

2 May 2022

Matthew Young

s7(2)(a)

Tēnā koe Matthew

Request for Information – Local Government Official Information and Meetings Act (LGOIMA) 1987

We refer to your official information request dated 26 March 2022 for, in relation to the Innovating Streets project for Jackson Street in Petone:

- Any/all agreements signed with the funder, Waka Kotahi.
- Any/all proposals put forward to Waka Kotahi.
- Any/all feedback from Waka Kotahi in response to Hutt City proposals.

The information you have requested is enclosed, with redactions made under the following sections of the Act:

- Section 7(2)(a), to protect privacy of natural and deceased persons
- Section 7(2)(b)(ii), to avoid prejudicing the commercial position of the person who supplied or who is the subject of the information

In addition, information that is not relevant to your request is redacted as being 'Out of Scope'.

You have the right to seek an investigation and review by the Ombudsman of this response. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Please note that this letter may be published on the Council's website.

Nāku noa, nā



Susan Sales

Senior Advisor, Official Information and Privacy

Encl:

1. Innovating Streets Agreement
2. Innovating-Streets-pilot-fund-application-form-Jackson Street
3. Feedback

Partnership Agreement – Innovating Streets – Jackson Street Liveable Street Trial (working title)

New Zealand Transport Agency (Waka Kotahi)

Hutt City Council (Recipient)

Released under the Local Government Official Information and Meetings Act

PARTNERSHIP AGREEMENT – INNOVATING STREETS

Date: 26 June 2020

PARTIES

New Zealand Transport Agency (*Waka Kotahi*), a Crown entity established on 1 August 2008 by Section 93 of the Land Transport Management Act 2003.

Hutt City Council (*Recipient*).

BACKGROUND

- A Waka Kotahi has established the Innovating Streets for People pilot fund to build capability and fast-track tactical urbanism (*Fund*). Successful projects will make temporary or semi-permanent physical changes to urban streets, in advance of future permanent upgrades to deliver on the Government's wish to make our towns and cities safer and more liveable.
- B On **19 March** the Waka Kotahi Board resolved to establish a 90% targeted funding assistance rate for the Fund where councils could apply to Waka Kotahi to support projects up until 30 June 2021 that meet the objectives of the Fund.
- C The Recipient is undertaking the Project as described in Schedule One to this Agreement (*Project*) and has successfully applied to the Fund for a funding contribution in respect of the Project.
- D Waka Kotahi has agreed to contribute funding to the Recipient for the Project and the Recipient has agreed to accept such funding, on the terms and conditions set out in this Agreement.

THE PARTIES AGREE as follows:

1 RELATIONSHIP PRINCIPLES

- 1.1 The parties agree that the following principles will guide actions and behaviours of the parties throughout the Term:
 - (a) working together as partners in a spirit of trust and co-operation;
 - (b) collaborative behaviour, active learning and following best practice guidance;
 - (c) openness, promptness, consistency and fairness in all dealings and communications;
 - (d) learning from, and engaging in peer reviews with, other recipients of the Fund; and
 - (e) non adversarial dealings and constructive mutual steps both to avoid differences and to identify solutions.

- 1.2 Waka Kotahi and the Recipient will, and will ensure that their representatives, in their day to day interactions and in performing their obligations, act in a manner entirely consistent with the relationship principles set out in clause 1.1.

2 FUNDING

- 2.1 Subject to the terms of this Agreement, Waka Kotahi agrees to pay the Funding, up to the Total Funding Amount, to the Recipient in order for the Recipient to undertake and complete the Project.
- 2.2 The Recipient acknowledges and agrees that:
- (a) it may only claim the Funding to the extent necessary to cover actual costs incurred by the Recipient for the purpose of carrying out the Project;
 - (b) the Funding paid by Waka Kotahi will represent 90% of the Total Project Cost and the Recipient shall pay the balance of the Total Project Cost; and
 - (c) Waka Kotahi will have no obligation to contribute any funding to the Recipient following the Completion Date including in respect of any ongoing maintenance costs for the Project.

3 PAYMENT OF FUNDING

- 3.1 The Recipient acknowledges that Waka Kotahi is looking to actively manage the Fund and in order to assist Waka Kotahi to achieve this objective, the Recipient will provide details on costs as set out in clause 3.2.
- 3.2 During the Term the Recipient will be entitled to submit monthly invoices to Waka Kotahi (via email at APinvoices@nzta.govt.nz) for the payment of Funding (*Invoice*). Each Invoice received by Waka Kotahi must state:
- (a) the amount of Funding requested to be paid by Waka Kotahi; and
 - (b) the WBS code assigned to the Project;
- and must be accompanied with a completed table (a template of which will be provided by Waka Kotahi) which will contain the following:
- (c) a breakdown of costs incurred on the Project since the last Invoice (or since execution of the Agreement in respect of the first Invoice) including evidence of such costs (such as copies of invoices from contractors and suppliers or hourly charge out rates of project staff);
 - (d) an explanation of how the contingency is included in the Invoice (i.e. the difference between actual costs incurred and estimated costs to date);
 - (e) an analysis of the actual progress of the Project against planned progress including achievement of any Milestone Dates;
 - (f) a summary of Project expenditure to date including an analysis of the anticipated Project expenditure against the Total Project Cost;

- (g) a valid GST invoice complying with the Goods and Services Tax Act 1985 with a breakdown of the costs claimed in the Invoice;
 - (h) a summary of previous Invoices issued to Waka Kotahi in accordance with the terms of this Agreement; and
 - (i) any other information regarding the Project that is reasonably requested by Waka Kotahi in writing to the Recipient.
- 3.3 Waka Kotahi is not required to pay any Funding to the Recipient in respect of an Invoice (but may elect to do so in its sole discretion):
- (a) if the anticipated Project expenditure exceeds the Total Project Cost;
 - (b) if payment will result in the total amount paid to the Recipient exceeding the Total Funding Amount; or
 - (c) where this Agreement has expired or has been terminated.
- 3.4 Subject to the terms of this Agreement, Waka Kotahi must pay each valid Invoice by no later than the 20th of the month after the month the Invoice is dated, and if such day is not a Business Day, on the next Business Day.

4 RECIPIENT'S RESPONSIBILITIES

- 4.1 The Recipient must undertake the Project as described in this Agreement. In doing so, the Recipient must:
- (a) comply with all applicable laws, regulations, rules;
 - (b) ensure that during the Term the Funding is applied towards the Project;
 - (c) deliver and complete the Project to the high standard proposed in its funding application to Waka Kotahi;
 - (d) use reasonable endeavours to ensure that the Milestones are completed by the relevant Milestone Dates and advise Waka Kotahi as soon as reasonably practicable of any material delay to achievement of a Milestone by a Milestone Date;
 - (e) use reasonable endeavours to ensure that the final Project expenditure does not exceed the Total Project Cost subject to any variations to this figure as agreed in accordance with clause 5.1 below;
 - (f) advise Waka Kotahi as soon as reasonably practicable if the forecast final Project expenditure will be less than the Total Project Cost or when it will or is likely to exceed the Total Project Cost;
 - (g) receive and manage all Funding received in accordance with good financial management and accounting practices and to a high standard that demonstrates appropriate use of public funds;

- (h) prepare a monitoring and evaluation plan for the Project (including the collection of baseline data) and submit the plan to Waka Kotahi before Project implementation;
 - (i) participate in the webinars and workshops about the design, communications and engagement, monitoring and evaluation of the projects in the fund that Waka Kotahi will make available over the next few months; and
 - (j) work with Waka Kotahi to develop a case study based on the Project to share lessons learnt about the Project with other participants in the fund, and more broadly, and that can be made available on Waka Kotahi's website.
- 4.2 The Recipient shall as soon as reasonably practicable, notify Waka Kotahi in writing that the Project has reached completion and submit a final Invoice to Waka Kotahi in accordance with clause 3.2.
- 4.3 If requested by Waka Kotahi, the Recipient will include a representative of Waka Kotahi on the governance group for the Project.

5 VARIATION PROPOSAL

- 5.1 The Recipient may, at any time, submit to Waka Kotahi a written proposal to vary the Project which will, if adopted, improve the outcomes of the Project. The proposal shall contain an adequate explanation and details of the necessary changes sought including:
- (a) a summary of the variation including a breakdown of the necessary changes to the Project;
 - (b) a breakdown of any increase to the Total Project Cost; and
 - (c) the extent of and reasons for any delay which the variation will have on the achievement of the Milestones by the relevant Milestone Dates.
- 5.2 Within 15 Business Days of receipt of a proposal in accordance with clause 5.1, Waka Kotahi will notify the Recipient in writing of its decision in respect of the proposal. Waka Kotahi can withhold approval of a proposal if:
- (a) Waka Kotahi is not satisfied (in its reasonable opinion) that the objectives of the Fund will continue to be met as a result of the variation;
 - (b) the Recipient does not have an adequate source of alternate funding for the additional costs;
 - (c) Waka Kotahi does not have additional funding available in the Fund for the additional costs; or

- (d) Waka Kotahi is not satisfied (in its reasonable opinion) that the Recipient has appropriately project managed the delivery of the Project to meet the original Total Project Cost.

6 TERMINATION

- 6.1 Either party may, at any time and for any reason, terminate this Agreement by giving written notice of this to the other party. This Agreement shall terminate on the date being 20 Business Days from the date of the notice is received by the other party.
- 6.2 Expiry or termination of this Agreement does not affect any accrued rights, including any rights in respect of a breach of this Agreement that occurred before expiry or termination.

7 DISPUTES

- 7.1 Where a dispute or disagreement arises between the parties out of or in connection with this Agreement, either party may give notice to the other outlining the dispute and requesting a formal meeting between the respective Chief Executives of each party with a view to resolving the dispute, in which case the representatives will promptly meet and attempt to resolve the dispute in good faith.

8 MEDIA RELEASES AND OIA REQUESTS

- 8.1 The Recipient will consult with Waka Kotahi prior to releasing any media releases in respect of the Fund or responding to any requests for information under the Official Information Act 1982 in respect of the Fund.
- 8.2 When discussing or promoting the Project, the Recipient will reference the Fund, the objectives of the Fund and will comply with Waka Kotahi branding guidelines (as advised by Waka Kotahi from time to time).

9 GENERAL

9.1 Notices

Any notice or other communication given under this Agreement to a party must be in writing addressed to that party at the address or email set out in Schedule One to this Agreement (or any new address or email notified by that party in writing to the other party).

- 9.2 Delivery may be effected by hand, or by post with postage prepaid, or (subject to the limitation below) by email. A notice or other communication will be deemed to have been received:

- (a) in the case of hand delivery, at the time of actual delivery to the recipient's address;
- (b) in the case of delivery by pre-paid post, on the 5th Business Day after posting;
- (c) in the case of delivery by email, on receiving an active response from the addressee (not being an automatically generated response such as an out of office notification or a read receipt).

However, if a notice or other communication is received or deemed to have been received after 5pm on a Business Day in the place to which it is sent, or on a day which is not a Business Day in that place, it will be deemed not to have been received until the next Business Day in that place.

9.3 Counterparts

This Agreement may be executed in any number of counterparts. Once the parties have executed the counterparts, and each party has received a copy of each signed counterpart which that party did not execute, each counterpart will be deemed to be as valid and binding on the party executing it as if it had been executed by all the parties.

9.4 No waiver

No failure, delay or indulgence by a party or its respective officers, employees and advisers in exercising any power or right under this Agreement shall operate as a waiver of that power or right. A single or partial exercise of any such power or right shall not preclude further exercises of that power or right or the exercise of any other power or right under this Agreement.

9.5 Severability

If any part of this Agreement is held by any court or administrative body of competent jurisdiction to be illegal, void or unenforceable, such determination shall not impair the enforceability of the remaining parts of this Agreement which shall remain in full force.

9.6 Governing law and jurisdiction

This Agreement shall be governed by and construed in accordance with the New Zealand law and the parties irrevocably and unconditionally submit to the non-exclusive jurisdiction of the Courts of New Zealand in relation to any disputes or proceedings arising out of or in connection with this Agreement.

10 DEFINITIONS

10.1 Defined terms

In this Agreement, unless the context requires otherwise:

Agreement means this agreement and includes the schedules to this agreement.

Business Day means a day on which banks are open for general banking business in New Zealand (not being a Saturday, Sunday or public holiday in New Zealand).

Completion Date means the earlier of 30 June 2021 or the date that the Project is completed by the Recipient as notified to Waka Kotahi in accordance with clause 4.2.

Funding means the funding or any part of the funding (as the context requires) payable by Waka Kotahi to the Recipient in accordance with the terms of this Agreement, subject to the Total Funding Amount.

GST means goods and services tax payable under the Goods and Services Tax Act 1985.

Milestone means a particular milestone for the Project, as set out in Schedule Two to this Agreement.

Milestone Date means the target date for completion of the relevant Milestone, as set out in Schedule Two to this Agreement.

Term means the period commencing on execution of this Agreement and ending on the Completion Date, subject to any earlier termination of this Agreement in accordance with clause 6.1.

Total Project Cost means the estimated total cost of the Project, as set out in Schedule One to this Agreement, which includes a 15% contingency.

Total Funding Amount means the total funding amount payable by Waka Kotahi to the Recipient under this Agreement (being 90% of the Total Project Cost), as set out in Schedule One to this Agreement, and as may be varied in accordance with the terms of this Agreement.

EXECUTION

Signed by and on behalf of
The New Zealand Transport Agency:

Authorised Signatory

Signed by and on behalf of Hutt City Council:



Authorised Signatory

John Gloag

Head of Transport

Hutt City Council

SCHEDULE ONE

Key Details

Item	Details
1	Project <i>Jackson Street Liveable Street Trial (working title)</i>
2	Project description Our proposal includes: <ul style="list-style-type: none"> • Temporarily increasing footpath widths to improve pedestrian accessibility and provide more space for eatery seating (and added bonus of facilitating social distancing); • Reduce the speed limit to 30 km/h; • Provide casual seating and bicycle parking facilities; • Provide vegetation as shelter and to improve visual amenity; • Making the street less attractive to through traffic. • Engagement and Co design!
3	Total Project Cost \$270,250, which includes a 15% contingency (Refer Attachment 1 for details)
4	Total Funding Amount \$243,225, plus GST (if any)
5	Waka Kotahi Contact Details Name: [Insert] Address: [Insert] Phone Number: [Insert] Email: [Insert]
6	Recipient Contact Details Name: Damon Simmons Address: 30 Laings Road Phone Number: 021 830 796 Email: damon.simmons@huttcity.govt.nz

SCHEDULE TWO

Milestones

[Note: The information in the following table will be taken from the Recipient's funding application.]

	Milestone	Milestone Date	Estimated Milestone Cost
1	Initiate Phase *Sign partnering agreement *Strategic Plan *Vision Statement *Design Principles *Goals *Risks *Comms/ engagement Strategy *Programme *Assemble Team *Commission engagement consultants	8 June 2020 - 31 July 2020	N/A (all in-house costs at this Phase)
2	Engagement Phase *Press release and social media engagement *Initial letters to affected residents and businesses *Initial face to face visits to affected businesses by champions *ongoing engagement with residents and businesses	22 June 2020 – 30 June 2021	s7(2)(b)(ii)
3	Investigate Phase *Analyse Site *Collect site data including 'before' data	6 July 2020 - 31 July 2020	s7(2)(b)(ii)
4	Design Phase *Community Engagement	1 August 2020 – 30 September 2020	s7(2)(b)(ii)

Milestone	Milestone Date	Estimated Milestone Cost
*Co Design Workshops *Tactical Urbanism Consultant *Develop Design *Design costing *Develop monitoring plan		
5 Implement Phase *Construction *Design changes *Maintenance *Deconstruction * Progress reporting	Construct: 1 October 2020 – 31 October 2020 (2 – 3 days work expected in this period) Deconstruct: 21 June 2021 - 30 June 2021 (2 – 3 days expected).	s7(2)(b)(ii) (includes maintenance)
6 Monitor/ Evaluate Phase *implement monitoring plan	1 October 2020 – 30 June 2021	s7(2)(b)(ii)
7 Document Phase *Implementation report *Case study	1 June 2021 – 30 June 2021	s7(2)(b)(ii)

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Attachment 1: Cost Estimate

Innovating Streets for People Initiative
Jackson Street Liveable Street Trial (working title)

Project cost description (if organisation needs to be shown here as examples. Please amend to suit your project.)	Supplier if known	\$NZD (excluding GST)
1 Project management (if organisation needs to be shown here as examples. Please amend to suit your project.)	In house	s7(2)(b)(ii)
2 Design (Tactical Urbanism)	TBC	\$
3 Place-making	In house	\$
4 Materials		\$
5 Construction		\$
6 Asphalt art/Roadway Art		\$
7 Traffic Management		\$
8 Road Safety Review		\$
9 Tweaking of the design and build in response to consultation	In house	\$
10 Monitoring and evaluation (observational and interceptive)	s7(2)(b)(ii) or similar	\$
11 Communications and community engagement	Social media and Huff News	\$
12 Maintenance costs incurred before June 2021		\$
Total costs		\$ 235,000
13 Contingency 15%		\$ 35,250
Total costs including contingency		\$ 270,250

Prepared by: D.Simmons
Date: 26/6/2020

Initiate	Engagement	Investigate	Design	Implement	Monitor/Evaluate	Document	Total
	\$ 15,000.00	\$ 3,000.00	\$ 30,500.00	\$ 166,000.00	\$ 17,500.00	\$ 3,000.00	s7(2)(b)(ii)
	\$ 10,000.00	\$ 2,000.00	\$ 1,750.00	\$ 17,000.00	\$ 2,500.00	\$ 2,000.00	\$ 35,250.00
	\$ 25,000.00	\$ 5,000.00	\$ 32,250.00	\$ 183,000.00	\$ 20,000.00	\$ 5,000.00	\$ 270,250.00

Released Pursuant to the Official Information and Meetings Act

8 May 2020

Waka Kotahi
Victoria Arcade
50 Victoria Street
Wellington

Damon Simmons
Transportation Division
m.021 830 796
damon.simmons@huttcity.govt.nz
Our reference DOC/20/35212

Dear Innovating Streets For People Team

Funding Application: Jackson Street Liveable Street Trial

As Head of Transport at Hutt City Council I formally support this application for funding from the Innovating Streets for People Pilot Fund for the Jackson Street Liveable Street Trial.

As referenced in the application, this trial is consistent with our strategy for Petone and will inform our future plans for improving the Jackson Street precinct.

I can confirm that we have funds available in our 2020/21 budget to meet Hutt City Council's contribution to this trial and I have the delegated authority over these funds. Further, we have the resource within Council to meet our obligations in implementing this trial should our application be successful.

Yours sincerely



John Gloag
Head of Transport

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INNOVATING STREETS FOR PEOPLE PILOT FUND APPLICATION FORM

Updated 21 April

WAKA KOTAHI NZ TRANSPORT AGENCY

HUTT CITY COUNCIL

JACKSON STREET LIVEABLE STREET TRIAL



Round 1:

Applications open: 9am, Friday 3 April 2020

Applications close: 5pm, Friday 8 May 2020

Funding decision to be announced: Early June 2020

Round 2:

Applications open: 9am, Monday 8 June 2020

Applications close: 5pm, Friday 3 July 2020

Funding decision to be announced: Late July 2020

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1. INTRODUCTION

Great street design helps make our existing towns and cities great places to live, work and play.

We have a vision of New Zealand being a place where towns and cities are constantly improving their streets so its easier and safer for people to walk, cycle and catch the bus. We want our suburb and town centres to be welcoming, vibrant places where people can connect with each other and feel relaxed. We also have a vision that we can make progress quickly, testing and piloting projects to help demonstrate their value to the community, building confidence in new street layouts and getting feedback in real time, rather than off paper plans.

In 2018, working with local government, Waka Kotahi NZ Transport Agency (Waka Kotahi) identified an opportunity to foster and develop nationwide capability for delivering tactical urban street projects. In response, we established the Innovating Streets for People Programme (Innovating Streets).

Innovating Streets delivers on the Government's wish to create liveable cities and thriving regions, and is a flagship programme of [Keeping Cities Moving](#), Waka Kotahi's national mode shift action plan.

Following an initial series of case studies and evaluation, the programme is now at a stage where it can be implemented at a larger scale, so we're inviting towns and cities that want to deliver transformational change to apply to the Innovating Streets for People pilot fund (the pilot fund) using this application form.

The pilot fund will provide a 90% funding assistance rate (FAR) as well as capability building support for successful applicants, including participation in a community of practice. Further details about the fund and information to help you complete this application form is available here www.nzta.govt.nz/innovating-streets-funding.

There are two application rounds. The first opens on Friday 3 April and closes on Friday 8 May. We expect to announce successful applications for round one in early June. The second round opens on Monday 8 June and closes on Friday 3 July. We expect to announce successful applications for round two by the end of July.

To help you understand the overall process, we've developed this timeline:



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2. WHAT YOU NEED TO KNOW BEFORE YOU APPLY

Who can apply and what are the minimum requirements?

The pilot fund is available to Road Controlling Authorities or Territorial Authorities (councils) that are approved to receive funding from the National Land Transport Fund and are an approved organisation in Transport Information Online (TIO).

The pilot fund is available for tactical urbanism projects that make temporary or semi-permanent physical changes to urban streets, in advance of future permanent upgrades.

The pilot fund has a financial assistance rate of 90%, and up to \$1 million is available for each project. This means councils need to be committed to the project and have allocated 10% of the total cost within their annual 2020/21 budget. The project needs to be delivered by 30 June 2021, although it may be in place for longer.

If you think you have a project that fits with the kaupapa of the pilot fund, but you have not been able to get commitment from within your council, we may be able to help. Please get in touch so we can work with you to understand your idea and to determine if it is an Innovating Streets project and to help you establish support. If this is your situation, contact us early at innovatingstreets@nzta.govt.nz.

When you send in your application, please include a letter or email from the project sponsor (who has the financial delegation to approve).

To ensure we build capability in the sector, Waka Kotahi would like successful applicants to attend webinars and workshops about the design, communications and engagement, monitoring and evaluation of the project. These will also be an opportunity for Councils to share their own knowledge, experience and circumstances with each other.

Review this checklist to confirm your understanding. If you are not sure about any of the answers, please talk to us. If you can tick yes to every box, then please fill out this application form.

If successful, Waka Kotahi would like to share widely the development and outcomes of the projects so will seek to collect images, videos and website content and make it available to all.

Eligible entity and project – quick check list

Organisation lodging this application is an Approved Organisation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Applicant is committed to the project and has allocated 10% of the total cost within their annual budget	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Eligible entity and project – quick check list

The applicant is seeking \$1 million or less in funding from Waka Kotahi for the project	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The project will be delivered by 30 June 2021 (although it may stay in place for longer)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The project is proposed as a tactical urbanism project	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The project site is or will be a low-risk location	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If successful, the council is happy to collaborate to create and share images, videos, website content and media content	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The project governance will include Waka Kotahi staff	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If successful, the council is happy to join capability building workshops	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Who will assess the projects and what is the criteria for assessment?

An expert advisory group of Waka Kotahi staff will review applications and recommend which projects to fund. If your project revitalises urban streets or immediately improves safety for people walking or cycling through temporary easy-to-deliver pilots that bring forward potential for permanent transformational change and can inspire others, then your project is likely to succeed.

The Waka Kotahi Senior Manager responsible for the Walking and Cycling Activity Class will make the final decision about which projects to fund, taking into account recommendations from the expert advisory panel and in consultation with appropriate Waka Kotahi Planning and Investment staff.

The criteria and weightings below will be used to review applications. Each application will be ranked according to how well the project meets these criteria. We also want successful projects to represent a variety of approaches, solutions to different barriers and come from varying contexts so we'll be reviewing the programme as a whole to make sure there is a good mix overall.

What are the pilot fund criteria and weightings?

Criteria 1: Strategic fit with Innovating Streets and council plans	40%
<p>The project:</p> <ul style="list-style-type: none"> improves safety, transport choices and liveability of a place is effective at: <ul style="list-style-type: none"> reducing vehicle speed and/or creating more space for people on our streets and/or making walking and cycling more attractive aligns with an existing council plan/programme or strategy includes a pathway to permanent change in the future may provide a response to the Covid-19 situation by providing extra and safer spaces for walking and cycling during the lockdown or in recovery from the lockdown 	
Criteria 2: Ability to Deliver	40%
<ul style="list-style-type: none"> There is strong likelihood of delivery within the timeframe of the fund Applicant can demonstrate how the project will be developed and delivered based on co-design with key stakeholders and community The proposal contains a realistic and appropriately resourced team, milestones, and costs. Key risks and mitigation actions are identified Project has clear process for monitoring and evaluation to demonstrate success of delivery 	
Criteria 3: Value for Money	20%
<ul style="list-style-type: none"> The amount requested is reasonable for the activities involved and expected benefits of the project. The project can demonstrate opportunity to improve efficiency or de-risk future permanent upgrades, resulting in value for money 	

How will funding be made available?

If successful, applicants will be asked to sign a partnership agreement with Waka Kotahi. Once it is signed, councils will be supplied with a project invoicing code. As costs are incurred, councils will be able to send in monthly invoices to Waka Kotahi's Accounts Payable. Councils will not claim funds through Transport Information Online.

A template partnership agreement will be made available here www.nzta.govt.nz/innovating-streets-funding in late April – if you will be applying and need to receive this and other updates about this fund please email us at innovatingstreets@nzta.govt.nz. To keep the process simple, we hope that the council is happy to sign the template partnership agreement as it is written. But once you have the template agreement, if there are clauses that your legal team is not comfortable with then

please let us know by filling out the table in section seven of this form. We suggest you get your legal team to review the partnership application as soon as possible and in parallel with your work on the application form itself.

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3. NOW THAT YOU ARE READY TO APPLY

To help you complete this application form

Read the Innovating Streets for People pilot fund webpage www.nzta.govt.nz/innovating-streets-funding so you understand the Innovating Streets for People programme and.

Please also read the following supporting material for the Innovating Streets for People pilot fund available on the funding page:

- Brochure
- Frequently Asked Questions

If you would like assistance with completing this form, please attend one of our webinars that will be added to the funding page. You can also contact Kathryn King or Leah Murphy at InnovatingStreets@nzta.govt.nz or call Leah Murphy on 0274 398 145 with any questions.

Lastly, sign up for our Innovating Streets newsletter so we can keep you informed of any updates relating to this fund by emailing InnovatingStreets@nzta.govt.nz with a request to receive the newsletter.

Once you have completed this form

Email a copy of the completed form to Waka Kotahi at InnovatingStreets@nzta.govt.nz. Attach a letter of support (or an email) from your project sponsor. Also attach any other supporting information you wish to provide.

If you do not receive an email confirmation of receipt of your application within two working days, please contact us.

Unfortunately, Waka Kotahi is not able to accept application forms received by post, fax or hand delivery.

When is the application due?

Completed applications must be received by email no later than **5pm on Friday 8 May 2020 for round 1 and by 5pm Friday 3 July for round 2.**

Tactical urbanism projects designed as part of a Covid-19 response package can be considered immediately, on a case by case basis. This involves projects that could be delivered in a short time frame to support social/physical distancing on footpaths and cycle lanes, and the temporary use of streets for physical activity. If you would like to discuss a specific Innovating Streets social/physical distancing project, email innovatingstreets@nzta.govt.nz

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4. APPLICANT DETAILS

Project contact details

Please enter answers in the right-hand column.

Project title and applicant key details	
Organisation name <i>The Name of the Council.</i>	Hutt City Council
Title <i>A short title for your project, of no more than 10 words.</i>	Jackson Street Liveable Street Trial
Key Project Contact	Damon Simmons
Job title or role	Traffic Asset Manager
Contact phone number	s7(2)(a)
Contact email address	Damon.simmons@huttcity.govt.nz

5. PROJECT SUMMARY

In order for Waka Kotahi to assess your project, we need to understand your vision and what you are trying to do and achieve.

Please limit each answer to 200 words.

5.1. A strong project foundation

What is the current problem or opportunity you are seeking to address?

How does the problem or opportunity align with your Council's strategies, plans or existing business cases?

Please include a photo or image of the proposed project site and other information about the site, eg. speed environment.

Jackson Street forms the spine of the Petone central business district in Lower Hutt. It is a bustling retail and entertainment destination and, increasingly, popular for medium/ high density residential development.

The streetscape design is outdated and car centric. Narrow footpaths lie adjacent to a mix of parallel and angle parking. Traffic volumes and parking configurations make crossing the street hazardous and limited to a zebra crossing every block or so, and in some cases three blocks apart. Kerb side angle parking makes cycling hazardous. Except for in some isolated locations, there is insufficient footpath space for outdoor café seating or even casual seating and bicycle parking. Studies undertaken as part of the masterplan in 2017 show that typically only 28% of the street area is available for pedestrian use, compared to 72% for vehicle use, including parking.

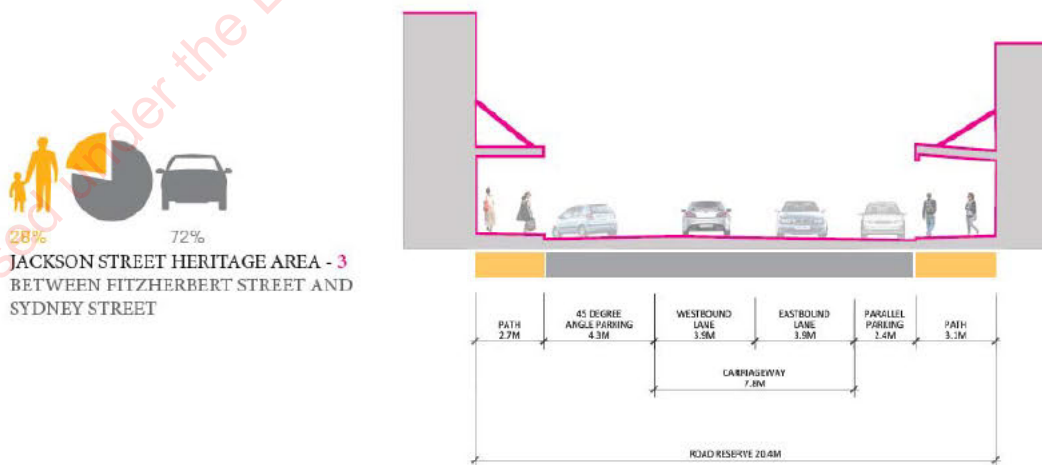


Figure 1 Existing Jackson Street cross section (Heritage retail zone)

5.1. A strong project foundation



Figure 2 Existing Jackson Street streetview

In 2017 Hutt City developed a master plan for the area. This plan includes widening footpaths, changing angle parking to parallel parking, significantly reducing the number of parking spaces and reducing vehicle speeds. Studies were undertaken to understand land use and planning, connectivity, and parking utilisation. Extensive consultation was undertaken with the local community including public workshops to find out what aspirations people have for the area.

Describe how you plan to respond to this opportunity and why it's important to test your response through a tactical urbanism approach?

Feedback from the 2017 community engagement identified a number of opportunities that we plan to trial under this proposal. The wordle algorithm (overleaf) summarises key themes from this previous engagement.



Source: Photos taken from the first community workshop held on the 27th of July 2017.

Figure 3 Petone masterplan public workshop

5.1. A strong project foundation



It is clear from Stakeholder workshops that Petone community consistently values heritage highly. It is critical that proposed designs in this document and beyond address this key factor.

The community clearly values the heritage nature of the area and the character of the strip retail. The local eateries and walkability of the street are also important, and it is this aspect we want to trial in this proposal.

Our proposal includes:

- Temporarily increasing footpath widths to improve pedestrian accessibility and provide more space for eatery seating (and added bonus of facilitating social distancing);
- Reduce the speed limit to 30 km/h under the emergency speed limit provisions;
- Provide casual seating and bicycle parking facilities;
- Provide vegetation as shelter and to improve visual amenity;
- Making the street less attractive to through traffic.

The trial will reflect the concept design developed for the area through the initial public consultation (as shown in Figure 4).

Our proposal is to trial this new pedestrian friendly layout over one central city block on Jackson Street. This will allow the community to engage with the design without significantly impacting on local retail business.

We anticipate the installation of temporary kerbing to delineate the wider footpaths. Seating areas will be provided for nearby eateries and also for general use by pedestrians. Planter boxes and street trees will provide shelter and add visual amenity. LED lighting will be used to enhance the night-time attractiveness of the area.

5.1. A strong project foundation



CENTRAL SECTION - a

1: 100 @ A3

Figure 4 Concept design cross section from master plan



Figure 5 Concept design cross section from master plan

A trial of the concept design is important as there is an understandable reluctance from the retail community towards any reduction in parking availability. We want the trial to show that the positives from creating a more appealing pedestrian environment will significantly outweigh the loss of parking (our hypothesis).

We anticipate the trial being in place for 12 months. This timeframe will allow for some

5.1. A strong project foundation

economic recovery from the current CV19 crisis, and allow the proposal to be tested under (hopefully) more normal retail conditions.

By the end of this time we hope that the community will support the permanent implementation of the proposed improvements.

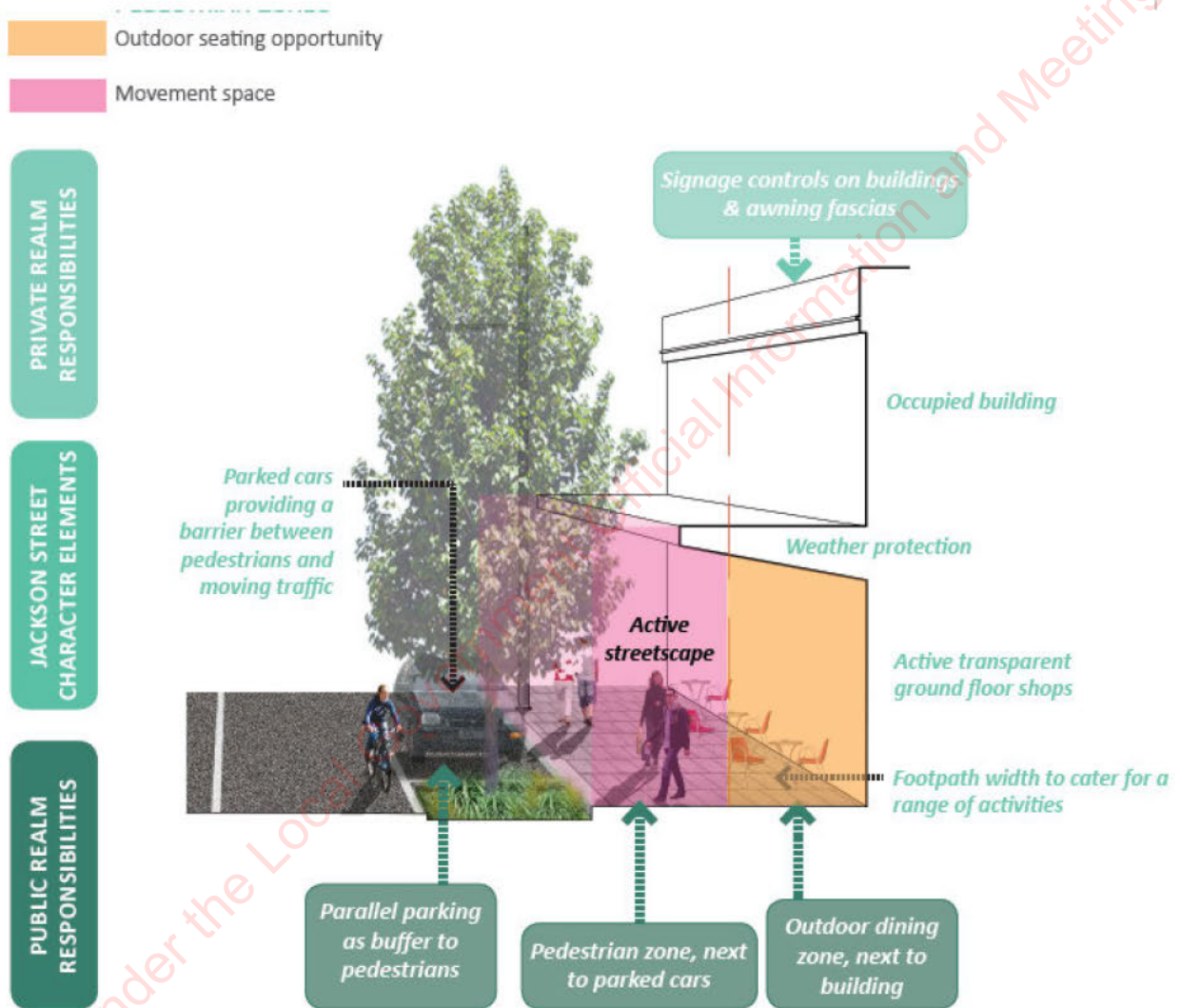


Figure 6 Artist impression of concept design

5.2. Describe how you will know if you've been successful?

Include potential qualitative and quantitative measures of success and how you might collect that information

Our primary measures of success will be:

- Independent observational and interceptive analysis;
- Feedback from the local retailers, customers and residents through survey (exact nature to be part of co design process); and
- Comparison of before-and-after retail figures.

Our recent experience in implementing a liveable street space in Andrews Avenue has shown the value in obtaining independent data and analysis. This includes observation quantification of pedestrian numbers and dwell time, as well as qualitative feedback from users of the space.

We will keep track of the utilisation of the nearby parking spaces including occupation and dwell time for comparison against retail figures.

Retail activity will be monitored and analysed using eftpos transaction data. This data quantifies the economic effects and is critical to informing perceived public perception.

Apart from the professional independent analysis, we intend designing the feedback programme during the co design process. This will allow retailers and the local community to suggest ways in which they think the most accurate feedback might be obtained.

Our measures of success will be demonstrating a popular and well used space with little or no negative effect on retail spending.



Figure 7 Artists impression of concept design

5.3. Project team and governance

Describe your project team and governance structure.

Include how a Waka Kotahi representative can be included in project planning

A Project Control Group has been established to oversee all Innovative Streets projects.

This team consists of:

- Deputy Mayor Tui Lewis (and local Councillor for Petone);
- Council's Head of Transport – John Gloag
- Council's Healthy Families Hutt Valley Manager – Hayley Buchan
- Waka Kotahi Representative – To be confirmed.

This proposal has political support from the Mayor and Deputy Mayor. The Deputy Mayor has agreed to be our political champion and she has already engaged with the local retail association (Jackson Street Programme) and directly with local retailers.

Council's Head of Transport supports the proposal and has committed funds towards our share, and has delegated authority for expenditure.

The project will be project managed by Damon Simmons, Council's Traffic Asset Manager. Damon is a Chartered Professional Engineer with more than 25 years experience in civil and transportation engineering. The project team will include members of the transport and healthy cities teams (including comms), the urban design team and a representative from the business development team who manages relationships within the CBD and has previous liveable streets experience.

The Project Control Group will oversee delivery of the project, however some members will also be involved in the co-design process so that this is far more than an engineering exercise.

It is anticipated that Waka Kotahi will also be involved in co-design, providing valuable experience from previous tactical urbanism projects.

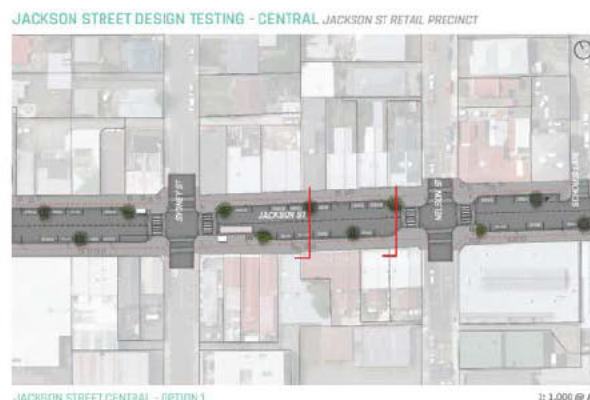


Figure 8 Concept design cross plan view

5.4. Communication and engagement

Describe the community that would be impacted by your project and how you plan to design your project with them.

We expect that the communities most affected by the project will be the retailers on Jackson Street, the customers visiting those retailers, eatery customers and local residents.

The local business community is represented by the Jackson Street Programme (JSP). There has been engagement with this group during preparation of the master plan, and recently to discuss this proposal. They have concerns of course – predominantly around any reduction in parking. We will include a representative(s) of the JSP in the co design process to improve buy in and make sure their concerns are understood.

The local community is also actively represented by the Petone Community Board (PCB) who all live in the community, and we would also want representatives of the PCB involved in the co design. Some PCB representatives are also either members of the local artistic community, or well connected with local artists and designers. With their involvement we can be assured that the proposed design will reflect the 'spirit' of the community. It is also anticipated that the PCB and other community groups could be included in the activation of the new space – through suggesting and developing ideas, through to execution of activation events. These events would be designed during the co-design engagement.

Beyond the co-design phase, the trial itself will be the engagement with the wider community. The Healthy Families team has committed a comms person to the project who has already begun work on comms themes and messages across the Innovating Streets package.

Our recent experience in Andrews Avenue shows that engagement and story telling through social media (Facebook and Neighbourly) is valuable, as is local journalism and/ or advertorials (Hutt News). This engagement will be undertaken through the trial and focus on story telling rather than official notices.



Figure 9 Jackson Street land use zones and district plan designations

5.5. Risks

Describe any risks you have identified and how you plan to mitigate them.

Initially identified risks and mitigation include:

Risk	Mitigation
Loss of parking results in significant decrease in retail revenue	Early engagement with retailers association to agree location for the trial. Undertake trial where retailers are supportive. Limit trial to one city block. Ability to remove trial and reinstate parking on one (or both) sides of street if retail loss is unexpected.
Safety of road users is compromised	Undertake professional road safety review of proposed design Observe and review road safety during trial period Reduce speed limit to 30 km/h
Local community finds the design unengaging	Involve community in co design Embrace community engagement of the space Allow the design to be dynamic – change it during the trial period if certain aspects fail
Theft and vandalism	Utilise permanent/ durable materials and secure as required. Engage with local patrols to keep an eye on the area. Use attractive LED lighting to delineate the area at night.

Additional risks will be identified and mitigations discussed during the co design and engagement processes.

5.6. Project Costs, other resources and milestones

Tactical urbanism projects can seem quick and easy, but the reality is they need careful planning and resourcing to ensure they are successful, particularly as they can challenge business as usual processes. In order for Waka Kotahi to assess your project, we need to understand how it will be resourced and delivered. Use the 'insert row' function if you wish to add more project costs.

	Project cost description – typical project costs are shown here as examples. Please amend to suit your project.	Supplier if known	\$NZD (excluding GST)
1	Project management (if organisation needs to outsource)	In house	
2	Design	In house	
3	Place-making	In house	
4	Materials		s7(2)(b)(ii)
5	Construction		
6	Asphalt art/Roadway Art		
7	Traffic Management		
8	Road Safety Review		

	Project cost description – typical project costs are shown here as examples. Please amend to suit your project.	Supplier if known	\$NZD (excluding GST)
9	Tweaking of the design and build in response to consultation	In house	
10	Monitoring and evaluation (observational and interceptive)	s7(2)(b)(ii) or similar	s7(2)(b)(ii)
11	Communications and community engagement	Social media and Hutt News	
12	Maintenance costs incurred before June 2021		
	Total costs		\$195,000
13	Contingency 15%		\$ 30,000
	Total costs including contingency		\$225,000

Other resources – such as internal and in-kind

Please list other resources that will be used to deliver the project such as the internal staff (estimate FTE), in-kind (volunteer time from community groups etc). Use the 'insert row' function if you wish to add more resources.

	Other resources	Position description	Brief description of how it will contribute to the project	Hours or proportion of FTE over time
1	Tui Lewis	Political champion/ project governance/ co design	Story telling within local community. Liaison with elected officials. Input into design.	Initially around 40 - 80 hours and then 1-2 hours per week.
2	John Gloag	Internal champion/ project governance	Project oversight, budget monitoring, liaison with council senior leadership team	Initially around 40 - 80 hours and then 1-2 hours per week.
3	Hayley Buchan	Project governance/ co design	Liaison with healthy cities team. Embed healthy cities philosophy. Project oversight.	Initially around 40 - 80 hours and then 1-2 hours per week.
4	Waka Kotahi Representative	Project governance/ co design	Project oversight. Input into co design. Provide experience.	Initially around 40 hours and then around 1 hour per week.
5	Damon Simmons	Project Manager/ Technical Lead	Project Management, civil and traffic engineering	Initially around 80 – 120 hours and then 2 hours per week.
6	Cyndi Christensen	Business liaison/ co design	Liaison with local businesses. Co design. Lead feedback process. Brings past experience to the table.	Initially around 80 – 120 hours and then 1 - 2 hours per week.

Other resources – such as internal and in-kind

Please list other resources that will be used to deliver the project such as the internal staff (estimate FTE), in-kind (volunteer time from community groups etc). Use the 'insert row' function if you wish to add more resources.

	Other resources	Position description	Brief description of how it will contribute to the project	Hours or proportion of FTE over time
7	Threesa Malki	Traffic engineer	Engineering design and construction supervision.	Initially around 80 – 120 hours and then 1 - 2 hours per week.
8	Ryan Gardiner	Promotion and Comms	Development and implementation of promotion and comms plan.	Initially around 40 - 80 hours and then 1 - 2 hours per week.
9	Jackson Street Programme representative	Engagement with local businesses	Liaise with local retailers. Co design. Feedback.	Initially around 40 hours and then 1 hour per week.
10	Petone Community Board representative	Engagement with local community	Liaise with local community. Co design. Feedback.	Initially around 40 hours and then 1 hour per week.
11	Total estimated hours of internal resources and in-kind contributions			Initially around 450 – 500 hours and then around 8 – 10 hours per week for duration of trial period. Total around 1,000 hours spread across a team of 10 people over 12 months.

Major milestones of project

Please indicate a rough timeline of major milestones of the project. The milestones you provide here may be used to help inform the milestones in any Partnership Agreement with us. Use the 'insert row' function if you wish to add more milestones.

	Major milestone Provide a high-level description of key project components or deliverables.	Completion date		
1	Funding approval confirmed	End May 2020?		
2	Project establishment meeting - PCG/ Project Manager/ Team Members/ JSP/ PCB	Early June 2020		
3	Co Design Workshop	Late June 2020		
4	Confirmation of Design and Costings	Late July 2020		
5	Construction Complete	Mid August 2020		
6	Implementation	Mid August 2020 to end June 2021		
7	Interim qualitative and quantitative data and analysis	July 2020, Christmas 2020, April 2021 (schedule to be finalised with analyst)		
8	Project Completion and Final Reporting	June 2021		

6. PROPOSED PARTNERSHIP AGREEMENT

A Template Partnership Agreement will be made available here - www.nzta.govt.nz/innovating-streets-funding - by mid-April. Once you have it, please let us know if you are prepared to accept the terms and conditions set out in the Template Funding Agreement.

Please indicate below your acceptance of those terms.

Either:

- Having read and understood the Template Partnership Agreement, I confirm that the terms and conditions within the agreement are acceptable. If successful, I agree to sign the Template Partnership Agreement.

Or:

If there are any clauses that you wish to amend in the Template Partnership Agreement let us know. Please note below any suggestions or changes you wish to propose, referencing the appropriate clause number.

- Having read and understood the Template Partnership Agreement, I have the following suggestions to make. If successful, I agree to sign a Partnership Agreement based on the Template Partnership Agreement subject to negotiating the following clauses:

Clause	Concern	Proposed solution
[insert number]	[briefly describe your concern about this clause]	[describe your suggested alternative wording for the clause or your solution]
[insert number]	[briefly describe your concern about this clause]	[describe your suggested alternative wording for the clause or your solution]

Please use the 'insert row' function if you wish to add more clauses.

7. DECLARATION

I declare on behalf of the Applicant:

Please check

- that the statements in this project are true and the information provided is complete and correct. There have been no misleading statements or omission of any relevant facts
- that all named key personnel have agreed to be included in this project
- that a letter or email from the project sponsor (who has the financial delegation to approve) is attached
- that if successful, I consent to the public release, including publishing on the internet, of the name of the Applicant, the amount of funding sought, the amount of funding offered, contact details of the Applicant and a description of the activity/project, and undertake to cooperate with Waka Kotahi on communications relating to this project, which may be in the form of a media release, case study, web content, conference presentation or whitepaper, sharing via social media, or other form as agreed with Waka Kotahi
- that I understand Waka Kotahi's obligations under the Official Information Act 1982 and that, notwithstanding any relationship of confidence created as a result of this project, the provisions of this Act apply to all of the information provided in this project
- that all necessary internal approvals (CEO, Board etc.) and relevant budgets for the project to proceed, subject to successful application, will be in place by 1 July 2020 (round one) or 26 August 2020 (round two)
- that I have flagged changes to the Template Partnership Agreement that I would like to discuss with Waka Kotahi
- that I am authorised to make this project on behalf of the Applicant identified in Section 4 of this form.

Signature

This declaration must be signed by a person with the legal and financial authority to commit your organisation to a transaction.

JOHN GLOAG



**HEAD OF TRANSPORT
HUTT CITY COUNCIL**

Signature
8 MAY 2020

Date

EMAIL JOHN.GLOAG@HUTTCITY.GOV.NZ

Released under the Local Government Official Information and Meetings Act

Regional
OECD wellbeing.org
map

4/2/21

s7(2)(b)(ii)

- penal in
after 20th Feb
email invite
Send email w/

Addressing safety
is okay for projects
reduced speed limits
must include technical
interventions

after the fair -
Comms - format / time
of for website

Sharing feedback

- identify from community.
- what is good

secondary purpose -
gathering
feedback on

Demon - see if he
knows of gaps / dark
spots on street.

Safe City - location in
J.S. of safety concerns -
issues etc. after dark

#1 Can parks @ night?
to activate the

street / safety @ night
attracting people @ night

- walking around -

#2 Curb build outy -
around schools

may need sensors / lights
school kids - improving
safety @ night

#3 Shelter - more of

s7(2)(b)(6)

s7(2)(a)

From: s7(2)(b)(ii)
Sent: Thursday, 8 October 2020 1:25 PM
To: Cyndi Christensen
Subject: WK team visit to Petone

Kia ora Cyndi,

I'm following up on an idea I mentioned when we last spoke. The Wednesday before Labour Weekend, the Innovation Streets team are meeting together in Wellington to have group workshops.

The following two days, **(22nd Thursday and 23rd Friday)** a few of us are planning site trips to projects within the region. Petone is one we would like to visit.

We would be really keen to organise a catch up with you and some of your team too. As a minimum to walk/cycle the site with you, but if we can be helpful we could also have a session with some of your team?

We will likely have our Monitoring and Evaluation expert there, and our lead for the Community of Practice and Co-design. I'll be there to for street design and tactical urbanism guidance.

What do you think? I don't want stress you with an onerous inquisition! But perhaps even a Q&A session for your team to get some question time with the WK team just to yourselves? Or, anything else that might help provide a project boost with your internal team? If that's not really practicable, we would still love if you could join us in a tour of the site and share some impressions with us.

We are currently planning an itinerary for the two days, visiting just a few locations. _

At this point it would be super helpful if you could let me know if you might be interested, and a give me a guide on whether the Friday or the Thursday would be a better suit for you?

Ngā mihi

s7(2)(b)(ii)

s7(2)(b)(ii)

Thanks Cyndi,

As discussed, unfortunately your proposition to pilot under-veranda and wayfinding lighting falls outside of the funding parameters for the Innovating Streets programme.

We appreciate the idea and definitely see the benefit of this, and we hope it may be something you can find an alternative budget source to progress it. It seems like it would add a lot of value to your walking network, so much so we had to wrestle with the question on what benefit there is in piloting the idea versus just progressing with the scheme.

We also appreciated the effort you put into the work and proposition so it is regretful that we really couldn't make this fit into the programme. As mentioned, initial applications that took a similar approach were not progressed to funding. One pivotal point in that assessment was whether changes, such as lighting, wayfinding etc support physical interventions. In particular which would improve safety and test the reallocation of space or function within the road corridor.

On that basis we did think that the proposition to test the removal of car park bays, in the evenings fits better into the programme. In particular if you have some business owner that are keen to work with you and activate the spaces in the evenings as part of the trial.

A question was raised as to whether the logistics of shifting the equipment each day might cost more than doing a static pilot for say 3 months. However, I think you have addressed this in our discussions, with a high degree of concern that in the current environment removal of day time parking would not be tenable. And, that the evening proposition more directly addressed the codesign priorities you identified.

One remaining question is what you think pilot is testing with respect to a permanent aspiration. Or, what evolution you might expect?

Again, my apologies we are not able to fund the lighting proposition. We do think a small intervention that can be achievable in the time frame, and meet community expectation is a good idea and hope we can support you with that.

I have been in contact with s7(2)(a) and he will try and find a recording of the webinar addressed to prospective applicants, discussing the parameters of the programme and expectations for applications. I am aware you were not involved at that time and hope that if we can find it, it will be useful.

Ngā mihi,

s7(2)(b)(ii)

Out of Scope



Cyndi Christensen

From: s7(2)(b)(ii)
Sent: Monday, 15 March 2021 6:33 pm
To: Cyndi Christensen
Subject: FW: solar lights
Attachments: LEDSOLAR-ST20XPL.pdf; LEDSOLAR-FL30_ed3.pdf; 20170711_130119_resized.jpg

Kia ora Cyndi,
As discussed, please see email train below for some recent discussion with one of the teams on solar lighting options.

From: s7(2)(b)(ii)
Sent: Wednesday, 3 March 2021 7:37 pm
s7(2)(b)(ii)

Subject: RE: solar lights

That's right s7(2)(b)(ii) they are not at crossing points and more about adding more overall lighting to the footpath and road at dark spots and seating areas.

Regards

s7(2)(a)

s7(2)(b)(ii)

s7(2)(b)(ii)

Sent: Wednesday, 3 March 2021 7:26 PM

s7(2)(b)(ii)

Subject: RE: solar lights

Great thanks s7(2)(a)
Having both a purchasable and a hire option is cool!

I guess you could even do your own poles with a mass footing as well as the in-ground footing option - depending on how often you want to shift or adjust them, how much space you have, local aesthetics etc.

You are proposing them along a path though, not at crossing points are you?

s7(2)(b)(ii)

From [redacted] s7(2)(b)(ii)

Sent: Wednesday, 3 March 2021 7:15 pm

To: [redacted] s7(2)(b)(ii)

Subject: RE: solar lights

Kia ora [redacted] s7(2)(b)(ii)

Hmm, luminaire is not something I'm sure we have fully investigated. I will go back and review this with some colleagues who understand these side of things.

The pricing we have obtained are to purchase outright. We have two options, one price for the whole kit. Pole included, and one price for the light and solar components only. We are currently exploring if a local engineer can provide us with [redacted] s7(2)(b)(ii)

\$ [redacted] s7(2)(b)(ii) with pole and fixtures – complete kit.

\$ [redacted] s7(2)(b)(ii) for light and solar components only.

Have also attached the spec sheets for your interest and comparison for building a pool of suppliers and specs etc.

Nga mihi,

[redacted] s7(2)(a)

[redacted] s7(2)(b)(ii)

[redacted] s7(2)(b)(ii)

[redacted] s7(2)(b)(ii)

Sent: Wednesday, 3 March 2021 6:51 pm
[redacted] s7(2)(b)(ii)

Subject: RE: solar lights

Kia ora kōrua,

I have been looking at some for potential pedestrian crossing lights but we have just had the luminaire assessed and it was deemed too bright, an having too much glare, to be used in that situation. There are higher requirements around Zebra Crossings, as you would expect. They are however considered okay for temporary road way a light for construction etc. And are used a lot around Auckland for this purpose.

I don't want to promote one brand or supplier over another. But have copied some information below as requested. These ones we recommended by one of the project teams that is also working on the K Rd project. I can't personally vouch for them.

The ones you are already considering may be better suited for your purposes for a number of reasons. I was interested to know what they are, so as to have some options people could consider. Can you let me know the pricing of the one you have?

Copy of email from s7(2)(a)

s7(2)(b)(ii)

Thank you for your email, please see attached pictures of different projects and applications. (listed are the projects we are currently supplying in Auckland at the end of this email)

FYI

- a) We have the IES lighting files for the designers which have previously been submitted to Aurecon and Beca.
- b) Automatic ON/OFF or sensor controlled fully solar and proven reliability through winter

Solar Streetlights – indicative pricing

\$ s7(2)(b)(ii)	each/per day
\$	Delivery/install (4 x solar streetlights per truckload)
\$	Pickup (4 x solar streetlights per truckload)

- *excludes traffic management
- *excludes night rates
- *Auckland wider area

List of Auckland projects - current

SH20B Auckland Airport, NX2, Central Interceptor, Karangahape Rd, Quay Street project, Link Alliance, AMETI. Also a number of park and ride carparks, temporary carparks etc

Sorry for all the info in one email!

We are always available to meet and discuss our range, we are constantly upgrading our current fleet to suit more applications, so we welcome challenges and a new way of doing things that can utilise our greatest power source.

Many thanks for reaching out

Chat soon

s7(2)(a)

s7(2)(a)

s7(2)(b)(ii)

s7(2)(b)(ii)

From: s7(2)(b)(ii)
Sent: Wednesday, 3 March 2021 5:30 pm
To: s7(2)(b)(ii)
Subject: RE: solar lights

Hi s7(2)(b)(ii)

The lights we were looking into and have on order are from s7(2)(b)(ii)

s7(2)(a) was the sales rep I was speaking with; I have provided his details and contacts below. These are temporary solar lights, that can be relocated with ease. For a temporary lighting solution, we determined these best met requirements due to their use in other developments and construction sites.

s7(2)(b)(ii)

Be good to have a price comparison though, as those from s7(2)(b)(ii) were all I could find in my investigations.

s7(2)(a)

s7(2)(b)(ii)

Released under the Local Gov
Information and Meetings Act

s7(2)(b)(ii)

From: s7(2)(b)(ii)
Sent: Wednesday, 3 March 2021 5:16 pm
To: s7(2)(b)(ii)
Cc:
Subject: RE: solar lights

Kia ora s7(2)(b)(ii)

The light pole was suggested as a bit of kit for TRC by one of their development managers. We do want this to be temporary though because the permanent work will have it's own (much better looking) fittings and we want the ability to move these ones around. The ones you've suggested below were also put forward recently by our traffic engineer. Do you have a specific supplier you know for these?

s7(2)(a) thoughts? Might be worth looking into.

Thanks s7(2)(b)(ii)

s7(2)(a)

s7(2)(b)(ii)

From: s7(2)(b)(ii)
Sent: Tuesday, 2 March 2021 8:33 PM
To: s7(2)(b)(ii)
Subject: solar lights

Hey s7(2)(a)

I've been gathering a bit of guidance on temp lights – solar powered and found these ones used for roadwork construction.

Whi does those more permanent ones you have for s7(2)(b)(ii)?



Environment Official Information

Open Meetings Act

Briefing: Auaha Evolving Spaces

2 September 2020

Waka Kotahi (New Zealand Transport Agency) has provided Hutt City Council with innovation funding for two projects, **Out of Scope** and Jackson Street, through their Innovating Streets for People initiative. The funding provides for 'tactical urbanism' which can be defined as using temporary improvements to test and trial changes that create safer streets for people and more liveable spaces.

Waka Kotahi provides 90% of the project funding with Hutt City Council providing only 10% of the funding which is covered by existing Transport budgets. The estimated project costs for Jackson Street is \$270,250 and for **Out of Scope**. A condition of the funding is that the project is delivered by June 2021 (although it may stay in place for longer).

While it is Council that has received the funding, the clear expectation from Waka Kotahi is that projects are community driven and have local participation, engagement and co-design throughout the process.

Hutt City Council applied for the funding as it provides the financial resource and expert support to meaningfully partner with communities and businesses to make our streets and public spaces safer and more enjoyable to spend time in. Along with the financial resource, the project teams are able to call on support from local and international experts who have delivered projects with similar aims, as well as learning from the other 27 communities and councils that have also been funded in the first round for around 40 projects across New Zealand.

These projects enable Hutt City Council to put into action our commitment to the wellbeing of our people, economy and environment by prioritising space for people while strengthening our experience in community led, people centred design and engagement.

'Innovating Streets for People' is Waka Kotahi's name for this national initiative. Locally we have called our approach and the projects that come from it **Auaha Evolving Spaces**. The kupu (word) **auaha** means to shape, create or form. The use of this word dates back to tale of the fashioning of Hineahuone, the first woman in the world (according to Māori lore), shaped from the soil of Papatūānuku (earth mother) by Tāne-nui-a-Rangi (deity and child of Papatūānuku) on the beach at Kurawaka. The concept of shaping and reshaping reflects both the way we intend to work and the nature of the projects.

Out of Scope



Out of Scope

Out of Scope

Jackson Street project

The aim of the project is to try out temporary changes to one block of Jackson Street to make it more people-friendly and create space that is more enjoyable to spend time in.

Jackson Street was chosen as it presents the opportunity to further support Petone as a retail and entertainment destination and also to enhance the unique experience it currently provides.

This project aligns to Petone 2040 which is the strategy that captures the goals and vision for the area and helps guide the design decisions and investment infrastructure for Petone and Moera.

This project provides a next step in trying out changes that align to recommendations from Petone 2040 which identified opportunities to develop and enhance the streetscape of Jackson Street's heritage precinct.

What has happened so far?

The first priority was to ensure residents, communities and businesses were aware of the opportunity. This has included a range of different engagement from hand delivered letters to businesses and residents on Jackson Street, personal visits from elected members and Council Officers and a public meeting held with businesses and property owners from Jackson Street. To date the focus has been on the business community with more work to be done to ensure residents and the wider community are engaged with and represented.

The second priority has been on building a project team. The intention is to take a co-lead approach for this project, pairing dedicated resource from within Council and a lead from the community to take the project forward. Hutt City Council staff and s7(2)(a) from the Jackson Street Programme form part of the project team but it will also need members of the community and local businesses to work in partnership to make it successful.

What happens next?

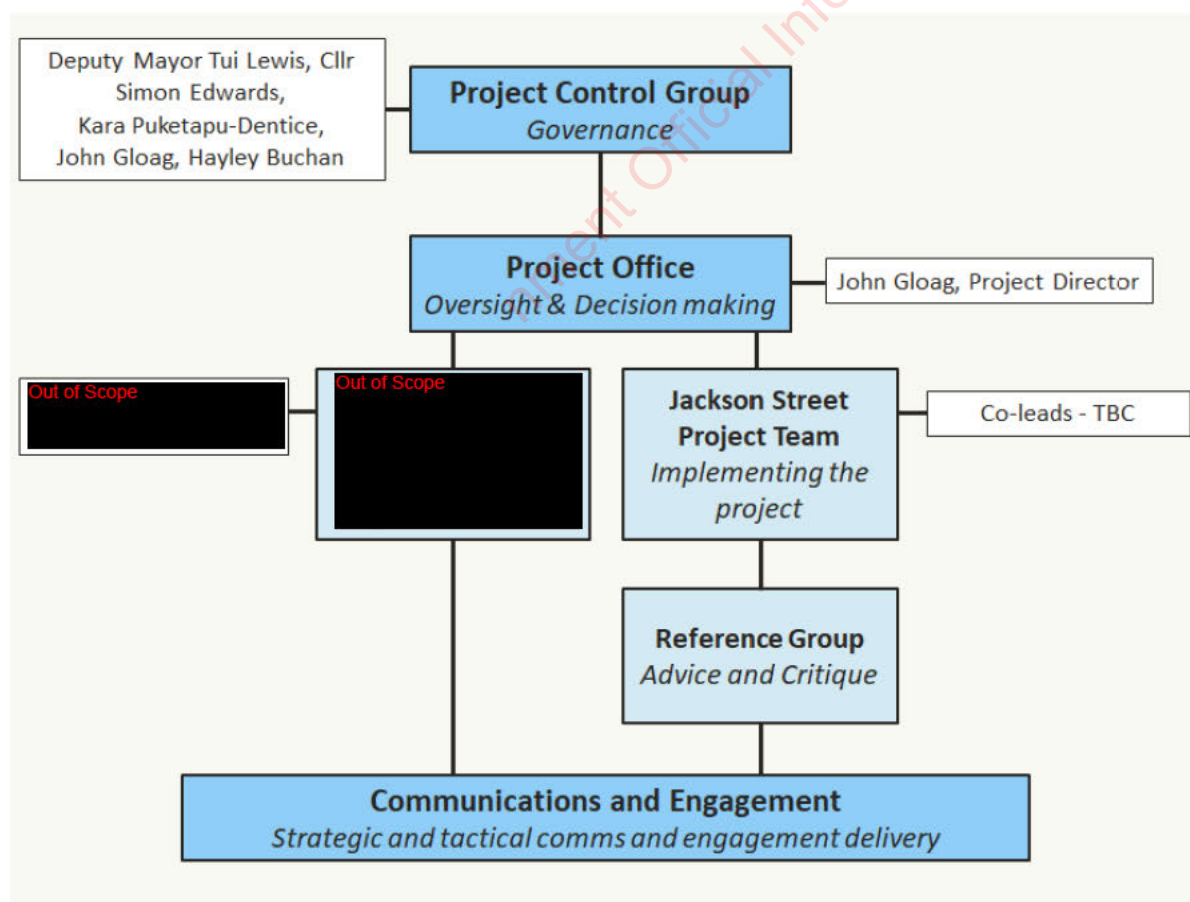
The next step is to engage and work with businesses, residents and the wider community to continue to build the team so that it includes people that can bring different expertise and experiences to the project. This will help create outcomes that work best for the space and the people that use it.

The project team will then work with communities and businesses to decide what we're trying to achieve through the project and then plan how we will measure if we have achieved our intentions. This could include using traffic and economic data, street observations, surveys and interviews to capture a wide range of information.

Any changes will be co-designed with businesses, residents, regular visitors and community. This means that nothing is predetermined. Through working together we can identify which changes might enhance the experience on Jackson Street and then consider how we might test or try out these changes. We will be guided by the work that has already happened in the development of Petone 2040 plan and design together how we might start to put it into action.

Project structure

This initiative has a layered structure enabling the individual projects to be able to co-design in partnership with community while still keeping appropriate oversight and governance.



For more information

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