



POARI HAPORI O PITO-ONE PETONE COMMUNITY BOARD

1 February 2024

Order Paper for the meeting to be held in the
Petone Library, 7 Britannia Street, Petone,
on:

Monday 12 February 2024 commencing at 6:30 pm

Membership

Mike Fisher (Chair)
Sheree Freeman
Semi Kuresa
Deputy Mayor Tui Lewis

Karen Yung (Deputy Chair)
Mike Henderson
Matt Roberts

For the dates and times of Council and Community Board Meetings please visit
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 ¹
- Removal and/or planting of street trees within the provisions of Council's Operational Guide for Urban Forest Plan. Note ²
- 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.

¹ 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.

² 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:

Ward	Amount
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.

HUTT CITY COUNCIL

POARI HAPORI O PITO-ONE
PETONE COMMUNITY BOARD

Meeting to be held in the Petone Library, 7 Britannia Street, Petone on
Monday 12 February 2024 commencing at 6:30 pm.

ORDER PAPER

PUBLIC BUSINESS

1. HE MIHI

Aio ki te Aorangi Aroha ki te Aorangi Koa ki te Aorangi Pono ki te Aorangi	Peace to the universe Love to the universe Joy to the universe Truth to the universe
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Nā Rangimarie Rose Pere

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 Local Councillor from Greater Wellington Regional Council

A verbal presentation by Cr Quentin Duthie

b) Presentation by the Jackson Street Programme

A verbal presentation by Hellen Swales, Jackson Street Programme Coordinator

c) Presentation by the Lower Hutt Memorial Returned Services Association

A verbal update by Mike Collett, President, Lower Hutt Memorial Returned Services Association

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 Petone Community Board, 30 October 2023 9

8. **REPORTS REFERRED FOR BOARD INPUT BEFORE BEING CONSIDERED BY SUBCOMMITTEE OF COUNCIL**

a) **Ad-hoc Bus Stop Improvements**

Report No. PCB2024/1/4 by the Workflow Coordinator - Transport 24

b) **Route 110 Bus Stop Improvements**

Report No. PCB2024/1/5 by the Workflow Coordinator - Transport 28

9. **CHAIR'S REPORT**

To be tabled at the meeting

10. **DEMOCRACY ADVISOR'S REPORT**

Report No. PCB2024/1/12 by the Democracy Advisor 37

11. **INFORMATION ITEM**

Young Elected Members' Hui December 2023 - report back

To be tabled at the meeting

12. **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.

Judy Randall
DEMOCRACY ADVISOR

HUTT CITY COUNCILPOARI HAPORI O PITO-ONE
PETONE COMMUNITY BOARD

Minutes of a meeting held in the Petone Library, 7 Britannia Street, Petone on
Monday 30 October 2023 commencing at 6.30pm

PRESENT:

M Fisher (Chair)	K Yung (Deputy Chair)
S Freeman	S Kuresa
M Roberts (from 7.40pm)	
Deputy Mayor T Lewis (from 6.55pm)	

APOLOGIES:

M Roberts and Deputy Mayor Lewis for lateness

ABSENT:

M Henderson

IN ATTENDANCE:

T Johnstone, Head of Planning (part meeting)
T Wilkinson, Community Advisor Funding and Community
Contracts (part meeting)
A Shahin, Traffic Engineer (part meeting)
J Randall, Democracy Advisor

PUBLIC BUSINESS**1. HE MIHI**

Aio ki te Aorangi	Peace to the universe
Aroha ki te Aorangi	Love to the universe
Koa ki te Aorangi	Joy to the universe
Pono ki te Aorangi	Truth to the universe

Nā Rangimarie Rose Pere

2. APOLOGIES

RESOLVED: (M Fisher/K Yung)

Minute No. PCB 23501

"That the apologies for lateness received from M Roberts and Deputy Mayor Lewis be accepted."

3. PUBLIC COMMENT

Deputy Mayor Lewis joined the meeting at 6.55pm.

Comments are recorded under the item to which they relate.

MAJOR ITEM NOT ON THE AGENDA

RESOLVED: (M Fisher/ K Yung)

Minute No. PCB 23502

"That in terms of Standing Order 10.12 the Board:

- (1) notes that a matter of the Greater Wellington Accessibility (Transport Choices) – Jackson Street Bus Stops was not listed on the agenda for the reason that officers were made aware of the item after the agenda was distributed; and*
- (2) agrees to discuss the matter at this meeting."*

4. PRESENTATIONS

a) Jackson Street Pipe Renewal Works

James Walker, John Donnachie and Laura Price, representatives of Wellington Water Limited (Wellington Water), were in attendance for the item. They provided an electronic presentation that can be viewed here: [Jackson Street Stormwater Renewal Project](#).

L Price advised a section of the stormwater pipes in Jackson Street between William and Queen Streets would be replaced with the work beginning February 2024 and continuing for 12 to 14 months. She added that the work could take longer if wastewater and water mains also needed to be renewed. She explained the work would either require a road closure with traffic diversions or a stop/go system. She advised closing the road would mean the work could be completed faster and cause less disruption. She asked for feedback on which system the Board preferred.

In response to questions from members, Wellington Water representatives advised they were working with Council to create a traffic management system while the work was being carried out. They agreed to keep the Board and local businesses updated.

- b)** Speaking under public comment, **Anne Godfrey** questioned the workability of bus stop 9005. She noted it was close to a busy intersection. She asked how well it would work for vehicles turning left from Britannia Street.

George Cook, Luke Benner and Carlos Parinas, representatives of Greater Wellington Regional Council (GWRC) / MetLink, were in attendance for the item. They explained the need for more effective, accessible, safe public transport and measures to decarbonise and create mode shifts. They noted Jackson Street buses typically had 40-50 passengers. They said the 20-second gain from in-line bus stops would allow buses to keep to their timetable. They added 55% of local businesses had responded positively to the plan, and most stakeholders near the proposed bus stops had agreed to it.

M Roberts joined the meeting at 7.40pm.

In response to questions from members, the representatives of GWRC/MetLink

agreed to consider ways to reduce congestion at the intersection near bus stop 9005. They further agreed to retain the seating at that bus stop, assuming it had been recently installed. They confirmed they would further discuss the positioning of bus stop 8005 with the Petone police. They said although consultation was scheduled to close the following day, GWRC was still keen to receive feedback. They confirmed there would be enough width for bikes to pass the buses.

In response to a question from a member, the Traffic Engineer agreed to report back on Council's stance on bus priority. He further agreed to report back on when the Jackson Street speed limit would be reduced to 30km/hr.

The Greater Wellington Regional Council representatives tabled a flyer with more detail on the proposal attached as pages 13-14 to the minutes.

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

Cr Quentin Duthie provided an electronic presentation that can be viewed here: [GRWC presentation](#). He advised bus patronage was increasing and that GWRC was considering extending bus services. He expected all train replacement buses would be fitted with bike racks by Christmas 2023. He anticipated that the network would become more accessible over time for those with disabilities. He predicted trade-offs would be needed in the Long Term Plan to enable GWRC to keep within its fiscal constraints.

d) **Presentation by the Jackson Street Programme**

Hellen Swales, Coordinator of the Jackson Street Programme (JSP), provided an outline of the JSP's planned Christmas events, including a Christmas grotto, letters to Santa, a scavenger hunt and a treasure hunt. She advised that the JSP would prefer traffic diversions rather than a stop-go system when pipe renewals in Jackson Street were undertaken, to halve business disruption time. She asked that JSP be kept updated on plans for RiverLink pipe renewals.

e) **Presentation: District Plan review**

The Head of Planning provided an electronic presentation that can be viewed here: [Draft District Plan presentation](#). He said Council was seeking feedback on its draft District Plan. He outlined technology improvements that would make the District Plan more accessible. He highlighted that under the draft proposed District Plan, new buildings on Jackson Street would require an approved design because of the area's special character.

In response to questions from members, the Head of Planning confirmed officers were willing to attend community meetings to explain the information further. He advised FAQs were also available online.

The Chair advised officers that it would be requesting an information evening for its residents.

5. CONFLICT OF INTEREST DECLARATIONS

M Roberts, S Freeman, Deputy Mayor Lewis and K Yung declared conflicts of interest in Item 9 – Community Engagement Fund. They did not participate in discussion or voting on any applications where they had declared a conflict of interest.

6. MINUTES

RESOLVED: (M Fisher/ K Yung)

Minute No. PCB 23503

“That the minutes of the meeting of the Petone Community Board held on Monday, 21 August 2023, be confirmed as a true and correct record.”

7. REPORTS REFERRED FOR BOARD INPUT BEFORE BEING CONSIDERED BY COMMITTEE OF COUNCIL

a) Proposed Temporary Road Closures - Petone - Rotary Club Fair 2024

Report No. PCB2023/5/303 by the Traffic Engineer - Contractor

Speaking under public comment, **Kevin Harris, President of the Petone Rotary Club, and Pam Hanna** requested the Board’s support for the recommendations mentioned in the report. They emphasised the significant amount of funding that the fair raised for the community each year. They pointed out that in the last survey of Jackson Street retailers conducted in 2021, most had expressed support for the event.

The Traffic Engineer – Contractor highlighted an error in the report. He explained that the Petone Rotary Fair was a community-run event rather than a commercial venture. He advised the report would be updated to reflect this before it was reported to the Traffic Subcommittee.

RESOLVED: (M Fisher/S Freeman)

Minute No. PCB 23504

“That the Infrastructure and Regulatory Committee:

- (1) *receives and notes the information;*
- (2) *endorses the application made by Petone Rotary to temporarily close the following roads as part of the 2024 Petone Rotary Fair, to be held Saturday 17 February 2024 between the hours of 6:00am to 6:00pm, as shown in Appendix 1 attached to the report as follows:*
 - (a) *Jackson Street, Petone (the section of road between its intersection with Cuba Street to the east, and Victoria Street to the west);*
 - (b) *Buick Street, Petone (the section of road between Adelaide Street to the south, and Elizabeth Street to the north); and*
 - (c) *Elizabeth Street, Petone the section of road from its intersection with Jackson*

Street to a point 50 metres north);

- (3) *endorses the temporary rescinding of all existing parking restrictions within the closure area (as shown in Appendix 1 to the report), and the imposition of a 'No Stopping' parking restriction between the hours of 6:00am to 6:00pm on Saturday 17 February 2024; and*
- (4) *endorses the temporary rescinding of all existing parking restrictions on a section of Victoria Street (as listed below), and the imposition of a 'No Stopping' parking restriction between the hours of 6:00am to 6:00pm on Saturday 17 February 2024:*
 - (a) *Victoria Street, Petone (the section of road from its intersection with Jackson Street to a point 20 metres south)."*

For the reason that the requested road closures are necessary to accommodate safety for organisers, stall holders and the general public attending the event.

b) Greater Wellington Bus Accessibility (Transport Choices) - Jackson Street Bus Stops

Report No. PCB2023/5/337 by the Traffic Engineer - Contractor

The Traffic Engineer – Contractor elaborated on the report.

Deputy Mayor Lewis asked that the report be updated to reflect the Board's concerns before the Traffic Subcommittee considered it on 9 November 2023. She noted the report had been provided to members at late notice with little time for consideration.

The Chair suggested provisional approval be given for the project subject to ameliorating the concerns raised by members and public comment speakers.

RESOLVED: (M Fisher/ M Roberts)

Minute No. PCB 23505

"That the Subcommittee recommends that Council:

- (1) *receives and notes the information; and*
- (2) *approves the proposed changes to the three Jackson Street bus stops (8005, 8006 and 9005) as attached as Appendix 1 to the report, subject to officers responding to questions raised at the Board meeting."*

For the reasons that the proposed layout changes will ensure that the in-lane bus stop will accommodate buses; negating the need to merge into the live lane and the proposed changes will also improve accessibility to bus passengers who will be able to board and alight safely, with improvement accessibility.

c). **Considering a name change for Petone**

Report No. PCB2023/5/338 by the Head of Strategy and Policy

The Head of Strategy and Policy elaborated on the report.

In response to questions from members, the Head of Strategy and Policy explained the New Zealand Geographic Board would hold a consultation process where the Board could provide a submission. He agreed to report back to members on the process for the proposed name change and how to submit a letter of support.

RESOLVED: (M Fisher/ K Yung)

Minute No. PCB 23506

"That the Board recommends that Council:

- (1) *notes that Wellington Tenth Trust and Palmerston North Māori Reserves Trust have asked Council to write a letter to support its application to change the spelling of the name of the suburb "Petone" to "Pito-one";*
- (2) *notes that authority for changing suburb names sits with the Ngā Pou Taunaha o Aotearoa | The New Zealand Geographic Board;*
- (3) *notes that this matter has been discussed with Mana Whenua;*
- (4) *notes that prior to Ngā Pou Taunaha o Aotearoa | The New Zealand Geographic Board making a decision, it will seek public submissions on the proposed name change; and*
- (5) *agrees to support Council providing a letter to support the Wellington Tenth Trust and Palmerston North Māori Reserves Trust application to change the spelling of "Petone" to "Pito-one."*

REPORTS REFERRED FOR BOARD INPUT BEFORE BEING CONSIDERED BY SUBCOMMITTEE OF COUNCIL

a) **Restriction Installed Under Land Transport (Road User) Rule 2004 - Elizabeth and Richmond Streets and Campbell Terrace**

Report No. PCB2023/5/300 by the Traffic Engineer – Contractor

M Roberts left the meeting at 8.56pm.

RESOLVED: (M Fisher/Deputy Mayor Lewis)

Minute No. PCB 23507

"That the Traffic Subcommittee recommends that Council:

- (1) *approves the installation of a No Stopping, At All Times restriction across the vehicle access (driveway) serving 17 Elizabeth Street, Petone, as shown on the plan attached as Appendix 1 to the report;*
- (2) *approves the installation of a No Stopping, At All Times restriction around the*

intersection of Richmond Street and Campbell Terrace, as shown on the plan attached as Appendix 2 to the report; and

- (3) *approves the installation of a No Stopping, At All Times restriction across the vehicle access (driveway) serving 77 Richmond Street, Petone, as shown on the plan attached as Appendix 3 to the report."*

For the reason that the parking restrictions referred to in this report reinforce current restrictions listed within the Land Transport (Road User) Rule 2004, and Part 13 (Parking Control) of the Traffic Control Devices Manual and the Land Transport (Traffic Control Devices) Rule 2004.

b) Proposed No Stopping (At All Times) Parking Restrictions - 28 Tory Street, Petone

Report No. PCB2023/5/301 by the Traffic Engineer - Contractor

RESOLVED: (M Fisher/ K Yung)

Minute No. PCB 23508

"That the Traffic Subcommittee recommends that Council:

- (1) *receives and notes the information;*
- (2) *approves the No Stopping – At All Times parking restriction near 28 Tory Street, Petone as shown in Appendix 1 attached to the report;*
- (3) *rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and*
- (4) *notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."*

For the reason the proposed restrictions and additional road markings will improve vehicle accessibility to 28 Tory Street, Petone.

c) Proposed Time Parking Restriction - 69a Gracefield Road, Gracefield

Report No. PCB2023/5/302 by the Traffic Engineer - Contractor

RESOLVED: (M Fisher/Deputy Mayor Lewis)

Minute No. PCB 23509

"That the Traffic Subcommittee recommends that Council:

- (1) *receives and notes the information;*
- (2) *approves the two 'P15' Pick-up/Drop-off parking spaces outside 69a Gracefield Road, Gracefield as attached in Appendix 1 to the report;*
- (3) *rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and*
- (4) *notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."*

For the reason that the new P15 parking spaces will help parents to drop-off and pick-up their children safely at the childcare centre adjacent.

8. COMMUNITY ENGAGEMENT FUND 2023-2024

Report No. PCB2023/5/304 by the Community Advisor Funding and Community Contracts

Speaking under public comment, **Kirsten Grendall, a representative of Lower Hutt Timebank** (the Timebank), advised the Timebank's Petone Koha Cafe (the café) operated on a koha basis and brought together 30-50 people each week from all walks of life. She declared that Timebank had recently received funding from the Hutt Mana Charitable Trust.

In response to questions from members, K Grendall advised the koha received did not cover the coordinator's cost or the venue. She said although customer numbers were increasing, the cafe needed more funds to open on extra days. She highlighted the confidence gained by volunteers working there. She added the café provided nutritious meals for many who needed them.

Speaking under public comment, **Brent McGregor, a representative of the Petone Rugby League Club** (the Club), explained that the Club's funding request would be used to recruit more members, with children and women a particular focus. He said the funding would be used for various marketing expenses, including registration cards, social media exposure and Club barbeques.

In response to a question from a member, B McGregor advised the Club hoped to recruit enough members from the Petone Community Board area but also accepted members from other areas of Lower Hutt.

M Roberts re-joined the meeting at 9.09pm.

The Community Advisor Funding and Community Contracts elaborated on the report. She advised that the Jackson Street Programme application was not eligible for this fund but would receive funding through Council's Events Support Fund.

M Roberts declared a conflict of interest in the application from Moera Community House and did not participate in discussion or voting on the application.

S Freeman declared a conflict of interest in the application from the Petone Rugby League Club and did not participate in discussion or voting on the application.

Deputy Mayor Lewis declared a conflict of interest in the application from Hutt Timebank and did not participate in the discussion or voting on the application.

K Yung declared a conflict of interest in the application from Hutt Timebank and the Moera Community House and did not participate in discussion or voting on the application.

The motion was taken in parts. All parts were declared CARRIED on the voices.

RESOLVED: (M Fisher/ S Kuresa)

Minute No. PCB 23510

"That the Board:

(1) notes that this is the first round of funding through the Community Engagement Fund 2023-

2024 for the Petone Community Board;

- (2) notes the Community Engagement Fund closed on Sunday 1 October 2023 and six applications were received;
- (3) notes the Jackson Street Programme was advised to apply under the Hutt City Council Event Support Fund;
- (4) notes a Hutt City Council Community Engagement Advisor is in communication with the Jackson Street Project to support them with the Event Support Fund application;
- (5) agrees that the five remaining applications received under the Community Engagement Fund are considered according to the merits of the application criteria and priorities of the fund;
- (6) agrees that the organisations granted funding will be invited to attend a meeting of the Petone Community Board once the event/activity has been completed but are not required to attend; and
- (7) notes that applicants from Hutt Timebank and the Petone Rugby League Club Inc. attended the Petone Community Board meeting to speak to their application."

RESOLVED: (M Fisher/ S Freeman)

Minute No. PCB 23511

"That the Board:

- (8) approves the application from Hutt Timebank to the value of \$1,500.00 for costs related to Petone Koha Café, subject to confirmation by the Community Advisor Funding and Community Contracts of the allocation the applicant has received from the Hutt Mana Charitable Trust; and
- (9) agrees any funds remaining that are unable to be allocated to Hutt Timebank be divided between the remaining eligible applications."

RESOLVED: (M Fisher/Deputy Mayor Lewis)

Minute No. PCB 23512

- (10) "That the Board approves the application from Moera Community House for \$1,068.12 to sustain their snack station and to partially fund a new printer."

RESOLVED: (M Fisher/M Roberts)

Minute No. PCB 23513

- (11) "That the Board approves the application from Nourish Trust to the value of \$1,574.88 for Christmas hampers for Petone families."

RESOLVED: (M Fisher/S Kuresa)

Minute No. PCB 23514

- (12) "That the Board approves the application from Petone Rugby Football Club to the value of \$1,107.00 for marketing costs for the 2024 season."

RESOLVED: (M Fisher/K Yung)

Minute No. PCB 23515

- (13) "That the Board approves the application from Thumbs Up Charitable Trust for \$1,000.00 for a replacement printer and shredder."

9. SCHEDULE OF MEETINGS FOR 2024 AND 2025

Report No. PCB2023/5/143 by the Democracy Advisor

RESOLVED: (M Fisher/Deputy Mayor Lewis)

Minute No. PCB 23516

"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."*

10. YOUNG ELECTED MEMBERS HUI 2023

Memorandum dated 12 October 2023 by the Democracy Advisor

RESOLVED: (M Fisher/M Roberts)

Minute No. PCB 23517

"That the Board:

- (1) notes the Ko Tātou | Local Government New Zealand Young Elected Members Hui (the Hui) will be held in the Bay of Islands from 6-9 December 2023;*
- (2) notes the estimated cost of attending the Hui is approximately \$1,300 (GST excl.) per member;*
- (3) notes the Board has \$1,862.22 (GST excl.) remaining in its training budget;*
- (4) notes Karen (Kaz) Yung has expressed interest in attending the Hui; and*
- (5) approves the attendance of Karen (Kaz) Yung to the 2023 Hui."*

11. SUBMISSION: NOTIFIED RESOURCE CONSENT APPLICATION FOR DIGITAL NOTICEBOARD - 47 THE ESPLANADE

Memorandum dated 17 October 2023 by the Democracy Advisor

RESOLVED: (M Fisher/ K Yung)

Minute No. PCB 23518

"That the Board:

- (1) notes that a submission on a resource consent application for a digital noticeboard at 47 The*

- Esplanade requires the Board's retrospective endorsement; and*
- (2) *retrospectively endorses its submission attached as Appendix 1 to the memorandum."*

12. CHAIR'S REPORT

Report No. PCB2023/5/153 by the Chair, Petone Community Board

RESOLVED: (M Fisher/ S Kuresa)

Minute No. PCB 23519

"That the report be received and noted."

13. DEMOCRACY ADVISOR'S REPORT

Report No. PCB2023/5/144 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 15 to the minutes.

In response to a question from a member, the Democracy Advisor agreed to table the road closure map at the Eastbourne and Wainuiomata Community Board meetings on 31 October and 1 November 2023, respectively.

RESOLVED: (M Fisher/ S Kuresa)

Minute No. PCB 23520

"That the Board:

- (1) *receives and notes the report;*
- (2) *agrees there will be no catering requirements for its 2024 meetings;*
- (3) *approves \$300 for Board advertising during 2024;*
- (4) *agrees the venues for its 2024 meetings will be as follows, subject to availability:*
 - 12 February 2024 – Petone Library*
 - 15 April 2024 – Korokoro School*
 - 17 June 2024 – Petone Library*
 - 12 August 2024 – Our Lady of the Rosary School*
 - 21 October 2024 – Petone Library*
- (5) *agrees the start times for its 2024 meetings will be 6.30pm; and*
- (6) *agrees to purchase a double site at the Petone Rotary Fair to be held in February 2023, at a cost of \$300."*

14. INFORMATION ITEM

a) Verbal update on Pito-one projects

The Deputy Mayor updated members on options for Pito-one projects that would be released for consultation as part of the draft Long Term Plan.

15. QUESTIONS

There were no questions.

There being no further business the Chair declared the meeting closed at 9.48 pm.

M Fisher
CHAIR

CONFIRMED as a true and correct record
Dated this 12th day of February 2024



Bus Stop Accessibility Project

Jackson Street Bus Stops

The way we shop, eat, and travel is changing. Rapid change and growth mean we need to plan ahead to shape our cities into places that can support an improved quality of life. At the same time, we need to think about how we can tackle one of the biggest challenges of our time, climate change.

In May 2022, the government released its first Emissions Reduction Plan (ERP) and highlighted the significant role transport plays in the climate response. They called for a 41% reduction in emissions from the transport sector by 2035 (from 2019 levels).

The Waka Kotahi Climate Emergency Response Programme was formed with a \$1.2 billion Climate Emergency Fund. This funding aims to support New Zealanders in reducing their reliance on private cars by encouraging walking, cycling, and taking public transport.

To support this, we need to improve access to public transport, and address safety and accessibility issues at bus stops across our network - this includes three bus stops on Jackson Street, Petone.

There is a high risk of buses collecting building canopies, meaning drivers can't pull in closely to the kerb to safely let passengers on and off the bus, limiting who can use the stops.

Metlink is committed to addressing these issues to ensure Jackson Street customers are no longer disadvantaged. We aim to achieve this by building two new in-line bus stops, and a kerb extension at a third stop.

This will better integrate bus stops into the streetscape, creating enhanced more beautiful customer waiting areas, and reduce delays for passengers - benefiting you in several ways.



Transport Choices

Climate Emergency
Response Fund Programme

Stop 8005

- Situated outside numbers 274, 274B, 274C, and 276 Jackson Street.
- One additional on-street parking space, located just in front of 276 Jackson Street.
- Two upgraded bus shelters, signage and seating.
- Improved lighting at the stops.
- Better positioning of digital Real Time Information (RTI) displays.
- Improved accessibility for customers, including tactile pavers to assist the visually impaired.
- Faster bus journeys, with less delays, as the new design extends the kerb by 3m, removing the need for buses exiting and re-entering into traffic.



Stop 8005 | Two Shelters Setback

Stop 9005

- Situated outside number 205A Jackson Street.
- Fresh car park markings, plus three additional on-street parking spaces (two car, one motorcycle), located just in front of 205A Jackson Street.
- Upgraded bus shelter, signage and seating (in discussions with Hutt City Council).
- Improved lighting at the stop.
- Better positioning of digital Real Time Information (RTI) display.
- New concrete footpath, providing a separate area for pedestrians and customers waiting at bus stop.
- Improved accessibility for customers, including tactile pavers to assist the visually impaired.
- Faster bus journeys, with less delays, as the new design extends the kerb by 2m, removing the need for buses exiting and re-entering into traffic.



Stop 9005 | Kerb Build Out

Stop 8006

- Situated outside numbers 332A, 334, and 340 Jackson Street.
- Fresh car park markings, plus an additional on-street parking space, located just in front of 340 Jackson Street.
- Upgraded bus shelter, signage and seating.
- Improved lighting at the stop.
- Better positioning of digital Real Time Information (RTI) display.
- New concrete footpath, providing a separate area for pedestrians and customers waiting at bus stops.
- Improved accessibility for customers, including tactile pavers to assist the visually impaired.
- Faster bus journeys, with less delays, as the new design extends the kerb by 3m, removing the need for buses exiting and re-entering into traffic.



Stop 8006 | Single Shelter

In making these changes for the community, cars will no longer be able to overtake when a bus is waiting at the bus stop.

We invite your feedback on this proposal before it goes to the Hutt City Council for final resolution. We are aiming to start work in January 2024, and we'll keep you updated as things progress.

Please fill in the consultation form at www.metlink.org.nz/transportchoices/jacksonstreet or contact us on 0800 801 700 to have your say.

Juicy Fest Road Closure Proposal

The event is Jan 5th 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 5th from 8pm

Parkside road closed from 8pm to 12am on Friday Jan 5th 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.



23 January 2024

Copy: Petone Community Board

Report no: PCB2024/1/4

Ad-hoc Bus Stop Improvements

Purpose of Report

1. The purpose of this report is to seek the Board's endorsement for proposed changes to local bus stops, to improve safety and accessibility.

Recommendations

That the Traffic Subcommittee recommends that Council:

- (1) notes and receives the report; and
- (2) approves the proposed changes at Bus Stop 9155 Randwick Road (outside 95) as per Appendix 1 to the report.

For the reason to improve safety and accessibility for public transport users as well as encourage uptake of public transport

Background

2. Greater Wellington Regional Council's (GWRC) Te Mahere Waka Whenua Tūmatanui o te Rohe o Pōneke (Wellington Regional Public Transport Plan 2021 - 2031) has outlined three strategic focus areas:
 - a. Mode shift;
 - b. Decarbonise public transport vehicle fleet; and
 - c. Improve customer experience.
3. The proposed improvements align with all three strategic drivers. By improving bus stops and accessibility to public transport, increased uptake follows in addition to mode shift and positive climate impacts.
4. As part of GWRC's Bus Stop Review programme, GWRC officers have been working collaboratively with HCC officers on improvements to all bus stops within the Lower Hutt Area.

Discussion

5. The bus stop improvements proposed within this report ensure that Bus Stop 9155 near 95 Randwick Road is better positioned so that buses can stop adjacent to the kerb and provide improved accessibility for patrons.
6. Improvements also include providing the required entry and exit tapers to ensure buses are better aligned with the kerb and prevent the tail of the bus protruding into the live lane.
7. All reasonable efforts were made to ensure parking space losses are minimised.

Options

8. The options include:
 - a. Make recommendations to approve the proposed changes to the bus stop as it appears in point (2) in the 'recommendations' section of the report;
 - b. Make recommendations to reject the proposed changes to the bus stop as it appears in point (2) in the 'recommendations' section of the report;
 - c. Make amendments as the Board deems appropriate for the recommendation to Council.
9. Officers recommend option a. as the proposed changes contribute to achieving the goals of the Regional Public Transport Plan.

Climate Change Impact and Considerations

10. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
11. Transport infrastructure and facilities that provide good access, safety and personal security at all stages of the journey, particularly for people with impairments, will help to remove barriers to the use of public transport. Council's efforts to minimise barriers will facilitate the adoption of public transportation, contributing to the reduction of car dependency and subsequent carbon emissions.
12. The proposed changes are expected to help increase the uptake of public transport and is therefore seen to reduce greenhouse gas emissions.

Consultation

13. GWRC undertook consultation with all affected residents within proximity of the bus stops.
14. Consultation occurred during March - May 2023
15. No feedback has been received as a result of the consultation.

Legal Considerations

16. The proposed changes to restrictions are made pursuant to the provisions of the Hutt City Council Traffic Bylaw 2017.

Financial Considerations

17. These changes can be and will be funded from Council's 2023/24 transport budgets.

Appendices

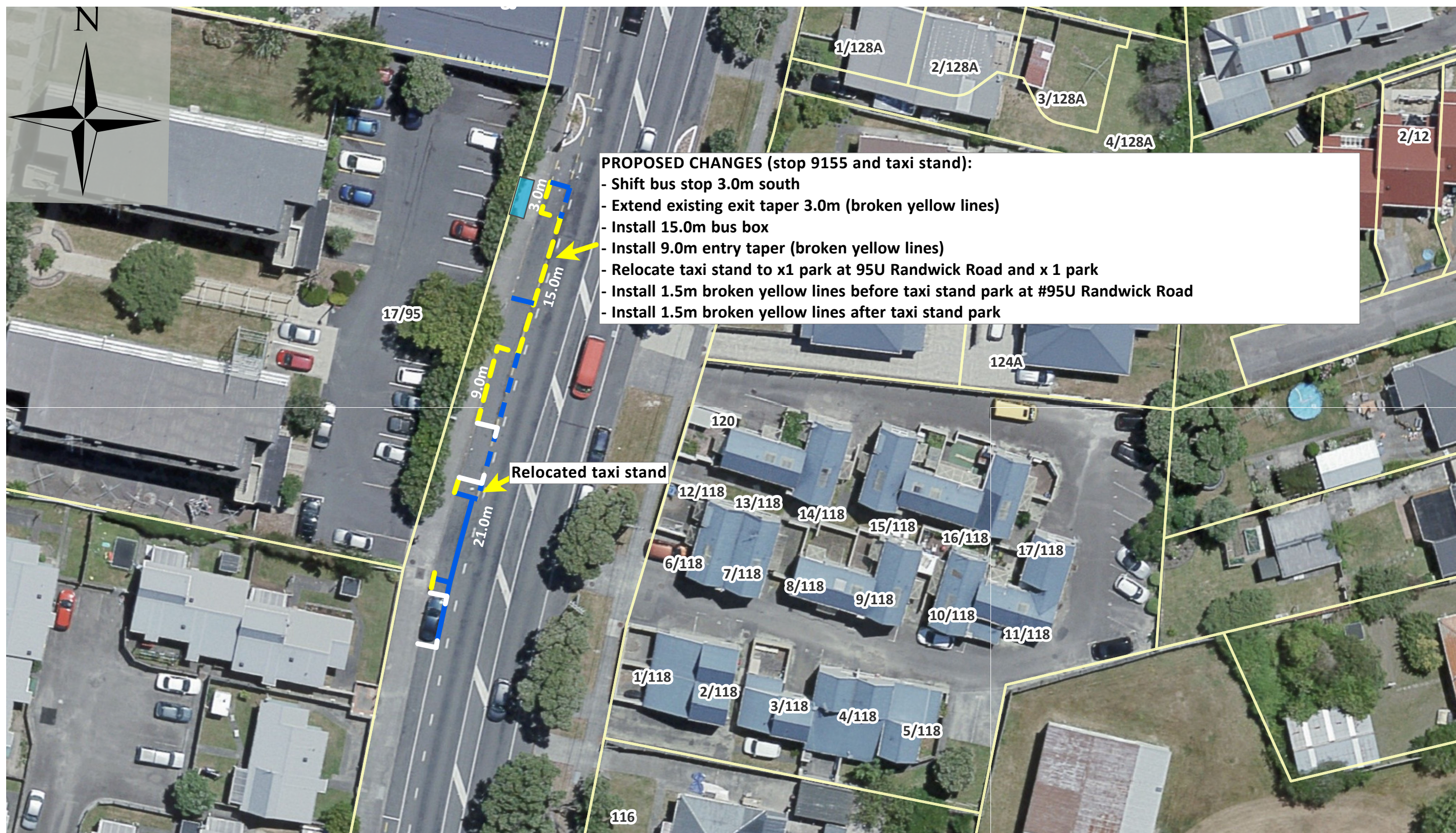
No.	Title	Page
1 ↓	Appendix 1: Bus Stop 9155 (Randwick Road) Improvements	27

Author: Amin Shahin
Traffic Engineer - Contractor

Reviewed By: Evandro Scherer
Transport Engineer Manager

Reviewed By: Andrea Mitchell
Business Manager

Approved By: Jon Kingsbury
Director Economy & Development



RANDWICK ROAD #9155 BUS STOP LAYOUT CHANGES

SCALE: 1:300
DRAWN BY: LIRSEVIC
DATE DRAWN: 10/05/2023

0 10 20 30 40 50 60 70 80 Meters

Disclaimer: All reasonable efforts are made to ensure the currency and accuracy of the information printed.

23 January 2024

Copy: Petone Community Board

Report no: PCB2024/1/5

Route 110 Bus Stop Improvements

Purpose of Report

1. The purpose of this report is to seek the Board's endorsement of proposed changes to local bus stops, to improve safety and accessibility.

Recommendations

That the Traffic Subcommittee recommends that Council:

- (1) notes and receives the report;
- (2) approves the proposed changes on Bus Stop 8007 on Cuba Street at Jackson Street, Petone, as per Appendix 1 to the report;
- (3) approves the proposed changes on Bus Stop 9007 on Cuba Street opposite Heretaunga Street, Petone, as per Appendix 1 to the report;
- (4) approves the proposed changes on Bus Stop 9008 on Cuba Street at Weltec, Petone, as per Appendix 2 to the report;
- (5) approves the proposed changes on Bus Stop 8008 on Cuba Street, Petone (outside no. 98), per Appendix 3 to the report;
- (6) approves the proposed changes on Bus Stop 9009 on Cuba Street, Petone (outside no. 137), as per Appendix 4 to the report; and
- (7) approves the proposed changes on Bus Stop 8009 on Cuba Street, Petone (opposite no. 151), as per Appendix 5 to the report.

For the reason to improve safety and accessibility for public transport users as well as encourage uptake of public transport.

Background

2. Greater Wellington Regional Council's (GWRC) Te Mahere Waka Whenua Tūmatanui o te Rohe o Pōneke (Wellington Regional Public Transport Plan 2021 - 2031) has outlined three strategic focus areas:
 - a. Mode shift;
 - b. Decarbonise public transport vehicle fleet; and

- c. Improve customer experience.
- 3. The proposed improvements align with all three strategic drivers. By improving bus stops and accessibility to public transport, increased uptake will follow as well as mode shift and positive climate impacts.
- 4. As part of GWRC's Bus Stop Review programme, GWRC officers have been working collaboratively with Hutt City Council officers on improvements to all bus stops within the Lower Hutt area.
- 5. Route 110 is a critical route that needs key improvements to ensure efficiency, reliability and improved accessibility.

Discussion

- 6. The proposed improvements enhance the bus stops to enable buses to stop adjacent to the curb, improving accessibility for patrons.
- 7. Improvements also include providing the required entry and exit tapers to ensure buses are better aligned with the kerb to prevent the tail of the bus protruding into the live lane.
- 8. All reasonable efforts were made to ensure parking space losses are minimised.

Options

- 9. The options include:
 - a. Make a recommendation to approve the proposed changes to the bus stops as they appear in points (2) to (7) in the 'recommendations' section of the report.
 - b. Make a recommendation to reject the proposed changes to these bus stops as they appear in points (2) to (7) in the 'recommendations' section of the report.
 - c. Make amendments as the Board deems appropriate for a recommendation to Council.
- 10. Officers recommend Option a. as this aligns with the goals of the Regional Public Transport Plan.

Climate Change Impact and Considerations

- 11. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
- 12. Transport infrastructure and facilities that provide good access, safety and personal security at all stages of the journey, especially for people with impairments, will help to eliminate obstacles to public transport use. Council's efforts to minimise barriers will facilitate the adoption of public transportation, contributing to the reduction of car dependency and subsequent carbon emissions.

13. The proposed changes aim to encourage public transport use, consequently reducing greenhouse gas emissions.

Consultation

14. GWRC undertook consultation with all affected residents within proximity of the bus stops.
15. Consultation occurred during March - May 2023.
16. A summary of the feedback is attached as Appendix 6 to the report.

Legal Considerations

17. The proposed changes in restrictions are made pursuant to the provisions of the Hutt City Council Traffic Bylaw 2017

Financial Considerations

18. These changes can be and will be funded from Council's 2023/24 transport budgets.

Appendices

No.	Title	Page
1	Appendix 1: Bus Stop Improvements (8007 & 9007) on Cuba Street, Petone	31
2	Appendix 2: Bus Stop Improvements (9008) on Cuba Street, Petone (at Weltec)	32
3	Appendix 3: Bus Stop Improvements (8008) on Cuba Street, Petone (outside no. 98)	33
4	Appendix 4: Bus Stop Improvements (9009) on Cuba Street, Petone (outside no. 137)	34
5	Appendix 5: Bus Stop Improvements (8009) on Cuba Street, Petone (outside no. 151)	35
6	Appendix 6: Summary of feedback	36

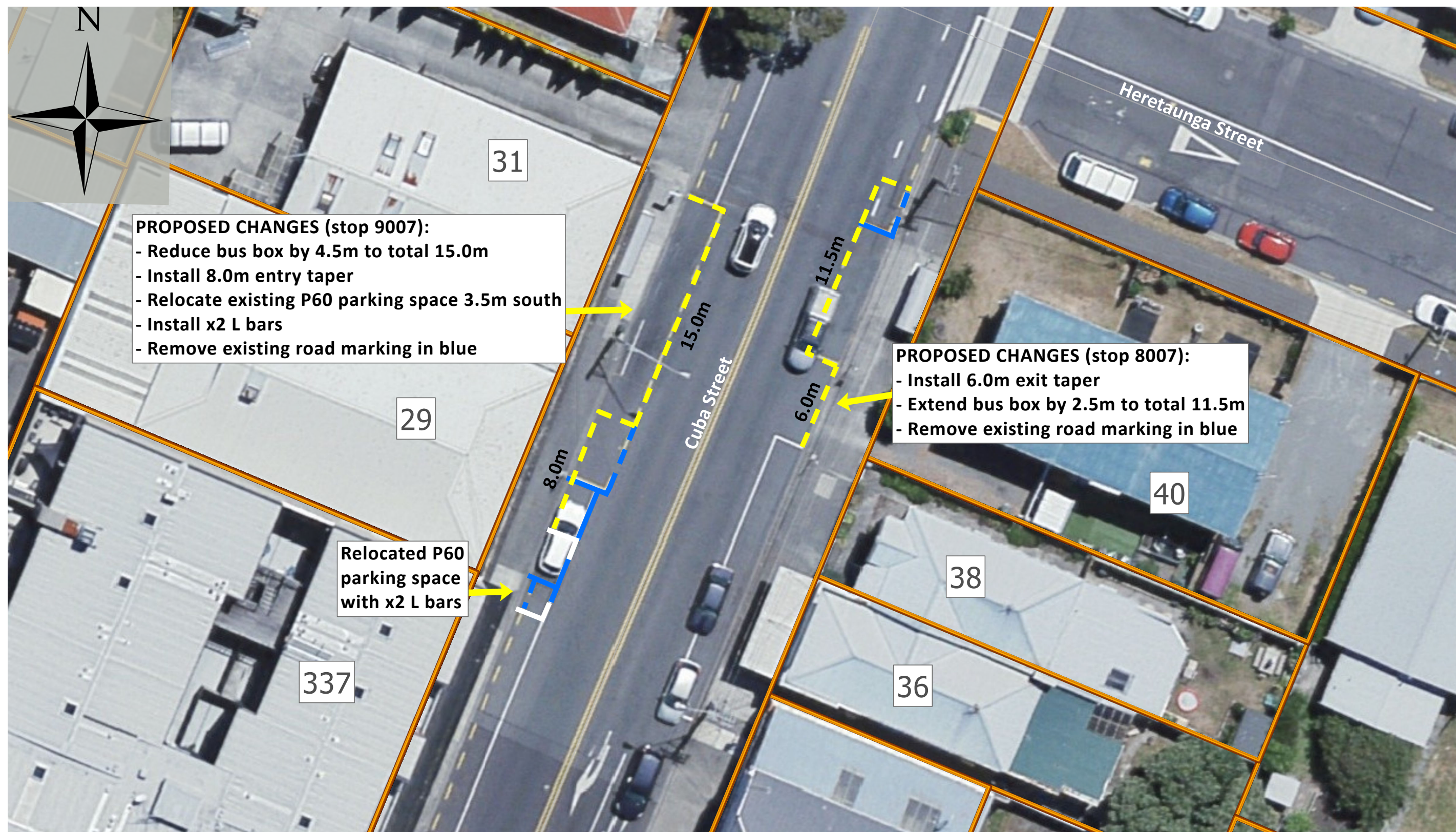
Author: Amin Shahin
Traffic Engineer - Contractor

Author: Rogan Murugadhas
Traffic Engineer

Reviewed By: Evandro Scherer
Transport Engineer Manager

Reviewed By: Andrea Mitchell
Acting Head of Transport

Approved By: Jon Kingsbury
Director Economy & Development

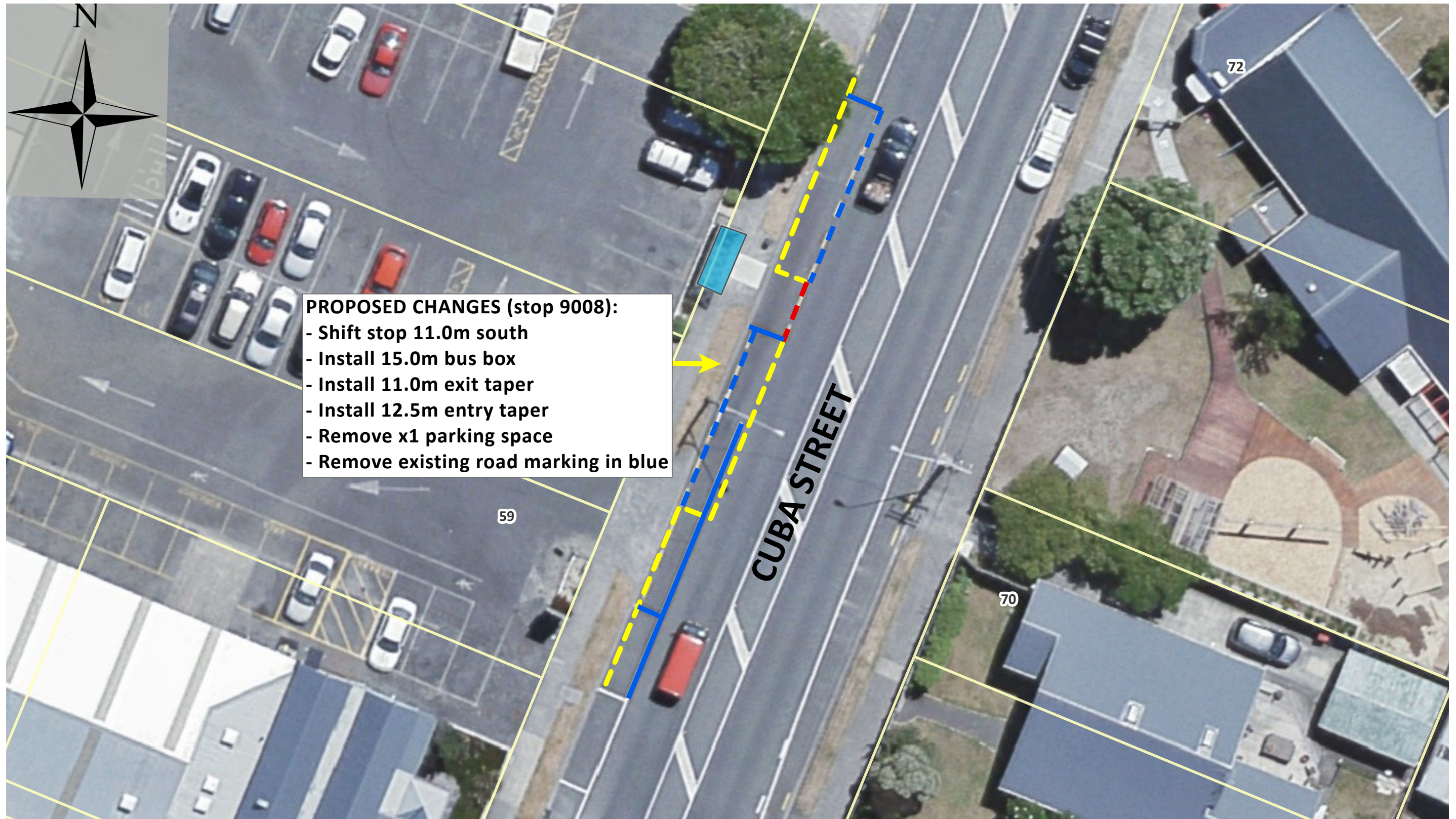


CUBA STREET - STOPS #8007 AND #9007 PROPOSED BUS STOP LAYOUT CHANGES

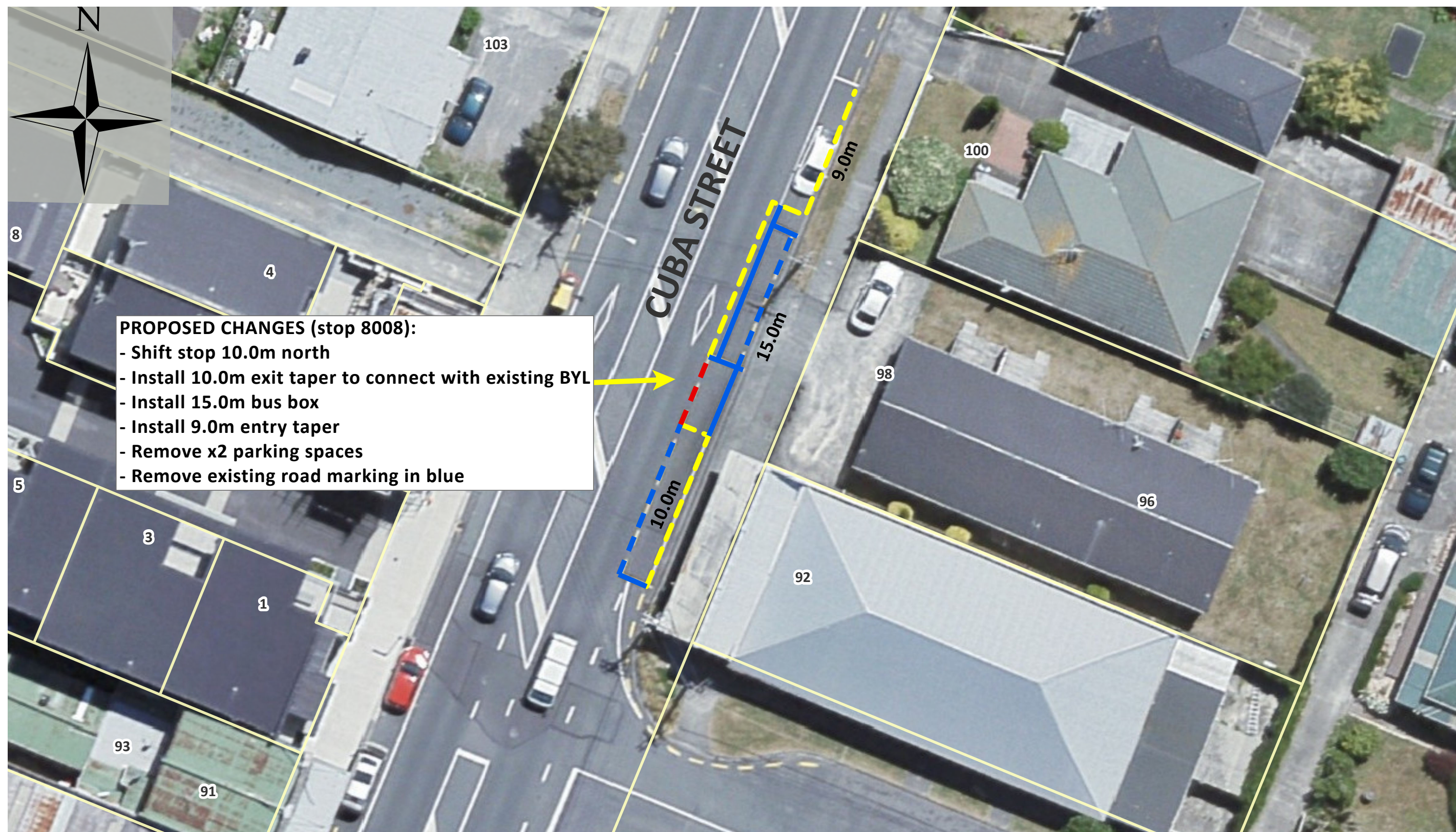
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DATE DRAWN: 18/01/2024

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Disclaimer: All reasonable efforts are made to ensure



CUBA STREET #9008 **BUS STOP LAYOUT CHANGES**

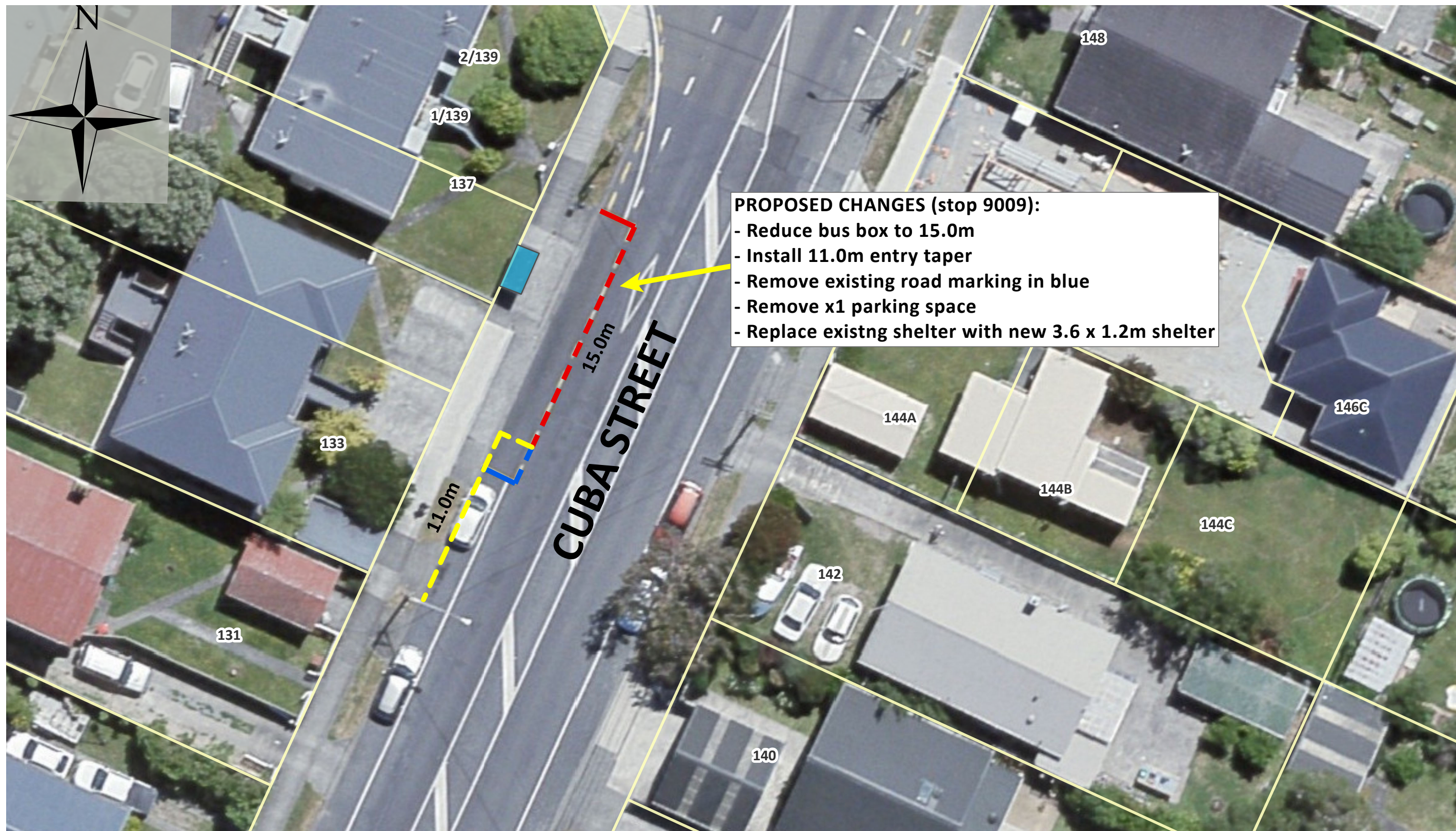


CUBA STREET #8008 BUS STOP LAYOUT CHANGES

SCALE: 1:250
DRAWN BY: LIRSEVIC
DATE DRAWN: 24/04/2023

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Disclaimer: All reasonable efforts are made to ensure the currency and accuracy of the information printed.

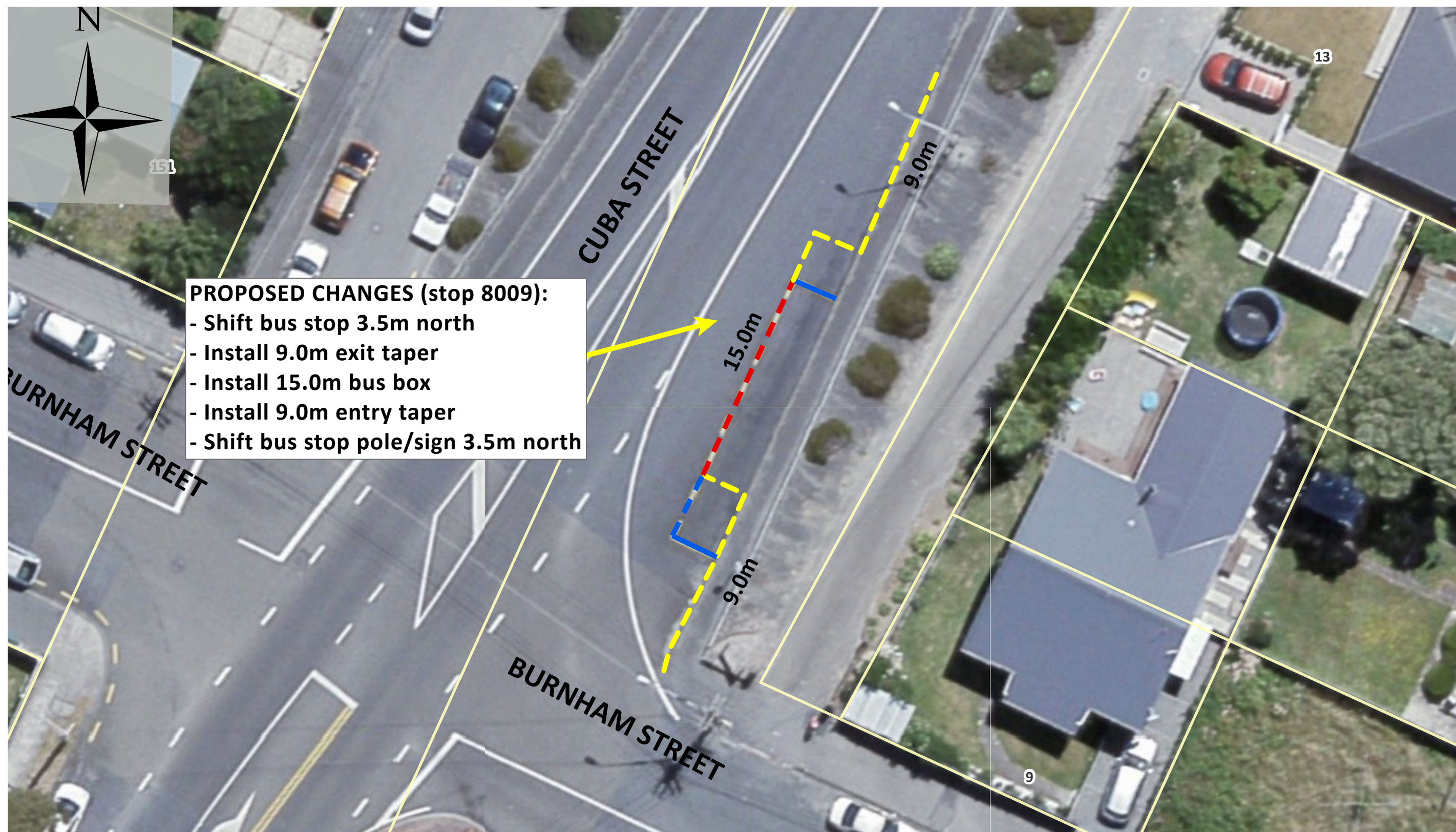


CUBA STREET #9009 BUS STOP LAYOUT CHANGES

SCALE: 1:250
DRAWN BY: LIRSEVIC
DATE DRAWN: 24/04/2023

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Disclaimer: All reasonable efforts are made to ensure the currency and accuracy of the information printed.



CUBA STREET #8009 BUS STOP LAYOUT CHANGES

SCALE: 1:250
DRAWN BY: LIRSEVIC
DATE DRAWN: 24/04/2023

0 5 10 15 20 25 30 35 40 Meters

Disclaimer: All reasonable efforts are made to ensure the currency and accuracy of the information printed.

Stop Number	Stop Street	Officer Recommendation	Feedback
8007	Cuba St (near Jackson St)	Update design to take feedback into account and progress	Feedback opposed parking removal. Updated plan and reconfigured bus stop to prevent parking loss
9007	Cuba St (opposite Heretaunga St)	Update design to take feedback into account and progress	Feedback opposed parking removal. Updated plan and reconfigured bus stop to prevent parking loss
8008	Cuba St (at Weltec)	Progress as proposed	One negative feedback received, due to verandah being struck in current location, officers recommend going ahead
9008	Cuba St (at Manchester St)	Progress as proposed	Opposition initially. Reconfigured stop and reconsulted - no opposition
8009	Cuba St (at Bouverie)	Progress as proposed	No opposition
9009	Cuba St (at Burnham)	Progress as proposed	No opposition

03 January 2024

Report no: PCB2024/1/12

Democracy Advisor's Report

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;
- (2) approves up to \$200 from the Board's miscellaneous budget for a wreath for the Petone ANZAC Day event on 25 April 2024; and
- (3) considers approving funds from the Board's miscellaneous budget for a sound system for the Petone 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. In-person engagement, including drop-in sessions, is planned.
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 and Council on 27 March 2024.

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 by way of surveys a defined grouping of residents is continuously underrepresented in feedback. Therefore the Panel is creating priority engagements with harder to reach communities.
8. 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

9. Wellington Area Neighbourhood Support connects residents to others in their street and with 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 organisations such as Lotteries, COGS and other community organisations.

10. Recent work and events are as follows:

- The Senior Area Coordinator - Greater Wellington Neighbourhood Support has been meeting regularly 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. A new street group event was attended by Sergeant Cross 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.

Proposed bus stop 9005 - Jackson Street

11. Greater Wellington Regional Council (GWRC) has considered the comments made during the Council's Traffic Subcommittee meeting held on 9 November 2023. Council intends to further investigate bus stop 9005 and explore the possibility of redesigning its location. This is to ensure that the bus stop is situated further away from its intersection with Britannia Street.
12. Initially, Waka Kotahi was funding this bus stop from the Transport Choices funding stream. However, due to new government changes, the funding has been withdrawn. It is currently unclear whether the subcommittee will consider this bus stop, as it will be subject to funding prioritisation by GWRC.

Māori Strategy

13. Council is currently developing a Rautaki Māori (Māori Strategy). The Māori Strategy will set out the strategic direction and outcomes sought for 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.

ANZAC Day Event

14. On 25 April 2024, the Lower Hutt Memorial Returned Services Association will hold an ANZAC day event in Petone. The Board is asked to consider sending a wreath to the event and providing funds for a sound system as it has in previous years.

2023/24 Administration and Training Budget

15. 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	\$675.75	\$2,310.39
BALANCE	<u>\$4,324.25</u>	<u>\$689.61</u>

16. The detailed expenditure is attached as Appendix 1 to the report.

Appendices

No.	Title	Page
1	Appendix 1: Expenditure to 31 January 2024	41

Author: Judy Randall
Democracy Advisor

Reviewed By: Kate Glanville
Senior Democracy Advisor

Approved By: Kathryn Stannard
Head of Democratic Services

Petone Community Board Expenditure 2023/2024 - Miscellaneous Budget													
Item	July	August	September	October	November	December	January	February	March	April	May	June	Total per item
Opening Balance													
Venue hire	\$ 20.00	\$ 60.00	\$ 20.00			\$ 69.56							\$ 169.56
Petone Rotary Fair stall							\$ 295.65						\$ 295.65
Other operating costs		\$ 210.54											\$ 210.54
Total Expenditure													\$ 675.75
Closing Balance													\$ 4,324.25

Petone Community Board Expenditure 2023/2024 - Training Budget													
Item	July	August	September	October	November	December	January	February	March	April	May	June	Total per item
Opening Balance													
LGNZ Conference M Fisher		\$ 648.12											\$ 648.12
LGNZ Conf and YEM Hui K Yung		\$ 279.12				\$ 1,383.15							\$ 1,662.27
Total Expenditure													\$ 2,310.39
Closing Balance													\$ 689.61