

**ORDINARY MEETING**

**OF**

**TAWA COMMUNITY BOARD**

**AGENDA**

Time: 7.00pm  
Date: Thursday, 8 October 2015  
Venue: Tawa Community Centre  
5 Cambridge Street  
Tawa  
Wellington

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**MEMBERSHIP**

Graeme Hansen  
Richard Herbert  
Councillor Lester  
Margaret Lucas (Deputy Chair)  
Jack Marshall  
Councillor Sparrow  
Alistair Sutton  
Robert Tredger (Chair)

**Have your say!**

*You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 803-8334, emailing [public.participation@wcc.govt.nz](mailto:public.participation@wcc.govt.nz) or writing to Democratic Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number and the issue you would like to talk about.*

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**Questions**

## **1 Meeting Conduct**

### **1.1 Apologies**

The Chairperson invites notice from members of apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

### **1.2 Conflict of Interest Declarations**

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

### **1.3 Confirmation of Minutes**

The minutes of the meeting held on 10 September 2015 will be put to the Tawa Community Board for confirmation.

### **1.4 Public Participation**

A period of at least 10 minutes shall be set aside near the beginning of Tawa Community Board meetings to enable members of the public to make statements about any matter that may be of importance to the residents of Tawa. The total time set aside for public participation may be extended with the majority agreement of the Board. A member of the public wishing to raise a substantive matter should be invited to present it under deputations.

### **1.5 Deputations**

Unless the meeting determines otherwise, a limit of 10 minutes in total shall be placed on the members of the deputation addressing the meeting. No deputation shall be received by the Board unless an application stating the purpose of the deputation has been received by the Chief Executive and the Chairperson's approval has been obtained.

### **1.6 Items not on the Agenda**

Any item not on the agenda may only be discussed if a motion to discuss the item is passed by a unanimous resolution of the meeting; and:

1. The item is a minor item relating to the general business of the local authority; and
2. The Chairperson explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting but no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting for further discussion; and
3. The Chairperson explains to the meeting why the item is not on the agenda and the reason why discussion of the item cannot be delayed.

## **2 Oral Reports**

### **2.1 Discretionary Fund**

Business Analyst James Tamarapa has provided an updated report on the Discretionary Fund.

### **2.2 Members Reports**

Members are to provide an update on what they have been working on between September and October 2015.

### **2.3 Policing in Tawa**

Sergeant Jonothan Westerupp is unable to attend the meeting, but is likely to provide a written report for the Board to consider.

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### 3. Reports

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## **ENABLING GREATER HOUSING CHOICE AND SUPPLY - DRAFT DISTRICT PLAN PROPOSALS FOR MEDIUM DENSITY RESIDENTIAL AREAS IN TAWA AND KARORI**

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### **Purpose**

1. This report advises the Tawa Community Board that approval to consult with the Tawa and Karori communities on specific proposals for a medium density residential area zone in Tawa and Karori will be sought from the October 2015 meeting of the Transport and Urban Development Committee.

### **Summary**

2. Greater housing choice and supply in our suburbs is needed to address a growing population and changing household composition. Medium density residential area zones already apply in Johnsonville and Kilbirnie. Karori and Tawa were identified in February 2015 as suburbs that can support medium density housing opportunities.
3. Consultation was undertaken in March and April 2015. The initial consultation focused on where a medium density residential area would occur in each suburb and the planning provisions that would apply.
4. Officers have continued to investigate the capacity of the suburbs infrastructure to cope with additional demand. These suburbs can support medium density housing but there are some growth related impacts on existing infrastructure that will need to be funded in the next Long Term Plan (LTP).
5. This paper sets out the proposed location of a medium density residential area within Tawa and Karori. It also summarises the District Plan provisions that should apply.
6. Consultation on the *Draft* District Plan Change is proposed for November 2015.
7. Following agreement from the Transport and Urban Development Committee in October 2015, consultation with the Newlands, Khandallah and Island Bay communities will commence as officers also consider there is potential for medium density housing in those suburbs.

### **Recommendations**

That the Tawa Community Board:

1. Receive the information.
2. Note that consultation is planned to occur during November 2015.

### **Background**

8. Housing supply is a national issue, particularly for large cities. The Wellington Urban Growth Plan highlights housing choice and supply as a key issue, noting there is a need for approximately 21,400 more dwellings in the next 30 years. The other key

driver for greater housing choice is the increasing diversity of household composition and a significant growth in one and two person households. More people are looking for new, low maintenance, energy efficient homes. The current housing stock is not diverse enough to meet these changing needs. Table 1 summarises key population and housing projections for Tawa and Karori.

9. **Table 1: Population and dwelling projections for Tawa and Karori**

|               | <b>Population</b>  | <b>Households</b>  |
|---------------|--|--|
| <b>Tawa</b>   | <ul style="list-style-type: none"> <li>▪ Resident population of 14,800 people, living in 5,100 households in 2013</li> <li>▪ Projected increase of 26% over 30 years, to 19,000 people in Tawa/Grenada North/Takapu area</li> </ul>        | <ul style="list-style-type: none"> <li>▪ 28% increase in households by 2043, with a new dwelling requirement of around 1,400 units.</li> <li>▪ About 50% of net growth will be single person and couple households.</li> </ul> |
| <b>Karori</b> | <ul style="list-style-type: none"> <li>▪ Resident population of almost 15,000 people, living in 5,800 households in 2013</li> <li>▪ Between 2013 and 2043 the population of Karori is expected to increase by about 750 people.</li> </ul> | <ul style="list-style-type: none"> <li>▪ Number of households are expected to increase by about 600 (10%).</li> </ul>  |

*Sources: Census 2013 and Forecast.id 2014 Projections*

10. Medium density housing has been identified as a solution to expand housing choice options in our suburbs. Medium Density Residential Area (MDRA) zones already apply in Johnsonville and Kilbirnie.
11. In February 2015, the Transport and Urban Development Committee agreed officers should initiate consultation with the Tawa and Karori communities on options for greater housing choice in those suburbs.

## Discussion

### Constructive Stage One consultation with Tawa and Karori Communities

12. The Tawa and Karori communities engaged constructively on the housing and town centre upgrade projects during March and April this year.
13. Officers spent four days in each community at a 'drop-in' centre having approximately 60-70 conversations with members of the public. This was followed by a community meeting, attended by 40-50 members of the public.
14. Written feedback was also sought. Table 2 below highlights key statistics from that feedback, while Attachment One summarises the key themes.

**Table 2: Submitters on Phase One consultation**

|                            | <b>Karori</b>   | <b>Tawa</b>   |
|----------------------------|---|---|
| <b>Submissions</b>         | 261 submissions, representing 412 people  | 171 submissions, representing 280 people  |
| <b>Headline statistics</b> | <ul style="list-style-type: none"> <li>• 64% of submitters support medium-density housing</li> <li>• 34% oppose it</li> </ul> | <ul style="list-style-type: none"> <li>• 69% of submitters support medium density housing</li> <li>• 29% of submitters oppose it</li> </ul> |

15. Many submitters understood the need to provide greater housing choice due to the increasing diversity of households. Even so, concerns about whether the existing suburban infrastructure was sufficient and could accommodate additional growth were raised. Similarly, concerns around the impact on residential amenity were also raised. Achieving good quality design was important for submitters.
16. Karori residents were firm in their views that any formal proposals for medium density residential development should not occur until issues associated with the capacity of Karori Road have been explored with solutions identified.
17. The Karori community were strongly unified in their belief that the layout and functioning of the town centre is flawed and consider changes are required.
18. In Tawa, the community was concerned with how medium density housing would affect the existing residential character. They also questioned the impact additional traffic would have on existing traffic flows along Main Road.

#### **Further research to investigate infrastructure capacity issues**

19. Submissions raised issues with the capacity of infrastructure, community services and other facilities to cope with additional demand in each suburb. These issues were researched by officers prior to the selection of Tawa and Karori as potential candidates for medium density housing. Investigations have progressed further to address specific issues raised by the community.
20. **Social infrastructure:** Concerns were expressed on the ability of schools and medical centres to cope with expanded populations. Officers discussed school rolls with the Ministry of Education and the principals of schools in Tawa and Karori. The Ministry of Education considers no changes are necessary to their current approach and the schools can accommodate the level of growth/decline predicted to occur in school aged children over the coming 30 years. Local medical centres have confirmed their ability to cope with increased demand for their services. One medical centre confirmed they have been considering options to expand their services and facilities and another centre confirmed they have capacity to grow further.
21. **Transport infrastructure:** Both Karori and Tawa residents raised concerns with local traffic issues.
22. In Karori, the replacement of two retaining wall structures (near Marsden College and between Fleur and Lancaster Streets) were initiated to improve the resilience of Karori Road. As part of this work, the road has been widened to facilitate future options for public transport and cycling. The likely future response to managing traffic congestion at peak times will be to make changes to the road network which will encourage mode shift on to public transport or active modes such as cycling and walking. Specific proposals to change the road network in these areas have not yet been developed.
23. Cycle lanes servicing Karori have been signalled as part of the Cycling Master Plan, but the timing of this is still to be determined. Planning for cycle lanes layout will occur in tandem with bus priority measures.
24. Planned improvements for the Karori Town Centre will be cognisant of future transport changes along Karori Road.
25. **Three waters infrastructure:** Wellington Water provided information on the capacity of the three waters infrastructure to cope with additional growth in both suburbs. The following matters have been raised:

- a) Water supply - Increased reservoir capacity will be required for the northern suburbs generally, including Tawa. No additional capacity is needed for Karori.
  - b) Stormwater - Upgrade requirements have been identified for parts of Karori and also in Tawa to address stormwater quality issues.
  - c) Wastewater - \$28M has been set aside in the LTP to address capacity issues at the Porirua Treatment Plant in association with Porirua City Council. Future investment will be needed to address growth impacts in Karori.
26. The Service Plans for these three water assets and the current LTP (2015-2018) state that growth related impacts are not provided for in the current LTP. Accordingly, the next LTP (2018 – 2020) will need to allocate funding to support planned medium density housing development in these areas.
27. The plan change process is anticipated to take a minimum of 2 years to complete, but could be 4-5 years if appeals are lodged with the Environment Court. Accordingly, there is adequate time to ensure funding is allocated in the next LTP for the growth related impacts. Also, growth is predicted to occur incrementally over the coming 30 years. It is not necessary to ensure that infrastructure upgrades occur before the rezoning proposals are finalised.
28. **Open space provision:** At the 9 September 2015 Transport and Urban Development Committee meeting, it was resolved that officers would report on the provision of open space at the suburb wide level. This issue was investigated previously by officers. In brief, the 'Our Capital Spaces Framework' was adopted by the Council in 2013. It sets out targets for access to open spaces based on accessibility, not population densities. That Framework was used to provide information on whether a proposed MDRA has sufficient open space provision. Tawa has sufficient spaces to fulfil the targets set by the Framework, whereas a gap has been identified in the eastern part of Karori. The Suburban Reserves Management Plan acknowledges this and identifies an action plan.
29. The development of an MDRA area could be the catalyst for a change in the way the existing parks and recreation opportunities are used, particularly where there is a change in the population profile of an area. A review of budgets may be required, which could be as simple as increased levels of service (ie. track maintenance, mowing or rubbish bin clearance) or recreation development (ie. new seating areas, different surface treatment or drainage works in parks or on tracks or a complete redesign/repurpose of a park).

## Options

### Boundaries proposed for Tawa and Karori MDRAs

30. The proposed boundaries for Tawa and Karori take into account the following:
- a) walkability to the town centre and key public transport routes
  - b) topographical constraints
  - c) roads
  - d) lot layout
  - e) development economics
  - f) community feedback.
31. Attachment Two includes two maps showing both proposed MDRA boundary areas.

32. **Tawa Boundary:** Following public feedback, the boundary is proposed to be based on walkability to the Tawa Town Centre and the five railway stations (including Linden station). Community concerns about including large areas of the Western Hills for redevelopment were influential in focusing the medium density housing area along the valley floor and closer to the town centre and railway stations.
33. **Karori Boundary:** This boundary is strongly influenced by the walkability catchments and the community feedback that if medium density housing is to be located anywhere, it should be within walking distance of the main shopping areas. Topographical constraints were also influential; resulting in the focus of the area being on the valley floor of Karori.

#### **Proposed provisions for Tawa and Karori MDRAs**

34. The existing MDRA provisions for Johnsonville and Kilbirnie were examined for their applicability for Tawa and Karori. On the whole, most provisions are recommended to stay the same; however some changes are proposed in response to the feedback received from the community, to recognise the character of these suburbs, and the different development economics in these areas.
35. Of all the provisions controlling new development, building height was debated at length in both communities.
36. A building height of 10m applies in the Kilbirnie MDRA and 8m in the Johnsonville MDRA area. For Tawa and Karori, the consultation material sought feedback on the possibility of 2-3 storey development in these suburbs.
37. The adverse effects associated with building height (eg. loss of privacy and shading) have been a key concern for both communities, particularly from three storey buildings. A report prepared by Darroch on the valuation impacts of medium density housing noted that three storey development is not likely to be economically feasible in large parts of these suburbs but could work in certain areas, such as alongside key transport routes and on sites very close to the town centre.
38. An 8m height limit will not always provide developers with the flexibility to construct two storey dwellings on sites with changing levels, or where minimum building levels are imposed due to flood risk. The height provisions need to provide certainty for all parties, but it is also important to ensure scope to deviate from the standards where this will provide a better design outcome.
39. Given the economic evidence and the community feedback, it is proposed that the 8m height limit (put in place for the Johnsonville MDRA) be adopted for Karori and Tawa. However, to acknowledge there are opportunities for higher heights in some locations, or to address sloping sites, a 10.4m height is proposed as a Discretionary Restricted Activity for all parts of the proposed MDRA area. Changes to the policies are proposed to reinforce how the Council would apply their discretion to grant additional height.
40. Attachment Three summarises the remainder of the proposed provisions in more detail, including site coverage, vehicle parking, open space and minimum site dimension.
41. Attachment Four sets out a list of all the proposed changes being made to the following chapters of the District Plan. A copy of the proposed draft provisions will be tabled at Committee and made available on the Council website.
  - Chapter 3: Definitions
  - Chapters 4: Residential Area Objectives and Policies
  - Chapter 5: Residential Area Rules and Standards
  - Residential Design Guide, and
  - Proposed rezoning maps.

### **Other tools to increase housing choice**

42. Two other changes to the District Plan will help to address the need for greater housing choice. These are:
  - provisions to support **housing for an aging population**, and
  - **house conversions** of large homes
43. Most elderly people will live in a private home for the majority of their lives. There is a need for the District Plan to acknowledge that good house design can support 'aging in place' and accessibility. It is proposed to amend the Residential Design Guide to include 'advocacy' guidelines promoting house designs that allow residents to adapt their living arrangements as they age. Another guideline advocates for accessibility outcomes, such as wide doorways and corridors.
44. Retirement villages and other supported care facilities offer another housing choice for 10-15% of our elderly community. The District Plan does not currently provide for these residential developments in a comprehensive way. The non-residential components of these villages (eg. medical facilities and support services) create unnecessary planning constraints for retirement village providers. These activities, including the non-residential components of retirement villages, should be treated as permitted activities in all residential areas, subject to the usual activity standards controlling noise, parking and access. Council control would focus on the construction, design and appearance of these facilities instead.
45. Three and four bedroom homes dominate the housing supply in Wellington's traditional family suburbs. On average, about 10-20 homes a year across the city are converted into smaller units as permitted activities. In light of the growing need for rental properties (due to falling home ownership rates), encouraging more conversions is an appropriate way to boost housing choice, without impacting on residential amenity or character. This will be important for sites located in the MDRA areas where development economics are not always conducive to comprehensive site redevelopment. There are some constraints to this form of development, such as the requirement to provide the additional on-site parking, open space and development contributions. While the parking and development contributions are not proposed to change, the open space requirements will be reduced from 50m<sup>2</sup> to 20m<sup>2</sup> for sites located in a MDRA zone.

### **Tawa and Karori Town Centre Plans**

46. **Karori:** A lot of feedback focused on the poor layout and functioning of the town centre. Accordingly, consultation with key land owners and businesses is occurring to identify opportunities on how to change the way the town centre currently operates. These conversations have highlighted a number of barriers; one of these being the lack of commercially zoned land in the centre, which has been a long standing issue. Officers will investigate options to extend the 'Centre' zoning to help 'unlock' the potential for redevelopment opportunities. The sale of the St John's Church site has been put on hold for a short time while investigations with business owners' progress as this prominent corner location may provide opportunities to reconfigure existing uses.
47. **Tawa:** Concepts are being developed for physical improvements around the town centre, addressing issues identified during the consultation with businesses (July) and the wider community (March-April).
48. Officers are working closely with local group Vibrant Tawa on developing a 'visual identity' or brand for Tawa and intend consulting with the community on the brand options and town centre improvement concepts shortly. Meetings are being organised

with local businesses to discuss the possibility of setting up a Business Improvement District for the Tawa town centre.

49. Tawa has historically had an oversupply of commercial land due to much of it being used for retail activities. Some residents have questioned whether the centre should be reduced, to refocus it as a “village centre”. The challenges posed by competing retail locations in Tawa justify further investigation as to the role of the town centre and an adjustment of its retail offer to focus on its primary catchment.
50. Prior to a Plan Change being notified for these areas in mid-2016, officers will carry out further investigations and further consultation where necessary to identify whether zone changes are needed to address the contrasting zoning issues identified for the Tawa and Karori Town Centres.

### **Next Actions**

51. A second phase of consultation is planned to occur in November 2015 on the draft district plan change proposals. The consultation will be similar to the earlier consultation approach, including a public mail out, drop-in centre, request for submissions and meetings with special interest groups such as residents and business associations and other key stakeholders as requested. The website pages will be substantially updated to include more information about the proposed changes and other supporting material.
52. As agreed at the September 2015 Transport and Urban Development Committee, officers will combine the results of work on Tawa and Karori with initial consultation (occurring in October 2015) with the Newlands, Khandallah and Island Bay communities; working towards a combined plan change being notified in mid-2016.

### **Attachments**

|               |   |         |
|---------------|---|---------|
| Attachment 1. | Summary of consultation feedback - key themes                     | Page 15 |
| Attachment 2. | Proposed MDRA Boundary Areas                                      | Page 16 |
| Attachment 3. | Summary of provisions proposed to be adopted in Draft Plan Change | Page 18 |
| Attachment 4. | List of changes proposed to the District Plan                     | Page 20 |

|            |  |
|------------|--|
| Author     | Elizabeth Moncrieff, Senior Advisor Planning |
| Authoriser | Anthony Wilson, Chief Asset Officer          |

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

This paper advises of the intention to seek agreement from the Transport and Urban Development Committee to carry out a community consultation exercise on the Draft Plan Change proposals. It follows on from an earlier consultation process with both communities. Engagement with internal stakeholders has occurred as part of developing the suburb profiles.

### **Treaty of Waitangi considerations**

All District Plan work is required to take into account the principles of the Treaty of Waitangi under section 8 of the Resource Management Act 1991.

### **Financial implications**

There are no financial implications associated with the recommendations in this paper. This paper notes that funding related to growth impacts on transport and infrastructure will need to be allocated in the next Long Term Plan.

### **Policy and legislative implications**

District Plan policy development supports the outcomes of the Wellington Urban Growth Plan.

### **Risks / legal**

This project is only at the stage of informal public consultation and there are no legal risks associated with the project at this point.

### **Climate Change impact and considerations**

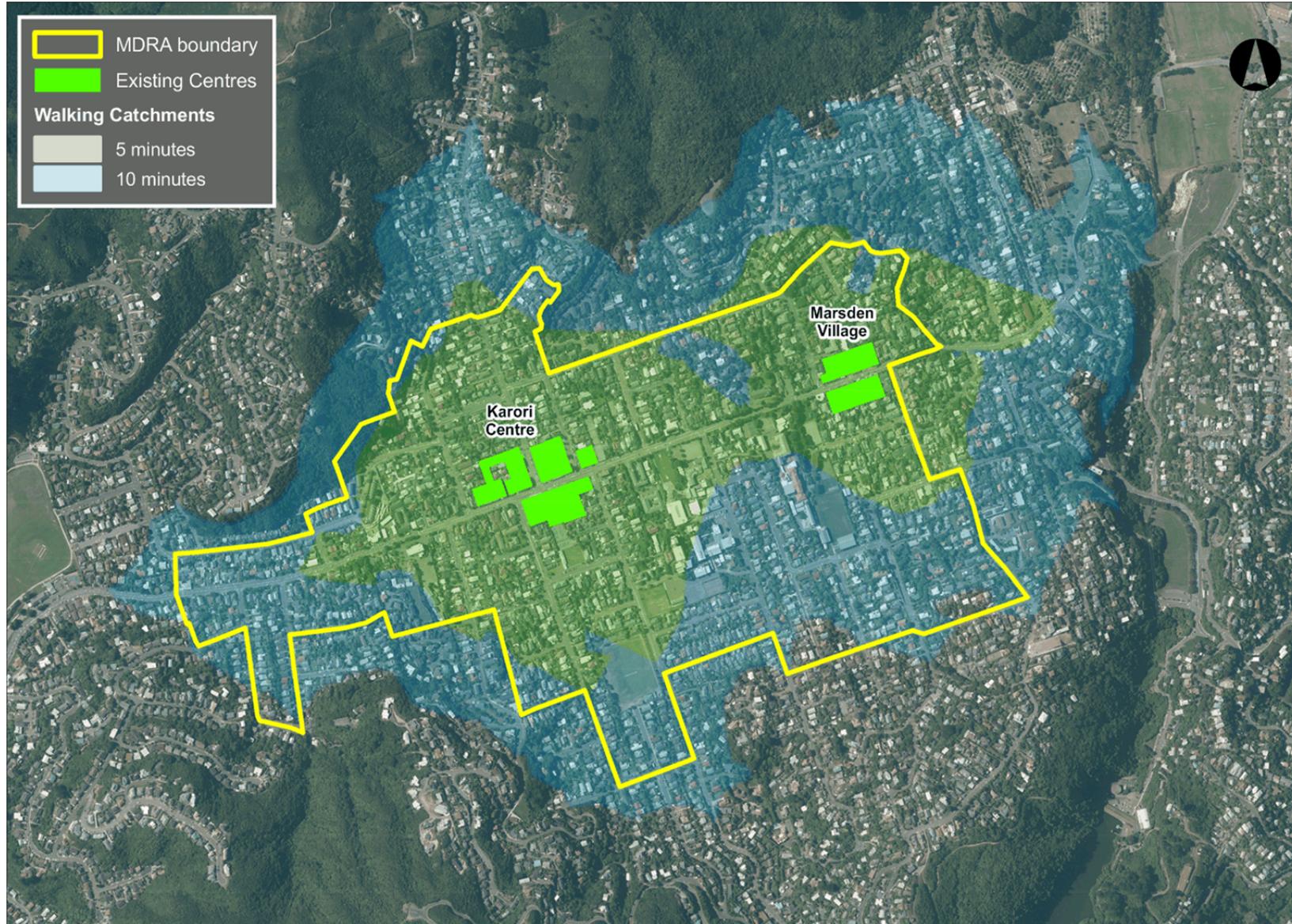
Earlier work to identify all locations suitable for medium density residential areas did not highlight climate change related issues for Tawa or Karori. Such issues were flagged for Miramar and for this reason, that suburb has a lower priority.

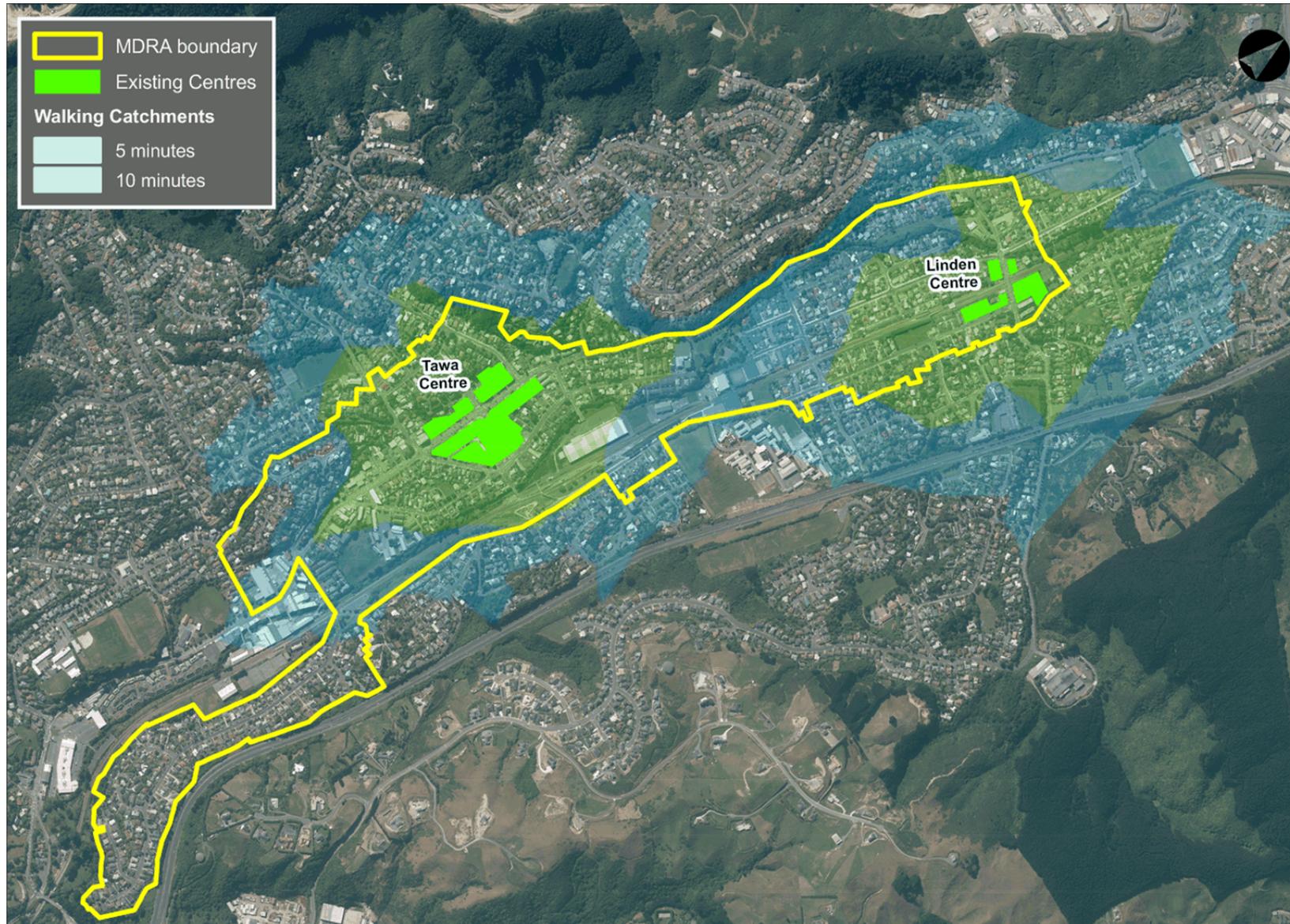
### **Communications Plan**

An engagement plan and a Marketing and Communications Plan has been prepared.

**Summary of themes arising from March/April 2015 consultation**

| <b>Medium Density Housing Key Themes</b>  |   |
|---|---|
| <b>Karori</b>   | <b>Tawa</b>   |
| <ul style="list-style-type: none"> <li>• Acceptance that Karori is suitable for medium-density housing; although the capacity of infrastructure (especially Karori Road) is a key concern.</li> <li>• The most accepted location for medium-density is around the town centre.</li> <li>• Submitters question the impact medium-density housing would have over time on Karori, specifically the local character.</li> <li>• Existing features of homes are important; such as setbacks, heights, open space provisions and sunlight and noise controls.</li> <li>• Two storeys is the preferred height for medium-density housing.</li> <li>• High-quality design and materials are necessary to ensure new housing is appropriate in the local context.</li> <li>• Car parking on streets is currently an issue, and new development should not exacerbate this.</li> </ul> | <ul style="list-style-type: none"> <li>• General acceptance that Tawa is suitable for medium-density housing; but the impact on existing residential dwellings is a key concern.</li> <li>• Most accepted locations for medium-density housing are around the town centre and along public transport routes.</li> <li>• Demand for medium-density housing in Tawa was questioned, given the slow population growth in recent years</li> <li>• Design controls are very important and the Council should encourage diversity of design and use of high-quality materials.</li> <li>• Two storeys is the preferred maximum height.</li> <li>• Neighbours approval is desired where medium-density housing goes next to them.</li> </ul>       |
| <b>Town Centre Key Themes</b>   |   |
| <b>Karori</b>   | <b>Tawa</b>   |
| <ul style="list-style-type: none"> <li>• Town centre does not function well due to traffic and built-form issues.</li> <li>• Community would support a redevelopment of Karori Mall and Mobil petrol station.</li> <li>• Community would support a more diverse town centre, given size of the Karori suburb.</li> <li>• The number and diversity of shops available is good for basic needs and services.</li> <li>• Access to the centre is good including walking and public transport. However car parking is an issue</li> <li>• Good existing community atmosphere.</li> <li>• Infrastructure, specifically roading and traffic, are a concern. Improvements to Karori Road, additional car parking and alternative transport methods and routes are required</li> </ul>  | <ul style="list-style-type: none"> <li>• There is a good existing community atmosphere</li> <li>• Improvements are welcome, including more seating, hanging flower baskets, trees and plants</li> <li>• There is a good range of shops, facilities and services, however there is a need to attract new businesses to the area and a wider variety of them. There is concern about vacant shops</li> <li>• Open space needs to be retained and even expanded upon.</li> <li>• Access to town centre is good, but walking, cycling and public transport (buses) can be improved</li> <li>• Traffic congestion, safety and the amount of heavy vehicles that pass through the town centre are all issues that need to be resolved.</li> </ul> |





**Summary of standards being proposed for the Tawa and Karori MDRAs**

**Table summarising key provisions**

| <b>Building Standard</b>    | <b>Current Outer Residential development standard</b>                                | <b>Proposed development standard</b>  |
|-----------------------------|--|---|
| Building Height Maximum     | 8m (plus 1m if a pitch roof used in house design)                                    | 8m (plus 1m if a pitch roof used in house design)<br><br>10.4m as a Restricted Discretionary activity                                     |
| Site coverage               | 35%  | 50%   |
| Front yards – minimum depth | 3m or 10 metres less half the width of the road, whichever is the lesser             | 3m  |
| Side and rear yards         | Minimum 1m access to the rear  | No Change   |
| Vehicle parking             | 1 space per unit, plus visitor car parking   | No change   |
| Recession planes            | An incline of 45 degrees on all boundaries, above 2.5m                               | An incline of 56 <sup>0</sup> or 63 <sup>0</sup> for side and rear boundaries, above 2.5m (at the boundary), depending on lot orientation |
| Ground level open space     | 50m <sup>2</sup> per unit  | 20m <sup>2</sup> per unit.  |
| Minimum site dimension      | None. Johnsonville MDRA has 11m radius requirement (i.e. minimum site width of 22m). | No change   |

**Building Height**

An 8m building height is proposed, with scope to go to 10.4m with a more detailed effects assessment. Policy amended to send stronger signals that additional height may be more appropriate along Principle Roads (eg Karori Road and Main Road, Tawa) and within close proximity to the town centres.

Fuller analysis set out in main report.

**Front Yards**

The width of some roads means that the current provision enables development very close to the front boundary, which is not compatible with the goal of supporting greater density, but managing the effects of this on streetscape character. The provision is simplified to ensure a 3m setback off the front boundary is provided.

**Site coverage**

As building height is proposed to remain at 8m, site coverage needs to increase to support increased density. 50% site coverage is proposed to replicate the other MDRA site coverage provisions. Achieving 50% site coverage can be difficult once open space and parking requirements have been met, however this can be possible on larger sites. Applying a 50% site coverage sends a clear message that higher densities are anticipated.

### **Vehicle Parking**

Removing the visitor parking requirement for all MDRA areas is one way to increase opportunities to achieve higher density developments. However, this would place more pressure on kerbside parking, which is already at a premium on streets surrounding many suburban centres due to commuter and shopper parking demand. The Council has committed to a review of road space allocation in the Wellington Urban Growth in Years 1-3 of that Plan. Any changes to the District Plan vehicle parking requirements will be a part of that review.

### **Open Space**

Both Tawa and Karori communities expressed strong support for all developments to have open space provided on site. Accordingly, the 20m<sup>2</sup> applied in the Johnsonville MDRA 2 area is proposed for Tawa and Karori. This space can either be shared or provided at an individual unit level. The Residential Design Guide process will ensure the space provided is high quality and useable.

### **Minimum site dimension**

The District Plan currently requires a minimum site dimension<sup>1</sup> for properties located within the Johnsonville 2 Medium Density Residential Area (MDRA)<sup>2</sup>. This provision was adopted to prevent 'ad-hoc' infill development from occurring, making it difficult to amalgamate sites for comprehensive development. As two medium density areas were introduced in Johnsonville it was considered appropriate to include the site dimension requirement for the Johnsonville MDRA 2 area as Johnsonville 1 encouraged development to occur immediately.

Only one MDRA is being proposed for Tawa and Karori. Research shows that Tawa and Karori have a number of constraints to economically viable development<sup>3</sup>. Based on the results of the valuation impact study, the current site dimension approach in the Johnsonville 2 MDRA is not considered appropriate for the Tawa and Karori areas as this will not sufficient flexibility in the plan to enable development.

### **Approach to notification/non-notification of applications in the MDRA zone**

Providing for consideration of consents as non-notified applications is one of the key tools available to the Council to encourage redevelopment within the existing MRDAs. It is proposed that this provision also apply to Karori and Tawa.

### **Capacity of infrastructure a consideration at landuse stage**

Increasingly, multi-unit developments proceed through the resource consent approvals process first as landuse consents, with subdivision applications proceeding at a later stage. The District Plan currently only assesses the capacity of the infrastructure network to cope with additional demand at the subdivision stage. This means there is an information gap and the consent planners are limited in their ability to provide 'advice notes' on consents to remind applicants that issues of servicing still need to be addressed. It is important to ensure that any possible significant issues with respect to capacity of infrastructure systems are raised and addressed early for a given development proposal, regardless of whether a proposal proceeds as a landuse consent or a subdivision consent. This change has not been drafted as part of this draft plan change as the Council is continuing to investigate the best way to approach a change in practice.

<sup>1</sup> Sites proposed for development must be able to accommodate a 22 metre diameter circle within the site.

<sup>2</sup> Johnsonville 1 and Kilbirnie MDRAs do not require a minimum site dimension, this was to enable development immediately (Plan Change 72 – Residential Review).

<sup>3</sup> Valuation Impact Study completed by Darroch's Ltd. Highlighted issues associated with the feasibility of amalgamating sites due to land acquisition costs versus the cost of development and what it can be on sold for.

**List of changes proposed to the District Plan as a result of introducing Medium Density Residential Area zones in Tawa and Karori and supporting greater housing choice.**

**Chapter 3, Section 3.10 Definitions**

- New definition for retirement village
- New definition for supported care facility

**Chapter 4: Residential Area Objectives and Policies**

- Amend Section 4.1 Introduction to include references to housing choice and supply and Karori and Tawa as additional MDRAs.
- New policy 4.2.1.1A relating to encouraging greater housing choice and supply, and associated explanatory text.
- Amend existing policy 4.2.1.4 and amend explanatory text relating to policies 4.2.1.2-4.2.1.4 to include references to Karori and Tawa as appropriate.
- Amend explanatory text for Policy 4.2.3.2 to include references to Tawa and Karori and clarify approach to assessment of open space provision.
- New policy 4.2.3.4A regarding retirement villages and supported care facilities
- Amend explanatory text for Policy 4.2.3.5 (regarding provision of ground level open space) to remove references to 'amenity' considerations.
- Amend explanatory text for Policy 4.2.4.1 to include references to Karori and Tawa
- Amend explanatory text for Policy 4.2.7.6A to include reference to retirement villages and supported care facilities

**Chapter 5: Residential Area Rules and Standards**

- New permitted activity rule 5.1.2E relating to retirement villages and supported care facilities
- Amend Rule 5.3.1 to provide a default mechanism for retirement villages and supported care facilities that do not meet the permitted activity requirements.
- New restricted discretionary rule 5.3.10C to provide for the construction, alternation and addition of retirement villages and supported care facilities.
- Amend Standard 5.6.1.3 (vehicle parking) to provide a parking standard for retirement villages and supported care facilities.
- Amend Standard 5.6.2.3 (open space) to include a reference to Tawa and Karori MDRAs
- Amend Standard 5.6.2.5 (building height) to include a reference to Tawa and Karori

**Residential Design Guide**

- Amend Introduction to clarify how this Residential Design Guide applies to developments in the MDRA zone, specify to limit the application of the 'Character based guidelines'.

- 
- New Guideline G3.7A under the Building Design section, relating to adaptable unit design.
  - Amend existing guideline G3.11 to introduce concept of accessibility
  - Amend title of Section 4 relating to Open Space design to clarify that this section relates to “Amenity open space”. This provides clear cross referencing back to the District Plan objections and will clarify when the RDG is to be applied.
  - New objective O4.5 relating to provision of shared open space.
  - Amend G4.1 and G4.5 to provide more clarity around assessment of open space areas.

#### **Rezoning maps**

- Two rezoning maps prepared to show extent of MDRA zone in Tawa and Karori.



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## TAWA TOWN CENTRE PLAN - UPDATE

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### Purpose

1. The purpose of this report is to provide the Board with an update on the preparation of the Tawa Town Centre Plan.

### Summary

2. The preparation of a Town Centre Plan for Tawa started in March 2015.
3. The key issues identified by the community relate to the economic performance of the town centre, its attractiveness, and traffic management along Main Road.
4. To help improve the economic performance of the town centre, we are consulting local businesses on a potential Business Improvement District.
5. Council has provided a grant of \$5,000 to local group Vibrant Tawa to develop a 'brand' or 'visual identity' for Tawa.
6. To help improve the attractiveness of the centre and to better manage traffic, officers are developing a number of improvement options.
7. Officers will consult the community on the improvement options in November, alongside the consultation on Housing Choice and Demand.
8. A draft Town Centre Plan will be subject to public consultation early in 2016.
9. The 2015-25 Long-term Plan allocates a budget of \$1,000,000 in year 2018/19 for the implementation of works identified in the Town Centre Plan.

### Recommendations

That the Tawa Community Board:

1. Receive the information.

### Background

10. The preparation of a Town Centre Plan for Tawa started in March 2015 with a series of community consultation events. This was followed by targeted consultation with the town centre business and property owners in July. We have also engaged with local group Vibrant Tawa over a number of meetings.
11. The key issues that came out of the consultation are:
  - a) **Economic performance of the centre:** The number of vacant shops is a concern. Retaining the existing shops and attracting new ones is an important issue due to global changes in retail and competition from neighbouring centres in Porirua and Johnsonville.
  - b) **Attractiveness of the centre:** The community would like to see improvements to the town centre, including more seating, planting, colour, artworks, etc. The poor quality of some buildings, shopfronts and signage was raised and provides opportunities for improvements.

- c) **Traffic management:** Congestion, vehicle speed, the generally high levels of traffic passing through but not stopping in the town centre, and the level of heavy vehicles along Main Road conflict with the desire to make the town centre more attractive to shoppers and visitors.
12. In response to the issue of the economic performance of the town centre, we organised a meeting (1<sup>st</sup> October) with local business people to discuss the potential to set up a Business Improvement District (BID) for Tawa town centre. A BID is a partnership between the Council and a defined local business community to develop projects and services that benefit the trading environment. A BID provides a vehicle for local business-led initiatives that support objectives of vibrant centres, business creation and development, and increased employment. For example, a BID could help with marketing and advertising Tawa, and with the organisation of events to bring more people to the town centre.
13. Also to improve the economic performance of the centre, the Council provided local group Vibrant Tawa with a grant of \$5,000 in June 2015. This was to be spent on developing a 'brand' or 'visual identity' for Tawa. A graphic designer was appointed and two options were presented to Vibrant Tawa in September. Vibrant Tawa are currently seeking other options before consulting the community.
14. To address the issues related to traffic management and the poor image of the town centre, officers are currently developing a number of options for improvements. These will include traffic calming measures along Main Road, the upgrade or extension of the Tawa plaza and other improvements such as public art, lighting, tree planting and signage. We will consult the Tawa community on these ideas in early November (currently planned to start on 10<sup>th</sup> November – to be confirmed).
15. Following the consultation, a selection of improvements will be developed further and included in the draft Tawa Town Centre Plan. The draft Plan will be subject to community consultation early in the new year (currently planned for March 2016).
16. The 2015-25 Long-term Plan allocates a budget of \$1,000,000 in year 2018/19 for the implementation of works identified in the Town Centre Plan. Detailed design and tendering for these works will start in early 2018.

## Next Actions

17. We will report back to the Committee after the November community consultation.

## Attachments

Nil

|            |  |
|------------|--|
| Author     | Lucie Desrosiers, Senior Spatial Planner |
| Authoriser | Anthony Wilson, Chief Asset Officer      |

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

Officers will consult the community on the improvement options in November, alongside the consultation on Housing Choice and Demand. There will also be further consultation early 2016.

### **Treaty of Waitangi considerations**

No known issues at this stage.

### **Financial implications**

Project budgeted for in the 2015-25 Long-term Plan.

### **Policy and legislative implications**

No known issues at this stage.

### **Risks / legal**

No known issues at this stage.

### **Climate Change impact and considerations**

No known issues at this stage



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## REPORT ON ACTIVITIES OF PARKS, SPORT & RECREATION

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### Purpose

1. To update the Board on activities of Parks, Sport and Recreation to the end of August 2015.

### Summary

2. Tawa Recreation Centre has seen a significant increase in attendance for the year to the end of June, which has also continued for the first two months of this new financial year. Tawa Pool's attendance has now dropped following the re-opening of Keith Spry Pool and the return of those customers to that facility, with the pools team developing a number of ideas and programmes to increase attendance. The licence for the community garden at Coronation Park was issued in August.

### Recommendations

That the Tawa Community Board:

1. Receives the information.

### Background

#### Tawa Pool

3. At 30 June the total attendance for the pool was 101,737 which represented a decline on the previous year of 2%. With the closure of Keith Spry Pool across two financial years it is difficult to make direct comparisons across these two years, however the challenge going forward is to ensure that opportunities are developed to increase participation at the pool.
4. Attendance for the new financial year to the end of August was 12,679. This represents a decline of over 30% for similar months prior to the closure of Keith Spry Pool, and relates specifically to the reduction in the size of our swim school following closure of the pool for earthquake strengthening and an increase in competition locally.
5. These lower numbers identify the challenge going forward to ensure that opportunities are developed to increase participation at the pool.
6. One such initiative which has been undertaken was the introduction of a Mid-Winter Youth Night which saw the attendance of 150 young people and parents at the pool on a Friday night in July, with music, inflatables games and sausage sizzle. The feedback from this event was excellent and represents a good use of the pool at an otherwise off peak time.



7. A further family fun night has been planned for November, along with an Open Day entitled “Discover Tawa” in February which will include activities at the Recreation Centre and Grasslees Reserve
8. In August, Mikayla McPhee a lifeguard at the pool along with the pool’s Operations Team Leader Janine Laumua participated as part of the Wellington City Council team at the National Pool Lifeguard Championships in Dunedin, where they were successful in taking out the title wresting it from Auckland Council for the first time in 4 years.

**Tawa Recreation Centre**

9. Total attendance at Tawa Recreation Centre for the year to 30 June 2015 was 26,829 which represented an increase of 19% and was the highest attendance recorded for the facility in more than 5 years.
10. The two significant contributors to this result have been an increase in the numbers attending our holiday programmes and the use of the facility by Aotea College students while their own facilities are being renewed. In particular the introduction of swimming lessons at the pool as part of the holiday programme at the Recreation Centre have proved to be very popular with local families who due to work commitments would be unable to enrol their children into swimming during the holidays.
11. Mindful that Aotea College students will soon return to their own facilities the Recreation Centre team are working with the regional Floorball Association and local schools to deliver an after schools floorball league at the facility.
12. Attendance at the facility to the end of August was 6,311 again significantly higher than for the same period last year.

**Parks & Open Spaces**

13. The licence for the community garden at Coronation Park was issued in August, and the group has received funding from the Council and the Community Board to begin development. We expect to see raised planter beds being constructed during September and October.

**Attachments**

Nil

|            |  |
|------------|--|
| Author     | Julian Todd, Recreation Facilities Manager                     |
| Authoriser | Peter Brennan, Manager Property/Acting Chief Operating Officer |

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

There was no consultation or engagement required.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi principles to consider.

### **Financial implications**

There are no financial implications.

### **Policy and legislative implications**

There are no policy or legislative implications.

### **Risks / legal**

There is no risk or legal implications.

### **Climate Change impact and considerations**

There is no impact on climate change or any other considerations.

### **Communications Plan**

No communication plan is required.



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## RESOURCE CONSENT APPLICATIONS AND APPROVALS FOR 26 AUGUST TO 24 SEPTEMBER 2015

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### Purpose

1. In accordance with an agreement reached with the Tawa Community Board, the purpose of this report is to advise the Board of all resource consents lodged, along with decisions made by Officers acting under Delegated Authority, on Land Use and Subdivision resource consent applications.

### Recommendation

That the Tawa Community Board:

1. Receive the information.

### Background

2. This report advises the Community Board of resource consents lodged and decisions made during the period 26 August to 24 September 2015.

### Discussion

3. For the period from 26 August to 24 September 2015, there were seven applications lodged with the Council.

| <b>Service Request</b>  | <b>Address</b>              | <b>Applicant</b>                    |
|---|-----------------------------|-------------------------------------|
| <b>339124</b>   | <b>384 Takapu Road</b>      | <b>Transpower Ltd</b>               |
| Land use consent for remediation of soil contamination.   |                             |                                     |
| <b>339624</b>   | <b>4 South Street</b>       | <b>Terrance &amp; Margaret Alve</b> |
| Land use and subdivision consents for two lot fee simple with new dwelling.                                       |                             |                                     |
| <b>339626</b>   | <b>149 Bing Lucas Drive</b> | <b>Colin Hodson</b>                 |
| Land use consent for a new garage.  |                             |                                     |
| <b>341024</b>   | <b>17 Ranui Terrace</b>     | <b>Ian Chester</b>                  |
| Subdivision consent for a two lot fee simple.   |                             |                                     |
| <b>339232</b>   | <b>53 Fyvie Avenue</b>      | <b>Sairam Corporation Ltd</b>       |
| Change of conditions to SR290169, fee simple subdivision with demolition of the existing garage and new dwelling. |                             |                                     |

|   |                             |                        |
|---|-----------------------------|------------------------|
| <b>339698</b>   | <b>149 Bing Lucas Drive</b> | <b>Colin Hodson</b>    |
| Change of condition to SR69601 relating to a new garage.  |                             |                        |
| <b>340799</b>   | <b>57 Kilkelly Close</b>    | <b>Primesite Homes</b> |
| Change of condition to SR328263 relating to revised earthworks plan and land use consent for new two-storey dwelling. |                             |                        |

4. For the period from 26 August to 24 September 2015, there were five applications approved under delegated authority.

| <b>Service Request</b>   | <b>Address</b>              | <b>Applicant</b>           |
|--|-----------------------------|----------------------------|
| <b>331833</b>  | <b>232 Main Road</b>        | <b>Vince Voong</b>         |
| Land use consent to demolish and replace buildings.  |                             |                            |
| <b>335613</b>  | <b>6 Kereru Bend</b>        | <b>Ritchie Dawson</b>      |
| Land use consent for demolition of existing garage and construction of new garage with sleepout under. |                             |                            |
| <b>339626</b>  | <b>149 Bing Lucas Drive</b> | <b>Colin Hodson</b>        |
| Land use consent for a new garage.   |                             |                            |
| <b>338398</b>  | <b>11 Rangatira Road</b>    | <b>NZ Transport Agency</b> |
| Alteration to Designation – change to condition NZTA.21  |                             |                            |
| <b>339698</b>  | <b>149 Bing Lucas Drive</b> | <b>Colin Hodson</b>        |
| Change of condition to SR69601 relating to a new garage.   |                             |                            |

## Attachments

Nil

|            |  |
|------------|--|
| Author     | Kiri Whiteman, Executive Support Officer |
| Authoriser | Anthony Wilson, Chief Asset Officer      |

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## 2016 SCHEDULE OF ORDINARY MEETINGS FOR TAWA COMMUNITY BOARD

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### Purpose

1. To seek the Tawa Community Board's approval for a schedule of ordinary meetings for the period January to September 2016.

### Recommendations

Officers recommend that the Tawa Community Board:

1. Receive the information.
2. Adopt the 6 weekly meeting schedule for the period February to September 2016 (Attachment 1).
3. Agree to meet at 7pm in the Boardroom, Tawa Service Centre.

### Background

2. Part 7 of the Local Government Official Information and Meetings Act 1987 and Clause 19 Schedule 7 of the Local Government Act 2002 requires a local authority to hold meetings at the times and places that it appoints. If the local authority adopts a schedule of meetings, the schedule may cover any future period that the local authority considers appropriate.
3. Meetings must be conducted in accordance with Part 7 of the Local Government Official Information and Meetings Act 1987.

### Discussion

4. In previous years the board has met ever 2<sup>nd</sup> Thursday of each month. However, to provide consistency amongst committees and community boards, two meeting schedules have been provided for the board to review: the first is for meetings on a monthly basis and the other is for meetings 6 weekly basis.
5. The proposed schedule for the Board has been prepared for 2016 (refer to Attachment 1 and 2). The adoption of this schedule will allow for the planning of the Board's work programme and enable elected members to plan its commitments accordingly.

### Next Actions

6. Once the Board has adopted its 2016 meeting schedule, the meetings will be publicly notified in accordance with legislation.

### Attachments

- |               |   |         |
|---------------|---|---------|
| Attachment 1. | 6 weekly meeting schedule Tawa Community Board 2016 | Page 35 |
| Attachment 2. | Monthly meeting schedule Tawa Community Board 2016  | Page 36 |

|            |   |
|------------|---|
| Author     | Fiona Lewis, Governance Advisor           |
| Authoriser | Crispian Franklin, Governance Team Leader |

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

The Tawa Community Board's decision regarding the frequency of its meetings and the adoption of its meeting cycle is being sought.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi implications.

### **Financial implications**

There are costs associated with advertising the Board meetings.

### **Policy and legislative implications**

Part 7 of the Local Government Official Information and Meetings Act 1987 and Clause 19 Schedule 7 of the Local Government Act 2002 requires a local authority to hold meetings at the times and places that it appoints, and if the local authority adopts a schedule of meetings the schedule may cover any future period that the local authority considers appropriate.

### **Risks / legal**

Meetings must be conducted in accordance with Part 7 of the Local Government Official Information and Meetings Act 1987.

### **Climate Change impact and considerations**

There are no climate change impact considerations.

### **Communications Plan**

Meetings will be advertised in accordance with Part 7 section 46 of the Local Government Official Information and Meetings Act 1987.

| 2016 MEETING CALENDAR |         |                          |       |                       |     |               |      |           |                  |         |          |          |                                 |    |    |
|-----------------------|---------|--------------------------|-------|-----------------------|-----|---------------|------|-----------|------------------|---------|----------|----------|---------------------------------|----|----|
| 2016                  | January | February                 | March | April                 | May | June          | July | August    | September        | October | November | December |                                 |    |    |
| SAT                   |         |                          |       |                       |     |               |      |           |                  | 1       |          |          |                                 |    |    |
| SUN                   |         |                          |       |                       | 1   |               |      |           |                  | 2       |          |          |                                 |    |    |
| MON                   |         | 1                        |       |                       | 2   |               |      | 1         |                  | 3       |          |          |                                 |    |    |
| TUE                   |         | 2                        | 1     |                       | 3   |               |      | 2         |                  | 4       | 1        |          |                                 |    |    |
| WED                   |         | 3                        | 2     |                       | 4   | 1             |      | 3         |                  | 5       | 2        |          |                                 |    |    |
| THU                   |         | 4                        | TCB   | 3                     | 5   | 2             |      | 4         | TCB              | 1       | 3        | 1        |                                 |    |    |
| FRI                   | 1       | New Year's Day           | 5     | 4                     | 1   | 6             | 3    | 1         | 5                | 2       | 7        | 4        | 2                               |    |    |
| SAT                   | 2       |                          | 6     | Waitangi Day          | 5   | 2             | 7    | 4         | 2                | 6       | 3        | 8        | 2016 Local Government Elections | 5  | 3  |
| SUN                   | 3       |                          | 7     |                       | 6   | 3             | 8    | 5         | 3                | 7       | 4        | 9        |                                 | 6  | 4  |
| MON                   | 4       | Day After New Year's Day | 8     | Waitangi Day Observed | 7   | 4             | 9    | 6         | Queen's Birthday | 4       | 8        | 5        | 10                              | 7  | 5  |
| TUE                   | 5       |                          | 9     |                       | 8   | 5             | 10   | 7         | 5                | 9       | 6        | 11       |                                 | 8  | 6  |
| WED                   | 6       |                          | 10    |                       | 9   | 6             | 11   | 8         | 6                | 10      | 7        | 12       |                                 | 9  | 7  |
| THU                   | 7       |                          | 11    |                       | 10  | 7             | 12   | 9         | TCB              | 7       | 11       | 8        | 13                              | 10 | 8  |
| FRI                   | 8       |                          | 12    |                       | 11  | 8             | 13   | 10        | 8                | 12      | 9        | 14       |                                 | 11 | 9  |
| SAT                   | 9       |                          | 13    |                       | 12  | 9             | 14   | 11        | 9                | 13      | 10       | 15       |                                 | 12 | 10 |
| SUN                   | 10      |                          | 14    |                       | 13  | 10            | 15   | 12        | 10               | 14      | 11       | 16       |                                 | 13 | 11 |
| MON                   | 11      |                          | 15    |                       | 14  | 11            | 16   | 13        | 11               | 15      | 12       | 17       |                                 | 14 | 12 |
| TUE                   | 12      |                          | 16    |                       | 15  | 12            | 17   | 14        | 12               | 16      | 13       | 18       |                                 | 15 | 13 |
| WED                   | 13      |                          | 17    |                       | 16  | 13            | 18   | 15        | 13               | 17      | 14       | 19       |                                 | 16 | 14 |
| THU                   | 14      |                          | 18    |                       | 17  | TCB           | 14   | 16        | 14               | 18      | 15       | TCB      | 20                              | 17 | 15 |
| FRI                   | 15      |                          | 19    |                       | 18  |               | 15   | 17        | 15               | 19      | 16       | 21       |                                 | 18 | 16 |
| SAT                   | 16      |                          | 20    |                       | 19  |               | 16   | 18        | 16               | 20      | 17       | 22       |                                 | 19 | 17 |
| SUN                   | 17      |                          | 21    |                       | 20  |               | 17   | 19        | 17               | 21      | 18       | 23       |                                 | 20 | 18 |
| MON                   | 18      | Anniversary Day          | 22    |                       | 21  |               | 18   | 20        | 18               | 22      | 19       | 24       | Labour Day                      | 21 | 19 |
| TUE                   | 19      |                          | 23    |                       | 22  |               | 19   | 21        | 19               | 23      | 20       | 25       |                                 | 22 | 20 |
| WED                   | 20      |                          | 24    |                       | 23  |               | 20   | 22        | 20               | 24      | 21       | 26       |                                 | 23 | 21 |
| THU                   | 21      |                          | 25    |                       | 24  |               | 21   | 23        | 21               | 25      | 22       | 27       |                                 | 24 | 22 |
| FRI                   | 22      |                          | 26    |                       | 25  | Good Friday   | 22   | 24        | 22               | 26      | 23       | 28       |                                 | 25 | 23 |
| SAT                   | 23      |                          | 27    |                       | 26  |               | 23   | 25        | 23               | 27      | 24       | 29       |                                 | 26 | 24 |
| SUN                   | 24      |                          | 28    |                       | 27  |               | 24   | 26        | 24               | 28      | 25       | 30       |                                 | 27 | 25 |
| MON                   | 25      |                          | 29    |                       | 28  | Easter Monday | 25   | ANZAC Day | 25               | 29      | 26       | 31       |                                 | 28 | 26 |
| TUE                   | 26      |                          |       |                       | 29  |               | 26   | 31        | 26               | 30      | 27       |          |                                 | 29 | 27 |
| WED                   | 27      |                          |       |                       | 30  |               | 27   |           | 27               | 31      | 28       |          |                                 | 30 | 28 |
| THU                   | 28      |                          |       |                       | 31  |               | 28   |           | 28               |         | 29       |          |                                 |    | 29 |
| FRI                   | 29      |                          |       |                       |     |               | 29   |           | 29               |         | 30       |          |                                 |    | 30 |
| SAT                   | 30      |                          |       |                       |     |               | 30   |           | 30               |         |          |          |                                 |    | 31 |
| SUN                   | 31      |                          |       |                       |     |               |      |           | 31               |         |          |          |                                 |    |    |

Key TCB Tawa Community Board

DRAFT as at 15 July 2015

| 2016 MEETING CALENDAR |         |                          |       |                       |     |               |      |           |                  |         |          |          |                                 |     |    |          |                   |
|-----------------------|---------|--------------------------|-------|-----------------------|-----|---------------|------|-----------|------------------|---------|----------|----------|---------------------------------|-----|----|----------|-------------------|
| 2016                  | January | February                 | March | April                 | May | June          | July | August    | September        | October | November | December |                                 |     |    |          |                   |
| SAT                   |         |                          |       |                       |     |               |      |           |                  | 1       |          |          |                                 |     |    |          |                   |
| SUN                   |         |                          |       |                       | 1   |               |      |           |                  | 2       |          |          |                                 |     |    |          |                   |
| MON                   |         | 1                        |       |                       | 2   |               |      | 1         |                  | 3       |          |          |                                 |     |    |          |                   |
| TUE                   |         | 2                        | 1     |                       | 3   |               |      | 2         |                  | 4       | 1        |          |                                 |     |    |          |                   |
| WED                   |         | 3                        | 2     |                       | 4   | 1             |      | 3         |                  | 5       | 2        |          |                                 |     |    |          |                   |
| THU                   |         | 4                        | 3     |                       | 5   | 2             |      | 4         | 1                | 6       | 3        | 1        |                                 |     |    |          |                   |
| FRI                   | 1       | New Year's Day           | 5     | 4                     | 1   | 6             | 3    | 1         | 5                | 2       | 7        | 4        | 2                               |     |    |          |                   |
| SAT                   | 2       |                          | 6     | Waitangi Day          | 5   | 2             | 7    | 4         | 2                | 6       | 3        | 8        | 2016 Local Government Elections | 5   | 3  |          |                   |
| SUN                   | 3       |                          | 7     |                       | 6   | 3             | 8    | 5         | 3                | 7       | 4        | 9        |                                 | 6   | 4  |          |                   |
| MON                   | 4       | Day After New Year's Day | 8     | Waitangi Day Observed | 7   | 4             | 9    | 6         | Queen's Birthday | 4       | 8        | 5        | 10                              | 7   | 5  |          |                   |
| TUE                   | 5       |                          | 9     |                       | 8   | 5             | 10   | 7         | 5                | 9       | 6        | 11       |                                 | 8   | 6  |          |                   |
| WED                   | 6       |                          | 10    |                       | 9   | 6             | 11   | 8         | 6                | 10      | 7        | 12       |                                 | 9   | 7  |          |                   |
| THU                   | 7       |                          | 11    | TCB                   | 10  | TCB           | 7    | 12        | TBC              | 9       | TCB      | 7        | 11                              | TCB | 8  | 8        |                   |
| FRI                   | 8       |                          | 12    |                       | 11  | 8             | 13   | 10        | 8                | 12      | 9        | 14       |                                 | 11  | 9  |          |                   |
| SAT                   | 9       |                          | 13    |                       | 12  | 9             | 14   | 11        | 9                | 13      | 10       | 15       |                                 | 12  | 10 |          |                   |
| SUN                   | 10      |                          | 14    |                       | 13  | 10            | 15   | 12        | 10               | 14      | 11       | 16       |                                 | 13  | 11 |          |                   |
| MON                   | 11      |                          | 15    |                       | 14  | 11            | 16   | 13        | 11               | 15      | 12       | 17       |                                 | 14  | 12 |          |                   |
| TUE                   | 12      |                          | 16    |                       | 15  | 12            | 17   | 14        | 12               | 16      | 13       | 18       |                                 | 15  | 13 |          |                   |
| WED                   | 13      |                          | 17    |                       | 16  | 13            | 18   | 15        | 13               | 17      | 14       | 19       |                                 | 16  | 14 |          |                   |
| THU                   | 14      |                          | 18    |                       | 17  | 14            | TCB  | 19        | 16               | 18      | 15       | 20       |                                 | 17  | 15 |          |                   |
| FRI                   | 15      |                          | 19    |                       | 18  | 15            | 20   | 17        | 15               | 19      | 16       | 21       |                                 | 18  | 16 |          |                   |
| SAT                   | 16      |                          | 20    |                       | 19  | 16            | 21   | 18        | 16               | 20      | 17       | 22       |                                 | 19  | 17 |          |                   |
| SUN                   | 17      |                          | 21    |                       | 20  | 17            | 22   | 19        | 17               | 21      | 18       | 23       |                                 | 20  | 18 |          |                   |
| MON                   | 18      | Anniversary Day          | 22    |                       | 21  | 18            | 23   | 20        | 18               | 22      | 19       | 24       | Labour Day                      | 21  | 19 |          |                   |
| TUE                   | 19      |                          | 23    |                       | 22  | 19            | 24   | 21        | 19               | 23      | 20       | 25       |                                 | 22  | 20 |          |                   |
| WED                   | 20      |                          | 24    |                       | 23  | 20            | 25   | 22        | 20               | 24      | 21       | 26       |                                 | 23  | 21 |          |                   |
| THU                   | 21      |                          | 25    |                       | 24  | 21            | 26   | 23        | 21               | 25      | 22       | 27       |                                 | 24  | 22 |          |                   |
| FRI                   | 22      |                          | 26    |                       | 25  | Good Friday   | 22   | 27        | 24               | 26      | 23       | 28       |                                 | 25  | 23 |          |                   |
| SAT                   | 23      |                          | 27    |                       | 26  |               | 23   | 28        | 25               | 27      | 24       | 29       |                                 | 26  | 24 |          |                   |
| SUN                   | 24      |                          | 28    |                       | 27  |               | 24   | 29        | 26               | 28      | 25       | 30       |                                 | 27  | 25 | Xmas Day |                   |
| MON                   | 25      |                          | 29    |                       | 28  | Easter Monday | 25   | ANZAC Day | 30               | 27      | 25       | 29       | 26                              | 31  | 28 | 26       | Boxing Day        |
| TUE                   | 26      |                          |       |                       | 29  |               | 26   | 31        | 28               | 26      | 30       | 27       |                                 | 29  | 27 | 27       | Xmas Day Observed |
| WED                   | 27      |                          |       |                       | 30  |               | 27   |           | 29               | 27      | 31       | 28       |                                 | 30  | 28 |          |                   |
| THU                   | 28      |                          |       |                       | 31  |               | 28   |           | 30               | 28      |          | 29       |                                 |     | 29 |          |                   |
| FRI                   | 29      |                          |       |                       |     |               | 29   |           |                  | 29      |          | 30       |                                 |     | 30 |          |                   |
| SAT                   | 30      |                          |       |                       |     |               |      |           |                  | 30      |          |          |                                 |     |    |          | 31                |
| SUN                   | 31      |                          |       |                       |     |               |      |           |                  |         |          |          |                                 |     |    |          |                   |

Key TCB Tawa Community Board

DRAFT as at 15 July 2015

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## CAMP ELSDON ANNUAL REPORT 2014 - 2015

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### Purpose

1. To provide the Tawa Community Board members with an update on the activities of Camp Elsdon for the 2014/2015 financial year. The Tawa Community Board is one of the core members of Camp Elsdon Board and the current triennium 2013 – 2016 appointed former board member David Darroch to be the Board's representative.
2. A copy of the 27<sup>th</sup> Annual Report and Financial Statements is attached (Attachment 1).

### Recommendations

That the Tawa Community Board:

1. Receive the information.
2. Agree to appoint one member of the Tawa Community Board as a representative on Camp Elsdon Board.

### Summary

3. The total expenditure for Camp Elsdon was \$451,678; however their total income was \$293,850, making a net loss of -\$157,828.
4. Despite the loss, a lot of work has been done to improve the camp's facilities such as purchasing renewable cleaning items to ensure the camp facilities are clean and correctly maintained. Such tasks have allowed the camp to become fully operational.

### Background

5. Camp Elsdon provides low cost accommodation for youth in a bush environment close to the cities of Porirua and Wellington. It is organised through school, churches, sports and community groups. Tawa Community Board is one of the core members of Camp Elsdon and the Council should continue to have representation through the Board. Between 2010 – September 2015 former Board member David Darroch has been the Boards representative. Mr Darroch reported back to the Board on the activities of Camp Elsdon.

### Next Actions

6. With the appointment of a new member to the Camp Elsdon Board, the member will attend monthly meetings and feedback information from the Camp Elsdon Board meetings to the Tawa Community Board.

### Attachments

Attachment 1. Camp Elsdon Annual Report 2014-2015

Page 39

|            |   |
|------------|---|
| Author     | Fiona Lewis, Governance Advisor           |
| Authoriser | Crispian Franklin, Governance Team Leader |

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

There was no consultation or engagement required.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi principles to consider.

### **Financial implications**

There are no financial implications.

### **Policy and legislative implications**

There are no policy or legislative implications.

### **Risks / legal**

There are no risk or legal implications.

### **Climate Change impact and considerations**

There is no impact on climate change or any other considerations.

### **Communications Plan**

No communication plan is required.



27TH

ANNUAL

REPORT

2014 - 2015

A Registered Charitable Entity

**CAMP ELSDON INC**

**Notice is hereby given that the 27th Annual General Meeting of Camp Elsdon Inc will be held in the Manager's House, Camp Elsdon Inc on Thursday 1st October 2015 at 7.30 p.m.**

**Business**

1. Apologies.
2. To receive the minutes of the 2014 Annual General Meeting.
3. Presentation of the Annual Report and the Annual Accounts for year ended 30th June 2015.
4. Election of Board Members for 2015/2016
5. Election of Auditor.
6. Notice of Motion:
  - (a) Annual Financial Membership subscription: \$20  
(Inclusive of GST)  
Date due by: 20 December 2015
7. General Business.

**The regular monthly meeting of Camp Elsdon Inc Board of Management will be held at the conclusion of the AGM.**

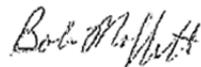
CHAIRMAN'S REPORT 2015

CAMP ELSDON

This has been a difficult year with the loss of both managers. However, with the full support of the Board, the camp has successfully moved forward and is again operating fully. The outstanding work of all members of the Board needs to be recognised with special mention of Ray, David, and Richard. The income of the camp rose over \$18,000 through the months that we usually operate at a loss, and Ray was responsible for cleaning the camp to a pleasing high standard.

There is, however, a major problem which the Board must address. We are down to 7 Board members, all elderly, and a quorum is 6. It would be a sad day if the Trust failed, not through lack of finance but because of too few Board members. So let's all get out there and work towards increasing our membership in as many ways as we can.

Again, many thanks to all Board members.



Bob Moffitt

Chairman

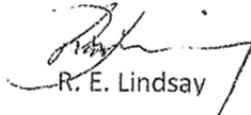
CAMP ELSDON

INTERIM MANAGER'S REPORT

The role of Interim Manager offered many new challenges. Despite the variances in coping with these challenges we have been successful in seeing a marked improvement in income for the last three months of this financial year, compared to other years.

Along with improved income we have also seen a marked improvement in the overall presentation of Camp Elsdon and this has been commented on by many campers and visitors. Special thanks must go to staff and other helpers who have assisted management in achieving these improvements especially David and Richard.

We look forward to maintaining and improving the overall operation of Camp Elsdon with new management and procedures.

  
R. E. Lindsay

**THE SCHEDULE OF CORE MEMBERSHIP YEAR ENDED 30TH JUNE 2015**

1. Porirua City Council (No representative)
2. Whitireia Community Polytechnic
3. Tawa Community Board
4. Board of Administration of the Methodist Church of New Zealand  
(Resigned December 2014) Withdrew membership December 2014.
5. Lions Club of Tawa

**BOARD OF MANAGEMENT**

|                     |                          |                                 |
|---------------------|--------------------------|---------------------------------|
| Chairmen:           | Bob Moffitt              | Contributing Member             |
| Deputy Chairman:    | Tony Tomlin              | Whitireia Community Polytechnic |
| Secretary:          | Ray Lindsay              | Tawa Lions Club                 |
| Honorary Treasurer: | Joy Tau                  | Contributing Member             |
|                     | David Darroch            | Tawa Community Board            |
|                     | John Griffin             | Contributing Member             |
|                     | (Resigned March 2015)    |                                 |
|                     | Keith Knox               | Methodist Church of New Zealand |
|                     | (Resigned December 2014) |                                 |
|                     | Bruce Twidle             | Contributing Member             |
|                     | Richard Compton          | Contributing Member             |

**OTHER OFFICERS**

Manager: Freddy Palu (Resigned 20 February 2015)  
Interim Manager: Ray Lindsay

Assistant Manager: Martin Cleland (Resigned April 2015)

Honorary Auditor: Don MacLean

**FINANCIAL MEMBERS**

Grant Baker  
Don Borrie





ANNUAL  
ACCOUNTS  
2014 - 2015

A Registered Charitable Entity

**CAMP ELSDON INCORPORATED**

**INCOME & EXPENDITURE STATEMENT YEAR ENDED 30TH JUNE 2015**

| 2014                          | Notes                                 | 2015       |
|-------------------------------|---------------------------------------|------------|
| <b><u>INCOME</u></b>          |                                       |            |
| 65,320                        | Camp Deposits & Hire Fees             | 74,597     |
| 82,682                        | Casual Hire                           | 84,992     |
| 133,169                       | Campervans & Carasites                | 129,565    |
| 3,614                         | Bank Interest                         | 4,204      |
| 80                            | Camp Elsdon Membership Fees           | 40         |
| 194                           | Coca Cola Vending Commission          | 212        |
| 200                           | Donation 3                            | 100        |
| 30                            | Mattress Hire                         | 10         |
| 50                            | Linen Hire                            | 130        |
| -----                         |                                       | -----      |
| 285,339                       | <b>TOTAL INCOME</b>                   | 293,850    |
| <br><b><u>EXPENDITURE</u></b> |                                       |            |
| 25,122                        | Cleaning                              | 33,553     |
| 22,351                        | Electricity                           | 33,069     |
| 8,315                         | General Administration                | 65,608     |
| 74,076                        | Salaries & Wages                      | 78,519     |
| 23,356                        | Insurance                             | 23,573     |
| 3,680                         | Land Rent                             | 3,680      |
| 9,797                         | Rates                                 | 10,446     |
| 36,923                        | Repairs & Maintenance                 | 38,812     |
| 3,216                         | Phones                                | 3,059      |
| 1,589                         | Postage & Stationery                  | 2,672      |
| 6,534                         | Advertising & Publicity               | 5,905      |
| 565                           | Bank Charges                          | 608        |
| 14,442                        | G S T Payments                        | 7,490      |
| -                             | Contract Settlements                  | 60,700     |
| 19,156                        | Improvements                          | 11,404     |
| 72,373                        | Depreciation 4                        | 71,882     |
| 104                           | Loss on Disposal                      | 698        |
| -----                         |                                       | -----      |
| 321,599                       | <b>TOTAL EXPENDITURE</b>              | 451,678    |
| -----                         |                                       | -----      |
| -\$36,260                     | <b>EXCESS EXPENDITURE OVER INCOME</b> | -\$157,828 |
| =====                         |                                       | =====      |

**CAMP ELSDON INCORPORATED**

**BALANCE SHEET AS AT 30TH JUNE 2015**

| <u>2014</u>                       | <u>Notes</u>   | <u>2015</u>        |
|-----------------------------------|--|--------------------|
| <b><u>CURRENT ASSETS</u></b>      |  |                    |
| -                                 | Cash Float   | 100                |
| 200                               | Petty Cash   | -                  |
| 112,539                           | Westpac Bank 3   | 67,756             |
| 94,294                            | Bank of New Zealand 3                                      | 53,833             |
| <u>207,033</u>                    |  | <u>121,689</u>     |
| <b><u>FIXED ASSETS</u></b>        |  |                    |
| 915,990                           | Buildings 4  | 851,279            |
| 22,403                            | Furniture, Plant & Equipment 4                             | 24,640             |
| 8,829                             | Plus Additions for year 4                                  | 3,987              |
| <u>947,222</u>                    |  | <u>879,906</u>     |
| <u>\$1,154,255</u>                |  | <u>\$1,001,595</u> |
| <b><u>CURRENT LIABILITIES</u></b> |  |                    |
| 3,250                             | Deposit Payments in advance                                | 2,200              |
| 16,277                            | Accounts Payable   | 22,495             |
| <u>19,527</u>                     |  | <u>24,695</u>      |
| <b><u>ACCUMULATED FUNDS</u></b>   |  |                    |
| 85,245                            | Opening Balance  | 48,985             |
| -36,260                           | Less Deficit for year                                      | -157,828           |
| <u>48,985</u>                     | Sub-total  | <u>-108,843</u>    |
| 1,085,743                         | Plus increase resulting from Revaluation of Fixed Assets 4 | 1,085,743          |
| <u>1,170,988</u>                  | Closing Balance  | <u>976,900</u>     |
| <u>\$1,154,255</u>                |  | <u>\$1,001,595</u> |

**CAMP ELSDON INCORPORATED**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH JUNE 2015

**1. STATEMENT OF ACCOUNTING POLICIES**

**Reporting Entity**

Camp Elsdon Inc is a non-profit charitable organisation.  
 Camp Elsdon Inc is a reporting entity for purposes of the Financial Reporting Act 1993.  
 Camp Elsdon is a registered Charitable Entity.

**Measurement Base**

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis are followed by the Camp, with the exception that fixed assets have been revalued at 30th June 1997, 30th June 2006 and again at 30th June 2011.. (see Note 4).

**Specific Accounting Policies**

The following specific accounting policies which materially affect the measurement of financial performance and the financial position have been applied.

\* **FIXED ASSETS**

Buildings were revalued for insurance purposes at 30th June 1997, 30th June 2006 and again at 30th June 2011. The values were determined on the basis of replacement cost less depreciation and GST. Depreciation on buildings and contents has been deducted at the following rates:

|                              |                         |
|------------------------------|-------------------------|
| Buildings and Improvements   | 4% C.P. (Value 30/6/11) |
| Furniture, Plant & Equipment | As per I R D 265        |

It is noted that most of the Camp's buildings were moved on site and have been substantially improved. They have an estimated life of 25 years.

\* **TAXATION**

The Camp is exempt from Income Tax by Section 61(25) of the Income Tax Act 1976.

\* **GST**

The accounts have been prepared on a GST inclusive basis.

**2. DONATION**

Donations Grant Baker \$100

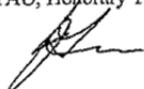
**3. CURRENT BANK ACCOUNTS**

|                                  | <u>2014</u>      | <u>2015</u>      |
|----------------------------------|------------------|------------------|
| Bank of New Zealand              | 94,294           | 53,833           |
| Westpac                          | 21,757           | 27,108           |
| Westpac Term Investment No 1 A/c | 90,782           | 40,648           |
|                                  | -----            | -----            |
|                                  | <u>\$206,833</u> | <u>\$121,589</u> |
|                                  | =====            | =====            |

4. **FIXED ASSETS**

|                              | <u>Cost</u>      | <u>Revaluation</u> | <u>Total Cost</u>  | <u>Book Value 1/7/14 Plus Additions</u> | <u>Depreciation</u> | <u>Book Value 30/6/15</u> |
|------------------------------|------------------|--------------------|--------------------|---|---------------------|---------------------------|
| Buildings                    | 422,119          | 1,195,662          | 1,617,781          | 915,990                                 | 64,711              | 851,279                   |
| Furniture Plant & Equipment: |                  |                    |                    |   |                     |                           |
| Maytag W/Machine             | 2,394            |                    | 2,394              | 151                                     | 33                  | 118                       |
| Lazer Boiling Unit           | 774              |                    | 774                | 73                                      | 13                  | 60                        |
| 13 Sets Bunk Beds            | 6,139            |                    | 6,139              | 866                                     | 156                 | 710                       |
| 1 Vacuum Cleaners            | 587              |                    | 587                | 4                                       | 2                   | 2                         |
| Lazer Boiling Unit           | 1,238            |                    | 1,238              | 160                                     | 29                  | 131                       |
| Storage Container            | 2,109            |                    | 2,109              | 261                                     | 52                  | 209                       |
| Stevens Motor Mower          | 4,850            |                    | 4,850              | 119                                     | 48                  | 71                        |
| Lazer Boiling Unit           | 765              |                    | 765                | 121                                     | 22                  | 99                        |
| Stoves (7)                   | 4,965            |                    | 4,965              | 1,128                                   | 180                 | 948                       |
| Laser Photocopier            | 552              |                    | 552                | 17                                      | 7                   | 10                        |
| Laser Auto Boiler            | 955              |                    | 955                | 162                                     | 32                  | 130                       |
| 9 Sets Bunk Beds             | 2,815            |                    | 2,815              | 478                                     | 96                  | 382                       |
| Maytag W/Machine             | 2,711            |                    | 2,711              | 314                                     | 78                  | 236                       |
| Simpson W/Machine            | 645              |                    | 645                | 83                                      | 21                  | 62                        |
| Fridge                       | 2,588            |                    | 2,588              | 727                                     | 116                 | 611                       |
| Stove                        | 749              |                    | 749                | 236                                     | 38                  | 198                       |
| Heat Pumps (3)               | 9,969            |                    | 9,969              | 2,091                                   | 418                 | 1,673                     |
| Computer - Dell              | 1,401            |                    | 1,401              | 65                                      | 26                  | 39                        |
| Maytag W/Machine             | 2,490            |                    | 2,490              | 443                                     | 111                 | 332                       |
| Maytag Dryer                 | 2,156            |                    | 2,156              | 383                                     | 96                  | 287                       |
| Fridge                       | 1,688            |                    | 1,688              | 593                                     | 95                  | 498                       |
| Vacuum Cleaner               | 551              |                    | 551                | 64                                      | 19                  | 45                        |
| Defibrillator                | 2,981            |                    | 2,981              | 501                                     | 150                 | 351                       |
| Gas BBQ                      | 13,358           |                    | 13,358             | 4,377                                   | 875                 | 3,502                     |
| Vacuum Cleaner               | 562              |                    | 562                | 95                                      | 28                  | 67                        |
| Trailer & Crate              | 3,018            |                    | 3,018              | 1,730                                   | 225                 | 1,505                     |
| Wall Heater                  | 656              |                    | 656                | 269                                     | 54                  | 215                       |
| Water Blaster & Hose         | 589              |                    | 589                | 74                                      | 37                  | 37                        |
| Fridge S/S Bosch             | 1,300            |                    | 1,300              | 917                                     | 147                 | 770                       |
| Panasonic Phone System       | 2,840            |                    | 2,840              | 1,555                                   | 404                 | 1,151                     |
| Husqvarna Mower              | 899              |                    | 899                | 323                                     | 129                 | 194                       |
| Masport Pres Mower           | 650              |                    | 650                | 234                                     | 94                  | 140                       |
| Rinnai Gas Infinities (2)    | 4,830            |                    | 4,830              | 3,091                                   | 618                 | 2,473                     |
| Walker ride-on-mower         | 6,000            |                    | 6,000              | 5,220                                   | 679                 | 4,541                     |
| Samsung Galaxy Mobile        | 999              |                    | 999                | 739                                     | 192                 | 547                       |
| Garland Static Gas Oven      | 3,587            |                    | 3,587              | 2,870                                   | 574                 | 2,296                     |
| Additions:                   |                  |                    |                    |   |                     |                           |
| Double Bed/Base/Cover        | 878              |                    | 878                | 878                                     | 176                 | 702                       |
| Stove Colombo                | 899              |                    | 899                | 899                                     | 144                 | 755                       |
| Husqvarna Brushcutter        | 599              |                    | 599                | 599                                     | 240                 | 359                       |
| Office Digital Safe          | 590              |                    | 590                | 590                                     | 118                 | 472                       |
| Sauber Steam Cleaner         | 1,649            |                    | 1,649              | 1,649                                   | 495                 | 1,154                     |
| Mitsubishi Freezer           | 649              |                    | 649                | 649                                     | 104                 | 545                       |
|                              | <b>\$522,743</b> | <b>\$1,195,662</b> | <b>\$1,718,405</b> | <b>\$951,788</b>                        | <b>\$71,882</b>     | <b>\$879,906</b>          |

J H TAU, Honorary Treasurer



To Members of the Board of Camp Elsdon Inc.

**Report on the Financial Statements**

I have audited the financial statements of Camp Elsdon Inc. on pages one to four, which comprise the balance sheet as at June 30, 2015, and the income statement for the year then ended, and a summary of significant accounting policies and other explanatory information.

*Board Responsibility for the Financial Statements*

The Board are responsible for the preparation and fair presentation of these financial statements in accordance with generally accepted accounting practice in New Zealand and for such internal control as the Board determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

*Auditor's Responsibility*

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with International Standards on Auditing (New Zealand). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. ISA (NZ) 700 An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the overall presentation of the financial statements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion. Other than in my capacity as auditor I have no relationship with, or interests in, Camp Elsdon Inc.

*Qualified Opinion*

In my opinion, in common with other organizations of a similar nature, control over the income from donations and fundraising prior to its being recorded is limited and there are no practical audit procedures to determine the effect of this limited control. My work has been confined to testing receipts once recorded.

I have obtained all the information and explanations I have required.

In my opinion, except for adjustments that might have been found to be necessary had I been able to obtain evidence concerning income from donations, camp deposits, and hire fees, the financial statements on pages one to four present fairly the financial position of Camp Elsdon Inc. as at June 30, 2015, and (of) its financial performance for the year then ended in accordance with generally accepted accounting practice in New Zealand.

My audit was completed on 18 August, 2015 and my qualified opinion is expressed that date.

Don Maclean BCA, MBA, CA (Retired)  
Chartered Accountant 015607  
Foxton



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## FORWARD PROGRAMME

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### Purpose

1. To provide the Tawa Community Board with a draft work programme for its amendment and approval.

### Recommendations

That the Tawa Community Board:

1. Receive the information.
2. Amend the work programme if necessary.

### Discussion

2. Below is the draft work programme for the Board's approval and amendment where necessary:

| Thursday, 12 November 2015   |  |
|--|--|
| <ul style="list-style-type: none"><li>• Retroactive submission on Porirua's outdoor recreation park.</li><li>• Standing Items:<ul style="list-style-type: none"><li>○ Policing in Tawa</li><li>○ Volunteers Fire Brigade</li><li>○ Community Speaker</li><li>○ Resource Consents</li><li>○ Upcoming Areas of Consultation (if any)</li><li>○ Tawa Community Board Discretionary Fund</li><li>○ Reports back from Board Members</li><li>○ Forward Programme</li></ul></li></ul> |  |

### Attachments

Nil

|            |   |
|------------|---|
| Author     | Fiona Lewis, Governance Advisor           |
| Authoriser | Crispian Franklin, Governance Team Leader |

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

No consultation or engagement is required.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi considerations associated with this report.

### **Financial implications**

There are no financial implications associated with this report.

### **Policy and legislative implications**

There are no policy or legislative implications associated with this report.

### **Risks / legal**

There are no risks or legal implications associated with this report.

### **Climate Change impact and considerations**

There is no impact on climate change or other considerations.

### **Communications Plan**

No communication plan is required.