



POARI HAPORI O PITO-ONE PETONE COMMUNITY BOARD

11 August 2025

Order Paper for the meeting to be held in the
Petone Baptist Church, 38 Buick Street, Petone,
on:

Monday 18 August 2025 commencing at 6:30 pm

Membership

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

Karen Yung (Deputy Chair)
Mike Henderson
Matt Roberts

For the dates and times of Council and Community Board Meetings please visit
www.huttcity.govt.nz

COMMUNITY BOARDS – FUNCTIONS AND DELEGATIONS



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

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

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

These delegations are based on the following principles:

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

These delegations:

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

DELEGATIONS

Decide:

- Naming new roads and alterations to street names (in the Community Board's area) within the provisions of Council's Kaupapa Here Tapanga - Naming Policy 2022-2027.
- Official naming of parks, reserves and sports grounds within the provisions of Council's Kaupapa Here Tapanga - Naming Policy 2022-2027. Note ¹
- Removal and/or planting of street trees within the provisions of Council's Operational Guide for Urban Forest Plan. Note ²
- The granting of leases and licences in terms of Council policy to voluntary organisations for Council owned properties in their local area, for example, halls, but not including the granting of leases and licences to community houses and centres.
- The granting of rights-of-way and other easements over local purpose reserves and granting of leases or licences on local purpose reserves.
- The granting of leases and licences for new activities in terms of Council policy to community and commercial organisations over recreation reserves subject to the provisions of the Reserves Act 1977 and land managed as reserve subject to the provisions of the Local Government 2002, in their local area. (Note: renewal of existing leases and licences will be reported once a year to Council's City Development Committee).
- The allocation of funding from the Community 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 that require ongoing operational funding.
- Projects-assets that 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 PITO-ONE
PETONE COMMUNITY BOARD

Meeting to be held in the Petone Baptist Church, 38 Buick Street, Petone, on
Monday 18 August 2025 commencing at 6:30 pm

ORDER PAPER

PUBLIC BUSINESS

1. HE MIHI

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

2. APOLOGIES

No apologies have been received.

3. PUBLIC COMMENT

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

4. MAYOR'S ADDRESS

A verbal update by Mayor Barry

5. PRESENTATIONS

a) Pito One Neighbourhood Hub refurbishment project

A verbal presentation by Council's Project Manager, Assets and Facilities.

b) Te Ara Tupua construction update

A verbal presentation by Lisa Lee, Lead Advisor Communications and Engagement, Te Ara Tupua Alliance.

c) Local Councillor from Greater Wellington Regional Council

A verbal presentation by Cr Quentin Duthie.

d) The Jackson Street Programme

A verbal presentation by Hellen Swales, Jackson Street Programme Coordinator.

6. CONFLICT OF INTEREST DECLARATIONS

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

7. MINUTES

Meeting minutes Petone Community Board, 9 June 2025 9

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

a) Proposed Temporary Road Closure Cam County Inc. Wellington Port Road Drags | 2025-2027

Report No. PCB2025/4/202 by the Traffic Engineer 18

b) Proposed Temporary Road Closure Hutt Valley Motorsport Club Port Road Sprints | 2025-2027

Report No. PCB2025/4/217 by the Traffic Engineer 25

9. CHAIR'S REPORT

Report No. PCB2025/4/94 by the Chair, Petone Community Board 32

10. DEMOCRACY ADVISOR'S REPORT

Report No. PCB2025/4/95 by the Democracy Advisor 35

11. INFORMATION ITEM

Petone Projects Update

A verbal update by the Director, Neighbourhoods and Communities.

12. QUESTIONS

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

13. VALEDICTORIES

Judy Randall
DEMOCRACY ADVISOR

HUTT CITY COUNCILPOARI HAPORI O PITO-ONE
PETONE COMMUNITY BOARD

Minutes of a meeting held in the Korokoro School, 79 Korokoro Road, Korokoro,
Lower Hutt on

Monday 9 June 2025 commencing at 6:30 pm

PRESENT:

M Fisher (Chair)

K Yung (Deputy Chair)

S Freeman

S Kuresa

Deputy Mayor T Lewis

APOLOGIES:

M Henderson and M Roberts

IN ATTENDANCE:

A Blackshaw, Director Neighbourhoods and Communities

P Hewitt, Head of Transport

A Moor, Head of Connected Communities (part meeting)

N Peurifoy, Leasing Coordinator (part meeting)

F Thomas, Community Funding and Contracts Advisor
(part meeting)

J Randall, Democracy Advisor

PUBLIC BUSINESS**1. HE MIHI**

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

Nā Rangimarie Rose Pere

2. APOLOGIES

RESOLVED: (M Fisher/K Yung)

Minute No. PCB 25301

"That the apologies received from M Henderson and M Roberts be accepted and leave of absence be granted."

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

PRECEDENCE OF BUSINESS

In accordance with Standing Order 10.4, the Chair accorded precedence to Item 8: Community Climate Change Action Fund – Update and Key Decisions For June 2025.

The item is listed in the order it appears in the order paper.

4. PRESENTATIONS

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

Cr Duthie presented an electronic presentation that can be viewed here: [Regional Councillor update June 2025](#)

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

- a number of buses required modification before bikes could be carried on them. This was so that buses adhered to NZ Transport Agency Waka Kotahi guidelines regarding bike racks not obscuring bus headlamps.
- ageing pipes in the water catchment system were often overwhelmed during heavy rainfall due to their limited capacity, or had developed cracks, which caused earth to seep in. Replacing the pipes would be costly and would need to be done in stages. Local councils would determine how best to prioritise infrastructure investments.
- a national public transport ticketing system using integrated technology was currently under investigation, but no implementation date had been set. The GWRC contract with Snapper was due to end by late 2026. Cr Duthie agreed to provide the Board with further updates as more information became available.

b) The Jackson Street Programme

Hellen Swales provided an update on Jackson Street Programme (JSP) activity as follows:

- JSP forwarded submissions to Council's District Plan and Annual Plan consultations. It presented verbally on the Annual Plan submission and intended presenting verbally on the District Plan submission.
- the Minecraft school holiday programme was successful with a range of participants from children to adults.
- JSP took part in ANZAC events and laid a wreath.

- the JSP Mothers' Day promotion was successful, with eating places on Jackson Street well patronised.
- JSP met with Newtown businesses to discuss the JSP model. Newtown businesses expressed interest in developing a heritage wrap-around similar to Petone.
- JSP was planning a 'Business After Five' event focused on insurance and keeping up with IRD.
- there had been a rise in retail crime in Petone. JSP planned to attend a Chamber of Commerce event on 19 June 2025 to learn more about strategies to address the issue. JSP was using a WhatsApp group to keep local businesses and the area's police sergeant informed.
- attendees from Wellington and Porirua had attended the JSP's 'Cuppa with a Copper' event in May 2025.
- the new JSP website was completed on a shoestring budget. Any feedback would be appreciated.
- JSP was holding a 'Meet the Candidates' meeting on 18 September 2025 at the Petone Baptist Church. Information about the event was sent to Council for officers to publicise.
- an 'Amazing Race' holiday programme was planned for the July 2025 school holidays.
- JSP would forward a submission regarding Council's new 'Events Strategy.'
- some residents living above retail stores reported that they were not contacted about the overnight gas pipe works that took place on 22-23 May 2025. Effective communications were needed when planning road and pipe works.
- JSP expressed thanks for the Board's support in opposing a proposed increase in parking fees on Jackson Street. JSP thanked Council for its decision regarding this matter.

In response, the Head of Transport explained that the pipe works were scheduled for nighttime to minimise daytime traffic disruption. He stated that notifications should have been delivered to residents' letterboxes two weeks in advance, along with a follow-up notice 24 hours before the work commenced. He agreed to confirm if the notifications were delivered to all residents living above retail stores in the affected area, or just those with letterboxes on Jackson Street.

5. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations

6. MINUTES

Members noted that Item 4b of the minutes incorrectly stated that revenue from paid parking in Petone was 8% higher than anticipated. The Head of Transport agreed to confirm the accurate percentage for the period from October 2024 to March 2025 so the minutes could be amended accordingly.

RESOLVED: (K Yung/Deputy Mayor Lewis)

Minute No. PCB 25302

"That the minutes of the meeting of the Petone Community Board held on Monday, 14 April 2025, be confirmed as a true and correct record, subject to an amendment."

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

a) Broken Yellow Lines - No Stopping At All Times - Between 26 and 43 Hautonga Street, Petone

Report No. PCB2025/3/143 by the Traffic Engineer

The Head of Transport elaborated on the report.

RESOLVED: (M Fisher/Deputy Mayor Lewis)

Minute No. PCB 25303

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

S Kuresa requested that his dissenting vote be recorded against the matter.

b) Proposed Time Limited Parking - Marine Parade (McEwan Park), Petone

Report No. PCB2025/3/147 by the Traffic Engineer

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport advised that the closest mobility car park was located near the Petone foreshore playground. He said that there were no immediate plans to install a mobility car park on Marine Parade due to the gravel paths and uneven surfaces that created accessibility challenges. He agreed to consider a request to mark the parking space adjacent to the proposed P120 parking spaces to maximise available parking.

RESOLVED: (M Fisher/K Yung)

Minute No. PCB 25304

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

c) **Parking Updates - Jackson Street, Petone**

Report No. PCB2025/3/148 by the Traffic Engineer

Speaking under public comment, **Hellen Swales, Coordinator of the Jackson Street programme (JSP)**, advised the following:

- JSP supported the recommendation to install a P10 loading zone outside 311 Jackson Street. It had worked with Council to find the location and considered it suitable.
- JSP supported, with some reservations, the proposed relocation of a mobility parking space from outside 376-378 Jackson Street to outside 337 Jackson Street. JSP acknowledged that the new location would be less convenient for older people and individuals with disabilities who used the veterinary service across the road. However, JSP recognised the additional cost and work involved in moving the parking space further west on the same side of the road. It was noted there was a nearby pedestrian crossing.
- JSP supported the recommendation to establish two mobility parking spaces outside 288 and 306 Jackson Street. She said mobility parking was needed to allow the aging population easy access to the pharmacy.

In response to questions from members, Hellen Swales agreed that relocating the mobility car park from 376-378 Jackson Street to 337 Jackson Street would improve safety for those with mobility issues. She confirmed that safety incidents had been reported at the current location. However, she suggested that a mobility car park outside 354 Jackson Street would be preferable, as it was on the same side of the road as the veterinary service.

The Head of Transport elaborated on the report. He advised that officers had discussed the changes with JSP, who had consulted with local businesses.

In response to questions from members, the Head of Transport advised that some mobility parking options for the mobility parking space currently outside 376-378 Jackson Street were limited by the need for a dropped kerb. He said if a new mobility car park was installed on the same side as the current mobility car park, a dropped kerb would be needed and a car park would be lost. He explained that if a mobility car park was to be installed on Tory Street, an additional mobility car park would still be needed nearby on Jackson Street. He acknowledged there was currently no data on how frequently mobility car parks were used but that licence plate recognition technology provided an opportunity to obtain future data.

Kaz Yung asked that officers check the proximity of other mobility car parks in the area to ensure they were installed in the right locations and distributed evenly across both sides of Jackson Street.

Members asked that officers consider alternative options for the proposed mobility parking space at 376- 378 Jackson Street.

RESOLVED: (M Fisher/S Kuresa)

Minute No. PCB 25305

"That the Subcommittee recommends that Council:

- (1) receives and notes the information contained in the report;*
- (2) approves the installation of one P10 Loading Zone (At All Times) outside 311 Jackson Street, Petone, as shown in Appendix 1 to the report;*
- (3) considers other options for the relocation of one paid Mobility Parking space (At All Times) from outside 376–378 Jackson Street, Petone, as shown in Appendix 1 to the report ;*
- (4) approves the conversion of two paid parking spaces to two Mobility Parking spaces (At All Times) outside 288 Jackson Street and 306 Jackson Street, Petone, as shown in Appendix 1 to the report;*
- (5) rescinds any previous resolutions related to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls described in this recommendation; and*
- (6) notes that this matter will take effect once the traffic control devices indicating the recommended restrictions that evidence the restrictions have been installed."*

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

Report No. PCB2025/3/149 by the Transport Engineering Manager

Speaking under public comment, **Hellen Swales, Coordinator of the Jackson Street programme**, expressed support for the recommendation to convert existing time-restricted mobility car parking to 'At All Times.' She added that JSP would prefer longer time limits for mobility car parks on Jackson Street, allowing users more than 60 minutes to shop and use cafes.

The Head of Transport elaborated on the report.

RESOLVED: (M Fisher/K Yung)

Minute No. PCB 25306

"That the Board endorses the recommendations contained in the report as they pertain to Petone."

8. **EASEMENT FOR TE ARA TUPUA UNDER HONIANA TE PUNI RESERVE**

Report No. PCB2025/3/151 by the Leasing Coordinator

The Leasing Coordinator elaborated on the report.

RESOLVED: (M Fisher/S Kuresa)

Minute No. PCB 25307

"That the Board approves an easement over the reserve property 11 The Esplanade, Petone SEC 1 SO 407772 CT 498586."

9. **COMMUNITY CLIMATE ACTION FUND - UPDATE AND KEY DECISIONS FOR JUNE 2025**

Report No. PCB2025/3/153 by the Head of Connected Communities

The Head of Connected Communities elaborated on the report.

In response to questions from members, she confirmed that although the Muscular Dystrophy Association covered the Petone area, she had not been advised whether the Association had any members in Petone. She intended to invite recipients to the next Board meeting to report back on how the funds were used.

RESOLVED: (M Fisher/S Freeman)

Minute No. PCB 25308

"That the Board:

(1) notes the status of the Community Climate Action Fund (CCAF), and its share;

(2) approves the proposed multi-ward funding as follows:

*Local Energy Ltd - \$210; and
Muscular Dystrophy Association - \$95; and*

(3) notes the approach to, and timeframes for the final CCAF funding round for the 2022-2025 triennium."

10. **CHAIR'S REPORT**

Report No. PCB2025/3/77 by the Chair, Petone Community Board

RESOLVED: (M Fisher/Deputy Mayor Lewis)

Minute No. PCB 25309

"That the report be received and noted."

11. DEMOCRACY ADVISOR'S REPORT

Report No. PCB2025/3/78 by the Democracy Advisor

RESOLVED: (M Fisher/K Yung)

Minute No. PCB 25310

"That the Board:

- (1) receives and notes the report;*
- (2) retrospectively approves a payment of \$2,735 from its operating budget for the 2025 ANZAC event sound system; and*
- (3) retrospectively approves a payment of an additional \$69.82 from its operating budget for the 2025 ANZAC event, which includes catering, wreaths and flyers."*

12. INFORMATION ITEM

Petone Projects Update

The Director, Neighbourhoods and Communities provided a verbal update on Petone projects as follows:

Petone Wharf

- Council agreed to the partial demolition of the Petone Wharf. There were questions about whether Heritage New Zealand would require an archeological assessment, but an Accidental Discovery Protocol was used instead.
- there would be no requirement to upgrade the existing historic handrails, but they would need minor repairs. The jacketing for the piles was required to have a similar look to the existing piles.
- a report would be considered by the Communities, Culture and Partnerships Committee meeting on 25 June 2025 recommending that Council continue to engage the services of Dunning Thornton for condition surveying of the wharf and technical support. Officers would report back to the Petone Steering Group later in June 2025.

Library hub

- the Communities, Culture and Partnerships Committee meeting on 30 April 2025 agreed to repairs in the order of \$5M. A high level costing of \$4,938,000, excluding GST, was received, allowing the project to go ahead. More detailed work was underway to ascertain the scope of the work, and an update would be reported back to the Petone Steering Group. Officers were currently considering pop-up options for a temporary library.
- Members were asked to provide feedback on the level of service that should be offered at a pop-up library. The options included a full library service, an express service that included core library services along with postal service, or

no service at all. The relocation of these services depended on finding a suitable site.

In response to questions from members, the Director, Neighbourhoods and Communities advised the following:

- a 'full service' pop-up library required room for floor services and community programmes. These services could be relocated to the Moerā Neighbourhood Hub.
- officers were looking for spaces close to the Petone Neighbourhood Hub for a pop-up library.
- a budget for the pop-up library had not been finalised, but it would not exceed \$150K.
- various community groups had been contacted for input, but officers would welcome contact with additional community groups.

Kaz Yung agreed to provide the Director, Neighbourhoods and Communities with a list of Petone community groups.

Petone Grandstand

No decisions had been made regarding the Petone Grandstand. All three proposed options exceeded the \$3M budget allocated for the project. The options under consideration included to demolish the grandstand, to divest the investment to the community or to re-look at pre-Long Term Plan options. These options, along with other ideas would be discussed with stakeholders. A report for a decision would be considered by the the Communities, Culture and Partnerships Committee on 25 June 2025.

The Director, Neighbourhoods and Communities advised that the Petone Grandstand was still being used illegally, despite it being earthquake prone and closed. Council would change the locks to prevent access and would take further action if required. She said officers would appreciate assistance to ensure the Petone Grandstand was not used.

13. QUESTIONS

There were no questions.

There being no further business, the Chair declared the meeting closed at 8.09 pm.

M Fisher
CHAIR

CONFIRMED as a true and correct record
Dated this 18th day of August 2025

04 August 2025

Copy: Petone Community Board

Report no: PCB2025/4/202

Proposed Temporary Road Closure Cam County Inc. Wellington Port Road Drags 2025-2027

Purpose of Report

1. This report seeks approval for the temporary closure of sections of Council-controlled roads in Seaview to enable the safe operation of the Port Road Drags, a long-standing annual motorsport event organised by Cam County Inc.
2. Unlike previous one-year approvals, this report requests approval for a three-year period (2025–2027), with proposed event dates and reserve days clearly identified within the report.
3. Approval is sought for road closures between the hours of 5:00am and 8:00pm on each event day. The event will operate from 7:00am to 6:00pm, with traffic management set-up (cones, signage, markings) commencing at 5:00am, and pack-down to be completed by 8:00pm.
4. Temporary 'No Stopping' parking restrictions will be installed ahead of each event, in alignment with the approved Traffic Management Plan, to ensure roads are clear and to support the safe setup of traffic management.

Recommendations

That the Committee:

- (1) receives and notes this report;
- (2) agrees to temporarily close the following sections of road on Sunday, 09 November 2025 (reserve day Sunday, 16 November 2025) between 5:00am and 8:00pm on the following roads:
 - a) Port Road, Seaview: from the intersection of Marchbanks Street to a point 500 metres north of the Barnes Street intersection, as shown in Appendix 1 to the report; and
 - b) Toop Street, Seaview: from the intersection of Marchbanks Street to the intersection of Port Road, as shown in Appendix 1 to the report; and

- (3) agrees to temporarily close the same road sections on Sunday, 08 November 2026 (reserve day, Sunday 15 November 2026), between 5:00am and 8:00pm, as outlined in recommendation (2);
- (4) agrees to temporarily close the same road sections on Sunday, 07 November 2027 (reserve day Sunday, 14 November 2027), between 5:00am and 8:00pm, as outlined in recommendation (2);
- (5) notes that temporary 'No Stopping' parking restrictions will be installed ahead of each event, in alignment with the approved Traffic Management Plan, to ensure roads are clear and to support the safe setup of traffic management; and
- (6) notes that during each event, this resolution will rescind any previous resolutions related to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls outlined in these recommendations.

For the reason that the proposed temporary road closures are necessary to ensure the safe and efficient operation of the event for organisers, participants, spectators and the general public; Additionally, such road closures must be approved by the Committee in accordance with Schedule 10, Clause 12 of the Local Government Act 2002.

Background

5. Council has received an application from Cam County Inc. to hold its annual Port Road Drags event in Seaview, which requires approval for the temporary closure of sections of Port Road and Toop Street.
6. This long-standing and well-established event has implemented a consistent road closure configuration that has remained unchanged in recent years. Given the historically low impact on traffic flow and nearby businesses, approval is now being sought for a three-year period covering events scheduled in 2025, 2026 and 2027.
7. The proposed road closures have been received by Council's Transport Corridor Access team, who have given approval in principle. The temporary traffic management plan provided by the event organiser aligns with the proposed closure times and meets required safety standards. The road closures are not expected to cause unreasonable disruption to vehicle traffic.

Discussion

8. The traffic impacts anticipated for the 2025–2027 Port Road Drags are expected to be consistent with the 2024 event, which operated effectively under similar conditions. The following observations support this view:
 - a) With compliant traffic and safety plans in place, the proposed closures are not expected to affect vehicle traffic unreasonably.

- b) As in 2024, there is a continued focus on the efficient and safe management of both parking and spectator movement, which will be reflected in the event's traffic and safety planning; and
 - c) To address potential noise concerns, event organisers will ensure that gates do not open before 7:00am on the day of the event. This policy will be communicated clearly to participants and spectators and will be explicitly outlined in the Traffic Management Plan to discourage early arrivals.
9. It is noted that major temporary works are planned along Port Road as part of the Hutt City Wharfline (HCWL) replacement project. The HCWL project team has confirmed that no works will be active on the day of the Port Road Drags, and there will be no impact on site access during the event. Coordination between the event organisers and the HCWL team has been completed to ensure there are no operational conflicts.
10. For context, HCWL is a strategic pipeline that transports fuel from tankships docked at the Seaview Wharf to four bulk fuel storage terminals located in the Seaview industrial area. The pipeline is being replaced to meet regulatory standards and to enhance resilience as a lifeline utility in the event of a natural disaster. The project is being delivered in staged phases.

Options

11. The Committee has the following options:
- a) approve the proposed temporary road closures (including reserve dates) and the associated 'No Stopping' parking restrictions as outlined in this report; or
 - b) decline the proposed temporary road closures (including reserve dates) and the associated 'No Stopping' parking restrictions as detailed in this report; or
 - c) make further amendments as the Committee deems appropriate for recommendation to Council.
12. Officers recommend option (a), as the event's traffic effects have been successfully managed in previous years and can continue to be effectively addressed through the proposed road closure conditions.

Climate Change Impact and Considerations

13. The matters raised in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
14. While the proposed motorsport event will contribute to greenhouse gas emissions, the overall impact is expected to be minor due to its short duration.

Consultation

15. The applicant undertook consultation with affected businesses on 6 June 2025 by collecting signatures in support of the proposed road closures for the November 2025 event. A total of 34 signatures were obtained from businesses within the affected catchment area, as shown in the closure plan attached as Appendix 1 to the report.
16. No opposition was raised during this consultation process.
17. A copy of the signed consultation form for the 2025 event is provided as Appendix 2 to this report.
18. Consultation for the 2026 and 2027 events will be undertaken by the event organiser ahead of each event. The completed signed consultation form will be returned to Council officers ahead of the event. Should changes to the temporary traffic management layout or objections to the event arise for the 2026 or 2027 events, these will be presented to Council.
19. Prior to each event, the applicant will publish a public notice of the road closure in The Post in accordance with legislative requirements.

Legal Considerations

20. Approval is required to allow for the temporary closure of roads and the imposition of temporary No Stopping restrictions. This will ensure Council is complying with the requirements of both the Local Government Act 2002 (Schedule 10) and the Transport (Vehicular Traffic Road Closure) Regulations 1965 for the temporary closure of roads within its jurisdiction.

Financial Considerations

21. The cost of placing public notices in The Post is covered by Council budgets for community events. However, as the Port Road Drags is classified as a commercial event, the event organiser is responsible for covering the cost of public notices.

Appendices

No.	Title	Page
1	Appendix 1 - Cam County - Port Road Drag Closure Plan	22
2	Appendix 2 - Cam County - Port Road Drag Consultation	23

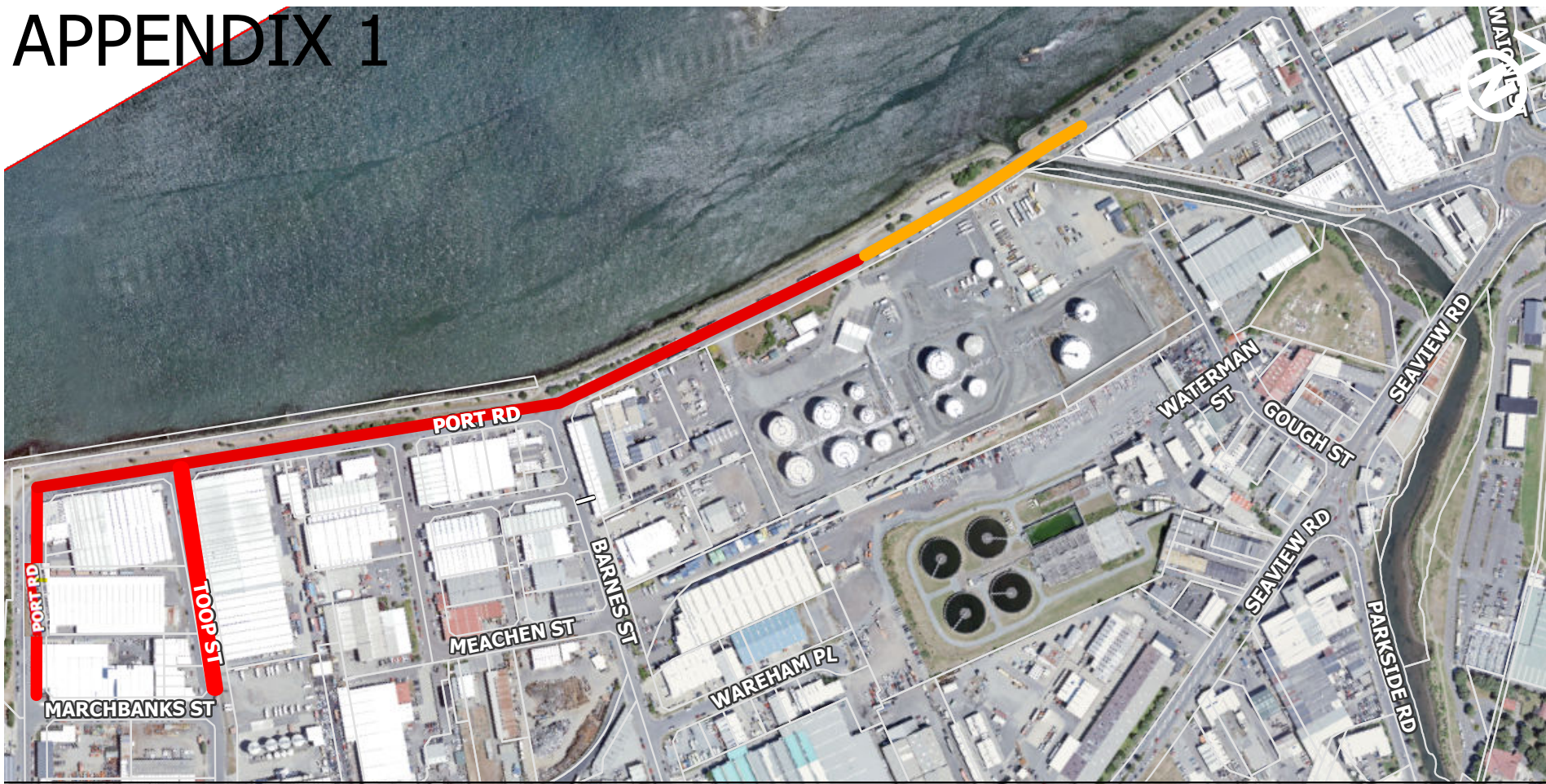
Author: Jojo Varghese, Traffic Engineer

Reviewed By: Evandro Scherer, Transport Engineering Manager

Reviewed By: Paul Hewitt, Head of Transport

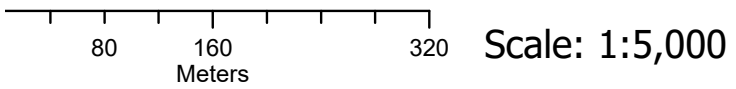
Approved By: Jon Kingsbury' Director Economy & Development

APPENDIX 1



ROAD CLOSED

MANAGED ACCESS



Revision	Amendment	Approved	Revision Date
1	ISSUED FOR COMMITTEE		



Project
PROPOSED TEMPORARY ROAD CLOSURES
Sheet
PORT ROAD DRAGS - 2025 to 2027 Dates Vary (refer to TR Report)
Project Ref.

The Council cannot guarantee the accuracy or completeness of the information, and accepts no liability for any loss suffered as a result of reliance on it.
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PO BOX 31055 Lower Hutt.

www.portroad.co.nz

email : camcountyinc@outlook.com

Approval for road closure, Port Rd, Toop St, Marchbank St

Date **Sunday 9 November 2025**

Rain Date **Sunday 16 November 2025**

Time **7am to 5pm**

To run the annual Port Rd 1/8 Mile Street Drags. Your Support is appreciated.
Any Issues or problems with this road closure please contact the Port Rd Committee.

Club Ph. 021-1671506 or Russ 0299203535.

Port Rd.

Business Name	Contact name	Signature	Date
WasteManagement Tech Services	REHAN ARSHAD		6/5/25
NZOSL Hutt Terminal	Callum McLurgan		6/5/25.
LEAP	Sam Connolly		6/5/25.
TWL	Rob Harrison		6.5.25
REDHOT	SIMON GILMART		6/5/25
Hydra Diesel	S'ZEVUS		6.5.2025
M k Archibald & co	Garry		6/5/2025
Chair Solutions	hinda.		6/5/2025
ELS Eurofins	ROB DEACON		6/5/25
Layher	Scott Bergstrom		6/5/25
VictoryLaser	Richard		6/5/25
RBC Solutions	Alex		6/5/25
TS Marine Services	Mark		6/5/25
Honda Parts	Harry		6/5/25.
Seaview Marina	Paul		6/5/25
Emerge Aotearoa	Jamie Cowt		6/5/25.
Heavy Vehicle Services	Luren Kerr		6/5/25



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Club Ph 021-1671506 or Russ 0299203535

Toop Street & Marchbank Street.

Business Name	Contact name	Signature	Date
Booths	Ros de Roo	<i>[Signature]</i>	6/5/2025
SGS	Brad Rowland	<i>[Signature]</i>	6/5/2025
Nature Pac	Josh Stratton	<i>[Signature]</i>	6/5/2025
Garage Project	Scott Wrennik	<i>[Signature]</i>	6/5/2025
Basil Jones Metals	Basil Jones	<i>[Signature]</i>	6-5-2025
Acme Engineering	KIM NICHOLAS	<i>[Signature]</i>	6-5-25
GWF Mauri	Inbar	<i>[Signature]</i>	6-5-25
Jets Transport	<i>[Signature]</i>	Sam	6-5-25
Quality Bakers	Rogers Chris	<i>[Signature]</i>	6/5/25
MSS	Dave Carroll	<i>[Signature]</i>	6/5/25
Peter Baker Transport	Jodie Rawiri	<i>[Signature]</i>	6/5/25
Waste Management	SHANE WYNNE	<i>[Signature]</i>	6/5/25
Allied Liquor	<i>[Signature]</i>	<i>[Signature]</i>	6/5/25
Just Water	Andrew K	<i>[Signature]</i>	6-5-25
TGE	<i>[Signature]</i>	MAL	6-5-25
Kiwirail	Mike Harris	<i>[Signature]</i>	6 May 25
Orange Box	1st Gilbert	<i>[Signature]</i>	6 May 25

05 August 2025

Copy: Petone Community Board

Report no: PCB2025/4/217

Proposed Temporary Road Closure Hutt Valley Motorsport Club Port Road Sprints 2025-2027

Purpose of Report

1. This report seeks approval for the temporary closure of sections of Council-controlled roads in Seaview to enable the safe operation of the Port Road Sprints, a long-standing annual motorsport event organised by the Hutt Valley Motorsport Club.
2. Unlike previous one-year approvals, this report requests approval for the events in 2025 through to 2027, with proposed event dates and reserve days clearly identified within the report.
3. Approval is sought for road closures between the hours of 5:30am and 7:00pm on each event day. The event will operate from 7:00am and 6:00pm, with traffic management set-up (cones, signage, markings) commencing at 5:30am, and pack-down to be completed by 7:00pm.
4. Temporary 'No Stopping' parking restrictions will be installed ahead of each event, in alignment with the approved Traffic Management Plan, to ensure roads are clear and to support the safe setup of traffic management.

Recommendations

That the Committee:

- (1) receives and notes this report;
- (2) agrees to temporarily close the following sections of roads on Sunday, 26 October 2025 (reserve day Monday, 27 October 2025) between 05:30am and 7:00pm on the following roads:
 - a) Port Road, Seaview: from the intersection of Marchbanks Street to a point 500m north of the Barnes Street intersection, as shown in Appendix 1 to the report;

- b) Toop Street, Seaview: approximately 100m from the intersection of Port Road, as shown in Appendix 1 to the report;
 - c) Meachen Street, Seaview: between Barnes Street and Port Road, as shown in Appendix 1 to the report; and
 - d) Barnes Street, Seaview: between its intersection with Port Road and Wareham Place, as shown in Appendix 1 to the report; and
- (3) agrees to temporarily close the same road sections on Sunday, 18 January 2026 (reserve day Monday, 19 January 2026) between 05:30am and 7:00pm, as outlined in recommendation (2);
 - (4) agrees to temporarily close the same road sections on Sunday, 25 October 2026 (reserve day Monday, 27 October 2026) between 05:30am and 7:00pm, as outlined in recommendation (2);
 - (5) agrees to temporarily close the same road sections on Sunday, 24 January 2027 (reserve day Monday, 28 January 2027) between 05:30am and 7:00pm, as outlined in recommendation (2);
 - (6) agrees to temporarily close the same road sections on Sunday, 24 October 2027 (reserve day Monday, 25 October 2027) between 05:30am and 7:00pm, as outlined in recommendation (2);
 - (7) agrees to temporarily close the same road sections on Sunday, 23 January 2028 (reserve day Monday, 24 January 2028) between 05:30am and 7:00pm, as outlined in recommendation (2);
 - (8) notes that temporary 'No Stopping' parking restrictions will be installed ahead of each event, in alignment with the approved Traffic Management Plan, to ensure roads are clear and to support the safe setup of traffic management; and
 - (9) notes that during each event, this resolution will rescind any previous resolutions related to traffic controls made pursuant to any bylaw, to the extent that they conflict with the traffic controls outlined in these recommendations.

For the reason that the proposed temporary road closures are necessary to ensure the safe and efficient operation of the event for organisers, participants, spectators and the general public. Additionally, such road closures must be approved by the Committee in accordance with Schedule 10, Clause 12 of the Local Government Act 2002.

Background

5. Council has received an application from the Hutt Valley Motorsport Club to hold their annual sprint event in Seaview, which requires approval for the temporary closure of sections of Port Road, Toop Street, Meachen Street and Barnes Street.
6. The Port Road Sprints is an established event in the Seaview area. The road closure layout proposed remains consistent with previous approvals. Given

the low impact on traffic flow and nearby businesses, approval is now being sought for events scheduled from October 2025 to October 2027.

7. The event organiser has provided a temporary traffic management plan that aligns with the proposed closures, times and meets with required safety standards. The road closures are not expected to cause unreasonable disruption to vehicle traffic. The submitted traffic management plan has been approved in principle by Council's Transport Corridor Access team.

Discussion

8. The traffic impacts anticipated for the Port Road Sprints are expected to be consistent with the 2024 event, which operated effectively under similar conditions. The following observations support this view:
 - a) With compliant traffic and safety plans in place, the proposed closures are not expected to unreasonably affect vehicle traffic.
 - b) As in 2024, there is a continued focus on the efficient and safe management of both parking and spectator movement, which will be reflected in the event's traffic and safety planning; and
 - c) To address potential noise concerns, event organisers will ensure that gates do not open before 7:00am on the day of the event. This policy will be communicated clearly to participants and spectators and will be explicitly outlined in the Traffic Management Plan to discourage early arrivals.
9. It is noted that major works are progressing along Port Road as part of the Hutt City Wharfline (HCWL) replacement project. The HCWL project team has confirmed that no works will be active on the day of the Port Road Drags, and there will be no impact on site access during the event. Coordination between the event organisers and the HCWL team has been completed to ensure there are no operational conflicts.
10. HCWL is a strategic pipeline that transports fuel from tankships docked at the Seaview Wharf to four bulk fuel storage terminals located in the Seaview industrial area. The pipeline is being upgraded to meet regulatory standards and to enhance resilience as a lifeline utility in the event of a natural disaster. The project is being delivered in staged phases.

Options

11. The Committee has the following options:
 - a) Approve the proposed temporary road closures (including reserve days) and the associated 'No Stopping' parking restrictions as outlined in this report; or
 - b) Decline the proposed temporary road closures (including reserve days) and the associated 'No Stopping' parking restrictions as detailed in this report; or

- c) Make further amendments as the Committee deems appropriate for recommendation to Council.
- 12. Officers recommend option (a), as the events traffic effects have been successfully managed in previous years and can continue to be effectively addressed through the proposed road closure conditions.

Climate Change Impact and Considerations

- 13. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
- 14. While the proposed motorsport event will contribute to greenhouse gas emissions, the overall impact is expected to be minor due to its short duration.

Consultation

- 15. Consultation with affected businesses for the October 2025 and January 2026 events was undertaken between 3 June 2025 and 5 June 2025. The applicant visited businesses within the affected area to explain the proposal and obtained written support through signed letters. A total of 40 supporting letters were received from businesses located within the road closure catchment area, as shown in the closure plan attached as Appendix 1 to the report.
- 16. No opposition was raised during the consultation process.
- 17. A template of the consultation letter is attached as Appendix 2 to the report.
- 18. Consultation for future events in 2026 and 2027 will be undertaken by the event organiser ahead of the events. The completed signed consultation form will be returned to Council officers ahead of the events. Should changes to the temporary traffic management layout or objections to the event arise this will be presented to Council ahead of the event.
- 19. Prior to each event, the applicant will publish a public notice of the road closure in The Post in accordance with legislative requirements.

Legal Considerations

- 20. Approval is required to allow for the temporary closure of roads and for the imposition of temporary No Stopping restrictions. This will ensure Council is complying with the requirements of both the Local Government Act 2002 (Schedule 10) and the Transport (Vehicular Traffic Road Closure) Regulations 1965 for the temporary closure of roads within its jurisdiction.

Financial Considerations

- 21. The cost of placing public notices in The Post is covered by Council budgets for community events. However, as the Port Road Sprints is classified as a commercial event, the event organiser is responsible for covering the cost of public notices.

Appendices

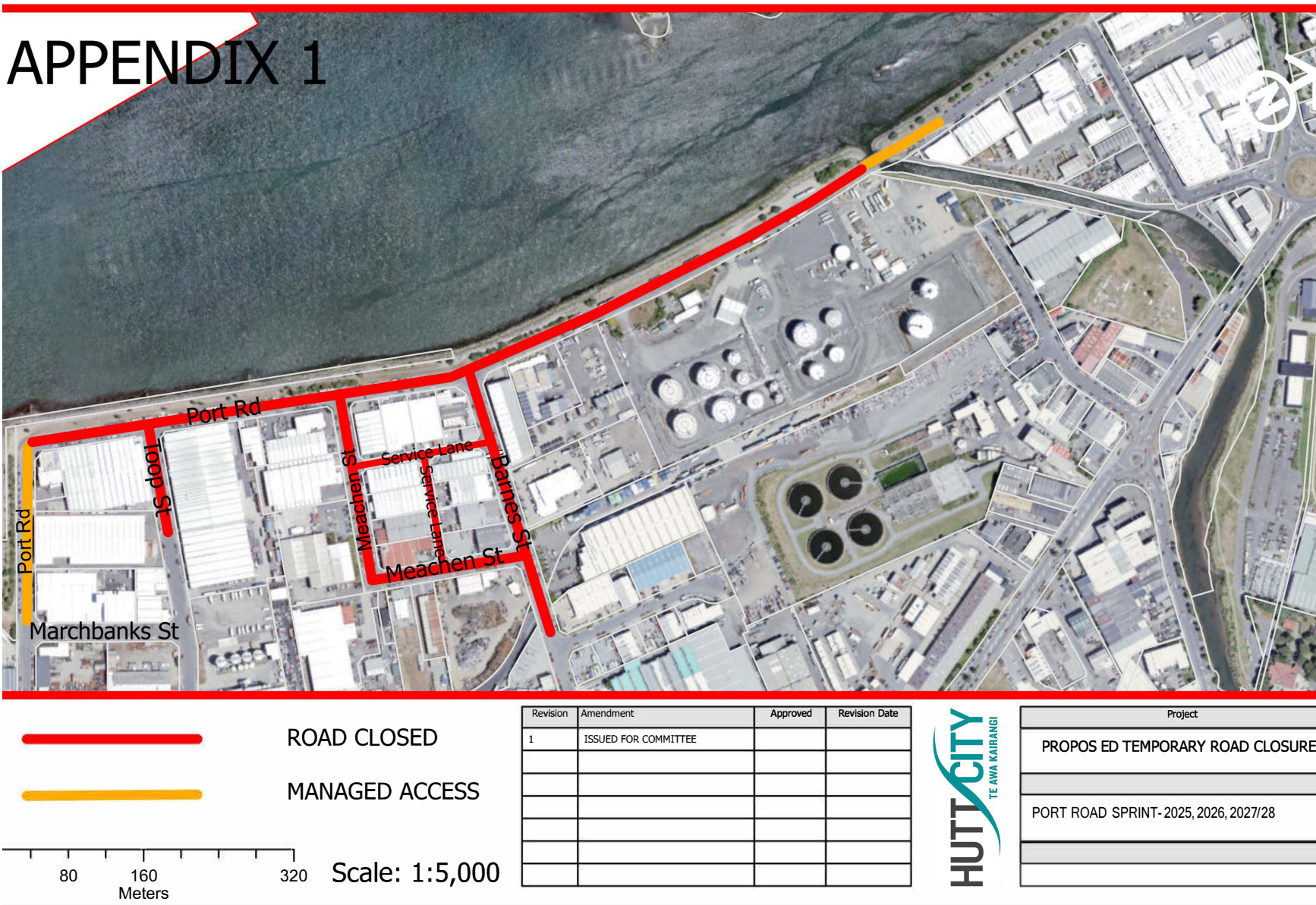
No.	Title	Page
1 ↓	Appendix 1: Motorsport Sprint - Road Closure Plan	30
2 ↓	Appendix 2: Motorsport Sprint - Consultation Letter template	31

Author: Jojo Varghese
Traffic Engineer

Reviewed By: Evandro Scherer
Transport Engineering Manager

Reviewed By: Paul Hewitt
Head of Transport

Approved By: Jon Kingsbury
Director Economy & Development



The Council cannot guarantee the accuracy or completeness of the information, and accepts no liability for any loss suffered as a result of reliance on it.
Aerial photography (base map) was flown between Jan - Mar 2017 by AAM NZ Ltd for both Hutt City and Greater Wellington Regional Councils. Imagery is provided under the Creative Commons Attribution 3.0 New Zealand License (<https://creativecommons.org/licenses/by/3.0/nz>).
This map is drawn on the New Zealand Transverse Mercator projection, using New Zealand Geodetic Datum 2000. Cadastral Information sourced, Crown Copyright Reserved.

To:

Hutt City Council

I, _____, representing
_____ (business name)

declare that the Hutt Valley Motorsport Club has discussed fully with me their application for temporary road closure in the Port Road area to run their annual Street Sprints on Sunday 26th October 2025 (reserve day Monday 27th October) and Sunday 18th January 2026 (reserve day Monday 19th January), and I

(delete that not applicable)

a. Fully support their application

a. Fully support their application, subject to the following conditions:

Signed: *(signature)*

Date:

17 January 2025

Report no: PCB2025/4/94

Chair's Report

Recommendation

That the report be received and noted.

Appendices

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1 ↓	Appendix 1: Chair's report	33

Author: Mike Fisher

Chair, Petone Community Board

Petone Community Board Meeting: 18 August 2025
Final Chair's Report
Mike Fisher

Tena koutou katoa and greetings to everyone in our community board area of Petone, Korokoro, Seaview, Moera, Waiwhetu South, Woburn South, and Gracefield.

Well, this is a report that I never thought I would end up writing and it gives me no great pleasure to do, yet at the same time also a feeling of pride and sense of accomplishment.

As many of you will know the Hutt City Council determined to abolish the three Community Boards (Petone, Eastbourne and Wainuiomata), a decision that all three fought against, together with some Councillors and members of our respective communities. We were unsuccessful and therefore appealed to the Local Government Commission.

In a surprising and to many perplexing decision, the LGC decided to retain the Eastbourne and Wainuiomata Boards but to disestablish the Petone Community Board. Their decision was final, so the fate of the PCB was sealed. The LGC decision is available here <https://www.huttcity.govt.nz/people-and-communities/news/2025/new-wards-to-take-effect-at-this-years-local-body-elections>

Naturally this was a deeply disappointing outcome, but we moved on and will watch with interest to see if this is merely a stay of execution for the other Boards or just the first steps towards a revamp of local government in the region.

Since our inception in 1989 the Board has played a key role in Petone's story, often unsung or under the radar, ranging from submissions on long term and annual plans, the district plan and numerous other projects and issues across our community. Members have helped residents with problems and advocated for funding, dispensed community funding, named streets and coordinated ANZAC services.

The hours of time and effort, public meetings, consultations and discussions, advocacy and preparation that goes into our work is considerable and often unrecognised or fully acknowledged. Some landmark issues and achievements we have played a key role in are;

- The retention and refurbishment of McKenzie Baths
- The protection and retention of Petone Recreation Ground from the Phoenix Football Club/Arena proposal
- The Petone 2040 strategy
- The fight to retain and restore Petone Wharf
- The fight to retain and upgrade Petone and Moera libraries
- The ongoing advocacy to upgrade and retain the Petone Recreation Ground Grandstand

We don't always get the result we want and obviously the two standout issues there, were the introduction of paid parking in Jackson St and Peel Place, and the retention of the Board itself.

Other topics still to reach a final outcome which will now fall to the Harbour Ward Councillor in particular and the incoming Councillors to resolve are the never ending Cross Valley Connections and future shape and development of the Esplanade and foreshore.

We have had great relationships with various Council officers, and interaction with representatives from community groups along our journey, including also Regional Councillors, the business, sporting and wider community. Thank you all for your time, input and thoughts.

To our fellow Community Board colleagues, I wish you well. Your battle to play a part in your communities life continues for the present but cannot be taken for granted. Likewise, thanks to elected Councillors for listening to us (usually!) as we often passionately defend and fight Petone's corner.

Can I thank in particular Mayor Campbell Barry for the way in which Boards have been included in processes, briefings and debates far more than in the past.

Various Councillors have come and gone during my time on the Board, but can I thank all Harbour Ward representatives for their commitment over the years that have been on the Board, but in particular current Deputy Mayor Tui Lewis for her advice, encouragement and many phone calls!

To the many past members of the Board thank you for your contributions, to past Chairs Gerald Davidson and Pam Hanna who I have served and worked with likewise.

To my current fellow Board members thank you for your work and support and I wish you well.

To Judy Randall our faithful Board Secretary many thanks for all you do for the Board and happy retirement ahead, and my appreciation to all the various Democratic Services team members who have worked with the PCB along the way.

Most importantly to my wife Karen and the family, thank you for all your love and support. I could not have done any of this without you beside me.

Kia kaha, kia maia, kia manawanui Pito One!

“Whaia te iti kahurangi ki te tuohu koe me he maunga teitei”

“Seek the treasure you value most dearly, if you bow your head let it be to a lofty mountain”.

Mike Fisher

Last Chair of the Petone Community Board

Report no: PCB2025/4/95

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

City Strategy

2. *Tō Tātou Tāone 2055 – Our City 2055* is a future-focused strategy for our city. It looks 30 years ahead to guide the future of Te Awa Kairangi ki Tai Lower Hutt, setting out shared goals we can work towards together. This city strategy brings together local and regional councils, businesses, Mana Whenua, government, community organisations and residents to harness opportunities and address challenges facing our city.
3. *Tō Tātou Tāone 2055 - Our City 2055* is a city strategy (rather than a Council strategy) supported by an external City Leadership Group.
4. Public consultation on the Strategy will run from late August/September 2025, and feedback can be provided via Council's *Kōrero Mai-have your say* web page.

Long Term Lease over Memorial Park

5. A proposal to grant a long-term lease for a water services easement over Memorial Park is currently publicly notified on Council's *Kōrero Mai-have your say* web page. Submissions on the proposal must be received by 4pm on 29 August 2025. More information is available here: [Parks and Reserves Public Consultation](#).

Updates from the previous meeting held on 9 June 2025

6. At the Board's meeting on 9 June 2025, the Board asked for a response to a question raised by the Jackson Street Programme Coordinator, regarding residents living above retail stores reportedly not contacted about overnight gas pipe works that took place 22-23 May 2025. A response from officers is as follows:

The power supply company PowerCo has stated that all residents and shops in the nearby area should have received a letter notification, including the upstairs residents. PowerCo also requested that Downer knock on residents' doors explaining what was happening, before starting work on the second night.

7. At the Board's meeting on 9 June 2025, the Board asked officers to consider alternative options to those in the report *Parking Updates - Jackson Street, Petone*, for relocating a mobility parking space from outside 376-378 Jackson Street. A response from officers is as follows:

The recommendation from Council's Traffic Subcommittee was that the Transport Engineering team work with disability groups to create a suite of Council standards for disability parking and then return to the Subcommittee with recommendations for the Jackson St disability park. The Transport Engineering team are in discussion with advocacy groups to prepare draft standards ahead of holding a workshop to discuss and refine the draft standards.

Ava pedestrian bridge

8. The replacement of the Ava pedestrian bridge is progressing well. The tender for the design is currently out in the market whilst officers continue to work with KiwiRail to identify areas of collaboration to gain cost savings as well as working through consenting requirements. Council's programme has scheduled construction of the replacement bridge to align with the conclusion of the KiwiRail Ava Bridge project.

Dog Bylaw and Policy

9. A final decision on Council's draft Hutt City Council Dog Control Policy and Bylaw was made at the Council meeting on 31 July 2025. The recommendations in the report were approved by Council and can be viewed on page 107 of the agenda on Council's website: [Council 31 July 2025](#).

Local Water Done Well

10. The four Wellington metropolitan city councils and the Greater Wellington Regional Council agreed to form a new jointly owned water services CCO for the region, and a Water Service Delivery Plan (WSDP) has now been finalised for adoption by each of the partner councils. Hutt City Council is set to do this at a meeting on 19 August 2025.
11. The WSDP, which must be submitted to Government by 3 September 2025, is a one-off transitional document with a purpose and contents specified by legislation. It sets out the partner councils' plans for delivering safe, reliable and environmentally and financially sustainable water services for the region.

12. The new asset-owning CCO is intended to operate from 1 July 2026. The recruitment process to appoint directors to the Establishment Board has commenced.

Sladden Park playground

13. A consultation is currently underway to upgrade the Sladden Park playground as it is nearing the end of its life. As the playground is not located near houses, officers are conducting consultations on-site with people using or visiting the park. This approach allows it to gather feedback directly from the users. Two signs have been installed in the park, one by the playground and one by the public toilets. There are also feedback forms available on site with a QR code that visitors can use to complete the questionnaire online.
14. The consultation period will close on 17 August 2025, and once all the feedback is collected, officers will use the feedback to form a scope of work. This will be used to develop the design and tender to playground companies. A copy of the questionnaire is attached as Appendix 1 to the report.

Electric vehicles at the kerbside

15. The electrification of the kerbside rubbish and recycling collection fleet continues, with eight more large EV side-load trucks expected to roll out across the next six to nine months. One of the new trucks will be on display at the 'Electrify the Hutt' expo on [4 October 2025](#).

Events

16. The Night Markets in Dowse Square are attracting more than 2,000 people each Thursday night, where local food trucks serve a range of cuisines. The markets will relocate to Daly Street later this year.
17. The NZ Junior Girls Rugby Festival will take place 10-12 October 2025 in Fraser Park. The event will be a boost to Lower Hutt's local economy with around 2,000 players and 2,000 parents expected for the three days.

Appendices

No.	Title	Page
1	Appendix 1: Sladden Park playground feedback form	38

Author: Judy Randall, Democracy Advisor

Reviewed By: Kate Glanville, Senior Democracy Advisor

Approved By: Kathryn Stannard, Head of Democratic Services




We're upgrading the

Sladden Park playground

and we want your feedback!

We want to hear your thoughts on how we can improve the Sladden Park playground in Petone.

We're proposing to move the playground closer to the carpark and playing field to improve visibility and reduce flood risk. We'd love to hear your thoughts on this change, what features you'd like included to ensure the playground is fun, safe, and accessible for everyone.

Fill in the form on the back of one of the flyers and pop it into the letterbox located at the playground.

The survey closes on **Sunday 17 August 2025.**




We're upgrading the

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Fill in the form on the back of one of the flyers and pop it into the letterbox located at the playground.

The survey closes on **Sunday 17 August 2025.**

Do you think we should move the playground closer to the playing field and carpark? This will allow more open space.

What types of play equipment would you like to see?

What could we include to make this playground more accessible?

Do you have any other ideas on the design of this playground?

Do you have any comments on the park?

Please provide your name and email address if you would like us to keep you updated with any news on this project:

Do you think we should move the playground closer to the playing field and carpark? This will allow more open space.

What types of play equipment would you like to see?

What could we include to make this playground more accessible?

Do you have any other ideas on the design of this playground?

Do you have any comments on the park?

Please provide your name and email address if you would like us to keep you updated with any news on this project: