



POARI HAPORI O WAINUIOMATA WAINUIOMATA COMMUNITY BOARD

4 June 2025

Order Paper for the meeting to be held in the
Wainuiomata Neighbourhood Hub, Queen Street, Wainuiomata,
on:

Wednesday 11 June 2025 commencing at 6:30 pm

Membership

Te Awa Puketapu (Chair)
Daniel Chrisp
Tamsyn Harker
Cr Keri Brown

Lesa Bingley (Deputy Chair)
Leah Clark
Gary Sue

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www.huttcity.govt.nz

COMMUNITY BOARDS – FUNCTIONS AND DELEGATIONS



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

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

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

These delegations are based on the following principles:

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

These delegations:

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

DELEGATIONS

Decide:

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

CONSIDER AND MAKE RECOMMENDATIONS TO COUNCIL ON:

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

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

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

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

GENERAL FUNCTIONS

Provide their local community's input on:

- Council's Long Term Plan and/or Annual Plan.
- Council's policies, programmes (including the District 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:

Ward	Amount
Eastbourne	\$2,434
Petone	\$6,437
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.

HUTT CITY COUNCIL

POARI HAPORI O WAINUIOMATA
WAINUIOMATA COMMUNITY BOARD

Meeting to be held in the Wainuiomata Neighbourhood Hub, Queen Street,
Wainuiomata on
Wednesday 11 June 2025 commencing at 6:30 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. PRESENTATIONS

a) Wainuiomata projects update

A verbal update by Council's Parks Project Manager

b) Coast Road slip repair update

A verbal update by Council's Head of Transport

c) Local Councillor from Greater Wellington Regional Council

A verbal presentation by Cr Quentin Duthie

5. CONFLICT OF INTEREST DECLARATIONS

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

6. MINUTES

Meeting minutes Wainuiomata Community Board, 16 April 2025 9

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

Mobility Parking 'At All Times' across various locations throughout Lower Hutt

Report No. WCB2025/3/150 by the Transport Engineering Manager 15

8. DEMOCRACY ADVISOR'S REPORT

Report No. WCB2025/3/79 by the Democracy Advisor 25

9. 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.

10. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

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

Judy Randall
DEMOCRACY ADVISOR

POARI HAPORI O WAINUIOMATA
WAINUIOMATA COMMUNITY BOARD

Minutes of a meeting held in the Wainuiomata Neighbourhood Hub, Queen Street,
Wainuiomata on

Wednesday 16 April 2025, commencing at 6:30 pm

PRESENT: T A Puketapu (Chair) L Bingley (Deputy Chair)
 D Chrisp L Clark
 T Harker Cr K Brown

APOLOGIES: G Sue

IN ATTENDANCE: P Hewitt, Head of Transport
 A Moor, Head of Connected Communities
 S White, Policy Advisor
 H Clegg, Minute Taker

PUBLIC BUSINESS

1. OPENING FORMALITIES - KARAKIA TIMATANGA

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

2. APOLOGIES

RESOLVED: (TA Puketapu/ L Clark) **Minute No. WCB 25201**

"That the apology received from G Sue be accepted and leave of absence be granted."

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

Chastity Card, a representative of Love Wainuiomata, asked for an update on parking in the Wainuiomata Neighbourhood Hub car park.

In response, the Head of Transport advised that officers had taken the feedback regarding the Wainuiomata Neighbourhood Hub car park into account. He highlighted that as a result, officers were considering reducing the number of dedicated electric vehicle parking spaces from eight to four. He added that the four remaining parking spaces would be available as standard parking for staff. He said mobility parking spaces would also be included in the car park. He advised that the proposed changes would be reported to the June Board meeting for a recommendation to the Traffic Subcommittee.

3. PUBLIC COMMENT

There was no public comment.

4. PRESENTATIONS

a) Local Councillor from Greater Wellington Regional Council (GWRC)

Cr Duthie spoke to an electronic presentation that can be viewed here: [Local Councillor from Greater Wellington Regional Council presentation](#).

In response to questions from members, Cr Duthie advised the following:

- the owner of a property had objected to the initial proposal for a bus shelter, and due process was being followed. He agreed to report back on whether additional bus shelters were planned for Wainuiomata. He explained that priority for shelters was given to bus stops with the highest usage.
- streams in Wainuiomata had been classified with the lowest ecological health rating of 'e'. GWRC aimed to improve this rating to 'c' by 2040, but achieving this target now seemed unlikely. It might take until 2060 to elevate the streams' ecological health to a rating of 'd'.
- deer and pig culling was taking place in the East Harbour Regional Park. He agreed to report back on the number of pest species culled. Officers were investigating the feasibility of extending the existing deer fence to prevent large pest species from accessing the regional park.
- all submissions to the Regional Public Transport Plan consultation, including the Wainuiomata residents' submission, had been received and were being collated.

Cr Brown mentioned that Council's financial constraints prevented it from providing the necessary funding for waterways in Wainuiomata. She pointed out that Black Creek in Wainuiomata was not a natural stream but a man-made channel designed to drain a swamp. She acknowledged the pollution issue in Lower Hutt's waterways and stated that Council supported all efforts to address and improve the situation.

b) **Love Wainuiomata update**

Chastity Card, Kaiwhakhaere, Love Wainuiomata, spoke to an electronic presentation that can be viewed here: [Love Wainuiomata presentation](#).

She emphasised social media's importance in promoting events and the strategic planning phase the team was advancing.

Members acknowledged and thanked the Love Wainuiomata team for their work in revitalising Wainuiomata.

5. **CONFLICT OF INTEREST DECLARATIONS**

The Chair declared a conflict of interest in Item 7: Community Climate Action Fund 2024-2025 and took no part in discussion or voting on the applications or the distribution of funds for the item.

6. **MINUTES**

RESOLVED: (TA Puketapu/ D Chrisp)

Minute No. WCB 25202

"That the minutes of the meeting of the Wainuiomata Community Board held on Wednesday, 12 February 2025, be confirmed as a true and correct record."

7. **COMMUNITY CLIMATE ACTION FUND 2024 - 2025**

Report No. WCB2025/2/55 by the Head of Connected Communities

The Chair declared a conflict of interest and took no part in the discussion or voting on the applications or the distribution of funds.

The Head of Connected Communities elaborated on the report. She advised that the total funding available for the Wainuiomata Ward per triennium was \$26,568. She further advised that the Community Climate Action Fund Panel asked that the Boards have the opportunity to consider multi-ward proposals that might include their areas. She said the next proposed round of funding was in June, with applications to be considered by community boards in August 2025.

In response to a question from a member, the Head of Connected Communities explained that the Community Climate Action Fund was established by Council in 2023 by combining the Community Engagement Fund and the Local Projects Fund. She also mentioned several other community funding opportunities on Council's website for groups that did not meet the new criteria.

Members raised concerns regarding the lack of information the TRM Training application provided. They noted it did not include quotes or information on the number of plants and species to be planted, or the proposed locations. They also said that the confusing

application process and short timeframe for submitting applications had probably contributed to the incomplete application. They discussed approving the application in principle, subject to the information being provided by the applicant.

The motion was taken in parts.

Parts (1)-(5) were declared CARRIED on the voices.

RESOLVED: (TA Puketapu/L Bingley)

Minute No. WCB 25203

"That the Board:

- (1) notes that this is the second round of the Community Climate Action Fund (the Fund) for the current triennium (2022-2025);*
- (2) notes that the Board has \$21,710 to allocate;*
- (3) notes that the funding call closed on 17 March 2025 with three applications received and two for the Board's consideration;*
- (4) agrees that officers should refer the application from Ulalei Wainuiomata Sport to Council's Parks and Reserve team for consideration; and*
- (5) notes the remaining two applications have been considered against the Fund's qualifying criteria and priorities."*

The Chair declared a conflict of interest and took no part in discussion or voting on parts (6)-(10) below.

The Chair withdrew from the table, and L Bingley assumed the Chair for the remainder of the item.

Parts (6)-(10) were declared CARRIED on the voices.

RESOLVED: (L Bingley/T Harker)

Minute No. WCB 25204

- (6) "That the Board approves a grant of \$2,520 to Transition Town Lower Hutt Incorporated."*

RESOLVED: (L Bingley/Cr Brown)

Minute No. WCB 25205

- (7) "That the Board approves in principle a grant of \$5,000 to TRM Training, subject to the applicant providing the information required, including suitable quotes."*

D Chrisp requested that his dissenting vote be recorded against the above.

RESOLVED: (L Bingley/L Clark)

Minute No. WCB 25206

"That the Board:

- (8) agrees that the organisations granted funding will be invited to attend a meeting of the Board once the event/activity has been completed;*
- (9) notes that officers will prepare as a priority, an agreement with funded organisations setting out the terms and conditions for the funding; and*
- (10) notes that officers will carry out a further funding round for residual funding around June 2025, for consideration at the Board's August 2025 meeting."*

TA Puketapu resumed the Chair.

8. DEMOCRACY ADVISOR'S REPORT

Report No. WCB2025/2/56 by the Democracy Advisor

In response to questions from members, the Policy Advisor advised the following:

- the Dog Control Bylaw (the bylaw) was currently under review. The most significant proposed changes included limiting the number of dogs one person could walk and a requirement for commercial dog walkers to be licensed. The limit to the number of dogs able to be walked by one person did not apply to licensed commercial dog walkers. The main changes to the bylaw were in response to submissions received during engagement.
- the Queen Street area had a 'dog prohibition' requirement due to a historic incident. However, the proposed bylaw aimed to change this to a 'dogs on leads at all times' requirement, similar to regulations in other public shopping areas. A new dog walking area, situated away from sports fields, was also proposed.
- Council's Policy team collaborated with Animal Services, Parks and Reserves, and Legal teams to develop the Dog Control Policy and Dog Control Bylaw.
- managing the issue of roaming dogs in Wainuiomata was constrained by the limited number of Animal Services personnel available. The Bylaw established a mandatory procedure for addressing roaming dogs.

Cr Brown mentioned that the Animal Services team was working to educate the public about understanding dog behaviour. She noted that a recent training session was well-received, and a second session was being planned. She pointed out that dog abuse occupied most of the Animal Services team's time, reducing the time available to address issues related to wandering dogs.

RESOLVED: (TA Puketapu/L Bingley)

Minute No. WCB 25207

"That the Board receives and notes the report."

9. QUESTIONS

In response to a question from a member, Cr Brown explained that the government's 2024 speed limit directive had reversed the school speed limits established in 2022, raising the speed limit to 50 km/h. She also noted that the Council had received legal advice indicating that there could be no exceptions to this directive.

10. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

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

There being no further business, the Chair declared the meeting closed at 7.52 pm.

TA Puketapu
CHAIR

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

26 May 2025

Copy: Wainuiomata Community Board

Report no: WCB2025/3/150

Mobility Parking 'At All Times' across various locations throughout Lower Hutt

Purpose of Report

1. This report seeks approval to convert 169 existing mobility parking spaces, currently subject to time-limited restrictions, to operate as mobility parks "At All Times" across various locations throughout Lower Hutt. The purpose of this change is to enhance accessibility for mobility permit holders, particularly during evenings, weekends, and other periods outside standard business hours.

Recommendations

That the Subcommittee recommends that Council:

- (1) receives and notes the information contained in the report;
- (2) approves the conversion of 169 existing time-restricted mobility parking spaces to "Mobility Parking At All Times" across various locations throughout Lower Hutt, as detailed in Appendix 1 attached to the report;
- (3) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in this recommendation; and
- (4) notes that these changes will take effect once the traffic control devices indicating the recommended restrictions that evidence the restrictions have been installed.

These recommendations support Council's Traffic Bylaw (2017) and sections of the Land Transport (Road User) Rule 2004.

Background

2. Council officers have received multiple complaints from both mobility permit holders and the Parking Services team regarding limited access to designated mobility parking outside standard business hours. Feedback indicates that these time-restricted spaces are frequently occupied by drivers without valid mobility permits after hours. This not only limits availability for genuine users but also creates conflicts, particularly for wheelchair users, and presents challenges for enforcement, as restrictions are not in effect during these times.

3. A review of existing mobility controls identified 169 Traffic Resolutions that currently operate with time restrictions, typically between standard business hours of 8:00am and 6:00pm. These time limitations reflect historical operational practices, when parking enforcement was limited to Council business hours. At the time these restrictions were introduced, overall parking demand, particularly outside of business hours, was significantly lower, and extended enforcement was not considered necessary.
4. To ensure equitable and consistent access for mobility permit holders, officers propose converting all currently time-restricted mobility parking spaces, particularly those identified as having enforcement issues, to operate "At All Times". This change will allow continuous enforcement, reduce unauthorised use outside of business hours, and improve overall accessibility.
5. Going forward, all new Traffic Resolutions to mobility parking will default to operating "At All Times", unless an alternative time restriction can be reasonably justified based on site-specific conditions or operational needs.

Discussion

6. The proposed change supports Council's strategic objectives of fostering a more inclusive and accessible city. By ensuring mobility parking spaces are always protected, the proposal enhances access for disabled persons, their families, and carers – particularly when visiting essential services, recreational facilities, or community events outside standard business hours.
7. The changes also align enforcement capacity with the intended function of these spaces. Under current restrictions, parking officers are unable to take enforcement action against unauthorised users outside of designated hours, undermining the effectiveness and availability of these parks when they continue to be needed.

Options

8. The options are to:
 - a) retain the existing parking restrictions, with no further changes;
 - b) approve the proposed changes to all locations as detailed in Appendix 1 attached to the report; or
 - c) make amendments as the Subcommittee deems appropriate for recommendation to Council.
9. Officers recommend option (b) above, as the proposed restrictions will better serve the community's needs. These changes are expected to benefit all mobility users.

Climate Change Impact and Considerations

10. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
11. The decision will not increase greenhouse gas emissions and will not be affected by a changing climate. There are no opportunities in this decision to reduce emissions or build resilience.

Consultation

12. Consultation on the proposed changes was undertaken between 15 and 29 April 2025. During this period, emails were sent to 23 key mobility user groups and stakeholders, including advocacy organisations, disability support services, and relevant community networks, to seek feedback on the proposed shift to Mobility Parking "At All Times".
13. Two submissions were received during the consultation period, both expressing support for the proposed changes. No objections were received.
14. The Foundation for Equity and Research New Zealand (FERNZ) Hutt Valley provided a detailed submission strongly supporting the proposed change. Their feedback emphasised the positive impact the Mobility Parking "At All Times" approach would have on equity, accessibility and inclusion for people with disabilities across the city.
15. A copy of the consultation letter is attached as Appendix 2 to the report.

Legal Considerations

16. These restrictions are made pursuant to the provisions of the Hutt City Council Traffic Bylaw 2017 and in line with the requirements of the Land Transport (Road User) Rule 2004.

Financial Considerations

17. Supplementary signage displaying "At All Times" will be required to implement the proposed changes. The cost of installation will be met from the Signs and Road Marking budget for the 2024/25 financial year.

Appendices

No.	Title	Page
1	Appendix 1 - List of Mobility Parking Locations for Conversion	18
2	Appendix 2 - Consultation Letter	21

Author: Evandro Scherer
Transport Engineering Manager

Reviewed By: Andrea Mitchell
Business Manager - Transport

Reviewed By: Paul Hewitt
Head of Transport

Approved By: Jon Kingsbury
Director Economy & Development

Asset ID	Street	Description	Number of Parks	Time Restricted
2666	Days Bay Pavillion - Williams Park		2	
2679	Ropata Cres		1	
2685	Jackson St		1	P60
2686	Daly St Sth Service Lane		1	
2731	Tocker St		1	
2742	Petone Recreation Ground		1	
2788	Queens Dr	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
2801	Randwick Rd		1	
2837	Petone Recreation Ground		1	
2846	Daly St		1	P120
2889	Laings Rd		1	P60
2894	Avalon Park		1	
2906	Taine St		1	
2923	Hilary Court		1	P120
2924	Bowers St		1	
2936	Avalon Park		1	
2941	Korokoro Rd		1	
2988	Oates St North		1	
2996	The Esplanade		1	
3016	Andrews Ave	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3039	Bloomfield Tce	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3050	Hilary Court		2	
3060	Downer St		1	P120
3073	Koraunui Stokes Valley Community Hub		1	
3082	McKenzie Baths		1	
3106	Market Gr		1	P120
3112	Tocker St		1	
3121	Roberts St		1	
3179	High St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3207	Kings Cres	Pick Up Drop Off.	1	P30
3213	Norfolk St		1	
3218	George St		1	
3254	Osborne Pl		1	
3267	Bloomfield Tce	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3276	Wainui Rd		1	
3287	Witako St		1	
3318	Hathaway Ave		1	
3331	Jackson St		1	P60
3339	Raroa Road		1	P60
3356	Cornwall St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3366	The Strand		1	
3373	Petone Recreation Ground		1	
3377	Stevens Gr	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3386	Hilary Court		1	P120
3390	Laings Rd	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3398	Bristol Sq		1	
3423	Beach St Public Car Park	3hr Max Parking. 9am - 6pm. Mon - Fri.	1	P180
3443	Event Centre	\$3/Hr or \$10 All Day. 9am-5pm. Mon-Sun.	1	
3464	Oates St North		1	
3471	Osborne Pl	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3494	The Strand		1	P15
3507	Wainuiomata Community Hub		2	
3513	Huia St	P120: 9.00am - 5.00pm. Mon - Sun.	1	P120
3521	Bowers St		1	
3532	Mabey Rd		1	
3537	Vogel St		1	
3539	Bloomfield Tce	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3594	The Strand		1	P15
3606	Petone - Britannia Street Service Centre		1	P30
3609	The Esplanade		1	
3636	Ricoh Sports Centre Parking		1	
3645	Event Centre	\$3/Hr or \$10 All Day. 9am-5pm. Mon-Sun.	1	
3666	Peterkin St		1	
3701	Cornwall St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3735	Peel Public Carpark	P240: 9:00am - 6:00pm. Mon - Fri.	1	P240
3750	Daly St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
3788	Koraunui Stokes Valley Community Hub		1	
3797	Durham Cres	Mobility Parking: 8.30am - 3.30pm. Kindergarten Days Only.	1	

3804	Huia Pool		1	P120
3806	Homedale Rd		1	
3815	Hilary Court		1	P120
3828	Silbery Place	Public Car Park. 2hr Max Parking; 9am - 6pm. Mon - Fri.	1	P120
3868	Taine St		1	
3921	Queen St	P120: 8.00am - 6.00pm. Mon - Sun.	1	P120
3941	George St		1	
3951	Avalon Park		1	
3981	Jackson St		1	P60
3983	High St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
4008	Myrtle St		1	P60
4011	High St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
4021	Bowers St		1	
4045	Silbery Place	Public Car Park. 2hr Max Parking; 9am - 6pm. Mon - Fri.	1	P120
4046	Muritai Rd		1	
4054	Britannia St		1	P30
4069	Pohutukawa St		2	
4070	Richmond St	P60: Mon - Fri.	1	P60
4072	Huia Pool		1	P120
4098	Queens Dr	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
4107	King Cres	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
4108	Marine Dr	P120: 7.00am - 11.00am. Mon - Fri.	1	P240
4120	Queens Dr		1	P120
4131	Marine Dr	P120: 7.00am - 11.00am. Mon - Fri.	1	P120
4145	Petone Recreation Ground		1	
4147	Huia St	P120: 9.00am - 5.00pm. Mon - Sun.	1	P120
4151	Norfolk St		1	
4159	Market Gr	\$3/Hr or \$10 All Day. 9am-5pm. Mon-Sun.	1	
4161	Petone Recreation Ground		1	
4163	Osborne Pl		1	
4169	Oates St North		1	
4179	Everest Ave		1	P120
4224	Hilary Court		1	P120
4279	Kings Cres	Pick Up Drop Off.	1	P30
4295	Kensington Ave		1	
4303	Hilary Court		1	P120
4325	Marine Pde		1	
4338	Wainuiomata Community Hub		1	
4355	Kings Cres		1	
4397	Knights Rd		1	P180
4409	Oates St		1	
4414	Hikoikoi Reserve		1	
4432	Jackson St		1	P60
4434	Laings Rd	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
4488	Taine St		1	
4543	RIMU STREET Eastbourne	P60: 8am - 6pm. Mon - Thur; 8am - 8pm. Fri; 8am - 12pm. Sat.	1	P60
4545	Event Centre	\$3/Hr or \$10 All Day. 9am-5pm. Mon-Sun.	1	
4552	RIMU STREET Eastbourne	P60: 8am - 6pm. Mon - Thur; 8am - 8pm. Fri; 8am - 12pm. Sat.	1	P60
4559	Oxford Tce		1	P60
4631	Queen St	P120: 8.00am - 6.00pm. Mon - Sun.	1	P120
4647	Wainuiomata Community Hub		1	
4676	Bolton St		1	
4686	Randwick Rd		1	P30
4689	Event Centre	\$3/Hr or \$10 All Day. 9am-5pm. Mon-Sun.	1	
4721	Cornwall St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
4754	Roberts St	P15: 8:30am - 9:00am, 2:45pm - 3:15pm. School Days Only.	1	P15
4760	High St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
4769	Dudley St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
4774	McKenzie Baths		1	
4783	Huia Pool		2	P120
4786	Holyoake Cres		1	
4793	Buick St		1	P180
4813	Petone Railway Station carpark		4	
4820	The Strand		1	
4841	Days Bay Pavillion - Williams Park		1	
4863	Waterloo Rd	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
4879	Moore's Valley Rd		1	P15
4894	High St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
4896	Kensington Ave		2	

4904	Marine Dr		1	
4923	Campbell Tce		1	
4926	High St		1	P120
4928	Kensington Ave		2	
4937	Daly St		1	P120
4959	Nevis St		1	P90
4967	Trafalgar Sq		1	P60
4990	Muritai Rd		1	
4995	High St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
5013	Queens Dr		1	P15
5024	Osborne Pl		1	
5036	Laings Rd		1	P60
5104	Nevis St		1	
5121	Queen St	P120: 8.00am - 6.00pm. Mon - Sun.	1	P120
5136	High St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
5143	Margaret St	\$3/Hr; 2Hr Max. 9am-5pm. Mon-Sun.	1	P120
5148	Peterkin St		1	
5152	Peterkin St		1	
5153	Hilary Court		1	P180
5163	Myrtle St		2	
5183	Taine St		1	
5206	Knights Rd		1	P180
5207	High St		1	P120
5211	Boulcott St	P15: 8:30am - 3:30pm. Mon to Fri. School Days Only.	1	P15
5221	Queen St	P120: 8.00am - 6.00pm. Mon - Sun.	1	P120
5226	Port Rd		1	P120
5249	Dowse Dr		4	
5260	Everest Ave		1	P120
5287	Naenae Shops Slip Lane		1	
5301	Ropata Cres		1	
5303	Copeland St	Includes 9am - 9pm. Monday to Sunday.	1	
5322	Avalon Park		1	



15 April 2025

Kia Ora

This letter is to provide information regarding proposed changes to traffic restrictions in your neighbourhood. We are seeking your comments on the proposed changes which aim to improve accessibility and safety for residents and road users.

What we are proposing	<ul style="list-style-type: none"> Install Mobility Parking "At All Times" restrictions across Hutt City
Why we are proposing the change	<ul style="list-style-type: none"> Hutt City Council (HCC) has received several complaints from mobility users regarding the existing operating hours of the mobility parking spaces in certain areas across the city. Feedback received was that after standard hours, particularly in the evening and at night, drivers without a mobility parking permit can occupy designated mobility parking spaces. Council officers identified that some mobility parking spaces have their restrictions during certain times of the day and this is causing an issue for the parking officers to take action against drivers who park on these spaces without a permit when the restrictions are not applicable. A total of 169 Traffic Resolutions were found out to have limited hours for mobility parking. Officers propose to convert these mobility parking spaces to operate "At All Times". Below is the list of these, by suburbs: <p>Avalon</p> <ul style="list-style-type: none"> ✓ Avalon Park ✓ Copeland Street ✓ Harrison Crescent ✓ Holyoake Crescent ✓ Mabey Road <p>Boulcott</p> <ul style="list-style-type: none"> ✓ Boulcott Street ✓ Hathaway Avenue ✓ Ropata Crescent <p>Central Lower Hutt (CBD)</p> <ul style="list-style-type: none"> ✓ Andrews Avenue ✓ Bloomfield Terrace ✓ Bristol Square ✓ Cornwall Street ✓ Daly Street ✓ Downer Street ✓ Dudley Street ✓ Event Centre Carpark ✓ George Street

30 Laings Road, Lower Hutt
Private bag 31-912, Lower Hutt 5040



/huttcitycouncil

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▲ The pattern at the top of this page is inspired by the natural landforms, hills, river, and coastline surrounding Lower Hutt. It represents our people, our place, and our home.

	<ul style="list-style-type: none"> ✓ High Street ✓ Huia Pool Carpark ✓ Huia Street ✓ Kings Crescent ✓ Knights Road ✓ Laings Road ✓ Margaret Street ✓ Market Grove ✓ Myrtle Street ✓ Norfolk Street ✓ Osborne Place ✓ Queens Drive ✓ Raroa Road ✓ Ricoh Sports Centre Parking ✓ Roberts Street ✓ Stevens Grove ✓ Vogel Street <p>Days Bay</p> <ul style="list-style-type: none"> ✓ Days Bay Pavilion – Williams Park <p>Eastbourne</p> <ul style="list-style-type: none"> ✓ Marine Parade ✓ Muritai Road ✓ Rimu Street <p>Epuni</p> <ul style="list-style-type: none"> ✓ Copeland Street ✓ Dyer Street ✓ Oxford Terrace ✓ Roberts Street ✓ Witako Street ✓ Trafalgar Square <p>Fairfield</p> <ul style="list-style-type: none"> ✓ Durham Crescent ✓ Oxford Terrace <p>Kelson</p> <ul style="list-style-type: none"> ✓ Major Drive <p>Korokoro</p> <ul style="list-style-type: none"> ✓ Korokoro Road <p>Maungariki</p> <ul style="list-style-type: none"> ✓ Dowse Drive
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	<p>Moera</p> <ul style="list-style-type: none"> ✓ Randwick Road <p>Naenae</p> <ul style="list-style-type: none"> ✓ Everest Avenue ✓ Hilary Court ✓ Naenae Shops and slip lane <p>Petone</p> <ul style="list-style-type: none"> ✓ Beach Street Public Car Park ✓ Britannia Street ✓ Bolton Street ✓ Buick Street ✓ Campbell Terrace ✓ Hikoikoi Reserve ✓ Huia Street ✓ Jackson Street ✓ Kensington Avenue ✓ McKenzie Baths ✓ Nevis Street ✓ Peel Carpark ✓ Petone Railway Station Carpark ✓ Petone Recreation Ground ✓ Richmond Street ✓ The Esplanade <p>Seaview</p> <ul style="list-style-type: none"> ✓ Port Road ✓ Seaview Road <p>Stokes Valley</p> <ul style="list-style-type: none"> ✓ Bowers Street ✓ Koraunui – Stokes Valley Community Hub ✓ Oates Street <p>Taita</p> <ul style="list-style-type: none"> ✓ Peterkin Street ✓ Taine Street ✓ Tocker Street <p>Wainuiomata</p> <ul style="list-style-type: none"> ✓ Wainuiomata Community Hub ✓ Homedale Road ✓ Queen Street ✓ Silbery Place ✓ Moores Valley Road ✓ The Strand ✓ Wainui Road
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	<p>Waiwhetu</p> <ul style="list-style-type: none"> ✓ Waiwhetu Road <p>Waterloo</p> <ul style="list-style-type: none"> ✓ Oxford Terrace ✓ Waterloo Road <p>Woburn</p> <ul style="list-style-type: none"> ✓ Pohutukawa Street <ul style="list-style-type: none"> The list of all roads that have mobility parking spaces can be found in our Council's webpage at HCC Parking Restrictions For consistency matters, officers also propose to implement all new mobility parking restrictions to be "At All Times".
Where the changes are proposed	<ul style="list-style-type: none"> The changes are proposed city-wide.
What Will the change achieve	<ul style="list-style-type: none"> The proposed changes will achieve general improvement for wheelchair users who will be able to conveniently park after standard hours in the designated mobility parking spaces across the city
Have your say	<ul style="list-style-type: none"> If you would like to provide us with specific feedback, you can do so by emailing us at TRSubmission@huttcity.govt.nz with the title: TR Submission + Broken Yellow Lines proposal, Hautonga Street. Please note, if you are giving feedback, please submit it before 5:00pm on Tuesday 29 April 2025
Next steps	<ul style="list-style-type: none"> Submissions will be reviewed, and a recommendation will be made by Council Officers The proposal (if proceeding) will be referenced to the Council Traffic Subcommittee on 19th June 2025 If approved, the proposed changes will be installed within 3 months following the approval date.

Report no: WCB2025/3/79

Democracy Advisor's Report

Purpose of the report

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

Recommendation

That the Board receives and notes the report.

Consultation

Tō Tātou Tāone 2055 Our City 2055 - City Strategy

2. Tō Tātou Tāone 2055 Our City 2055 (City Strategy), is a shared vision for the future of Te Awa Kairangi Ki Tai Lower Hutt. People from key organisations across the city are working together to develop a strategy for the long-term future of Lower Hutt. Feedback has been received from the community via a City Summit, hui, interviews and a survey.
3. Public engagement on the draft strategy is planned for August 2025 and the City Strategy is expected to be finalised by the end of 2025.

Events Strategy

4. Council's draft Events Strategy sets out a refreshed and forward-looking approach for how Council will attract, support and enable events that enrich community life and boost the local economy. It is shaped by early engagement with communities, businesses, and event promoters, and informed by a thorough analysis of the evolving events landscape and the local context of Te Awa Kairangi ki Tai Lower Hutt.
5. The strategy's core purpose is to provide a clear direction for how Council will enable successful events by focusing on five key areas: making it easier to work with Council, forming sustainable partnerships, attracting and growing events, supporting community-led initiatives, and enhancing promotion. These focus areas are supported by an action plan that identifies

specific initiatives and timeframes to guide delivery, ensuring that the strategy moves from vision to action.

6. Subject to Council approval on 29 May 2025, the draft Events Strategy will be made available for public consultation before it is finalised later this year.

Low Carbon Acceleration Fund (LCA Fund)

7. Round 2 of the Low Carbon Acceleration fund (LCA fund) closed on 31 March 2025 and three applications received funding. The successful applicants and associated projects were:
 - **Wildfinder Ltd:** for an electric vehicle to reduce transport emissions.
 - **Rudolf Steiner School Trust:** to electrify its building's heating by removing gas powered heaters and hot water and replacing them with energy efficient heat pumps and a hot water cylinder.
 - **Wesley Wellington Mission - Rātā Village:** to install a large-scale solar array on the roof of a building being converted to a multi-unit dwelling for social housing.
8. The total cost for all approved projects is \$50,457.81 (excl GST) from a total of \$160,000 available in the funding envelope. The remaining \$109,542.19 will be carried forward into the next round of LCA funding.
9. The next round of LCA Funding will open in early 2026. Information about the fund and on how to apply can be found on Council's website: [low-carbon-acceleration-fund](#)

Homelessness Dashboard

10. Homelessness in Te Awa Kairangi ki Tai Lower Hutt is a complex issue affecting many, from those living rough to those in temporary or emergency accommodation. Council is committed to helping to address this through compassion, partnership, and long-term solutions.
11. The new Homelessness and Housing Dashboard is designed to centralise data and information about homelessness in the city. Its primary aim is to provide up-to-date, local data to support transparency and evidence-based action. The dashboard includes trends in housing support, income growth, housing affordability, and homelessness data from local providers. It also offers insights into housing deprivation across different demographics and regions. By enabling data filtering by age and ethnicity, the dashboard helps council staff, community organisations, and the public to better understand and address homelessness.
12. The dashboard will be launched in June 2025 and will be updated as more data is gathered, and new initiatives are developed. It will help to support a city where everyone has a safe and secure place to live.

Locky Dock installations

13. Locky Dock is an innovative parking and locking system that allows bicycle users to securely park their vehicles while also offering charging capabilities. Two Locky Dock units are located outside The Warehouse, Petone and on Pretoria Street, Lower Hutt outside Les Mills.
14. As part of a joint initiative between Council and Big Street Bikers, five more Locky Dock units will be installed across selected locations in the Lower Hutt. This project aims to provide better infrastructure for environmentally friendly transport options while increasing the visibility and accessibility of active travel throughout the city.
15. Locky Docks are free to use for the public, making it easier and more affordable to choose active and low-emission transport. Users can easily access the system using either the Locky Dock app or a Locky Dock card.
16. In Lower Hutt, two different types of Locky Dock units will be installed to best suit the needs of each location. At three of our sites (Te Ngaengae Pool, Stokes Valley Community Hub, Queensgate Shopping Centre), Council will install the standard Locky Dock version, which includes five secure docking and charging stations with a digital screen.
17. At the remaining two locations (Dowse Museum and Petone Esplanade), a simplified version will be installed, a five-rack unit without a digital screen. The installations are planned to start in June 2025 and be completed by the end of October 2025.
18. Locky Dock stations are designed to accommodate a wide range of active transport users, including:
 - **Standard bicycle users** – making up approximately 60–70% of expected users
 - **E-bike riders** – including those commuting or travelling longer distances
 - **Cargo bike users** – particularly valued due to the high cost and theft risk of these bikes.

Battery recycling

19. Council is progressing towards confirming a trial of battery recycling collection points. We are in the final stages of confirming the supplier and timing, and have selected the War Memorial Library, Eastbourne Neighbourhood Hub, and Naenae Neighbourhood Hub for the trial. Implementation of this service is expected to begin in July 2025. If the trial proves effective, we hope to expand it to other community hubs and libraries across Lower Hutt. The Eastbourne Community Board has been collecting batteries for recycling at the Eastbourne Neighbourhood Hub and latterly at St Ronan's Church for several years.

2024/25 Operating and training budget

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

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

21. The Board was allocated a new budget from 1 July 2024. The following is the Board's expenditure as of 31 May 2025.

	Operating costs	Training
Budget	\$5,000.00	\$3,000.00
Expenditure	\$1,776.40	\$935.00
BALANCE	<u>\$3,223.60</u>	<u>\$2,065.00</u>

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

Appendices

No.	Title	Page
1	Appendix 1: WCB expenditure to May 2025	29

Author: Judy Randall
Democracy Advisor

Reviewed By: Kate Glanville
Senior Democracy Advisor

Approved By: Kathryn Stannard
Head of Democratic Services

Wainuiomata 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
ANZAC event 2024	\$ 46.63												\$ 46.63	
Advertising		\$ 234.00		\$ 234.00				\$ 234.00		\$ 360.00			\$ 1,062.00	
Venue hire				\$ 24.78									\$ 24.78	
ANZAC Event 2025										\$ 356.30			\$ 356.30	
Catering		\$ 112.03			\$ 90.57			\$ 84.09					\$ 286.69	
Total Expenditure														\$ 1,776.40
Closing Balance														\$ 3,223.60

Wainuiomata 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	\$ 935.00												\$ 935.00	
Closing Balance														\$ 2,065.00