



POARI HAPORI O ŌKIWINUI EASTBOURNE COMMUNITY BOARD

15 October 2024

Order Paper for the meeting to be held in the
Eastbourne Neighbourhood Hub 38 Rimu Street, Eastbourne
on:

Tuesday 22 October 2024 commencing at 7:15 pm

Membership

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

Frank Vickers
Emily Keddell (Deputy Chair)

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 Climate Action 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 Rooding 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 CLIMATE ACTION FUND

Criteria

The fund aims to contribute to the city's carbon reduction goals by funding:

- i. Community-led carbon reduction initiatives, with a focus on initiatives already identified in the Lower Hutt Climate Pathway
- ii. Community engagement initiatives that can demonstrate a contribution to carbon reduction in the way they are delivered (eg waste minimisation).

To be eligible for funding:

- Initiatives/activities must take place within Lower Hutt.
- Physical assets must not be stored on Council reserve land or road reserve.
- Any asset purchased over the value of \$1,000 must be added to the organisation's asset register.
- Organisations/groups requesting funding must meet specified criteria, including legal entity status for applications above \$10k and the project must align with Council's Climate Action Pathway.

This is a one-off grant, and any future maintenance of physical assets purchased are the responsibility of the applicant organisations.

Applications must align with the Lower Hutt Climate Action Pathway or be a community engagement initiative which results in waste minimisation.

Each of the city's seven wards receive funding according to the number of residents within its boundaries.

The ward allocations per annum are listed below:

Ward	Amount
Eastbourne	\$2,434
Petone	\$6,431
Wainuiomata	\$8,856
Central	\$9,590
Eastern	\$8,706
Northern	\$7,865
Western	\$6,380

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.

Examples of what can be funded

- Improving access to secure bike parking and charging.
- Supporting tamariki to walk or scoot safely to school.
- Community initiatives to tackle food and green waste.
- Community-led nature-based solutions to tackle the impact of climate change (eg: riparian planting or planting trees).

Examples of what won't be funded

- Assets on Council land which require ongoing operational funding.
- Projects-assets which require significant support from Council teams to implement.
- Promotion of an organisation's religious, ethical, commercial, or political views.
- Buying land or buildings or carrying out maintenance on buildings.

- Duplicate services that are already covered by Council or by government agencies e.g. health or education providers.
- Kaupapa that has already begun or finished.
- Redistribution of funds to others at the applicant's discretion.
- Fundraising or legal costs.
- Capital investments or trust funds.
- Prize money or prizes.
- Operational costs e.g. 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 30 June 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 accountability reports within a specified timeframe after project completion, demonstrating the impact of projects on carbon reduction.

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

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 Eastbourne Neighbourhood Hub 38 Rimu Street, Eastbourne
on
Tuesday 22 October 2024 commencing at 7:15 pm.

ORDER PAPER

PUBLIC BUSINESS

1. OPENING FORMALITIES - KARAKIA TIMATANGA

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

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

2. APOLOGIES

No apologies have been received.

3. THE EASTBOURNE AWARDS

Presented by Mayor Barry

4. 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.

5. MAYOR'S ADDRESS

A verbal update by Mayor Barry

6. PRESENTATIONS

a) Land Transport Rule: Setting of Speed Limits 2024

A verbal presentation by the Head of Transport.

b) Tupua Horo Nuku and bird protection areas update

A verbal presentation by Council's Project Delivery Manager - Transport

c) **Juicy Fest event 2025**

A verbal presentation by the Head of Transport

d) **Z Energy - replacement fuel pipeline, Seaview**

A verbal presentation by Brent Cooper, Project Engineer, Z Energy

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

A verbal update by Cr Quentin Duthie

7. **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.

8. **MINUTES**

Meeting minutes Eastbourne Community Board, 13 August 2024 11

9. **AMENDMENTS TO HUTT CITY COUNCIL STANDING ORDERS**

Report No. ECB2024/5/5 by the Senior Democracy Advisor 20

10. **CHAIR'S REPORT**

Report No. ECB2024/5/103 by the Chair, Eastbourne Community Board 24

11. **DEMOCRACY ADVISOR'S REPORT**

Report No. ECB2024/5/104 by the Democracy Advisor 27

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

Report No. ECB2024/5/105 by the Democracy Advisor 33

13. **QUESTIONS**

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

14. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

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

Judy Randall
DEMOCRACY ADVISOR

HUTT CITY COUNCILPOARI HAPORI O ŌKIWINUI | EASTBOURNE COMMUNITY BOARD

Minutes of a meeting held in the Eastbourne Library, 38 Rimu Street, Eastbourne on
Tuesday 13 August 2024 commencing at 7:15 pm

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

APOLOGIES: F Vickers

IN ATTENDANCE: Cr G Tupou (part meeting)
 J Kingsbury, Director Economy and Development
 P Hewitt, Head of Transport (part meeting)
 E Scherer, Transport Engineering Manager (part meeting)
 R Lemalu, Project Delivery Manager (part meeting)
 D Kennedy, Transport Project Manager (part meeting)
 C Ellis, Head of the Chief Executive's Office (part meeting)
 J Randall, Democracy Advisor

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

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

2. APOLOGIES

RESOLVED: (B Moss/ E Keddell)

Minute No. ECB 24401

"That the apology received from F Vickers be accepted and leave of absence be granted."

The Chair informed members about a minor item not on the agenda relating to a broken outfall sewer pipe at Days Bay.

Tim Harty, Head of Network Engineering and Operations at Wellington Water Limited (Wellington Water), provided an update on the broken outfall sewer pipe at Days Bay. He explained that a failed valve between the outfall sewer and pump station had caused the issue. He said Wellington Water had been unable to stop the discharge of untreated waste from the Days Bay site.

He explained that Wellington Water had used emergency provisions to discharge treated wastewater to Waiwhetū Stream. He highlighted that Wellington Water had erected warning signs on the evening of Saturday, 10 August 2024, and more comprehensive communications were also sent out. He advised that Point Arthur and York Bay pump stations were now pumping back to the Seaview Wastewater Treatment Plant. He said the main pipeline needed to be drained for repair work. He expected the valve to be replaced by Thursday, 15 August 2024, and the pump station repair to be completed three or four days later. He noted that repair was dependent on weather conditions.

In response to a question from a member, the Head of Network Engineering and Operations agreed to place signage along the harbourway and near the Waione Bridge to warn fishers about water contamination.

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

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

Speaking under public comment, **Neil Newman** supported retaining community boards in Lower Hutt. He believed it would be a mistake to disestablish them. He said it was important to retain the Petone Wharf for tourism purposes.

Speaking under public comment, **Liz Palmer** expressed her appreciation for the Board's work.

Speaking under public comment, **Kat Downs, Lower Hutt Neighbourhood Support Coordinator for the Greater Wellington Neighbourhood Support Trust (the Trust)**, advised that the Trust supported residents to initiate neighbourhood groups. She said the Trust aimed to improve community safety, reduce crime, encourage preparation for emergencies, increase community connectedness and enhance wellbeing.

Speaking under public comment, **Adrian Moonen** read a statement attached as pages 8-9 to the minutes.

The Chair agreed to follow up with Council on the fire siren decibel levels.

4. PRESENTATIONS

a) **Presentation: Delegation of Authority to indicate 'no stopping' areas**

Council's Transport Engineering Manager explained that the Delegated Authority was a legal document providing Council with the power to make changes without consultation where safety was an issue or to allow emergency access. He highlighted that changes would be limited to decisions on broken yellow lines and Give Way and Stop controls. He confirmed that officers would continue to notify affected properties and community boards before implementing changes. He noted that the Delegated Authority process would reduce the implementation time from five months to two or three months.

In response to a question from a member, the Transport Engineering Manager advised that in areas with no community board, only affected residents would be informed before changes were implemented.

b) **Presentation: Proposed Road Closure(s) - Hutt Valley MotorSport Club - Port Road Sprints and Cam County (Inc) Wellington - Port Road Drags**

Council's Transport Engineering Manager provided the following advice:

- officers had received an application for the annual Port Road Sprints which would take place on 27 October 2024 and 19 January 2025 from 7am to 6pm. The road configuration had not changed from the previous year's event. Officers did not expect any major issues in terms of traffic.
- officers had received an application for the annual Port Road Drags scheduled for 10 November 2024 from 7am to 6pm with 17 November 2024 as a rain date. The road configuration had not changed from the previous year's event. Officers did not expect any major issues in terms of traffic.
- notices about both events would be published in the Hutt News. Event organisers had obtained support from local businesses and had been in contact with the Point Howard Residents' Association.

The Chair asked officers to publish notice of both motorsport events in the Eastbourne Herald.

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

Cr Quentin Duthie provided a verbal presentation as follows:

Public Transport

- over the past year, public transport patronage was consistently reliable, with greater than 99% reliability, and a full complement of drivers. There had been almost five million boardings on Hutt Valley buses and almost five million on the Hutt Valley Line trains. This was an increase of 16% and 5%, respectively, in the previous 12 months.
- the proposed Waterloo Station upgrade had been assigned funding, and the design work was underway. The proposal would create a new station and

allow for a commercial space.

- the Regional Public Transport Plan (the Plan) consultation was open for submissions from 23 September to 18 October 2024. The Plan would seek feedback on the Waterloo Station upgrade, removing cash on public transport, allowing dogs on board, and paid parking to manage Park n Ride demand. The Plan was also an opportunity to advocate for Lower Hutt's public transport needs.

Environment and bulk water supply

- a wastewater emergency at Days Bay resulted in treated discharge at Seaview. A rahui was in place.
- the newly refurbished East Harbour Regional Park Lighthouse Keepers Cottage was now available for booking on AirBnB.
- pollution in waterways could be reported via the Environmental Hotline at 0800 496 734.

Planning and Representation

- the GWRC Long Term Plan was approved.
- GWRC's Te Tiriti Komiti was scheduled to meet the week of the Board meeting to reaffirm or rescind its Māori Ward decision.
- GWRC was transitioning to live-streaming its meetings, with the video recordings available on YouTube.

In response to questions from members, Cr Duthie advised that a new GWRC-controlled bus depot was planned for Miramar. He said a new bus depot for the northern suburbs was also being considered. He agreed to report to Metlink that vegetation along Marine Parade needed trimming.

The Chair advised that the Board would submit on the Regional Public Transport Plan. She emphasised the importance of GWRC considering connecting buses with the East by West Ferry.

d) Presentation by Park Ranger from Greater Wellington Regional Council

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

e) Presentation: Tupua Horo Nuku update

Council's Project Delivery Manager, Transport, shared an electronic presentation that can be viewed here: [Tupua Horo Nuku and Bishop Park BPA](#).

In response to questions from members, the Project Delivery Manager, Transport, agreed to provide updates to affected residents on the design of a short aluminium fence for the bird protection area (BPA) on Marine Parade outside Bishop Park. He said the fence had been designed to ensure the safety of kororā while also allowing stormwater to flow through to prevent flooding. He confirmed there was a high likelihood of kororā using BPAs due to their proximity to kororā habitat. He

explained that once the native plantings grew, they would provide shelter and protection for kororā.

5. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

6. MINUTES

RESOLVED: (B Moss/Deputy Mayor Lewis)

Minute No. ECB 24402

"That the minutes of the meeting of the Eastbourne Community Board held on Tuesday, 18 June 2024, be confirmed as a true and correct record subject to the following amendments:

- *in the first paragraph on page 13 of the minutes change 'York Bay' to 'Lowry Bay; and*
- *in the last paragraph on page 16 of the minutes change 'fire notification' to 'fire restriction notification.'*"

7. CHAIR'S REPORT

Report No. ECB2024/4/80 by the Chair, Eastbourne Community Board

RESOLVED: (B Moss/B Spedding)

Minute No. ECB 24403

"That the report be received and noted."

8. DEMOCRACY ADVISOR'S REPORT

Report No. ECB2024/4/81 by the Democracy Advisor

RESOLVED: (B Moss/E Keddell)

Minute No. ECB 24404

"That the Board receives and notes the report."

9. BOARD'S SUBMISSION ON THE RECOMMENDATIONS OF THE INDEPENDENT REPRESENTATION REVIEW PANEL ON HUTT CITY COUNCIL'S REPRESENTATION PROPOSAL

Memorandum dated 5 August 2024 by the Democracy Advisor

RESOLVED: (B Moss/B Spedding)

Minute No. ECB 24405

"That the Board:

- (1) *notes that submissions in respect of the recommendations of the Independent Representation Review Panel on Hutt City Council's Representation Proposal closed on Thursday, 1 August 2024;*
- (2) *notes that any submissions lodged by a Board require formal endorsement by way of resolution; and*
- (3) *hereby gives retrospective endorsement to its submission attached as Appendix 1 to the memorandum."*

10. REPORTS FROM REPRESENTATIVES ON LOCAL ORGANISATIONS

Report back from representatives for local organisations

Report No. ECB2024/4/82 by the Democracy Advisor

a) Okiwi Eastbourne - Bays Community Trust

Murray Gibbons advised that the Trust's Annual General Meeting went smoothly. He noted that the volunteer driver system for taking older people on outings continued to work well.

b) Eastern Bays Climate Response Network

Bruce Spedding advised that the Eastern Bays Climate Response Network was asked to present at a select committee meeting about its submission on Climate Change Adaptation. He highlighted the Eastern Bays' proximity to the Baring Head Atmospheric Monitoring Station and that it had been suggested the Eastern Bays could be a useful place for conducting adaptation research given its specific combinations of climate change vulnerabilities.

c) Eastbourne Youth Worker Trust

There was no update.

e) Eastern Bays Residents' Associations

There was no update, but the Chair noted that residents' associations appreciated the Walkaround updates from Council officers.

f) Wellington Region Emergency Management Office

There was no update.

11. QUESTIONS

There were no questions.

12. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

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

There being no further business, the Chair declared the meeting closed at 8.58 pm.

B Moss
CHAIR

CONFIRMED as a true and correct record
Dated this 22nd day of October 2024

Public comment: Adrian Moonen

2 Years ago, I spoke to the community board about the fire siren and what danger it is for the pupils at Muritai School. No-one of the Community Board has studied sound. Least of all Mr Gibbons. You can look that up in your records what I said 2 years ago.

Each time the children are exposed to the siren, you know that their hearing has diminished. Hearing loss is permanent.

The siren is for the purpose of Civil Defence and earthquakes and tsunamis. As a siren for the Fire Service it has been surpassed by beepers and cell phones. For the siren to be useful, it has to be positioned in the centre of Eastbourne, which is on the middle of the recreation ground on the beach side.

In the beginning 2023 I spoke to the Mayor. It is clear he does not know what to do. He came back to me after a few months with a very weak statement from the chief fire officer in Lower Hutt.

It is up to the Council to act and not the Fire Service. The Council is in charge of sound and exemptions. Stop the fire siren during all school hours for the time being and look at shifting it to the centre of the recreation ground, beach side, which is the centre of Eastbourne. The siren can be upgraded too to a 3-tone siren so that different sounds can be used for earthquake, tsunami and Civil Defence.

The Education Department in Lower Hutt does not see that it is responsible for the welfare of the schoolchildren. Their job seems to be to shuffle paper. The headmaster also does not see the siren, which damages the hearing of the pupils, as a problem and refuses to talk to me.

I like to suggest that the Council get in an outside sound company in to assess the siren's sound at the school. If that company states that the sound of the siren is not at a dangerous level at the school, I will pay for the cost for the sound company. If it is found to be dangerous the Council pays and takes appropriate action, viz. move the siren and do not use it for Fire Service call-outs.

Adrian Moonen

In the industry the maximum allowable sound is 80 dB for 8 hours

The rating of the fire siren is 129 dB and the distance to a classroom is 3 m.

The distance from the siren to the school boundary is 1 m.

With each 3 dB we double the energy output

We take 80 dB as our starting point

dB	energy x	time
80	1	8 hour
83	2	4 "
86	4	2 "
89	8	1 "
92	16	30 min
95	32	15 "
98	64	7.5 "
101	128	3.75 "
104	256	1.875 "
107	512	56.25 sec
110	1024	28.13 "
113	2048	14.06 "
116	4096	7.03 "
119	8192	3.52 "
122	16384	1.76 "
125	32768	0.88 "
128	65536	0.44 "
129	79433	0.36 "
131	131072	0.22 "

Report no: ECB2024/5/5

Amendments to Hutt City Council Standing Orders

Purpose of Report

1. This report aims to seek amendments to three of Hutt City Council's Standing Orders to align with legislative changes that allow remote participation at Council and Community Board meetings to be counted as quorum.

Recommendations

It is recommended that the Board:

- (1) receives the information contained in the report;
- (2) notes the requirement to achieve the agreement of at least 75% of members present at a meeting to amend Standing Orders; and
- (3) adopts the amendments to Hutt City Council's Standing Orders, that allow remote participation at meetings counting towards quorum attached as Appendix 1 to the report.

Background

2. Section 51 of the Local Government Act 2002 (LGA) expressly provides that a Community Board is not a local authority nor a Council committee, but an incorporated body. The role of the Community Board is primarily to represent, and act as an advocate for, the interests of its community. Its powers are those delegated to it by Council.
3. Although Community Boards do not form part of a council, certain provisions of the LGA relating to councils (contained in Schedule 7 of the LGA) are expressed to apply equally to Community Boards "with all necessary modifications as if they were local authorities".

4. Clause 27(1) of Schedule 7 states that “a local authority must adopt a set of standing orders for the conduct of its meetings and those of its committees.” Standing Orders require the agreement of at least 75% of members present at a meeting to adopt (and amend) the Standing Orders.
5. The Community Boards adopted amendments to its current Standing Orders in February 2023.
6. Community Boards have the legal authority to create their own Standing Orders, but it is more practical for them to adopt the amendments to Council's Standing Orders. This will help ensure consistency across all meetings throughout Council's meeting cycles.

Discussion

7. Audio-visual technology has become increasingly used over the past few years. However, members who have used this technology have traditionally not been able to be counted as quorum.
8. In response to COVID-19 and, more recently, the effects of Cyclone Gabrielle, the government has amended legislation to allow members joining the meeting remotely to be counted towards quorum requirements. This assists Council and community boards in continuing their business uninterrupted by having members join remotely if they are unable to attend the meeting in person.
9. The Local Government Legislation Amendment Act 2023 amended Schedule 7 s25A(4) of the Local Government Act 2002 to allow for members joining the meeting remotely to be counted as quorum and enables councils and community boards to manage remote participation through their standing orders.
10. The below table outlines the recommended changes to the Standing Orders that relate to members attending meetings by audio or audio-visual link.

Standing Order	Recommended change
Ngā whakamārama Definitions	<p>Delete the current definition:</p> <p><i>Present at the meeting to constitute quorum</i> means the member is to be physically present in the room.</p> <p>Replace with:</p> <p><i>Present at the meeting to constitute quorum</i> means the member is to be either physically present in the room or attending the meeting by audio/audio-visual link, should this be enabled by their council's standing orders.</p>
SO 12.1 Ngā hui Kaunihera Council meetings	<p>Delete the word 'physically':</p> <p>The quorum for a meeting of the council is:</p> <p>(a) Half of the members physically present, where the</p>

	<p>number of members (including vacancies) is even; and</p> <p>(b) A majority of the members physically present, where the number of members (including vacancies) is odd.</p>
SO 14.8 Te tūnga a te mema: kōrama Member's status: quorum	<p>Delete:</p> <p>Members who attend meetings by electronic link will not be counted as present for the purposes of a quorum.</p>
SO 14.9 Te tūnga a te mema: te pōti Member's status: voting	<p>Delete the word 'physically':</p> <p>Where a meeting has a quorum, determined by the number physically present, the members attending by electronic link can vote on any matters raised at the meeting.</p>

Options

Options	Advantages	Disadvantages
<p>Option A (recommended)</p> <p>Amend Standing Orders to allow for remote participants to be counted towards quorum</p>	<p>Amendment to the Standing Orders reflects a practice that is already occurring to good effect and is already allowed in legislation.</p> <p>There is less possibility of losing the quorum</p>	<p>None identified as members are already able to join remotely; this is only a change to count them as present for quorum</p>
<p>Option B (not recommended)</p> <p>Do not amend Standing Orders to allow for remote participants to be counted towards quorum</p>	<p>None identified</p>	<p>Online meetings as needed cannot continue after 1 October 2024</p> <p>There is a possibility of losing quorum</p>

Climate Change Impact and Considerations

11. Climate change considerations are not considered relevant to this report, which deals with an administrative matter.

Consultation

12. There is no requirement for consultation on this matter. The amendments to Standing Orders for use at meetings are a matter to be determined in accordance with the provisions of the Local Government Act 2002.
13. The amended Standing Orders will be made available on Council's website and copies will be provided to community board members. The amended Standing Orders will also be included in the local governance statement.

Legal Considerations

14. The adoption (including amendments) of Standing Orders requires in every case a vote of not less than 75% of the members present. The appendices, as an attachment to the Standing Orders, do not require a vote of 75% of the members present, but rather a majority vote.

Financial Considerations

15. There are no financial considerations in respect of the adoption of amendments to the Standing Orders.

Appendices

There are no appendices for this report.

Author: Kate Glanville
Senior Democracy Advisor

Reviewed By: Kathryn Stannard
Head of Democratic Services

Approved By: Jarred Griffiths
Director Strategy and Engagement

20 September 2024

Report no: ECB2024/5/103

Chair's Report

Recommendation

That the report be received and noted.

Appendices

No.	Title	Page
1 ↓	Appendix 1: Chair's report	25

Author: Belinda Moss

Chair, Eastbourne Community Board

Eastbourne Community Board

Chair's Report October 2024

The Eastbourne Community Board's (ECB) next public meeting is at 7.15pm on Tuesday 22 October. The agenda is posted on the Hutt City Council website and our eastbourne.nz website about a week before each meeting.

ECB public meetings are now held in the Eastbourne library.

Residents are always welcome at Board meetings. At the start of the meeting, anyone may speak (for up to three minutes) under public comment on any community topic.

Please note that our standing orders don't allow for general discussion and questions from the floor. If you have a question about any of the presentations on the agenda, please let a member of the ECB know before the meeting and we can ask it for you before or during the meeting. If we can ask questions ahead of the meeting, presenters are more likely to be able to prepare an answer.

The presentations at the meeting on 22 October (at the time of writing) are:

1. **Land Transport Rule: Setting of Speed Limits 2024:** A verbal presentation by the Head of Transport.
2. **Tupua Horo Nuku and bird protection areas update:** A verbal presentation by Council's Project Delivery Manager - Transport
3. **Z Energy - replacement fuel pipeline, Seaview:** A verbal presentation by Brent Cooper, Project Engineer, Z Energy
4. **Presentation by Local Councillor from Greater Wellington Regional Council:** A verbal update by Cr Quentin Duthie

Five "Eastbournes" Awards will be presented at the October meeting to individuals who have contributed to Eastbourne and the Eastern Bays.

Activity

Here is a list of issues and activities addressed by members of the Eastbourne Community Board (ECB) since the previous meeting and Chair's Report in August:

- The ECB supported our written submission with a verbal submission at the hearing on Council's representation review on 26 August. Along with many submitters from Eastbourne and the Eastern Bays, we spoke in support of retaining community boards. The representation review report prepared by an independent panel recommended disestablishing all three community boards in Hutt City. 56% of all submissions were from Eastbourne and the Eastern Bays and nearly all of these supported retaining community boards.
- The ECB also addressed Council on 10 September, when Councillors voted to disestablish community boards.
- We have lodged an appeal and objection to the Council's decision. The basis of our appeal is that we believe the panel made several errors in its review. We are unlikely to know the outcome for several months. We appreciate the encouragement and support from many Eastbourne residents.
- The representation review also examined Ward boundaries. The ECB and several other submitters recommended that Pencarrow Road be moved from Wainuiomata Ward to Harbour Ward. We are pleased that the Council voted to make this change (pending any objections).

- Most ECB members attended the Local Government New Zealand conference in Wellington, where we networked with community board members from around the motu.
- The ECB received a Highly Commended Award in the Community Board Enhancing Communities category for our mahi on the Tupua Horo Nuku project at the conference.
- Attended the inaugural Lower Hutt City Summit in September.
- We have sought volunteers who Council's pool team will train as assistant lifeguards to work at the Eastbourne Summer Pool and enable its season to be extended by two weeks. We appreciate all the interest in this initiative and are grateful to Council for offering the opportunity.
- Continued to liaise with the Eastbourne Bowls Club and Council about the proposed relocation to ESSC. Watch out for community consultation about this.
- We have responded to calls and emails from residents and news media about the new fence at Bishop Park, which is part of the new bird protection area's conditions, and about the signage about dog access.
- Members of the ECB met with Drowning Prevention Aotearoa to discuss signage and equipment to improve safety on beaches in Eastbourne and the Eastern Bays, and especially Rona Wharf, where people jump into dangerously shallow water.
- Saved more tetra paks and batteries from landfill via the collection bins in the Eastbourne Library foyer, thanks to Bruce Spedding's efforts.

Other things to note

- The Community Engagement Fund has been replaced by a Community Climate Action Fund. The ECB has chosen to run one round of funding per year rather than two. The first round for Eastbourne will be in April/May 2025.
- We are delighted to see how many young cyclists use the informal bike skills track at Burdan's Gate. If you would like to be involved in developing the track further and in maintenance, please contact Frank Vickers.

Communication

One of the Board's roles is communicating relevant matters, proposals, consultations, and issues with residents. We do this through our Facebook page (nearly 800 followers), the eastbourne.nz website, our email list (220+ subscribers), our regular column in the Eastbourne Herald, and the digital display board at the library.

Residents can also contact Board members directly:

Belinda Moss (Chair) belinda.moss@huttcity.govt.nz 029 494 1615

Emily Keddell (Deputy Chair) emily.keddell@huttcity.govt.nz 021 188 5106

Bruce Spedding bruce.spedding@huttcity.govt.nz 021 029 74741

Frank Vickers frank.vickers@huttcity.govt.nz 027 406 1419

Murray Gibbons murray.gibbons@huttcity.govt.nz 04 562 8567

Tui Lewis (Ward Councillor) tui.lewis@huttcity.govt.nz 021 271 6249

Belinda Moss
12 October 2024

Report no: ECB2024/5/104

Democracy Advisor's Report

Purpose of the report

1. The purpose of the report is to update the Board on items of interest.

Recommendations

That the Board:

- (1) receives and notes the report;
- (2) agrees to hold an ordinary Board meeting in the Eastbourne Neighbourhood Hub, 38 Rimu Street, Eastbourne on Tuesday 11 February 2025 commencing at 7.15pm;
- (3) notes that the schedule of meetings for 2025 will be reported to the first Board meeting in 2025;
- (4) determines advertising requirements for its 2025 meetings; and
- (5) determines the venue and start times for its 2025 meetings.

Consultation

Dog Control Policy Bylaw and Dog Control Policy Review

2. Council is starting the review process for its Dog Control Bylaw and Dog Control Policy. Officers will be meeting with selected stakeholders for early feedback to identify issues and shape the review. The proposed bylaw and policy will open for consultation in March 2025.

Extra bin latches

3. Council is now offering extra bin latches that can be easily attached to rubbish and recycling bin handles to stop them blowing open on windy days. Residents can request these via the Bin Enquiry Form on Council's website: [Bin enquiry form](#)

Mouri Tupu – Planting for the future

4. The Mouri Tupu project aims to plant 114,000 native plants in Lower Hutt this triennium – the same number of plants as citizens of Te Awa Kairangi ki Tai / Lower Hutt. Council has been working with its community using community planting initiatives to get the planting done. So far, 60,658 have been planted. In August 2024 Council gave away 2,000 plants to residents, and surplus plants have been given to schools and NGOs. For more information: [mouri-tupu-planting-for-the-future](#)

Waste and resource recovery - videos and fridge magnets

5. Council is producing videos to help Lower Hutt residents with recycling:
 - the glass recycling video will explain the importance of clean items going in the crate, what can go in, where it goes and what is made from the glass.
 - the landfill video will promote Council's landfill voucher system, where landfill users are discounted for recyclable items. If separated recycling is estimated to weigh 20kg or over, users get at least a 10% discount. The more recyclable and reusable items, the higher the discount, capped at 50%. Accepted recyclable materials include whiteware, metals, e-waste, household goods and some hazardous materials.
6. Also, Council is printing free recycling fridge magnets to make it easier to see what should go in each bin. These will be distributed with the 2025 recycling calendar.
7. The videos will be distributed via social media, YouTube, Council's website and the Too Good to Waste website.

Licence plate recognition technology

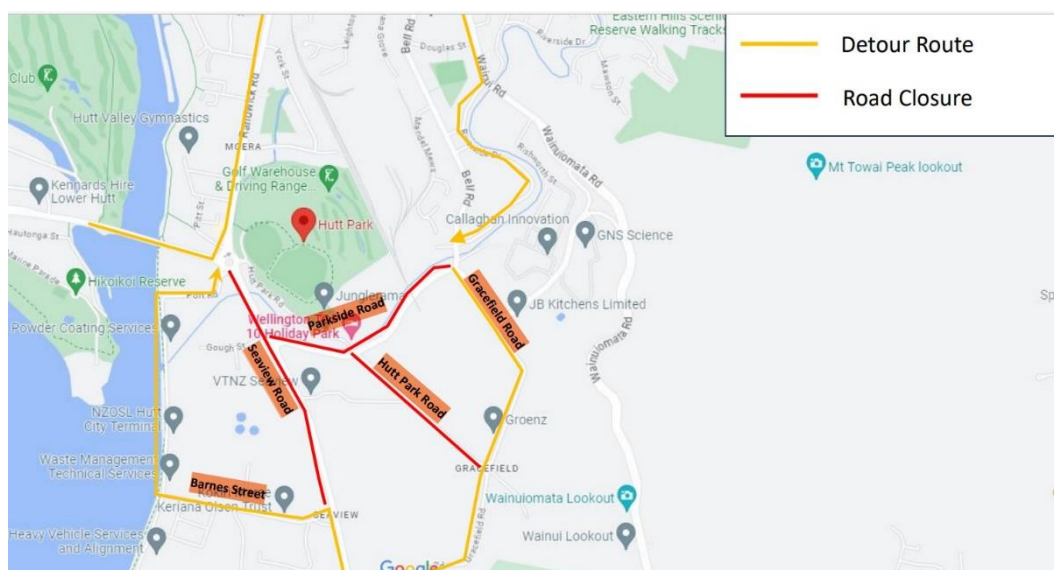
8. Council has introduced licence plate recognition technology to improve fair access to parking across Lower Hutt. The camera kit is attached to the windows of one of Council's parking enforcement vehicles. The camera records information about vehicles and visible parking signage as it drives, then on its return, can register whether a car should have moved or whether it has paid for the parking. The system will be trialled from 1 October 2024 for six months. More information can be found on Council's website: [licence-plate-recognition-technology](#)

No-mow meadow trial

9. Council is introducing a no-mow meadow area in the Hikoikoi Landing area in Petone as part of a two-year trial from September 2024 to March 2025. The aim is to adjust the type of plants growing in the meadow over time so that the meadow feels like a nice place to visit. It will be mown at the end of summer once the grass and plants have dried out. The spaces chosen for the trial have low foot traffic and are not near to any residential buildings.

Juicy Fest 2025

10. Juicy Fest 2025 is scheduled to take place on Friday 10 January 2025, between 8:00pm and 11:59pm at Hutt Park. The following roads will be closed for the event:
 - Seaview Road (between Hutt Road and the Barnes Street/Seaview Road intersection);
 - Parkside Road (between Seaview Road and Bell Road/Gracefield Road);
 - Hutt Park Road (between Parkside Road and Gracefield Road); and
 - Gracefield Road (between Bell Road and Seaview Road).
11. The organiser submitted its application for the road closure on 27 July 2024, which included technical event details and information on engagement with key businesses likely to be impacted by the closures. However, no formal consultation with affected businesses or property owners was provided in their application. On 13 August 2024, Council officers notified the organiser of the need to conduct a public consultation in compliance with Section 82 of the Local Government Act 2002.
12. The organiser has advised that public consultation will take place between 10 and 25 October 2024. While the consultation has yet to occur, officers do not anticipate significant opposition, as Juicy Fest has been successfully held in previous years.
13. The 2024 Juicy Fest traffic plan will be repeated for 2025 with some improvements. After the event in 2024 the large number of people exiting the venue caused delays but traffic cleared in 30-45 minutes. Traffic delays can be expected again in 2025. Efforts will be made to keep footpaths clear of bottles and support will be provided to the Z Service Station to reduce the load on its public bathrooms.
14. The following map shows the planned road closures and detours for the event.



2025 Schedule of Meetings

15. Council will consider the Schedule of Meetings for 2025 at its meeting on 29 October 2024. Due to the timing, the report seeking the Board's approval of its 2025 meeting dates is deferred until the first Board meeting in 2025. Once the Schedule of Meetings for 2025 has been approved by Council, appointments will be sent out to allow members time to plan for 2025.
16. The Board is asked to approve the date and venue for its first meeting in 2025.

Advertising meetings

17. The Board's meetings are advertised in the Hutt News and on Council's website. The cost for this does not come from the Board's Miscellaneous Administration Budget. The Board is asked to consider continuing additional advertising in the Eastbourne Herald for its 2025 meetings.

Venue and start times for meetings of the Board

18. In 2024, the Board began meeting at the Eastbourne Neighbourhood Hub. The Board is asked to confirm its meeting venue for its 2025 meetings.
19. In 2024, the Board met at 7.15pm. The Board is asked to confirm the meeting time for its 2025 meetings.

2024/25 Operating and training budget

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

- Operating costs	\$5,000
- Training	\$3,000

21. The Board was allocated a new budget from 1 July 2024. The following is the Board's expenditure as of 30 September 2024.

	Operating costs	Training
Budget	\$5,000.00	\$3,000.00
Expenditure	\$1,040.00	\$895.00
BALANCE	<u>\$3,960.00</u>	<u>\$2,105.00</u>

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

Appendices

No.	Title	Page
1	Appendix 1: Expenditure to 30 September 2024	32

Author: Judy Randall
Democracy Advisor

Reviewed By: Kate Glanville
Senior Democracy Advisor

Approved By: Kathryn Stannard
Head of Democratic Services

Eastbourne Community Board Expenditure 2024/2025 - Operating Budget														
Item	July	August	September	October	November	December	January	February	March	April	May	June	Total per item	Balance
Opening Balance														\$ 5,000.00
Advertising	\$ 247.00	\$ 793.00											\$ 1,040.00	
Total Expenditure														\$ 1,040.00
Closing Balance														\$ 3,960.00

Eastbourne Community Board Expenditure 2024/2025 - Training Budget														
Item	July	August	September	October	November	December	January	February	March	April	May	June	Total per item	Balance
Opening Balance														\$ 3,000.00
Community Board conference	\$ 895.00												\$ 895.00	
Closing Balance														\$ 2,105.00

Report no: ECB2024/5/105

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