

**From:** [Peter Wells](#)  
**To:** [Laura Kellaway](#)  
**Cc:** [Mitchell Davis](#); [Matthew Chote](#)  
**Subject:** RE: Electronic Ticketing - Proposed Pilot installation of validators  
**Date:** Thursday, 25 March 2021 10:44:24 AM  
**Attachments:** [Wellington Railway Station - heritage process \(draft v.3\).docx](#)

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Hi Laura

I've incorporated all of your comments.

In respect of the trial nature of the Pilot. I've added some lines to reflect that Project Next, the National Ticketing Solution (NTS), will require similar technology to be deployed. Therefore I've proposed that we include a review and feedback element to the process.

Please take a read and let me know if you are comfortable with it.

Thanks  
Pete Wells

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**From:** Laura Kellaway <xxxxxxxx@xxxxxxxx.xxx.xx>  
**Sent:** Wednesday, 24 March 2021 12:38 PM  
**To:** Peter Wells <xxxxx.xxxxx@xx.xxxx.xx>  
**Subject:** RE: Electronic Ticketing - Proposed Pilot installation of validators

Hi Peter

I've attached a few comments on the draft- but yes in principal.  
I may need some flexibility in response as project work can be interrupted by other regional events.

Kind regards  
Laura

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**Laura Kellaway** | Conservation Architect | Kaihoahoa Penapena | Central Region | Heritage New Zealand Pouhere Taonga / Te Takiwā o Te Pūtahi a Māui | P O Box 2629 | Level 1, 79 Boulcott St | Wellington 6140 | Ph: (64 4) 471 4895 | Mobile in work hours 027 445 3599

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**From:** Peter Wells [<mailto:xxxxx.xxxxx@xx.xxxx.xx>]  
**Sent:** Wednesday, 24 March 2021 12:15 pm  
**To:** Laura Kellaway  
**Cc:** Mitchell Davis; Matthew Chote  
**Subject:** Electronic Ticketing - Proposed Pilot installation of validators

Good day Laura

Following up on the outstanding actions, I was to write out a draft of the process to seek approval of Heritage NZ in respect of the proposal to install electronic validators at Wellington Station.

The attached is a draft I've put together from your earlier e-mail notes, our meetings and the phone call. Can you look through and let me know if there are changes you'd recommend.

Many thanks  
Peter Wells  
027 223 2271

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## Wellington Railway Station – Validator Installation

### Consent process agreement – Heritage NZ / GWRC

DRAFT

Following on from the earlier meetings regarding the proposed Pilot installation of ticket validator posts at Wellington Railway Station, I have attempted to capture the process as per your earlier mails and our discussion of 3<sup>rd</sup> March.

The Crown, acting through KiwiRail, are the owners of the Wellington Railway Station building. GWRC are tenants of KiwiRail in the use of the station for rail services.

Heritage New Zealand have a [covenant](#) agreement covering the conservation of the Station, with KiwiRail. Therefore, any agreement in respect of Heritage matters, would be between KiwiRail and GWRC.

It is noted that at this time the existing conservation plan is approaching 20 years old and in need of refreshing. This work is currently on hold. It is also noted that there is currently no overall development plan for the station.

[The brief is based on the proposed project being for a trial only and does not extent past this at this time or apply to other historic or scheduled stations.](#)

A suggested approach is outlined below.

1. Preliminary Review – Heritage Architect to carry out a preliminary review of heritage features within the platform / apron area of the station, where the validators are proposed to be installed. This would consist of reviewing the existing conservation plan and an inspection of the affected area of the station, in order to identify and inventory existing heritage features.

*This work has been commissioned with Ian Bowman as of 15<sup>th</sup> March and is due to report by end of March.*

2. Conservation Plan - Heritage NZ recommends updating of the old existing Conservation plan by KiwiRail's Conservation Architect for the affected area of the station (noting the brief may need to be expanded to include any other developments on the wider agenda for this area so it is an integrated approach overall]. This should be completed as a draft before final submission [and incorporated into the proposal].

*KiwiRail have now advised that updating of the existing conservation plan is on hold.*

3. Archaeological Review - GWRC to consider requesting a Heritage Archaeologist to review the proposed works and advise if they could have implications in respect of pre-1900 archaeological site.

*GWRC have commissioned, and now received, a report from Mary O'Keefe to assess this and have now shared this with the meeting participants.*

4. Consent Application – GWRC to compile a building consent application to WCC. Pack to be compiled by GWRC appointed architect, with support from a Conservation Architect to provide guidance on conservation and heritage matters. Documentation to include Heritage Assessment, Temporary Protection Plan, Heritage Based Specification. When submitted to WCC it is recommended that a copy is also provided to Heritage NZ for their [comment to KiwiRail](#).  
*GWRC have now appointed Interact Architects and Ian Bowman to compile the consent applications. It is anticipated that this would be ready to be submitted in around 2 weeks.*
5. Heritage NZ consent application feedback – On receipt of the consent submission, Heritage NZ will review it and provide any verbal feedback within one week. Formal feedback would be made to KiwiRail, and [should](#) be within 2 weeks.
6. [Revision \[If Required\]](#) – If there are issues of concern raised, which affect the covenant , then a meeting of the parties (KiwiRail, Heritage NZ, GWRC) would be convened to discuss the points raised and try to reach agreement.
7. [Revision \[If Required\]](#) – If there are issues of concern raised, which affect the consent application, then a meeting of the parties (KiwiRail, Heritage NZ, WCC, GWRC) would be convened to discuss the points raised and try to reach agreement
8. Approval – Heritage NZ [covenant](#) approval would be provided in a letter form to KiwiRail.