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**MINUTES**

**THURSDAY 10 FEBRUARY 2011**

**7.01PM – 9.38PM  
(9.35PM – 9.38PM – PUBLIC EXCLUDED)**

**THE BOARDROOM  
TAWA COMMUNITY CENTRE  
5 CAMBRIDGE STREET  
TAWA**

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**PRESENT:**

Graeme Hansen (7.01pm – 8.13pm, 8.14pm – 9.38pm)  
Margaret Lucas (7.01pm – 9.38pm)  
Chris Reading (7.01pm – 9.38pm)  
Malcolm Sparrow (Chair) (7.01pm – 9.38pm)  
Alistair Sutton (7.01pm – 9.38pm)  
Robert Tredger (7.01pm – 9.38pm)  
Councillor Ngaire Best (7.01pm – 9.38pm)  
Councillor Justin Lester (7.01pm – 9.38pm)

**OFFICERS IN ATTENDANCE:**

John McGrath – Manager, Policy and Planning  
Fiona Dunlop – Committee Adviser

001/11TB **APOLOGIES**  
(1215/12/IM)

**NOTED:**

There were no apologies.

002/11TB **MINUTES FOR CONFIRMATION**  
(1215/12/IM)

**Moved Malcolm Sparrow, seconded Alistair Sutton, the motion that the Tawa Community Board approve the minutes of the meeting held on Thursday 9 December 2010 having been circulated, as amended for item 138/10TB Establishment of the Tawa Community Board Grants Subcommittee (page 7 of the minutes) to read “The motion that Graeme Hansen, Chris Reading, Alistair Sutton and Robert Tredger be members of the Tawa Community Board Grants Subcommittee was put and declared CARRIED.”, now be taken as an accurate record of that meeting.**

**The motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Approve the minutes of the meeting held on Thursday 9 December 2010 having been circulated, as amended for item 138/10TB Establishment of the Tawa Community Board Grants Subcommittee (page 7 of the minutes) to read “The motion that Graeme Hansen, Chris Reading, Alistair Sutton and Robert Tredger be members of the Tawa Community Board Grants Subcommittee was put and declared CARRIED.”, now be taken as an accurate record of that meeting.*

003/11TB **ORDER OF BUSINESS**  
(1215/11/IM)

**NOTED:**

The Chair advised the meeting that Report 7 “Elections of the New Zealand Community Boards’ Executive Committee Zone 4 Representative” be taken last and in public excluded session and that Report 8 “Mervyn Kemp Library and Tawa Community Centre Quarterly Report would be taken following Report 6.

004/11TB **CONFLICTS OF INTEREST DECLARATIONS**  
(1215/12/IM)

**NOTED:**

There were no conflicts of interest declared.

005/11TB **PUBLIC PARTICIPATION**  
(1215/12/IM)

**NOTED:**

There was no public participation.

006/11TB **POLICING IN TAWA**  
(1215/12/IM)

(ORAL REPORT)

**NOTED:**

Inspector John Spence – Kapiti Mana Police Area Commander was in attendance for this item. Inspector Spence updated the Board on various policing matters in Tawa.

007/11TB **COMMUNITY SPEAKER – BRUCE MURRAY, TAWA HISTORICAL SOCIETY**

(1215/12/IM)

(ORAL REPORT)

**NOTED:**

Bruce Murray, Tawa Historical Society was in attendance for this item. Mr Murray outlined the Society's ideas to enhance the community's understanding of the shared history of Tawa. He also advised of some possible projects for cooperation between the Tawa Community Board and the Historical Society in the next five years.

**TABLED INFORMATION:** Speaking notes from Mr Murray – reference 007/11TB (A).

008/11TB **TAWA WALKWAY**  
(1215/12/IM)

(ORAL REPORT)

**NOTED:**

Stephen Carruthers, Transport Planner, Paul Barker, Safe and Sustainable Transport Manager and Brett Gillies, Chair of the Tawa Walkway Committee were in attendance for this item. They updated the Board on the progress to date with the project.

009/11TB **WILLOWBANK RESERVE PUBLIC TOILETS**  
(1215/12/IM) (ORAL REPORT)

**NOTED:**

Jacqui Murray – Assets and Project Manager with Parks and Gardens was in attendance for this item. She updated the Board on the project to replace the current public toilets with a revamped facility.

010/11TB **MERVYN KEMP LIBRARY AND TAWA COMMUNITY CENTRE  
QUARTERLY REPORT**  
Report of Rose Barker – Team Leader – North Cluster.  
(1215/12/IM) (REPORT 8)

**NOTED:**

Rose Barker – Team Leader North Cluster, Karen Hill – Senior Adviser, City Communities and Melanie Lapalme – Tawa Community Centre Coordinator were in attendance for this item.

(Graeme Hansen left the meeting at 8.13pm.)  
(Graeme Hansen returned to the meeting at 8.14pm.)

**Moved Malcolm Sparrow, seconded Robert Tredger, the substantive motion.**

**The substantive motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*

010/11TB **TAWA COMMUNITY BOARD DRAFT COMMUNITY PLAN**  
Report of Malcolm Sparrow – Chair, Tawa Community Board.  
(1215/12/IM) (REPORT 5)

**Moved Malcolm Sparrow, seconded Chris Reading, the substantive motion.**

**The substantive motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*

2. *Agree to consult the Tawa Community on the draft Tawa Community Plan which sets out the Board's priorities for the 2010-13 Triennium.*
3. *Agree that feedback on the draft Plan be considered at the April 2011 meeting of the Board and that final agreement of the Plan be considered at that time.*

**011/11TB EPETITION TO SUPPORT THE PRIORITISATION OF AN ARTIFICIAL TURF IN TAWA**

Report of Tawa Community Board Members - Margaret Lucas and Alistair Sutton.

(1215/12/IM)

(REPORT 6)

**Moved Margaret Lucas, seconded Alistair Sutton, the substantive motion with an amendment to recommendation 2 as follows:**

THAT the Tawa Community Board:

2. *Agree to submit an ePetition request to Wellington City Council with the wording "The Tawa Community Board request that the Wellington City Council develop a multipurpose all-weather turf within the boundary of Tawa **and note that the petition will be open for one month.**"*

**The substantive motion as amended was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*
2. *Agree to submit an ePetition request to Wellington City Council with the wording "The Tawa Community Board request that the Wellington City Council develop a multipurpose all-weather turf within the boundary of Tawa **and note that the petition will be open for one month.**"*

**012/11TB NEW ZEALAND COMMUNITY BOARDS' CONFERENCE – ROTORUA, THURSDAY 5 TO SATURDAY 7 MAY 2011**

Report of Natalie Jacobson – Team Leader, Meeting Support.

(1215/12/IM)

(REPORT 9)

**Moved Malcolm Sparrow, seconded Councillor Best, the substantive motion.**

**The substantive motion was put and declared CARRIED.**

The Chair called for nominations for Board members to attend the New Zealand Community Boards' Conference. He advised that he had received interest from Graeme Hansen, Robert Tredger and himself as Chair to attend. The Chair advised that as there were three expressions of interest that Robert Tredger would be the alternate attendee in the event that the Chair or Graeme Hansen could not attend.

**Moved Councillor Best, seconded Councillor Lester, the motion that the Tawa Community Board approve the attendance of Malcolm Sparrow and Graeme Hansen at the New Zealand Community Boards' Conference and that Robert Tredger be the alternate attendee in the event that Malcolm Sparrow or Graeme Hansen can not attend.**

**The motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*
2. *Agree that up to two members from the Tawa Community Board attend the 'New Zealand Community Boards' conference to be held in Rotorua from 5 May – 7 May 2011. Agree that the costs associated with attending the meeting are met from the Elected Members Budget (GVEM01).*
3. *Approve the attendance of Malcolm Sparrow and Graeme Hansen at the New Zealand Community Boards' Conference and that Robert Tredger be the alternate attendee in the event that Malcolm Sparrow or Graeme Hansen can not attend.*
4. *Agree that the nominated Board member(s) will present a report back on the conference in accordance with Council policy.*

013/11TB **RESOURCE CONSENT APPROVALS AND APPLICATIONS FOR 29 NOVEMBER 2010 TO 28 JANUARY 2011**  
 Report of Bill Stevens – Manager, Development Planning and Compliance,  
 North and West.  
 (1215/12/IM) (REPORT 10)

**Moved Margaret Lucas, seconded Robert Tredger, the substantive motion.**

**The substantive motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*

014/11TB **PARKING: HINAU AND COLLINS AVENUE**  
 Report of Graeme Hansen – Tawa Community Board Roding Primary  
 Liaison Person.  
 (1215/12/IM) (REPORT 11)

**Moved Ngaire Best, seconded Graeme Hansen the motion that the Tawa Community Board lay the report on the table for consideration at the next meeting of the Board.**

**The motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Lay the report on the table for consideration at the next meeting of the Board.*

015/11TB **PARKING: MAIN ROAD, TAWA**  
 Report of Graeme Hansen – Tawa Community Board Roding Primary  
 Liaison Person.  
 (1215/12/IM) (REPORT 12)

**Moved Graeme Hansen, seconded Alistair Sutton, the substantive motion.**

**The substantive motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*
2. *Agree to recommend to the Wellington City Council that they consult with the residents and business people of Tawa on whether the current parking limits meet their needs.*
3. *Agree to recommend to the Wellington City Council that the parks outside the Skipping Bull (199 – 209 Main Road Tawa) be made 120 minutes until the outcome of the consultation is completed.*

016/11TB **REPORTS BACK COMMITTEES/PORTFOLIO  
RESPONSIBILITIES**

(1215/12/IM)

(ORAL REPORT)

**NOTED:**

1. Councillor Best updated the Board on various meetings that she had attended. She advised that she had received feedback from officers on the recent trial of the new recycling bins which are to be introduced across the city.
2. Margaret Lucas advised that she had been busy working with officers with the ePetition.
3. Chris Reading advised that he had had discussions with Council officers regarding technical issues with hanging baskets for the proposed beautification of the Tawa Mall area. He also advised that he had been approached by residents of Redwood Village for another park bench on the Main Road.
4. Graeme Hansen advised that he had met with Council officers regarding the footpath widening in Duncan Street and was pleased with the response from officers to the issues of concern that he raised.
5. Robert Tredger advised that he noticed that the “No Skateboarding” signs in the Main Road are still pointing the wrong way and are not visible. He expressed concern at the long grass in a culvert on Duncan Street which is understood to be on railway land.

**Moved Councillor Best, seconded Robert Tredger, the motion that the Tawa Community Board delegate to the Chair of the Tawa Community Board to write a letter to the landowner of the land**

**adjacent to the North Island Main Trunk Railway Line to bring attention to the long grass.**

**The motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Delegate to the Chair of the Tawa Community Board to write a letter to the landowner of the land adjacent to the North Island Main Trunk Railway Line to bring attention to the long grass.*
6. Alistair Sutton advised that as part of his tasks in the Tawa Community Plan he had had a discussion with Council officers regarding the installation of toilets in Duncan Park. He also advised that he had been working with Margaret Lucas on the ePetition.
7. Councillor Lester advised that he had been working with Margaret Lucas and Alistair Sutton on the ePetition.
8. Malcolm Sparrow advised the Board on the various issues he had been involved in. He also advised that he had received a letter from Patrick Barnes who was the 2010 recipient of the Tawa Borough Scholarship. Mr Sparrow further advised that the next Community Board newsletter needed to be put together for circulation.

**Moved Councillor Best, seconded Malcolm Sparrow, the motion that the Tawa Community Board receive the letter of thanks from Patrick Barnes and that a Board newsletter be completed in March 2011.**

**The motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the letter of thanks from Patrick Barnes.*
2. *Complete a Board newsletter in March 2011.*

**TABLED:** Letter from Patrick Barnes.

017/11TB **FORWARD PROGRAMME**

Report of Natalie Jacobson – Team Leader, Meeting Support.

(1215/12/IM)

(REPORT 14)

**Moved Malcolm Sparrow, seconded Graeme Hansen, the substantive motion with additions to the forward programme as follows:**

Thursday 10 March 2011

- Parking – Hinau and Duncan Streets
- Tawa Primary Schools and Citizenship Awards
- Tawa Community Board Newsletter
- Attendance of Mayor, Porirua City Council

Thursday 14 April 2011

- Tawa Community Board Community Plan

**The substantive motion as amended was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*
2. *Approve the work programme for the upcoming meetings.*

<b><i>Thursday 10 March 2011</i></b>
<i>Standing Items:</i>
<ul style="list-style-type: none"> <li>• <i>Policing in Tawa</i></li> <li>• <i>Community Speaker</i></li> <li>• <i>Resource Consents</i></li> <li>• <i>Reports back</i></li> <li>• <i>Forward Programme</i></li> </ul>
<i>Quarterly Updates:</i>
<ul style="list-style-type: none"> <li>• <i>Tawa Volunteer Fire Brigade</i></li> <li>• <i>Recreation Wellington</i></li> </ul>
<i>Review of Willowbank Road Traffic Calming Measures</i>
<i>Waste Management – Regional Waste Assessment</i>
<i>2011 Council Submission Programme</i>
<b><i>Parking – Hinau and Duncan Streets</i></b>
<b><i>Tawa Primary Schools and Citizenship Awards</i></b>
<b><i>Tawa Community Board Newsletter</i></b>
<b><i>Attendance of Mayor, Porirua City Council</i></b>

<b><i>Thursday 14 April 2010</i></b>
<i>Standing Items:</i>
<ul style="list-style-type: none"> <li>• <i>Policing in Tawa</i></li> <li>• <i>Community Speaker</i></li> <li>• <i>Resource Consents</i></li> <li>• <i>Upcoming Areas of Consultation</i></li> <li>• <i>Reports back</i></li> <li>• <i>Forward Programme</i></li> </ul>
<b><i>Tawa Community Board Community Plan</i></b>
<b><i>Thursday 12 May 2011</i></b>
<i>Standing Items:</i>
<ul style="list-style-type: none"> <li>• <i>Policing in Tawa</i></li> <li>• <i>Community Speaker</i></li> <li>• <i>Resource Consents</i></li> <li>• <i>Upcoming Areas of Consultation</i></li> <li>• <i>Reports back</i></li> <li>• <i>Forward Programme</i></li> </ul>

**NOTED:**

The resolution differs from the recommendation in the officer's report as follows:

The Community Board added the text in **bold**.

018/11TB **RESOLUTION TO EXCLUDE THE PUBLIC**  
(1215/11/IM)

**Moved Malcolm Sparrow, seconded Chris Reading, the motion that the public be excluded.**

The motion was put and was declared CARRIED.

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, resolve that the public be excluded from the following part of the proceedings of this meeting namely:*

*Report 7 – Elections of the New Zealand Community Boards'  
Executive Committee Zone 4 Representative*

*Grounds: Section 48(1)(a) That public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7*

*Reason: Section 7(2)(a) To protect the privacy of natural persons*

The meeting went into public excluded session at 9.35pm.

For item 019/11TB, please see the public excluded minutes.

The meeting concluded at 9.38pm.

Confirmed: \_\_\_\_\_

Chair

DRAFT