



# POARI HAPORI O ŌKIWINUI EASTBOURNE COMMUNITY BOARD

3 February 2025

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

**Tuesday 11 February 2025 commencing at 7:15 pm**

*This meeting will be recorded and may be shared on Council's YouTube page*

## **Membership**

Belinda Moss (Chair)	Frank Vickers
Murray Gibbons (Deputy Chair)	Emily Keddell
Bruce Spedding	
Deputy Mayor Tui Lewis	

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 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.

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

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

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

## **GENERAL FUNCTIONS**

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

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

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

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

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

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

### **Maintain:**

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

### **Develop:**

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

### **Grant:**

- Local community awards.

### **Promote:**

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

- Arts and crafts in its area.

**Appoint:**

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

**Endorse:**

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

# APPENDIX 1 – COMMUNITY 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:

<b>Ward</b>	<b>Amount</b>
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.

## 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 11 February 2025 commencing at 7:15 pm.

**ORDER PAPER**

**PUBLIC BUSINESS**

**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

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

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

**2. APOLOGIES**

No apologies have been received.

**3. PUBLIC COMMENT**

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

**4. MAYOR'S ADDRESS**

A verbal update by Mayor Barry

**5. PRESENTATIONS**

**a) Residents' Satisfaction Survey**

A verbal update by Council's Principal Advisor Research and Evaluation

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

A verbal presentation by Council's Transport Project Manager.

**c) Sustainable Growth Strategy**

A verbal update by Council's Spatial Plan Lead

d) **Low Carbon Acceleration Fund**

A verbal update by Council's Senior Advisor – Climate and Sustainability

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

A verbal update by Cr Quentin Duthie

6. **CONFLICT OF INTEREST DECLARATIONS**

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

7. **MINUTES**

Meeting minutes Eastbourne Community Board, 22 October 2024 11

8. **ELECTION OF THE DEPUTY CHAIR**

Memorandum dated 17 January 2025 by the Democracy Advisor 25

9. **SCHEDULE OF MEETINGS FOR 2025**

Report No. ECB2025/1/17 by the Senior Democracy Advisor 27

10. **EASTBOURNE COMMUNITY BOARD APPEAL AGAINST COUNCIL'S REPRESENTATION ARRANGEMENTS PROPOSAL**

Memorandum dated 22 January 2025 by the Democracy Advisor 41

11. **CHAIR'S REPORT**

Report No. ECB2025/1/18 by the Chair, Eastbourne Community Board 48

12. **DEMOCRACY ADVISOR'S REPORT**

Report No. ECB2025/1/19 by the Democracy Advisor 52

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

Report No. ECB2025/1/20 by the Democracy Advisor 62

14. **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.

**15. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

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

Judy Randall  
DEMOCRACY ADVISOR

HUTT CITY COUNCILPOARI HAPORI O ŌKIWINUI  
EASTBOURNE COMMUNITY BOARD

Minutes of a meeting held in the Eastbourne Neighbourhood Hub 38 Rimu Street,  
Eastbourne on

**Tuesday 22 October 2024 commencing at 7:15 pm**

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

**APOLOGIES:** Deputy Mayor Lewis

**IN ATTENDANCE:** Mayor C Barry  
J Kingsbury, Director Economy and Development  
E Scherer, Transport Engineering Manager (part meeting)  
R Lemalu, Project Delivery Manager, Transport (part meeting)  
J Randall, Democracy Advisor

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

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Whakataka te hau ki te tonga  
Kia mākinakina ki uta  
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He tio, he huka, he hau hū  
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*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 24501**

*"That the apology received from Deputy Mayor Lewis be accepted and leave of absence be granted."*

### 3. THE EASTBOURNE AWARDS

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

**Martin Cooper**

For his services to youth leadership and community support through his unwavering dedication to Eastbourne's youth group, "The Loft," providing a safe and welcoming space for local youth.

**Sinead Diederich**

For her services to community engagement and local fundraising, including founding the Eastbourne Community Notice Board on Facebook and spearheading numerous local initiatives.

**Sarah Pettus**

For caring for our coastline, our environment, and our immigrant and refugee community.

**Jo Greenman**

For her tireless dedication as a Park Ranger with Greater Wellington Regional Council at East Harbour Regional Park.

**Janet Andrews and Simon Hoyle**

For being visual storytellers, geologists, and wonderful members of our community.

The full citations are attached as pages 8-12 to the minutes.

### 4. PUBLIC COMMENT

There was no public comment.

### 5. MAYOR'S ADDRESS

Mayor Barry provided a verbal update, attached as page 13 to the minutes.

In response to a question from a member, Mayor Barry advised that Council was waiting for the outcome of the Representation Review appeal before considering other representation options for the city.

## 6. PRESENTATIONS

### a) Land Transport Rule: Setting of Speed Limits 2024

The Director, Economy and Development provided a verbal presentation on recent government changes to speed limit settings. He advised members that variable speed limits around schools would be changed to fixed limits. He noted that the new priorities emphasised safety outside school gates rather than safety in the surrounding neighbourhoods. He added that officers had until July 2025 to implement these changes. He said that Council would need to conduct a consultation process before any changes were made outside Wellesley School.

In response to questions from members, the Director, Economy and Development provided the following information:

- there was no government funding available to upgrade the Days Bay crossing for the next three years.
- installing temporary traffic management lights for the Days Bay crossing during the busy summer was not feasible, and no government funding was available for a permanent solution.
- officers did not have the resources to conduct preliminary work to upgrade the Days Bay crossing. However, if funds were raised through community fundraising, it might be possible to reallocate resources for the project.

The Director, Economy and Development agreed to report back to the Board with an estimate of the cost to upgrade the Days Bay crossing.

### b) Tupua Horo Nuku and bird protection areas update

The Project Delivery Manager, Transport provided an update, which is attached as page 14 to the minutes.

In response to questions from members, the Project Delivery Manager, Transport agreed to report back on whether dead marram grass would be removed before planting took place. She confirmed that the projected timeline for the project remained at mid-2026.

### c) Juicy Fest event 2025

The Transport Engineering Manager advised that the traffic impacts of Juicy Fest were expected to be similar to those in 2024. He said officers had engaged with the organiser, who would consult key businesses and residents.

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

William Woods, a representative of CentrePort Limited and Joel Stephenson, a representative of Z Energy, provided an electronic presentation that can be viewed at the following link: [Seaview Energy Resilience Project presentation](#).

In response to questions from members, William Woods and Joel Stephenson advised that:

- a berth for the East by West Ferry was considered as part of the Seaview Wharf reinstatement, and would be further considered in 2025.
- there was no aquifer beneath the area designated for the Seaview Energy Resilience project.
- the old fuel pipeline would remain in situ, filled with concrete sludge to prevent collapse as it corroded.
- some traffic management would be required on Port Road while pipe works were underway. However, traffic would not be impacted to the level typically seen on a main road.

Members expressed concern that without vehicle parks on Port Road, vehicles would move to the road reserve, creating a mud hazard for cyclists and pedestrians. Joel Stephenson agreed to look into this issue.

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

Cr Duthie presented an electronic presentation that can be viewed at the following link: [Local Councillor from Greater Wellington Regional Council presentation](#).

In response to questions from members, Cr Duthie agreed to email the Board with information about funding for transport projects to seek feedback. He also agreed to send members a map of the marine forest in Wellington Harbour.

7. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

8. **MINUTES**

RESOLVED: (B Moss/B Spedding)

**Minute No. ECB 24502**

*"That the minutes of the meeting of the Eastbourne Community Board held on Tuesday, 13 August 2024, be confirmed as a true and correct record."*

## 9. AMENDMENTS TO HUTT CITY COUNCIL STANDING ORDERS

Report No. ECB2024/5/7 by the Senior Democracy Advisor

Bruce Spedding expressed concern that the technology would not be adequate to facilitate virtual attendance for members. He suggested a large screen and a sound system in the Eastbourne Neighbourhood Hub to enhance the existing technology used during meetings.

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

**Minute No. ECB 24503**

*"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."*

## 10. CHAIR'S REPORT

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

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

**Minute No. ECB 24504**

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

## 11. DEMOCRACY ADVISOR'S REPORT

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

**RESOLVED:** (M Gibbons/F Vickers)

**Minute No. ECB 24505**

*"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) agrees to determine advertising requirements for its 2025 meetings at its first meeting in 2025; and*
- (5) agrees to determine the venue and start times for its 2025 meetings at its first meeting in 2025."*



## 12. REPORTS FROM REPRESENTATIVES ON LOCAL ORGANISATIONS

### Report back from representatives for local organisations

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

a) Okiwi Eastbourne - Bays Community Trust

There was no update.

b) MIRO

There was no update.

c) Eastern Bays Climate Response Network

There was no update.

d) Eastbourne Youth Worker Trust

Emily Keddell reported that 'The Loft' youth group was underway for the last school term of the year. She said younger children would be invited to attend later in the term in preparation for 2025. There were concerns that the increasing cost of using the facility might make it unaffordable.

e) Eastern Bays Residents' Associations

The Chair reported that local residents' associations recently met to discuss ways to work together.

f) Wellington Region Emergency Management Office

Bruce Spedding reported that he joined the Trust Board for the local New Zealand Response Team NZRT18 (the team). The team also participated in the Resilience Expo earlier this year. He advised that Council largely funded the team but that additional funding for resources was still needed. He emphasised that the team would provide on-the-ground support during emergencies and expressed hope that the team would conduct exercises in the Eastern Bays to raise awareness of its role.

## 13. QUESTIONS

Murry Gibbons provided an update on the historic Eastbourne jail (the jail). He said he was waiting on public liability insurance to be settled so the lease for the jail could be finalised.

**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	<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 8.57 pm.

B Moss  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 11th day of February 2025**

### **Eastbourne's Award Recipient 2024 – Martin Cooper**

**For services to youth leadership and community support through his unwavering dedication to Eastbourne's youth group, "The Loft," providing a safe and welcoming space for local youth.**

Martin Cooper has been the unwavering leader of Eastbourne's youth group, "The Loft," since stepping into the role in 2020 after a heartfelt community call for help. The Loft, established in 1996 by local families, serves as a crucial space for youth in Years 7 to 10. In 2019, the group was on the brink of dissolution when its previous leader, Eddie Jansen, put out a request for someone to take over. Martin's daughter, Izzy, then in Year 8, urged her father to take on the challenge – and with 20 years of teaching experience across all levels of education, Martin was the perfect fit.

Despite his busy professional life, Martin dedicates his Friday evenings to the youth group. He has not missed a single session since officially taking the reins at the start of Term 1 in 2020, running The Loft for 36 to 38 Friday nights a year for the past five years. Alongside a teenage assistant – currently his son, Bodhi – Martin opens the space in the Eastbourne Rec Centre every week without fail. He not only manages the supervision of the group but also handles weekly shopping, banking, and cleaning duties, including a thorough "pre-sweep and post-sweep" to ensure the space is safe and welcoming. Whether it's picking up broken glass or cleaning messy bathrooms, Martin takes pride in making sure the space is ready for the kids. He is meticulous in ensuring that every child is accounted for at the end of the night, balancing their growing independence with a keen awareness of their safety and well-being.

Martin's presence has established The Loft as a safe, welcoming environment for Eastbourne youth. Regardless of how many attendees show up, he provides a consistent and friendly space where youth can check in, use the phone to get home, or just hang out. His firm but fair approach to the rules creates an atmosphere of trust, and his steady leadership has helped many young people navigate their teenage years.

In addition to maintaining The Loft's physical space, Martin leveraged the strong relationships he built with the council to secure a temporary storage container for the group's equipment during a major upgrade to the facility, which included stripping and repainting the walls and upgrading the floors. Martin personally coordinated the move, with the help of several local families, including his own, to ensure everything was safely stored during the renovations. Thanks to his resourcefulness and dedication, The Loft continued to function smoothly throughout this period. Under Martin's leadership, the group has used grants and donations to acquire popular recreational items like an air-hockey table, pool table, and indoor basketball hoops, and they even received a donated X-box. These additions have made The Loft an even more engaging and enjoyable space for local youth, despite a necessary increase in fees from \$3 to \$4 to manage rising overheads.

Martin is not alone in his efforts; he is supported by a group of dedicated trustees who assist in managing the financial aspects of the group. Eddie Jansen, who originally put out the call for help, continues to support The Loft by managing the annual accounts. This teamwork ensures the group remains financially viable and able to provide valuable experiences for Eastbourne's youth.

Beyond his work inside The Loft, Martin is deeply connected to the broader Eastbourne community. He has his finger on the pulse of what's happening with the local youth, often acting as a bridge between them, their families, and the wider community. When activity around the Rec Centre became concerning, Martin worked with local authorities, encouraging the police to maintain a presence on Friday nights to curb problematic behavior. His ability to work gently but effectively with both youth and adults has prevented many small issues from escalating into bigger problems.

Martin's leadership goes beyond providing a space for youth to socialize – he has become a vital support system for the community, always willing to listen, offer help, and act when needed. His dedication to Eastbourne's young people and his tireless efforts in keeping The Loft a safe, welcoming environment make him truly deserving of recognition for his service.

### **Eastbournes Award Recipient 2024 – Sinead Diederich**

**For services to community engagement and local fundraising, including founding the Facebook Eastbourne Community Notice Board and spearheading numerous local initiatives.**

Sinead Diederich has been a beacon of community spirit in Eastbourne since she moved here with her family in 2009. Sinead, originally from Ireland, was living in Brussels, working as a policy expert for the European Commission on Mad Cow Disease. A trained veterinarian, she and her husband Matt chose Wellington as their new home due to its proximity to policy jobs with the Ministry of Agriculture and Forestry. Yet, it was Eastbourne that truly captured their hearts, offering a dog-friendly environment and a slower pace of life, far removed from the hectic commutes of their past.

From her early days in Eastbourne, Sinead has shown an incredible knack for mobilising the community's generosity. In 2011, she hosted a Pink Ribbon Breakfast at the Days Bay Pavilion, which became a standout success thanks to her natural fundraising abilities. This event caught the attention of local realtor Mary Greig Clayton, who saw in Sinead the potential to connect people on a larger scale. Encouraged by this, Sinead eventually transitioned into a real estate career, where her business quickly became a central hub for community events.

Sinead's true legacy, however, lies in her innovative use of social media to foster community connections. In 2013, she founded the Eastbourne Community Notice Board on Facebook, a pioneering effort at the time. Under her stewardship, the group has grown to nearly 5,000 members, becoming a vital platform for residents to connect, share, and support one another. Sinead's careful moderation ensures that the group remains a positive space, free from advertising clutter and focused on genuine community interaction.

Her commitment to Eastbourne extends far beyond the digital realm. Sinead has consistently thrown herself into local fundraising efforts, from supporting Muritai School discos to organising events for Te Omanga Hospice and the Nourish at Christmas hampers. This year alone, she's spearheading a \$10,000 fundraising push and planning a home tour event for November, demonstrating her relentless dedication to making Eastbourne a better place for everyone.

One of Sinead's most significant contributions has been her role in the Eastbourne skate ramp project. Alongside Matt Hayes, she fundraised, consulted, and helped design the ramp, engaging the community in a constructive dialogue and navigating the complexities of local government to see the project through to completion.

Sinead's work is guided by core values that emphasise honesty, integrity, and the importance of community. Living and working in Eastbourne, she believes in building relationships year upon year, grounded in a deep love for the place she now calls home. Her tireless efforts have not only enhanced the lives of her fellow residents but have also cemented her role as a pillar of the Eastbourne community.

For these reasons, Sinead Diederich is a deserving recipient of the "Eastbournes" Award, a testament to her unwavering commitment to the community she so passionately serves.

### **Eastbournes Award Recipient 2024 – Sarah Pettus**

#### **For caring for our coastline, our environment, and our immigrant and refugee community.**

Sarah first joined in beach clean-ups run by the East Harbour Environmental Association about 12 years ago when she arrived in Eastbourne, and soon volunteered to take on responsibility for organising them. Under her watch these have expanded from a small group endeavour to a community-wide project. Every 6 months all generations of Eastbourne residents spread out along our southern coastline from Burdan's Gate to the Pencarrow lighthouses to collect the rubbish that's thrown up by storms and left by visitors.

The exercise is social, environmental and educational, with changes in types of debris reflecting the changes in our societal behaviour. Sarah has noticed over the years that plastic parking tickets, grocery store bags and drinking straws have given way to laundry pegs, polystyrene and zip-ties. She says that while most of the rubbish is accidental, far too much is intentionally left and even hidden in the harakeke and ngaio bushes along the beach.

Sarah is also one of several community members who manage a trap line in our hills and residential areas to keep pests under control and support our environmental diversity and native wildlife. The ERAT project (Educating Residents About Trapping) is organised by MIRO with support from the Hutt City Council and has been operating since 2017. While she doesn't love handling dead rodents, Sarah does feel rewarded every spring when the tūi converge on the kōwhai trees in Eastbourne.

Sarah's other passion is in ESOL (English for Speakers of Other Languages), and she currently works for English Language Partners in the Hutt. After many years of working mostly with international students, she's found her true calling teaching English to new immigrants, especially our refugee community. This is a hugely important step for them as they continue their journey to join and enrich our diverse population, and Sarah speaks of the myriad challenges our new arrivals face, with language being just one of the barriers they must overcome. She highlights the importance of creating a sense of

belonging in her classroom and the role of laughter in breaking down these barriers - a universal and non-threatening language of sorts.

The community celebrates Sarah's efforts on our behalf in raising awareness of environmental issues, activating our community, and working to help new arrivals in Aotearoa adapt to their new country.

### **Eastbournes Award Recipient 2024 – Jo Greenman**

#### **For her tireless dedication to the role of Park Ranger for Greater Wellington Regional Council in East Harbour Regional Park.**

Eastbourne has usually been lucky in the lottery of who is appointed ranger here by GWRC, but with Jo, this is especially so. Jo lives and breathes conservation and has gone beyond her job description in advocating for, and involvement in, the restoration of the Pencarrow Lakes Block and Baring Head, as well as management of the Northern Forest.

Jo is a science teacher by training, but having moved with her family to the Isles of Scilly, some 90km off the west coast of Cornwall in England at the age of 12, somehow seemed destined to end up working in the outdoors. Fitting, then, that her second job with New Zealand's Department of Conservation, was on another island, Matiu Somes. Jo and her partner emigrated to New Zealand in 2002 and, after a couple of years of teaching, Jo began working for DOC. And just prior to taking up the role of the Island's ranger, she had the job of welcoming back a group of dedicated volunteers from Forest and Bird who had, over the previous 25 years, completed the re-vegetation of Matiu Somes, transforming it from a sparse wasteland into a verdant paradise for native fauna. This event had a profound and lasting effect on Jo.

And asked what has been her most satisfying achievement over her last 5 years as ranger for Greater Wellington Regional Council, Jo says it is the restoration of the Parangarahu Lakes including removing, finally, the last sheep from the conservation area and a continuation of the planting begun by MIRO volunteers 12 years earlier.

Jo modestly describes herself as a "jack of all trades and master of none", but anyone who has seen her wield one, knows she is at least a 7th Dan on a chainsaw. What Jo means is that the role is incredibly varied, from cleaning toilets to managing \$300,000 roading contracts. All of which Jo does with dedication and skill. Her least favourite part of the job is "compliance"; in other words, telling people off. But if you ever witness this first-hand, you will see this is also something Jo is extremely good at. A skill no doubt honed in her years as a secondary school teacher.

Jo says she would like to be able to give more time to the Northern Forest, but there are only so many hours in a day, and she counts herself lucky to have the support of local groups like MIRO, who devote so much volunteer time to assisting with growing its biodiversity. These groups are, in turn, grateful to Jo who, not only goes far above and beyond her job description, but does it all with a smile.

We are not sure how much longer we will have Jo for, but everyone who we have spoken to about her, hopes that we will have the pleasure of her company for many years to come.

**Eastbournes Award Recipients 2024  
Janet Andrews and Simon Hoyle**

**Visual storytellers, geologists and wonderful members of our community.**

Janet and Simon have quietly and generously impacted Eastbourne and its environment over many years. They moved to Days Bay 30 years ago and purchased the building and site that now houses their Southlight Studio and the Chocolate Dayz Cafe.

One of the first things they created was the cafe space, which, as we know, has become a focal point and destination for Eastbourne and Eastern Bays residents and visitors. Cafes are commercial ventures but can also be important community hubs that bring residents together informally for meetings and events. This is what Janet and Simon have achieved for Days Bay.

When Janet and Simon moved to Days Bay, the area opposite the studio between the beach and the road was bare and susceptible to wind erosion, and the road edge was full of rubbish. As geologists, they saw an opportunity to improve the beach environment and the health of the stream that runs down to the beach. They started the Days Bay Beach Planters Group, and with support from Council, which provided plants, the group has turned bare land into an attractive, healthy space between the beach and road and the stream is healthier and safer.

We owe a lot to Janet and Simon for their visual storytelling about Eastbourne and the Bays, including its history, the rebuilding of the Days Bay Wharf, the construction of the Ika Rere electric ferry, and the production of the 2023 film about Kathrine Mansfield that marked the centenary of her death. They have generously shared these stories with the community. They have also helped to digitise and preserve images for the Eastbourne Historical Society.

Their influence on coastal spaces extends far beyond the Days Bay beach. Janet and Simon have produced an extensive series of videos for Coastal Restoration Trust of New Zealand to help us understand how to restore and protect estuaries, beaches and coastal features throughout the motu.

Janet and Simon's blend of science and art is an asset to Days Bay and Eastbourne; we are fortunate they live here.

## **Mayor's Address**

Kia ora koutou,

### **Te Ngaengae**

Last month, we approved the naming of Te Ngaengae, our new pool and fitness centre. We also announced that it will be officially opened on 4 December, before a community day to celebrate the opening on Saturday 7 December.

After five years of hard work, Naenae is getting a bigger, better and more sustainable pool.

This project has been a true community effort. With the new pool, and the upgrades of Te Mako (our community centre) and Walter Mildenhall Park, it's an exciting and transformative time for Naenae and I'm excited to see all the positive outcomes for our community.

### **Mouri Tupu - plant giveaways**

As part of Mouri Tupu - Planting for the Future, we gave out 2000 free plants as part of our plant register to 350 families, individuals and groups from across the Hutt Valley. Our community signed up for the opportunity to take home five native plants, trees and shrubs to plant in their yard or community.

We also gave away a further 200 to our newest citizens at our latest Citizenship Ceremony.

It's great to see how excited our residents were when picking up these plants to green up their homes and neighbourhoods. The community is really getting stuck into this city initiative.

### **For Eastbourne:**

Eastbourne Summer Pool will enjoy extended opening hours this summer thanks to an innovative partnership between Council and community to fully-train volunteers as lifeguards.

The Eastbourne Community Board and Pool Action Group approached Council's Aquatics Team to see if the season could be extended. The team was keen to make it happen but had the challenge of limited budgets and difficulty in finding seasonal staff. So, they have worked together to find an innovative solution.

At a time when everyone is feeling the pinch financially, it's great to be able to collaborate and find local solutions that help maximise assets in our community.



### **Tupua Horo Nuku and bird protection areas update**

#### **Tupua Horo Nuku - Whiorau Bay**

- The cofferdam trial has been successful, expediting construction progress.
- Beach access south of Cheviot Rd bus stop will remain open during the Christmas season.
- Access from Cheviot Rd bus stop north will be restricted until February.

#### **York Bay**

- The 60m wastewater pipe replacement is underway.
- Beach nourishment and the beach access ramp have been completed.
- A grading profile was developed from the initial beach material assessment to replicate the existing sand and gravel mix. The beach nourishment materials are sourced from Winstones quarries in Seaview and Otaki.
- The project is on track for completion by the end of the year.

#### **Sunshine Bay**

- Installation of timber shared path buffers has commenced, and pavement preparation is in progress.

#### **Traffic Control Update**

- The York Bay wastewater main replacement is ongoing, and there are no peak hour delays exceeding 5 minutes for the project, average wait times are 3.5 minutes. Traffic monitoring and reporting have been enhanced.

#### **CL Bishop Park BPA**

- Wooden and rope barrier fencing is complete, along with aluminium fencing through the stormwater overflow area.
- Planting is set to begin on 24-25 October, with a community planting event scheduled for 31 October, weather permitting.

*Our Reference*



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

**FROM:** Judy Randall

**DATE:** 17 January 2025

**SUBJECT:** ELECTION OF THE DEPUTY CHAIR

### **Purpose of Memorandum**

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

### **Recommendations**

That the Board:

- (1) notes that the Deputy Chair for the 2022-2025 triennium will be selected on a rotational basis; and
- (2) elects Murray Gibbons to the position of Deputy Chair from 11 February 2025 until the end of the triennium on 11 October 2025.

### **Background**

2. At the Board's meeting held on 6 December 2022, members agreed that the position of Deputy Chair would rotate among the 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, Bruce Spedding and Emily Keddell have all served a term as Deputy Chair during this triennium.
4. Members are asked to agree to the appointment of Murray Gibbons as Deputy Chair until the end of the triennium on 11 October 2025.

### **Appendices**

There are no appendices for this report.

**Author:** Judy Randall  
Democracy Advisor

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

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

23 January 2025

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Report no: ECB2025/1/17

## Schedule of Meetings for 2025

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### Purpose

1. This report seeks the Board's approval of the proposed schedule of meetings until October 2025 in respect of its meetings.

### Recommendations

That the Board:

- (1) approves the meeting dates until October 2025 in respect of its meetings, attached as Appendix 1 to the report;
- (2) determines the venue and start time for each meeting;
- (3) notes that the Board Chair will set the dates for informal get-togethers of the Board as the need arises;
- (4) notes that under Standing Order 9.12, the Chair of the Board may cancel the meeting in consultation with the Chief Executive; and
- (5) notes that the meeting times will be publicly notified by the Democratic Services business unit.

### Background

2. The adoption of the schedule of meetings will facilitate an open, democratic process and allow for the planning of the forward programme of decisions. It also allows for elected members to plan their commitments over 2025.
3. The aim, through careful scheduling of work programmes, is to reduce the need for additional or reconvened meetings and rescheduling meetings.
4. The following principles have been followed in the planning of the schedule of meetings:
  - four meeting cycles (eight-weekly meeting cycle) taking in to account the local elections to be held on Saturday, 11 October 2025.

- a meeting recess over January and July.
5. At meetings held in October/November 2023, the Boards adopted the interim meeting schedule for 2025 in relation to their respective meeting dates. The meeting schedule attached as Appendix 1 to the report, is based on the adopted interim meeting schedule with proposed amendments outlined in paragraph 11 of the report.
  6. At meetings held in October 2024, each Board adopted its February 2025 meeting date.

### Discussion

7. The Board is being asked to approve a schedule of meetings so that the meetings can be publicly notified in accordance with the requirements set by the Local Government Official Information and Meetings Act 1987.
8. Council adopted the 2025 meeting schedule at its meeting held on 29 October 2024 in respect to its meetings as outlined below:

**RESOLVED:** (Mayor Barry/Deputy Mayor Lewis)

**Minute No. C 24503**

*"That Council:*

- (1) receives and notes the report;*
- (2) adopts the meeting schedule until 10 October 2025 attached as Appendix 1 to Report No. HCC2024/4/276, subject to approval by the Community Boards in respect of its meeting dates;*
- (3) agrees that the venues for the meetings of Council, its committee and subcommittees, other than Community Boards, be the Hutt City Council Chambers, 30 Laings Road, Lower Hutt;*
- (4) agrees to a commencement time of 2pm for Council, committees and subcommittee meetings;*
- (5) notes that under Standing Order 9.12, the Chair of a scheduled meeting may cancel the meeting in consultation with Chief Executive; and*
- (6) notes that the meeting times will be publicly notified by the Democratic Services business unit."*

9. The proposed meeting schedule allows for reports to be considered by the appropriate committees, subcommittees and community boards.

## Options

Options	Advantages	Disadvantages
<p><b>Option A (recommended)</b></p> <p>Adopt the schedule of meetings for 2025, in respect of its meetings, attached as Appendix 1 to the report.</p>	<p>Will ensure a transparent and democratic process and enable effective planning of the upcoming decisions. It also helps the members to plan their commitments for the rest of the year.</p>	<p>None identified.</p>
<p><b>Option B (not recommended)</b></p> <p>Asks officers to draft an alternative meeting schedule, in respect of its meetings, for its consideration.</p>	<p>None identified.</p>	<p>Will delay the planning of upcoming decisions and notification of the 2025 meeting schedule.</p>
<p><b>Option C (not recommended)</b></p> <p>Agrees not adopt a meeting schedule, in respect of its meetings.</p>	<p>None identified.</p>	<p>The Chief Executive must provide written notice to each member regarding the date, time and location of any meeting, which does not allow members to plan their commitments for the rest of the year.</p>

## Consultation

10. Consultations were held with the Senior Leadership Group, with specific input from key business units including the Office of the Chief Executive, Office of the Mayor, Enterprise Portfolio Management Office, Finance, Strategy and Policy and Planning.
11. Based on the feedback from the consultation, officers have made one change to the interim meeting schedule of the Boards. The June meetings have been rescheduled one week earlier.
12. As a governance decision of the Board, this decision does not require consultation with the public.

## Climate Change Considerations

13. There are no climate change considerations as the report relates to an administrative matter.

### Financial Considerations

14. There are no direct financial considerations arising from the report.

### Legal Considerations

15. Meetings must be conducted in accordance with Part 7 of the Local Government Official Information and Meetings Act 1987.

16. Council is required to abide by the Local Government Act 2002.

### Next Action

17. Once the Board has approved its meeting dates, they will be published on Council's website and calendar invites will be sent to elected members and relevant officers.

### Appendices

No.	Title	Page
<a href="#">1</a>	2025 meeting schedule	31

**Author:** Kate Glanville  
Senior Democracy Advisor

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**Approved By:** Kathryn Stannard  
Acting Director, Strategy and Engagement

# JANUARY 2025

Interim schedule adopted by Council – 30 October 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1 New Year's Day	2 Day after New Year's Day	3
6	7	8	9	10
13	14	15	16	17
20 Wellington Anniversary	21	22	23	24
27	28	29	30	31

Council	Committee Meetings	Subcommittee Meetings	Community Board Meetings	Joint/GWRC Committees	Briefings/Training	Functions/Meetings/Conferences	Hearings
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## FEBRUARY 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 Briefing (DAP financials) 4.00pm	4	5	6 Waitangi Day	7
10 Petone Community Board	11 Te Awa Kairangi/Hutt River Valley Subcommittee 2.00pm (HCC)	12 Wainuiomata Community Board	13	14
	Eastbourne Community Board			
17	18 Audit and Risk Subcommittee	19 Briefing 4.00pm	20 Traffic Subcommittee	21
24 Long Term Plan/Annual Plan Subcommittee 9.00am Additional Council at the conclusion of the LTP/AP Subcommittee	25 Climate Change and Sustainability Committee	26 Communities, Culture and Sustainability Committee	27 District Plan Review Committee	28

Council	Committee Meetings	Subcommittee Meetings	Community Board Meetings	Joint/GWRC Committees	Briefings/Training	Functions/Meetings/Conferences	Hearings
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# MARCH 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3	4	5	6	7 Hutt Valley Services Committee
10 Chief Executive's Performance Review Subcommittee	11 Policy, Finance and Strategy Committee Additional Council (draft SOI)	12	13 Infrastructure and Regulatory Committee	14 Wellington Water Committee 10.00
17	18 Wellington Regional Leadership Committee 10.00am (HCC) Civil Defence Emergency Management Group 1.00pm (HCC)	19 Briefing 4.00pm	20	21
24	25 Long Term Plan/Annual Plan Subcommittee 1.00pm Additional Council (end of cycle 1)	26	27	28
31				

Council	Committee Meetings	Subcommittee Meetings	Community Board Meetings	Joint/GWRC Committees	Briefings/Training	Functions/Meetings/Other	Hearings
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# APRIL 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1 Regional Transport Committee 10.00am (GWRC)	2 Briefing 4.00pm	3	4 LGNZ Zone 4 meeting
7	8	9	10	11
14 Petone Community Board	15 Eastbourne Community Board	16 Wainuiomata Community Board	17	18 Good Friday
21 Easter Monday	22 Audit and Risk Subcommittee	23 Briefing 4.00pm	24 Traffic Subcommittee	25 Anzac Day
28	29 Climate Change and Sustainability Committee	30 Communities, Culture and Partnerships Committee		

Council	Committee Meetings	Subcommittee Meetings	Community Board Meetings	Joint/GWRC Committees	Briefings/Training	Functions/ Hearings/Sign	Hearings
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## MAY 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1 District Plan Review Committee	2 Hutt Valley Services Committee
5	6 Policy, Finance and Strategy Committee	7 Briefing 4.00pm	8 Infrastructure and Regulatory Committee	9
12	13 Te Awa Kairangi/Hutt River Valley Subcommittee 2.00pm (UHCC)	14 Long Term Plan/Annual Plan Subcommittee (hearing of submissions) 9.00am	15 Long Term Plan/Annual Plan Subcommittee (hearing of submissions) 9.00am	16 Long Term Plan/Annual Plan Subcommittee 9.30am Additional Council at the conclusion of the LTP/AP Subcommittee meeting
19	20	21 Briefing 4.00pm	22	23
26	27	28	29 Council (end of cycle 2)	30 Wellington Water Committee 10.00

Council	Committee Meetings	Subcommittee Meetings	Community Board Meetings	Joint/GWRC Committees	Briefings/Training	Functions/Meetings/Other	Hearings
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## JUNE 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 King's birthday	3	4 Long Term Plan/Annual Plan Subcommittee 9.30am	5 Briefing 4.00pm	6
		Additional Council		
9 Petone Community Board	10 Eastbourne Community Board	11 Wainuiomata Community Board	12	13
16	17	18 Briefing 4.00pm	19 Traffic Subcommittee	20 Matariki
23 Audit and Risk Subcommittee	24 Regional Transport Committee 10.00am (GWRC) Civil Defence Emergency Management Group 1.00pm (GWRC)	25 Communities, Culture and Partnerships Committee	26 District Plan Review Committee	27 Additional Council (to make rates)
30 Chief Executive's Performance Review Subcommittee				

Council	Committee Meetings	Subcommittee Meetings	Community Board Meetings	Joint/GWRC Committees	Briefings/Training	Functions/Meetings/Other	Hearings
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## JULY 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1 Policy, Finance and Strategy Committee	2 Climate Change and Sustainability Committee	3 Infrastructure and Regulatory Committee	4
7	8	9	10	11
14	15	16 Local Government New Zealand SuperLocal 2025 Te Pae, Christchurch	17 Local Government New Zealand SuperLocal 2025 Te Pae, Christchurch	18
21	22	23 Briefing 4.00pm (via Zoom)	24	25 LGNZ Zone 4 meeting Wellington Water Committee 10.00 (TBC)
28	29	30	31 Council (end of cycle 3)	

Council	Committee Meetings	Subcommittee Meetings	Community Board Meetings	Joint/GWRC Meetings	Briefings/Training	Functions/Meetings/Conferences	Hearings
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## AUGUST 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1
4	5	6 Briefing 4.00pm	7	8
11	12 Te Awa Kairangi/Hutt River Valley Subcommittee 2.00pm (HCC)	13	14	15
18 Petone Community Board	19 Eastbourne Community Board	20 Wainuiomata Community Board	21	22 Hutt Valley Services Committee
25 Long Term Plan/Annual Plan Subcommittee 9.30am	26 Audit and Risk Subcommittee	27 Briefing 4.00pm	28 Traffic Subcommittee	29
Additional Council at the conclusion of the LTP/AP Subcommittee				

Council	Committee Meetings	Subcommittee Meetings	Community Board Meetings	Joint/GWRC Committees	Briefings/Training	Functions/ Hearings/Sign	Hearings
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## SEPTEMBER 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Chief Executive's Performance Review Subcommittee Additional Council at the conclusion of the CEPRS	2 Communities, Culture and Partnerships Committee	3 Climate Change and Sustainability Committee	4 District Plan Review Committee	5
8	9 Policy, Finance and Strategy Committee	10 Briefing 4.00pm	11 Infrastructure and Regulatory Committee	12
15	16 Wellington Regional Leadership Committee 10.00am (HCC) Civil Defence Emergency Management Group 1.00pm (HCC)	17	18	19
22	23 Regional Transport Committee 10.00am (GWRC) Audit and Risk Subcommittee (Annual Report)	24 Briefing 4.00pm	25	26 Wellington Water Committee 10.00
29	30 Council (end of cycle 4)			

Council	Committee Meetings	Subcommittee Meetings	Community Board Meetings	Joint/GWRC Committees	Briefings/Training	Functions/Meetings/Other	Hearings
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# OCTOBER 2025

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1	2	3
6	7 Policy, Finance and Strategy Committee Additional Council	8	9	10 <i>Local Government elections on 1 October</i>
13	14	15	16	17
20	21	22	23	24
27 Labour Day	28	29	30	31

Council	Committee Meetings	Subcommittee Meetings	Community Board Meetings	Joint/GWRC Committees	Briefings/Training	Functions/Meetings/Conferences	Hearings
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*Our Reference*



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

**FROM:** Judy Randall

**DATE:** 22 January 2025

**SUBJECT:** EASTBOURNE COMMUNITY BOARD APPEAL AGAINST  
COUNCIL'S REPRESENTATION ARRANGEMENTS  
PROPOSAL

### **Purpose of Memorandum**

1. To seek the Board's retrospective endorsement for its appeal against Council's representation arrangements proposal for Lower Hutt.

### **Recommendations**

That the Board:

- (1) notes that appeals against Council's representation proposal decision were required to be lodged by 15 October 2024;
- (2) notes that any appeals submitted by the Board require formal endorsement by way of resolution; and
- (3) retrospectively endorses its appeal attached as Appendix 1 to the memorandum.

### **Background**

2. On 10 September 2024, Council considered submissions received regarding its initial proposal for representation arrangements that would apply to local body elections scheduled for 11 October 2025.
3. Council resolved to adopt its initial proposal as the final proposal, subject to the following amendment: extending the Harbour Ward to include the area south of Burdan's Gate to Pencarrow lighthouse.
4. In accordance with Section 190 of the Local Electoral Act 2001, anyone who made a submission to Council's initial proposal could lodge an appeal with the Local Government Commission.
5. Any appeals submitted by the Board require formal endorsement by way of resolution. The Board lodged an appeal on 10 October 2024 which must be formally endorsed by its members.
6. The Board's appeal is attached as Appendix 1 to the memorandum.

**Appendices**

No.	Title	Page
<a href="#">1</a>	Appendix 1: ECB Representation Review appeal 10 October 2024	43

**Author:** Judy Randall  
Democracy Advisor

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

**Approved By:** Kathryn Stannard  
Acting Director, Strategy and Engagement

## **Eastbourne Community Board’s appeal against Hutt City Council’s decision to disestablish community boards**

Hutt City Council’s decision on 10 September 2024 to disestablish community boards is based on a representation review report from an independent panel. This panel’s report and recommendations were based on five fundamental errors:

1. The panel erred when it used the wrong test. It based its argument on equality rather than fair and effective representation, which the Local Electoral Act requires.
2. It focused on city-wide communities of interest rather than communities based on locality, as outlined in the Local Government Act.
3. It focused on community boards’ limited delegations rather than the wide range of work community boards actually do.
4. The panel considered unsubstantiated matters that are out of scope for a review.
5. It failed to consider the importance of community boards to support the principles of electoral participation and public understanding of local electoral processes.

We have expanded on these points below and added further information about aspects of the representation review that fell short of best practice.

### **1. The independent panel erred when it used the wrong test. It based its argument on equality rather than fair and effective representation.**

The panel argued that there are only three community boards representing three communities, which is inequitable<sup>1</sup> because not all Te Awa Kairangi | Hutt City residents can access them.

The Panel states in its report that it “*noted the feedback it received during its community engagement programme, that it is not equitable to retain two community boards in one ward, one board in another ward, and to have no community boards in the other four wards.*”

The panel focused on equitable rather than fair and effective representation (s4 [Local Electoral Act 2001](#)). We agree that equality is important, but it is not the test under the representation review requirements. The panel erred in considering equality as one of the principles for its recommendation, and Council erred when it relied on that assessment to make its decision.

Even if equality were a principle under the Local Electoral Act, it is incorrect to suggest that having only three community boards in Hutt City is inequitable because any community of interest has had the opportunity (until now) to petition for a community board to be established.

It is a shame this hasn’t been more widely known and acted upon. Many communities of interest in Hutt City, such as Stokes Valley and the Western Hills, could benefit from having a community board.

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<sup>1</sup> The Panel report uses “equality” and “equity” interchangeably although they have different meanings. We refer to “equality”, which, in relation to the distribution of community boards, would see each group of people being given the same resources, or equal access to a community board if requested.

Further, if equality was the test, there would be few, if any, community boards in Aotearoa because, in most cases where there are community boards, they are not distributed evenly across local authority districts.

## **2. The panel’s engagement and report focused on city-wide communities of interest rather than communities based on locality.**

According to the Panel, it identified and focused on the following city-wide communities and groups in its engagement: Young people (16 to 34 years), Pacific people, ethnic and migrant communities, disabled people and the rainbow community (page 11 of the report).

However, the test for community boards is communities of interest based on locality (Schedule 6, [Local Government Act 2002](#)).

We note that the Local Government Commission made it clear following the previous representation review in 2019 that *“a city-wide approach was not to be at the expense of representation for local communities of interest, which was equally important and needed to be recognised.”*<sup>2</sup>

## **3. The independent panel report focused on limited delegations rather than what community boards actually do.**

The independent panel’s lack of experience and understanding of community boards was evident in the quality of its report, which focused on community boards’ limited delegations rather than the work we actually do.

By disregarding the extensive range and quantity of work community boards do, the panel could not comment on the effectiveness of community boards – one of the two aspects it was required to examine in its review.

The recommendation the Councillors voted on was, therefore, flawed.

The Panel’s report states on page 32: *“Conceptually, people the Panel engaged with liked the idea of community boards, as it sounded like a mechanism that could enhance local democracy. However, when informed about the actual powers of community boards, as outlined in their “Functions and delegations 2022-2025” document, it became apparent that there was something of a mismatch between what community boards in Lower Hutt actually do, and what the community may think they do.”*

The Panels acknowledges on page 33 that *“community boards are able, under the Act, to carry out any of the activities in a) above [representing and advocating for their community], with or without direction or approval by their parent council.”* However, the report fails to expand on this or outline our many activities, including those outlined to the Panel when it met with the Eastbourne Community Board.

Many community boards throughout Aotearoa have limited delegations, but that does not make them ineffective.

## **4. One of the independent panel’s main arguments against community boards was that they are irrelevant in the twenty-first century.**

This is out of the scope of the review, and the statement wasn’t adequately substantiated. The report says *“that formal structures like community boards positioned between the community and the Council is not likely to be effective in the 21st century, based on the changing nature of the community’s interests, needs and aspirations, and also the*

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<sup>2</sup> Page 7 of the Representation Review Report

*obligation on the Council to inform, consult, represent and make decisions on behalf of those communities.”*

Unfortunately, the statement was repeated in Council’s public material about the review, also without substantiation.

The ECB and other submitters have argued that local representation has never been more important in this digital age. We agree with Local Government NZ’s statement: *“As local government bodies become larger, new avenues are needed for people to engage in the decisions that shape their future. Community boards are a way of achieving this.”*<sup>3</sup>

Community boards were created to help councils stay in touch with their communities’ grassroots. Councils have been required to get larger; the matters they address are broader and more complex, and their regulatory responsibility is greater.

Moreover, with suggestions that Hutt City amalgamates with other Councils in the future, community grassroots representation will be even more critical. Maintaining community boards will future-proof local representation and advocacy.

The need for ready, face-to-face access to elected representatives who are neighbours in our communities has never been more critical. In an increasingly digital world, community boards provide a vital human connection.

## **5. The panel didn’t examine the role of community boards in providing an excellent gateway to quality local representation.**

Community boards support the principles listed in s4 of the [Local Electoral Act](#), namely supporting electoral participation in local elections and polls and increasing public confidence in and understanding local electoral processes.

The ECB argued in its submission that Hutt City Council and the city’s residents have benefited significantly from the experience of many Councillors (at least eight over the last few years, including two Mayors) who have come up through the community board pathway. These Councillors are well-connected to their communities and have a sound understanding of local government and Council processes. In short, community boards breed better Councillors.

It is disappointing that the representation review panel didn’t report on this.

The Eastbourne Community Board also objects to the decision to disestablish community boards because:

### **1. Neither the panel nor Council has offered an alternative solution to community representation.**

With no alternative proposal, comparing the community board model with any alternative model is impossible. One criticism of community boards was the cost (although this was later said to be out of scope). However, this has been impossible to defend with no comparative model or cost available.

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<sup>3</sup> <https://lgnz.co.nz/local-government-in-nz/community-boards/>

## 2. Councillors ignored the significant support for community boards in submissions.

According to the Local Government Commission [guidance](#), “Each local authority needs to consider all submissions received and must be able to demonstrate that it has done this by providing reasons for the acceptance or rejection of submissions.”

Council failed to provide a clear and defensible rationale for rejecting submission feedback when it rejected the feedback of 268 (72%) of the 347 submissions about community boards.

Council’s response to all submissions that said community boards should be retained was “Council considers the final proposal provides for more fair and effective representation than having some wards with community boards.” However, this statement appears to be about equality, not fair and effective representation.

As we have pointed out above, the independent panel failed to examine fair or effective representation by community boards, so the statement is unsubstantiated. It also disregards the fact that any community of interest could request the establishment of a community board.

## 3. Council didn’t adequately advise residents about the proposal to disestablish community boards.

We refer to s19M of the [Local Electoral Act 2001](#), which describes the requirements for public notice of a representation review and its outcome.

Council relied on the Hutt News newspaper for all public notices relating to the representation review. However, the Hutt News newspaper is not delivered to Eastbourne and the Eastern Bays<sup>4</sup> (apart from copies at the library). Council could have reached all Eastbourne and Eastern Bays letterboxes with a public notice in the Eastbourne Herald newspaper. However, this did not happen, although Council regularly advertises in that paper. The Council also has direct access to the Eastbourne community Facebook page but did not use that, although it uses that channel for other notices. Its only advertising in Eastbourne, one of the communities most impacted by the representation review proposal, was posters in the library. Further, the posters referred to a representation review without stating this included a proposal to disestablish community boards.

We suggest that adequate public notice to a community that was to be impacted by the review would have ensured the proposal landed in every letterbox and made it clear that the review’s report included a proposal to disestablish its community board.

The strong response to the representation review from Eastbourne and the Eastern Bays was mainly due to the Eastbourne Community Board advising residents through its own communication channels and networks.

We also note that residents who made submissions received no direct notice of the review’s outcome or how to appeal.

The Local Government Commission’s guidance also states “that local authorities need to consider additional steps to encourage feedback from the community on their proposals. Providing full information to the public on representation proposals is good practice and may reduce the potential for appeals and/or objections.”

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<sup>4</sup> The ECB has advised Council of this on several occasions.

The Eastbourne Community Board also notes:

- Although the agenda for the 10 September Council meeting (where the decision to disestablish community boards was made) stated that cost was not a factor in the recommendation to disestablish community boards, several Councillors referred to cost when explaining their reasoning for voting to disestablish community boards.
- The Local Government Commission guidance about appointing an independent panel to conduct a representation review says: *When convening an independent panel: select people who have relevant skills, and a good knowledge of the district/region.* We note the panel had limited experience in local government with only one member having been an elected member of a Regional Council. None of the five panellists list any experience of community boards. This explains the reports' confusion about the role of community boards. It is of concern that one of the Panel's stated principles of engagement was education, when the Panel itself knew little about community boards.

We welcome the opportunity to meet with the Local Government Commission to discuss our appeal and objections if required.

*Belinda Moss, Emily Keddell, Bruce Spedding, Murray Gibbons and Frank Vickers  
Eastbourne Community Board  
12 October 2024*

ECB appeal and objection to HCC's decision to disestablish community boards



09 January 2025

**Report no: ECB2025/1/18**

## Chair's Report

### Recommendation

That the report be received and noted.

### Appendices

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1 <a href="#">↓</a>	Appendix 1: Chair's report February 2025	49

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

# Eastbourne Community Board

## Chair's report February 2025

### February meeting and change of venue

The Eastbourne Community Board's (ECB) next public meeting is at 7.15pm on Tuesday 11 February.

Please note we are moving back to the East Harbour Woman's Club for the February meeting. The Eastbourne library has been a convenient venue but unfortunately the acoustics aren't good. We hope to move back there later in the year.

We are making another change to the usual meeting schedule. Community board members, and possibly some Council officials will be available from 6.45pm before the formal meeting to discuss any issues. Our standing orders don't allow for general discussion and questions from the floor during a meeting. 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. If we can ask questions ahead of the meeting, presenters are more likely to be able to prepare an answer.

The meeting agenda will be posted on the Hutt City Council website and our eastbourne.nz website about a week before the meeting.

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.

The presentations at the meeting on 11 February (at the time of writing) are:

1. **A verbal update by Mayor Barry**
2. **Residents' satisfaction survey:** Update by Council's Principal Advisor Research and Evaluation
3. **Tupua Horo Nuku and bird protection areas update:** A verbal presentation by Council's Project Delivery Manager - Transport
4. **Sustainable growth strategy:** A verbal presentation by Council's Spatial Plan Lead
5. **Low Carbon Acceleration Fund:** A verbal update by Council's Senior Advisor, Climate and Sustainability
6. **Presentation by Local Councillor from Greater Wellington Regional Council:** A verbal update by Cr Quentin Duthie

### 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 October 2024:

#### Local Government Commission decision to retain the ECB

The ECB was delighted to learn in January that the Local Government Commission had overturned Council's decision to disestablish the Eastbourne Community Board, following an appeal on that decision. The ECB will continue after the local body elections in October this year, along with the Wainuiomata Community Board. We are disappointed that the Petone Community Board will be disestablished. You can read the Local Government Commission [decision](#) at [lgc.govt.nz](http://lgc.govt.nz).

Councils must review representation every six years. This review, our submissions and subsequent appeal has represented a significant amount of work for ECB members, and we look forward to being able to focus now on representing and advocating for Eastbourne residents for the remainder of this triennium. I am grateful for the terrific support and hard work by all members of the Eastbourne Community Board.

We all appreciate the wonderful support and submissions from Eastbourne residents, resident associations and the Eastbourne Herald throughout the review process.

Now that we know the community board will continue past the election in October, we encourage residents who are interested in local government (for example, those who take the time to read this report), to consider standing for election in October. Contact me or any member of the ECB if you'd like to know more about the election process and representation.

The ECB will work with Council to explore alternative engagement models for other parts of the city.

### **Westpac ATM**

Residents contacted the ECB when Westpac advised it is removing Eastbourne's only ATM at the end of February. We have contacted Westpac to ask if the decision can be reconsidered given our location and distance from the nearest ATM in Moerā. The ECB is also looking at other options, for example a private ATM like those replacing bank ATMs throughout the country. We are talking to a local provider.

### **Days Bay crossing at Williams Park**

The ECB together with the Days Bay Residents Association has established a volunteer group to trial managing the pedestrian flow at the crossing at Williams Park on busy days. Contant flows of pedestrians can cause significant traffic holdups. The group is self-managing via a WhatsApp group. This summer has been cooler than usual, and the group has only operated a few times so far, but the results have been encouraging. We are grateful to the Days Bay Residents Association and many Days Bay residents who have volunteered.

The trial was initiated when government funding that Council planned to use to improve the crossing, was withdrawn.

### **Bishops Park fence and bird protection area**

We have had ongoing discussions with residents and Council about the fence that protects the Bishop Park bird protection area. We asked Council to review the height of the fence. The specification in the consent condition is that the fence be 120cm high. The Bishop Park fence is slightly higher in some areas due to the undulating ground, but this will not be altered because it will be expensive and will impact the overall appearance of the fence.

There were concerns about the condition of the ground at the south end of the fence, behind the Eastbourne summer pool. This is an access way from the park to the yacht club car park but was overgrown with wire and other hazards buried in the grass. Many thanks to ECB member Frank Vickers who has tidied the area and made a temporary path.

The area seaward of the fence was sprayed with a herbicide and the ECB fielded several questions about this. Council has advised the herbicide is glyphosate, which is approved by the Environment Protection Agency. 6000 plants have been planted to support habitat restoration following the spraying and there will be further planting in winter.

### **Eastbourne summer pool**

We are grateful to Council for extending the pool hours by two weeks at the end of this season and to the volunteers who have made this possible by making themselves available for training and assisting at the pool. Thanks to Emily Keddell who has liaised with residents and Council on this.

### **Sand at Kauri Street**

The ECB continues to monitor the sand over the road at Kauri Street and liaises with the contractors who manage this.

**Eastbourne Bowls Club**

The ECB continues to liaise with Council and the Eastbourne Bowls Club about the possibility of the club moving to the ECCS area. We are supportive of the club remaining in Eastbourne if it decides to move from its current location and will support community consultation when and if a final proposal is finalised.

**Pencarrow Road**

Council agreed to move the Pencarrow Road from Wainuiomata to Harbour Ward as part of the representation review in response to suggestions from the ECB and residents. The ECB has complained to Council about the grade of gravel regularly used on the road because this is unsafe for the many cyclists who use it.

**Parking in Marine Parade near Maire Street**

The ECB has asked Council to review parking access on Marine Parade where parked vehicles obstruct the Parade for users.

**Recycling**

Residents continued to save more recycling from landfill by using the tetra pack collection bin in the Eastbourne Library foyer and the new battery collection bin that has been moved to St Ronan's Church. Thanks to Bruce Spedding's efforts. Read more about other recycling in Eastbourne at [eastbourne.nz](http://eastbourne.nz).

**Communication**

One of the Board's roles is communicating relevant matters, proposals, consultations, and issues with residents. We do this through our Facebook page (820 followers), the [eastbourne.nz](http://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](mailto:belinda.moss@huttcity.govt.nz) 029 494 1615

Murray Gibbons (Deputy Chair) [murray.gibbons@huttcity.govt.nz](mailto:murray.gibbons@huttcity.govt.nz) 04 562 8567 (The ECB rotates the Deputy Chair position during the three-year term. Murray will be the Deputy Chair for the remainder of this triennium).

Emily Keddell [emily.keddell@huttcity.govt.nz](mailto:emily.keddell@huttcity.govt.nz) 021 188 5106

Bruce Spedding [bruce.spedding@huttcity.govt.nz](mailto:bruce.spedding@huttcity.govt.nz) 021 029 74741

Frank Vickers [frank.vickers@huttcity.govt.nz](mailto:frank.vickers@huttcity.govt.nz) 027 406 1419

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

Belinda Moss  
2 February 2025

23 January 2025

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Report no: ECB2025/1/19

## Democracy Advisor's Report

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### Purpose of the report

1. The purpose of the report is to update the Board on items of interest and determine advertising requirements, a date for the annual Walkaround and a budget for ANZAC Day event expenses.

### Recommendations

That the Board:

- (1) receives and notes the report;
- (2) determines advertising requirements for its 2025 meetings; and
- (3) agrees the Eastbourne Community Board annual Walkaround will be held on Saturday 29 March 2025; and
- (4) approves up to \$200 from the Board's operational budget for a wreath for the Eastbourne ANZAC Day event on 25 April 2025.

### Consultation

#### ***Tō Tātou Tāone 2055 | Our City 2055 - Lower Hutt City Strategy community feedback***

2. Council is seeking feedback on its *Council Tō Tātou Tāone 2055 | Our City 2055 - Lower Hutt City Strategy*. It will bring together Council, businesses, Mana Whenua, community organisations and residents to address the challenges and opportunities facing Lower Hutt. It aims to tackle issues like climate change, an ageing population, housing inequity, and infrastructure needs. Residents can provide feedback on Council's website until the end of May 2025: <https://haveyoursay.huttcity.govt.nz/city-strategy-community-feedback>

### ***New water entity consultation***

3. Consultation on a potential new water entity is a legislated requirement under the Local Government (Water Services Preliminary Arrangements) Act 2024. It requires all councils to consider, as a minimum, the status quo and one other option.
4. The preferred option of Hutt City, Upper Hutt, Porirua and Wellington City Councils and Greater Wellington Regional Council (GWRC) is to transition to a water services asset-owning CCO (Council Controlled Organisation) jointly owned by the four metro councils in the region and GWRC. The goal is to improve transparency, accountability, borrowing ability and service quality.
5. The councils are working together on shared messaging and survey questions and each will be consulting with their communities around the same time. Hutt City Council will consult with the community from 20 March to 20 April 2025. Councillors will vote on a preferred option in June 2025.
6. This is a significant change impacting how water services are delivered, funded and governed. It would be a shift from councils sharing the ownership of a CCO that manages the service delivery, to a CCO that owns and manages the assets. This would enable a greater level of borrowing for infrastructure needs. The primary relationship of the organisation would be with its customers, not its shareholders (or owners). Council direction and oversight would therefore be less than under traditional CCO models.

20 March 2025	Public consultation launch
20 April 2025	Consultation closes
4 June or 27 June 2025	Council meeting confirms preferred model. Date TBC
By 30 June 2025	Councils confirm service delivery model to be adopted and decide to finalise the joint water service delivery plan. This equates to the Council committing to its water services being transferred to the new regional water service organisation.
By 22 August 2025	Councils adopt the final Water Service Delivery Plan
By 3 September 2025	The joint Water Services Delivery Plan (WSDP) is submitted to the Secretary for Local Government.

### ***Council's Draft Annual Plan***

7. Council's draft Annual Plan will be open for public consultation from 27 March to 27 April 2025.
8. Extensive consultation is not required for the draft Annual Plan 2025-2026 as it aligns with the direction set in the Long Term Plan. The only item for consultation is the proposed voluntary targeted rate for water meters. Officers propose to take a light-touch approach that will consist of an online

- survey on the consultation item, with accompanying social media collateral, accompanied by a short, printed document to all households in Lower Hutt.
9. Residents can have their say by submitting electronically or sending hard copy submissions. There will also be an opportunity to present submissions in person 14-15 May 2025.
  10. Council will consider feedback before decisions are made on 4 June 2025 and before the final Annual Plan is adopted on 27 June 2025.

### **Lower Hutt's proposed District Plan and Sustainable Growth Strategy**

11. Lower Hutt's Sustainable Growth Strategy 2025-2055 and proposed District Plan are both opening for public consultation from 5 February to 4 April 2025. Both the Sustainable Growth Strategy and the proposed District Plan will provide a strategy for accommodating growth plus development and environmental rules to help grow the city while keeping it a nice place to live. Find out more and have your say at [hutt.city/haveyoursay](https://hutt.city/haveyoursay)

### **Hutt City Views research panel**

12. Any resident can join Council's Citizen's research panel to be contacted about opportunities to have a say on city planning, public amenities, safety measures, and more. This will help Council make informed decisions that reflect the needs and wants of its diverse community. To register, visit [hutt.city/jointhepanel](https://hutt.city/jointhepanel)

### **Dog Control Bylaw and Policy review**

13. The Local Government Act 2002 (LGA) and the Dog Control Act 1996 (DCA) set out the requirements for the review of the Dog Control Bylaw (Bylaw) and the Dog Control Policy (Policy).
14. The LGA requires the Bylaw to be reviewed no later than ten years after it was last reviewed if it is to remain functional. The DCA requires the Policy to be reviewed when the Bylaw is reviewed.
15. Council's Bylaw and Policy are due for review by December 2025 and a review is currently underway - a timeline is below. Council will be seeking public feedback on the proposed changes.

<b>What</b>	<b>Why</b>	<b>When</b>
Council Briefing	Discuss pre-engagement results and proposed changes	19 February 2025
Policy, Finance and Strategy Committee	Seek approval on the proposed changes	11 March 2025
Council meeting	Approve Special Consultative Procedure	25 March 2025

Special Consultative Procedure	Engage community	26 March - 26 April 2025
Hearings Subcommittee	Subcommittee hears public submissions and makes recommendations to the Policy Finance and Strategy Committee	May 2025 (to be confirmed)
Policy Finance and Strategy Committee	Recommends proposed changes to Council	1 July 2025
Council	Approves bylaw and policy	31 July 2025

### Heritage Policy review

16. Council has made changes to the Heritage Grant Fund to help preserve built heritage. There will be an advertised application period from May-July 2025, with opportunities for financial support for sites and areas of cultural significance. Council will be contacting eligible heritage property owners and Mana Whenua directly, prior to the application period so they are aware of this support mechanism.

### Appearance industries Bylaw and Code of Practice review

17. Council is reviewing its Appearance Industries Bylaw 2020 and the Code of Practice to make sure they still work well, protect public health, and meet industry needs.
18. The Bylaw sets the rules for local businesses in appearance industries, such as beauty, tattooing and piercing, including licensing and hygiene requirements. It helps keep everyone safe and ensures businesses can continue to operate. The [Code of Practice](#) offers extra guidance, such as how to safely perform certain procedures.
19. Council undertook early engagement with businesses registered under the Bylaw from 21-31 January 2024.



**Proposed review timeline**

Initiate early engagement with key stakeholders.	January 2025
Consolidate findings to inform potential updates to the Bylaw and Code.	February 2025
Present findings and options to the Committee for recommendation to Council.	11 March 2025
Council considers the draft Bylaw and Code.	25 March 2025
Formal consultation- either Special Consultative procedure or 'Standard Principles' of Consultation under section s.82 of the LGA - TBC.	April 2025
Present findings and options to the Policy Finance and Strategy Committee for consideration.	1 July 2025
Council adopts the updated Bylaw and Code.	31 July 2025

**Advertising for 2025 Eastbourne Community Board meetings**

20. The Board's meetings are advertised in the Hutt News, on Facebook and on Council's website. The cost of this does not come from the Board's operating budget. The Board is asked to consider if it has any additional advertising requirements for its 2025 meetings.

**ANZAC Day Event**

21. On 25 April 2025, the Eastbourne Memorial Returned Services Association will hold an ANZAC day service and parade. The Board is asked to consider sending a wreath to the event as it has in previous years.

**Upcoming events**

22. The 'This is Living' Festival is an outdoor 'drum n bass' music festival to be held on 9 March at McEwan Park, Hikoikoi Reserve. Around 3,000 people are expected to attend. Traffic Management will be located on Marine Drive. <https://www.ticketfairy.com/event/this-is-living-2025-1mar2025>
23. The annual Petone Rotary Fair will take place on Saturday 15 February along Jackson Street from 10am to 4pm. The road will re-open to traffic by 6pm. Traffic management will be in place for the event. Information about the day can be found at the following link: <https://www.petonefair.co.nz/faqs/>
24. The XRACE event is an adventure race where parents and children race together and complete mystery challenges. It will be held on the morning of Saturday 15 February 2025 at Hikoikoi Reserve. Around 1,000 people are expected to compete. <https://www.xrace.co.nz/pages/hutt-city>

### Eastbourne Community Board Walkaround

25. Members are asked to determine a date for the Board's annual Eastern Bays Walkaround. Officer responses to the Board's 2024 Walkaround are attached as Appendix 1 to the report.
26. Residents are advised to use 'Report a Problem' on Council's website for any maintenance requests or for matters that require urgent attention:  
<https://gissecure.huttcity.govt.nz/RAP/viewer/>

### 2024/25 Operating and training budget

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

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

28. The Board was allocated a new budget from 1 July 2024. The following is the Board's expenditure as of January 2025.

	Operating costs	Training
Budget	\$5,000.00	\$3,000.00
Expenditure	\$2,449.94	\$895.00
<b>BALANCE</b>	<b>\$2,550.06</b>	<b>\$2,105.00</b>

29. The detailed expenditure is attached as Appendix 2 to the report.

### Appendices

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2	Appendix 2: ECB expenditure to January 2025	61

**Author:** Judy Randall  
Democracy Advisor

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

**Approved By:** Kathryn Stannard  
Acting Director, Strategy and Engagement

## Eastbourne Community Board Virtual Walkaround

2 March 2024

Contact	Location	Issues	Officer
Lowry Bay Residents Association	Lowry Bay	<p><b>Issues from 2022 walkaround but not resolved:</b></p> <ol style="list-style-type: none"> <li>1. Dog poo bag dispenser at end of Dillon St. Passed to GWRC but no action. This is a very popular dog-walking route.</li> <li>2. Abandoned dinghies at Whiorau Reserve. Notices placed on dinghies – were any claimed/removed?</li> <li>3. Wharf at Whiorau Reserve. It was to be removed and replaced. What is happening with this?</li> </ol>	The Parks and Reserves Team will ensure the abandoned dinghy is removed.
		<p><b>2024:</b></p> <p><b>Footpath:</b> Cheviot Road traffic is becoming busier, and the speed limit remains at 50km/hour despite requests to lower it to 30km/hour. Residents would like Council to investigate adding a footpath to one side from the Walter Road intersection to the top of Cheviot Road. What is the feasibility of this, and when could it happen?</p>	<p>An investigation will be taken by the Engineering Team. This will be prioritised and improvements made subject to funding.</p> <p>*See note below table for additional information.</p>
York Bay Residents Association	York Bay	Concrete in the regional park/Kaitawa Road signpost at the Taungata/Kaitawa Roads junction so it doesn't move around in the wind and create confusion by pointing the wrong way, as can happen.	Resolved – the sign has been fixed.
		Fix the lights on McPherson Steps next to 301 Marine Drive - these steps link Marine Drive to Waitohu Road and are a much-used short-cut	Resolved – new fittings were installed in bollards by Council's

			contractor on 04/06/2024.
		Move the 50km/h sign at the bottom of Taungata Road so it does not obscure the view of the harbour as you come down Taungata Rd. The previous 70km/h sign was slightly further down the Wellington-bound part (right fork of the Y) so that it was not in view as you came down the road but still in view before joining Marine Drive. And that former one was more important as it signalled a change in speed whereas the current sign simply carries over the 50km/h speed limit onto Marine Drive.	Resolved - this sign has been moved.
		Mirrors required to improve traffic safety outside No.1 Taungata Rd so traffic from Eastbourne reaching the give way sign can see if traffic is coming downhill. Mirrors are also required on the blind bends on the very narrow part of Waitohu Road outside No. 34 (first bend), 37 (second bend) and 38 (third bend). There is a great deal more traffic on this road now and as it is only a single lane width with very few spaces where you can pull over to let oncoming traffic pass, it would greatly increase road safety for drivers and pedestrians if there could be the improved warning of oncoming traffic that mirrors would provide.	** Request declined – see note below table for additional information..
		Consider yellow no-parking lines close to the bend below No.37 Waitohu Rd so cars and trucks have enough room to manoeuvre around the bend. (Though there is some thought that this is not posing that much of a problem).	Council is investigating BYLs for safer manoeuvring around the bends.
Resident	Days Bay	Penguin nesting access issue. The Tupua Horo Nuku project team has responded.	Resolved
Resident	Days Bay	<p><b>School speed review – signage:</b> It looks as though this 30km sign has been put in the wrong place. Tui Road doesn't lead to Wellesley College. The resident sent a follow-up email saying several residents in her street are questioning the value of this sign.</p> <p><i>Last Monday a high viz sign (Kura / School - 30 k) was placed at the Kereru/Tui Roads intersection which doesn't really relate to anything nearby. I feel it should probably be down at the end of Kereru Rd with an arrow to the right onto Marine Parade or outside the entrance to Wellesley College.</i></p> <p><i>Local residents are fully aware of where the school is located in Days Bay, therefore it is unnecessary for this sign at this location which is costing the ratepayer. The College</i></p>	Resolved - the sign has been removed.

		<i>is also accessed from Ferry Rd so potentially signage with an arrow is more appropriate further down on Marine Parade. We have lived on Tui Rd for 10 years and no one speeds through anyway. On fine weekends there is a little more traffic looking for parking on this very small road, so they cruise by slowly and carefully - of course no one is going to school.</i>	
Resident	Sorrento Bay	<b>Smell from Seaview treatment plant and BPA at Sorrento</b> Information sent about the treatment plant and how to report issues. Also discussed the BPA.	Response sent
Resident	Muritai	Request for a light on the <b>new AED on the Community Hall</b> adjacent to the ESSC so it can be seen and used at night	

**\*Cheviot Road footpath**

Our focus is to construct footpaths that improve safety for vulnerable road users, particularly around schools, transport hubs and town centres, and to complete missing links between other footpaths. We also consider the total cost of the project and the number of users we can assist relative to the cost of construction.

(To justify the need for footpath improvements or the construction of a new asset, Council engineers follow a process that consists of a site visit; pedestrian demand; connectivity to key transport hubs and the connection to existing footpath connections. Once a footpath is justifiable for construction or improvements, the requests are added to the Transport prioritisation list. Once funding is available, Council officers proceed with design and construction)

**\*\* Request for mirrors to improve traffic safety outside No.1 Taungata Rd:**

Declined: Council does not support the installation of mirrors. While these can be useful in a limited number of locations, we have found them generally ineffective and sometimes unsafe. The device can give a false sense of distance and speed of an oncoming vehicle and drivers in the past have misinterpreted what they see in the convex mirror, thereby putting themselves and other road users at risk. They are also initially expensive to procure and erect and are difficult to maintain, often generating an on-going maintenance liability due to theft and vandalism.

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	\$ 247.00	\$ 247.00	\$ 247.00	\$ 247.00	\$ 247.00						\$ 2,275.00		
The Eastbournes				\$ 43.48									\$ 43.48		
Other operating costs					\$ 9.37		\$ 122.09						\$ 131.46		
<b>Total Expenditure</b>														\$ 2,449.94	
<b>Closing Balance</b>														\$ 2,550.06	

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		
<b>Closing Balance</b>														\$ 2,105.00	

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## Report back from representatives for local organisations

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- a) Okiwi Eastbourne - Bays Community Trust  
Verbal update from M Gibbons
- b) MIRO  
Verbal update from F Vickers
- c) Eastern Bays Climate Response Network  
Verbal update from the Chair
- d) Eastbourne Youth Worker Trust  
Verbal update from E Keddell
- e) Eastern Bays Residents' Associations  
Verbal update from the Chair
- f) Wellington Region Emergency Management Office  
Verbal update from B Spedding

### Appendices

There are no appendices for this report.

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Democracy Advisor