

**ORDINARY MEETING**

**OF**

**TAWA COMMUNITY BOARD**

**MINUTES**

**Time:** 7:00pm  
**Date:** Thursday, 9 November 2017  
**Venue:** Tawa Community Centre  
5 Cambridge Street  
Tawa  
Wellington

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**PRESENT**

Jill Day  
Graeme Hansen  
Richard Herbert (Chair)  
Liz Langham  
Margaret Lucas (Deputy Chair)  
Jack Marshall  
Robyn Parkinson  
Malcolm Sparrow



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**TABLE OF CONTENTS**  
**9 NOVEMBER 2017**

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<b>Business</b>	<b>Page No.</b>
<b>1. Meeting Conduct</b>	<b>5</b>
<b>1.1 Apologies</b>	<b>5</b>
<b>1.2 Conflict of Interest Declarations</b>	<b>5</b>
<b>1.3 Confirmation of Minutes</b>	<b>5</b>
<b>1.4 Public Participation</b>	<b>5</b>
<b>1.5 Items not on the Agenda</b>	<b>5</b>
<b>2. Oral Reports</b>	<b>6</b>
<b>3. Reports</b>	<b>6</b>
<b>3.1 Upper Stebbings and Marshall Ridge Structure Planning</b>	<b>6</b>
<b>3.2 Criteria- Tawa Community Grants</b>	<b>6</b>
<b>3.3 Tawa Community Service Awards</b>	<b>7</b>
<b>3.4 Tawa Branding Logo</b>	<b>7</b>
<b>3.5 Armistice Day Memorial Plaque Rock</b>	<b>8</b>
<b>3.6 NZ Post Paxsters Trial</b>	<b>8</b>
<b>3.7 Remuneration Review 2017</b>	<b>8</b>
<b>3.8 Resource Consent Applications and Approvals for 5     October to 29 October 2017</b>	<b>9</b>
<b>3.9 Current and Upcoming Council Consultations and     Surveys</b>	<b>9</b>
<b>3.10 Forward Programme</b>	<b>9</b>

**Questions**



## **1 Meeting Conduct**

### **1.1 Apologies**

No apologies were received.

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

Nil

### **1.3 Confirmation of Minutes**

#### **Moved Richard Herbert, seconded Jill Day**

That the Tawa Community Board:

Approve the minutes of the Tawa Community Board Meeting held on 12 October 2017, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

#### **Moved Richard Herbert, seconded Robyn Parkinson the following amendment**

##### **Resolved**

That the Tawa Community Board:

Approve the minutes of the Tawa Community Board Meeting held on 12 October 2017, and confirm them as an accurate record of the meeting with the following amendments:

- Margaret Lucas (Deputy Chair) be removed as being present.
- Items regarding: Tawa Community Service awards and Primary Schools Citizenship awards be included in the forward programme under item 3.5.

**Carried**

#### **Moved Richard Herbert, seconded Jill Day**

##### **Resolved**

That the Tawa Community Board:

Approve the minutes of the Tawa Community Board Meeting held on 12 October 2017, and confirm them as an accurate record of the meeting with the following amendments:

- Margaret Lucas (Deputy Chair) be removed as being present.
- Items regarding: Tawa Community Service awards and Primary Schools Citizenship awards be included in the forward programme under item 3.5.

**Carried**

### **1.4 Public Participation**

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**1.4.1 Steph Night and Stacey Richardson**

The History of the Tawa Brand

**Change of Agenda Order**

Under Standing Order 3.9.2, and with the leave of the meeting, the Chair may change the agenda order so that reports to be dealt with in the following order:

- 2.3. Members' Update (to be discussed after 3.10)
- 2.4 Tawa Community Board Discretionary Fund Update (to be discussed after 3.10)

**2 Oral Reports**

- 2.1 Police Update 7
- 2.2 Tawa Volunteer Fire Brigade Update 7
- 2.3. Members' Update 7
- 2.4 Tawa Community Board Discretionary Fund Update 7

**3. Reports**

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**3.1 Upper Stebbings and Marshall Ridge Structure Planning**

Moved Richard Herbert, seconded Liz Langham

**Resolved**

That the Tawa Community Board:

- 1. Receive the information.

**Carried**

**3.2 Criteria- Tawa Community Grants**

Moved Richard Herbert, seconded Margaret Lucas

**Resolved**

That the Tawa Community Board:

2. Receive the information.
3. Agree to approve the proposed changes to the Tawa Community Grants criteria as set out in Table 1.

(Minute taker's note: Subject to the amendments below:

**Under purpose heading**

Current wording:

The Tawa Community Grants fund is designed to assist projects within Tawa (including – Tawa, Linden, Takapu Valley and Grenada North).

**Amended wording:**

The Tawa Community Grants Fund is designed to assist projects within the jurisdiction of Tawa Community board area (including Takapu Valley and Grenada North).

**Under Criteria Heading**

Current wording:

The project benefits the residents of Tawa

**Amended wording:**

The project benefits residents of Tawa.

**Carried**

### **3.3 Tawa Community Service Awards**

**Moved Richard Herbert, seconded Margaret Lucas**

**Resolved**

That the Tawa Community Board:

1. Receive the information.
2. Agree to implement the new Tawa Community Service Award as proposed, subject to the design being finalised in consultation with the appropriate WCC officers and members of the Board.

**Carried**

### **3.4 Tawa Branding Logo**

**Moved Richard Herbert, seconded Jill Day**

**Resolved**

That the Tawa Community Board:

1. Receive the information.

2. Support the use of the Tawa branding logo.

**Carried**

### **3.5 Armistice Day Memorial Plaque Rock**

**Moved Richard Herbert, seconded Malcolm Sparrow**

#### **Resolved**

That the Tawa Community Board:

1. Receive the information.
2. Agree to support the relocation of the World War One Commemorative Plaque and the rock to which it is affixed, from Willowbank to Grasslees Reserve.

**Carried**

### **3.6 NZ Post Paxsters Trial**

**Moved Richard Herbert, seconded Margaret Lucas**

#### **Recommendations**

That the Tawa Community Board:

1. Receive the information.
2. Endorse a trial of the NZ Post Paxsters to take place in Tawa in 2018.

### **3.7 Remuneration Review 2017**

**Moved Richard Herbert, seconded Graeme Hansen**

#### **Resolved**

That the Tawa Community Board:

1. Receive the information.
2. Provide collective feedback to Democracy Services regarding the following questions related to community board remuneration:
  - Should community board remuneration always come out of the council governance/representation pool?
  - If not, should it be funded by way of a targeted rate on the community concerned?
  - If not, what other transparent and fair mechanisms are there for funding the remuneration of community board members?

**Carried**



### **3.8 Resource Consent Applications and Approvals for 5 October to 29 October 2017**

**Moved Richard Herbert, seconded Jack Marshall**

#### **Resolved**

That the Tawa Community Board:

1. Receive the information.

**Carried**

### **3.9 Current and Upcoming Council Consultations and Surveys**

**Moved Richard Herbert, seconded Malcolm Sparrow**

#### **Resolved**

That the Tawa Community Board:

1. Receive the information.

**Carried**

### **3.10 Forward Programme**

**Moved Richard Herbert, seconded Jill Day**

#### **Resolved**

That the Tawa Community Board:

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

**Carried**

## **2.3. Members' Update**

#### **Graeme**

- Sunrise Boulevard meeting

#### **Robyn**

- Meeting along with Richard; Bruce, Judith (Tawa Business Group) and Steph, Tony (Tawa Residents' Association) re long-term plan input
- Spring into Tawa - most of the time on the Community Garden stall

- Garden Coordinators' meeting in town: Sarah Adams will be on leave for about a year from next month, hopes to have secured funding process for established gardens by then
- assisting Malcolm with postponement of Neighbourly pot-luck dinner.
- Talked with Mandy at Community Centre concerning the centre staffing: I propose that we consider our community's needs from this well-used facility (and especially Linden's centre) and advocate for greater resourcing to cover those needs
- Our City Tomorrow: Integrating Sustainable Food and Greenspace into our City - workshop attended 7th Nov meeting with WCC staff re Service Award certificate design

### **Liz**

- Tawa Business Group AGM and launch of the new Tawa logo. Very positive reaction to the logo and to the collaborative approach.
- Spring into Tawa set-up and Community Board stall. Found this to be a very productive and engaging time with many residents interested in the neighbourly dinner, water tanks, the RailSafe keep cups, and the free water. Made some new contacts with people interested in supporting the Linden community development including Te Rito Gardens. Was great to see widespread positive reactions to the logo.
- Met with Crs Jill Day, Peter Gilberd, Malcolm Sparrow and Brian Dawson regarding community development in Linden. Following up with resuming process of gathering interested parties together at an appropriate time, and with Sam Maclean of CCDHB who is preparing health statistics for us to better understand our community.
- General communication with Board, community groups and residents. A suggestion has come from the North Linden community that we look into better street lighting in the area and that we consider ways of improving the streetscape with planting, etc.

### **Jill**

- Attended Spring into Tawa. Great event and good conversations with local residents.
- Attended the meeting organised by Greg O'Conner regarding BNZ closing in Tawa.
- Attended the Johnsonville Youth Grants trust awards ceremony. Emily McLean, Head Girl of Tawa College received a grant.
- Working on the Wall Park BBQ (this coming Sunday at 12.30pm) alongside Peter, Malcolm and Liz.
- Discussion about Paxsters with Councillors Sparrow, Gilberd and Calvi-Freeman and Council Officers.
- Attended the Tawa Business group AGM.
- Met with Councillors Sparrow and Gilberd and Liz Langham and Councillor Brian Dawson to discuss Linden Community Led Development.
- Councillors Sparrow, Gilberd and I went on a tour of the Northern Ward with Barbara Mckerrow, Paul Andrews, Bec Ramsey.
- Attended Tawa Technology Education Trust meeting.
- Attended Tawa college prize-giving.
- I would like to acknowledge the loss of Billie Tait-Jones who passed away at the beginning of the week. Billie worked at Council in the Tira Poutama – Māori Partnerships team for 14 years and has been an amazing support to many both in Council and in the Community.

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**Margaret**

- Work with Tawa Resilience Group
- Tawa Grants with Mark Farrar
- Spring into Tawa

**Malcolm**

- Been organising Tawa Primary Schools' Citizenship Awards ceremony involving nine student winners from local schools;
- Attended Tawa Resilience committee meeting;
- Met with WCC officers and councillors to discuss NZ Post Paxster trial in Tawa;
- Helping organise North Linden neighbourhood barbecue scheduled for Sunday 12 November;
- Attended Tawa Business Group AGM;
- Joined "Northern Ward walkabout" which took half a day on a recent Friday;
- At Spring into Tawa for seven hours;
- Attended Tawa Technology Trust committee meeting;
- Spoke briefly at Tawa Light Party on 31 October;
- Attended meeting of Sunrise Boulevard residents discussing roading and parking issues;
- Took part in Tawa College academic prizegiving ceremony;
- Attended Tawa MenzShed committee meeting;
- Involved in discussions regarding future maintenance of hanging baskets in central shopping area.

**Richard**

- Attended Tawa Business Group AGM
- Attended monthly Camp Elsdon Board meeting
- Attended monthly Tawa Residence Association committee meeting
- Attended Spring into Tawa event and assisted with setup and cleanup
- Attended monthly meeting of Tawa Technology Education Trust trustees
- Attended Monthly meeting of MenzShed exec
- Attended Tawa Branding subcommittee meetings
- Involved with organising a Tawa Probus interest meeting scheduled for 13th November on behalf of Tawa Rotary
- Chaired a meeting of local residents from Sunrise Boulevard and convened by Presbyterian Support Central (Longview Home) concerning parking and other traffic issues effecting residents in Sunrise Boulevard
- Liaised with Tawa Borough Scholarship trustee Robert Tredger for the award monies to be made available and presentation to be made at the Tawa College senior prize-giving. My apologies I wasn't able to make the prize-giving myself due to a time conflict with the Camp Elsdon Board meeting , but the presentation was made by Robert Tredger.

**Jack**

- Spring into Tawa

**2.4 Tawa Community Board Discretionary Fund Update**

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**Moved Margaret Lucas, seconded Jack Marshall**

**Resolved**

That the Tawa Community Board:

1. Agree to Allocate
  - a. \$200 to Healthy Future water dispenser

**Carried**

The meeting concluded at 9.47pm.

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