

HUTT CITY COUNCILPETONE COMMUNITY BOARD

Minutes of a meeting held in the Petone Library Meeting Room, 7 Britannia Street,
Petone on

Monday 5 November 2018 commencing at 6.30pm

PRESENT: Ms P Hanna (Chair) Mr M Branch
Mr B Dyer Mr M Fisher (Deputy Chair)
Ms K Yung Cr T Lewis
Cr M Lulich

APOLOGIES: There was an apology received from Mr Foese.

IN ATTENDANCE: Mr D Simmons, Traffic Asset Manager (part meeting)
Mr D Wood, Traffic Engineer (part meeting)
Ms D Male, Committee Advisor

PUBLIC BUSINESS1. APOLOGIES

RESOLVED: (Ms Hanna/Ms Yung)

Minute No. PCB 18501

"That the apology received from Mr Foese be accepted and leave of absence be granted."

2. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

3. PRESENTATIONS

a) **Presentation by Local Councillor from Greater Wellington Regional Council (GWRC) (18/1626)**

Cr Prue Lamason from Greater Wellington Regional Council (GWRC) advised the following:

- Wellington Water Ltd had advised that water restrictions were in place from the beginning to the end of daylight savings time. This was the usual restrictions of alternate days usage and no unsupervised irrigation systems.
- The survey results in relation to regional parks showed there were more than 1.7M visits to the parks in the last year, which was an increase from 2017. The most common reason for not visiting was not having the time to visit. There was a reduction in the reason of the weather.

- An additional bridge at Baring Head was being built due to flooding issues. It was scheduled to be completed prior to the busy holiday period.
- A new track would soon be opened in Eastbourne. Also a new barrier had been installed at Burdens Gate for easier bike access.

In response to questions from members, Cr Lamason advised that she would report to GWRC officers about dogs off leads in Belmont Regional Park in Korokoro between Cornish Street and the dam. She added that any further bus strikes had been called off.

b) Presentation by Jackson Street Programme (18/1628)

Ms Leonie Dobbs, Chair of the Jackson Street Programme (JSP) provide a detailed update on the upcoming Christmas Parade and festivities planned for Jackson Street. She highlighted the following:

- Briefings were taking place for the different parties involved in the parade, incorporating health and safety issues. This would include the 75-100 marshalls, as over 25k people had attended the event the previous year.
- The grotto was being built together as a winter wonderland. The snowdome would also be provided again this year.
- Leaflets were circulated to members detailing the information, dates and times of the parade, grotto openings and treasure hunts.
- JSP gave apologies as it was not available to attend the P2040 meeting scheduled for the day following the meeting.

In response to a question from a member, Ms Dobbs advised that JSP had spoken to police about the legality of car window cleaners operating along Jackson Street. She said that there were a number of legitimate window cleaners who cleaned shop windows. She added that Council's Safe City officers were also looking out for any issues with window cleaners.

4. CONFLICT OF INTEREST DECLARATIONS

Ms K Yung declared a conflict of interest with regard to Item 6, Community Engagement Fund 2018-2019 in relation to Moera Community House and took no part in discussion or voting on the matter. She also declared a conflict of interest with regard to Item 7a) Randwick Road – Proposed No Stopping At All Times Restrictions and took no part in voting on the matter.

5. MINUTES

RESOLVED: (Ms Hanna/Mr Fisher)

Minute No. PCB 18502

“That the minutes of the meeting of the Petone Community Board held on Monday, 3 September 2018, be confirmed as a true and correct record.”

6. COMMUNITY ENGAGEMENT FUND 2018-2019 (18/1705)

Memorandum dated 24 October 2018 by the Community Advisor - Funding and Community Contracts

Ms Yung declared an interest in the item in relation to Moera Community House and took no part in discussion or voting on the matter.

Speaking under public comment, **Ms J Smith representing Petone Baptist Church** summarised some of the costs for the event. These included \$644 for advertising, \$1,000 for equipment and consumables, an amount for carpet cleaning, animal hire and \$200 for testing and tagging of electrical equipment. She asked if the Board could support the \$200 as it was an important item which was a requirement for health and safety reasons and must be completed annually. She circulated leaflets to members on the event, which would run from 30 November to 2 December 2018.

In response to questions from members, Ms Smith advised that the previous year around 1,000 people had attended the event. She noted that Mitre 10 had supported the event in the past allowing them to borrow plants for the events. She added that they had not applied for any other funding as they felt the Community Engagement fund was the most appropriate as it was Petone based.

The Chair elaborated on the memorandum.

Members discussed and agreed to add on the additional \$200 for the Petone Baptist Church Christmas in Bethlehem event for testing and tagging of electrical equipment. Members noted this left a remaining amount of \$1,503 for distribution in a second round of funding in 2019.

RESOLVED: (Ms Hanna/Mr Dyer)

Minute No. PCB 18503

“That the Board:

- (i) *notes that the Community Engagement Fund closed on 18 October 2018 and three applications had been received;*
- (ii) *agrees that the applications were considered according to the merits of the application criteria and priorities of the fund;*
- (iii) *agrees to the recommended allocations for the Petone Community Engagement Fund 2018/2019, as attached as Appendix 1 to the report as follows:*
 - (a) *Moera Community House for \$1,000.00 for the Community Christmas Party, towards the cost of hiring equipment/activities and the purchase of consumables, advertising and photographer;*
 - (b) *Petone CAB for \$1,447.00 for a promotion gazebo, towards the cost of a 3x3m gazebo plus sign writing; and*
 - (c) *Petone Baptist Church for \$2,300.00 for the Christmas in Bethlehem event, towards the cost of advertising, equipment hire and consumables, electrical tagging;*
- (iv) *agrees that any funds unallocated will be used in a second round of funding in 2019. The opening and closing dates of the fund is proposed as follows; and*

<i>Open Fund</i>	<i>Close Fund</i>	<i>Decisions Due</i>
<i>4 February 2019</i>	<i>4 March 2019</i>	<i>8 April 2019</i>

- (v) *agrees that the organisations granted funding will be required to attend a meeting of the Board once the project has been completed.”*

BY SUBCOMMITTEE OF COUNCIL

- a) **Randwick Road - Proposed No Stopping At All Times Restrictions** (18/1707)

Report No. PCB2018/5/295 by the Assistant Traffic Engineer

Ms Yung declared an interest in the item and took no part in voting on the matter.

The Traffic Asset Manager elaborated on the report.

In response to questions from members, the Traffic Asset Manager advised that leaving one park outside No. 148 would still restrict access to the driveway if a larger vehicle was parked. He considered it would not solve the issue that had been raised. He added that there were no time restrictions on that side of the road, if L and T bars were installed to mark car parks. He noted that a park could potentially still be lost, once the parks had been measured out for the markings.

The Traffic Asset Manager further added that few issues were raised in the area, so the area had not been reviewed as a whole. He considered this was a solution to an

issue raised for one property.

RESOLVED: (Ms Hanna/Cr Lewis)

Minute No. PCB 18504

"That the Petone Community Board endorses the recommendation contained within the officer's report."

b) Bolton Street - Proposed No Stopping At All Times Restrictions (18/1708)

Report No. PCB2018/5/296 by the Traffic Engineer – Network Operations

Speaking under public comment, **Mr A Buxton** explained that he and his partner, Ms Jones, had only ramps in place to access parking on their property driveway. He noted they often had people parking over and blocking the driveway, even when his car was parked on the property. He said that he worked evenings and a tow truck had been called four or five times to remove vehicles blocking his car in. He added that they had not requested broken yellow lines over the driveways, as residents often parked over their own driveways. He said that he had heard from Council's Parking Wardens that they did not ticket residents' cars parked over their own driveways. He suggested that a residents' parking scheme could be considered.

Speaking under public comment, **Ms D Jones** advised that she had put in the original request for restrictions. She added that she was also a shift worker, but that her concern was for her partner's health. She would need to drive her partner's car off the property to drive him to hospital when necessary, as her own car was often parked too far away.

In response to a question from a member, Ms Jones advised that she had only requested that parks be marked with L and T bars in the original request, not broken yellow lines.

In response to a question from a member, Mr Buxton advised that in total it could take up to an hour for Council's Parking Warden to come out and for the tow truck to arrive to remove vehicles.

Speaking under public comment, **Ms B Anderson** said that she had lived in the street for 13 years and her property had a driveway with a 'determined' access. She added that Weltec students would often park over the edge of her driveway, making it difficult to drive her car off the driveway. She wanted additional space to enable her to easily access her driveway. She added that she supported option c. in the officer's report for L and T bar markings. She considered that broken yellow lines may also help to stop people parking over the edge of her driveway.

In response to a question from a member, Ms Anderson advised that she did not notice any particular time of the day being worse or busier than other times.

The Traffic Engineer elaborated on the report. He advised that further consultation feedback had been received following the publication of the Board's agenda. He highlighted that 12 responses were returned, four (33%) in favour, seven (58%) against the proposal and one neutral (8%). He added that five responses had been received after the consultation had closed.

The Traffic Asset Manager added that the original request did not request no stopping at all times, broken yellow lines. He acknowledged that Council's Parking Wardens did exercise discretion on a licence plate check, or if the car was known to be a residents. He said that L and T bars alone may not solve the parking issues in the street. He added that residents' parking schemes may be considered in the future, but would not be to reserve parks for residents. It could enable residents to park longer in time restricted parks.

In response to questions from members, the Traffic Asset Manager advised that it was possible to install broken yellow lines only over the driveways of the residents who requested them. He said that broken yellow lines reminded people of the legal restrictions to not park over driveways. He added that it was preferred to have consistency in an area.

Members did not support the recommendation contained within the officer's report, but supported option c. Members also supported No Stopping At All Times yellow lines on the corners of Bolton Street and Adelaide Street. This was shown on a plan tabled at the meeting and attached at page 11 to the minutes.

RESOLVED: (Ms Hanna/Cr Lulich)

Minute No. PCB 18505

"That the Petone Community Board:

- (i) does not endorse the recommendation contained within the officer's report;*
- (ii) supports the installation of the proposed Parking Bays (L and T bar markings) as shown attached as Appendix 1 to the report; and*
- (iii) supports the installation of No Stopping At All Times and markings on the corners of Bolton Street and Adelaide Street as shown attached as page 11 to the minutes."*

8. PROPOSED NEW PRIVATE STREET NAME: SUBDIVISION OF 39 KOROKORO ROAD (18/818)

Report No. PCB2018/4/213 by the Traffic Engineer - Network Operations

The Traffic Asset Manager elaborated on the report. A replacement page to the report was tabled at the meeting, as attached as page 12 to the minutes.

Members discussed working on suggesting additional names to add the list and also sharing the history of the new street names. This would be done both through Facebook and temporary signs for the first few months when the street name was

installed.

RESOLVED: (Ms Hanna/Mr Dyer)

Minute No. PCB 18506

"That the Board approves the name for the new private road 39 Korokoro Road, Korokoro as shown attached as Appendix 1 to the report, as Highfield Place."

For the reason an approved street name and road type are required to allow the subdivision to proceed to completion.

9. 2019 MEETING SCHEDULE (18/1667)

Memorandum dated 17 October 2018 by the Divisional Manager, Democratic Services

The Chair elaborated on the memorandum. She suggested a recommendation to Council in relation to the meeting schedule being for the statutory parts of Council and for elected members. She further suggested that Council's Community Services Committee meetings should be held at venues capable of live streaming the meetings.

RESOLVED: (Ms Hanna/Cr Lewis)

Minute No. PCB 18507

"That the Board:

- (i) agrees to the meeting dates for 2019 in respect of its own meetings attached as Appendix 2 to the memorandum;*
- (ii) determines the start time for its meetings will be 6.30pm;*
- (iii) determines the venue for its meetings will be Petone Library;*
- (iv) notes that the Chair will set dates for informal meetings of the Board as the need arises; and*
- (v) 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."*

RECOMMENDATION: (Ms Hanna/Ms Yung)

Minute No. PCB 18508

"That the Board recommends that Council:

- (i) considers that Council created panels should not be part of the discussion paper/report that is about the statutory parts of Council and the meeting schedule for elected members; and*
- (ii) requests that all Community Services Committee meetings are live streamed."*

10. COMMITTEE ADVISOR'S REPORT (18/1629)

Report No. PCB2018/5/20 by the Committee Advisor

The Committee Advisor elaborated on the report.

Members discussed advertising Board meetings via Facebook and wished to review the

engagement reach of Facebook advertising. Mr Dyer agreed to provide the information to members.

The Chair drew members attention to the consultation for the Proposed District Plan Change 52: Alignment of the District Plan with the New Zealand Heritage List. She asked members to check that Petone heritage sites were on both lists, or to consider a submission on the District Plan change.

The motion was taken in parts and carried on the voices.

RESOLVED: (Ms Hanna/Mr Fisher)

Minute No. PCB 18509

"That the Board receives and notes the report."

RESOLVED: (Ms Hanna/Mr Branch)

Minute No. PCB 18510

"That the Board:

- (i) determines the catering requirements for its 2019 meetings will be tea and coffee; and*
- (ii) determines advertising requirements for its 2019 meetings will be the Hutt News, Council website and Petone Community Board Facebook page and will review setting a budget for meetings promoted through Facebook, based on potential engagement rate reach."*

RESOLVED: (Ms Hanna/Ms Yung)

Minute No. PCB 18511

"That the Board agrees to purchase two stalls at the Petone Rotary Fair to be held on Saturday 16 February 2019 at a cost of approximately \$240."

RESOLVED: (Ms Hanna/Cr Lulich)

Minute No. PCB 18512

"That the Board approves retrospectively the payment of \$150 from the Board's training budget for Ms Karen Yung's attendance at the LGNZ Climate Change Symposium on 7 September 2018."

11. REVIEW OF THE CODE OF CONDUCT (18/1692)

Memorandum dated 23 October 2018 by the Divisional Manager, Democratic Services

The Chair elaborated on the memorandum. She added that she had reviewed the Local Government New Zealand (LGNZ) guidance for Codes of Conduct and the LGNZ model Code of Conduct.

In response to a question from a member, the Committee Advisor advised that if the Board did not agree to be bound by the updated version of the Code of Conduct (the Code), the Board would continue to be bound by the previous version adopted by the Board at the beginning of the triennium.

Members fully discussed whether to continue to be bound by the current version or the new version of the Code. The views of members in favour of adopting the updated version of the Code included: consistency with Council; happy for the Mayor to review

complaints raised under the Code; and reducing costs paid on independent advice when not required.

The views of members against adopting the updated version of the Code included: increased independence of reviewing complaints raised under the Code; wanting the best process for communities; and a preference for the originally adopted Code.

RESOLVED: (Mr Fisher/Mr Dyer)

Minute No. PCB 18513

"That the Board:

- (i) notes the amendments to the Code of Conduct for Elected Members, attached as Appendix 1 to this report; and*
- (ii) agrees to be bound by the Code of Conduct for Elected Members, with all necessary modifications to make it applicable to community board members."*

12. CHAIRPERSON'S REPORT (18/1630)

Report No. PCB2018/5/137 by the Chair, Petone Community Board

The Chair elaborated on the report. She drew the members attention to the Community Christmas barbeque on 24 November 2018, to follow the emergency hub exercise. She advised that sea level rises would be considered by Council's Policy and Regulatory Committee within the Carbon Targets report.

The Chair highlighted that a Child and Young Persons Wellbeing Strategy was being worked on by the Department of the Prime Minister and Cabinet (DPMC). The DPMC wanted to hear from children, young people and families, community sector groups and local government. Engagement options were as follows:

<https://dpmc.govt.nz/our-programmes/child-and-youth-wellbeing-strategy>

cws.subscribe@dpmc.govt.nz

RESOLVED: (Ms Hanna/Ms Yung)

Minute No. PCB 18514

"That the Board notes and receives the report."

13. QUESTIONS

There were no questions.

The members finished the meeting with a whakatauki.

There being no further business the Chair declared the meeting closed at 8.28pm.

Ms P Hanna
CHAIR

CONFIRMED as a true and correct record
Dated this 18th day of February 2019

Bolton Street - Proposed No Stopping At All Time Restrictions



Proposed New Private Street Name: Subdivision of 39 Korokoro Road

27

05 November 2018

Discussion

5. The developer, has requested that Council consider the following name:
 - a. "Highfield Place" - after the previous owners from 1940-1990, George and Noeline Highfield, George was a Petone Borough Councillor. Noeline was a Cunningham - as was Iris who married Jack Highfield, who was George's brother and farmed nearby.

Iris Highfield was a Korokoro resident for 91 years and was a great supporter of scouts and other community organisations.

There is further information in a book called Calling Korokoro Home by Kate Malcolm and Ruth Mansell.

Options

6. The submitted name "Highfield Place" meets the requirements of the New Zealand Standard and can be considered for adoption.
7. Alternatively, the Board could select a name from the Reserved Street Names list attached as Appendix 2.
8. Other names tabled during the meeting can be considered for use but are subject to the requirements of the New Zealand Standard and must have a second recommended name in case it is not suitable.
9. An appropriate road type must be selected (as permitted by the New Zealand Standard AS/NZS 4819:2011) attached as Appendix 3 to the report.

Consultation

10. As is normal with the naming of private roads, consultation has been limited to the developer and the community network.
11. The developer has sought the approval of the use of the Highfield name, and the family have given their support to use the name.

Legal Considerations

12. The Board has the delegated responsibility to name the private road.
13. It is important that new streets are named early in the development stage as a variety of utility connections and other administrative bodies require individual street addresses in order for the necessary connections to be provided.

Financial Considerations

14. There are no financial considerations. The developer is responsible for the necessary street name signs. This will be undertaken by the Council contractor with the cost paid by the developer.

Other Considerations

15. 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