variations to the District Plan.
- Resource management issues which it believes are relevant to its local community, through advocacy.
- The disposal or acquisition of significant assets.
- Road safety including road safety education within its area.
- Any other issues a Board believes is relevant to its local area.
- Review Local Community Plans as required.

Reports may be prepared by the Board and presented to Council Committees, along with an officer's recommendation, for consideration.

Any submissions lodged by a Board or Committee require formal endorsement by way of resolution.

### **Co-ordinate with Council staff:**

- Local community consultation on city-wide issues on which the Council has called for consultation.

### **Maintain:**

- An overview of roadworks, water supply, sewerage, stormwater drainage, waste management and traffic management for its local area.
- An overview of parks, recreational facilities and community activities within its local area.

### **Develop:**

- Community Response Plans in close consultation with the Wellington Region Emergency Management Office, emergency organisations, the community, residents' associations, other community groups, and local businesses. The Community Response Plans will be reviewed on an annual basis.

### **Grant:**

- Local community awards.

### **Promote:**

- Recreational facilities and opportunities in its area with a view to ensure maximum usage.

- Arts and crafts in its area.

**Appoint:**

- A liaison member or, where appropriate, representatives to ad hoc bodies, which are involved in community activities within the Board's area, on which a community representative is sought.

**Endorse:**

- Amendments to the Eastbourne Community Trust Deed (Eastbourne Community Board only).

# APPENDIX 1 – COMMUNITY ENGAGEMENT FUND

## CRITERIA

The fund is for local activities and events that directly benefit the local community.

To be eligible for funding the organisation must be a charitable trust or an incorporated society and the activity must take place within the Hutt.

Each of the city's seven wards receive funding according to the number of residents within its boundaries. For each resident there is an allocation of 40 cents.

The ward allocations are listed below:

<b>Ward</b>	<b>Amount</b>
Eastbourne	\$2,366
Petone	\$6,250
Wainuiomata	\$8,607
Central	\$9,320
Eastern	\$8,461
Northern	\$7,644
Western	\$6,201

Applications must support the Local Community Plan, if there is one, and also core Council business as identified in the Long Term Plan.

## Decisions

Each Community Board decides the funding applications within its area. Boards are free to distribute their funding in a single large allocation or spread it over a number of smaller ones.

## What can be funded

- purchase of office equipment
- food and catering costs
- community festivals
- youth group events and projects run by the elderly or citizens associations
- art projects that are not part of the core curriculum
- advertising, promotion costs

## What won't be funded

Activities that:

- promote an organisation's religious, ethical, commercial or political views
- involve buying land or buildings or carrying out maintenance on buildings
- duplicate services that are already covered by Council or by government agencies eg, health or education providers
- have already begun or have already finished
- involve the redistribution of funds to others at the applicant's discretion
- involve fundraising or legal costs
- involve capital investments or trust funds
- go towards prize money

- are operational costs eg, salaries, wages, rent, power

## **Funding rules**

Successful applicants must:

- use funds only for the approved purpose and in accordance with any terms and conditions set by Council
- use funds by June 30 of the following year
- let Council's funding officer know immediately if any difficulty or potential difficulty arises that may compromise the service or project
- lay a complaint with Police if any funds are stolen or misappropriated, and then notify Council
- allow Council to audit the use of the funds should it wish to do so
- recognise Council's support in all publicity material, annual reports and similar publications
- complete an Accountability Report no later than six weeks after completing the project. This should outline how the funds were used and how the community benefited
- make a presentation to the funding group showing how the event met its objectives.

Council's Community Funding Advisor is available to support and assist community groups when making applications through the Council's online grants system.

## EASTBOURNE

### A STATEMENT OF BASIC PRINCIPLES

*The Eastbourne Community Board, representing the people of Eastbourne;*

*Recognises that we are part of a community living in a unique environment,*

*Believes that we have been entrusted with the care of an environment which is a major asset of the Wellington region,*

*Desires to conserve and enhance this asset for the enjoyment of future generations of residents and visitors, and therefore;*

*Acknowledges and promotes the key characteristics of Eastbourne and the Bays as:*

1. A community situated on the coast of Wellington harbour, bounded by the sea on the one side and on the other by bush-clad hills;
2. A community comprising a string of smaller communities, with residential areas of low-rise, low-density housing, interspersed with many trees;
3. A community in which the citizens care and respect each other's differences and right to quiet enjoyment of their surroundings;
4. A community where industry and commerce have developed without detriment to the natural environment;
5. A community where the arts are valued and where participation in theatre, painting, pottery, music, gardening and sports is actively fostered and encouraged ;
6. A community concerned for the welfare of the young and the old where the elderly may retire in dignity, where families have access to facilities to raise their children in an environment which promotes safety and well-being;
7. A community which values and encourages preservation of its heritage and history.

***Further:***

It is our stated intent that the recognition of these principles and acceptance of the key characteristics will underlie the activities which we as a community and board undertake, and that they will provide the criteria against which, and within which, any district plans, strategic plans or developmental or organisational initiatives may be assessed.



**HUTT CITY COUNCIL**

**POARI HAPORI O ŌKIWINUI**  
**EASTBOURNE COMMUNITY BOARD**

Meeting to be held in the East Harbour Women's Clubrooms, 145 Muritai Road,  
Eastbourne on  
Tuesday 13 February 2024 commencing at 7:15 pm.

**ORDER PAPER**

**PUBLIC BUSINESS**

**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru  
Whakataka te hau ki te  
tonga  
Kia mākinakina ki uta  
Kia mātaratara ki tai  
E hī ake ana te atakura  
He tio, he huka, he hau hū  
Tihei mauri ora.

*Cease the winds from the west  
Cease the winds from the south  
Let the breeze blow over the land  
Let the breeze blow over the ocean  
Let the red-tipped dawn come with a sharpened  
air.  
A touch of frost, a promise of a glorious day.*

**2. APOLOGIES**

No apologies have been received.

**3. PUBLIC COMMENT**

Generally up to 30 minutes is set aside for public comment (three minutes per speaker). Speakers may be asked questions on the matters they raise.

**4. MAYOR'S ADDRESS**

A verbal address by Mayor Barry

**5. PRESENTATIONS**

**a) Presentation by Park Ranger from Greater Wellington Regional Council**

A verbal update by Jo Greenman, East Harbour Regional Park Ranger.

**b) Presentation: Tupua Horo Nuku**

A verbal update by Michael Siazon, Project Manager at Waka Kotahi

c) **Presentation by Local Councillor from Greater Wellington Regional Council**

A verbal update by Cr Quentin Duthie

6. **CONFLICT OF INTEREST DECLARATIONS**

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

7. **MINUTES**

Meeting minutes Eastbourne Community Board, 31 October 2023 11

8. **EASTBOURNE COMMUNITY BOARD MEETING MINUTES - 28 FEBRUARY 2023**

Report No. ECB2024/1/6 by the Democracy Advisor 29

9. **REPORT REFERRED FOR BOARD INPUT BEFORE BEING CONSIDERED BY SUBCOMMITTEE OF COUNCIL**

**Proposed Temporary Road Closure: Muritai Road for the Eastbourne Memorial Returned Services Association ANZAC Day Event 2024**

Report No. ECB2024/1/12 by the Traffic Engineer - Contractor 31

10. **CHAIR'S REPORT**

Report No. ECB2024/1/9 by the Chair, Eastbourne Community Board 39

11. **DEMOCRACY ADVISOR'S REPORT**

Report No. ECB2024/1/8 by the Democracy Advisor 43

12. **REPORT BACK FROM REPRESENTATIVES ON LOCAL ORGANISATIONS**

Report No. ECB2024/1/10 by the Democracy Advisor 66

13. **QUESTIONS**

With reference to section 32 of Standing Orders, before putting a question a member shall endeavour to obtain the information. Questions shall be concise and in writing and handed to the Chair prior to the commencement of the meeting.

**14. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!	<i>Release us from the supreme sacredness of our</i>
Unuhia!	<i>tasks</i>
Unuhia i te uru-tapu-nui	<i>To be clear and free</i>
Kia wātea, kia māmā	<i>in heart, body and soul in our continuing</i>
Te ngākau, te tinana, te	<i>journey</i>
wairua i te ara takatū	<i>Oh Rongo, raise these words up high</i>
Koia rā e Rongo	<i>so that we be cleansed and be free,</i>
whakairihia ake ki runga	<i>Yes indeed, we are free!</i>
Kia wātea, kia wātea!	<i>Good and peaceful</i>
Ae rā, kua wātea!	
Hau, pai mārire.	

Judy Randall  
DEMOCRACY ADVISOR

HUTT CITY COUNCILPOARI HAPORI O ŌKIWINUI | EASTBOURNE COMMUNITY BOARD

Minutes of a meeting held in the East Harbour Women's Clubrooms, 145 Muritai Road,  
Eastbourne on

**Tuesday 31 October 2023 commencing at 7.15pm**

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**PRESENT:** B Moss (Chair) F Vickers  
M Gibbons E Keddell  
B Spedding (Deputy Chair)  
Deputy Mayor T Lewis

**APOLOGIES:** There were no apologies.

**IN ATTENDANCE:** Mayor Barry (part meeting)  
A Geddes, Director Environment and Sustainability  
N Geard, Policy Planning Manager (part meeting)  
P McDonald, Senior Resource Consents Planner (part meeting)  
J Arthur, Horticulture and Cemeteries Asset Manager (part meeting)  
N Garcia, Project Manager (part meeting)  
J Randall, Democracy Advisor

PUBLIC BUSINESS1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with a sharpened air.</i>
He tio, he huka, he hau hū	<i>A touch of frost, a promise of a glorious day.</i>
Tihei mauri ora.	

2. APOLOGIES

There were no apologies.

### 3. THE EASTBOURNE AWARDS

The Eastbourne Awards were presented by Mayor Campbell Barry. The recipients were as follows:

**Ginny Horrocks**

For many years of service to Eastbourne on the Community Board and as a life-long campaigner on environmental and community issues.

**Sue Fieldes**

For 25 years as the Muritai School librarian where she has been a storyteller, a guardian, and most importantly, the heartbeat of the school's reading community.

**Daisy Yan**

For 25 years of knowledgeable and friendly pharmaceutical service and advice to the Eastbourne community.

**Allison Gandy**

For her tireless service to Point Howard residents, including leadership of the Point Howard Residents' Association.

The full citations are attached as pages 11-14 to the minutes.

### 4. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

Under Standing Order 16.1, the Chair allowed public comment from a resident on an item not appearing on the agenda.

Speaking under public comment, **John McKinnon, a representative of the Eastbourne Pool Action Group**, expressed frustration that the Eastbourne Pool (the pool) closed earlier in the season than other outdoor pools in Lower Hutt. He did not believe this situation was equitable. He noted voluntary labour had been used to build the original pool, and the current pool was also built with support from the local community.

Mayor Barry agreed to discuss the option of using community assistance to extend the pool hours with J McKinnon.

## 5. MAYOR'S ADDRESS

Mayor Barry provided a verbal update. He highlighted the following:

- The Tupua Horo Nuku section from Mā Korimiko to Days Bay was due to open on 19 November 2023. The path would provide more resilience for the eastern bays.
- Funding had been secured from Waka Kotahi for the remainder of Tupua Horo Nuku. The government would now fund almost \$60M of the \$80M expense for Tupua Horo Nuku.
- Work on the Point Howard slip site continued with the installation of anchors, tidying the site and opening the road. The road would remain open until 6 November 2023, when the construction of a reinforced road would begin,
- The Long Term Plan process had begun and would open for consultation in 2024. Increasing costs and uncertainty around the Three Waters reform had created a challenging economic environment. Council would be deciding priorities to keep rates as low as possible.

## 6. PRESENTATIONS

### a) Presentation: Tupua Horo Nuku

Michael Siazon provided an electronic presentation that can be viewed here: [Tupua Horo Nuku Presentation](#)

He highlighted the following:

- The Mā Korimiko section was making good progress but was still under construction. A wildlife licence would be required to move lizards to Camp Bay near Burdan's Gate.
- Two marked car parks would be removed in Days Bay south of the bus shelter.
- In Sunshine Bay more excavation and foundation construction would take place and more seawall units would be installed. Work on the waste water main would commence mid-November. One lane would be closed with a stop/go system in place around the clock. Updates on traffic flow would be available.
- An education campaign was being developed. An update would be provided to the Board at its February 2024 meeting.
- The scheduled sea wall in front of the petrol station would be delayed due to penguins nesting. The penguins would not be able to be relocated until March 2024.
- There was the possibility of overnight road closures in Sunshine Bay if the road became undermined during construction.
- Construction in York Bay would begin in late November 2023.
- Design plans for the Whiorau Reserve and Lowry Bay area were being

prepared in consultation with residents and Mana Whenua. An extra layer of sea wall might be needed to future-proof the wall and avoid over-topping in the future.

- The final design for Whiorau Reserve had the shared path running along the roadside.

Natasha Garcia provided a slide of the bird protection areas that can be viewed here: [Bird Protection Areas](#). She said officers had met with the LPIG and Greater Wellington Regional Council to discuss proposals to amend the bird protection areas. She confirmed that consented bird protection areas were to remain unchanged. She added there was support for including a Port Road bird protection area as a new translocation site and nature reserve. She advised a report would be considered by Council to discuss changes under the Dog Control Bylaw to support the bird protection areas, with a view to consulting publicly in 2024.

In response to a question from a member, M Siazon confirmed an economic assessment of the Tupua Horo Nuku project had shown it would provide positive economic benefits for the area.

**b) Presentation: Wellington Region Emergency Management Office (WREMO)**

James North provided an electronic presentation that can be viewed here: [Household Emergency Planning presentation](#)

**c) Presentation: Sustainable Coastlines**

Olivia Rees, a representative of Sustainable Coastlines, provided an electronic presentation that can be viewed here: [Sustainable Coastlines presentation](#). She said Sustainable Coastlines aimed to reduce litter by bringing people together through education and community effort. She advised monthly litter was collected within transects on three coastal sites in Petone and the eastern bays and then sorted and measured. She highlighted that government and local councils used the data to make changes. She said local beaches collected a significant amount of rubbish, particularly on the Western end of Petone Beach near the water ski club. She noted the data was helpful as an indicator of the harbour's health. She sought volunteers to measure litter at Hinds Point every three months.

F Vickers agreed to connect O Rees with a Pencarrow clean-up group that might be willing to assist with the Sustainable Coastlines' Hinds Point litter collection.

**d) Presentation by Local Councillor from Greater Wellington Regional Council (GWRC)**

Cr Quentin Duthie provided an electronic presentation that can be viewed here: [GWRC presentation](#)

He highlighted the following:

- The regional transport network was now more reliable, and passenger numbers were increasing.
- Train replacement buses would soon have bike racks fitted.

- Consultation on three in-line bus stops on Jackson St would begin soon. The bus stops would enable a more efficient and accessible bus service.
- The 85 express bus service would not be reinstated for now since a viable alternative service was available. Reinstating the 85 bus service would mean more split shifts for drivers. The need for the service would be reviewed over the next three years.
- There were a number of bus services that travelled on the Wellington motorway where passengers had to stand. Greater Wellington Regional Council was looking to address this.

In response to a question from a member, Cr Duthie confirmed GWRC was investigating efficiencies to manage financial challenges for its Long Term Plan (LTP). He advised the LTP would be released for consultation in the new year.

e) **Presentation: Williams Park update**

Council's Horticulture and Cemeteries Asset Manager provided an update on the development of Williams Park as follows:

- The planned upgrade work would begin in late January to early February following the school holidays.
- The number of car parks in Williams Park would be reduced due to funding restrictions. The development work would be carried out so that funding could be applied in future years for further development.
- GWRC had agreed to upgrade the bus shelter outside Williams Park to make it larger and more weatherproof.
- The blue dye added to the Williams Park duck pond was an organic chemical to reduce algae growth and protect fish from predators. It would promote a balanced ecosystem in the pond.
- Officers had reviewed a request by the Board to relocate the old police cell building currently sitting in Williams Park. They were planning to place it near the entrance to Rona Bay Wharf.

In response to questions from members, the Horticulture and Cemeteries Asset Manager confirmed the road through Williams Park would become one-way from the main entrance to Kereru Road. He further confirmed the fence by the old caretaker's house site would be removed. He agreed a temporary barricade would be installed to prevent cars from parking on Lawn 2, as per the plan attached as page 15 to the minutes.



f) **Presentation: Point Howard slip**

Council's Project Manager advised that work had begun on the Point Howard slip repair in October 2023. She highlighted that the first phase of the work had been completed ahead of schedule. She said the road had now been strengthened with pins and shotcrete, allowing the larger piling machine to access it. She added that work on the next phase of repairs would run throughout November, with piles being dug, then timber slats and backfill. She advised the work was due to be completed by the end of November 2023.

g) **Presentation: District Plan review**

Council's Policy Planning Manager provided an electronic presentation that can be viewed here: [Draft District Plan presentation](#). He advised Council would begin public engagement on a draft District Plan shortly. He highlighted that all councils were required to review their district plans and that the draft prepared for engagement was part of that review. He noted that 5,000 properties would be affected by the proposed District Plan overlays. He encouraged feedback by the closing date of 15 December 2023.

The Chair agreed to promote the District Plan engagement via its network channels.

7. **CONFLICT OF INTEREST DECLARATIONS**

F Vickers declared a conflict of interest in Item 10: 'Community Engagement Fund 2023-2024' and took no part in discussion or voting on the item.

8. **MINUTES**

**RESOLVED:** ( B Moss/ B Spedding)

**Minute No. ECB 23501**

*"That the minutes of the meeting of the Eastbourne Community Board held on Tuesday, 22 August 2023 be confirmed as a true and correct record."*

9. **RIGHT OF WAY FOR 17 DILLON STREET, LOWRY BAY**

Report No. ECB2023/5/307 by the Parks Planner

The Horticulture And Cemeteries Asset Manager elaborated on the report. He tabled an updated plan of the proposed right of way, attached as page 18 to the minutes.

**RESOLVED:** ( B Moss/ E Keddell)

**Minute No. ECB 23502**

*"That the Board grants a right of way over part of a drainage reserve being DP 9588 WN533/218, as shown in Appendix 1 to the report, in favour of the property at 17 Dillon Street, Lowry Bay, being Lot 1 Deposited Plan 347285, for the purpose of providing legal driveway access to that property."*

For the reason the right of way is required to ensure that the property at 17 Dillon Street can be legally accessed when it is no longer in Council ownership.

10. **COMMUNITY ENGAGEMENT FUND 2023-2024**

Report No. ECB2023/5/145 by the Community Advisor Funding and Community Contracts

F Vickers declared a conflict of interest in the application from Mainland Island Restoration Operation (MIRO) and did not participate in discussion or voting on the item.

M Gibbons declared a conflict of interest in the application from the Historical Society of Eastbourne Inc. and did not participate in discussion or voting on the item.

Speaking under public comment, **Claire Turner, a representative of Nourish Trust** (the Trust), advised that the Trust provided hampers for needy families at Christmas. She said four hampers had been requested for Muritai. She highlighted that fundraising had been challenging this year because many businesses struggled.

**RESOLVED:** (B Moss/ E Keddell)

**Minute No. ECB 23503**

*That the Board:*

- (1) *notes that this is the first round of funding through the Community Engagement Fund 2023-2024 for the Eastbourne Community Board;*
- (2) *notes the Community Engagement Fund closed on Sunday 1 October 2023 and four applications were received;*
- (3) *agrees that the applications received under the Community Engagement Fund are considered according to the merits of the application criteria and priorities of the fund;*
- (4) *approves the application from the Historical Society of Eastbourne Inc for \$496.71 to restore two artworks from the Society's collection;*
- (5) *approves the application from the Mainland Island Restoration Operation (MIRO) for \$530.96 for new shelving for a new storage facility and materials for volunteers;*
- (6) *approves the application from Nourish Trust for \$596.72 for Christmas hampers for Eastbourne residents;*
- (7) *approves the application from the Days Bay Residents' Association for \$741.61 for repairs to the Days Bay raft;*
- (8) *agrees that the organisations granted funding will be invited to attend a meeting of the Eastbourne Community Board once the event/activity has been completed but are not required to attend; and*
- (9) *notes an applicant from Nourish Trust attended the Eastbourne Community Board meeting to speak to their application."*

## 11. SCHEDULE OF MEETINGS FOR 2024 AND 2025

Report No. ECB2023/5/146 by the Senior Democracy Advisor

**RESOLVED:** (B Moss/Deputy Mayor Lewis)

**Minute No. ECB 23504**

*"That the Board:*

- (1) approves the meeting dates for 2024 in respect of its meetings, attached as Appendix 1 to the report;*
- (2) approves the interim meeting dates for 2025 in respect of its meetings, attached as Appendix 2 to the report;*
- (3) notes that the Board Chair will set the dates for informal get-togethers of the Board as the need arises; and*
- (4) delegates authority to the Chief Executive in consultation with the Board Chair to alter the date, time, or venue of a meeting, or cancel a meeting, should circumstances require this."*

## 12. SUBMISSION: PROPOSED AMENDED BYLAW REQUIRING MICROCHIPPING, REGISTRATION AND DE-SEXING OF CATS

Memorandum dated 24 October 2023 by the Democracy Advisor

The Chair informed the Board that F Vickers would be making an oral submission at Council's Hearings Subcommittee meeting on 30 November 2023 on behalf of the Board.

**RESOLVED:** (B Moss/ F Vickers)

**Minute No. ECB 23505**

*"That the Board:*

- (1) notes that a submission on the proposed amended bylaw that would require microchipping, registration and de-sexing of cats requires the board's retrospective endorsement; and*
- (2) retrospectively endorses its submission contained in the report."*

## 13. CHAIR'S REPORT

Report No. ECB2023/5/154 by the Chair, Eastbourne Community Board

**RESOLVED:** (B Moss/B Spedding)

**Minute No. ECB 23506**

*"That the report be received and noted."*

#### 14. DEMOCRACY ADVISOR'S REPORT

Report No. ECB2023/5/147 by the Democracy Advisor

The Democracy Advisor tabled a map showing proposed traffic closures for the Juicy Fest Hip Hop Festival on 5 January 2024, attached as page 19 to the minutes.

RESOLVED: (B Moss/F Vickers)

**Minute No. ECB 23507**

*"That the Board:*

- (1) receives and notes the report;*
- (2) agrees no catering is required for its 2024 meetings;*
- (3) agrees the advertising requirements for its 2024 meetings will remain the same as 2023; and*
- (4) agrees the venue and start times for its 2024 meetings will remain the same as 2023."*

#### 15. INFORMATION ITEMS

##### a) Williams Park Improvements - Start Date

Memorandum dated 24 October 2023 by the Horticulture and Cemeteries Asset Manager

The Board received and noted the officer's memorandum concerning the revised commencement date for the Williams Park Improvements Project. Members noted the work was now scheduled for late January to early February 2024.

#### 16. REPORTS FROM REPRESENTATIVES ON LOCAL ORGANISATIONS

##### a) Report back from representatives for local organisations

Report No. ECB2023/5/148 by the Democracy Advisor

##### a) Okiwi Eastbourne - Bays Community Trust

Murray Gibbons said the Trust Chair had advised its investments were struggling but expected to improve. The funds were currently more than \$70,000. The Okiwi service was working well.

##### b) MIRO

Frank Vickers expressed thanks to Council for allowing MIRO to use a storage shed in Williams Park for its equipment storage.

##### c) Eastern Bays Climate Response Network

The Chair advised the network's recent focus had been to make a submission on

managed retreat. The submission had been shared via the Board's networks and feedback from residents had been requested.

d) **Eastbourne Youth Worker Trust**

Emily Keddell advised attendance at the youth group had been lighter in Term 4. She expected numbers to recover in Term 1 of 2024 with the new cohort of year seven students.

e) **Eastern Bays Residents' Associations**

The Chair advised the York Bay Residents' Association (YBRA) would hold its AGM in November 2023 to review the year's activities and set priorities for 2024. She said an essential item for discussion would be whether residents supported fundraising to have the Atkinson Tree relocated or replaced when the York Bay section of the shared path was constructed. To help inform this decision, the YBRA sought a breakdown of the projected cost of \$80,000 for this work.

f) **Wellington Region Emergency Management Office**

Bruce Spedding advised a community engagement event would be organised for the new year. He highlighted that a new radio operator would look after the Eastern Bays' emergency radio network.

17. **QUESTIONS**

There were no questions.

18. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!	<i>Release us from the supreme sacredness of our tasks</i>
Unuhia!	<i>To be clear and free</i>
Unuhia i te uru-tapu-nui	<i>in heart, body and soul in our continuing journey</i>
Kia wātea, kia māmā	<i>Oh Rongo, raise these words up high</i>
Te ngākau, te tinana, te wairua i te	<i>so that we be cleansed and be free,</i>
ara takatū	<i>Yes indeed, we are free!</i>
Koia rā e Rongo whakairihia ake ki	<i>Good and peaceful</i>
runga	
Kia wātea, kia wātea!	
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business the Chair declared the meeting closed at 9.35 pm.

B Moss  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 13th day of February 2024**

**Eastbourne Awards 2023 - Daisy Yan**

*For 25 years of knowledgeable and friendly pharmaceutical service and advice to the Eastbourne community.*

Daisy arrived in New Zealand as a six year old when her parents immigrated to New Zealand from Hong Kong in 1974.

After secondary schooling Daisy decided to become a pharmacist and studied at the Central Institute of Technology in Upper Hutt. She was offered an internship with an Upper Hutt Pharmacy.

At the completion of her two-year internship, Daisy graduated top of her class.

She went on to work at Pharmacies in Upper Hutt, Island Bay and Naenae before purchasing Eastbourne Pharmacy in 1998.

So for the last 25 years the residents of Eastbourne and The Bays have been able to receive and enjoy very knowledgeable, personal advice on their health and medical needs from Daisy "OUR PHARMACIST" - someone we all consider our friend. This was particularly true during the recent Covid Epidemic.

So from all in our community: THANK YOU Daisy.

**Eastbourne Awards 2023 – Allison Gandy**

*For her tireless service to Point Howard residents, including leadership of the Point Howard Residents' Association.*

Point Howard and Eastbourne are fortunate that Allison chose here as her home when she moved to Aotearoa with her husband Alister from London in 2016.

Allison joined the Point Howard Residents' Association soon afterwards and in 2018 became the President, a position she has held since then.

She has shown outstanding leadership during that time, including during the community challenges of Covid and more recently the slip on Howard Road that stranded 50 homes above it.

During the Covid lockdowns, the Association and residents came together to make sure everyone was taken care of. This plus the regular social gatherings and working bees organised by the Association laid the groundwork for an

immediate response by Allison and other residents when Howard Road was closed in March this year.

In addition to ensuring that all residents were supported, Allison has been the key communications contact with Hutt City Council in the aftermath of the slip and again now during the repair phase which again sees limited vehicle and pedestrian access up Howard Road for six weeks.

Communication is one of Allison's strengths. She and the Association produce a fantastic monthly community newsletter and a flyer for new residents. Allison is the key contact for contractors who need to close any road, for the Seaview Resilience Project that impacts Point Howard residents with construction noise, the Community Hub, and Civil Defence.

The project Allison is proudest of is the fabulous Point Howard Community Garden established by a group of residents to bring the community together. It is a huge success and a focal point for the community. Allison is incredibly grateful for all the support of the volunteers on the committee, and the wider community, without whom, the garden and other community initiatives wouldn't be as successful as they are.

When I ask Point Howard residents about Allison, they invariably say, "Aren't we lucky to have her here!".

### **Eastbourne Awards 2023 - Sue Fieldes: The Heartbeat of Muritai School Library**

*For 25 years as the Muritai School librarian where she has been a storyteller, a guardian, and most importantly, the heartbeat of the school's reading community.*

Since stepping into the role in 1998, Sue Fieldes has been the dedicated librarian of Muritai School. To her, the library isn't just a space filled with books—it's a sanctuary of learning, connection, and community. Sue's unique role allows her complete management of the library without oversight, and though she makes all decisions, she leans into the support of the Muritai teachers and staff for advice and open dialogue about concerns.

Her journey into the world of librarianship began with her tenure at DSIR library, where she was a part of a specialised team. However, at Muritai, Sue wears many hats, handling every facet of library work. The school's community

holds a special place in her heart, valuing traditional reading over screen time. Thanks to Sue's efforts, attempts over the years to shift the focus to digital storytelling have been thwarted. Instead, her steadfast commitment has ensured that the library's budget focuses on enhancing its collection, enticing children to engage with stories in a tactile, timeless manner.

Partnerships play a crucial role in Sue's mission. Her excellent relationship with the local Eastbourne library manifests in her encouragement to teachers to introduce their students to this wider world of books. Collaborative events, like the recent morning tea she hosted with Sam and his team, solidify these bonds.

But more than the books, it's the young readers who remain at the heart of Sue's mission. She's a protective gatekeeper, ensuring age-appropriate materials grace the shelves. Her sharp instincts and dedication even led to the creation of a special section for Years seven and eight, accessible only with parental permission. If a book is not in her vast collection, you can bet Sue will find it.

Recognized in the community by the countless children she's served, Sue's reputation precedes her. As Stu Devenport aptly puts it, "Sue is Muritai's biggest asset because she knows every single child." But Sue isn't your typical librarian. Her vibrant and lively demeanour shatters stereotypes, making every child feel welcome and loved. She's deeply connected with the school's staff and plays a pivotal role in pastoral care, providing solace and a quiet haven for students who need it.

In a time where dedicated school librarians are becoming rarer due to financial constraints, Stu couldn't imagine Muritai without Sue. Her presence is more than a role—it's an enrichment to the student experience. Local teenagers, reminiscing about their primary days, remember her as "super-duper kind and caring," and always spot-on with her book recommendations.

In essence, Sue Fieldes isn't just a librarian. She's a storyteller, a guardian, and most importantly, the heartbeat of Muritai School's reading community.



**Eastbourne Awards 2023 - Ginny Horrocks**

*For her many years of service to Eastbourne on the Community Board and as a life-long campaigner on environmental and community issues.*

Ginny has had a lifetime of involvement in environmental and community issues. In 1975 her concern about the world we would be leaving to our descendants led to her standing as a candidate for the Values Party, being a founder member of the Cambridge Planning Group, a public interest group set up to promote the preservation of the character of Cambridge, and Waikato organiser for the successful New Zealand anti-nuclear campaign. These interests led to Ginny becoming part of the core groups leading the Save Aramoana campaign, getting lead out of petrol and banning tobacco companies from sponsoring sport.

These have all been significant in adding to New Zealand's identity locally and internationally, and our country's progress towards a healthy future.

Ginny has also had a lengthy involvement in politics, both local and national. In her first election battle in 1975 as a Values Party candidate she was the candidate due to have a baby on election day. In her last as a Green Party candidate in 2017 she was billed as the Green Grannie on the Warpath.

Her experience as a Devonport Borough Councillor was invaluable when she was elected to the Eastbourne Community Board in 2011 and became In Chair of the board three years later. She used her experience from the Cambridge Planning Group when the board carried out a comprehensive Eastbourne Community Survey which has remained the reference for subsequent board actions. The top three community concerns were identified as completion of the cycle path, climate change impacts, and community safety. Ginny's three terms as chair were highlighted with a number of wins for the community and were not without a degree of turbulence which she took in her stride. She also served in the lead group designing "Our Race against Time", the Lower Hutt Climate Action Pathway Te Ara Whakamua o Te Awa Kairangi ki Tai, and Eastbourne's Emergency Response Plan.

As ECB chair Ginny and her predecessor, Derek Wilshere, led the community consultation for our shared path, Tupua Horo Nuku. With construction of this project finally under way Ginny stepped down from the board to focus on the second community priority, initiating the Climate Change Response Network to

help the Eastern Bays become more resilient and adapt to the coming changes. This is now a focus for her and partner John, but they are also spending time in bush huts on their property on Great Barrier Island which is in the QEII Trust.

With a lifetime of working for the environment and the future generations Ginny is a very deserving recipient of this award. We are lucky to have her and John in our community and working for our future.



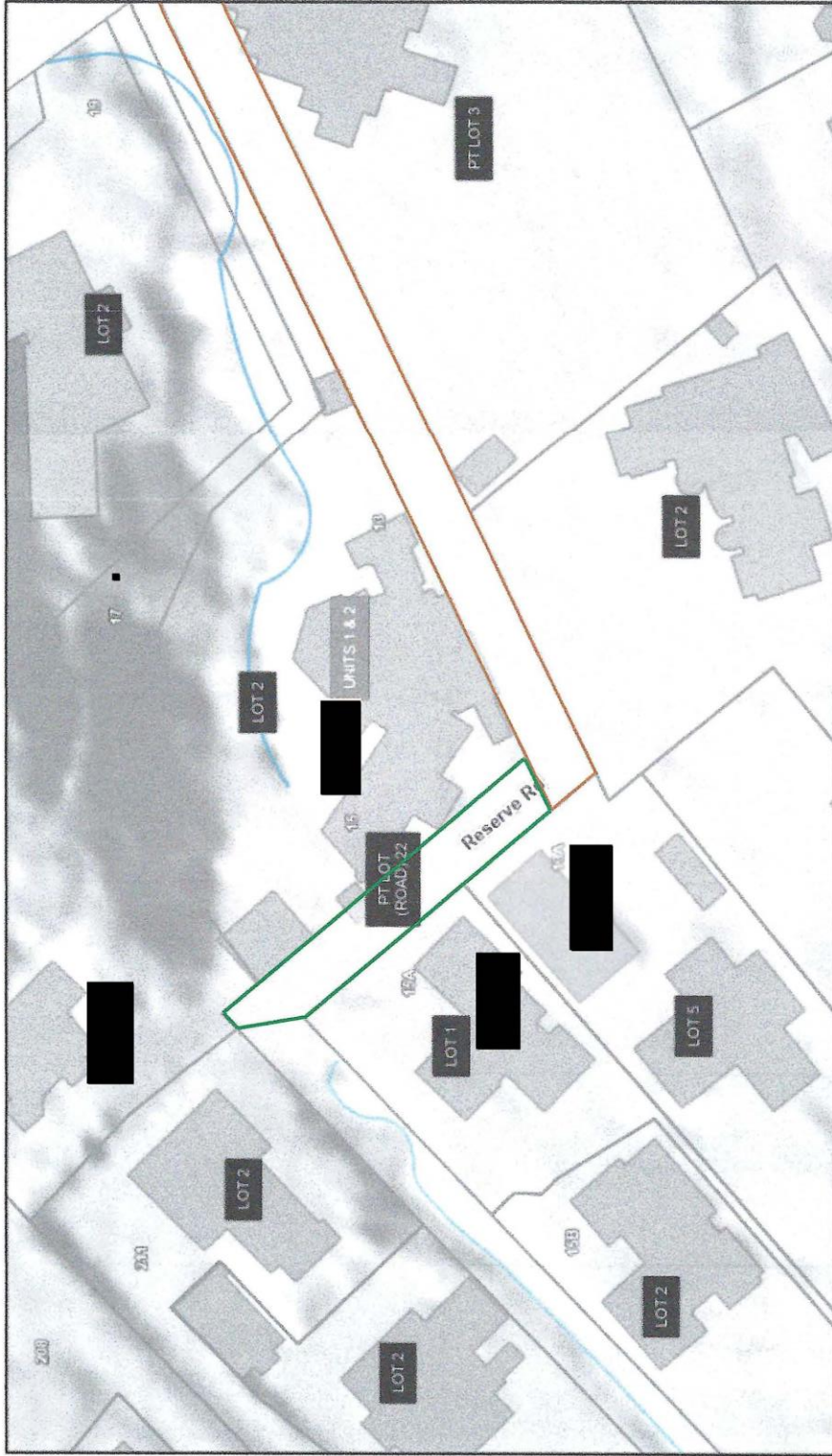
DATE: 14/02/2023  
 SHEET NO.: 1/20  
 COST SAVING - Rev Plan  
 CLIENT: Hutt City Council  
 ADDRESS: Williams Park, Lower Hutt  
 WORK: Rev 11 - Greater 7th Shelter reinstated

PROJECT NO.: 22/0085  
 PLAN: WP-2D





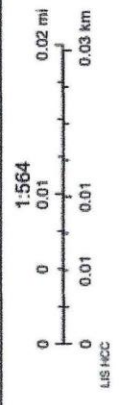
Hutt City



7/18/2023, 4:44:21 PM

- Suburbs
- Properties

- Street names
- Address points 500-1500
- Flat Legal
- Property Legal



LIS HCC | AMM NZ, USGC | Wellington Water Ltd, Hutt City Council | Wellington Water Ltd - Greater Wellington Regional Council | The District Plan maps that are displayed are the official, legal versions of the maps (as updated 22/09/2022) | (GWRC) | Web AppBuilder for ArcGIS

*Handwritten signature*  
C/SKUN

## Juicy Fest Road Closure Proposal

The event is Jan 5<sup>th</sup> from 8pm when there are low traffic volumes.

Seaview Road from the Hutt Park roundabout down to Barnes Street closed from 8pm to 12am on Friday night Jan 5<sup>th</sup> from 8pm

Parkside road closed from 8pm to 12am on Friday Jan 5<sup>th</sup> to allow for bus loading – these buses will be allowed to travel up Seaview Road,

Hutt Park Road in Gracefield will be closed for through traffic as you cannot access Parkside Road.

All routes to the Esplanade, Randwick Road, Bell Road are accessible with detours via Barnes Street and onto Port Road.

Eastbourne and Wainuiomata traffic are detoured onto Barnes Street and Port Road.



11 January 2024

Report no: ECB2024/1/6

## Eastbourne Community Board meeting minutes - 28 February 2023

### Purpose of the report

1. The minutes of the meeting held on 28 February 2023 were adopted at the meeting held on 18 April 2023.
2. Corrections to the adopted minutes are required due to an error. The corrections are highlighted in Attachment 1 to the report

### Recommendations

That the Board:

- (1) adopts the minutes of the meeting held on Tuesday 28 February 2023 subject to the corrections highlighted in Appendix 1 to the report; and
- (2) confirms the amended minutes as a true and correct record of the meeting.

### Appendices

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<a href="#">1</a>	Appendix 1: Eastbourne Community Board amended minutes - 28 February 2023	31

**Author:** Judy Randall  
Democracy Advisor

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**Reviewed By:** Kate Glanville  
Senior Democracy Advisor

**Approved By:** Kathryn Stannard  
Head of Democratic Services

HUTT CITY COUNCILPOARI HAPORI O ŌKIWINUI | EASTBOURNE COMMUNITY BOARD

Minutes of a meeting held in the East Harbour Women's Clubrooms, 145 Muritai Road,  
Eastbourne on  
**Tuesday 28 February 2023 commencing at 7:15 pm**

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**PRESENT:** B Moss (Chair) F Vickers (Deputy Chair)  
M Gibbons E Keddell  
Deputy Mayor T Lewis

**APOLOGIES:** B Spedding

**IN ATTENDANCE:** A Geddes, Director Environment and Sustainability  
J Kingsbury, Head of Transport  
B Hu, Traffic Engineering Manager  
K Crandle, Head of Parks and Reserves  
N Peurifoy, Parks Planner  
H Clegg, Minute Taker

PUBLIC BUSINESS1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with a sharpened air.</i>
He tio, he huka, he hau hū	<i>A touch of frost, a promise of a glorious day.</i>
Tihei mauri ora.	

2. APOLOGIES

**RESOLVED:** ( B Moss/ F Vickers) **Minute No. ECB 23101**  
*"That the apology received from B Spedding be accepted and leave of absence be granted."*

3. PUBLIC COMMENT

Speaking under public comment, **J Moonen** asked that the volunteer fire siren be moved to a more central location in the bays. He said the fire siren emitted a high-decibel sound close to a school but was exempt from complying with the noise limits within the Hutt City District Plan. He asked that Council remove the Fire Service exemption. He suggested the fire siren might no longer be needed with the prevalence of cell phones and beepers.



**23 January 2024**
**Report no: ECB2024/1/12**

## **Proposed Temporary Road Closure: Muritai Road for the Eastbourne Memorial Returned Services Association ANZAC Day Event 2024**

### **Purpose of Report**

1. The purpose of this report is to seek the endorsement of the Eastbourne Community Board for the temporary closure of roads in Lower Hutt for the Eastbourne Memorial Returned Services Association ANZAC Day Event 2024.

### **Recommendations**

That the Infrastructure and Regulatory Committee:

- (1) notes and receives the information;
- (2) notes that the recommendations should not be amended without first carrying out further consultation with affected parties, and verification from Council's Traffic Engineer that the amendment(s) are not likely to cause an unreasonable impact on traffic;
- (3) agrees to temporarily close the following road, subject to the conditions listed in the attached Traffic Impact Report (attached as Appendix 1 to the report):
 

ANZAC Day Service – 2024: Thursday 25 April 2024 between the hours of 8:00am to 11:00am:

Muritai Road, Eastbourne (the section of road between the intersections of Rimu and Makaro Streets) (attached as Appendix 2 to the report); and
- (4) agrees to temporarily rescind the existing parking restrictions during the listed event, and impose a 'No Stopping' parking restriction on the following road:
 

ANZAC Day Service – 2024: Thursday 25 April 2024 between the hours of 8:00am to 11:00am:

Muritai Road, Eastbourne (the section of road between the intersections of Rimu and Makaro Streets) (attached as Appendix 2 to the report).

For the reasons that the proposed road closure and parking restrictions are required to accommodate the annual Eastbourne Memorial Returned Services

Association - ANZAC Day Service 2024, and closures for previous years' events have not solicited any complaints from the public.

## Background

2. Council receives numerous requests throughout the year for public roads to be closed for public and private events. For the closures to have effect, under Schedule 10 of the Local Government Act 1974, Council approval is required.
3. Council has received a request from the Eastbourne Memorial RSA (Inc.) for approval to hold its annual ANZAC Day Service, an event involving a temporary road closure, and temporary 'No Stopping' restrictions as detailed in the recommendations above. Details of the event and the expected impact on traffic are attached as Appendix 1 to the report.
4. At the meeting of 12 August 2008, Council approved a procedure for Council to follow to comply with the Local Government Act 1974 (Schedule 10) (LGA) provisions for temporary road closures for events.
5. Processes have been established to implement these procedures, including the required communications and consultations before any approval of a closure.
6. For those events where vehicles remain on temporarily closed roads and are inconsiderately parked, it is also necessary for Council to pass a resolution that for the duration of the event allows for the legal removal of vehicles at the direction of the event organiser. This is administered by Council's Parking Enforcement Officers.

## Discussion

7. This is an annual event. There have been no traffic issues with historic approvals.
8. The event is in the early morning of a public holiday and a short detour will be in place around the proposed road closure (Muritai Road between its intersections of Rimu and Makaro Streets).
9. Council's Traffic Engineer has assessed the expected impact of the proposed closures on traffic. The Traffic Engineer has provided the following professional opinion as to whether the resulting impact on traffic is likely to be reasonable or unreasonable:

Eastbourne Memorial RSA - ANZAC Day Service 2024: The proposed closure, if implemented in accordance with an approved temporary traffic management plan and associated conditions, are not likely to have an unreasonable impact on traffic or the network.

10. Any vehicles remaining within the proposed road closure areas during these events will be a safety concern and therefore temporary No Stopping restrictions are required to enable these vehicles to be removed.

11. Where existing parking restrictions are in place, these are to be temporarily rescinded to facilitate the temporary No Stopping restrictions.
12. Temporary Traffic Management Plans prepared for the event will be assessed by Council's Traffic Management Coordinator (TMC) to ensure traffic safety and traffic flow management.

### Options

13. The Committee can:
  - a. approve the proposed temporary road closure; or
  - b. amend and defer all or part of the Committee's recommendation to the Council meeting on Wednesday 27 March 2024, to give officers time to assess the proposed amendments and offer an assessment on the impact on traffic and the network.
14. Officers recommend option a, as the effects of the event can be effectively managed through the conditions of the road closure approvals, as successfully proven in previous years.

### Climate Change Impact and Considerations

15. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
16. The decision will not be affected by a changing climate.

### Consultation

17. Public notice of any decision to close roads will be advertised in The Hutt News.

### Legal Considerations

18. Approval is required from Council or the Infrastructure and Regulatory Committee, to allow for the temporary closure of roads and temporary 'No Stopping' restrictions. This will ensure that Council is complying with the requirements of the Local Government Act 1974 (Schedule 10) for the temporary closure of roads for events within its jurisdiction.

### Financial Considerations

19. For community events, the cost of public notices in the Hutt News is covered by Council's budget. This is a community event.

### Appendices

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<a href="#">2</a>	Appendix 2: Extent of Road Closure Map	38

**Author:** Amin Shahin  
Traffic Engineer - Contractor

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**Reviewed By:** Evandro Scherer  
Transport Engineer Manager

**Reviewed By:** Andrea Mitchell  
Acting Head of Transport

**Approved By:** Jon Kingsbury  
Director Economy & Development



## Traffic Impact Report

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### Proposed Temporary Road Closure:

### ANZAC Day (Eastbourne Memorial RSA) Event 2024

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#### 1. Description of Event

An application has been received from the Secretary of the Eastbourne Memorial RSA (Inc) to temporarily close Muritai Road (from Makaro Street to Rimu Street), to vehicular traffic on Thursday 25 April 2024 between 8:00am and 11:00am for their ANZAC Day parade and service.

#### 2. Public Notice

The public notice advising that the Council is proposing to consider this closure will be published in the Hutt News closer to the event date.

#### 3. Consultation

This is an annual event with a very basic road closure & detour in the early morning on a public holiday. It is expected that there will not be negative feedback.

#### 4. Traffic Impact Assessment

##### Prior Closures

The proposed closure for this event will not result in a road being closed for an aggregate of more than 31 days in any year as set down in Schedule 10, Section 11e of the Local Government Act 1974.

##### Traffic Impact

In the opinion of the Council Officer, acting as Council's Traffic Engineer, the proposed closure, if

implemented according to an approved temporary traffic management plan, is not likely to impede traffic unreasonably, subject to the conditions listed below. It is noted that the Council reserves the right to modify this opinion at any time.

Previous closures of this section of Muritai Road on a public holiday have had no reported traffic problems.

## 5. Conditions of Closure

Subsequent to approval, the applicant will be notified of the decision, and if approved, required to adhere to the following conditions;

- The access requirements of residents and business affected by the closures must be taken into account.
- The event organiser must apply for a Corridor Access Request (CAR) via Submitica ([www.submitica.com](http://www.submitica.com)) no less than 30 days prior to the event
- The event organiser must provide to Council a compliant Temporary Traffic Management Plan (TTMP) prepared by a suitably qualified person and be appropriate for both the level of road and the nature of the closure, no less than 30 days prior to the event.
- All Temporary Traffic Management (TTM) must comply with NZTA's Code of Practice for Temporary Traffic Management (CoPTTM) and any conditions set down by Councils' Corridor Manager and/or Traffic Management Coordinator (TMC)
- The event organiser must gain both CAR and TTMP Approvals a minimum of 7 days prior to the scheduled event date to ensure the event can proceed.
- All TTM is to be installed by suitably qualified personnel, under the supervision of a NZTA qualified Site Traffic Management Supervisor (STMS).
- The closure is restricted to the roads, dates and times as approved by Council.
- The event organiser must have a valid Health and Safety plan which details how emergency vehicles can gain access to the closure area during the event.
- The event organiser is required to comply with the directions of both the Police and authorised officers of the Road Controlling Authority (HCC).
- The event organiser is responsible for the management of all work relating to the physical closure of roads and maintaining both the closure and public safety within the closure area.
- The event organiser is responsible for ensuring closed roads are left in a suitably clean and tidy state following the completion of the event.



03 January 2024

Report no: ECB2024/1/9

## Chair's Report

### Recommendation

That the report be received and noted.

### Appendices

No.	Title	Page
1↓	Appendix 1: Chair's report	40

**Author:** Belinda Moss  
 Chair, Eastbourne Community Board









03 January 2024

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Report no: ECB2024/1/8

## Democracy Advisor's Report

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### Purpose of the report

1. The purpose of the report is to update the Board on items of interest and ask the Board to decide on miscellaneous matters relating to its meetings.

### Recommendations

That the Board:

- (1) receives and notes the report; and
- (2) approves up to \$200 from the Board's miscellaneous budget for a wreath for the Eastbourne ANZAC Day event on 25 April 2024.

### Consultation and community engagement

#### *Dog Control Bylaw consultation*

2. Council is seeking community feedback until 1 March 2024 on proposed changes to dog access in and around the four new Bird Protection Areas in the Eastern Bays. The Bird Protection Areas are the rocky seashore along Sorrento Bay, Whiorau Reserve, the dune area next to CL Bishop Park, and the dune area next to HW Shortt Park. The changes are being proposed within Council's Dog Control Bylaw. These new restrictions, required under consent conditions for Tupua Horo Nuku (Eastern Bays Shared Path), will help protect nesting kororā (little blue penguins) and other native seabirds.

#### *Long Term Plan 2024-2034*

3. Council is developing its 2024-2034 draft Long-Term Plan (LTP), which outlines priorities for the next decade, including activities, costs and funding strategies. The final LTP will detail decisions on financial matters and priority projects, including planned investment for infrastructure, transport and Three Waters.

4. Officers will provide further updates to Council on the 2024-2034 draft LTP and seek approval for the draft LTP plan, consultation content, and survey. The consultation period will run from 2 April to 3 May 2024 and will be available on Council's website.
5. The next steps involve finalising the draft LTP plan and consultation document for review and approval by the Long Term Plan/ Annual Plan Subcommittee on 27 March 2024. In-person engagement, including drop-in sessions, is planned.

### ***Representation Review update***

6. An Independent Panel (the Panel) is currently engaging with local communities and will make recommendations to Council on representation structures.
7. The Panel is committed to gathering input from a diverse mix of Hutt City Council residents (16 years and older) for Council's Representation Review in meaningful ways. Historically, when Council gathers insights from residents through surveys, a defined grouping of residents is continuously underrepresented in feedback. Therefore, the Panel is creating priority engagements with harder to reach communities.
8. The Panel has identified that the communities whose voices have been underrepresented in a recent survey include Northern Ward, Naenae and Wainuiomata residents; Māori, Pasifika, Migrant and Refugee communities; and youthful residents (16-34 years). The Panel will also engage local disability and rainbow communities to ensure inclusive input to the review.
9. Upcoming and recent Representation Review meetings and engagement in Lower Hutt for 2024 are as follows:
  - Youth focused workshop with school leaders from Lower Hutt high schools
  - Meeting with Pasifika leaders to confirm a methodology approach for engagement: 26 January
  - A suite of engagements to cover Samoa, Cook Islands, Tonga, Tokelau and Niue communities: February- March
  - Rainbow community, Te Rakau: February- March
  - Disability community: February- March
  - Migrant and Refugee communities: November 2023 - February
  - Meeting with the Chinese community: 25 February
  - Meeting with the Nepalese community: 8 February
  - Ongoing engagement with Mana Whenua
  - Meeting with Mātāwaka: 12 February
  - Meeting with Wainuiomata residents: February
  - Meeting with Taita and Naenae residents: March
  - Meeting with Stokes Valley residents: March

## Neighbourhood Support Update November 2023 – January 2024

10. Wellington Area Neighbourhood Support connects residents to others in their street and the wider community to offer safety, resilience and a sense of community connectedness. It is funded by contracts with councils, including Hutt City Council, and through grants from charitable
11. Recent work and happenings are as follows:
  - The Senior Area Coordinator - Greater Wellington Neighbourhood Support has regularly met with Council's Safe City Coordinator to keep updated with regional Neighbourhood Support happenings.
  - A crime prevention event was held in November 2023 at Bunnings Petone in collaboration with police. It included tool engraving for identification and 'safer plates' installations by Community Patrol members. 'Safe as Houses' kits were given away, and a local face painter entertained children. A number of people at the event signed up to 'Gets Ready' to receive emails and alerts, including some Community Patrol members.
  - The Senior Area Coordinator - Greater Wellington Neighbourhood Support met with the Adult Services Librarian at the War Memorial Library to promote Neighbourhood Support and discuss training for library staff.
  - Social media promotion has resulted in a steady stream of people signing up to 'Gets Ready' and following Neighbourhood Support social media pages.
  - In November/December 2023, Neighbourhood Support had a stall at Hutt City FM's open day, which resulted in a new street group start-up. Attendance at 'Christmas in the Nui' resulted in more sign-ups and enabled networking with other stall holders and organisations. Sergeant Cross attended a new street group event from the Hutt Valley Community Policing Team. Many people signed up to 'Gets Ready' because of this event.
  - The Senior Area Coordinator - Greater Wellington Neighbourhood Support has undertaken WREMO/welfare training and mental health / first aid training.

### Māori Strategy

12. Council is currently developing a Rautaki Māori (Māori Strategy). The draft Māori Strategy will set out the strategic direction and outcomes sought by Council to help achieve better outcomes for Māori in Te Awa Kairangi ki Tai Lower Hutt. The draft Māori Strategy will be considered by Council's Communities, Culture and Partnerships Committee at its meeting on 28 February 2024.

### Eastern Bays emergency management

13. An Eastern Bays community resilience expo will take place at Muritai School on Sunday, 24 March 2024. The purpose of the event is to educate attendees on how to be prepared in case of an emergency, both at an individual and community level. Detailed information about the event and the Eastern Bays emergency radio network is attached as Appendix 1 to the report.

### 2024 Walkaround

14. The Board will hold its 2024 Walkaround on Saturday, 2 March 2024, with a rain-day date on Saturday, 9 March 2024. Officer responses to the Board's 2023 Walkaround are attached as Appendix 2 to the report.

### ANZAC Day Event

15. On 25 April 2024, the Eastbourne Memorial Returned Services Association will hold an ANZAC day service and parade. The Board is asked to decide on sending a wreath to the event.

### 2023/24 Administration and Training Budget

16. The Board is allocated \$8,000.00 GST exclusive per annum, comprised of:

- Miscellaneous Administration \$5,000
- Training \$3,000

The following is the Board's expenditure as of 31 January 2024.

	Miscellaneous Administration	Training
Budget	\$5,000.00	\$3,000.00
Expenditure	\$1,536.35	\$3.26
<b>BALANCE</b>	<b>\$3,463.65</b>	<b>\$2,996.74</b>

17. The detailed expenditure is attached as Appendix 3 to the report.

### Appendices

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**Author:** Judy Randall  
Democracy Advisor

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**Reviewed By:** Kate Glanville  
Senior Democracy Advisor

**Approved By:** Kathryn Stannard  
Head of Democratic Services













































03 January 2024

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Report no: ECB2024/1/10

## Report back from representatives for local organisations

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a) Okiwi Eastbourne - Bays Community Trust

Verbal update from M Gibbons

b) MIRO

Verbal update from F Vickers

c) Eastern Bays Climate Response Network

Verbal update from the Chair

d) Eastbourne Youth Worker Trust

Verbal update from E Keddell

e) Eastern Bays Residents' Associations

Verbal update from the Chair

f) Wellington Region Emergency Management Office

Verbal update from B Spedding

### Appendices

There are no appendices for this report.

**Author:** Judy Randall  
Democracy Advisor