



POARI HAPORI O PITO-ONE PETONE COMMUNITY BOARD

13 June 2022

Order Paper for the meeting to be held in the
Petone Library, 7 Britannia Street, Petone,
on:

Monday 20 June 2022 commencing at 6.30pm

Meetings are held under the Orange Traffic Light setting.

Membership

Pam Hanna (Chair)
Mike Henderson
Alex Voutratzis
Deputy Mayor Tui Lewis

Mike Fisher (Deputy Chair)
Matt Roberts
Karen Yung

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

CONSIDER AND MAKE RECOMMENDATIONS TO COUNCIL ON:

- Particular issues notified from time to time by Council to the Community Board.
- Roading issues considered by the Mayor and Chief Executive to be strategic due to their significance on a city-wide basis, including links to the State Highway, or where their effects cross ward or community boundaries.

¹ This excludes sites that are considered high profile, significant on a city-wide basis due to their size and location, or where the site crosses ward or community boundaries.

² The Operational Guide for Urban Forest Plan is available from Council's Parks and Gardens Division.

- Parks, reserves and sports ground naming for sites that have a high profile, city-wide importance due to their size and location and/or cross ward or community boundaries.
- Representatives to any Council committee, subcommittee, subordinate decision-making body, working group, or ad hoc group on which a Community Board representative is required by Council.
- The setting, amending or revoking of speed limits in accordance with the *Hutt City Council Bylaw 2005 Speed Limits*, including the hearing of any submissions.

GENERAL FUNCTIONS

Provide their local community's input on:

- Council's Long Term Plan and/or Annual Plan.
- Council's policies, programmes (including the District Roding Programme) and bylaws.
- Changes or variations to the District Plan.
- Resource management issues which it believes are relevant to its local community, through advocacy.
- The disposal or acquisition of significant assets.
- Road safety including road safety education within its area.
- Any other issues a Board believes is relevant to its local area.
- Review Local Community Plans as required.

Reports may be prepared by the Board and presented to Council Committees, along with an officer's recommendation, for consideration.

Any submissions lodged by a Board or Committee require formal endorsement by way of resolution.

Co-ordinate with Council staff:

- Local community consultation on city-wide issues on which the Council has called for consultation.

Maintain:

- An overview of roadworks, water supply, sewerage, stormwater drainage, waste management and traffic management for its local area.
- An overview of parks, recreational facilities and community activities within its local area.

Develop:

- Community Response Plans in close consultation with the Wellington Region Emergency Management Office, emergency organisations, the community, residents' associations, other community groups, and local businesses. The Community Response Plans will be reviewed on an annual basis.

Grant:

- Local community awards.

Promote:

- Recreational facilities and opportunities in its area with a view to ensure maximum usage.
- Arts and crafts in its area.

Appoint:

- A liaison member or, where appropriate, representatives to ad hoc bodies, which are involved in community activities within the Board's area, on which a community representative is sought.

Endorse:

- Amendments to the Eastbourne Community Trust Deed (Eastbourne Community Board only).

APPENDIX 1 – COMMUNITY ENGAGEMENT FUND

CRITERIA

The fund is for local activities and events that directly benefit the local community.

To be eligible for funding the organisation must be a charitable trust or an incorporated society and the activity must take place within the Hutt.

Each of the city's seven wards receive funding according to the number of residents within its boundaries. For each resident there is an allocation of 40 cents.

The ward allocations are listed below:

Ward	Amount
Eastbourne	\$2,366
Petone	\$6,250
Wainuiomata	\$8,607
Central	\$9,320
Eastern	\$8,461
Northern	\$7,644
Western	\$6,201

Applications must support the Local Community Plan, if there is one, and also core Council business as identified in the Long Term Plan.

Decisions

Each Community Board decides the funding applications within its area. Boards are free to distribute their funding in a single large allocation or spread it over a number of smaller ones.

What can be funded

- purchase of office equipment
- food and catering costs
- community festivals
- youth group events and projects run by the elderly or citizens associations
- art projects that are not part of the core curriculum
- advertising, promotion costs

What won't be funded

Activities that:

- promote an organisation's religious, ethical, commercial or political views
- involve buying land or buildings or carrying out maintenance on buildings
- duplicate services that are already covered by Council or by government agencies eg, health or education providers
- have already begun or have already finished
- involve the redistribution of funds to others at the applicant's discretion
- involve fundraising or legal costs
- involve capital investments or trust funds

- go towards prize money
- are operational costs eg, salaries, wages, rent, power

Funding rules

Successful applicants must:

- use funds only for the approved purpose and in accordance with any terms and conditions set by Council
- use funds by June 30 of the following year
- let Council's funding officer know immediately if any difficulty or potential difficulty arises that may compromise the service or project
- lay a complaint with Police if any funds are stolen or misappropriated, and then notify Council
- allow Council to audit the use of the funds should it wish to do so
- recognise Council's support in all publicity material, annual reports and similar publications
- complete an Accountability Report no later than six weeks after completing the project. This should outline how the funds were used and how the community benefited
- make a presentation to the funding group showing how the event met its objectives.

Council's Community Funding Advisor is available to support and assist community groups when making applications through the Council's online grants system.

HUTT CITY COUNCIL

POARI HAPORI O PITO-ONE | PETONE COMMUNITY BOARD

Meeting to be held in the Petone Library, 7 Britannia Street, Petone on
Monday 20 June 2022 commencing at 6.30pm.

ORDER PAPER

PUBLIC BUSINESS

1. HE MIHI (22/1226)

Aio ki te Aorangi
Aroha ki te Aorangi
Koa ki te Aorangi
Pono ki te Aorangi

Peace to the universe
Love to the universe
Joy to the universe
Truth to the universe

Nā Rangimarie Rose Pere

2. APOLOGIES

3. PUBLIC COMMENT

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

4. MAYOR'S STATEMENT (22/1337)

Verbal address by Mayor Barry

5. PRESENTATIONS

a) Presentation by Local Councillor from Greater Wellington Regional Council (22/1229)

Verbal presentation by Cr van Lier, Greater Wellington Regional Council

b) Presentation by representatives of CentrePort and Z Energy (22/1280)

Verbal presentation on the Seaview Energy Resilience Project

c) Presentation by the Jackson Street Programme (22/1227)

Verbal presentation by Hellen Swales, Coordinator of the Jackson Street Programme

6. **CONFLICT OF INTEREST DECLARATIONS**

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

7. **MINUTES**

Meeting minutes Petone Community Board, 11 April 2022 10

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

Route 150 Bus Stop Configuration Part 2 (22/1355)

Report No. PCB2022/3/117 by the Traffic Engineering Manager 17

9. **PETONE COMMUNITY BOARD COMMUNITY ENGAGEMENT FUND - ROUND 2 - 2021-2022 (22/1331)**

Report No. PCB2022/3/106 by the Community Advisor Funding and Community Contracts 24

10. **SUBMISSION ON GOVERNMENT MANDATED CHANGES TO BUILDING HEIGHT AND DENSITY IN LOWER HUTT (22/1281)**

Memorandum dated 27 May 2022 by the Senior Democracy Advisor 27

11. **SUBMISSION ON HUTT CITY COUNCIL'S INTEGRATED TRANSPORT STRATEGY (22/1283)**

Memorandum dated 27 May 2022 by the Senior Democracy Advisor 31

12. **DEMOCRACY ADVISOR'S REPORT (22/1285)**

Report No. PCB2022/3/103 by the Senior Democracy Advisor 35

13. **CHAIR'S REPORT (22/1342)**

Report No. PCB2022/3/104 by the Chair, Petone Community Board 38

14. **INFORMATION ITEM**

Petone Wharf rebuild update (22/1413)

Report No. PCB2022/3/11 by the Head of Parks and Reserves 41

15. 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 DEMOCRACY ADVISOR

HUTT CITY COUNCILPOARI HAPORI O PITO-ONE | PETONE COMMUNITY BOARD

Minutes of a meeting held via Zoom on
Monday 11 April 2022 commencing at 6.30pm

PRESENT:
 (via audio visual)

Ms P Hanna (Chair)	Mr M Fisher (Deputy Chair)
Mr M Henderson	Mr M Roberts
Mr A Voutratzis	Ms K Yung
Deputy Mayor T Lewis	

APOLOGIES: There were no apologies.

IN ATTENDANCE:
 (via audio visual)

Ms A Blackshaw, Director Neighbourhoods and Communities
 Mr J Kingsbury, Head of Transport
 Ms K Crandle, Head of Parks and Reserves
 Mr B Hu, Traffic Engineering Manager
 Mr R Soni, Traffic Engineer
 Ms K Glanville, Senior Democracy Advisor
 Ms H Clegg, Minute taker

PUBLIC BUSINESS1. **APOLOGIES**

There were no apologies.

2. **HE MIHI**

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

Nā Rangimarie Rose Pere

3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

4. PRESENTATION

Presentation by the Jackson Street Programme

Ms Hellen Swales, Chair of the Jackson Street Programme (JSP) provided a verbal update for the meeting. She advised that:

- JSP had recently formed a partnership with Job Search and a 'Job Board' had been developed for the website. She said this enabled businesses to remain open during the COVID-19 situation. She added that if central government changed the Alert Level setting to Orange this would assist businesses;
- JSP had joined the Hospitality NZ May promotion – Eat, Drink, Play and was encouraging Jackson Street businesses to participate in activities in the final two weeks of May 2022;
- JSP was pleased to have been invited to discussions with council officers regarding mobility links between The Esplanade and Jackson Street;
- JSP was investigating employing a social media expert for 15 hours per week to increase the social media profile of Petone businesses; and
- JSP had hosted an event where MP Chris Luxon and MP Chris Bishop were guest speakers to discuss issues facing businesses today.

Ms Swales advised it was business as usual in the office with planning for the holiday programme and Anzac Day activities well in hand.

5. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

6. MINUTES

RESOLVED: (Ms Hanna/Ms Yung)

Minute No. PCB 22201

"That the minutes of the meeting of the Petone Community Board held on Monday, 14 February 2022, be confirmed as a true and correct record subject to an amendment, that Item 5a) read: 'Greater Wellington Regional Councillors were not in attendance at the meeting'."

7. **PROPOSED NEW PRIVATE STREET NAME: 124 RICHMOND STREET, PETONE**
(22/621)

Report No. PCB2022/2/60 by the Traffic Engineer

The Traffic Engineer elaborated on the report.

The Chair advised that when using a Māori name of a person for a street name, the prefix “Te Ara o” should be placed in front of the name.

The Senior Democracy Advisor advised that the street naming process commenced under the previous Naming Policy and the process would continue under that policy. She noted the current Naming Policy was adopted by Council in March 2022.

Mr Fisher supported naming the first street after an historic Māori person and the second after the tobacco industry to commemorate the importance of the industry in developing early Petone.

Deputy Mayor Lewis supported the use of the names of historic Māori wahine. She did not support celebrating the former tobacco industry due to the extensive harm the industry had brought to society. She highlighted that Council had made a huge effort to make the city a smoke free environment.

MOVED: (Ms Hanna/Ms Yung)

That the Board:

- (1) notes and receives the report;
- (2) notes that the new private road (Road 1) will continue the use of the name ‘John Street’.
- (3) approves a new street name for new private road (Road 2) shown in Appendix 1 of the report, as “Te Ara o Rīpeka Wharawhara”;
- (4) approves a new street name for new private road (Road 3) shown in Appendix 1 of the report, as “Te Ara o Te Amo Hōhipene”;
- (5) approves a back-up name for the new private roads shown in Appendix 1 of the report, as “Te Ara o Tākiri Love”.

The Chair outlined the work with Mana Whenua that had been undertaken with Deputy Mayor Lewis. The work was to gather information and gain their support about the historic Māori wahine whose names had been suggested. She noted the Petone Historical Society also supported the proposed names.

Ms Yung supported the names from Mana Whenua which provided a history prior to the industrial era of Petone. She stated there was a lot of history to be told and rediscovered. She appreciated the efforts of everyone involved to bring the information of these suggested names of Māori wahine to light.

RESOLVED: (Ms Hanna/Ms Yung)

Minute No. PCB 22202

"That the Board:

- (1) notes and receives the report;*
- (2) notes that the new private road (Road 1) will continue the use of the name 'John Street'.*
- (3) approves a new street name for new private road (Road 2) shown in Appendix 1 of the report, as "Te Ara o Rīpeka Wharawhara";*
- (4) approves a new street name for new private road (Road 3) shown in Appendix 1 of the report, as "Te Ara o Te Amo Hōhipene";*
- (5) approves a back-up name for the new private roads shown in Appendix 1 of the report, as "Te Ara o Tākiri Love"."*

For the reasons that the development may proceed to completion as a variety of utility connections and other administrative bodies require formalised street addresses for the necessary connections to be provided.

8. DEMOCRACY ADVISOR'S REPORT (22/645)

Report No. PCB2022/2/59 by the Democracy Advisor

Speaking under public comment, **Ms Hellen Swales** requested clarification regarding 'Housing Intensification in areas subject to natural hazard in Petone'. She expressed confusion as to whether Council was proposing adaptation or mitigation regarding future development in Petone. She said she found the language used in the report to be ambiguous.

The Chair advised more clarity would be forthcoming in the Intensification Plan Change currently underway. She said the Board would keep informed about the review.

RESOLVED: (Ms Hanna/Mr Fisher)

Minute No. PCB 22203

"That the Board:

- (1) receives the report;*
- (2) notes the amendment to the Community Boards - Functions and Delegations as approved by Council on 23 March 2022 attached as Appendix 1 to the report; and*
- (3) notes the Kaupapa Here Tapanga - Naming Policy 2022-2027 attached as Appendix 2 to the report."*

9. **CHAIR'S REPORT** (22/784)

Report No. PCB2022/2/65 by the Chair, Petone Community Board

The Chair elaborated on the report.

The Head of Parks and Reserves provided an update on the Petone Wharf (the wharf) project. She advised the timeline outlined previously would not be met, as the consultants were meeting with Greater Wellington Regional Council officers regarding a Conservation Plan for the wharf. She said that following those discussions, further engagement with Heritage NZ and iwi would take place. She anticipated a report including up to three preferred options could be reported to the Board at its meeting on 22 August 2022. She stated that it was the officers intention to formulate a resource consent application to be lodged in January/February 2023.

In response to a question from a member, the Head of Parks and Reserves advised investigations into the Bay Street toilet block replacement had highlighted the structure was not reinforced with steel. She said this meant the floor and walls lacked structural integrity. She added the project was currently with the architects who were investigating options. She confirmed a report would be considered by the Board in due course.

The Director Neighbourhoods and Communities advised progress was being made in the refurbishment plans for a number of community facilities, including the Moera Library. She explained architects were currently investigating changing the location of the entrance to Moera Library to provide better connections to the playground. She expected detailed designs and costings to be reported to the Board in due course. She further advised community engagement for the Petone Library refurbishment would commence in late April 2022. She said officers were currently developing engagement material. She noted climate change and micro-mobility options were also being assessed.

Ms Hanna advised the Annual Plan engagement process would commence on 13 April 2022. She noted the Anzac Day dawn service would be held in Lower Hutt this year.

RESOLVED: (Ms Hanna/Deputy Mayor Lewis)

Minute No. PCB 22204

"That the Board notes and receives the Chair's report."

10. **PETONE TRANSPORT PROJECTS UPDATES** (22/676)

Memorandum dated 23 March 2022 by the Traffic Engineering Manager

Speaking under public comment, **Ms Hellen Swales** requested clarification of the Station Accessibility Project (the project). She suggested officers investigate the potential for buses to damage verandahs when entering or exiting bus stops on Jackson Street.

The Traffic Engineering Manager advised the project was assessing the accessibility for all mode users at three train stations in collaboration with Greater Wellington Regional Council (GWRC) and Waka Kotahi officers. He said officers were currently assessing the options prior to developing a public consultation programme for the project. He stated the Transport Strategy was an over-arching document for all modes of transport in the city. He agreed to discuss the potential for buses to damage verandahs on Jackson Street with GWRC officers.

In response to questions from members, the Traffic Engineer Manager explained that officers were currently developing options for links between The Esplanade and Jackson Street. He said a report would be considered by the Board in due course and public engagement would be undertaken. He agreed to develop a diagram to depict transport projects to assist in a general understanding of how all the projects linked together under the Transport Strategy.

In response to a question from a member regarding the link between the proposed cycleway projects occurring in the wider Wellington region, the Traffic Engineer Manager advised Waka Kotahi was keeping officers informed of the Petone-Ngauranga project. He said officers were about to commence investigations into the linkages with The Esplanade and Eastern Bays Shared Pathway projects.

The Head of Transport advised that Cornish Street would officially be closed to SH2 on 19 April 2022. He said a temporary structure would be installed while a permanent solution was investigated. He confirmed that if local residents experienced issues with traffic on Cornish Street their first point of contact was the New Zealand Police.

Deputy Mayor Lewis thanked the Head of Transport for his work relating to Cornish Street.

RESOLVED: (Ms Hanna/Mr Roberts)

Minute No. PCB 22205

"That the Board receives and notes the memorandum."

11. QUESTIONS

There were no questions.

There being no further business the Chair declared the meeting closed at 7.24 pm.

P Hanna
CHAIR

**CONFIRMED as a true and correct record
Dated this 20th day of June 2022**

03 June 2022

File: (22/1355)

Report no: PCB2022/3/117

Route 150 Bus Stop Configuration Part 2

Purpose of Report

1. The purpose of this report is to seek the Petone Community Board's endorsement of changes being proposed to local Route 150 Bus Stops to improve safety and accessibility in line with Waka Kotahi's 'Guidelines for Public Transport Infrastructure and Facilities'.

Recommendations

That the Board:

- (1) notes and receives the information contained in the report;
- (2) endorses the proposed changes to Bus Route 150 bus stop 8046 Hutt Road, attached as Appendix 2 to the report; and
- (3) endorses the proposed changes to Bus Routh 150 bus stop 8047 Hutt Road, attached as Appendix 3 to the report.

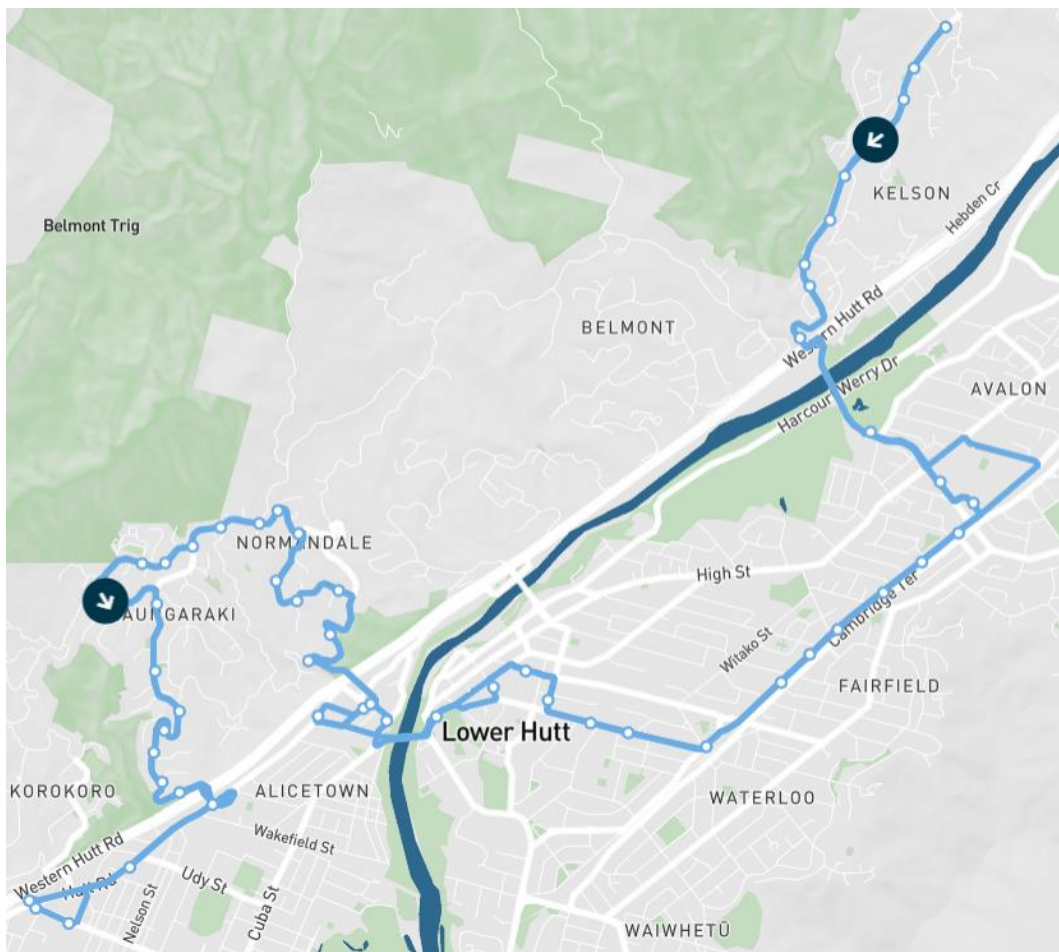
For the reasons that the proposed bus stop layout changes will ensure that the bus box is of sufficient length to accommodate buses; no stopping restrictions will prevent other vehicles from blocking full access to the bus stop; and passengers will be able to board and alight safely and easily.

Background

2. Greater Wellington Regional Council's (GWRC) Te Mahere Waka Whenua Tūmatanui o te Rohe o Pōneke (Wellington Regional Public Transport Plan 2021 - 2031) has outline three Strategic Focus Areas:
 - a. Mode Shift;
 - b. Decarbonise Public Transport Vehicle Fleet; and
 - c. Improve Customer Experience.
3. As part of improving the customer experience GWRC has committed to prioritising the safety and maintenance of the public transport network to encourage safe behaviour. The associated key measure is a 40% reduction in serious injuries on the public transport network by 2030 which can be

achieved by prioritising safety through continuous improvements to both infrastructure and operations.

4. As part of the GWRC's Bus Stop Review programme, GWRC officers have been working collaboratively with HCC officers through improvements to all bus stops within the Hutt City Area.
5. The bus Route 150 (Kelson to Petone as shown below) was completed as part of the earlier programme. Changes to 23 bus stops with positive feedback, out of 37 total bus stops, were proposed to the Council. The Traffic Resolution for the 23 proposed changes were endorsed by the Petone Community Board on 14 February 2022, and these were then approved by the Traffic Subcommittee on 17 February 2022.



6. Following the formalised Bus Stop Review Procedure endorsed by Council through the Traffic Subcommittee on 4 April 2022, council officers were tasked with reviewing the 14 bus stop proposals with negative feedback from the public consultation on Route 150 against this revised procedure.

Discussion

7. Appendix 1 summarises the recorded public consultation comments as well as the review comments from GWRC and HCC officers.
8. Out of the 14 bus stops with negative feedback on Route 150, six bus stop designs have been revised or a new option developed to incorporate resident's concerns.

9. The proposed bus stop configuration changes for the two bus stops within Petone are shown in Appendix 2 and Appendix 3.
10. The following two bus stops varied to the original proposal were communicated with the residents, and these are summarised below.
 - a. **Bus stop 8046**, Hutt Road, Petone, entry tap is redesigned and reduced from 15m to 9m to minimise parking loss.
 - b. **Bus stop 8047**, Hutt Road, Petone, new option is developed by shifting the proposed bus stop to minimise parking loss.
11. The above review and analysis confirmed the robustness of the proposed changes of all Route 150 Bus Stop configuration.

Options

12. The options include:
 - a. endorse the proposed changes to two bus stops on Route 150 as they appear in Appendix 2 and Appendix 3;
 - b. reject the proposed changes to two bus stops on Route 150 as they appear in Appendix 2 and Appendix 3; and/or
 - c. provide comment to Council to assist in its decision regarding the proposed changes to two bus stops on Route 150 as they appear in Appendix 2 and Appendix 3.
13. Officers recommend options a. and c. as the proposed changes go toward achieving the goals of the Regional Public Transport Plan.

Climate Change Impact and Considerations

14. The matters addressed in this report have been considered in accordance with the process set out in Council's Climate Change Considerations Guide.
15. Transport infrastructure and facilities that provide good access, safety and personal security at all stages of the journey, particularly for people with impairments will help to remove barriers to the use of public transport. The more barriers removed by Council will make the choice to use public transport easier and will support moves to reduce car dependency and therefore the corresponding carbon emissions.
16. The decision will not increase greenhouse gas emissions and will not be affected by a changing climate. There are no opportunities in this decision to reduce emissions or build resilience.

Consultation

17. GWRC undertook consultation with all affected residents within proximity to the bus stops.
18. Consultation occurred between January and June 2022 for periods of two weeks given the extent of the bus stops affected.

19. Consultation letters were hand-delivered to residents and posted to owners. The consultation period was extended for an additional two weeks during lockdown to a total of four weeks. GWRC were unable to advise residents personally that the consultation period had been extended due to Alert Level 4 rules, but the Metlink Contact Centre was advised that residents could have the extension of time if they requested it.
20. GWRC has notified the submitters regarding the upcoming meeting.
21. GWRC has responded to all the concerns raised by the submitters.
22. The Petone Community Board will consider this report and the associated bus stop changes within their catchment at its meeting relating to 8046 and 8047 Hutt Road.

Legal Considerations

23. Council is the Road Controlling Authority, as defined in the Land Transport Act 1998. In this capacity, it is empowered to make these changes. Council ensures it does so in line with all relevant requirements, including those in the Land Transport Rule: Traffic Control Devices 2004. That Rule specifies the requirements for the design, construction and operation of “traffic control devices” to ensure a safe and efficient road environment. The proposed changes in restrictions are made pursuant to the provisions of the Hutt City Council Traffic Bylaw 2017.

Financial Considerations

24. These changes can be and will be funded from Council’s 2022/23 transport budgets.

Appendices

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1	Appendix 1 - Route 150 Consultation summary	21
2	Appendix 2 - Bus Stop 8046 Hutt Road	22
3	Appendix 3 - Bus Stop 8047 Hutt Road	23

Author: Bob Hu
Traffic Engineering Manager

Approved By: Jon Kingsbury
Head of Transport

01 June 2022

File: (22/1331)

Report no: PCB2022/3/106

Petone Community Board Community Engagement Fund - Round 2 - 2021-2022

Purpose of Report

1. For the Petone Community Board to assess and determine the funding to be granted through Round 2 of the Petone Community Engagement Fund 2021-2022.

Recommendations

That the Board:

- (1) notes the Community Boards Delegations, Guidelines and Criteria 2020-2023 for the Community Engagement Fund attached as pages 2-3 of the agenda;
- (2) notes that this is the second round of funding through the Community Engagement Fund 2021-2022 for the Petone Community Board;
- (3) notes the Community Engagement Fund closed on Wednesday 1 June 2022 and four applications had been received;
- (4) determines the funding to be granted through the Community Engagement Fund 2021-2022 for the Petone Community Board;
- (5) agrees that the applications received under the Community Engagement Fund were considered according to the merits of the application criteria and priorities of the fund; and
- (6) agrees that the organisation granted funding will be required to attend a meeting of the Petone Community Board once the event/activity has been completed.

Background

2. Council agreed through the 2016/2017 Annual Plan to contribute \$48,850 for the Community Board/Community Funding Panel Community Engagement Fund.

3. The Petone Community Board is allocated \$6,250 per annum. This is for local activities and events that directly benefit the communities concerned.
4. The fund was advertised through the Board Members, as well as also through Council's online grants system.
5. Organisations were required to make an application through Council's website.
6. The Board at its meeting held in November 2021 allocated \$2,500. There is \$3,750 available to be allocated.

Discussion

7. Four applications were received under Round 2 of the Petone Community Board Community Engagement Fund 2021-2022.
8. One application is deemed ineligible as the organisation is not based in the Hutt.
9. The three eligible applications to be considered are as follows:

No	Organisation	Description	\$Request
1	Jackson Street Programme Inc	For the design and printing of x3 storyboards and framing to be installed at the Old Jail Museum. Also funding for framing of x2 Olympic Blazers.	\$1,466
2	Thumbs Up Charitable Trust	For the purchase of a floating beach mobi-chair for their disabled clients and the wider Wellington disabled community.	\$3,500
3	Wellington Free Ambulance	For the purchase of x1 automated external defibrillator (AED) to be installed along Jackson Street and to be accessible to the public. External defibrillator package includes a new AED, plus the sign, cabinet and installation.	\$3,565
TOTAL REQUESTED			\$8,531

10. All applications were scored through a matrix system and assessed by Board members.
11. Eligible Community Engagement Fund applications presented in this round request a total of \$8,531.

Options

12. If the Board chooses not to fully allocate the funding, no unspent funding can be carried over to the new financial year 2022-2023.

Climate Change Impact and Considerations

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

Legal Considerations

14. There are no legal considerations to be considered.

Financial Considerations

15. The funds need to be fully allocated by end of June 2022.

Appendices

There are no appendices for this report.

Author: Debbie Hunter

Community Advisor Funding and Community Contracts

Approved By: Melanie Laban
Head of Connected Communities

Our Reference 22/1281



TO: Chair and Members
Petone Community Board

FROM: Kate Glanville

DATE: 27 May 2022

SUBJECT: SUBMISSION ON GOVERNMENT MANDATED
CHANGES TO BUILDING HEIGHT AND DENSITY IN
LOWER HUTT

Recommendation

That the Board:

- (1) notes that a submission to Hutt City Council in respect of government mandated changes to building height and density in Lower Hutt requires the Board's retrospective endorsement; and
- (2) agrees to endorse its submission contained within the officer's memorandum.

Background

1. Council released a survey on 30 March 2022 seeking community views on proposed government mandated changes around building height and density across Lower Hutt. The survey closed on 29 April 2022.
2. The Board forwarded a submission to Council in respect of the proposed changes, attached as Appendix 1 to the memorandum, which is required to be formally endorsed by members.
3. Under the Board's Functions and Delegations, any submissions lodged by a Board require formal endorsement by way of resolution.

Appendices

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1	Petone Community Board's Submission on Government's mandated changes to building height and density in Lower Hutt	28

Author: Kate Glanville
Senior Democracy Advisor

Approved By: Kathryn Stannard
Head of Democratic Services

Our Reference 22/1283



TO: Chair and Members
Petone Community Board

FROM: Kate Glanville

DATE: 27 May 2022

SUBJECT: SUBMISSION ON HUTT CITY COUNCIL'S INTEGRATED
TRANSPORT STRATEGY

Recommendations

That the Board:

- (1) notes that a submission in respect of Council's Integrated Transport Strategy requires the Board's retrospective endorsement; and
- (2) agrees to endorse its submission contained within the officer's memorandum.

Background

1. Council's draft Integrated Transport Strategy (ITS) was made available to the public for consultation and feedback for a two-week period between 30 March 2022 and 12 April 2022.
2. The Board forwarded a submission to Council in respect of the ITS, attached as Appendix 1 to the memorandum, which is required to be formally endorsed by members.
3. Under the Board's Functions and Delegations, any submissions lodged by a Board require formal endorsement by way of resolution.

Appendices

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1↓	Petone Community Board's submission on Hutt City Council's Integrated Transport Strategy	32

Author: Kate Glanville
Senior Democracy Advisor

Approved By: Kathryn Stannard
Head of Democratic Services

01 June 2022

File: (22/1285)

Report no: PCB2022/3/103

Democracy Advisor's Report

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

Recommendation

That the Board notes and receives the report.

Consultation and community engagement

Tupua Horo Nuku – Eastern Bays Shared Path

2. Tupua Horo Nuku Eastern Bays Shared Path construction is expected to begin in August 2022, with work in the southern bays (Ma-Koromiko/Windy Point and Sunshine Bay). The work will be highly visible to people in the area and will have an impact on the community through traffic management, including the use of 24/7 lane closures on Marine Drive.

In the lead up to the work and during construction, officers will be informing the community through the use of:

- Advertising in the Eastbourne Herald and Hutt News
- Printed newsletters distributed to homes (quarterly)
- Emailed updates which anybody can subscribe to
- Social media posts
- Direct contact with key stakeholders

Officers are planning to hold a Community Information Session in the first week of August both in person and live streamed. There will be ongoing engagement with key groups in the community on the development of some of the project's design and management plans.

Eastern Bays Speed Review

3. Council is seeking feedback on a proposed speed limit reduction and the locations of pedestrian crossings on Marine Drive. This is to improve road safety for all road users and provide a more consistent traffic environment. The short 70km/h speed limit section along this road is considered inconsistent and there have been a high number of speed-related crashes. Engagement opened 30 May until 20 June:
<https://haveyoursay.huttcity.govt.nz/ebspeedreview>

East-West Cycleway 7-26 June 2022

4. An East-West cycleway between Waterloo Station and the CBD is being designed to align with other major infrastructure improvements in Lower Hutt like Riverlink. It is part of a wider cycle network that is Council's commitment to creating a city that is safe and connected and aims to encourage more of the community to cycle and use active travel modes. Council is seeking feedback on the cycleway. You can have your say from 7-26 June 2022: <https://haveyoursay.huttcity.govt.nz/waterloo-station-to-lower-hutt-cbd-connection>

Streets for people

5. A micro-mobility programme has been developed to provide a strategic walking and cycling network with connections throughout Lower Hutt. This project will accelerate and extend improvements in the gap areas of Wainuiomata and Naenae town centres, Taita and Avalon. The programme aims to provide improved walkability/accessibility and bikeability in these areas. More information on consultation will be available later this year.

Integrated Transport Strategy

6. Council has approved Whiria te muka tangata, whārikihia te Kaupapa, its Integrated Transport Strategy, setting out the city's vision and direction for future transport developments. It will be used to guide Council's decision-making on changes to the transport system and individual transport projects that come under it. With increased traffic congestion the plan will tackle congestion and encourage cycling, walking, and other active ways of getting around. All transport projects from Tupua Horo Nuku, the Eastern Bays Shared Path, to a micro mobility programme will be guided by the Integrated Transport Strategy: <https://www.huttcity.govt.nz/environment-and-sustainability/integrated-transport-strategy>

Follow up from previous meeting – 11 April 2022

7. The Director of Neighbourhoods and Communities will provide a verbal update at the meeting regarding the Petone Library refurbishment.

2021/22 Administration and Training Budget

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

- Miscellaneous Administration \$5,000
- Training \$3,000

9. There has been no expenditure from the Board's Administration or Training Budget.

Appendices

There are no appendices for this report.

Author: Kate Glanville
Senior Democracy Advisor

Approved By: Kathryn Stannard
Head of Democratic Services

02 June 2022

File: (22/1342)

Report no: PCB2022/3/104

Chair's Report

Recommendation

That the Chair's report be received and noted.

Appendices

No.	Title	Page
1 ↓	Chairperson's Report – June 2022	39

Author: Pam Hanna
Chair, Petone Community Board

07 June 2022

File: (22/1413)

Report no: PCB2022/3/11

Petone Wharf rebuild update

Purpose of Report

1. The purpose of this report is to update the Community Board on progress on the project to rebuild Petone Wharf.

Recommendations

That the Board:

- (1) notes the Calibre Consulting report Petone Wharf Rebuild Options;
- (2) notes that three options are being progressed for detailed design and costings; and
- (3) notes that Council will be asked to make a decision on which option to progress in early 2023 and that prior to this, the Community Board and mana whenua will be asked their view.

For the reason(s) that elected members are kept up to date on a key infrastructure investment.

Background

1. As part of the LTP 2021/31, Council agreed to proceed with the Petone Wharf (the Wharf) rebuild over the next three years and budgeted \$21M for the project. In its decision, Council agreed to demolish the head of the Wharf, which will shorten it by 61 metres.
2. A summary history of the Wharf was included in a report to the Long Term Plan/ Annual Plan Subcommittee meeting held on 10 February 2021. Updates were presented in reports to the Audit and Risk Subcommittee in April and November 2021 and April 2022.

3. The Wharf is a traditional hardwood timber structure. It was completed in 1909 and is 393m long. It has been closed to the public since January 2021 due to health and safety issues.
4. In December 2021 Calibre Consulting was commissioned to prepare a report investigating rebuild options and associated challenges and opportunities. Calibre Consulting's report, Petone Wharf Rebuild Options, is attached as Appendix 1.
5. Of the six options explored, three will deliver on the objective of the project and these will now progress to detailed design and costings.
6. Council will be required to make a decision on which option to progress in early 2023. Once a design and budget have been confirmed, the project will additionally report regularly to the Major Projects Board during the detailed design and delivery phases.

Discussion

7. In deciding on a final option, there will be a number of factors to consider.
8. Through the rebuild there is potential to increase amenity and use of the wharf. The Community Board has already identified a number of opportunities including adding a swimming platform, better provision for fishing and facilities that enable wharf jumpers to exit the water and return to the deck easily.
9. While there is currently no commercial imperative for a ferry service to operate from the wharf, with additional work all options could support ferry operations should that be required in the future. Each option includes a jetty for berthing smaller vessels. None of the rebuild options would enable larger vessels to berth at the wharf.
10. The hut and gates have been removed from site because they were unstable and presented health and safety issues. They are in safe storage. Neither the hut or the gates are believed to be original features. The rebuild options could include building a replacement hut based on the 1907 drawings. This design differs from the hut that was removed in 2017.
11. There are groups and individuals who will have a view on how the Wharf is rebuilt. Petone Wharf is a heritage structure under the District Plan and has been nominated for heritage status with Heritage New Zealand Pouhere Taonga (HNZ). A Conservation Plan for the wharf has been produced to provide greater certainty over heritage issues. Mana whenua were consulted during the development of the LTP which included the proposal to rebuild the wharf and further input will be sought before the preferred option is determined.
12. There will also be questions around building sustainably. The Wharf is predominantly a timber structure constructed from large dimension hardwood timbers. For Days Bay wharf, these were sourced from South America, however officers are also investigating supply from Australia. Using timber from slow growing, mature trees does raise questions of sustainability and environmental degradation. HNZ or Greater

Wellington may prefer a significant amount of timber to be used on the refurbished wharf, particularly on external highly visible areas, however there may be options of using concrete or composite materials for some parts. All decisions on material options will be a compromise between heritage, sustainability values and cost.

Current Condition of the wharf

13. Calibre's report confirms a substantial amount of work is required in the rebuild.
14. Petone Wharf is a very long, predominantly timber, structure and it is exposed to winds, tidal movement and wave action. The bracing timbers are in poor condition and some bracing is missing. The poor condition of the bracing means that the wharf moves more than it should, causing bracing and whaler beams to break and pile wraps to fail. Movement of the wharf is shortening the lives of components. Piles are decaying and losing structural integrity, especially at the intertidal zone. Infestation by marine borer such as Toredos Worm is problematic and has been found along the length of the wharf. In summary, the wharf is in poor condition.
15. Most of the existing piles need to be wrapped regardless of which option is chosen. Many components need to be replaced. Only a small proportion of the material is in good enough condition to salvage for reuse on the wharf.
16. There will be many issues that have not been quantified by Calibre because they cannot be seen until the wharf structure is unpicked.
17. Technical reports are being prepared to inform design and the resource consent application.

Options

18. The three options which deliver on the outcome Council is seeking are summarised below and explained in more detail in the report.

Option	Description
Trimmed Heritage	Shortened wharf (head removed) using same form, salvaged materials where practical and new hardwood
Semi-heritage	Shortened wharf (head removed) using same form. Mixture of traditional and modern materials
Heritage Beach end with modern south end	Shortened wharf (head removed). Limited area of wharf at north end restored using original fabric where practical. Outer wharf uses same form with mixture of traditional and modern materials

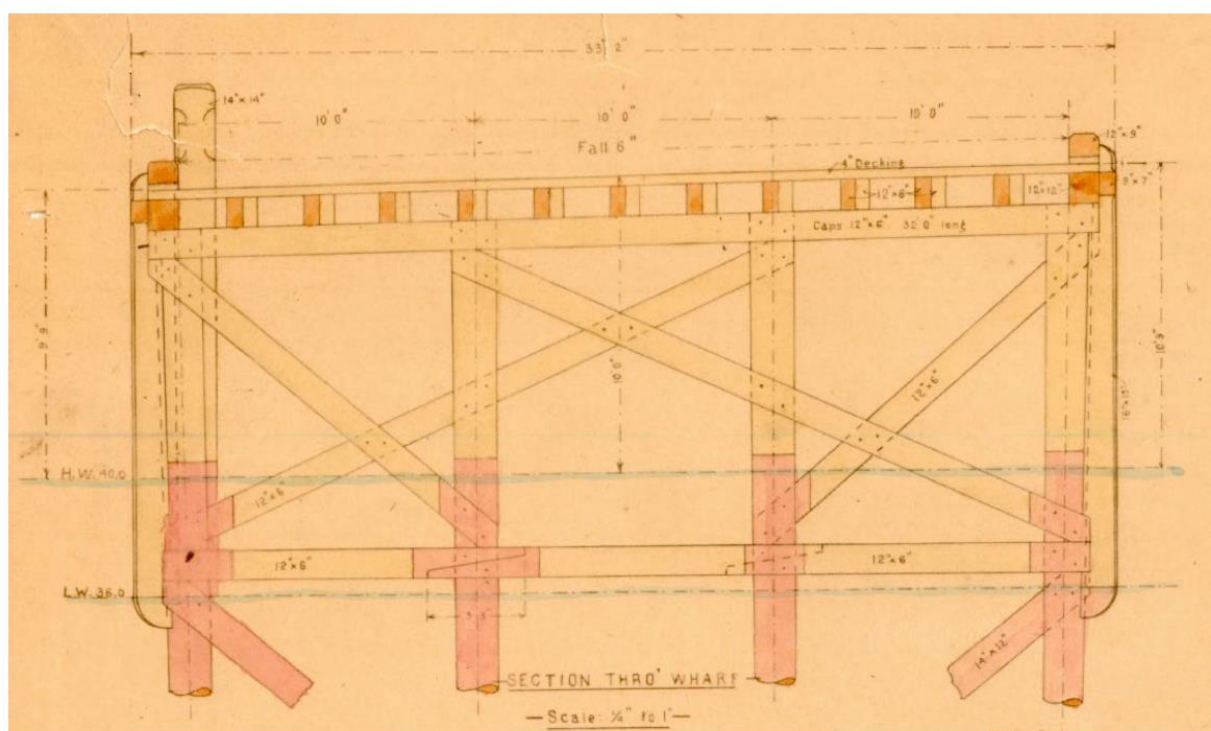
19. The commitment to heritage and sustainability varies and accordingly costs will also vary. Estimated future maintenance costs for each option will be included in the report in February. It should be noted that options which

include more salvaged components are likely to cost more to maintain in future years.

20. A communication plan has been developed for the project which includes signboards on site which will provide background information, key dates and updates as work progresses. The sign boards are expected to be in place by August 2022.

Climate Change Impact and Considerations

21. The matters addressed in this report have been considered in accordance with the process set out in Council's [Climate Change Considerations Guide](#).
22. The wharf was designed in 1907 with the deck approximately 3m above the high water line. The deck sat 10 feet above the high water line because it was designed for berthing large, commercial vessels. It is unlikely that sea level rise will affect the recreational function or structural integrity of the rebuilt wharf within 50 years.



Consultation

23. The proposal to refurbish Petone Wharf was consulted on as part of the Long Term Plan process in 2021.
24. Advice from Heritage New Zealand and Greater Wellington will be included in the report provided to the Petone Community Board and the Communities Committee in early 2023.

Legal Considerations

25. The wharf rebuild works will require resource consent from both Greater Wellington Regional Council and Hutt City Council.

26. Under the Resource Management Act, Greater Wellington controls activities in the coastal marine area (ie below the high tide line) including occupation of space, cultural and heritage effects and ecological disturbance. The Greater Wellington Council's Proposed Natural Resources Plan is the main planning document controlling coastal activities. Petone Wharf is listed in Schedule E2 Historic heritage wharves and boatsheds. This affects the consenting requirements. Planners have signalled that an application to rebuild Petone Wharf is likely to be publicly notified.
27. Hutt City Council controls the landward activities required to undertake the rebuild project (ie above the high tide line). This will include the works required to create the construction laydown area on the turf between the wharf entrance and The Esplanade and also management of construction traffic, public access, noise, dust and any associated effects of the works on cultural and heritage consents. The Hutt City District Plan is the relevant planning document. Petone Wharf is listed in Heritage Appendix 2 – Heritage Buildings and Structures. The laydown area is in the Special Recreation Activity Area – Petone foreshore. This affects the consenting requirements.

Financial Considerations

28. The \$21M funding approved in the Long Term Plan is derived from a quantitative risk assessment dated 18 May 2021. This indicated a range of figures with accompanying confidence levels (eg P95 indicates a 95% confidence level, indicating that this figure will be exceeded in 5% of the risk scenarios). Based on P95, the cost estimate was calculated at \$20,939,000 excl GST. This was based on the wharf being shortened by 61m.
29. The design life for the wharf renewal is expected to achieve approximately 50 years. The wharf will deteriorate following renewal. Detailed wharf inspections every 5 years would continue and survey results would determine the extent of repairs and maintenance. This work would include replacing bracing and bolts, dealing with piles (extending wraps or replacing piles) and other works. Although it would depend on which option is selected, over a 50 year period the amount required to maintain and renew the wharf will ramp up. Options that include salvaged components are likely to require more maintenance.
30. The construction market has changed since the cost estimate was prepared. Updated estimates will be provided when officers report back on the options in February 2023.

Appendices

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1	Petone Wharf Future Options	47

Author: Kelly Crandle
Head of Parks and Reserves

Approved By: Andrea Blackshaw
Director Neighbourhoods and Communities

