



# POARI HAPORI O ŌKIWINUI EASTBOURNE COMMUNITY BOARD

9 April 2024

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

**Tuesday 16 April 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 Council and Community Board 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.

---

<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 16 April 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**

Emily Keddell

**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. PRESENTATIONS**

**a) Presentation: Waste management**

A verbal presentation by Council's Manager, Waste Minimisation.

**b) Presentation: Tupua Horo Nuku and bird protection areas update**

A verbal update by Council's Project Delivery Manager, Transport

**c) Presentation: Long Term Plan update**

A verbal presentation by Deputy Mayor Lewis and Cr Dyer

5. **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.

6. **MINUTES**

Meeting minutes Eastbourne Community Board, 13 February 2024 11

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

Report No. ECB2024/2/41 by the Democracy Advisor 19

8. **ELECTION OF THE DEPUTY CHAIR**

Memorandum dated 29 March 2024 by the Democracy Advisor 30

9. **CHAIR'S REPORT**

Report No. ECB2024/2/42 by the Chair, Eastbourne Community Board 31

10. **DEMOCRACY ADVISOR'S REPORT**

Report No. ECB2024/2/43 by the Democracy Advisor 35

11. **INFORMATION ITEM**

**Greater Wellington Regional Council - Councillor update**

Report No. ECB2024/2/44 by the Democracy Advisor 44

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

Report No. ECB2024/2/45 by the Democracy Advisor 47

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</i>
Unuhia!	<i>our 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 wairua	<i>journey</i>
i te ara takatū	<i>Oh Rongo, raise these words up high</i>
Koia rā e Rongo whakairihia	<i>so that we be cleansed and be free,</i>
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 13 February 2024 commencing at 7:15 pm

---

**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  
J Rowe, Owner Interface Manager - Tupua Horo Nuku  
(part meeting)  
A Shahin, Traffic Engineer (part meeting)  
S Winyard, Administrator, Transport (part meeting)  
A Lee, Workflow Coordinator, Transport (part meeting)  
J Randall, Democracy Advisor

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**

There were no apologies.

**3. PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

Under Standing Order 16.1, the Chair allowed public comment from residents on items not appearing on the agenda.

R Hammond, Communications and Engagement Advisor, Te Ara Tupua were in attendance for Public Comment.

Speaking under public comment, **Amelia Hanson, a representative of the Days Bay Residents' Association**, asked officers to reduce traffic delays caused by pedestrian crossings during summer holidays. She asked for a response from officers on options to ease traffic congestion. She suggested installing a temporary ad-hoc traffic light at the Williams Park crossing during hot summer days to help with traffic flow. On a separate issue, she noted visitors were lifting the bollards at the site that was previously occupied by the caretaker's cottage and parking their vehicles on the grass.

Speaking under public comment, **Matthew Mallett** questioned the decision to use Rona Bay as a Bird Protection Area (BPA). He said the beach behind Bishop Park was popular for recreation, yet the sole focus was on the protection of birds. He believed changing the Greater Wellington Regional Council resource consent requirements would be possible. He requested more information from officers on the impacts, costs and maintenance requirements.

Speaking under public comment, **Peter Smith** questioned why BPAs were being created when Council no longer intended to introduce little blue penguins to BPAs.

Speaking under public comment, **Suzanne Willis** questioned why dogs were to be banned from the beach area near Bishop Park when they were already required to be leashed. She further questioned why Council would install a BPA in the middle of a leashed area. She expressed disappointment that the area was to be fenced off.

Speaking under public comment, **John Tattersall** said he walked his dog daily in the Bishop Park beach area and had never seen evidence of penguin activity. He believed penguins tended to nest further south past the rugby field. He expressed frustration that residents would no longer be able to walk their dogs near Bishop Park. He noted it would also be difficult for children in the playground to access the beach. He suggested retaining the area for leashed dogs and moving the BPA north of the stormwater outlet at the end of the beach. He believed this would allay residents' concerns.

Speaking under public comment, **Eddie Gray** expressed support for the comments shared by the previous speakers. He supported relocating the BPA from Bishop Park to Windy Point. On a separate issue, he asked for action on lowering the speed limit on Marine Parade. He said vehicles sped through Marine Parade, making it dangerous for pedestrians and children.

Speaking under public comment, **Amanda Mallett** agreed with the previous speaker regarding high speed traffic on Marine Parade. She asked for speed bumps to be installed to slow down traffic and to prevent vehicles from cutting corners. On a separate issue, she said the level of human activity, sport, floodlights and the rubbish dumped in the dunes behind Bishop Park did not make the area safe for penguins. She expressed concern for the welfare of dotterels if fences and tunnels were installed. She expressed concern for the welfare of geckos and lizards if the Marram grass was removed.

Speaking under public comment, **Peter Pointon** requested the Board's support for opposing BPAs in Rona Bay. He expressed frustration that a unique environment enjoyed regionally was being destroyed.

Speaking under public comment, **Margaret Murphy** proposed that BPAs be situated past Burdan's Gate where there was no traffic or dogs and fewer people and cats. She suggested a bird reserve on Council land that did not affect residential areas.

Council's HCC Owner Interface Manager – Tupua Horo Nuku, advised the HW Shortt Park and Bishop Park Bird Protection Areas (BPAs) were required under the Greater Wellington Regional Council resource consent conditions to offset the works for the shared path. He encouraged residents to make submissions on the Tupua Horo Nuku Dog Bylaw and BPAs on Council's website until 1 March 2024. He explained BPAs were being installed to counteract habitat loss rather than to relocate penguins. He said the best way to object to installing BPAs was to contact Council directly using the business cards provided at the meeting.

The Chair confirmed that the Board supported residents' views on BPAs expressed at the meeting. She acknowledged the challenges that objectors faced when BPA areas had already been set in place by the Environment Court. She advised that the Board would continue to seek changes to BPA plans for the Eastern Bays.

The Chair asked officers to respond to concerns raised under public comment regarding vehicle speeds on Marine Parade.

The Chair requested a response from officers to the issues raised by the Days Bay Residents' Association representative.

Mayor Barry thanked the residents who spoke under public comment. He confirmed the Board had communicated residents' views on BPAs at Council meetings on their behalf. He said if the Dog Restriction and BPA Hearings Subcommittee chose not to go ahead with the BPA areas, a new directive would be needed. He agreed to share the views expressed at the meeting with GWRC to find a solution. He emphasised the importance of avoiding situations that could become tangled in court proceedings and delay progress, which could risk the entire project.

### **MAJOR ITEM NOT ON THE AGENDA**

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

**Minute No. PCB 23501**

*"That in terms of Standing Order 10.12 the Board:*

- (1) notes that a matter of 'Broken Yellow Lines (BYL) no Stopping – At all Times under traffic Resolution – Marine Drive Eastbourne' was not listed on the agenda for the reason that it was omitted in error; and*
- (2) agrees to discuss the matter at this meeting."*

#### 4. MAYOR'S ADDRESS

Mayor Barry provided the following update:

- Council would make final decisions on its draft Long Term Plan (LTP) at its meeting on 20 February 2024. The proposed LTP reflected the significant challenges and cost pressures Council was facing.
- water restrictions could progress to Level 3 if dry conditions continued. Council was continuing to monitor the situation.
- Seaview Wastewater Treatment Plant needed ongoing improvements as a priority to further reduce offensive odours.
- officers recently met with the 'Icebergs' group from the Eastbourne Pool. The group was given the option of organising a volunteer programme next summer to extend the opening season.

#### 5. PRESENTATIONS

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

Jo Greenman, Park Ranger for the East Harbour Regional Park, provided an electronic presentation that can be viewed here: [East Harbour Regional Park presentation](#)

In response to questions from members, J Greenman confirmed that signs had been erected in the car park, at the Parangarahu Lakes and at the Lighthouse Keeper's house to inform the public of the summer closing hours for the Parangarahu Lakes block. She agreed to consider erecting a sign at the gate entrance of Burdan's Gate to alert visitors to the summer closing hours.

##### b) Presentation: Tupua Horo Nuku

Jamie Rowe, Council's Owner Interface Manager – Tupua Horo Nuku, provided an electronic presentation that can be viewed here: [Te Ara Tupua Alliance presentation](#). He explained he had replaced Michael Siazon as the Owner Interface Manager and was contracted by Council.

In response to a question from a member, R Hammond, Communications and Engagement Advisor, Te Ara Tupua agreed to advise on the arrangements that had been made for lizards during the Tupua Horo Nuku construction process.

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

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

In response to questions from members, Cr Duthie said GWRC was proposing a 19.8% rate rise along with an additional water levy increase. He advised that the proposal to reintroduce the #85 bus service would undergo an engagement process where residents could provide feedback. He agreed to keep the Board updated on the bus service proposal.

6. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

7. **MINUTES**

RESOLVED: (B Moss/Deputy Mayor Lewis)

**Minute No. ECB 24102**

*"That the minutes of the meeting of the Eastbourne Community Board held on Tuesday, 31 October 2023, be confirmed as a true and correct record."*

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

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

The report was deferred to the Board's meeting on 16 April 2024 due to a printing error in the agenda.

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

a) **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

The Traffic Engineer - Contractor, explained he would be seeking advance approval from the Infrastructure and Regulatory Committee for ANZAC Day event road closures to cover years 2024, 2025 and 2026. Members agreed to recommend the advance road closure approval for years 2024, 2025 and 2026.

RESOLVED: (B Moss/E Keddell)

**Minute No. ECB 24103**

*"That the Board endorses the recommendations contained in the report."*



**LATE ITEM****BROKEN YELLOW LINES (BYL) NO STOPPING - AT ALL TIMES UNDER TRAFFIC RESOLUTION - MARINE DRIVE, EASTBOURNE**

Report No. ECB2024/1/23 by the Traffic Engineer – Contractor

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

**Minute No. ECB 24104**

*“That the Board endorses the recommendations contained in the report.”*

**10. CHAIR'S REPORT**

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

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

**Minute No. ECB 24105**

*“That the report be received and noted.”*

**11. DEMOCRACY ADVISOR'S REPORT**

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

In response to a question from a member, the Democracy Advisor agreed to report back on whether Neighbourhood Support groups had started up in the Eastern Bays.

**RESOLVED:** (B Moss/M Gibbons)

**Minute No. ECB 24106**

*“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.”*

**12. REPORTS FROM REPRESENTATIVES ON LOCAL ORGANISATIONS****Report back from representatives for local organisations**

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

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

Murray Gibbons advised the Trust would be meeting the following week. He agreed to report back at the Board's meeting on 16 April 2024.

**b) MIRO**

Frank Vickers confirmed the dotterel breeding season had finished. He advised that the northern area of the Eastern Bays had a successful breeding season. He expressed concern that cats continued to decimate nests at the southern end. He noted an overall improvement from the previous year's breeding season.

c) Eastern Bays Climate Response Network

The Chair advised that most of the group's energy was directed at the Eastern Bays Resilience Expo planned for 24 March 2024.

d) Eastbourne Youth Worker Trust

Emily Keddell advised that attendance at the Friday youth group had bounced back with the start of the new school term. She said there had recently been 25 young people in attendance with an additional 20 young people playing basketball on the courts.

e) Eastern Bays Residents' Associations

The Chair advised that the Lowry Bay and Point Howard Residents' Associations had provided feedback on the draft design detail of the Tupua Horo Nuku Resilience and Shared Path project and would be giving further feedback.

f) Wellington Region Emergency Management Office

Bruce Spedding provided the following report:

- the Resilience Expo was planned for 24 March 2024. The community would be encouraged to consider resilience and the level of preparedness that might be needed in an emergency or due to a changing climate..
- Wellington Free Ambulance wanted to install an automated external defibrillator (AED) in the Eastbourne Village. Wellington Free Ambulance had decided the location, but Council had not yet given final approval. The new AED would be available outside library hours and more visible than the AED in the library.
- an emergency radio operator had been found for the south end of Eastbourne.

The Chair agreed to follow up on the AED installation approval and on requesting assistance to install the post.

### 13. QUESTIONS

There were no questions.

14. **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 ara	<i>so that we be cleansed and be free,</i>
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 9.06 pm.

B Moss  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 16th day of April 2024**

Report no: ECB2024/2/41

## Eastbourne Community Board meeting minutes - 28 February 2023

### Purpose of the report

1. The Eastbourne Community Board adopted the minutes from the meeting held on 28 February 2023 during its meeting on 18 April 2023.

### Recommendations

That the Board:

- (1) receives and notes the amended minutes of its meeting held on Tuesday, 28 February 2023;
- (2) agrees to the amendments as shown as track changes in Attachment 1 attached to the memorandum; and
- (3) adopts the minutes of its meeting held on Tuesday 28 February 2023 as a true and correct record of the meeting attached as Attachment 1 to the memorandum.

### Background

2. There is a need to make corrections to the adopted minutes due to an administrative error in the decision-making process during the meeting. Please refer to Attachment 1 to the memorandum for the highlighted corrections.

### Appendices

No.	Title	Page
1↓	Appendix 1: ECB minutes 28 February 2023	21

**Author:** Judy Randall  
Democracy Advisor

---

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

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

1

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**

**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 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**

**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.

Members asked the Democracy Advisor to contact the New Zealand Fire Service for comment, including any legal requirements involving sirens for volunteer fire services.

Comments are recorded under the item to which they relate.

4. **MAYOR'S ADDRESS**

Mayor Barry was unable to attend the meeting.

5. **PRESENTATIONS**

a) **Presentation by a Councillor of Greater Wellington Regional Council**

Cr Duthie was unable to attend the meeting.

b) **Presentation by East Harbour Regional Park Ranger**

Zane Gillgren, East Harbour Regional Park Ranger provided an update using an electronic presentation attached as pages 10-14 to the minutes.

c) **Presentation by the Parks Planner: Draft biodiversity initiative**

The Parks Planner elaborated on the electronic presentation attached as pages 15-19 to the minutes.

The Chair agreed to promote the consultation via the Board's social media channels.

6. **CONFLICT OF INTEREST DECLARATIONS**

There was no conflict of interest declarations.

7. **MINUTES**

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

**Minute No. ECB 23102**

*"That the minutes of the meeting of the Eastbourne Community Board held on Tuesday, 6 December 2022, be confirmed as a true and correct record."*

8. **REPORTS REFERRED FOR BOARD INPUT BEFORE BEING REFERRED TO COUNCIL'S INFRASTRUCTURE AND REGULATORY COMMITTEE**

a) **Eastern Bays Speed Limit Review**

Report No. ECB2023/1/16 by the Traffic Asset Lead

### Eastern Bays Speed Limit Review

Report No. ECB2023/1/16 by the Traffic Asset Lead

Speaking under public comment, **G Horrocks** questioned why a pedestrian crossing was proposed for the northern end of Days Bay as very few people crossed the road.. She noted that 80% of students from Wellesley School used buses to arrive and leave the school. She added residents had repeatedly requested a controlled light crossing at Williams Park, for safety reasons.

Speaking under public comment, **F Rashbrooke, a representative of the East Harbour Environmental Association**, expressed support for the proposed speed reductions. She considered that slower speeds were necessary for safety. She added Tupua Horo Nuku (the Shared Path) would encourage many more people into the bay area. She expressed concern at the lack of traffic calming measures proposed for York and Mahina Bays and suggested raised pedestrian crossings.

Speaking under public comment, **A Sutherland, Chair of the York Bay Residents' Association** supported the proposed speed limit reduction to 50km per hour. She believed it would improve safety. She considered that reducing vehicle speed would be important with the opening of the Shared Path.

Speaking under public comment, **S Grenside** supported reducing the speed limit to 50km per hour. He suggested speed cameras should also be installed. He asked that Council reassess the bus stop location opposite Cheviot Road in Lowry Bay, which he considered a complex and busy intersection. He agreed the installation of a raised pedestrian crossing could help calm traffic flows near the bus stop.

F Vickers suggested the northern-most bus stop in Mahina Bay was superfluous. He believed it should be removed for safety reasons, given its proximity to a corner and the availability of other bus stops within a reasonable distance.

The Head of Transport elaborated on the report.

The Traffic Engineering Manager explained that raised pedestrian crossings would encourage reduced speeds and ensure safer pedestrian access to more parts of the eastern bays. He advised officers were working with MetLink and the Shared Path team on a crossing location in York Bay.

The motion was taken in parts. Recommendations (1)-(2) were declared CARRIED on the voices. Recommendation (3) was declared CARRIED on the casting vote of the Chair.

**RECOMMENDED:** (B Moss (CASTING VOTE)/Deputy Mayor Lewis)  
**Minute No. ECB 23103**

*"That the Board recommends the Committee to:*

- (1) *receives and notes the report;*
- (2) *endorses the proposed speed limit reduction from 70 to 50km/h along Marine Drive (Sunshine Bay to Lowry Bay) as per the Land Transport Rule for Setting of Speed Limits 2022;*















*Our Reference*



**TO:** Chair and Members  
Eastbourne Community Board

**FROM:** Judy Randall

**DATE:** 29 March 2024

**SUBJECT:** ELECTION OF THE DEPUTY CHAIR

### **Purpose of Memorandum**

1. The purpose of the memorandum is to elect a rotating Deputy Chair to the Eastbourne Community Board.

### **Recommendations**

That the Board:

- (1) notes that the Deputy Chair for the 2022-2025 triennium is selected on a rotational basis; and
- (2) elects a member to the position of Deputy Chair from 16 April 2024 until the Board's meeting in February 2025.

### **Background**

2. At the Board's meeting held on 6 December 2022, members agreed that the position of Deputy Chair would be rotated through members of the Board. The Board resolved:

*"That the selection of the Deputy Chair of the Eastbourne Community Board for the 2022-2025 triennium be on a rotational basis determined at every third or fourth meeting of the Board."*

3. Frank Vickers and Bruce Spedding have both served a term as Deputy Chair this triennium.
4. Members are asked to agree on the appointment of a Deputy Chair until the first meeting of the Board in 2025, when a new rotating Deputy Chair will be elected.

### **Appendices**

There are no appendices for this Memorandum.

**Author:** Judy Randall  
Democracy Advisor

---

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

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

20 March 2024

---

Report no: ECB2024/2/42

## Chair's Report

---

### Recommendation

That the report be received and noted.

### Appendices

No.	Title	Page
1↓	Appendix 1: Chair's report April 2024	32

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

---









---

Report no: ECB2024/2/43

## 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 receives and notes the report.

### Consultation and community engagement

#### *Draft Long Term Plan*

2. Council's Long Term Plan consultation is underway and closes 3 May 2024 at 5pm. This is an opportunity to have a say on Council's key strategic document that sets out its priorities for the next 10 years. More information is available on Council's website: [10 Year Plan 2024 - 2034 | Hutt City Council](#) and on the consultation page of Council's website: [Kōrero Mai - Come chat | Hutt City Council](#)

### District Plan Review Update

3. The Policy Planning Team had a busy end to 2023 as it carried out city-wide consultation on the new draft District Plan for Lower Hutt. The consultation included a new online version of the draft District Plan and maps, an introductory video, and a series of fact sheets.
4. Council received a good level of interest and responses:
  - 6,500 visits to the District Plan Review webpages
  - 193 people completed the online survey
  - Written feedback from around 300 individuals and groups
  - 133 nominations for new notable trees
  - Well attended public meetings at Manor Park and Petone Library

- Lots of emails and calls from people seeking information on the Draft Plan and what it means for them.
5. Key feedback topics included re-zoning proposals, new natural hazards mapping, identification and protection of historic heritage, and implications for rural areas.
  6. The team has a busy 2024 ahead of them as they now move into the next stage of the review process, which involves preparing a Proposed District Plan. The team is working through all the feedback received on the draft District Plan and will prepare the final chapters and evaluation reports to include in the Proposed District Plan. The aim is to notify the Proposed Plan in October of this year.

### **Recycling contamination campaign**

7. Council is undertaking a new phase of the existing recycling contamination campaign with the agency VML. This campaign was initially launched in 2022 and is an important part of Council's overall approach to reducing contamination in the kerbside recycling service. Reducing contamination is a priority for Council due to the significant penalty rates charged by our materials recovery facility operator for waste items found in the recycling stream. The campaign will include posters, videos, and social media posts.

### **Representation Review update**

8. The independent Representation Review Panel (the Panel) has continued to undertake engagement meetings, primarily focusing on identified communities of interest that are typically underrepresented in Council engagements. The aim is to ensure that views of all Te Awa Karangi ki Tai residents. The Panel has held hui in Stokes Valley, Wainuiomata and Taita community hubs, as well as hui focused on youth, Pacifica and disabled people.
9. The engagement period will be predominantly finished by the end of March. The Panel will then analyse the views and information from the engagement process and present their recommendation to Council on 27 June 2024.

### **Williams Park upgrade**

10. The Williams Park upgrade is progressing as planned. A new footpath and boulders along the duckpond fence have been installed, along with the tactiles for the pedestrian ramps. The art paver area has had its base concrete poured, ready for the pavers to be installed in April, the lawn footpath has been marked out and built up with basecourse, ready for asphaltting. The lawn sump and stormwater pipe has been installed, with the duckpond overflow pipe joining to this sump being installed next week. The conduit for the pond water aerator has been installed under the road, ready for linking up to power, and aerator device. Lawn earthwork trimming has also been carried out. Photos are attached as Appendix 1 to the report.

### Responses to public comment questions from the Board meeting held on 13 February 2024

11. Question: Could a temporary ad-hoc traffic light be used to control traffic at the Days Bay crossing on hot summer days in school holidays.
12. Response from officers: As part of the Speed Review, traffic lights were a suggested improvement for Days Bay. Feedback from the community and Council is to look to include in the 2024-27 programme of works given wider consultation will be required along with pedestrian and traffic volume surveys to support the business case for funding and implementation.
13. With a new government and GPS, this improvement is subject to NZTA funding. We understand that the community is eager to see this crossing implemented, and we are committed to making it happen as soon as possible.
14. Question: Request for action on controlling vehicle speeds on Marine Parade in the area between Windy Point and Rimu Street. The resident presented a petition 10 years ago asking for speed bumps to be installed due to the danger to children using Bishop Park.
15. Response from officers: Officers will install tube counts to measure speeds and review this against other competing projects by scoring it in the prioritisation spreadsheet. The tube counts need to be installed for seven days to capture satisfactory data for assessment.
16. Question: The caretaker's cottage site regularly has cars parked on it on hot days. The drivers lift the bollards for entry. Is there some way to prevent this - it looks like someone has a key for the bollards and is uplifting them.
17. Response from officers: There will be new bollards and a low timber fence in place to prevent cars from parking on this lawn where the cottage was once placed.

### Annual Walkaround 2024

18. The Board's annual Walkaround was conducted virtually this year. A list of issues from the Bay residents' associations is attached as Appendix 2 to the report. Responses from officers will be provided as they become available.

### 2023/24 Administration and Training Budget

19. 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 March 2024

	Miscellaneous Administration	Training
Budget	\$5,000.00	\$3,000.00
Expenditure	\$2,604.35	\$3.26
<b>BALANCE</b>	<b><u>\$2,395.65</u></b>	<b><u>\$2,996.74</u></b>

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

### Appendices

No.	Title	Page
<a href="#">1</a>	Appendix 1: Williams Park update	39
<a href="#">2</a>	Appendix 2: ECB virtual walkaround 2024	41
<a href="#">3</a>	Appendix 3: Expenditure to 31 March 202	43

**Author:** Judy Randall  
Democracy Advisor

---

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

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













Report no: ECB2024/2/44

## Greater Wellington Regional Council - Councillor update

### Recommendation

That the report be received and noted.

### Appendices

No.	Title	Page
1 <a href="#">↓</a>	Appendix 1: Greater Wellington Regional Councillor update - April 2024	45

**Author:** Judy Randall  
Democracy Advisor





20 March 2024

---

Report no: ECB2024/2/45

## Report back from representatives for local organisations

---

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