

## **Terms of Reference - Tawa Community Board**

### **1. Budgetary Input and Control**

- (a) The preparation of an annual submission and recommendations to the Council's budgetary process in respect of expenditure within the area of the Tawa Ward.
- (b) Ranking of priorities for funds for special works which do not form part of the Operations and Maintenance budget.
- (c) Input into the half-yearly review of the Transit New Zealand budget.
- (d) The control of local community funds held for specific purposes within the ward.
- (e) Overseeing the expenditure of funds and receipt of income to ensure that budget targets are met.
- (f) Authorising expenditure within the annual budget once approved.
- (g) Delegated powers to review and revise any fees and charges relating to its budget (such as entrance fees to the swimming pool, for example) giving regard to the annual business plan and budget within policy guidelines.

### **2. Traffic Management**

- (a) Authorisation of the installation or removal of "Stop" and "Give Way" signs.
- (b) Authorisation of the construction or removal of traffic islands, speed control humps, pedestrian crossings.
- (c) The imposition, amendment or removal of speed restrictions.
- (d) The determination of any categories of roadmarkings not otherwise subdelegated to any other committee (e.g. an officers' committee)
- (e) To take initiatives in traffic planning for the Tawa Ward area including consultation with appropriate agencies and Wellington City Council officers in respect of the possible re-routing of State Highway One (Transmission Gully) with the ward.
- (f) Determination of parking restrictions and erection of parking signs.
- (g) Siting and approval of taxi-stands, bus stops and bicycle stands.
- (h) Public notification, hearing of objections to and determining applications for the temporary closure of streets, under the Transport (Vehicular Traffic Road Closure) Regulations 1965 or under Section 342 and Clause 11(e) of the Tenth Schedule to the Local Government Act 1974.
- (i) Authorisation of the upgrading and installation of streetlighting.

### **3. Transport Shelters**

The erection of transport shelters on the footpath of any road in terms of Section 339 of the Local Government Act 1974 and the hearing and determination of any objections thereto.

### **4. Parks and Reserves**

- (a) The administration, management and control of parks and reserves within the area of the Tawa Community Board.
- (b) The preparation and periodic review of management plans for reserves within the area of the community board in terms of Section 41 of the Reserves Act.
- (c) The determination of applications for remissions of or concessions on charges for the use of the Tawa Pool, Social Centre, parks and reserves, in accordance with Council policy.
- (d) The letting of catering rights in parks and reserves.
- (e) The appointment of honorary wardens and rangers.
- (f) The promotion and use of community facilities.
- (g) The planning, development and approval of community recreational programmes and the promotion of recreation opportunities.

### **5. Arts and Crafts**

The promotion of arts and crafts in the area of the community board.

### **6. Resource Consent Applications**

- (a) Authority to determine any notified or non-notified application for resource consent (i.e. non-complying, controlled or discretionary activities), including the imposition of conditions.
- (b) Authority to determine any application for consent in respect of Sections 10 (existing uses), 125 (lapsing of consents), 126 (cancellation of consent condition), 127 (change or cancellation of consent condition), 128-133 (review of consent conditions) of the Resource Management Act.
- (c) Authority to make recommendations on a requirement for a designation or a heritage order.
- (d) Authority to waive or extend time limits, etc.
- (e) Authority to order the protection of sensitive information.
- (f) Authority to determine any objections to certain decisions and requirements.
- (g) Authority to make requests for changes to outline plans submitted pursuant to S125 of the Town & Country Planning Act 1977.
- (h) Authority to require the payment of additional charges or to remit the whole or any part of any charge.
- (i) Authority to determine that any application must be notified.

## **7. Buildings**

- (a) The granting of any dispensations from the bylaws in relation to building permits.
- (b) The classification and erection of temporary buildings and the determination of conditions of control over such temporary buildings.
- (c) Approval of signs and hoardings on buildings and in public places.

8. Approvals for street rallies, marches and parades, street stalls and street collections/appeals within the area of the community.

## **9. Overview of Services**

To monitor and keep the Council informed as to community aspirations and the level of satisfaction with the services provided, e.g. streetworks, local traffic engineering, refuse collection, housing, local parks, community and recreation activities, and regulatory activities.

## **10. Liaison with Porirua City Council**

To act as the main liaison point between the Wellington City Council and the Porirua City Council.

## **11. Urban Transport**

To have an input into the formulation by Council of its Urban Transport Plan.

## **12. By-law Dispensations**

Those which have only local significance be delegated to the Board.

## **13. Civil Defence**

To have an input into the Tawa section of the Wellington City Civil Defence Plan.