



POARI HAPORI O WAINUIOMATA WAINUIOMATA COMMUNITY BOARD

13 August 2025

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

Wednesday 20 August 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

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 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 20 August 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. MAYOR'S ADDRESS

A verbal update by Mayor Barry.

5. PRESENTATION

Local Councillor from Greater Wellington Regional Council

A verbal presentation by Cr Quentin Duthie

6. CONFLICT OF INTEREST DECLARATIONS

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

7. MINUTES

Meeting minutes Wainuiomata Community Board, 11 June 2025 10

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

a) Proposed Relocation of Bus Stop 9915 - Parenga Street, Wainuiomata

Report No. WCB2025/4/208 by the Traffic Engineer 15

b) No Stopping At All Times - Wainuiomata Hill Road

Report No. WCB2025/4/209 by the Roding Engineer 25

c) Konini Street, Wainuiomata - new parking configuration (Konini Primary School)

Report No. WCB2025/4/210 by the Traffic Engineer 29

d) Broken Yellow Lines - No Stopping At All Times - Halifax Street and Whitehall Street, Wainuiomata

Report No. WCB2025/4/211 by the Roding Engineer 37

9. COMMUNITY CLIMATE ACTION FUND: ROUND 3 FUNDING APPLICATIONS

Report No. WCB2025/4/212 by the Community Funding & Contracts Advisor 48

10. DEMOCRACY ADVISOR'S REPORT

Report No. WCB2025/4/99 by the Democracy Advisor 54

11. 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.

12. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia!

Unuhia!

Unuhia i te uru-tapu-nui

Kia wātea, kia mā mā

Te ngākau, te tinana, te

wairua i te ara takatū

Koia rā e Rongo

whakairihia ake ki runga

Kia wātea, kia wātea!

Ae rā, kua wātea!

Hau, pai mārire.

*Release us from the supreme sacredness of our
tasks*

To be clear and free

*in heart, body and soul in our continuing
journey*

*Oh Rongo, raise these words up high
so that we be cleansed and be free,*

Yes indeed, we are free!

Good and peaceful

13. VALEDICTORIES

Judy Randall

DEMOCRACY ADVISOR

HUTT CITY COUNCILPOARI HAPORI O WAINUIOMATA
WAINUIOMATA COMMUNITY BOARD

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

Wednesday 11 June 2025 commencing at 6:30 pm

PRESENT:

T A Puketapu (Chair)
D Chrisp
G Sue

L Bingley (Deputy Chair)
L Clark
Cr K Brown

APOLOGIES:

T Harker

IN ATTENDANCE:

Cr S Edwards (part meeting)
Cr G Tupou (part meeting)
P Hewitt, Head of Transport
S Titze, Parks Project Manager (part meeting)
J Randall, Democracy Advisor

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

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

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

2. APOLOGIES

RESOLVED: (TA Puketapu/L Bingley)

Minute No. WCB 25301

"That the apology received from T Harker be accepted and leave of absence be granted."

3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

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

Speaking under public comment, **Rosie Goss** expressed concern regarding the inconsistent enforcement of P120 time limits outside the Wainuiomata Neighbourhood Hub (the Hub). She said she had heard that parking wardens were instructed to ignore parking violations on Wednesdays due to a particular event at the Hub. She believed that the inconsistency limited access to parking for other users.

The Head of Transport agreed to refer the matter to Council's parking enforcement team and ask that they report back to the Board.

Speaking under public comment, **Linda Olsen** proposed that a public toilet be considered for the Wainuiomata central business area. She pointed out that the toilet at Woolworths required staff assistance to unlock, making it inconvenient and not easily accessible to the public.

In response to questions from members, Linda Olsen emphasised the need for additional toilets in the Wainuiomata town centre for shoppers. She noted that while there were existing facilities at Woolworths and Mitre 10, more toilets were needed. She asked for the Board's support on the issue.

4. PRESENTATIONS

a) Wainuiomata projects update

The Parks Project Manager presented a presentation that can be viewed here: [Wainuiomata Project updates](#), and a masterplan for Hugh Sinclair Park that can be viewed here: [Hugh Sinclair Park masterplan](#).

In response to questions from members, the Parks Project Manager advised the following:

- extending the awning of the Frederick Wise Park amenity block for events was not feasible due to space and budget constraints.
- stormwater was being collected to supply water to the amenity block at Frederick Wise Park. However, it was insufficient to meet the demand. Additionally, solar panels were not a practical solution, as the water needed to be heated quickly for sports facilities.
- at Frederick Wise Park two toilets, one standard and one accessible, would be available for public use each day. The remaining toilets would only be accessible during sports events.
- the Rugby League Club and Wainuiomata Marae were both consulted about the proposed changes to Frederick Wise Park.

- following the installation of the new amenity block in Frederick Wise Park, officers would consider whether a path was necessary from the bridge.
- the master plan for Frederick Wise Park would be available on Council's website.
- Hugh Sinclair Park was designed to be as inclusive as possible, although it was not possible to cater for all needs. Officers decided which features to include in the draft plan.
- designing park access to accommodate mobility scooters while restricting motorcycles was challenging. CCTV cameras were considered, but there were privacy concerns.
- officers planned to consult with skateboard and BMX users on proposed changes to Hugh Sinclair Park during the detailed development phase.

The Chair agreed to compile and send resident feedback on Hugh Sinclair Park collected in 2022 to officers.

b) Coast Road slip repair update

The Head of Transport advised that erosion control work on Coast Road was complete, with concrete bollards installed at two corners near 199 and 206 Coast Road to address river encroachment. He highlighted that the project was done in three stages, with a pause during the fish spawning season to minimise environmental impact. He noted that hydrological studies confirmed that no further gravel extraction was needed. He also noted that the work had withstood a recent severe storm and was expected to provide long term stability for those sections of Coast Road.

In response to questions from members, the Head of Transport reported that officers had discovered cracks in the existing retaining wall along Coast Road as well as erosion of the road surface on Moores Valley Road. He indicated that remedial work was planned for the next financial year and confirmed that community consultation would not be required.

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

Cr Duthie, GWRC presented a presentation that can be viewed here: [Greater Wellington Regional Councillor presentation](#)

In response to a question from a member, Cr Duthie, GWRC, said that most pest animal culling in forests was carried out by contractors. He advised that the Northern Forest used a ballot system for culling while the culling on the Eastern Hills was managed by Hutt City Council.

5. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

6. **MINUTES**

RESOLVED: (TA Puketapu/D Chrisp)

Minute No. WCB 25302

"That the minutes of the meeting of the Wainuiomata Community Board held on Wednesday, 16 April 2025, be confirmed as a true and correct record."

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

The Head of Transport elaborated on the report.

In response to questions from members, the Head of Transport confirmed that most mobility parking spaces in Lower Hutt would be designated as 'mobility parking at all times.' However, he said some locations near schools and day care centres would allow standard parking during pick-up and drop-off times. He advised that officers would communicate changes through Council's usual channels.

RESOLVED: (TA Puketapu/D Chrisp)

Minute No. WCB 25303

"That the Board endorses part (1) and part (2) of the recommendations as they pertain to Wainuiomata."

8. **DEMOCRACY ADVISOR'S REPORT**

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

In response to a question from a member, the Head of Transport agreed to discuss the possibility of Wainuiomata Locky Docks with his Transport team and report back to the Board.

RESOLVED: (TA Puketapu/G Sue)

Minute No. WCB 25304

"That the Board receives and notes the report."

9. **QUESTIONS**

There were no questions.

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 7.46 pm.

TA Puketapu
CHAIR

CONFIRMED as a true and correct record
Dated this 20th day of August 2025

05 August 2025

Copy: Wainuiomata Community Board

Report no: WCB2025/4/208

Proposed Relocation of Bus Stop 9915 - Parenga Street, Wainuiomata

Purpose of Report

1. The purpose of this report is to seek approval to relocate Bus Stop #9915 from its current location outside 104 Wood Street to a new site on Parenga Street, near the intersection with Wood Street in Wainuiomata.

Recommendations

That the Subcommittee recommends that Council:

- (1) receives and notes the information contained in the report;
- (2) approves the relocation of Bus Stop #9915 from outside 104 Wood Street to Parenga Street (near the intersection with Wood Street), as outlined in Appendix 1 to the report;
- (3) approves the installation of a 9m entry taper and 10m exit taper, along with associated 'No Stopping At All Times' road markings, as outlined in Appendix 1 to the report;
- (4) notes that a standard bus stop configuration generally requires 33m, made up of an entry taper (9m), bus box (15m), and exit taper (9m). This length may be increased where needed to discourage illegal parking in leftover spaces that are too short for a standard vehicle, or where the space may obstruct an adjacent driveway, which could pose safety risks for road users;
- (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 the above; and
- (6) notes that the parking restrictions will take effect once the appropriate road markings have been installed.

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

Background

2. Greater Wellington Regional Council's (GWRC) Te Mahere Waka Whenua Tūmatanui o te Rohe o Pōneke (Wellington Regional Public Transport Plan 2021 - 2031) is developing improvements across the city to align with its strategy (promote mode-shift changes; decarbonise public transport vehicle fleet and improve its customer experience).
3. As part of its regional public transport improvement programme, GWRC, in partnership with Council, proposes relocating Bus Stop #9915 from 104 Wood Street to Parenga Street (near its intersection with Wood Street). The relocation includes new entry and exit tapers and a bus shelter to enhance safety, accessibility, and passenger comfort. This improvement supports mode shift objectives and aligns with broader efforts to decarbonise transport and improve network usability.
4. From a planning perspective, the proposed relocation of the bus stop addresses key community needs, particularly in relation to safety. A dedicated, clearly marked waiting area will reduce risks near the roadway and discourage unsafe behaviour. It will also strengthen local connections between neighbourhoods, schools, and services, encouraging greater use of sustainable transport and supporting a more accessible public transport network.
5. From an engineering perspective, the proposed location at Parenga Street (near the intersection with Wood Street) offers improved visibility of approaching traffic and greater convenience for bus passengers. The proposal also considers the privacy of nearby residents by considering the placement of the bus shelter. The new site is preferred over the existing stop at 104 Wood Street, where limited visibility near the intersection presents ongoing safety concerns. Additionally, the lower traffic volumes on Parenga Street help to mitigate potential vehicle conflicts when a bus is in operation, further enhancing the overall safety of the location.

Discussion

6. GWRC has approached Council's Transport team regarding the relocation and improvement of the existing bus stop (#9915) from Wood Street to Parenga Street, Wainuiomata.
7. Council officers have worked with GWRC to identify and assess a suitable location for the relocation of the bus stop. The assessment considered factors including the provision of a safe and accessible waiting area for passengers, the minimisation of road safety risks, accessibility for individuals with disabilities, convenience for school children, and the potential impact on available on-street parking.

Options

8. The options are to:
 - a) retain the existing parking configuration, with no further change;
 - b) approve the proposed bus stop configuration as outlined in this report and shown in Appendix 1; or
 - c) make amendments as the Subcommittee deems appropriate, for recommendation to Council.
8. Officers recommend option (b), as the proposed changes support improved accessibility and safety, and align with the goals of the Regional Public Transport Plan.

Climate Change Impact and Considerations

9. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
10. Enhancing transport infrastructure and facilities to ensure safe, accessible and secure journeys, particularly for people with impairments, helps to remove barriers to public transport use. Reducing these barriers makes public transport a more viable and attractive option, supporting efforts to decrease car dependency and the associated carbon emissions.
11. The proposed changes are expected to encourage greater uptake of public transport and are therefore considered to contribute to a reduction in greenhouse gas emissions.

Consultation

12. Consultation was undertaken by GWRC between 30 June 2025 and 11 July 2025. Letters outlining the proposal were delivered to all affected residents within approximately 100m of the proposed bus stop relocation on Parenga Street.
13. Two submissions were received during the consultation period, one in support of the proposal and one opposed.
14. The opposing feedback raised concern about the proximity of the proposed bus stop location to a residential care home for individuals with intellectual disabilities, suggesting the stop would be better located on Wood Street rather than Parenga Street. In response, GWRC officers noted that the proposed location is positioned along the boundary of the care home, away from its main entrance. Due to the elevated siting of the dwelling and the presence of a new boundary fence, the visual and physical impact of the bus stop on the property is expected to be minimal.

15. Additionally, the proposed location on Parenga Street was assessed as being safer and more suitable than Wood Street, which presents visibility constraints. Relocating the stop to Wood Street would also increase the spacing between the stop pair, reducing service effectiveness. No response was received from the submitter. A reminder letter was sent by GWRC to both the resident and the IHC care home to ensure they had an opportunity to provide feedback.
16. A copy of the consultation letter is included as Appendix 2 to this report.

Legal Considerations

17. 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

18. The cost of the road marking installation will be allocated from the Signs and Road Marking budget for the 2025/26 financial year. Other bus stop infrastructure will be installed by GWRC.

Appendices

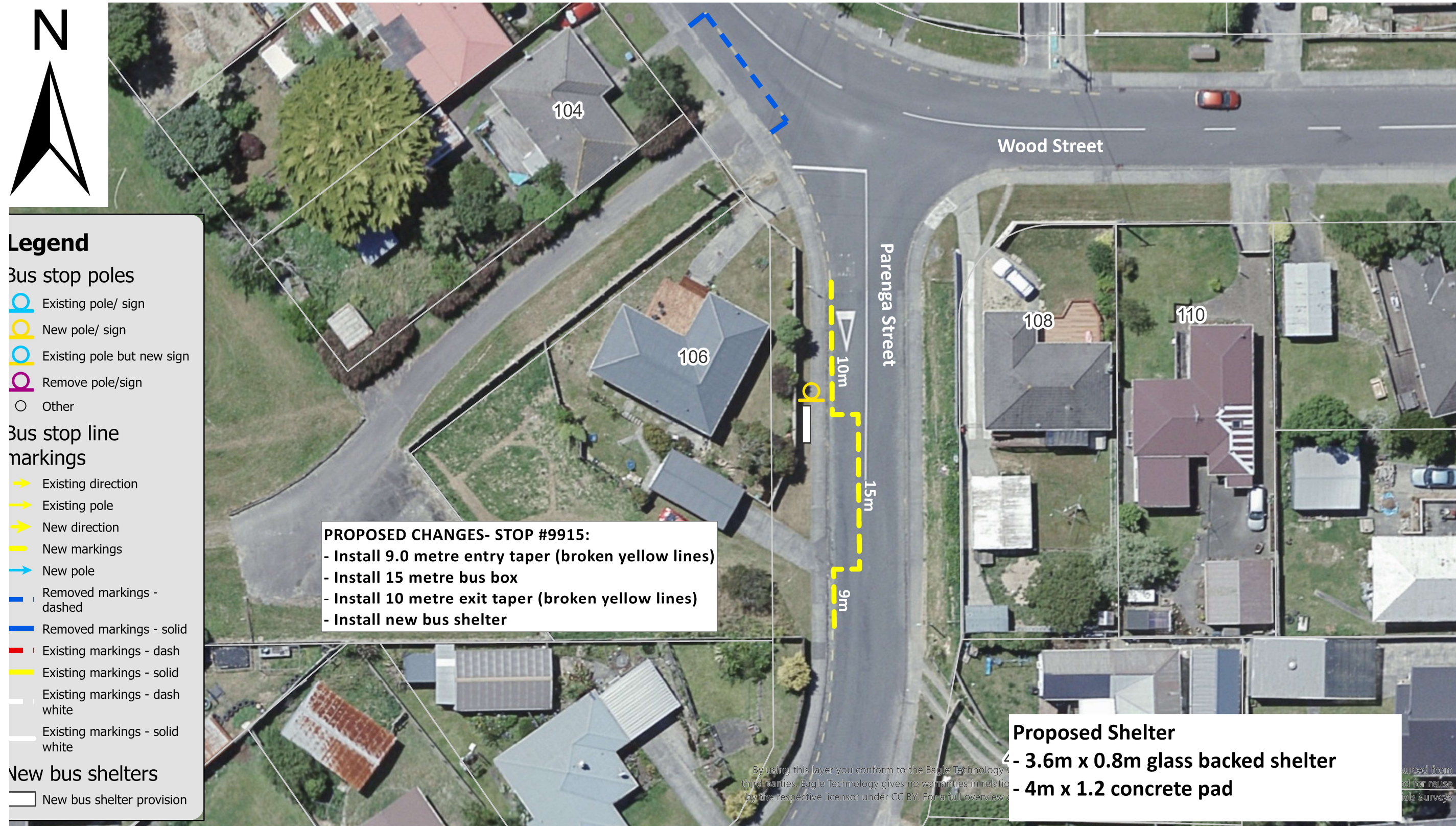
No.	Title	Page
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Author: Rogan Murugadhas
Traffic Engineer

Reviewed By: Evandro Scherer
Transport Engineering Manager

Reviewed By: Paul Hewitt
Head of Transport

Approved By: Jon Kingsbury
Director Economy & Development



Proposed new bus stop layout STOP #9915 Parenga Street

SCALE: 1:350
DRAWN BY: C Fairbairn
DATE DRAWN: 17/07/2025



metlink.org.nz
info@metlink.org.nz
0800 801 700

30 June 2025

XXXXXX
XXXXXX
XXXXXX

Lower Hutt, 5010

RE: PROPOSAL FOR BUS STOP LAYOUT IMPROVEMENTS

Dear XXXX,

Metlink is proposing improvements to Bus Stop #9915 Wood Street at Parenga Street to upgrade safety, comfort, and accessibility. This letter outlines the proposed changes and invites your feedback.

Proposal

The proposed new bus stop would provide increased and convenient access to public transport for passengers to board and disembark.

We believe that the improvement of this bus stop will provide several key benefits:

- **Improved Safety:** A designated bus stop will provide a safe space for passengers, including children, to wait for transportation, minimizing the risk of accidents or unsafe behaviour on the roads.
- **Increased Accessibility:** The proposed stop would ensure that individuals with disabilities, parents with strollers, and elderly residents have easy and equitable access to public transport.
- **Enhanced Community Connectivity:** This bus stop will serve as a key link between neighborhoods, schools, and essential services, ensuring that public transportation is accessible to a broader section of the population.
- **Convenience for School Children:** A closer bus stop will offer greater convenience for children traveling to and from school, encouraging them to use public transport more frequently.

Bus stop details (9915 at Parenga Street)

- Install 9.0 metre entry taper (broken yellow lines)
- Install 15.0 metre bus box
- Install 10.0 metre exit taper
- Install a new bus shelter

A site plan of the proposed layout is attached within this letter.

Minimising the impact on parking

Metlink recognise the importance of on-street parking and have worked to minimise changes, therefore, entry and exit tapers have been shortened from the standard 15 metres to 9 metres without compromising safety. Where possible, markings are aligned with existing driveways to avoid reducing available parking space.

Why these changes matter

Metlink's newer buses are fully accessible, but to take full advantage of this, buses need to stop parallel to the kerb. This ensures customers can board and exit with step-free access—crucial for those with mobility challenges. Aligning the bus stop design with NZTA's Public Transport Design Guidelines ensures all passengers can board safely and comfortably - no matter the stop's size or usage.

Consultation Feedback

Please provide feedback about this proposal by **5pm, Friday, 11 July 2025**, using one of the following options:

- Visit the Metlink website www.metlink.org.nz/contact-us/consultation-response
- By email to info@metlink.org.nz
- On the attached form (add additional pages if required) and use the freepost envelope provided.

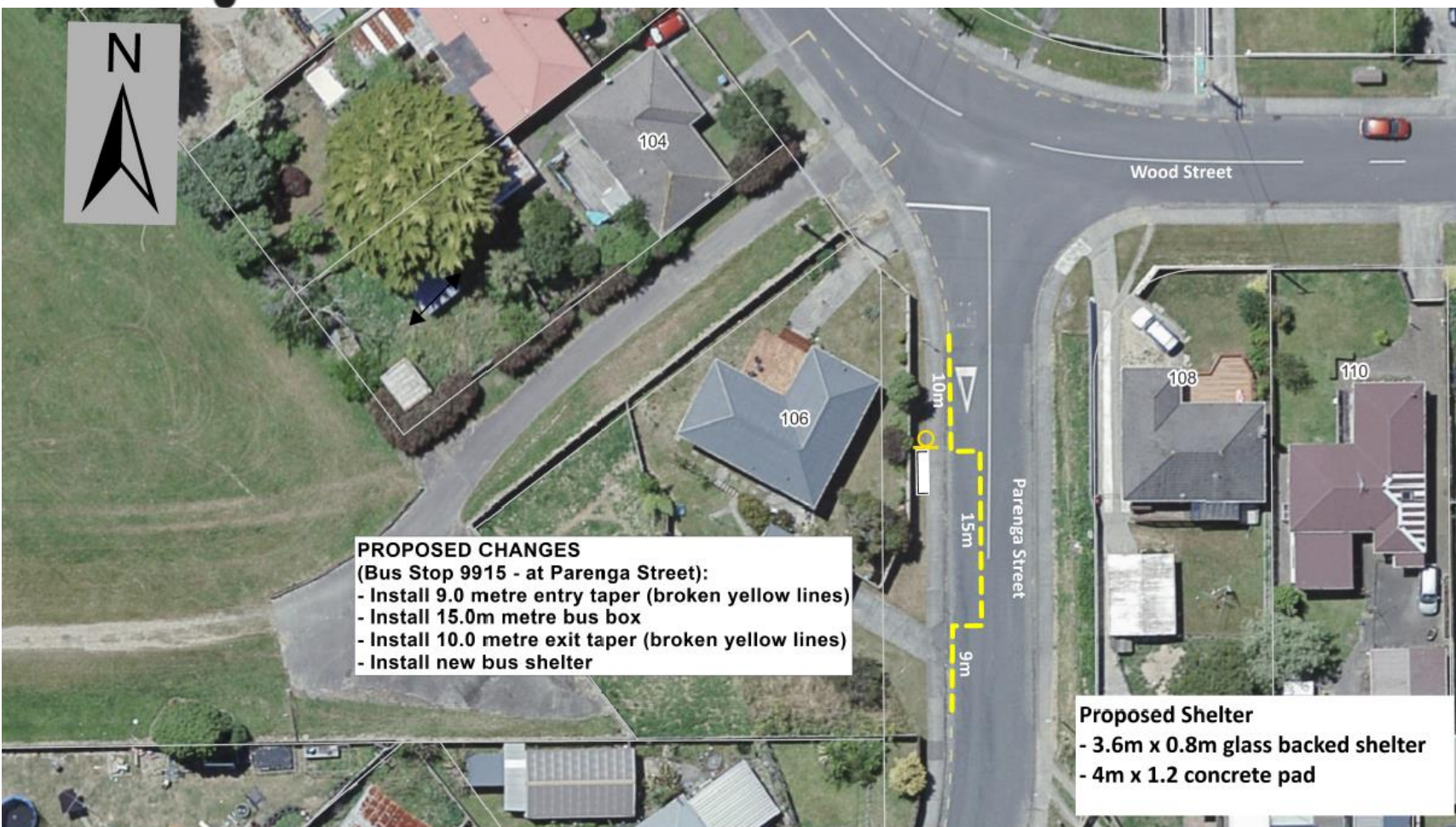
Your feedback will help Metlink develop the final proposal, which will be presented to the Hutt City Council for their consideration.

Thank you for participating in this process. Further details, a site plan and feedback form are attached.

Yours sincerely,

Bus and Ferry Infrastructure team
Metlink/Greater Wellington Regional Council
0800 801 700

metlink.org.nz
info@metlink.org.nz
0800 801 700





metlink.org.nz
info@metlink.org.nz
0800 801 700

Proposed New Bus Shelter Graphic:

The new shelter would be approximately 3.6 metres wide, 2.2 metres high and 0.8 metres deep and located on the Hutt City Council Road reserve.

After installation, it will be maintained and cleaned on a weekly basis. We will respond to all maintenance requests within 14 days, although urgent issues would be dealt with sooner. If there is an issue, please ring 0800 801 700.

Example of the proposed shelter





metlink.org.nz
info@metlink.org.nz
0800 801 700

Metlink Bus Stop Improvement Questionnaire

Investigation into improvements to bus stop **#9915 at Parenga Street** new road markings and new bus shelter.

Name: _____

Address: _____

Email: _____

Do you support the proposal for the installation of bus stop road markings at bus stop #9915 at Parenga Street?	Yes / No (please circle)
Do you support the proposal for the installation of a new bus shelter for bus stop #9915 at Parenga Street?	Yes / No (please circle)

If you do not support the proposal or any component of the proposal, please clearly explain the reasons for your objection and what changes you would support so council can consider your view when deciding on this project. Please use additional sheets of paper, if required.

Please return by 5pm, Friday 11 July 2025.

- By using the online form www.metlink.org.nz/contact-us/consultation-response or
- by email to info@metlink.org.nz, or
- by post using the Freepost envelope provided

Privacy Statement

I/We acknowledge that:

My/our personal information provided to Metlink & Greater Wellington Regional Council will only be used and shared by Metlink & Greater Wellington Regional Council to communicate with me/us regarding bus stops and shelters in my/our area, or where otherwise permitted by law.

I can contact privacy@gw.govt.nz to request access to or correction of the information held about me.

Date: ____ / ____ / ____

Copy: Wainuiomata Community Board

Report no: WCB2025/4/209

No Stopping At All Times - Wainuiomata Hill Road

Purpose of Report

1. The purpose of this report is to seek retrospective approval to formalise the existing 'No Stopping' parking restrictions (signs and road markings) along approximately 1km from the southbound lane of Wainuiomata Hill Road.

Recommendations

That the Subcommittee recommends that Council:

- (1) receives and notes the information contained in the report;
- (2) approves the formalisation of the existing 'No Stopping' parking restrictions (signs and road markings) along approximately 1km of the southbound lane of Wainuiomata Hill Road, from near the summit of the hill (near the Pukeatua Bridge), extending towards Wainuiomata, as shown in Appendix 1 to the report; and
- (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 report.

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

Background

2. In January 2025, Council's roading maintenance team identified an issue during the planning phase of the 2024/25 resealing programme along Wainuiomata Hill Road. While preparing for these works, the team observed that a section of the road still contained flexi-posts that had previously been installed to support a temporary cycle lane. With the permanent shared path now in place, the flexi-posts had become redundant.

3. To prevent drivers from parking where the flexi-posts were previously located, Broken Yellow lines (BYLs) were installed during Council's resurfacing works as a cost-effective measure. This intervention was intended to mitigate the risk of vehicles parking in this area to access the shared path. Such behaviour posed a safety concern, as it could result in pedestrians walking along the live carriageway or attempting to climb over steel barriers to reach the path.
4. As 'No Stopping' parking restrictions existed without an approved Traffic Resolution, and due to the changes that have since been implemented, Council officers now seek formal approval to ensure the restriction is enforceable and consistent with current infrastructure.

Discussion

5. Formalising the BYLs and the associated 'No Stopping' restrictions through an approved Traffic Resolution will enable enforcement by Council's Parking Services team. This action will enhance safety for pedestrians and cyclists by preventing unsafe parking behaviour and ensuring legal clarity and consistency between the road markings and signage.

Options

6. The options available are to:
 - a) retain the existing parking configuration, with no further change; or
 - b) approve the proposed parking restrictions, as outlined in this report and shown in Appendix 1 of this report;
7. Officers recommend Option (b), as the proposed changes will improve road safety, enable enforcement and ensure consistency between signage and road markings.

Climate Change Impact and Considerations

8. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
9. Supporting this decision will have no impact on the increase of greenhouse gas emissions and will remain unaffected by shifts in climate.

Consultation

10. As the proposal seeks to formalise existing 'No Parking' restrictions, rather than introduce new restrictions, public consultation was not undertaken.
11. The proposed changes are not considered significant, as they reflect the current operational use of the roadway. This section of Wainuiomata Hill Road does not border any residential or commercial properties and does not accommodate legal on-street parking.

12. In accordance with the Land Transport Rule: Traffic Control Devices 2004, local authorities may implement parking restrictions by resolution without a statutory requirement to consult, where the changes are minor in scale and impact. Given the context and the limited effect of this proposal, formal consultation was not required.

Legal Considerations

13. 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

14. The proposed changes will be funded from Council's existing road-marking and signage budget for the 2025/26 financial year.

Appendices

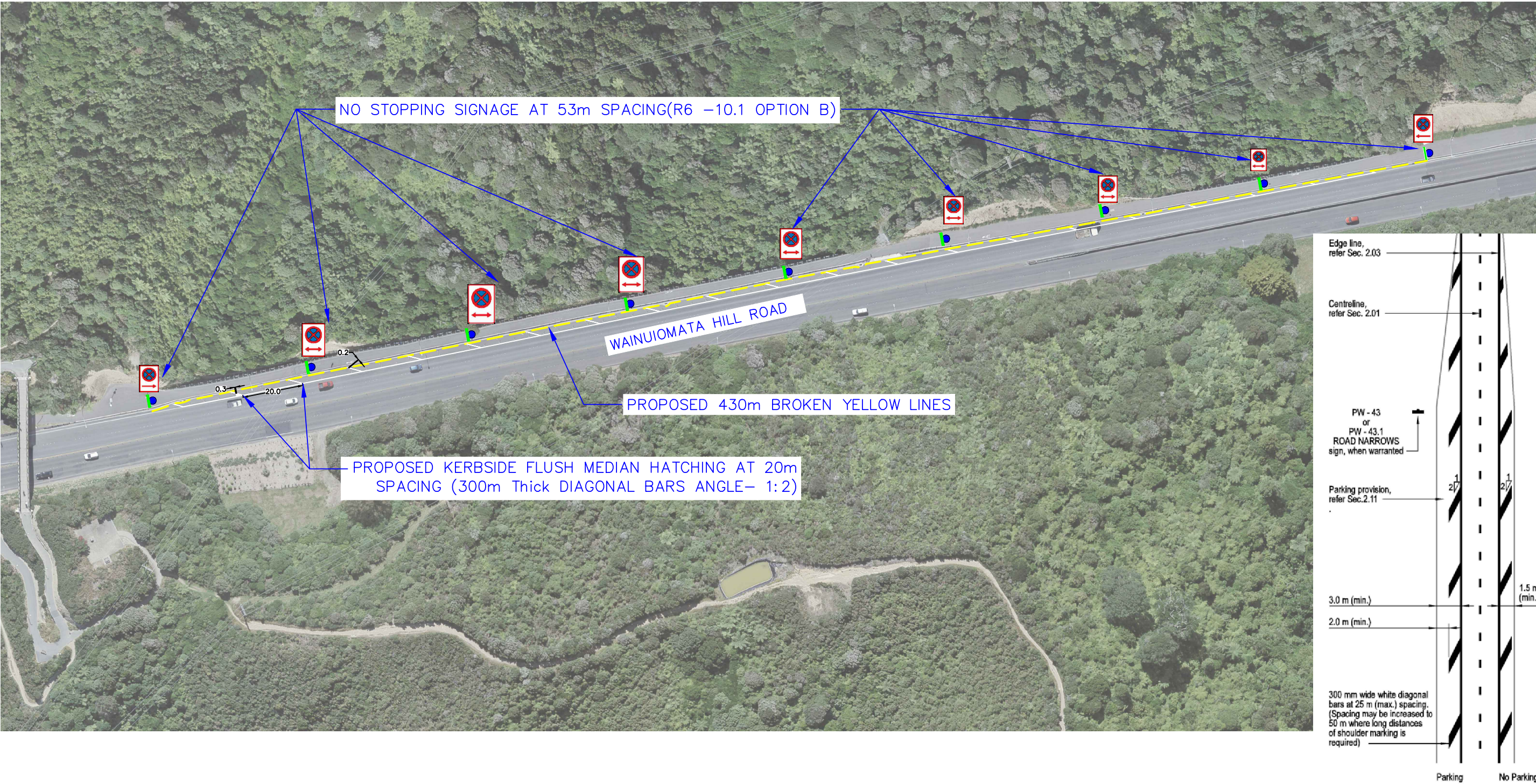
No.	Title	Page
1 ↗	Appendix 1: Wainuiomata Hill Road - No Stopping At All Times Plan	28

Author: Arun Joy
Roading Engineer

Reviewed By: Evandro Scherer
Transport Engineering Manager

Reviewed By: Paul Hewitt
Head of Transport

Approved By: Jon Kingsbury
Director Economy & Development



LEGEND

	BOUNDARY LINES		PROPOSED P10 PARKING
	EXISTING BROKEN YELLOW LINES		RELOCATE EXISTING SIGN
	BROKEN YELLOW LINES		
	NEW POLE/SIGN		

01020

Meters

SCALE 1:400 @ A3

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION LETTER	J VARGHESE	E SCHERER	

HUTT CITY

TE AWA KAIRANGI

PROJECT
SHEET
BYL & KERBSIDE FLUSH MEDIAN – PROPOSAL WAINUIOMATA HILL ROAD
PROJECT REF.

Our Council cannot guarantee the accuracy or completeness of the information, and accepts no liability for any loss as a result of reliance on it. Aerial photography (base map) was flown 2021 by AAM NZ Ltd for both HuttCity and Greater Wellington Regional Councils. Imagery is provided under the Creative Commons Attribution-NonCommercial-ShareAlike license.

05 August 2025Copy: Wainuiomata Community Board

Report no: WCB2025/4/210

Konini Street, Wainuiomata - new parking configuration (Konini Primary School)

Purpose of Report

1. This report seeks approval for a revised parking configuration on Konini Street, Wainuiomata, aimed at improving parking availability during school pick-up and drop-off times outside Konini Primary School.
2. The proposal involves converting sections of Broken Yellow Lines (BYLs) into time-limited parking spaces and updating current time-limited restrictions (from P5 to P10) to better reflect the needs of the school community. The proposed changes are as follows:

a) Outside 24 and 26-30 Konini Street (Konini Primary School):

Convert approximately 16m of BYLs into 3x P10 parking spaces, enforceable between 8:15am-9:15am and 2:15pm-3:15pm on School Days Only.

b) Outside 36 Konini Street:

Replace the existing 2x P5 parking spaces (currently enforceable between 8:30am-9:00am and 2:45pm-3:30pm) with 2x P10 parking spaces, enforceable between 8:15am-9:15am and 2:15pm-3:15pm on School Days Only.

c) Outside 23 Konini Street:

Replace the existing 2x P5 parking spaces (currently enforceable between 8:30am-9:00am and 2:45pm-3:30pm) with 2x P10 parking spaces, enforceable between 8:15am-9:15am and 2:15pm-3:15pm on School Days Only.

Recommendations

That the Subcommittee recommends that Council:

- (1) receives and notes the information contained in the report;
- (2) approves the conversion of approximately 16m of BYLs into 3x P10 time-limited parking spaces (enforceable 8:15am-9:15am and 2:15pm-3:15pm, School Days Only) outside 24 and 26-30 Konini Street, Wainuiomata, as shown in Appendix 1 of the report;
- (3) approves the conversion of the existing 2x P5 time-limited parking spaces (currently enforceable between 8:30am-9:00am and 2:45pm-3:30pm) to 2x P10 time-limited parking spaces (enforceable 8:15am-9:15am and 2:15pm-3:15pm, School Days Only) outside 36 Konini Street, Wainuiomata, as shown in Appendix 1 of the report;
- (4) approves the conversion of the existing 2x P5 time-limited parking spaces (currently enforceable between 8:30am-9:00am and 2:45pm-3:30pm) parking spaces to 2x P10 time-limited parking spaces (enforceable 8:15am-9:15am and 2:15pm-3:15pm, School Days Only) outside 23 Konini Street, Wainuiomata; as shown in Appendix 1 of the report;
- (5) 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 above;
- (6) notes that parking outside of the proposed hours will remain unrestricted; and
- (7) notes that this matter will take effect when the traffic control devices that evidence the restrictions described in this resolution have been installed.

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

Background

3. Council received a request from Konini Primary School to install time-limited parking restrictions on Konini Street, Wainuiomata, outside the school.
4. The school reported ongoing issues with illegal parking during the morning and afternoon pick-up and drop-off periods. Under the current parking configuration, there is insufficient availability of legal short-term parking near the school entrance, as many nearby spaces are either fully occupied or inaccessible. This has resulted in many drivers frequently parking on the existing BYLs, creating safety and congestion concerns.
5. Council engineers have assessed the site and identified opportunities to improve the situation by introducing a new time-limited parking configuration. The proposed changes are designed to support safer and more efficient school-related parking while discouraging non-compliant parking behaviour.

6. The proposal will result in a net gain of 3x new time-limited parking spaces, providing additional capacity during peak school hours.

Discussion

7. Council Engineers have determined that approximately 16m of BYLs can be safely removed and converted into 3x time-limited parking spaces. This conclusion follows thorough site investigation, including a sight distance assessment, which confirmed that the change would not compromise safety or visibility for road users.
8. As part of the assessment, officers also reviewed the existing P5 time-limited restrictions outside 36 and 23 Konini Street and found these no longer align with current Council standards. Officers propose replacing these with P10 time-limited parking restrictions, enforceable during school pick-up and drop-off times on School Days Only. At all other times, including weekends and school holidays, the space will remain unrestricted, allowing greater flexibility for other road users.
9. Prior to wider consultation, officers engaged directly with Konini Primary School, who were supportive of the proposed changes. During these discussions, it was agreed to adopt the standard school signage time configuration for pick-up and drop-off periods: 8:15am-9:15am and 2:15pm-3:15pm on School Days Only.

Options

10. The options available are to:
 - a) retain the existing parking configuration with no changes made;
 - b) approve the proposed amendments to the time-limited parking restrictions, as outlined in this report and shown in Appendix 1 to the report; or
 - c) make further amendments, as the Subcommittee deems appropriate for recommendation to Council.
11. Officers recommend option (b) as it will deliver better outcomes for the community and promote parking turnover for caregivers at the school.

Climate Change Impact and Considerations

12. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
13. 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

14. Prior to formal consultation, officers met with the Principal of Konini Primary School to discuss potential parking changes. The Principal was supportive of creating additional time-limited parking spaces to assist with school pick-up and drop-offs. During this discussion, the Principal recommended amending the originally proposed afternoon time for the P10 parking restriction from 2:45pm–3:45pm to 2:15pm–3:15pm, which better aligns with the school’s actual finishing time. This recommendation was incorporated into the updated proposal.
15. Public consultation was carried out between 23 June and 15 July 2025, targeting properties within approximately 100m of the proposed site. In addition to distributing consultation letters to properties within the catchment, letters were also placed on parked cars in the area to ensure wider awareness.
16. No feedback was received during the consultation period.
17. A copy of the consultation letter is attached as Appendix 2 to the report.

Legal Considerations

18. 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

19. These changes will be funded from Council’s existing road-marking and signage budget for the 2025/26 financial year.

Appendices

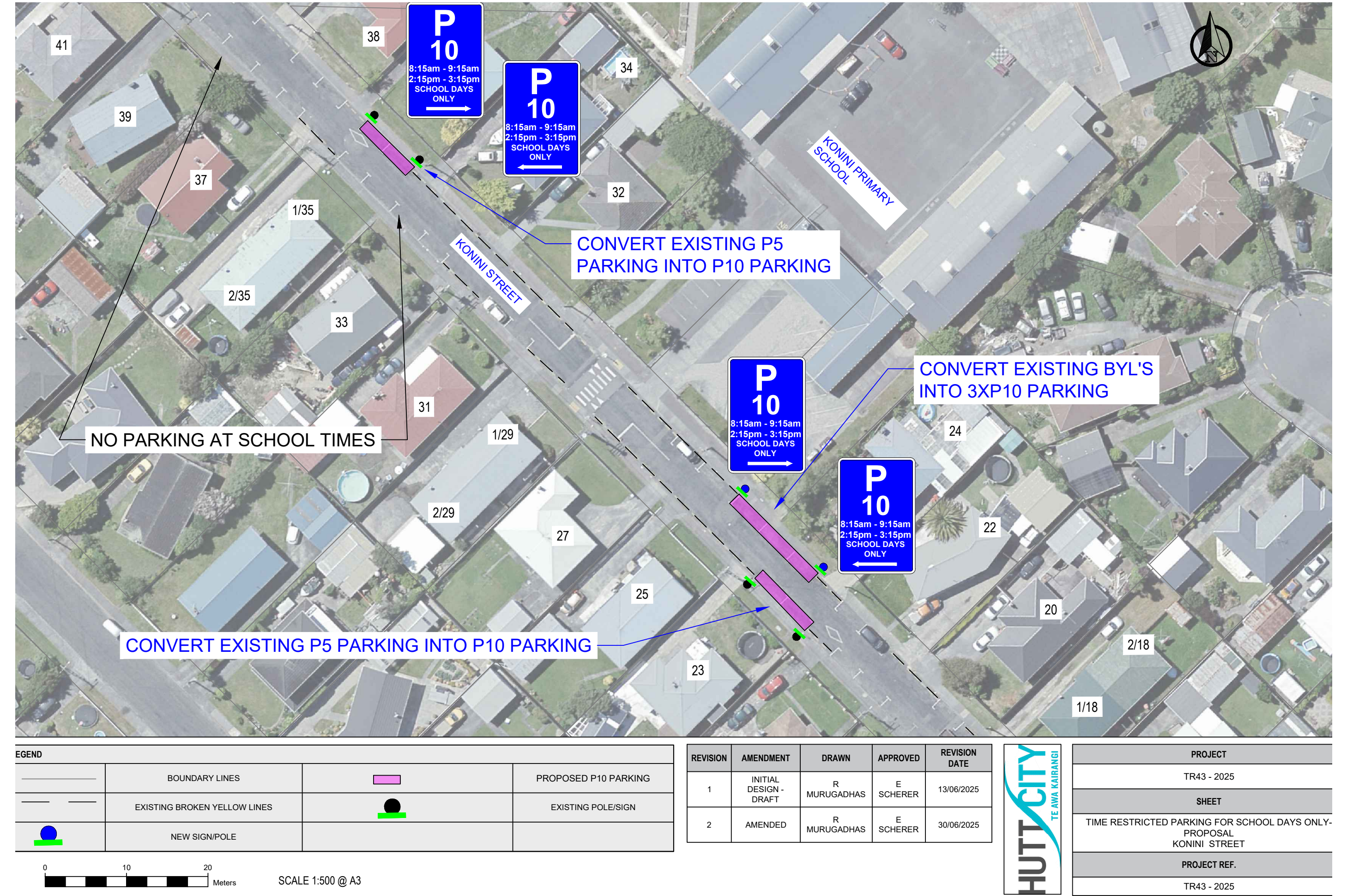
No.	Title	Page
1	Appendix 1: Proposed Time Limited Parking - Konini Street, Wainuiomata - Plan	33
2	Appendix 2: Consultation Letter	34

Author: Rogan Murugadhas
Traffic Engineer

Reviewed By: Evandro Scherer
Transport Engineering Manager

Reviewed By: Paul Hewitt
Head of Transport

Approved By: Jon Kingsbury
Director Economy & Development





23 June 2024

PROPOSED CHANGES IN YOUR AREA

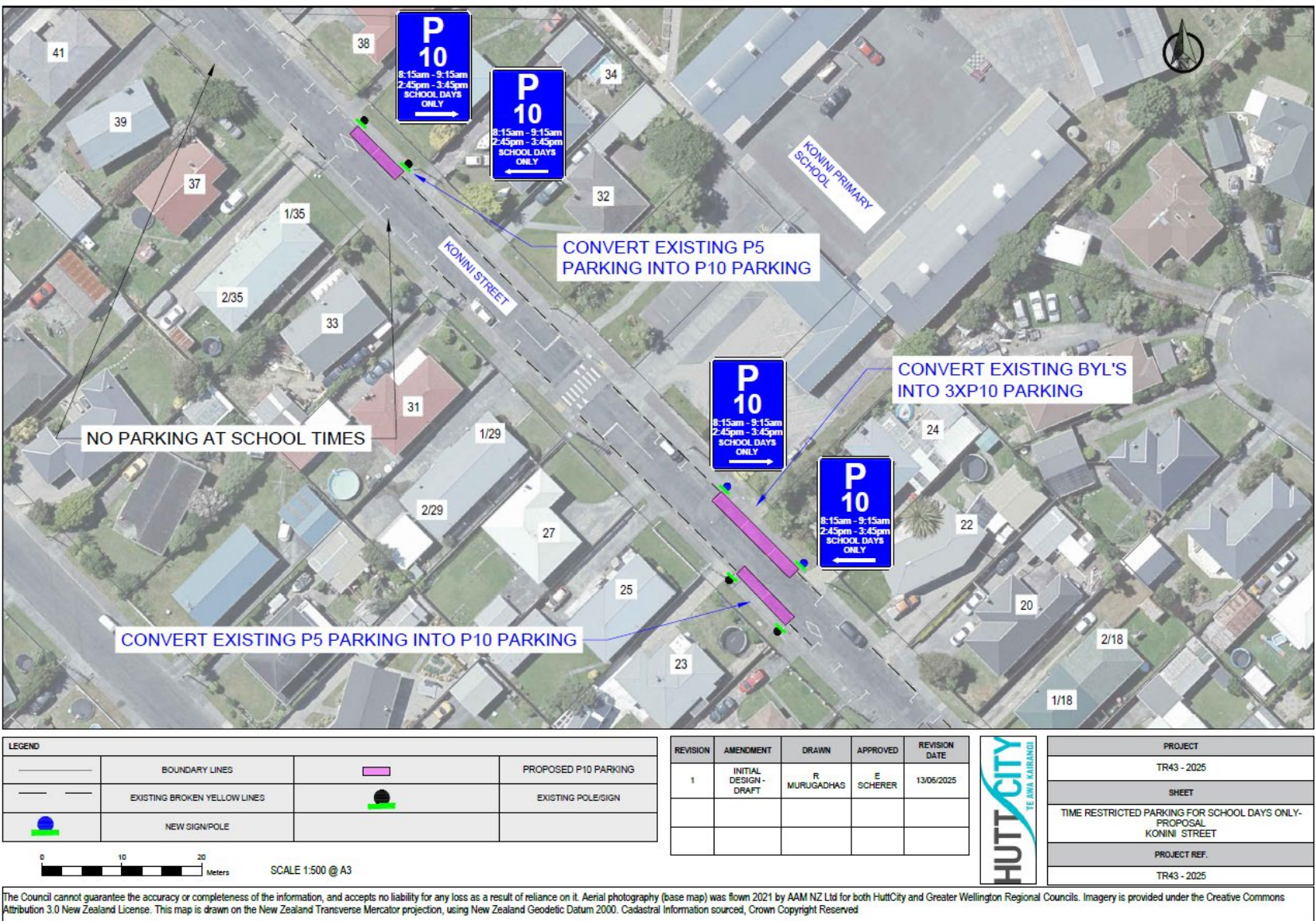
Kia Ora

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.

<p>What</p> <p>We are proposing</p>	<ul style="list-style-type: none"> • Convert 16m of BYLs onto 3 x P10 (between 8.15am - 9.15am and 2.45pm - 3.45pm, School Days only) parking restrictions outside property no. 26-30 Konini Street (Konini Primary School), Wainuiomata. • Convert the existing 2 x P5 (between 8.30am – 9.00am and 2.45pm – 3.30pm) to 2 x P10 (between 8.15am - 9.15am and 2.45pm - 3.45pm, School Days only) parking restrictions outside property no. 36 Konini Street, Wainuiomata. • Convert the existing 2 x P5 (between 8.30am – 9.00am and 2.45pm – 3.30pm) to 2 x P10 (between 8.15am - 9.15am and 2.45pm - 3.45pm, School Days only) parking restrictions outside property no. 23 Konini Street, Wainuiomata.
<p>Why</p> <p>We are proposing the change</p>	<ul style="list-style-type: none"> • Hutt City Council (HCC) received a request to install time-limited parking restrictions outside Konini Primary School. • The request was received from Konini Primary School, who are experiencing some issues with illegal parking. Under the current parking configuration, drivers do not have sufficient pick-up and drop-off spaces outside the school, as most of the nearby parking is either fully occupied or otherwise unavailable. As a result, many drivers are parking on the broken yellow lines (BYLs) outside the school. • Council engineers have assessed this site and are recommending converting existing BYLs outside the school to P10 parking spaces, for parents to pick up and drop off their children at the school. Outside the proposed hours, parking will remain unrestricted. • Council engineers have identified that it is possible to remove 16m of BYLs and convert these onto 3x parking spaces, without compromising safety. This outcome was reached following a thorough investigation and sight distance assessment. • Officers also have also found out that the existing P5 restrictions outside property no. 36 and no. 23 is no longer with Council's standards. Their recommendation is to convert all P5 onto P10 parking spaces during morning and afternoon peak times for parents to pick up and drop off kids at the school. Outside the proposed hours, parking will remain unrestricted. • Prior to this consultation, officers have engaged with the school, who have been supportive of the changes.



	<ul style="list-style-type: none"> The proposed restrictions align with Council's Parking Policy (adopted December 2017), "A safe city – prioritising the safe movement of people, while enabling efficient movement of goods and services."
Where The changes are proposed	<ul style="list-style-type: none"> The changes are proposed outside no. 26-30, no.36 and no.23 Konini Street, Wainuiomata (Konini Primary School) as per attached plans.
Impact Will the change achieve	<ul style="list-style-type: none"> The impact will be positive by deterring vehicles from parking long-term in these spaces and freeing up parking for the parents to pick up and drop off kids during morning and evening peak times. The changes support School wellbeing and Health & Safety from their parked cars. Net parking impact: No parking loss.
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 TRSubmission@huttcity.govt.nz with the Title: TR Submission + Parking Updates, Konini Street. Please note, if you are giving feedback, please submit it before 5:00pm on Monday 14th July 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 referred to the Council Traffic Subcommittee on 28th August 2025 If approved, the proposed changes will be installed within 3 months following the approval date.



Konini Primary School Consultation Letter / 23 June 2025/ Version 1.2

P.3

05 August 2025

Copy: Wainuiomata Community Board

Report no: WCB2025/4/211

Broken Yellow Lines - No Stopping At All Times - Halifax Street and Whitehall Street, Wainuiomata

Purpose of Report

1. The purpose of this report is to seek approval for the installation of Broken Yellow Lines (BYLs) - 'No Stopping At All Times' restrictions on Halifax Street and Whitehall Street, Wainuiomata.
2. The proposed road markings will be installed around the cul-de-sac between 10 and 13 Halifax Street, along one side of Halifax Street, and at the intersection of Halifax Street and Whitehall Street, Wainuiomata.

Recommendations

That the Subcommittee recommends that Council:

- (1) receives and notes the information contained in this report;
- (2) approves the installation of Broken Yellow Lines (BYLs) - 'No Stopping At All Times' around the cul-de-sac between 10 and 13 Halifax Street, along one side of Halifax Street, and at the intersection of Halifax Street and Whitehall Street, Wainuiomata, as shown in Appendix 2 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 the report; and
- (4) notes that the parking restrictions will take effect once the appropriate road markings have been installed.

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

Background

3. Council received a request from a local resident regarding access issues for Waste Management vehicles. The concern focused on parked vehicles obstructing both the intersection and the turning area at the end of the cul-de-sac, which makes it difficult for larger vehicles to manoeuvre safely.

4. In response, Council engineers visited the site and observed that, although parking demand is relatively low, the road is narrow (approximately 5.5m wide). This limited width would prevent fire trucks from accessing the street in the event of an emergency.
5. A vehicle tracking assessment confirmed that the turning movement at the cul-de-sac is insufficient for Waste Management trucks to manoeuvre safely without the risk of colliding with parked vehicles. Engagement with Waste Management confirmed that their drivers regularly experience difficulties both accessing Halifax Street and turning safely at the cul-de-sac.
6. To improve safety and accessibility for all road users, Council officers propose the installation of BYLs at the intersection of Halifax Street and Whitehall Street, and along the eastern side of Halifax Street, including around the cul-de-sac.

Discussion

7. Halifax Street is a narrow residential street with a carriageway width of approximately 5.5 metres. This limited width restricts safe access and manoeuvrability for large service vehicles, such as rubbish collection trucks and emergency response vehicles. When vehicles are parked on both sides of the road, the available space becomes even more constrained, reducing accessibility and increasing the risk of collision or damage to parked vehicles.
8. An engineering assessment confirmed that parking on both sides of Halifax Street, particularly near the turning area of the cul-de-sac, poses significant safety and operational challenges for large vehicles. Rubbish collection trucks are especially affected, with their ability to turn safely and efficiently severely limited by the presence of parked vehicles, which could disrupt regular service delivery.
9. BYLs are proposed at the corners of the intersection of Halifax Street and Whitehall Street. These markings are intended to improve visibility of oncoming traffic and allow for safer, more convenient manoeuvring at the intersection.
10. To address the identified access and safety concerns, Council Engineers propose the installation of approximately 135m of BYLs along key sections of Halifax Street, including the intersection with Whitehall Street. These proposed markings follow established safety guidelines and operational best practices. Waste Management has reviewed the proposal and expressed support for the proposed changes.

Options

11. The options to consider are:
 - a) retain the existing parking configuration, with no change;
 - b) approve the proposed parking restrictions as detailed in the report and shown in Appendix 2 to the report; or
 - c) make amendments as the Subcommittee deems appropriate, for recommendation to Council.
12. Officers recommend option (b), as the proposed changes will improve the required road safety for the community.

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. Supporting this decision will have no impact on the increase of greenhouse gas emissions and will remain unaffected by shifts in climate.

Consultation

15. Consultation was carried out between 23 June and 14 July 2025. A total of 35 letters, as attached as Appendix 1 to the report, were delivered to directly affected residential properties and vehicles parked in the area. The consultation covered a catchment area with an approximate 100m radius around the proposed site.
16. Only one submission was received during the consultation period. The respondent requested that the BYLs be extended up to property 13, to cover the entire turning areas, noting that the driveways in this section are closely spaced.
17. Council Engineers reviewed this request and advised that the space between the driveways is not sufficient to accommodate a standard vehicle without obstructing access. Under the Land Transport (Road User) Rule 2004, it is illegal to park in front of or within 1 metre of a driveway, which further supports the concern raised.
18. As a result, the proposal was amended to reflect the requested extension of BYLs, as shown in Appendix 2 to this report. A re-consultation with directly affected residents was then carried out between 15 July and 22 July 2025. No submissions were received in response to the amended plan.
19. A copy of the initial consultation letter is attached as Appendix 3 to the report, and the amended plan is attached as Appendix 4 to the report.

Legal Considerations

20. 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

21. The proposed changes will be funded from Council's existing road-marking and signage budget for the 2025/26 financial year.

Appendices

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3	Appendix 3: Halifax Street/ Whitehall Street Initial Consultation Letter	43
4	Appendix 4: Halifax Street/ Whitehall Street Re-Consultation Letter	46

Author: Arun Joy
Roading Engineer

Reviewed By: Evandro Scherer
Transport Engineering Manager

Reviewed By: Paul Hewitt
Head of Transport

Approved By: Jon Kingsbury
Director Economy & Development



LEGEND

	BOUNDARY LINES		
	EXISTING BROKEN YELLOW LINES		
	BROKEN YELLOW LINES		

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Meters

SCALE 1:400 @ A3

REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE
1	CONSULTATION LETTER	A JOY	E SCHERER	16/06/2025

HUTT CITY

TE AWA KAIRANGI

PROJECT
TR45 – 2025
SHEET
NOS STOPPING AT ALL TIMES – PROPOSAL WHITEHALL STREET/ HALIFAX STREET INTERSECTIO
PROJECT REF.
TR45 – 2025

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LEGEND				REVISION	AMENDMENT	DRAWN	APPROVED	REVISION DATE	PROJECT	
	BOUNDARY LINES			1	CONSULTATION LETTER	A JOY	E SCHERER	16/06/2025	TR45 – 2025	
	EXISTING BROKEN YELLOW LINES								SHEET	
	BROKEN YELLOW LINES								NOS STOPPING AT ALL TIMES – PROPOSAL WHITEHALL STREET/ HALIFAX STREET INTERSECTIO	
									PROJECT REF.	
									TR45 – 2025	

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23 June 2025

PROPOSED CHANGES IN YOUR AREA

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 Broken Yellow Lines (BYLs) 'No Stopping, At All Times' roadmarkings along Halifax Street and at the intersection of Halifax Street and Whitehall Street, Wainuiomata.
Why we are proposing the change	<ul style="list-style-type: none"> Hutt City Council (HCC) has received a request from a resident of Halifax Street regarding waste collection access issues. The concern relates to parked vehicles obstructing the intersection, narrow Halifax Street and the cul-de-sac (turnaround area), which limits the movement of Waste Management vehicles. This issue has been discussed further with Waste Management, who confirmed this operational challenge. Halifax Street is a narrow residential street, approximately 6 metres in width. This limited road space restricts the safe manoeuvring of large service vehicles, particularly rubbish collection trucks. When vehicles are parked on both sides of the street, the remaining carriageway width is reduced, compromising accessibility and increasing the risk of collisions with parked vehicles. Emergency Services may also be affected by the narrow road width. A minimum traffic clearance of 3.5 metres is generally required for emergency response – this means if vehicles would park on both sides of the road, safety for residents of the road might be compromised. To address these vehicle accessibility and safety issues, HCC proposes the installation of Broken Yellow Lines (BYLs) along selected sections of Halifax Street. These restrictions are intended to ensure adequate clearance for rubbish collection and emergency vehicles, improve turning manoeuvrability, and reduce the risk of crashes. BYLs are proposed for one side of the street only, balancing the need for safety with the retention of on-street parking where possible. Halifax Street has moderate parking demand. However, most properties have their own driveways and off-street parking. Additionally, there is ample on-street parking spaces available on nearby streets. The proposed restrictions align with the council's Parking Policy (adopted December 2017), "A safe city – prioritising the safe movement of people, while enabling efficient movement of goods and services."

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



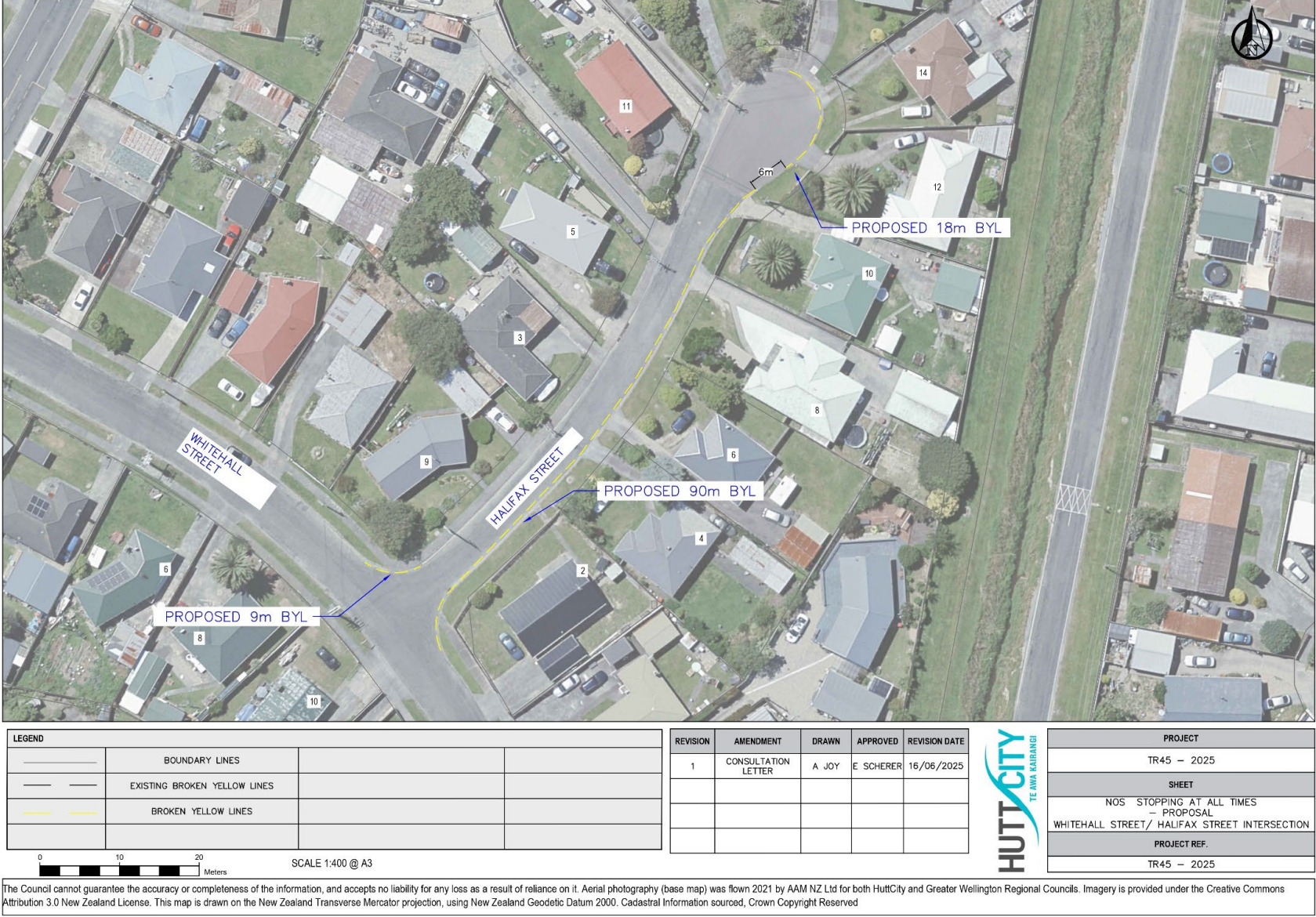
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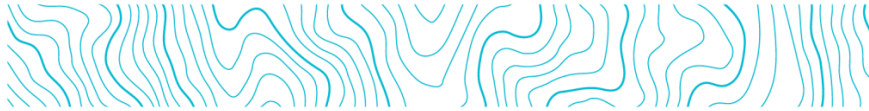
0800 488 824

contact@huttcity.govt.nz
www.huttcity.govt.nz

▲ 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.

Where the changes are proposed	<ul style="list-style-type: none"> The changes are proposed at the intersection of Halifax Street and Whitehall Street and Halifax Street as per the attached plans.
What Will the change achieve	<ul style="list-style-type: none"> Improve safety and ensures a more efficient traffic flow. Improve accessibility for vehicles to make safe turns at the intersection, enter and exit their driveways as well as manoeuvring around cul-de-sac. The proposal will result in a net loss of approximately 9 parking spaces. However, officers note that most properties have their own driveways. Additionally, in accordance with the New Zealand Road Code, drivers must not park in a way that obstructs other road users. Therefore, the loss of these spaces is not considered major.
Notes	<ul style="list-style-type: none"> Alternate off-street parking is readily available in the vicinity.
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, Halifax Street. Please note, if you are giving feedback, please submit it before 5:00pm on Monday 14th July 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 28th August 2025 If approved, the proposed changes will be installed within 3 months following the approval date.





15 July 2025

PROPOSED CHANGES IN YOUR AREA

Kia Ora

This letter provides information about proposed changes to traffic restrictions in your neighbourhood. We are seeking your feedback on these changes, which are intended to improve accessibility and safety for residents and road users.

The Hutt City Council (HCC) Transport Team is writing to you in response to feedback received during the consultation held between 23 June and 14 July 2025 regarding the proposal to install broken yellow lines along Halifax Street.

We received feedback from residents of Halifax Street requesting that the proposed broken yellow lines be extended in front of number 15 and along the driveways up to number 13. The HCC Transport Team has considered this request and amended the proposal to include additional broken yellow lines around the turnaround area and in front of the driveways.

This change recognises that the space available between the driveways is insufficient to accommodate a standard vehicle without obstructing driveway entrances. Additionally, under the Land Transport (Road User) Rule 2004, it is illegal to park in front of or within 1 metre of the edges of a driveway.

An amended plan is attached to this letter. If you would like to provide specific feedback on these changes, please email us at TRSubmission@huttcity.govt.nz with the subject line:

- TR Submission – Broken Yellow Lines Proposal, Halifax Street

Please note that all feedback must be submitted before 5:00 pm on Tuesday, 22nd July 2025.

Kind regards,

Hutt City Council Transport Team

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

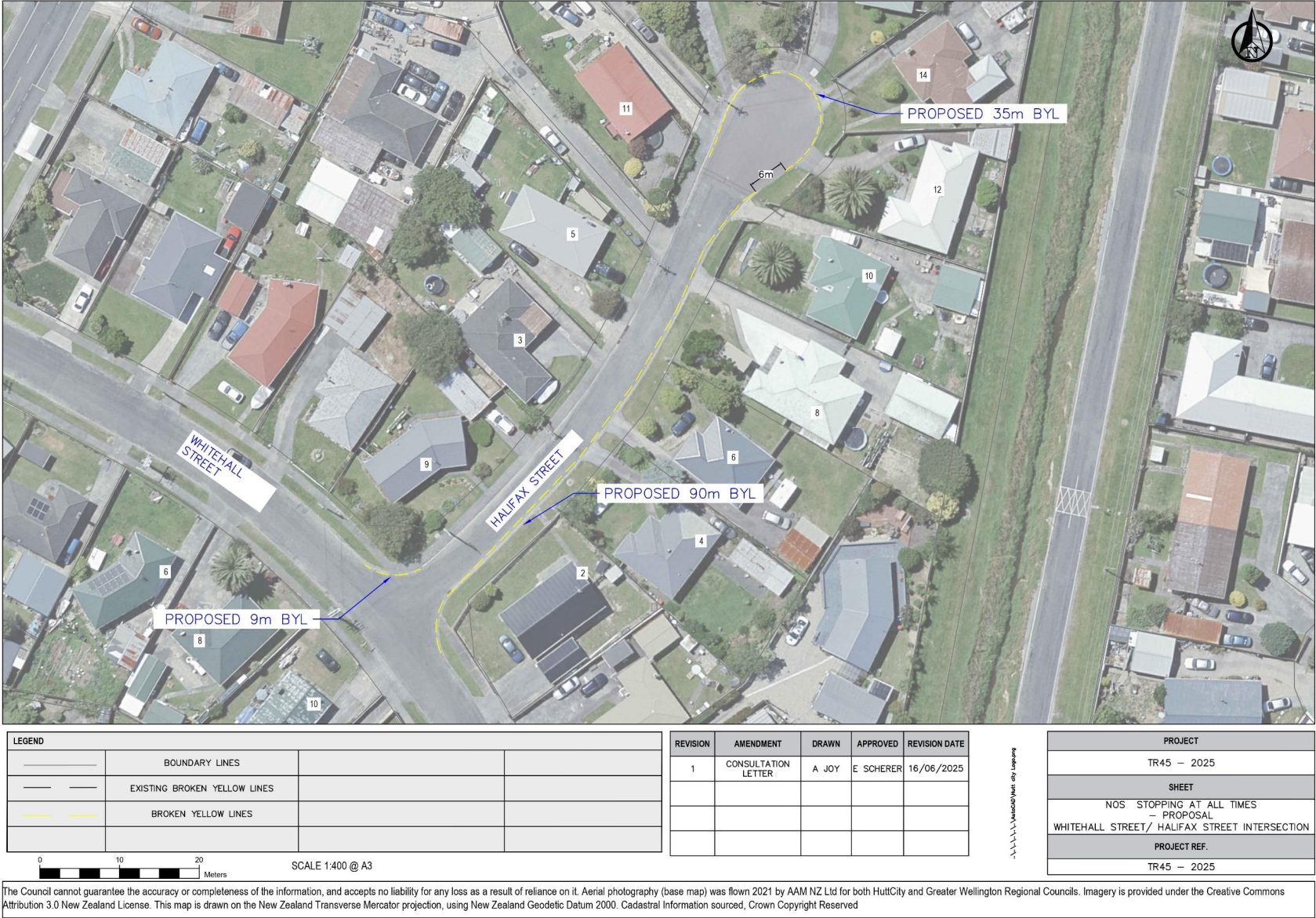


/huttcitycouncil

0800 488 824

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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.



Report no: WCB2025/4/212

Community Climate Action Fund: Round 3 funding applications

Purpose of Report

1. To provide members of the Wainuiomata Community Board (the Board) with an overview and update on the Community Climate Action Fund (CCAF) following the receipt of Round 3 applications, and to highlight applications that impact the Wainuiomata community that require the Board's review and approval.

Recommendations

That the Board:

- (1) notes that the Community Climate Action Fund Panel (the panel) agreed at its meeting on 28 April 2025 to hold a further four-week funding round (Round 3) with decisions to be made in August 2025;
- (2) notes that prior to Round 3, a total of \$151,952 has been allocated against the Community Climate Action Fund, from a total pool of \$392,004, leaving an unallocated balance of \$240,052;
- (3) notes its share of \$26,568 from the Community Climate Action Fund has been overallocated by \$2,816;
- (4) notes that one funding application relating specifically to the Wainuiomata community was received in Round 3, totalling \$4,895;
- (5) agrees to endorse the Wainuiomata Primary School funding application for \$4,895 to the panel, for approval to fund; and
- (6) agrees that if the panel declines to fund this request, the applicant will be advised that they were unsuccessful.

Background

2. The CCAF was established in May 2023 to empower communities to lead initiatives that support climate change action. Particularly, it seeks to enable equitable community access to funding for initiatives that deliver measurable progress against Council's Community Climate Action Pathway.

3. It was established through re-purposing and consolidating the prior Local Projects and Community Engagement Funds. In recognition of jurisdictional authority, the CCAF is allocated across and governed by a mix of Community Boards where they exist, and a Panel of Elected and Community Members for wards that do not have Community Board representation.
4. The 2022-2025 triennium CCAF pool of \$392,004 was allocated across community boards and wards based on population, and funding has been distributed under both the prior Local Project/Community Engagement and CCAF fund structures to a range of initiatives across the city.
5. Prior to the opening of CCAF Round 3 a total of \$151,952 had been allocated (refer to Appendix 1 attached to the report for details), leaving an unallocated balance of \$240,052, which is broken down as follows:

Petone	Eastbourne	Wainuiomata	Panel
\$0	\$2,171	(\$2,816)	\$240,697

Round 3 funding applications

6. In May 2023, the prior Local Projects and Community Engagement Funds were consolidated into the Climate Action Fund. Following this change, it appears that expenditure continued to be recorded against the prior fund allocations rather than solely against the consolidated fund. As a result, the amount of funding available to the new fund was lower than initially stated. This only became apparent during the recent reconciliation of the fund, when the prior-year commitments and expenditures were brought fully into view.
7. While the Wainuiomata Community Board's portion of the fund stated above is technically overspent by \$2,816, the consolidated fund overall still has significant capacity to support Community Climate Action. Officers are taking steps to ensure future reporting and tracking fully reflect the consolidated structure, so that the available balance is clear at all times to the fund's various decision-makers.
8. The CCAF was open to receive funding applications from 16 June 2025 to 13 July 2025. A total of 11 applications were received, totalling \$194,868. Of these applications, one application specifically focused on the Wainuiomata community was received from the Wainuiomata Primary School. Their application requests \$4,895 to implement a waste minimisation project at the school. Full details of their application are included in Appendix 2 attached to the report.

Next steps

9. The timeline for the finalisation of decisions on Round 3 applications is detailed as follows.

Date	Activity	Led by
14-18 July	Assessment and analysis	Officers
Late July	Officers' advice provided	Officers
19 August	R3 decisions: Eastbourne	Eastbourne Community Board
20 August	R3 decisions: Wainuiomata	Wainuiomata Community Board
TBC	R3 decisions: CCAF Panel	CCAF Panel

Appendices

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2	Appendix 2: Wainuiomata Community Board specific applications received	52

Author: Frank Thomas
Community Funding & Contracts Advisor


Reviewed By: Adrienne Moor
Head of Connected Communities

Approved By: Andrea Blackshaw
Director Neighbourhoods and Communities

Appendix A: Prior CCAF decisions

Community E Submitter	Details	\$ sought	Ward	Petone	Eastbourne	Wainuiomata	Panel	Total
	Initial funding assigned			18,311	7,302	28,688	338,823	382,004
Funding Round 2022/23								
6/12/2022	Nourish Trust	Hampers			750		-	750
5/12/2022	Petone Baptist Church	Free Xmas event	Single	378			-	378
5/12/2022	Moerā Community House	Community Newsletter	Single	616			-	616
5/12/2022	Petone Salvation Army	Community Events	Single	1,300			-	1,300
19/06/2023	Big Brothers Big Sisters	Baking event for youth	Single	750			-	750
19/06/2023	Endo Warriors Aotearoa	Sanitary Baskets Petone Hub	Single	1,999			-	1,999
19/06/2023	Endo Warriors Aotearoa	Sanitary Baskets Moerā Hub	Single	1,000			-	1,000
20/06/2023	Eastbourne Scout Group	Cooking rings & LPG bottles	Single		313		-	313
20/06/2023	Endo Warriors Aotearoa	Sanitary Baskets for Eastbourne Hub	Single		351		-	351
20/06/2023	Muriwai School	Air Cleaning Filter	Single		351		-	351
20/06/2023	Muriwai Yacht Club	Safety Uniforms (2)	Single		351		-	351
20/06/2023	Point Howards Residents	Golfia Carts (2)	Single		348		-	348
20/06/2023	Point Howards Residents	Volunteer High Vis Vests	Single		300		-	300
21/06/2023	Arohānui Strings	Extension of event/kaupapa	Single			3,000	-	3,000
21/06/2023	Endo Warriors Aotearoa	Sanitary Baskets for Wainuiomata Hub	Single			1,999	-	1,999
21/06/2023	Wainuiomata Marae	Event Marquee	Single			3,000	-	3,000
21/06/2023	Wainuiomata Tennis Clu	Tennis Balls	Single			400	-	400
	2022-23 Allocations			8,043	2,786	8,399	-	17,207
Funding Round 2023/24								
30/10/2023	Hutt time bank	Petone Koha Café	Single	1,500			-	1,500
30/10/2023	Moera Community House	Snack station/printer	Single	1,068			-	1,068
30/10/2023	Nourish Trust	Xmas hampers	Single	1,575			-	1,575
30/10/2023	PRFC	Marketing costs	Single	1,107			-	1,107
30/10/2023	Thumbs Up	Printer/shredder	Single	1,000			-	1,000
31/10/2023	Historical Society	Artwork restoration	Single		497		-	497
31/10/2023	Mainland Island Restora	Storage/shelving	Single		531		-	531
31/10/2023	Nourish Trust	Xmas hampers	Single		597		-	597
31/10/2023	Days Bay Residents Ass	Raft repairs	Single		742		-	742
1/11/2023	Wainuiomata Community	Community Garden Projects	Single			800	-	800
1/11/2023	Nourish Trust	Xmas Hampers	Single			2,000	-	2,000
1/11/2023	Wainuiomata Pioneer Ch	Property maintenance	Single			628	-	628
1/11/2023	Wood Hatten Playcentre	First Aid Cours	Single			518	-	518
19/06/2024	Wood Hatten Play Centre	First Aid Course	Single			462	-	462
19/06/2024	Uiaiei	Soccer Fun Day	Single			778	-	778
19/06/2024	Hills NZ Church	Block Party costs	Single			1,711	-	1,711
19/06/2024	WRFC	Youth Events	Single			1,711	-	1,711
	2023-24 Allocations			8,260	2,388	8,807	-	17,223
Funding Round 1- 2024/25								
23/10/2024	He Pōsawai Trust	Walnut Kal' education & seedling distribution	Single			4,858	-	4,858
5/12/2024	Free Ride Charitable Tru	Free/subsidised bikes	Panel				25,000	25,000
5/12/2024	Stokes Valley Kal	Fridge/freezer	Panel				2,999	2,999
5/12/2024	Taitā Kindergarten	Upgraded garden, reservoir & recycling	Panel				9,186	9,186
5/12/2024	Voice of Aroha	Climate role models	Panel				10,000	10,000
		2024-25 Allocations #1	Panel	-	-	4,858	47,185	52,043
	Allocations to date			12,283	6,131	21,884	47,185	86,479
	Funding to allocate at Apr 2025			7,018	2,171	4,704	281,838	305,631
Funding Round 2 - 2024/25								
Community E Submitter	Details	\$ sought	Ward	Petone	Eastbourne	Wainuiomata	Panel	Total
14/04/2025	Free for all	Repair/reuse household items	Single	4,360			-	4,360
14/04/2025	Thumbs Up Charitable Tr	Community Garden	Single	2,353			-	2,353
16/04/2025	Transition Town	Tiny Forest	Single			2,520	-	2,520
28/04/2025	Hutt Minoh House	Japan Day sustainable approach	Panel				4,801	4,801
28/04/2025	Naenae Primary School	Composting system	Panel				4,400	4,400
28/04/2025	Naenae Intermediate Sch	Composting system	Panel				4,400	4,400
28/04/2025	Men's Shed Naenae	LED lighting	Panel				2,500	2,500
16/04/2025	TRM	Haraheke Planing	Single			5,000	-	5,000
28/04/2025	Pareraho Forest Trust	Maintaining Pareraho Forest	Panel				5,000	5,000
28/04/2025	Stokes Valley Kal	Fridge freezer	Panel				3,051	3,051
28/04/2025	Avalon Kindergarten	Community Garden	Panel				8,206	8,206
1/04/2025	Local Energy Ltd	Electrify Hutt event	Multi	210	-	-	10,810	11,020
1/04/2025	Muscular Dystrophy Ass	Green waste education, tamariki i	Multi	95	-	-	4,905	5,000
28/04/2025	Wesley Community Acti	Food waste programme expansion	Panel				909	909
28/04/2025	Stokes Valley Food Ban	Fridge freezer	Panel				1,959	1,959
	2024-25 Applications #2			7,018	-	7,520	60,841	85,479
	Funding to allocate in Round 3 June 2025			0	2,171	-	240,897	240,062

Appendix B: Wainuiomata Community Board Specific applications received

 Community Climate Action Fund Application	
Name	
Phone Number	
Email	
Organisation name	Wainuiomata Primary School
Organisation address	
GST Number (if registered)	
What ward or board are you applying for? (If multiple, please select more than one)	Wainuiomata
Korero mai - tell us about your project	Our aim is to implement a waste minimization project that facilitates hands-on learning through multiple interactive methods. From a robust compost system, classroom waste systems and a space dedicated to displays that encourage multiple forms of learning in an inclusive environment. I have also attached a proposal that explains our kaupapa in detail.
Please identify how your project supports the Lower Hutt Climate Change Pathway or makes your engagement more environmentally friendly	Our project supports this initiative in two ways. Firstly, by providing students with sustainable knowledge and skills that they can share with their wider community. And secondly, by reducing our waste and lessening the impact on our natural environments and local community.
What are you applying for?	Bins, anti-rodent compost system, a worm farm, and a paper shredder
How many people are you expecting to attend / reach / impact?	Current and future school community
What is the total cost of your project?	\$4894.92

How much are you requesting?	\$4894.92
Are you generating income for the project?	No
How will you sustain this kauapapa / initiative?	We have created a monitoring plan with documentation that includes an Enviroschools journey display, and termly reviews.
What is the total cost of your project/event?	\$4894.92
Will your project/event go ahead if you do not receive all of the funding?	Possibly, if we find funding
Upload a quote that shows what the funds will be used for	Waste minimization quotes.pdf Climate Action Fund Proposal Updated-compressed.pdf

Report no: WCB2025/4/99

Democracy Advisor's Report

Purpose of the report

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

Recommendations

That the Board 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.

Update from the previous meeting held on 11 June 2025

5. At the Board's meeting on 11 June 2025, officers agreed to report back on a matter raised under public comment regarding inconsistently applied parking enforcement at the Wainuiomata Community Hub. A response from officers is as follows:

Thank you for raising concerns around potential parking enforcement inconsistencies connected to a Wednesday programme at the Wainuiomata Hub. As of 12 June 2025, the newly appointed Parking Manager has written to the Senior Host at the Hub, confirming the need for consistency in parking monitoring and enforcement at the Hub. Parking Services have confirmed that participants of the programme are required to shift their vehicles every 120 minutes when parked in the P120 car parking spaces, or they should use longer term parking on nearby Queen Street.

Dog Control Policy and Bylaw

6. 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. Council approved the recommendations in the report and can be viewed on page 107 of the agenda on Council's website: [Council 31 July 2025](#).

Local Water Done Well

7. 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.
8. 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.
9. 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.

Electric vehicles at the kerbside

10. 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](#).

Northern Forest contracted hunting.

11. Greater Wellington Regional Council has contracted professional deer cullers who will be hunting in East Harbour Regional Park Northern Forest between 11 August and 19 September 2025. Deer cullers will be only hunting when weather conditions are conducive to hunting, and no hunting will be undertaken on weekends, public holidays or school holidays. They will occasionally hunt at night. There will be 13 days of actual hunting during the period.

12. Members of the public using the area will be advised to stay on the main sign-posted walking tracks and to keep dogs on leads. Warning signs erected at all park entrances will be used to notify users of the area. The East Harbour Regional Park webpage will be updated daily:
<https://www.gw.govt.nz/parks/east-harbour-regional-park/>

Events

13. 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 move to Daly Street later this year.
14. The NZ Junior Girls Rugby Festival will take place 10-12 October 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.

2025/26 Operating and training budget

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

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

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

	Operating costs	Training
Budget	\$5,000.00	\$3,000.00
Expenditure	\$325.10	\$18.70
BALANCE	<u>\$4,674.90</u>	<u>\$2,981.30</u>

17. The detailed expenditure is attached as Appendix 1 to the report. Operational expenditure to date is for Spirit Award expenses that were not included in the 2024-2025 financial year and have been carried over to the current financial year.

Appendices

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Author: Judy Randall
Democracy Advisor

Reviewed By: Kate Glanville
Senior Democracy Advisor

Approved By: Kathryn Stannard
Head of Democratic Services

Wainuiomata Community Board Expenditure 2025/2026 - Operating Budget														
Item	July	August	September	October	November	December	January	February	March	April	May	June	Total per item	Balance
Opening Balance														\$ 5,000.00
Advertising													\$ -	
2024 Spirit Awards	\$ 325.10												\$ 325.10	
Venue hire													\$ -	
Catering													\$ -	
Total Expenditure														\$ 325.10
Closing Balance														\$ 4,674.90

Wainuiomata Community Board Expenditure 2025/2026 - Training Budget														
Item	July	August	September	October	November	December	January	February	March	April	May	June	Total per item	Balance
Opening Balance														\$ 3,000.00
2024 Community Board conference	\$ 18.70												\$ 18.70	
Closing Balance														\$ 2,981.30