

**ORDINARY MEETING**

**OF**

**TAWA COMMUNITY BOARD**

**AGENDA**

**Time:** 10.00am  
**Date:** Thursday, 28 May 2020  
**Venue:** Tawa Community Board  
via Zoom

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**MEMBERSHIP**

Jill Day  
Graeme Hansen  
Richard Herbert (Deputy Chair)  
Steph Knight  
Jackson Lacy  
Robyn Parkinson (Chair)  
Anna Scott  
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](mailto: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. All Council and committee meetings are livestreamed on our YouTube page. This includes any public participation at the meeting.*

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## 1. Meeting Conduct

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### 1.1 Karakia

The Chairperson will open the meeting with a karakia.

<b>Kia hora te marino</b>	May peace be widespread.
<b>Kia whakapapa pounamu te moana</b>	May the sea be like greenstone;
<b>Hei huarahi mā tatou I te rangi nei</b>	a pathway for all of us this day.
<b>Aroha atu, aroha mai</b>	Let us show respect for each other,
<b>Tātou i a tātou katoa.</b>	love for one another.

At the appropriate time, the following karakia will be read to close the meeting.

<b>Kia whakairia te tapu</b>	Restrictions are moved aside,
<b>Kia wātea ai te ara</b>	so the pathway is clear to return to
<b>Kia turuki whakataha ai</b>	everyday activities.
<b>Kia turuki whakataha ai</b>	Let us be united.
<b>Haumi e. Hui e. Tāiki e!</b>	

### 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 1 May 2020 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.

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## 2. Oral Reports

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### ORAL REPORTS 28 MAY 2020

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#### **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 – Sarah Steed (Tawa Constable)
    - b. Salvation Army – Sarah Opie (Community and Youth Coordinator)
    - c. Foodbank – Patrick McGill (St Vincent de Paul Society Treasurer)
    - d. Linden Community Development - Liz Langham – (Te Roopu Raranga)
    - e. Tawa Community Board members' updates
- 

#### **Tawa Members Updates May 2020**

##### **Purpose**

To provide an update on Board activities and priorities actioned by its members, and note public feedback.

##### **Update to 20 May 2020**

##### **Planning for Growth**

On hold due to COVID-19.

##### **Roading, Transport**

- Submitted to Greater Wellington Regional Council as part of their Bus Network Review

##### **Youth Development**

- Agreed to meet with Kahui Ako to facilitate overview of youth support in the area

##### **Community Development**

- Input into Tawa College Prefects' initiative to ring isolated residents
- Promoted support of Wellington charities providing relief
- Phone contact with local school principals to gauge community needs under Level 4
- Agreed to collaborate with Tawa Rotary in providing relief in the area
- Requested explanation by WCC of resourcing decisions for the Linden community

**Economic Development**

- Set up weekly online meetings with Tawa Business Group representatives, President of Tawa Resident Association, MPs, and Councillors
- Collaborated with TBG to set up Level 3 / 2 local business directory online
- Attended Zoom sessions hosted by Greg O'Connor to get flavour of issues facing businesses.

**Public Spaces**

- Monitored issues over local facility use during Level 4 and 3 of COVID-19 restriction and fed back to WCC officers, MPs as appropriate

**Water / Resilience**

- 4 members acted as volunteer drivers / admin for local pharmacy

**Governance**

- Facilitated weekly online informal Board meetings during COVID-19 Levels 4 and 3
- Discussed Board input into GWRC bus network review, conveyed Board's view that under a state of national emergency the Board would not be actively promoting or seeking public input into this review.
- Promoted (and some Board members attended) WCC Northern Ward webinar on Annual Plan

**Feedback, requests, complaints received:**

- Enquiry as to removal of mature pohutukawa trees on Lyndhurst Road, on Tawa Anglican property. Neighbouring resident was very unhappy at lack of consultation and lack of WCC ability to protect mature trees.

**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, Manager, Elected Member Support Advisors

Ok will do that

### 3. Reports

## RESOURCE CONSENT APPLICATIONS AND APPROVALS FOR 3 MARCH 2020 TO 10 MAY 2020

### 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. Receives the information.

### Background

2. This report advises the Community Board of resource consents lodged and decisions made during the period 3 March 2020 to 10 May 2020.

### Discussion

3. For the period from 3 March 2020 to 10 May 2020, there was one application received by the Council.

<b>Service Request</b>	<b>Address</b>	<b>Applicant</b>
<b>463024</b>	<b>14 Sunrise Boulevard, Tawa</b>	<b>Presbyterian Support Central</b>
Change of conditions relating to design changes to a retirement complex approved under SR372112.		

4. For the period from 3 March 2020 to 10 May 2020, there were four applications approved under delegated authority.

<b>Service Request</b>	<b>Address</b>	<b>Applicant</b>
<b>458151</b>	<b>20 Tawa Terrace, Tawa</b>	<b>LDA Trustee Company Ltd</b>
Change of conditions to cancel conditions on SR445623 relating to construction and design requirements.		
<b>458147</b>	<b>5 Tawa Terrace, Tawa</b>	<b>Young Family Trust</b>
A subdivision consent for a three lot fee simple and a land use consent for two new dwellings.		

<b>455509</b>	<b>108 Jamaica Drive, Grenada North</b>	<b>Mark Long</b>
Subdivision consent for two lot fee simple.		
<b>454085</b>	<b>26 Main Road, Tawa</b>	<b>Waitomo Energy Limited</b>
Land use consent for new unmanned petrol station.		

### Attachments

Nil

Author	Nicole Tydda, Manager Customer Service and Business Support
Authoriser	Bill Stevens, Resource Consents Team Leader Moana Mackey, Acting Chief City Planner

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## **TAWA COMMUNITY BOARD DISCRETIONARY FUND - MONTHLY ALLOCATIONS 2019/2020**

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### **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.

### **Background**

2. The Tawa Community Board's Discretionary Fund is administered by Wellington City Council and is approximately \$11,540 exclusive of GST per annum.
3. At every Board meeting, the Board decides 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 March the Tawa Board approved the payment of \$400.00 towards the Manaaki Evening event which has been postponed to a later date.

The 2019/2020 Discretionary Fund payments are as follows:

a) Invoices 2019/2020:

#### **2019 Tawa Primary Schools Citizenship Awards:**

- Tawa Presentation \$55.00
- Awards -Stella Creations \$464.06
- Presentation -\$110.00
- Signbiz Scholarship awards \$164.51

#### **Kai Kitchen:**

- Kai Picnic supplies reimbursement - Robyn \$67.54

#### **Printing:**

- Printing 26/07/19 \$1004.42
- Printing 29/12/19 \$1004.42

**Total: \$2869.95**

b) Reimbursement payments in progress:

**2019 Tawa Primary Schools Citizenship Awards:**

- New World for refreshments - reimbursement -Malcolm \$46.08
- Olivia Melphop photographer - reimbursement- Malcolm \$75.00
- Briscoes online photo frames - reimbursement- Malcolm \$83.16

**Photos for Tawa Community Boardroom Foyer:**

- Briscoes – photo frames reimbursement -Malcolm \$82.45
- Harvey Norman photo frames - reimbursement -Malcolm \$107.88
- Board room frames reimbursement \$242.42
- Board room frames reimbursement \$109.34

**Total: \$746.33**

c) Resolutions from Feb- May 2019 payment:

Magnets for Manaaki Evening Tawa College \$400.00

**Total: \$400.00**

5. Opening balance of Tawa Discretionary Fund.

- **\$7,523.72**

## Attachments

Nil

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

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## **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

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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.

### **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, 25 June 2020**

##### **Oral Reports:**

- Fire Update- Dean Tutton (alternate standing item)
- Wellington Water update - Ben Fountain (Chief Advisor: Stormwater)
- WCC Roding Officer Sarah-Jane Still (Property Advisor)
- WCC Recreation & Parks Planner - Joel de Boer (Recreation and Parks Planner)
- Tawa Business Group – Darcy BrittLiff (Chair)
- Tawa Community Board Members Reports (standing item)

##### **Written Reports:**

- Oral Report
- Resource Consent Applications and Approvals Report (standing item)
- Upcoming Areas of Consultation, Engagement or Surveys (if any) (standing item)
- Tawa Community Board Discretionary Fund Update (standing item)
- Forward Programme (standing item)

#### **Thursday, 14 August 2020**

##### **Oral Reports:**

- Police Update (alternate standing item)
- Youth Council (x3 members)
- Porirua City Council - Ron Minnema (Planning and Programming Engineer)
- Transport Transmission Gully (NZTA/WCC) tbc
- Tawa Community Board Members Reports (standing item)

##### **Written Reports:**

- Resource Consent Applications and Approvals Report (standing item)
- Upcoming Areas of Consultation, Engagement or Surveys (if any) (standing item)
- Tawa Community Board Discretionary Fund Update (standing item)
- Forward Programme (standing item)

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**Attachments**

Nil

Author	Helena Patuwai, Elected Member Support Advisor
Authoriser	Crispian Franklin, Manager, 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

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#### 4. Committee Reports

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### **CURRENT & UPCOMING CONSULTATION AND ENGAGEMENTS**

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There are no new consultation and engagement items.

Nil

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