

HUTT CITY COUNCILPETONE COMMUNITY BOARD

Minutes of a meeting held in the Petone Library, 7 Britannia Street, Petone on  
Monday 17 February 2020 commencing at 6.30pm

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**PRESENT:** Ms P Hanna (Chair) Mr M Fisher (Deputy Chair)  
 Mr M Henderson Ms K Yung  
 Deputy Mayor T Lewis

**APOLOGIES:** Mr Roberts

**IN ATTENDANCE:** Ms J Miller, Chief Executive  
 Mr G Sewell, Principal Policy Advisor (part meeting)  
 Mr D Simmons, Traffic Asset Manager (part meeting)  
 Ms T Malki, Traffic Engineer (part meeting)  
 Mr D Burt, Senior Advisor Sustainability and Resilience (part meeting)  
 Ms L Castle, Community Library and Heritage Services Manager  
 Ms D Male, Committee Advisor  
 Ms H Clegg, Minute Taker

PUBLIC BUSINESS1. APOLOGIES

**RESOLVED:** (Ms Hanna/Ms Yung)

**Minute No. PCB 20201**

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

2. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

3. **WELCOME FROM THE CHIEF EXECUTIVE, HUTT CITY COUNCIL** (20/70)

The Chief Executive outlined her work programme review over the past seven months. She summarised her findings that changes were required to the capacity and capability functions of Council and more transparency throughout the whole organisation was required.

The Chief Executive added that Council needed to shift the power to communities, with Council working alongside, rather than directing, and that a new Maori leadership position would assist with making sure there was a Maori lens with every action Council took. She added the recently advertised leadership positions should be filled by mid-March.

The Chief Executive advised that the last time Council consulted on community outcomes was 2002 and that it was on her list of actions.

4. **PRESENTATIONS**

a) **Draft Annual Plan 2020/21 and Long Term Plan Amendment** (20/95)

The Chief Executive summarised the presentation. She stressed that there were not enough funds to do every project, that a balancing act was required and that public feedback was vital. She added that with respect to water, significant investment was required in both capital and operational expenditure, as the aging network needed to be replaced.

The Chief Executive highlighted to members the "For every \$100 Dollars you pay in Rates" section. She added that she would be pleased to receive a submission from the Board on the information. She explained that it was proposed to increase the debt level limit and that by doing so, investment in infrastructure could continue.

The Chief Executive advised that in order to clear the debt and pay for all necessary expenditure in one go, a rates rise of at least 18% would be required, which was unacceptable. She added that the rates differential between commercial and residential properties was unbalanced and required review.

The Chief Executive noted that the proposed average rates rise in Petone was less than in other suburbs and that Council would review how it publicised alternative methods of paying rates. She added that if more money was received initially, less would be required in the coming years. She agreed to have a Council presence at the Petone Rotary Fair in 2021, as it was a good way to connect with the public.

The Chief Executive explained the Rubbish and Recycling proposal, which was proposed to commence in July 2021 and gave a brief overview of the internal review she was carrying out with a goal of saving \$1M.

In response to a question from a member, the Chief Executive agreed that water meters had a proven record of reducing water usage and that it was a topic for

discussion in a different forum.

The Chief Executive concluded by informing the Board that she met regularly with all Community Board Chairs.

**RESOLVED:** (Ms Hanna/Deputy Mayor Lewis)

**Minute No. PCB 20202**

*"That the Board notes and receives the update."*

**b) Presentation by Local Councillor from Greater Wellington Regional Council (GWRC) (20/23)**

Cr Josh van Lier from Greater Wellington Regional Council (GWRC) advised of the upcoming GWRC public meetings concerning public transport on: 16 April, likely to be held at Waterloo Station and 17 April in Petone, likely to be held at the Petone library, with an on-line survey running from 27 March to mid-April 2020.

Cr Prue Lamason from GWRC advised of the "Early Bird" discounts on public transport, which were aimed at spreading the commuter load. She added there would be a three month trial phase before a full review would assess the impact. Cr van Lier added that patronage for public transport had outstripped all predictions.

In response to a question from a member, Cr Lamason explained the Early Bird discounts were valid from 10 February to 12 June 2020.

Cr van Lier updated members on water bottling. He explained the current process was operated within the Resource Management Act requirements and that hopefully changes could be made through the Whaitua process. He added that GWRC submitted on the government's Freshwater Review, specifically highlighting issues with water bottling.

Cr van Lier explained that in regard to water resilience, GWRC was exploring all options, including co-designing systems. He added that the residential use of water was too high, being twice as much as residents in Melbourne or Sydney. Cr Lamason added that a total sprinkler ban was now in force region-wide.

In response to a question from a member, Cr van Lier agreed the existing water bottling consents were for existing bores. Ms Hanna added that there were three such known bores in Petone.

In response to a question from a member, Cr Lamason advised if a property with a water bore upon it changed ownership, the water rights did as well. Cr van Lier added that the installation of water meters in Kapiti, while contentious, was highly successful in significantly reducing water usage. He further added that Porirua had also shown interest in water meters.

In response to a question from a member regarding privatisation of water, Cr Lamason agreed this was a contentious issue if water metering was introduced. She added that the installation of water meters was very controversial in Kapiti,

but that once installed, there were no issues.

The Chair thanked the Councillors for their presentation and looked forward to receiving more information in the future on the issues discussed.

c) **Presentation by Jackson Street Programme (20/24)**

Ms Leonie Dobbs, Chair, Jackson Street Programme (JSP) advised the following:

- The pilot heritage painting project was almost complete, with one building still requiring completion due to a number of small issues yet to be resolved. She added that other building owners were showing an interest in the programme.
- Most buildings in Jackson Street had been seismic strengthened. Whilst one building was looking less than optimal, it had recently changed ownership and JSP was waiting to meet with the new owners.
- With regard to the Encroachments Licence review she advised the 90cm street allowance for vendors was negotiated by JSP several years ago and JSP wanted to ensure this provision remained.
- She expressed concern that the Heritage Policy review had not been heard of recently, as it was overdue to be reassessed.
- The Walk of Champions project was continuing with two plaques being installed this year. She thanked the Board for their contribution last year.
- The 2019 Christmas Parade had been successful and she, through the Board, passed on congratulations on the success of the recent Petone Rotary Fair.
- The cup recycling initiative was due to be launched at the Dandelion Café.

In response to a question from a member, Ms Dobbs confirmed that the information concerning the heritage painting pilot programme would be published in the JSP newsletter.

5. **CONFLICT OF INTEREST DECLARATIONS**

Ms Yung declared a conflict of interest in relation to item 9, Community Engagement Fund and took no part in discussion or voting on the matter.

6. **MINUTES**

**RESOLVED:** (Ms Hanna/Mr Fisher)

**Minute No. PCB 20203**

*"That the minutes of the meeting of the Petone Community Board held on Monday, 18 November 2019, be confirmed as a true and correct record."*

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

a) **Unlicensed Public Use of Council Land - Encroachments** (20/43)

Memorandum dated 28 January 2020 by the Principal Policy Advisor

The Principal Policy Advisor elaborated on the memorandum. He explained the additional information recently sent by email included the 2008 review and further photographs. He added that the intention of the report was to ensure a level playing field with regard to encroachments throughout the city.

In response to a question from a member, the Principal Policy Advisor confirmed the 2008 90cm footpath encroachment exemptions were still in use and did not cover tables and chairs.

The Board gave support for the Drainage Reserve Licences, given the reasonings contained in paragraphs 17 and 18 of the officer's memorandum.

The Principal Policy Advisor advised, in relation to Garage Licences, that such structures required licensing in case the road reserves were required for road widening purposes.

In response to questions from members, the Principal Policy Advisor advised that the number of garage licences was not broken down by Ward and that encroachment licences were currently separate invoices to a rates invoice. He added that the portion of the structure on road reserve was subject to an encroachment licence, not including the drive on access.

The Board gave support for the Garage Encroachment Licences.

The Board gave support for the Garden Encroachment Licences, with an exemption if under 10 sq metres and not fenced off so still accessible to the public.

Members expressed concern in relation to the Pavement Licences. The Principal Policy Advisor advised that when assessing an application, officers took into account the existing footpath width. He reminded members tables and chairs for dining were the main focus. He confirmed the 90cm free use of space agreed to in 2008 was taken from the shop frontage.

In response to a question from a member, the Principal Policy Advisor advised that sandwich boards were covered by the Public Places Bylaw 2016. With leave of the Chair, Ms Dobbs, Chair, Jackson Street Programme (JSP) added that the Jackson Street retailers were aware of the 90cm rule.

Members expressed further concern that not all retailers within Petone may know of the Pavement Licence and 90cm exemption and that as the Policy, Finance and Strategy meeting was two weeks away, they would prefer to consult with businesses on the issue.

**RESOLVED:** (Ms Hanna/Deputy Mayor Lewis)

**Minute No. PCB 20204**

*"That the Board:*

*(i) supports the recommendations (i), (ii)(a) and (b), (iii)(b), (iii)(c), with function criteria*

*of if over 10 sq metres and fenced off and (iii)(d) within Appendix 1 attached to the memorandum, the draft report "Unlicensed Public Use of Council Land – Encroachments"; and*

- (ii) *provides feedback to Council's Policy, Finance and Strategy Committee meeting to be held on 3 March 2020 to request more clarity and time for consultation with the Jackson Street Programme in relation to pavement encroachments."*

**b) Waione Street - Proposed P120 Parking Restrictions (20/52)**

Report No. PCB2020/2/6 by the Traffic Engineer

The Traffic Engineer and the Traffic Asset Manager elaborated on the report.

Officers agreed to update the report to be presented to the Traffic Subcommittee to remove the reference to vehicles using the car parks being from residents.

In response to a question from a member the Traffic Asset Manager advised that no formal survey of parking spaces behind the building had occurred, but that from aerial photographs it would appear there was adequate space for parking in that location.

In response to a question from a member, the Traffic Asset Manager explained the P120 time limit was suggested due to the type of businesses in the vicinity.

**RESOLVED:** (Ms Hanna/Mr Henderson)

**Minute No. PCB 20205**

*"That the Board endorses the recommendation contained in the officer's report."*

**c) Sydney Street - Proposed No Stopping At All Times Restrictions (20/53)**

Report No. PCB2020/2/7 by the Traffic Engineer

The Traffic Engineer and the Traffic Asset Manager elaborated on the report.

In response to a question from a member, the Traffic Asset Manager advised that consideration had not been given to using the space for motorcycle parking.

**RESOLVED:** (Ms Hanna/Mr Henderson)

**Minute No. PCB 20206**

*"That the Board:*

- (i) *endorses the recommendation contained in the officer's report; and*  
(ii) *requests that officers be asked to consider cycle parks in the future."*

The meeting was adjourned at 7.54pm and the meeting resumed at 8.00pm.

8. **UPDATE ON PLANNED COMMUNITY ENGAGEMENT WORK REGARDING CLIMATE CHANGE** (20/79)

Report No. PCB2020/2/37 by the Manager, Sustainability and Resilience

The Senior Advisor Sustainability and Resilience elaborated on the report. He advised that best practice involved engaging with communities at the onset of investigations to obtain more robust solutions. He added that positive meetings with mana whenua partners had occurred already.

In response to a question from a member, the Senior Advisor Sustainability and Resilience agreed it would seem to be an ambitious timeframe, but that Creative HQ was vastly experienced in this line of work.

The Chair advised that she had met with the Manager, Sustainability and Resilience and representatives from Creative HQ and that she was reassured about the processes.

In response to a question from a member, the Senior Advisor Sustainability and Resilience advised that the process would begin in areas of known risk, as well as a city wide process, with assessment carried out to ascertain if the two processes should be run together or separately.

**RESOLVED:** (Ms Hanna/Ms Yung)

**Minute No. PCB 20207**

*"That the Board receives and notes the contents of the report."*

9. **COMMUNITY ENGAGEMENT FUND 2019-2020** (20/1)

Memorandum dated 6 January 2020 by the Community Advisor - Funding and Community Contracts

Ms Yung declared a conflict of interest and took no part in discussion or voting on the matter.

The Chair elaborated on the memorandum. She informed members that she had asked the Chief Information Officer to review the online application process for the fund as part of the digital transformation project. She added that coordination of the timing of the fund closing dates and Board meeting dates has also been requested.

**RESOLVED:** (Ms Hanna/Mr Fisher)

**Minute No. PCB 20208**

*"That the Board:*

- (i) notes that the Community Engagement Fund closed on 14 November 2019 and four applications had been received;*
- (ii) agrees retrospectively that the applications were considered according to the merits of the application criteria and priorities of the fund;*
- (iii) agrees retrospectively to Petone Baptist Church being granted \$1,800 towards hireage of equipment, advertising, printing costs associated with the Christmas In Bethlehem 2019 event;*
- (iv) agrees retrospectively to Moera Community House being granted \$1,860 towards consumables and hireage of equipment for the 2019 Moera Village Christmas Festival;*
- (v) agrees retrospectively to Petone CAB being granted \$589 towards purchase of a data projector*
- (vi) agrees retrospectively to Salvation Army New Zealand (Petone branch) being granted \$2,000 towards the development of the Petone Playscape; and*
- (vii) requests the recipients of the Petone Community Engagement fund be invited to attend a Community Board meeting in 2020 to introduce themselves, particularly to the newly elected members and to feedback on the use of the grants."*

**10. COMMITTEE ADVISOR'S REPORT (20/26)**

Report No. PCB2020/2/1 by the Committee Advisor

The Committee Advisor elaborated on the report.

The Chair confirmed that an initial meeting had been held with regard to Moera Library.

**RESOLVED:** (Ms Hanna/Deputy Mayor Lewis)

**Minute No. PCB 20209**

*"That the Board notes and receives the report."*



11. **SCHEDULE OF MEETINGS FOR 2020** (20/20)

Report No. PCB2020/2/8 by the Committee Advisor

**RESOLVED:** (Ms Hanna/Ms Yung)

**Minute No. PCB 20210**

*"That the Board:*

- (i) approves the meeting dates for 2020 in respect of its own meetings, attached as Appendix 2 to the report;*
- (ii) notes that the Chair will set the dates for informal get-togethers 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."*

12. **APPOINTMENTS TO EXTERNAL ORGANISATIONS** (20/25)

Report No. PCB2020/2/9 by the Committee Advisor

Deputy Mayor Lewis thanked members for returning as representatives on Petone 2040 as it ensured that continuity and local knowledge was retained.

**RESOLVED:** (Ms Hanna/Ms Yung)

**Minute No. PCB 20211**

*"That the Board appoints liaison representatives to Petone 2040 of Mr Mike Fisher, Ms Pam Hanna and Mr Matt Roberts."*

13. **PETONE COMMUNITY BOARD'S SUBMISSION TO LOCAL GOVERNMENT NEW ZEALAND - LOCALISM** (20/19)

Report No. PCB2020/2/10 by the Committee Advisor

The Chair elaborated on the report.

**RESOLVED:** (Ms Hanna/Ms Yung)

**Minute No. PCB 20212**

*"That the Board:*

- (i) notes that a submission to Local Government New Zealand in respect of Localism requires the Board's retrospective endorsement; and*
- (ii) endorses the submission attached as Appendix 1 to the report."*

#### 14. CHAIRPERSON'S REPORT (20/27)

Report No. PCB2020/2/11 by the Chair, Petone Community Board

Speaking under public comment, **Ms M Bakker** spoke in relation to Petone 2040. She said that although she was saddened to hear of the impending closure of the Imperial Tobacco Factory, she urged the Board to make use of the opportunity to ensure the vision of Petone 2040 was enacted. She suggested the use of the whole North Park area could be re-examined and urged the Board to ensure the Petone Recreational Ground was fully retained as green open space.

In response to a question from a member, Ms Bakker suggested that the Imperial Tobacco site could be developed into housing and that large character homes in the area should be retained.

The Chair, Petone Community Board elaborated on the report. She thanked the Community Library and Heritage Services Manager for hosting the Board meetings. She acknowledged Mr Fisher's Petone Anzac Day ceremony planning and Ms Yung's input at the Board's stall at the 2020 Petone Rotary Fair. She added that the Board roles regarding portfolios would be finalised once the new Board Member had been elected. She noted that the by-election voting would close on 18 February 2020.

Ms Yung acknowledged all those involved with the Community Board stall at the Rotary Fair and suggested partnerships with Council and Greater Wellington Regional Council could occur for future Fairs in order to encourage engagement and collaboration.

Mr Fisher congratulated Ms Yung on her ability to attract the younger generations to the Board's stall at the Petone Rotary Fair.

**RESOLVED:** (Ms Hanna/Ms Yung)

**Minute No. PCB 20213**

*"That the Board notes and receives the report."*

#### 15. QUESTIONS

There were no questions.

The Chair closed the meeting with a whakatauki.

Whakatoko

E hi ake ana te atakur

He tio, he huka, he hauhunga.

The red dawn comes

With a sharpened air,

A touch of frost,

The promise of a glorious day.

There being no further business the Chair declared the meeting closed at 8.22pm.

P Hanna  
CHAIR

CONFIRMED as a true and correct record  
Dated this 22<sup>nd</sup> day of June 2020

unconfirmed minutes