



PETONE COMMUNITY BOARD

31 October 2017

Order Paper for the meeting to be held in the
Te Kakano Marae, 136 Randwick Road, Moera,
on:

Monday 6 November 2017 commencing at 6.30pm

Membership

Pam Hanna (Chair)
Mason Branch
Peter Foese
Cr Tui Lewis

Mike Fisher (Deputy Chair)
Brad Dyer
Karen Yung
Cr Michael Lulich

For the dates and times of Council 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).
- Official naming of parks, reserves and sports grounds within the provisions of Council's Naming Policy. Note ¹
- Removal and/or planting of street trees within the provisions of Council's Operational Guide for Urban Forest Plan where a dispute arises that cannot be resolved at officer level. 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 Engagement 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.

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.

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.
- 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 Roading 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).

1.

HUTT CITY COUNCIL

PETONE COMMUNITY BOARD

Meeting to be held in the Te Kakano Marae, 136 Randwick Road, Moera on
Monday 6 November 2017 commencing at 6.30pm.

ORDER PAPER

PUBLIC BUSINESS

1. APOLOGIES

2. PUBLIC COMMENT

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

3. PRESENTATIONS

a) Presentation by Local Councillor from Greater Wellington Regional Council (GWRC) (17/1466)

Verbal presentation by Local Councillor from Greater Wellington Regional Council

b) Presentation by Jackson Street Programme (17/1468)

Verbal presentation by Ms Leonie Dobbs, Chair

c) Presentation from the New Zealand Police (17/1328)

A verbal update from the Petone Community Constable

d) Presentation by Department of Corrections, Community Liaison (17/1470)

Report No. PCB2017/5/137 by the Senior Committee Advisor

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4. CONFLICT OF INTEREST DECLARATIONS

5. **REPORTS REFERRED FOR BOARD INPUT BEFORE BEING CONSIDERED BY STANDING SUBCOMMITTEE OF COUNCIL**
 - a) **Gear Street - Proposed Parking Restrictions** (17/1634)
Report No. PCB2017/5/256 by the Traffic Engineer - Network Operations 11
 - b) **Jackson Street (313) - Proposed P30 Parking Restrictions** (17/1675)
Report No. PCB2017/5/264 by the Traffic Engineer - Network Operations 15
 - c) **London Road - Proposed No Stopping At All Times Restriction** (17/1623)
Report No. PCB2017/5/253 by the Contractor 25
 - d) **Richmond Grove - Proposed No Stopping At All Times Restriction** (17/1624)
Report No. PCB2017/5/254 by the Senior Traffic Engineer 29
 - e) **Burnham Street - Proposed P30 Parking Restrictions** (17/1625)
Report No. PCB2017/5/255 by the Traffic Engineer 32
6. **COMMUNITY ENGAGEMENT FUND 2017-2018** (17/1636)
Memorandum dated 25 October 2017 by the Community Advisor - Funding and Community Contracts 35
7. **PETONE COMMUNITY BOARD'S SUBMISSION ON THE BELL PARK REVIEW** (17/1384)
Memorandum dated 13 October 2017 by the Senior Committee Advisor 41
8. **SCHEDULE OF MEETINGS 2018** (17/1474)
Memorandum dated 22 September 2017 by the Senior Committee Advisor 44
9. **COMMITTEE ADVISOR'S REPORT** (17/1436)
Report No. PCB2017/5/17 by the Senior Committee Advisor 51
10. **CHAIRPERSON'S REPORT** (17/1472)
Report No. PCB2017/5/138 by the Chair, Petone Community Board 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.

Kate Glanville
SENIOR COMMITTEE ADVISOR



YOUR COMMUNITY LIAISON ADVISER – INFORMATION FOR COMMUNITY PARTNERS

Our *Senior Advisers – Community Engagement and Reintegration* are here to improve public understanding about how we manage offenders with high and complex needs in the community. It's their job to work with communities when an offender returns to the area to ensure people have the confidence in our processes to keep everyone safe.

Corrections has designed the senior adviser role to:

- build relationships with schools, local bodies and other stakeholders to broaden public understanding of our work
- support communities when Corrections notifies them about high risk offenders returning to their communities to live
- facilitate safe and sustainable reintegration for high risk offenders.

How we can help

Corrections has nine senior advisers around the country to focus on community engagement and reintegration of sex offenders.

We want the public to feel confident that we have the right measures in place for offenders to keep everyone safe. We also have to balance public concern with the offender's right to live legally within the community as the Courts/Parole Board have directed.

Your local adviser will:

- be available to discuss your concerns or questions during any community notification process
- talk to interested groups generally about the work we do to manage offenders safely and effectively

- support communities other agencies and Corrections staff, involved in managing offenders and safeguarding the community.

Community Notification

Corrections notifies communities in many cases when person who has offended against children is released from prison. The breadth of that notification is determined based on the circumstances of each case.

Notifying communities gives everyone an opportunity to reinforce safety messages and take common sense precautions to keep safe.

We believe an informed community will be better able to understand how to support reintegration efforts and take steps to keep everyone safe.

The stronger the support network for an offender returning to the community, the less likely they are to re-offend.

Let's talk

Contact me by phone or email.

Scott Miller 027 405 0463

Scott.Miller@corrections.govt.nz

For more information about Corrections visit our website www.corrections.govt.nz/work.

25 October 2017

File: (17/1634)

Report no: PCB2017/5/256

Gear Street - Proposed Parking Restrictions

Purpose of Report

1. The purpose of this report is to seek Council's approval for the installation of the proposed parking restrictions in Gear Street as attached as Appendix 1 to this report.

Recommendation

That the Traffic Subcommittee recommends that Council approves the proposed parking restrictions in Gear Street as attached as Appendix 1 to the report.

For the reason to improve parking availability for customers by increasing parking turnover.

Background

2. Parking in Gear Street has been an issue for many years as there is a high parking demand in the street with varying competing uses. As a result, Council has received regular complaints from the businesses and parking wardens.
3. The concern expressed is that long term parkers (commuters and local employees) are parking in Gear Street leaving few parks available during the day for short term customers and general business in the area.
4. There is also evidence that local auto mechanics are parking the vehicles that they are working on within the unrestricted on street parking spaces. This is a poor use of the area's parking resource.
5. A review of the parking layout has been carried out to consider what changes are necessary to meet the parking hierarchy for this area of Commercial/General Business.

Discussion

6. The proposal will result in a mix of P15, P30, P60, P30 loading zone, motorcycle only and unrestricted parking in the area.

7. The proposed restrictions are considered to provide a suitable balance of parking restriction to cater for the various commercial/general business needs in the area.
8. The proposed shorter duration parking restrictions will increase parking turnover and improve the level of service for customers of the local businesses.

Options

9. The options are:
 - i. To leave the area as it is and accept the unsatisfactory level of service for the Commercial/General Businesses will remain; or
 - ii. To install the proposed parking restrictions to provide a better mix of parking restrictions to address the varied parking demand in the area.
10. Alternative time restrictions are an option, however the proposed restrictions could be changed retrospectively if proven to be inefficient.

Consultation

11. A Council officer visited and delivered consultation documents to all businesses within Gear Street to gauge support for the proposed restrictions.
12. All businesses were invited to attend the Petone Community Board and the Traffic Subcommittee meetings and make comments during the public comment sections at the beginning of the meetings for the Elected Members' consideration.
13. Some businesses advised they will make their submission during the public meetings.
14. Five submissions have been received: four in support of the proposed changes, and one supported the proposal with slight variations.
15. General feedback on the proposed parking restrictions was also received during the Officer's visit which has been considered for the final submission.

Legal Considerations

16. These restrictions are made pursuant to the provisions of the Hutt City Council Traffic Bylaw 2007 (Amended 20 November 2014).

Financial Considerations

17. These changes can be funded from Council's 2017/2018 operational budget.

Other Considerations

18. In making this recommendation, officers have given careful consideration to the purpose of local government in section 10 of the Local Government Act 2002. Officers believe that this recommendation falls within the

purpose of the local government. It does this in a way that is cost-effective because it utilises standard signage.

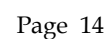
Appendices

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1 <u>↓</u>	Gear Street - Proposed Parking Restrictions Plan 29.2017	14

Author: Zackary Moodie
Traffic Engineer - Network Operations

Reviewed By: Sylvio Leal
Traffic Engineer

Approved By: Damon Simmons
Traffic Asset Manager





Petone Community Board

30 October 2017

File: (17/1675)

Report no: PCB2017/5/264

Jackson Street (313) - Proposed P30 Parking Restrictions

Purpose of Report

1. The purpose of this report is to seek Council's approval for the installation of P30 Parking Restrictions outside N°313 Jackson Street as attached as Appendix 1 to the report.

Recommendation

That the Traffic Subcommittee recommends that Council approves the installation of three P30 Parking Restrictions, from 8am to 9pm, Monday to Sunday, outside N°313 Jackson Street attached as Appendix 1 to the report.

For the reason to improve parking availability for customers by increasing parking turnover.

Background

2. N°313 Jackson Street is a newly constructed building with three shops at street level and 42 apartments above.
3. Resource consent for a new Merchants Liquor at N°2/313 Jackson Street has been approved. Following the approval, the operator has requested short term P15 parking restrictions outside the new business for convenient turnover of customers.
4. The operator of the new Merchants Liquor at N°2/313, has also submitted a formal submission for the parking restrictions attached as Attachment 2 to the report.

Discussion

5. P15 Parking Restrictions were originally proposed but after consultation with the local businesses P30 Restrictions were adopted.

6. The installation of P30 Parking Restrictions as proposed will provide short term parking in the area therefore improving the level of turnover for the local business and their customers.

Options

7. The options are:
 - i. To leave the area as it is with P60 parking restrictions and accept that short term parking is not provided immediately out front of this business or,
 - ii. To install the proposed changes and improve the level of service and turnover for customers.
8. Alternative time restrictions are an option, however the proposed restrictions could be changed retrospectively if proven to be inefficient.

Consultation

9. A plan and petition form were sent to the operator of the new Merchants Liquor at N°2/313, who consulted with the other two directly affected businesses at N°1/313 (Bikaner Foods) and N°3/313 (Faith and Co Café) Jackson Street. The shops' landlord was also consulted.
10. Bikaner and the Landlord supported the proposed P15 Parking restrictions, however Faith & Co Café prefer P30 Parking Restrictions.
11. Officers further consulted with the businesses across the road at N°352 (Domino's), N°1/350 (Skindeep), N°2/350 (NettL), N°1/340 (Subway), N°2/340 (Hellz), N°3/340 (B Lounge) and N°4/340 (Fusion).
12. Domino's, Skindeep and BLounge objected to the proposed P15, however they all supported P30 Parking Restrictions.
13. NettL supported the Proposed P15 Restrictions.
14. Subway objected to any changes. However would prefer P30 Parking restriction if it was to go ahead.
15. Hellz and Fusion did not sign or were uncontactable.

Legal Considerations

16. These restrictions are made pursuant to the provisions of the Hutt City Council Traffic Bylaw 2007 (Amended 20 November 2014).

Financial Considerations

17. These changes can be funded from Council's 2017/2018 operational budget.

Other Considerations

18. In making this recommendation, officers have given careful consideration to the purpose of local government in section 10 of the Local Government Act 2002. Officers believe that this recommendation falls within the

purpose of the local government. It does this in a way that is cost-effective because it utilises standard signage.

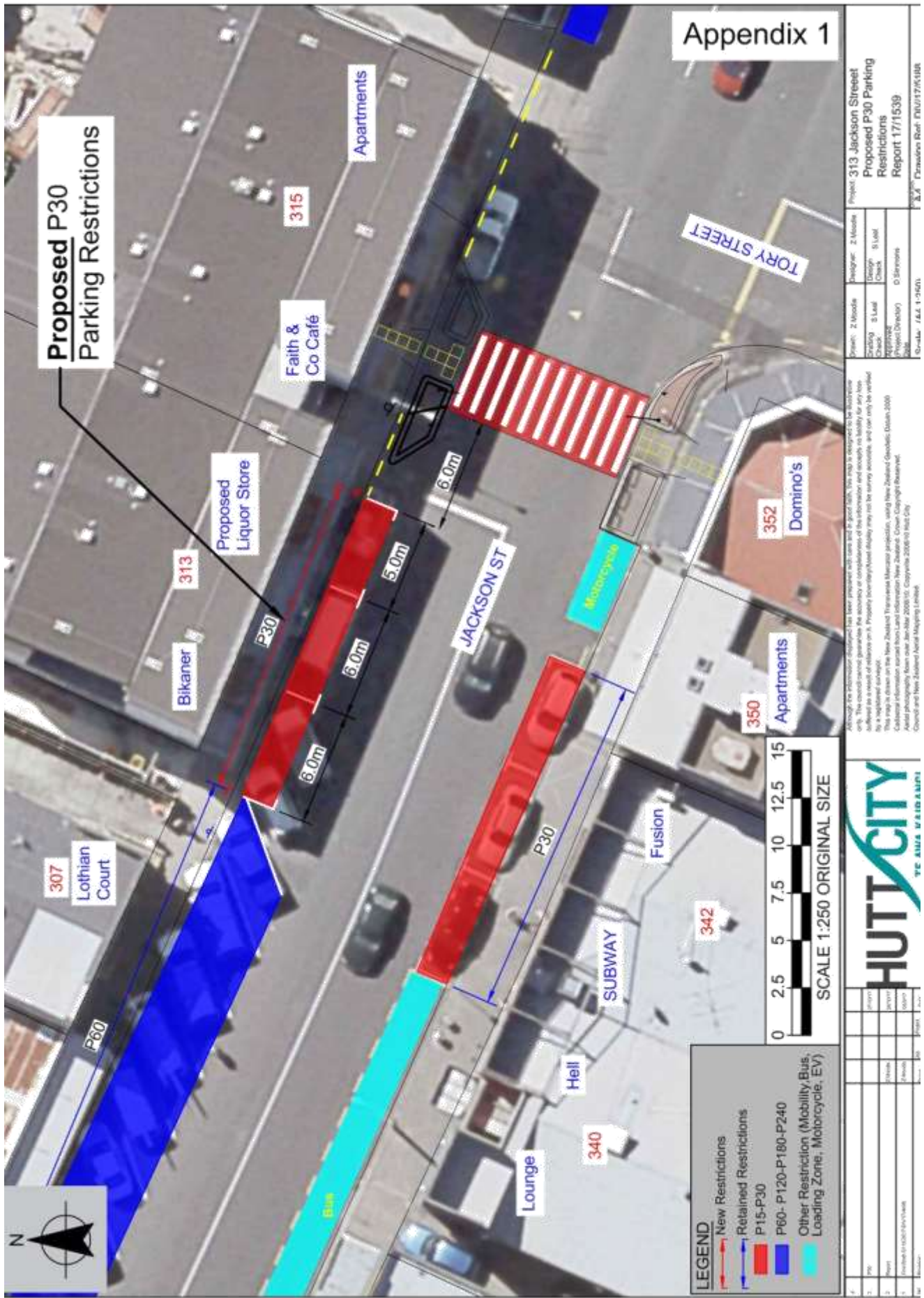
Appendices

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2	Kevin Badiyani, operator of the new Merchants Liquor at 2313 Parking Proposal	19

Author: Zackary Moodie
Traffic Engineer - Network Operations

Reviewed By: Sylvio Leal
Traffic Engineer

Approved By: Damon Simmons
Traffic Asset Manager



Prepared by - Dream Power Limited t/a Merchants Liquor Petone

Prepared for - Traffic Subcommittee at Hutt City Council Chambers, [30 Laings Road, Lower Hutt](#)

Subject - P15 Proposed Parking at 313-315 Jackson Street

“Why parking is vital to any retail business?”

Few points below will justify why parking is vital -

- The one point that we cannot emphasize strongly enough is the importance to business of parking particularly retail, but also from an office use perspective.
- What needs to be clearly understood is the synergy that exists between businesses, and there is a synergy as well between the commercial and residential components in any area. For example, professional offices draw clients to their businesses, which generate pedestrian traffic which has a need for services, i.e. restaurants, convenience stores, banks, etc. These amenities then also serve the needs of the residents in the area. Parking availability is an important component of this synergy.
- Like nature, the success of any Retail business area requires a healthy balance of components that meet the diverse needs of the community, and one of the keystones for this healthy balance is parking.
- Ample **parking** is **important** for customers and employees. If customers are unable to find suitable **parking**, they might choose to visit a competitor who has the same qualified services with more convenient **parking**. You also need adequate space for employees to park at or near your location.



Picture of parking space outside Liquor King Petone, Our competitor

“Why restricted parking is important?”

- A controlled parking zone (CPZ) is a parking scheme mainly used in urban areas. CPZs are used by local councils to address particular parking problems in a community - usually in order to help

- CPZs can also be used to allow more free-flowing traffic through town centers, particularly where parking causes problems for the emergency services.
- Its main aim is to discourage commuter and long stay parking by people from outside the area. To make sure that this works fairly, zones are enforced by uniformed parking attendants.

1. Quick turnaround in the restricted parking such as P15 - four times in an hour vs. one time in P60
2. Our retail customer for liquor industry spends no more than 2-3 minutes in store. Which means, close to 20 times turnaround in an hour
3. P30 - Won't help as this will heavily effect the "convenience" which is one of key pillars of our success
4. P5/P10 - Would be helpful - But, We would like to believe P15 will be beneficial for patrons visiting the newly opened Indian Restaurant and the Cafe.

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Unified Consent:

The proposed parking is also supported by Owner of Indian Restaurant Bikanerwala next door and the Landlord of the apartment. Apart from the already agreed parties we are waiting to hear back from owners of Café, Domino's, Hell Pizza and Subway.

Success of our sisters concerns:

As explained earlier for success of any business parking is vital and important and to support our point below pictures of our sister concern business across Wellington prove how important role parking lot has assisted in growing strength to strength since 2010.



Picture of parking space outside The Bottle-O Naenae



Picture of parking space outside The Bottle-O Waikanae



Picture of parking space outside The Bottle-O Tawa



Picture of parking space outside The Bottle-O Masterton



Picture of parking space outside The Bottle-O Stokes Valley

Conclusion:

Proposal of restricted parking in Petone is very critical as it has been an on-going problem for last few months. Petone had a range of parking problems which appeared to have got worse since Kmart opened. The number of apartments are also on a rise in Petone which is believed will add on the parking problems. Hence, restricted parking especially on Jackson Street one of the busiest and populated street will allow smooth business operations to many small business entrepreneurs.

References:

Article by Nicholas Boyack June 31 2017 - <http://www.stuff.co.nz/dominion-post/news/93424617/hutt-city-to-review-parking-across-the-city-as-congestion-strikes-petone>

Controlled Parking Zones refer to - <http://www.ukmotorists.com/cpz.asp>

Importance of parking to business refer to - <http://smallbusiness.chron.com/location-business-important-43239.html>



Petone Community Board

24 October 2017

File: (17/1623)

Report no: PCB2017/5/253

London Road – Proposed No Stopping At All Times Restriction

Purpose of Report

1. The purpose of this report is to seek Council's approval for the installation of No Stopping At All Times Restrictions outside No 16 London Road, Korokoro, attached as Appendix 1 to the report.

Recommendation

That the Subcommittee recommends that Council approves the installation of No Stopping At All Times Restrictions outside No 16 London Road, Korokoro attached as Appendix 1 to the report.

For the reason that cars parked adjacent to where the No Stopping restriction currently ends surprise motorists as they exit the preceding corner in the downhill direction. This causes them to cross the centreline to avoid the parked cars.

Background

2. Council received a request from a local resident to improve road safety in the vicinity of this property.
3. Vehicles that park in this area restrict the available space on the road, forcing motorists travelling down London Road to cross the centreline. A bend (approximately 40°) immediately precedes this section of road, which restricts the sight distance available to approaching motorists.
4. There are plenty of other on-street parking options in the area.

Discussion

5. The installation of No Stopping At All Times Restrictions as proposed will ensure adequate space for motorists to safely travel down this section of London Road without crossing the centreline.
6. This will result in a loss of **five** car parking spaces.

Options

7. The options are:
- To leave the area as it is without any restrictions and accept the safety hazard will remain or,
 - To install the proposed improvements and reduce the safety hazard.

Consultation

8. A plan of the proposal was forwarded to seven local residents. Four responses were received.
9. All four supported the proposal, however two respondents wanted additional No Stopping restrictions.
- *Officers Response: Additional restrictions in both the downhill and uphill directions will be investigated; however these may be more controversial with the local residents. We therefore want to get this particular restriction approved as it poses the most significant risk to motorists.*
10. Some responses noted the issue of parking on the other side of the road too. This causes vehicles travelling uphill to move out of the left lane into the passing lane, which can be a problem.
11. Two responses noted the problem of cars speeding down London Road.
- With the speeds that some cars come around the corner it is an accident waiting to happen.*

Legal Considerations

12. These restrictions are made pursuant to the provisions of the Hutt City Council Traffic Bylaw 2007 (Amended 20 November 2014).

Financial Considerations

13. These changes can be funded from Council's 2017/2018 road markings budget.

Other Considerations

14. In making this recommendation, officers have given careful consideration to the purpose of local government in section 10 of the Local Government Act 2002. Officers believe that this recommendation falls within the purpose of the local government in that it improves safety for the benefit of all road users. It does this in a way that is cost-effective because it utilises standard road markings.

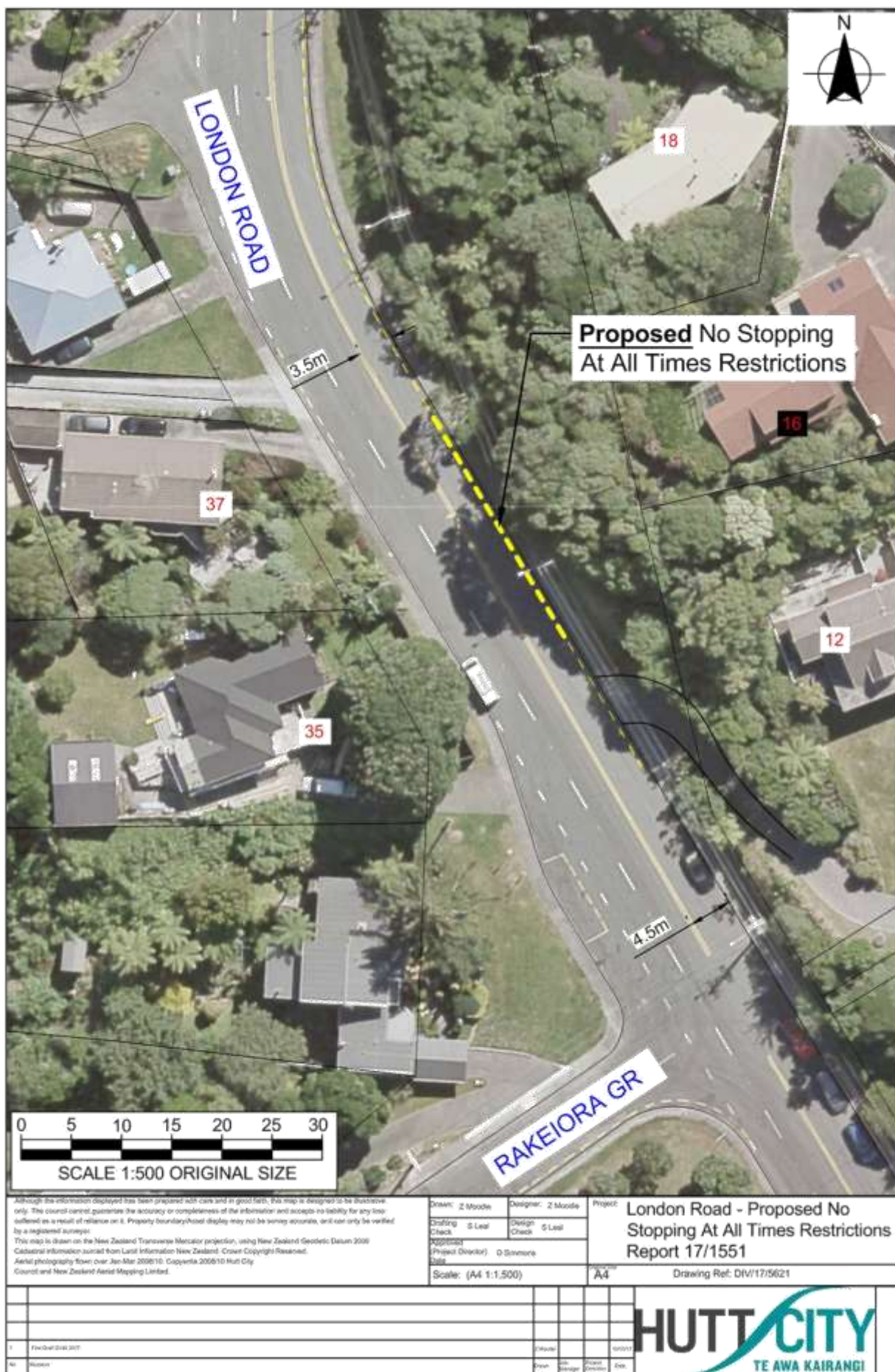
Appendices

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1	London Road - Proposed No Stopping At All Times Restrictions	28

Author: Martin Barry
Contractor

Reviewed By: Zackary Moodie
Traffic Engineer - Network Operations

Approved By: Damon Simmons
Traffic Asset Manager





Petone Community Board

24 October 2017

File: (17/1624)

Report no: PCB2017/5/254

Richmond Grove - Proposed No Stopping At All Times Restriction

Purpose of Report

1. The purpose of this report is to seek Council's approval for the installation of a No Stopping At All Times Restriction in Richmond Grove as shown in Appendix 1 attached to the report.

Recommendations

That the Traffic Subcommittee recommends that Council approves the installation of No Stopping At All Times Restriction in Richmond Grove, attached as Appendix 1 to the report.

For the reason that the proposed restriction ensures that adequate visibility is available to comply with section 6.3 of the Land Transport (Road User) Rule 2004 which states: "A driver or person in charge of a vehicle must not stop, stand, or park the vehicle on any part of a roadway so close to any corner, bend, rise, dip traffic island, or intersection as to obstruct or be likely to obstruct other traffic or any view of the roadway to the driver of a vehicle approaching that corner, bend, rise, dip traffic island, or intersection unless the stopping, standing, or parking is authorised by signs or markings maintained by the road controlling authority."

Background

2. Council has received a request from the residents of a property on the northern side of Richmond Grove for a short length of No Stopping At All Times restriction to keep the inside of the bend clear of parked vehicles.

Discussion

3. The residents have identified ongoing visibility issues with vehicles being parked on the road at this location for up to a week. In addition to these residents, other residents in Richmond Grove have also encountered problems with vehicles parked on this corner.

Options

4. The options in this case are to leave the situation as it is now (the 'do nothing' option) and accept that the present problems will continue; or
5. To agree to install the requested No Stopping At All Times restriction and remove the visibility obstruction as outlined in the Recommendations above.

Consultation

6. A consultation plan and covering letter was delivered to 16 properties in the vicinity of the bend. There were eight replies received (50%). Of those, six were in favour of the proposed restriction, and two were opposed to the proposal (both from the same property).
7. This shows a clear level of community support for the proposal.

Legal Considerations

8. These restrictions are made pursuant to the provisions of the Hutt City Council Traffic Bylaw 2007 (Amended 20 November 2014).

Financial Considerations

9. These changes can be funded from Council's 2017/2018 operational budget.

Other Considerations

10. In making this recommendation, officers have given careful consideration to the purpose of local government in section 10 of the Local Government Act 2002. Officers believe that this recommendation falls within the purpose of the local government as defined in the Act. It does this in a way that is cost-effective because it uses standard road markings.

Appendices

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Author: Alan Hopkinson
Senior Traffic Engineer

Reviewed By: Damon Simmons
Traffic Asset Manager

Approved By: John Gloag
Divisional Manager, Transport



24 October 2017

File: (17/1625)

Report no: PCB2017/5/255

Burnham Street - Proposed P30 Parking Restrictions

Purpose of Report

1. The purpose of this report is to seek Council's approval for the installation of a P30 Parking Restriction, from Monday to Friday only, in Burnham Street as shown in Appendix 1 attached to this report.

Recommendation

That the Traffic Subcommittee recommends that Council approves the installation of a P30 Parking Restriction, from Monday to Friday only, in Burnham Street as shown in Appendix 1 attached to this report.

For the reason that there are limited parking options for parents and caregivers dropping off/picking up children at this childcare centre.

Background

2. Council received a request from the Rainbow Early Learning Centre manager to provide short term parking in the vicinity of the property at N° 2 Burnham Street.
3. The concern expressed is that long term parkers are using the street for the entire day therefore leaving no parking spaces available in the vicinity of the childcare centre for parents and caregivers to drop off/pick up children.

Discussion

4. The installation of P30 Parking Restrictions, from Monday to Friday only, as proposed will increase turnover in one parking space adjacent to the Rainbow Early Learning Centre therefore improving the level of service for parents and caregivers dropping off/picking up children at the facility.

Options

5. The options are:

- i. To leave the area as it is without any restrictions and accept the insufficient level of service for parents and caregivers dropping off/picking up children at the childcare centre will remain or;
- ii. To install the proposed changes and improve the level of service for the childcare centre and the parents/caregivers using this childcare centre.

Consultation

6. A plan of the proposal and a petition form were forwarded to Sarah Todd, manager of the Rainbow Early Learning Centre at N° 2 Burnham Street, who consulted the directly affected properties at N°s 1 to 8 Burnham Street, and N°s 149 and 151 Cuba Street.
 - The requester and five of the consulted properties (N°s 1, 3, 5 and 6 Burnham St and N° 151 Cuba St) signed the petition in support of the proposal.

Legal Considerations

7. These restrictions are made pursuant to the provisions of the Hutt City Council Traffic Bylaw 2007 (Amended 20 November 2014).

Financial Considerations

8. These changes can be funded from Council's 2017/2018 operational budget.

Other Considerations

9. In making this recommendation, officers have given careful consideration to the purpose of local government in section 10 of the Local Government Act 2002. Officers believe that this recommendation falls within the purpose of the local government. It does this in a way that is cost-effective because it utilises standard road markings and signs.

Appendices

No.	Title	Page
1 ↓	Burnham Street (2) - Proposed P30 Parking Restriction	34

Author: Sylvio Leal
Traffic Engineer

Reviewed By: Zackary Moodie
Traffic Engineer - Network Operations

Approved By: Damon Simmons
Traffic Asset Manager



Our Reference 17/1636



TO: Chair and Members
Petone Community Board

FROM: Debbie Hunter

DATE: 25 October 2017

SUBJECT: COMMUNITY ENGAGEMENT FUND 2017-2018

Recommendations

That the Board:

- (i) notes that the Community Engagement Fund closed on 6 October 2017 and six applications had been received;
- (ii) agrees that the applications were considered according to the merits of the application criteria and priorities of the fund. Information sheet is attached as Appendix 1;
- (iii) agrees to the recommended allocations for the Petone Community Engagement Fund 2017/2018, attached as Appendix 1 to the memorandum;
- (iv) agrees that the organisations granted funding will be required to attend a meeting of the Board once the project has been completed; and
- (v) agrees to a second round of funding in 2018 with proposed opening/closing dates as follows:

<u>Open Fund</u>	<u>Close Fund</u>	<u>Decisions Due</u>
1 March 2018	10 April 2018	13 June 2018

Purpose of Memorandum

1. For the Board to assess and determine the funding to be granted to the eligible Community Engagement Fund applications.

Background

Community Engagement Fund

2. Hutt City Council agreed through the 2017/2018 Annual Plan to contribute \$48,850 for the Community Board/Panel Community Engagement Fund.

3. This is for local activities and events that directly benefit the communities concerned.
4. The fund was promoted through Hutt City Council's grants system, publically advertised in the Hutt News, and through contacts/networks via members of the Community Boards/Panels.
5. Six applications were received under the Petone Community Board Community Engagement Fund requesting a total of \$9,518.00. They are as follows:

No.	Organisation	Description	\$Eligible Request
1	Moera Community House	Have a Look, Have a Go – Hutt Art Open Day – 24 March 2018. Requesting funding for the purchase of consumables.	310.00
2	Petone Baptist Church	Christmas in Bethlehem 2017 event 2 December 2017. Requesting funding for hireage of equipment and purchase of consumables.	3,153.00
3	Transition Towns Lower Hutt	Timebank 5 th Anniversary Event – purchase of catering for the event 2 December 2017.	300.00
4	Capital Seniors Incorporated	Craft classes held in Moera – purchase of craft materials.	600.00
5	Olympic Hopes Boxing Club Inc	Purchase of boxing equipment.	4,617.00
6	Thumbs Up Charitable Trust	Purchase of switches for communication in the community (goes with the I-pads).	708.00
		TOTAL REQUESTS	9,688.00

6. The Board has \$6,250.00 available to be allocated. The funds need to be allocated by end of June 2018.
7. Board members completed an assessment sheet rating each application and the ratings have been collated and included to form a collective rating for the application with recommendations that are attached as Appendix 2.

8. Any organisations granted funding will be required to attend a meeting of the Board once the project has been completed.
9. The balance of the funds will be used in a second round of funding in 2018. The opening and closing dates of the fund is proposed as follows:

<u>Open Fund</u>	<u>Close Fund</u>	<u>Decisions Due</u>
1 March 2018	10 April 2018	13 June 2018

Appendices

No.	Title	Page
1↓	Information Sheet - Community Engagement Fund 2017-2018	38
2↓	Petone Community Board Community Engagement Fund Assessment and Recommended Allocations	40

Author: Debbie Hunter
Community Advisor - Funding and Community Contracts

Approved By: Melanie Laban
Divisional Manager, Community Projects and Relationships

BACKGROUND

Hutt City Council made budgetary provisions in 2017/2018 of \$48,850.00 per annum for the Community Engagement Fund.

Purpose

To support community development or community events in the local community with the objective of strengthening and building a community.

The Community Board (CB)/Community Panel (CP) may allocate all available funding in the first round or may decide to only allocate some and have a second round of funding. The second round of funding is normally held in May.

Who is Eligible?

Your organisation must be either an Incorporated Society or a Charitable Trust. The event/activity must take place within Lower Hutt.

Ineligible Purposes

Funding will not be granted for the following:

- purchase of land or buildings or alterations to buildings, including building maintenance, loans and mortgages
- organisations or groups providing services that are considered to be the responsibility of central or local government or some other funding body (such as health, education or the provision of utilities)
- retrospective costs for activities which have already taken place or been completed (ie. costs incurred before the CB/CC meeting date to consider the application)
- organisations or groups which seek to redistribute funds to other recipients at their own discretion
- fundraising costs and legal costs
- debt repayment or refinancing of existing loans
- capital investment or trust funds
- prize monies
- ongoing operating costs of community groups or organisations such as rent and salaries

Accountability and Acknowledgement

Successful applicants are required to complete an accountability form (with receipts and photographs

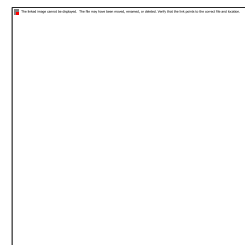
if applicable) within six weeks of the completion date.



Application Tips

Applicant groups are strongly recommended to:

- show realistic project/activity costs
- show they have an identified need for the project/activity and that they have planned carefully
- have tried other sources of funding
- provide letters of support or other proof of wider community support
- be available to attend and speak to the application at the CB/CC meeting



How to Apply

You will need to make an application online through Hutt City Council's online grants management system. Your organisation will need to register on the site if they are not already registered. You can access the site via <http://www.huttcity.govt.nz/Services/Funding/> under the Community Engagement Fund.

Or you can choose to meet with the Community Advisor: Funding/Contracts who will help you through the process.

Application Closing Dates

You will be able to edit your application until the closing date of the fund - 6 October 2017 at 5pm.

When will the decisions be made

CBs/CPs will consider applications in their area at their November meeting dates:

For more details about these meeting dates please visit infocouncil.huttcity.govt.nz/

All applications are assessed in terms of how well they meet the purpose of the fund, as outlined above, and other criteria agreed by Council and the CBs/CCs.

Applicants are advised via the online grants system and will be required to send through a signed copy of the agreement as well as a valid invoice.

Help and Support

The Community Advisor: Funding/Contracts is available to meet with you to help you complete your application through the online system. You may contact her on 570 6955 or email her funding@huttcity.govt.nz.

There is also a Know How document on making an application to the Community Engagement Fund. You may download this from our Funding Resources page or you may request a copy by emailing the Community Advisor: Funding/Contracts.

Previous Allocations

- Xmas in Da Hood – equipment hire
- Tumeke Taita – purchase of consumables
- Naenae Festival – equipment hire

Flowchart on Process

- Has a project or an activity they would like funding for. There is no limit on what you can apply.
- Checks that they are eligible
- Your organisation will need to register on the Hutt City Council's grants management system huttcitycouncilgrants.force.com/
- Make the application
- Get quotes from your suppliers. Attach these to your application.
- Once the application closes the Community Funding Advisor will follow up on anything that is missing.
- You **may be** contacted by a CB/CC member to discuss your application.
- The CB/CC will make a decision at the next public meeting
- The Community Funding Advisor will update the grants system and you will receive a

generated funding agreement by email advising you of the outcome of your application. This is the email that you are using through the grants management system.

- You will need to get the agreement signed by authorised members of your Trust. You will be required to send through an invoice for the total amount you have been granted.
- You will need a valid Tax Invoice. If your organisation is GST registered, please add GST to the amount granted.
- Remember to include the bank details on the invoice so payment can be made. Send the Invoice and Signed Agreement to the Community Funding Advisor who will then ensure the funds are paid. Normally monthly.
- Once you have completed your project and spent the funds you will need to complete an Accountability Form. This can be done through the grants system.



Make sure you remember to acknowledge Hutt City Council and ensure that the grant allocated is set out in your financial accounts as a separate line item.

Also, please make sure you contact the Community Funding Advisor by on 570 695 or funding@huttcity.govt.nz. The Advisor will be more than happy to talk to you about your application.

Other Resources Available:

- Funding Guide
- HCC Funding Calendar
- FAQ on the grants management system
- Know How document on making an application for the Community Engagement Fund
- Meet with the Community Funding Advisor on to one or invite her to attend a meeting to discuss all of her funding knowledge.

PETONE Community Engagement Fund Assessment/Recommended Allocations– PCB Oct/Nov 2017

No	Organisation	Event/Activity	Project Cost	Request	Score	Rec. Allocations	Comments
1	Moera Community House	Xmas Event venue hire & consumables	1,293.00	310.00	18	310.00	<i>The Board would have liked to have given an additional amount of \$50 to cover the advertising</i>
2	Petone Baptist Church	Equip & consumables for Christmas in Bethlehem 3 day event	4,592.00	3,153.00	16	2,000.00	<i>It would have been good to see report from last year. Not a lot of information about the people reached</i>
3	Transition Towns	Timebank 5 th Anniversary purchase of catering for the event to be held on 2 December 2017	900.00	300.00	14	100.00	<i>We would like to grant \$100 for promotion/advertising as this seems more about community engagement than \$10 pp catering</i>
4	Capital Seniors	Craft Classes – purchase of craft materials	1,200.00	600.00	0	0.00	<i>The items knitted are kept by the individual knitters and with very few members out of a total of 14 that live in the PCB area we didn't see this as engaging of the community enough to warrant funding</i>
5	Olympic Hopes Boxing Club	Purchase of equipment	4,617.00	4,617.00	12	1,000.00	<i>This is contingent on a 2016 financial report being loaded onto the Inc Societies website. We will be interested in feedback about what results this funding achieves and for whom</i>
6	Thumbs Up Trust	Purchase of switches for client communication in the community	708.00	708.00	17	708.00	<i>We see this as a follow on from i-pads and enabling of the nonverbal members</i>
		TOTALS	13,310.00	9,688.00	n/a	4,118.00	

Our Reference 17/1384



TO: Chair and Members
Petone Community Board

FROM: Kate Glanville

DATE: 13 October 2017

SUBJECT: PETONE COMMUNITY BOARD'S SUBMISSION ON THE
BELL PARK REVIEW

Recommendations

That the Board:

- (i) notes that a submission in respect of the Bell Park Review requires the Board's retrospective endorsement; and
- (ii) endorses its submission to the Bell Park Review attached as Appendix 1 to the memorandum.

Appendices

No.	Title	Page
1 ↓	Bell Park Review - Petone Community Board submission	42

Author: Kate Glanville
Senior Committee Advisor

Approved By: Kathryn Stannard
Divisional Manager, Democratic Services

Bell Park Review Submission from the Petone Community Board

On Saturday 5 September Petone Community Board member Karen Yung and Chair Pam Hanna spent two and a half hours door knocking on houses around Bell Park to try and ensure that people were aware of and responding to the HCC consultation re Bell Park. At least five households we managed to speak with said they had had no letter/consultation.

We spoke with 18 households and asked about Bell Park's current use and possible future use and whether people would support housing on the park. Some that we approached (6) had or were sending in their responses to HCC and for some of these no comments were recorded. Below are the results of 14 verbal responses:

Current uses included¹:

- | | |
|----------------------------------|-----|
| • Walking, running or exercising | 40% |
| • Children playing | 33% |
| • Dog exercising | 27% |
| • Sport practice | 13% |

The importance of the view out to green space and the major use after the Kaikoura earthquake as a helicopter pad were also mentioned

Support of housing on Bell Park:

- | | |
|--|-------|
| • No Support | 64.3% |
| • Support of housing on the park | 14.3% |
| • Possible support/unsure/need more information ² | 21.4% |

We also heard of the park being gifted by William Bell for the community and also for the families of railway workers and for recreation purposes. People said that as a result HCC has no right to sell off the land. Another suggestion was that this is Maori land and should not be sold.

Another area of feedback was about how there has never been any vandalism from the park and zero tagging or graffiti on the fences around the park - and the latter was very obviously visibly true. There was also the suggestion that there could be a neighbourhood change to 1m high picket fences now that the soccer games are not being played there so that the park was more visible and attractive.

Other points raised were:

- ❖ The impossibility of access to the park for any housing development
- ❖ How the drainage and stormwater runoff in the area is already extremely bad (also very observable on 5 September) and how any more housing would add to this problem
- ❖ A requirement by GWRC to have no subdivision of the current properties because of possible flooding in the area means that more housing would be irresponsible

The best future of the park was most often mentioned as being able to be made more of and for children with e.g. a playground area in a part of the park plus the importance of it continuing to be a space for everyone and how there could be

¹ Some people mentioned more than one use so the total is more than 100%

² These people variously did not want apartments on the park or said what was being asked was too vague and they needed to know a lot more

gym/exercise opportunities there and a running/cycle track plus how with three gates used it could be an enclosed dog park.

We met and talked with people from a large range of cultural/ethnic backgrounds (including being invited into a Muslim family's home on what was a special day for them) and found nearly everyone open to sharing their views and their caring about Bell Park in an area that we saw as having the potential to be very family friendly and also an area with a park that could be made a rain garden area and/or a local community disaster gathering area.

We think there needs to be a lot more communication with the residents concerned before any decision is made and endorse the nearly two thirds response that we had re how the park is not suitable for housing.

Pam Hanna

Chairperson
Petone Community Board
pam.hanna@huttcity.govt.nz

Our Reference 17/1474



TO: Chair and Members
Petone Community Board

FROM: Kate Glanville

DATE: 22 September 2017

SUBJECT: SCHEDULE OF MEETINGS 2018

Recommendations

That the Board:

- (i) approves the meeting dates for 2018 in respect of its own meetings;
- (ii) notes that the Chair will set dates for informal meetings of the Board as the need arises; and
- (iii) delegates authority to the Chief Executive in consultation with the Board Chair to alter the date, time or venue of a meeting, or cancel a meeting, should circumstances require this.

Background

Attached as Appendix 1 is the report that was considered by Council at its meeting held on 10 October 2017. Council adopted the recommendations contained in the report.

Attached as Appendix 2 is the schedule of meetings for 2018.

Appendices

No.	Title	Page
1↓	Schedule of Meetings for 2018 report - Hutt City Council - 10 October 2017	45
2↓	Meeting Schedule for 2018 DRAFT	49

Author: Kate Glanville
Senior Committee Advisor

Approved By: Kathryn Stannard
Divisional Manager, Democratic Services



Hutt City Council

01 September 2017

File: (17/1352)

Report no: HCC2017/4/244

Schedule of Meetings for 2018

Purpose of Report

1. It is considered desirable that Council adopt a meeting schedule for meetings to be held in 2018 and the proposed schedule is attached as Appendix 1 to the report. Adoption of the schedule will serve as notice to members that the meetings set out on the schedule are to be held.
2. It will be necessary for Council to determine the venue for Council and committee meetings.
3. As circumstances may change over time, it is considered appropriate that Council delegates authority to the Chief Executive in consultation with the Mayor or Committee/Subcommittee Chairs to alter the date, time or venue of a meeting or cancel a meeting, should circumstances require this.

Recommendations

That Council:

- (i) notes that a review of the committee structure will be undertaken in May 2018;
- (ii) adopts the schedule of meetings attached as Appendix 1 to the report, which provides for six weekly meeting cycles in 2018, subject to approval by the community boards in respect of their meeting dates;
- (iii) agrees that the venue for the meetings of Council and its

committees/subcommittees, other than community boards, be the Council Chambers, Administration Building, 30 Laings Road, Lower Hutt; and

- (iv) delegates authority to the Chief Executive in consultation with the Mayor or Committee Chair to alter the date, time or venue of a meeting, or cancel a meeting, should circumstances require this.

Background

4. The Local Government Act 2002 requires that a local authority must hold the meetings that are necessary for the good government of its district.
5. The Act requires that notice be given in writing to each member of the time and place of a meeting, not less than 14 days before the meeting or, if the local authority has adopted a schedule of meetings, not less than 14 days before the first meeting on the schedule.
6. Attached as Appendix 1 to the report is a draft schedule for five meeting cycles for 2018.

Committee Structure Review

7. At its meeting on 22 November 2016, Council resolved the following (Minute No. C16514):

"That Council:

- (i) notes the Council Committees for the 2016-2019 triennium attached as Appendix 1 to the report;*
- (ii) notes that the membership and full terms of reference for each committee will be available at the December 2016 Council meeting; and*
- (iii) notes that a review of the Council Committees will be undertaken in 18 months' time."*

8. The review of the committee structure is due to be undertaken in early 2018. The meeting schedule will be reviewed at this time, if required.

Comment

9. The draft schedule provides a free week during week 1 of each meeting cycle when the first order papers for the cycle are being prepared, a week during which community board meetings are scheduled, two weeks during which the major standing committees of Council and subcommittees can meet, and a Council meeting in the sixth week of the cycle.

10. This allows reports that are of relevance to a community to be considered by the appropriate community board before going to the appropriate committee of Council.
11. Meetings of the Community Panels will be held as required.
12. In situations where additional meetings of Council and its committees/subcommittees are required, ideally 14 days' notice will be provided to members. Where a lesser period of notice is provided, such meetings would be treated as extraordinary meetings.
10. The draft meeting schedule for 2018 has been adjusted to make provision for meetings associated with the Annual Plan process, including scheduling community board meetings during the Annual Plan consultation period.
11. A number of community boards on their own initiative have scheduled informal community meetings to discuss specific issues or as a forum for engaging with the community. It is anticipated that these informal meetings will continue, and will supplement the meetings held to conduct formal business, which are more structured and provide limited opportunities for public input.
12. The meeting schedule has been adjusted where necessary to take account of public holidays, which are noted on the schedule and also the Local Government New Zealand Conference.
13. To assist with forward planning, regular civic functions to be held in 2018 have been included in the schedule.
14. It will be necessary for Council to determine the venue for Council and committee/subcommittee meetings, and these are customarily held in Council Chambers. Community Board and Community Panel meeting venues are selected from within the communities served.
15. As circumstances may change over time, it is considered appropriate that Council delegate authority to the Chief Executive in consultation with the Mayor or Committee Chair to alter the date, time or venue of a meeting or cancel a meeting, should circumstances require this.

Consultation

16. The proposed schedule of meetings will be submitted to the November 2018 meetings of the community boards for agreement or approval in respect of their meeting dates, and selection of venues for their meetings.
17. In respect of the joint committee Hutt Valley Services Committee, the dates have been discussed with officers from Upper Hutt City Council.
18. In respect of the Hutt Valley Flood Management Subcommittee, Regional Transport Committee and the Wellington Regional Strategy Committee, officers from Greater Wellington Regional Council have notified the dates to officers.

19. In respect of the Wellington Water Committee, officers are waiting to hear back from Wellington Water Ltd.
20. In respect of the Wellington Regional Waste Minimisation and Management Joint Committee, the dates have yet to be determined. Decisions made in respect of these meetings will be report back to Council in December, along with the venues to be used for the community board meetings in 2018.

Legal Considerations

20. The Local Government Act 2002 makes provision for Councils to adopt a schedule of meetings. Adoption of the schedule presented will serve as notice to members that the meetings set out on the schedule are to be held.

Publicity Considerations

21. There are no publicity considerations arising from this report.

Financial Considerations

22. There are no financial considerations arising from this report.

Other Considerations

23. In making this recommendation, officers have given careful consideration to the purpose of local government in section 10 of the Local Government Act 2002. Officers believe that this recommendation falls within the purpose of the local government in that it meets the current/future needs of the community by providing the community a set meeting schedule when Council meets to make decisions impacting on the future community goals.

Appendices

No.	Title	Page
1	Meeting Schedule 2018 DRAFT	49

Author: Kate Glanville
Senior Committee Advisor

Approved By: Kathryn Stannard
Divisional Manager, Secretariat Services

2018 SCHEDULE OF MEETINGS FOR COUNCIL, COMMITTEES, SUBCOMMITTEES AND COMMUNITY BOARDS

2018 SCHEDULE OF MEETINGS FOR COUNCIL, COMMITTEES, SUBCOMMITTEES AND COMMUNITY BOARDS

	2018 - Cycle 1	2018 - Cycle 2	2018 - Cycle 3	2018 Cycle 4	2018 - Cycle 5
Community Plan Committee (CPC) - 9.30am	Tue/Wed 20/21-Feb Thu 15-Mar	Wed/Thu 16/17-May	Wed 6-Jun		
Community Plan Committee (CPC) - 5.00pm					
Petone Community Board - 6.30pm	Wed 7-Feb	Wed 4-Apr	Mon 11-Jun	Mon 3-Sep	Mon 5-Nov
Eastbourne Community Board - 7.15pm	Mon 5-Feb	Tue 3-Apr	Tue 12-Jun	Tue 4-Sep	Tue 6-Nov
Wainuiomata Community Board - 7.00pm	Thu 8-Feb	Thu 5-Apr	Wed 13-Jun	Wed 5-Sep	Wed 7-Nov
Traffic Subcommittee - 3.00pm	Mon 12-Feb	Mon 9-Apr	Mon 18-Jun	Mon 10-Sep	Mon 12-Nov
Arts and Culture Subcommittee - 6.00pm	Wed 14-Feb	Wed 11-Apr	Wed 20-Jun	Wed 12-Sep	Wed 14-Nov
District Plan Committee - 5.30pm	Mon 19-Feb	Mon 23-Apr	Wed 27-Jun	Wed 19-Sep	Wed 21-Nov
Policy and Regulatory Committee - 5.30pm	Mon 26-Feb	Mon 30-Apr	Mon 2-Jul	Mon 24-Sep	Mon 26-Nov
City Development Committee - 5.30pm	Tue 27-Feb	Tue 1-May	Tue 3-Jul	Tue 25-Sep	Tue 27-Nov
Finance and Performance Committee - 5.30pm	Wed 28-Feb	Wed 2-May	Wed 4-Jul	Wed 26-Sep	Wed 28-Nov
				Wed 17-Oct	
Community Services Committee - 6.00pm	Thu 1-Mar	Thu 3-May	Thu 5-Jul	Thu 27-Sep	Thu 29-Nov
Additional Ordinary Meetings of Council	Tue/Wed 20/21-Feb after CPC	Thu 15-Mar after CPC	Wed 6-Jun after CPC	Wed 17-Oct after F&P	
Additional Ordinary Meetings of Council - 6.00pm		Thu 28-Jun make rates			
Council - 6.00pm	Tue 13-Mar	Tue 22-May	Tue 24-Jul	Tue 9-Oct	Tue 11-Dec
Hutt Valley Services Committee - 9.30am	Fri 2-Mar	Fri 4-May		Fri 31-Aug	Fri 23-Nov
Temporary Road Closure Subcommittee - 5.30pm				Mon 15-Oct	
Chief Executive's Employment Subcommittee - 3.00pm				Mon 17-Sep	
HV Flood Management Subcommittee - 4.30pm	Thu 15-Feb Thu 22-Mar	Tue 15-May	Tue 26-Jun	Tue 7-Aug Tue 18-Sep	Tue 30-Oct Thu 6-Dec
Wellington Water Committee - 1.00pm	Thu 1-Mar	Tue 29-May		Thu 6-Sep	Thu 29-Nov
Regional Transport Committee - 10.00am	Tue 13-Mar	Tue 24-Apr	Tue 19-Jun	Tue 28-Aug	Tue 27-Nov
Wellington Regional Strategy - 1.00pm		Tue 24-Apr	Tue 19-Jun	Tue 28-Aug	Tue 27-Nov
Wellington Regional Waste Minimisation and Management Joint Committee					
Council briefings (or as required) - 5.00pm	Thu 1-Feb Thu 19-Jul	Thu 29-Mar Thu 23-Aug	Thu 26-Apr Thu 20-Sep	Thu 24-May Thu 18-Oct	Thu 21-Jun Thu 15-Nov

2018 SCHEDULE OF MEETINGS FOR COUNCIL, COMMITTEES, SUBCOMMITTEES AND COMMUNITY BOARDS

Civic functions/Committee	Day	Function
	Thu 13-Dec	Scholastic Ceremony (Venue TBC)
	Thu 14-Jun	Civic Honours Committee Meeting (Chambers)
	Thu 30-Aug	Civic Honours Awards (Venue TBC)
	Thu 22-Feb	Citizenship Ceremony (Hutt City Church, 22 Marsden Street)
	Thu 10-May	Citizenship Ceremony (Hutt City Church, 22 Marsden Street)
	Thu 26-July	Citizenship Ceremony (Hutt City Church, 22 Marsden Street)
	Thu 13-Sep	Citizenship Ceremony (Hutt City Church, 22 Marsden Street)
	Thu 22-Nov	Citizenship Ceremony (Hutt City Church, 22 Marsden Street)
Please note the following public holidays:		
		Wellington Anniversary Day Mon 22 Jan
		Waitangi Day Tue 6 Feb
		Good Friday Fri 30 Mar
		Easter Monday Mon 2 Apr
		Anzac Day Wed 25 Apr
		Queen's Birthday Mon 4 Jun
		Labour Day Mon 22 Oct

The LGNZ Conference 15-17 July 2018 in Christchurch

Venues:

Petone Community Board
 Eastbourne Community Board
 Wainuiomata Community Board
 Subcommittees
 Standing Committees
 Council
 RT & WRS
 Management Joint Committee
 HV Flood Management Subcommittee
 Wellington Water Committee
 Hutt Valley Services Committee
 District Licensing Committee

TBC
 TBC
 TBC
 Hutt City Council Chambers
 Hutt City Council Chambers
 Hutt City Council Chambers
 TBC
 TBC
 TBC
 TBC
 UHCC (2 March), HCC (4 May), UHCC (31 August), HCC (23 November)
 Hutt City Council Chambers (meet as required)



Petone Community Board

19 September 2017

File: (17/1436)

Report no: PCB2017/5/17

Committee Advisor's Report

1. Purpose Of Report

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

Recommendation

That the Board receives the report and:

- (i) determines the venue and start time for its 2018 meetings;
- (ii) determines catering requirements for its 2018 meetings;
- (iii) determines advertising requirements for its 2018 meetings; and
- (iv) determines whether to purchase two stalls at the Petone Rotary Fair to be held in February 2018 at a cost of approximately \$200.00 and the purchase of two tables at a cost of approximately \$20.00 each.

2. Venue

In 2017, the Board met at the Petone Library Building and Te Kakano Marae in Moera. The Board is asked to confirm venues for its 2018 meetings.

3. Start Time for Meetings of the Board

In 2017, the Board met at 6.30pm. The Board is asked to confirm the meeting time for its 2018 meetings.

4. Catering

The Board is asked to consider catering requirements for its 2018 meetings.

5. Advertising Meetings

The Board's meetings are advertised in the Hutt News and on Council's website. The cost for this does not come out of the Board's miscellaneous administration budget. The Board needs to determine whether it wishes to advertise in any other advertising format.

6. Follow up from last Board meeting

Traffic reports considered by Board

At its meeting on 4 September 2017, the Petone Community Board endorsed the recommendations in the following traffic reports:

- Bracken Street – Proposed No Stopping At All Times Restrictions;
- Hutt Road (144) – Proposed No Stopping At All Times Restrictions;
and
- Hutt Road (56) – Proposed P30 Parking Restrictions

The Board also endorsed the recommendations in the traffic report regarding Randwick Road, Moera – Proposed P15 Parking, No Parking On Grass and No Stopping At All Times Restrictions and asked officers to report back to the Board regarding growth of the sport at Sola Power Throwing Academy and the implications on traffic in the area. This information is provided within this report.

At its meeting on 10 October 2017, Council resolved to approve the recommendations contained in the reports.

Sola Power Throwing Academy Update

The Sola Power Throwing Academy advises that its membership and operating times for this coming season will be much the same as last season.

The Academy will train on Monday and Thursday evenings from 4.00pm to 7.00pm and some Saturdays when there is no formal competition happening. It expects to have approximately 70 athletes participating, noting that this number is spread across the 3 hour training period. During the winter months around 20 athletes train, with the shed used when weather is unsuitable to train outside.

Shaka Sola advises that one of his aims is to grow the academy and reach as many young people as possible. He also advises that all athletes and families are advised of the safety protocols with parking and accessing the site, prior to coming to training.

7. 2018 Hutt News Petone Rotary Fair

The Hutt News Petone Fair will be held on Saturday 17 February 2018. Traditionally the Board has purchased a double stall at the Fair. A double stall costs \$240.00. The Board needs to determine whether they wish to purchase a double stall in February 2018.

8. Council's current consultation

Please see below a list of current proposals Council is consulting on. These can be viewed on the Council website

<http://www.huttcity.govt.nz/Your-Council/Have-your-say/Consulting-on/>

New fees and charges under the RMA	Wednesday 22 November
------------------------------------	--------------------------

9. 2017/18 Miscellaneous Administration and Training Budgets

The Board's miscellaneous administration and training budgets for the 2017/18 financial year are \$5,000.00 and \$3,000.00 respectively. To date, there has been no expenditure in either budget.

Appendices

There are no appendices for this report.

Author: Kate Glanville
Senior Committee Advisor

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Petone Community Board

22 September 2017

File: (17/1472)

Report no: PCB2017/5/138

Chairperson's Report

Recommendation

That the Board notes and receives the report.

Appendices

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Author: Pam Hanna
Chair, Petone Community Board

Petone Community Board Chairperson's Report – November 2017

Tena koutou katoa Talofa lava Malo e lelei Nei Hou Namaste

Greetings to everyone who lives in our board area of Korokoro, Petone, Seaview, Moera, Waiwhetu South, Woburn South and Gracefield – called Petone for short.

a) Future of Petone Wharf

A report will go back to the Hutt City Council City Development Committee meeting on Tuesday 28 November. People who want the whole head of the wharf saved will be able to go and speak at that meeting. Whether some of the wharf could be opened again for this summer is likely to be reported on then as well.

b) Petone Sportsville

We are waiting to hear the outcome of the Petone Rugby Club's application for a further lease on North Park. With Rugby and Bowls having resigned from Sportsville and Hockey being based elsewhere it could be useful for us to reiterate what we said in our Annual Plan submission which was: If the cricket club facilities are those most in need of attention we would not be averse to seeing funding of up to \$500,000 going into a replacement facility there – with other clubs seeing what might really work best for them.

c) Esplanade Matters

Bollards are being worked on to stop cars being driven along the widened pedestrian/cycle path while the Esplanade itself now seems to be choked up with traffic more often than not. A Cross Valley Link might help and it might also create other problems. And we still need as a community to be thinking about and discussing more greening of this area as well as other parts of Petone.

d) Emergency Management

- ❖ On 14 November, the anniversary of the Kaikoura Earthquake/s, WREMO are planning to hold a tsunami walkout so that people test out best routes to their nearest/best tsunami blue lines and beyond. The link to the WREMO webpage with more info is <https://getprepared.nz/personal-preparedness/tsunamiwalkout/>.
- ❖ The Petone Community Emergency Response Plan will be updated in March next year and there will be a Moera/Waiwhetu/Gracefield/Seaview residents one developed separately this time as well. Community workshops will be run to achieve these so do let us know if you are interested so we can get you on the mailing list.
- ❖ For street groups that want to get together to plan around their emergency management a room at the Petone community house could be available at some weekend times for them to meet in – petcomhouse@clear.net.nz is the contact or 568 7798

e) HCC Draft Parking Policy

A draft HCC policy on parking is out for consultation and anyone can make a submission until 3 November at least. The Community Board is hosting a public meeting on the draft parking policy on 31 October 7.30pm at the Petone Baptist Church in Buick Street – near the water fountain. We urge people to come and hear more about this, have a chance to question the officers, work in small discussion groups and then get their submission or a further submission in.

f) Petone Developments & Traffic

Traffic in Petone as a whole is still a major issue that people comment on frequently. Why Council is still incentivising development in Petone that will add to traffic problems is a key question and we are working with the Mayor to get this changed.

g) Petone 2040

A Jackson Street streetscape design project has been under way for a few months now and there will be a report to the HCC City Development Committee in late November. A key part of any such design work is the importance of the heritage precinct and how any initiatives need to be cognisant of the importance of the buildings in the area from Victoria to Cuba Street and protect and enhance these – for the future of both Petone and Hutt City. We will keep you posted about progress.

h) Consultation re the future of Bell Park

Bell Park in Waiwhetu is being reviewed and an option being consulted about is a reduction in the size of the park and selling the land for housing on part of the park. An extra meeting of the HCC Policy and Regulatory Committee will hear public comment on and make recommendation/s about this on 21 November – starting at 5.30pm - and the PCB will make an oral submission to back up its written submission.

i) Unreinforced Masonry Buildings

Unreinforced masonry buildings on Jackson and Cuba Streets have until March 2018 to get work done to tie back street facing facades and parapets with up to \$25,000 maximum available in support from central government and HCC – after the work is completed. There is a list of the affected buildings on HCC website and we understand that around fifteen building owners have signed up via a JSP brokered initiative to use one firm to expedite these repairs so we hope to see some action soon.

j) Housing Update

Housing NZ have demolished the earthquake prone 'Points Flats' tower block at 443 Jackson Street - as they portended in March 2017. They say they are still contemplating options for the use of this land - as the medical centre and hall are earthquake prone. They still have an approved budget for refurbishing the rest of the Jackson Street complex next year. During the Annual Plan considerations the Mayor asked for a report from officers on homelessness in Lower Hutt. We are still to see this report and understand that there are currently no vacant HNZ properties at the east end of Jackson Street.

k) Community Engagement Fund

This was open until 6 October and we had \$6,250 to distribute on the basis of local Incorporated Societies or Charitable Trusts applying for funding to help support community development or community events that will strengthen and build the Petone community. The granting of \$4118.00 is being recommended to this meeting, which will leave \$2132.00 for a second round of grants to happen early next year.

l) NZ Festival 2018

It is exciting that the NZ Festival Waka opening is going to come to Petone on Saturday 24 February for a family day. We will support this in whatever ways are appropriate.

m) Next end of month Petone Community Board coffee club gatherings when anyone is welcome to come and have a coffee with board members any time between 10 and 11.30am will be on 25 November at Café Chavi at 274C Jackson Street.

n) Kate Glanville

Senior Committee Adviser Kate Glanville has resigned from HCC and is, therefore, no longer going to be our Petone Community Board committee adviser. I want to acknowledge publically Kate's capability and professionalism in her time working with the Petone Community Board. We are very sorry to see her go.

<https://www.facebook.com/pcbhcc/> is the link to our facebook page and do sign up for our emails via <http://eepurl.com/cq33Zj>.

Kia ora

Pam Hanna
Chairperson
Petone Community Board