

ORDINARY MEETING

OF

TAWA COMMUNITY BOARD

AGENDA

Time: 7.00
Date: Thursday, 8 August 2019
Venue: Tawa Community Centre
5 Cambridge Street
Tawa
Wellington

MEMBERSHIP

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

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 04-803-8334, emailing public.participation@wcc.govt.nz or writing to Democracy 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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1. Meeting Conduct

1.1 Whakatauki

A whakatauki will be read to open the meeting.

1.2 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.

1.3 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.

1.4 Confirmation of Minutes

The minutes of the meeting held on 13 June 2019 will be put to the Tawa Community Board for confirmation.

1.5 Tawa Community Board Service Award

A Tawa Community Board Service Award may be presented.

1.6 Public Participation

A maximum of 60 minutes is set aside for public participation at the commencement of any meeting of the Council or committee that is open to the public. Under Standing Order 3.23.3 a written, oral or electronic application to address the meeting setting forth the subject, is required to be lodged with the Chief Executive by 12.00 noon of the working day prior to the meeting concerned, and subsequently approved by the Chairperson.

1.7 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

ORAL REPORTS 8 AUGUST 2019

Purpose

1. Oral reports provide an opportunity for Council officers, guests and Tawa Community Board members to share updates on relevant issues.
2. The following oral reports are scheduled to be delivered at this meeting:
 - a. Police Update – Yvette Mckelvie (Community Engagement Supervisor)
 - b. Community Learning – Steve Conroy (HOD Languages)
 - c. Wellington Water – Mohammed Hassen (Principal Engineer Stormwater Engineering)
 - d. City Planning – Tim Johnstone (Principal Advisor Planning)
 - e. Tawa Community Board members' updates.

Recommendation/s

That the Tawa Community Board:

1. Receives the information.
2. Thanks the presenters for their oral reports.

Attachments

Nil

Author	Helena Patuwai, Elected Member Support Advisor
Authoriser	Crispian Franklin, Team Leader, Elected Member Support Advisors

3. Reports

CURRENT AND UPCOMING CONSULTATIONS AND ENGAGEMENTS

Purpose

1. To provide the Tawa Community Board with an update on the current items Council is seeking public feedback on and to advise the Board on upcoming consultations or surveys the Council is undertaking.

Recommendation/s

That the Tawa Community Board:

1. Receive the information.

Discussion

2. The current consultations and engagements are as follows:

- a. **Traffic Resolutions – Bus Stop Changes – July 2019**

The Council is seeking feedback from public on nine proposed new traffic resolutions for Wellington. The resolutions are for a variety of bus stop changes. The deadline for feedback is 5.00pm, 19 July 2019.

Website link: <https://wellington.govt.nz/have-your-say/public-inputs/consultations/open/traffic-resolutions---bus-stop-changes---july-2019>

- b. **Alcohol Fees Bylaw (round 2)**

The Council is proposing to increase the fees it collects from licencing services under the Sale and Supply of Alcohol Act 2012. In 2017/18 the Alcohol Licencing service fees recovered by the Council covered 68 percent of the licencing cost with the additional 32 percent being made up from rates. The Sale and Supply of Alcohol Act 2012 allows the Council to collect fees to recover the total costs for its alcohol licencing functions.

Without an increase in 2019/20 it is expected that fees will only cover approximately 60 percent of licencing costs with the balance paid by rates. The Council is proposing to increase the level of the fees to recover 85 percent of the costs incurred by the Council to administer alcohol licencing. Any remaining costs will continue to be subsidised by rates. This increase is planned to be made over a 2-year period. The deadline for feedback is 9.00am, 29 July 2019.

Website link: <https://wellington.govt.nz/have-your-say/public-inputs/consultations/open/alcohol-fees-bylaw-round-2>

- c. **Smarter ways to manage city parking**

Over the next 30 years, Wellington will be home to another 50,000-80,000 residents and many more workers will commute in from the wider region. To accommodate this growth, there is a need for a more efficient transport system that makes better use of the limited road space. This means moving more people using fewer vehicles; more public transport use, walking and cycling and fewer people driving and parking in busy areas.

Wellington has been a leader in the climate change area in the past. Te Atakura – First to Zero sets out an ambitious series of challenges to further reduce the city's carbon emissions. Road transport emissions comprise approximately 37% of those emissions. How parking is managed can support many of the proposed emissions reduction initiatives such as prioritising road space for active and public transport modes, allocating more on-street parking spaces for car share vehicles, electric vehicle charging and pick up/drop off services. The price of parking can also be used to influence what vehicles people drive plus how often and where they drive. Submission deadline is 5.00pm, 30 August 2019.

Website link: <https://letstalk.wellington.govt.nz/managecityparking>

3. The upcoming consultations and engagements are as follows:
 - a. Carrara Park Playground Upgrade (start date: 19 July 2019)
 - b. Newlands Park Upgrade (start date: 22 July 2019)

Options

4. Should the Board wish to participate in the consultations, there is no requirement for the Board to formally ratify this.

Attachments

Nil

Author	Helena Patuwai, Elected Member Support Advisor
Authoriser	Crispian Franklin, Team Leader, Elected Member Support Advisors

SUPPORTING INFORMATION

Engagement and Consultation

The above engagements and consultations are in line with the Council's Significance and Engagement Policy and Section 83 of the Local Government Act 2002.

Treaty of Waitangi considerations

N/A

Financial implications

N/A

Policy and legislative implications

a. Revised road layout for Wakefield Street – Policy and legislative implications have yet to be determined.

b. The parking policy review takes into consideration the following: Let's Get Wellington Moving Project, Wellington City Council Transport Projects, the Planning for Growth Project, and Te Atakura – First to Zero Blueprint.

Risks / legal

N/A

Climate Change impact and considerations

The parking policy review is in line with Te Atakura – First to Zero, to further reduce the city's carbon emissions.

Communications Plan

N/A

Health and Safety Impact considered

N/A

TAWA COMMUNITY BOARD DISCRETIONARY FUND - MONTHLY ALLOCATIONS JUNE - JULY 2019

Purpose

1. To approve by resolution the spending of the Tawa Community Board Discretionary fund.

Recommendation/s

That the Tawa Community Board:

1. Receives the information.
2. Note the Discretionary Fund for 2018/2019 financial year is now nil.

Background

2. The Tawa Community Board's Discretionary Fund is administered by Wellington City Council and is approximately \$10,000 exclusive of GST per annum.
3. At every Board meeting, the Board decide whether to make any payments from its Discretionary Fund for projects that directly benefit residents or organisations in Tawa. The payments are authorised by passing a resolution stating the amount of the payment/s, what the payment/s is to be used for and who it is they are going to.

Discussion

4. In June and July 2019 the following was spent from the Tawa Community Board Discretionary fund.
 - \$3439.99
5. The Board is not required to pass these recommendations if they do not wish to.
6. A further report will be bought to the next meeting for the month for August.
7. The financial report shows Dcretionary Funding for 2018/2019 financial year.
 - Tawa Discretionary Fund 2018/2019 of \$10,047.14
 - Purchases made in the financial year 2018/2019 of \$8,088.86
 - Dem Services credit for \$3,758.00
 - Credit received 2019-20 for \$3,283.17
 - Accruals for expenses incurred in process of \$8,999.45

TAWA COMMUNITY BOARD
8 AUGUST 2019

8. Discretionary Funding' for 2018/2019 financial year

DF 2018/19	\$10,047.14
- Purchases 2018/19	<u>\$ 8088.86</u>
	\$1,958.28
+ DS credit	\$3,758.00
+ 2019/20 credit	<u>\$3,283.17</u>
	\$7,041.17
- Accrual expenses	<u>\$8,999.45</u>
Balance	0

Attachments

Attachment 1. Tawa Community Board Discretionary Fund June-July 2019

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Author	Helena Patuwai, Elected Member Support Advisor
Authoriser	Crispian Franklin, Team Leader, Elected Member Support Advisors

SUPPORTING INFORMATION

Engagement and Consultation

Not applicable

Treaty of Waitangi considerations

Not applicable

Financial implications

Proactively manage the process of the Tawa Community Board Discretionary fund

Policy and legislative implications

Not applicable

Risks / legal

Not applicable

Climate Change impact and considerations

Not applicable

Communications Plan

Not applicable

Health and Safety Impact considered

Not applicable

Tawa Community Board - Discretionary Fund 2018/19 to June 19

Please note that figures here have been stated exclusive of GST where possible.

Discretionary Fund 2018/19 - Financial results up to June 2019

As at June 2019, including passed resolutions, the available balance of the Fund is \$0

Starting Balance of Fund		
Purchases made in the current financial year (2018/2019)	8,088.86	Please refer to Note A
Dem Services credited	3,758.00	Please refer to Note B
Resolutions from meetings in 2018/2019 financial year		Please refer to Note D
Internal printing and design costs incurred in 2018/2019		
Credit to be received in 2019/2020 for TCB Training	3,283.17	Please refer to Note C
Accruals for expenses incurred but not paid	8,999.45	
Available balance of Fund FY 208-19	-	

A copy of the statement of financial performance has been included as an Appendix to this report.

- * **Note A:** Charges incurred during financial year (excludes printing and design costs - See note D)
- * **Note B:** Relates to resolutions passed during the current financial year
- * **Note C:** Relates June 2019 Accruals for costs incurred but not yet paid.
- * **Note D:** These costs relate to creative services recharges.

Note A: Purchases made in 2019 - \$8,088.86

Date	Item Decryption	Amount	Commentary
21/06/2018	Robyn Parkinson	155.65	Robyn Parkinson
8/08/2018	Seed Funding - Rat Traps	250.00	Pest Free Tawa
9/08/2018	Donation from Tawa Comm	959.63	Tawa Borough
9/08/2018	Donation from Tawa Comm	250.00	Menzshed Tawa I
12/10/2018	Tawa National Shakeout Day	379.00	Adprint Lt
18/10/2018	advertising	100.00	Lucas M
13/11/2018	Margaret Lucas	67.64	Lucas M
26/11/2018	Trophies/Engraving	715.00	Stella Cre
26/11/2018	Trophies Tawa Citizenship	405.00	Stella Cre
13/12/2018	Tawa Community Board	1,004.42	Excel Digi
17/12/2018	Water Kit Supplies	46.14	Jill Day
22/03/2019	Tawa Catering	41.74	Sir Breadwins
9/04/2019	TCB Meeting Venue Change	276.51	Adcorp
11/04/2019	TCB Meeting Catering	58.00	Sir Breadwins
17/04/2019	Manual Payment 26/4/2019	342.61	Accommodation -

1/04/2019	TCB tvTV and installation	2,044.85	Noel Leemings	
14/04/2019	The Devon Hotel	658.17	Accommodation -	
30/04/2019	LANGHAM ELIZABET	20.00	Ticket Amendment	
30/04/2019	PARKINSON/ROBYN WLG-	43.48	Domestic Air Travel	
30/04/2019	LANGHAM/ELIZABE WLG-	43.48	Domestic Air Travel	
6/05/2019	Travel in New Plymouth	123.19	Robyn Parkinson	
5/06/2019	K&K Goldstone Holdings	104.35	Piano Pickup	
Total		\$8,088.86		

Items Credited or to be credited:

Date	Item Decryption	Amount	Commentary
	Dem Services credited	\$3,758.00	credited
	Credit to be received in 2019-2020 for TCB	\$3283.17	To be credited
Total		\$7041.17	

Note C: June 2019 year end Accruals FY 2018/19

Date	Item Decryption	Amount	Commentary
	Hanging baskets - Richard Herbert	1,000.00	<i>June 2019 accruals as invoices not received</i>
	Linden Community meeting	50.00	<i>June 2019 accruals as invoices not received</i>
	Menzshed	500.00	<i>June 2019 accruals as invoices not received</i>
	Photo frames - Malcolm Sparrow	500.000	<i>June 2019 accruals as invoices not received</i>
	Piano - Lis Langham Project	1,495.65	<i>June 2019 accruals as invoices not received</i>
	WREMPO morning tea - Margaret	200.00	<i>June 2019 accruals as invoices not received</i>
	Scouts (delivering mail)	500.00	<i>June 2019 accruals as invoices not received</i>
	Tawa Borough Scholarship	1,753.80	<i>June 2019 accruals as invoices not received</i>
	TCB Newsletter	1,000.00	<i>June 2019 accruals as invoices not received</i>
	Linden Pamper Event	1,000.00	<i>June 2019 accruals as invoices not received</i>
	Linden Pamper Event	\$1,000.00	<i>June 2019 accruals as invoices not received</i>
	Tawa Community Patrol	\$1,000.00	<i>June 2019 accruals as invoices not received</i>
Total		\$8,999.45	

FORWARD PROGRAMME

Purpose

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

Recommendation/s

That the Tawa Community Board:

1. Receive the information.
2. Approve its current draft work programme subject to any alterations, additions or deletions deemed necessary.

Discussion

Thursday, 19 September 2019
<p>Oral Reports:</p> <ul style="list-style-type: none">○ Transpower New Zealand Limited (Geoff Wishart)○ Let's Get Wellington Moving (David Chick)○ Youth Council (Dominic Tay)○ Tawa Community Board Members Reports (standing item) <p>Written Reports:</p> <ul style="list-style-type: none">○ Resource Consent Applications and Approvals Report○ Upcoming Areas of Consultation, Engagement or Surveys (if any) (standing item)○ Tawa Community Board Discretionary Fund Update (standing item)○ Forward Programme (standing item)

Attachments

Nil

Author	Helena Patuwai, Elected Member Support Advisor
Authoriser	Crispian Franklin, Team Leader, Elected Member Support Advisors

SUPPORTING INFORMATION

Engagement and Consultation

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 and legislative implications associated with this report.

Risks / legal

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

Climate Change impact and considerations

Not applicable

Communications Plan

Not applicable

Health and Safety Impact considered

Not applicable