

EXTRAORDINARY MEETING

OF

TAWA COMMUNITY BOARD

AGENDA

Time: 7.00pm
Date: Thursday, 20 August 2020
Venue: Tawa Community Board Meeting
via Zoom

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 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.

TABLE OF CONTENTS
20 AUGUST 2020

Business	Page No.
1. Meeting Conduct	5
1.1 Karakia	5
1.2 Apologies	5
1.3 Conflict of Interest Declarations	5
1.4 Tawa Community Board Service Award	5
1.5 Public Participation	5
1.6 Items not on the Agenda	5
2. Oral Reports	7
2.1 Oral Reports 20 August 2020	7
3. Reports	13
3.1 Resource Consent Applications and Approvals for 16 June 2020 to 29 July 2020	13
3.2 Forward Programme	15
3.3 Tawa Community Board Discretionary fund - Monthly Allocations 2020/2021	19
4. Committee Reports	25
4.1 Current & Upcoming Consultation and Engagements	25

1. Meeting Conduct

1.1 Karakia

The Chairperson will open the meeting with a karakia.

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

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

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

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 Tawa Community Board Service Award

A Tawa Community Board Service Award may be presented.

1.5 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.

1.6 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

ORAL REPORTS 20 AUGUST 2020

Purpose

1. Oral reports provide an opportunity for Council officers, external organisations 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 (Community Policing Team)
 - b. 24-7 – Jason Plimmer (Chairman Tawa Youth and Families Trust), Murray Lucas (Trustee for Tawa Youth and Families Trust/Principal of Tawa College)
 - c. Youth Council – Raihaan Dalwai, Shelly Liang, Grace Day, Jackson Lacy, Ella Flavell (Chair) or Laura Jackson (Deputy)
 - d. Wellington Water – Ben Fountain, Chief Advisor
 - e. Cemeteries Management Plan -Shona McCahon, Reserves Planner – (Parks Sports & Recreation)
 - f. Linden Development Programme Reset – Gisella Carr (Head of Arts, Culture and Community Services)
 - g. 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

Attachment 1. Members Update 20 August 2020 [↓](#) 

Page 8

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

TAWA COMMUNITY BOARD

FOR AUGUST 2020

MEMBERS' UPDATE**Purpose**

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

Update to 5th August 2020**Planning for Growth**

- Board workshop rescheduled for 10 August
- Board meeting rescheduled to allow members and presenters to attend WCC event in town on 13th August
- Requested better coordination of such events by WCC in future on this key area

Roading, Transport

- Liaise with WCC on changes to road markings at the intersection of Main Road and Essex Street. When traffic is busy and northbound traffic stops for pedestrians they block the intersection and prevent southbound traffic turning into Essex Street. The aim is to make the intersection a no entry area by marking it with yellow cross-hatching similar to many other intersections.
- Liaise with Tracksafe for events over rail safety week in Tawa as result of June meeting (present at Tawa Intermediate information evening for year 6 students and sponsor Kai Kitchen 15 August, pamphlets to Tawa community patrol (Sarah Steed).
- Board members attended the launch of Rail Safety Week, and requested further info on a recent near miss event, from Megan Drayton (TrackSafe).

Youth Development

- Contacted Police to see if Bluelight operates in/around the Tawa area. Active in Wellington City but in the past has been unsustainable in the 'Porirua' area
- Discussions starting with Vulnerable Support Charitable Trust to see what services are available for Linden and our youth
- Vulnerable Support Charitable Trust have received funding (\$50K) from WCC in June 2020 to deliver a new programme providing alternative hub spaces in communities for young people through the Take 10 Mobile Youth Support Zone. Linden is one of the areas that they are looking at.

Community Development

- 5 Board members participated in Te Rōpu Raranga meeting, focussing on next steps in the Linden area

TAWA COMMUNITY BOARD

FOR AUGUST 2020

MEMBERS' UPDATE

- Queried the Sustainability Trust as to why no streets in Tawa qualify for subsidised insulation or heat pumps. Many areas on their list would have a higher socio economic rating than parts of Tawa.
- Meeting with Lions to discuss the Tawa Christmas parade
- Board members attended Community Liaison meeting 27 July
- Kai Kitchen supported by attendance of Board members, creating and delivering fliers

Waste Management / carbon reduction

- Liaised with the Sustainable Tawa action group for their upcycling competition and waste reduction plans for Spring into Tawa
- Attended meeting with Kahui Ako to explore ways that schools and community groups can work together in environmental areas

Public Spaces

- Board members attended the Spicer Landfill community liaison meeting and posted an update on our Facebook page
- Discussions are continuing with WCC and Wellington Skateboarding Association regarding the Tawa Skate Park
- Talked with a Linden resident keen to get a community garden started, and introduced her to relevant WCC staff.
- Request made for the Plaza area to be tidied up and also if there is a regular maintenance cycle and if we can get it on that (if it isn't).
- Liaised with Mandy at Tawa Community Centre on creating procedures for booking of the Plaza space

Water / Resilience

- Chair attended meeting of Tawa Resilience Group. Meeting agreed to use the Tawa Community Liaison meetings in future; Board to maintain contact list and continue supporting work of WREMO in our area. Review of contact list begun.
- WREMO workshop for Board planned but had to be cancelled due to sickness

Governance

- Issue with external contacts not being able to send to tawacommunityboard@wcc.govt.nz resolved
- Requested PCC add this Board email to Spicer Landfill communication list
- Continued working with officer on processes for discretionary fund grants and payments
- The Chair spoke at a Tawa Rotary meeting at their invitation.
- Board newsletter has been delayed pending upload of delivery maps and sample copy from alternate printer

TAWA COMMUNITY BOARD
FOR AUGUST 2020
MEMBERS' UPDATE

Feedback, requests, complaints received:

- Request from a community member to assist with maintaining the Tawa Bike Track. Informed Park Ranger Denise Clements of their offer to help and shared contact details.
- Thank-you card received from local resident and cyclist, on the great improvement from the new pedestrian islands on Oxford Street.
- Question around whether children's motorbikes are allowed on Council parks
- Contact from resident regarding smell from Spicer landfill and how the contact phone number can be better shared

3. Reports

RESOURCE CONSENT APPLICATIONS AND APPROVALS FOR 16 JUNE 2020 TO 29 JULY 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 16 June 2020 to 29 July 2020.

Discussion

3. For the period from 16 June 2020 to 29 July 2020, there were six applications received by the Council.

<i>Service Request</i>	<i>Address</i>	<i>Applicant</i>
466283	9 Woodburn Drive, Takapu Valley	Alistair & Rebecca Wilson
Subdivision and land use consent for a two lot fee simple subdivision, earthworks and a new dwelling.		
465880	11 Wakefield Terrace, Tawa	Matthew Kelly
Subdivision and land use consent for a two lot fee simple subdivision and a new dwelling.		
466196	16 Kowhai Street, Tawa	Prashanthi & Suntharampillai Sumanthiran
Subdivision and land use consent for a two lot fee simple subdivision and a new dwelling.		
466790	96 Larsen Crescent, Tawa	Sindy & Daniel Gallen
Subdivision consent for a two lot fee simple subdivision.		
467142	14 Chastudon Place, Tawa	Micolaj Koszutski

TAWA COMMUNITY BOARD
20 AUGUST 2020

Subdivision consent for a two lot fee simple subdivision.		
468194	41 Hinau Street Tawa, Tawa	Jennian Homes Wellington
Subdivision and land use consent for a twelve lot fee simple subdivision, earthworks and twelve new dwellings.		

4. For the period from 16 June 2020 to 29 July 2020, there were five applications approved under delegated authority.

Service Request	Address	Applicant
464874	88 Jamaica Drive, Grenada North	Alicia & Christopher Clark
Land use consent for additions and alterations.		
463977	59 Larsen Crescent, Tawa	The Terraces Trust and the Twickenham Trust
Subdivision and land use consent for a two lot fee simple subdivision and associated earthworks.		
465049	33 Kiwi Crescent, Tawa	Joseph and Anneke Togo
Land use consent for a new deck.		
465792	26 Main Road, Tawa	Waitomo Energy Ltd
Change of conditions relating to design changes to a fuel stop approved under SR454085.		
465682	Redwood Station, Tawa	Greater Wellington Regional Council
Outline plan waiver for new bicycle parking facility.		

Attachments

Nil

Author	Nicole Tydda, Manager Customer Service and Business Support
Authoriser	Moana Mackey, Acting Chief Planning Officer

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, 10 September 2020
<p>Oral Reports:</p> <ul style="list-style-type: none">○ Fire Update (alternate standing item)○ Kahui Ako – Brendon Henderson○ Waste Minimisation – Jo Langham (Waste Minimisation Project Officer)○ Friends of Tawa Bush -tbc○ Tawa Community Board Members Reports (standing item) <p>Written Reports:</p> <ul style="list-style-type: none">○ 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, 8 October 2020
<p>Oral Reports:</p> <ul style="list-style-type: none">○ Police Update (alternate standing item)○ Porirua City Council○ WREMO Update○ Libraries○ Tawa Community Board Members Reports (standing item) <p>Written Reports:</p> <ul style="list-style-type: none">○ 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)

Attachments

Nil

TAWA COMMUNITY BOARD
20 AUGUST 2020

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

TAWA COMMUNITY BOARD DISCRETIONARY FUND - MONTHLY ALLOCATIONS 2020/2021

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 \$11,964.72 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.
4. The Board does not invite applications to the discretionary fund.

In February 2020 the Board clarified that they would not consider requests by families or individuals for memorials, including those of former Board members. The discretionary fund is seen as being primarily to meet local community needs.

As the fund is discretionary, there is no commitment by the Board to repeat funding to any group in future from this pool, even if regular payments have been made in the past.

The Board agrees that it may retrospectively approve funds of up to \$500 for one-off activities to cater for immediate needs via reimbursement. The retrospective vote will take place at the next Board meeting.

Funds cannot be spent other than for the purpose(s) specified in the Board's resolution.

Members, who require reimbursement from the fund for approved expenditure, are to supply receipts and details of the expenditure on the reimbursement form.

Reimbursements will be paid on a monthly basis. Details and receipts need to be provided, preferably within two months of expenditure.

The Council officer will track Board resolutions which approve expenditure from the fund, and any accountability requested by the Board.

Motions requiring direct payment to an organisation or business will be actioned by the officer and in conjunction with the Chair, shall ensure an appropriate level of detail is kept on record.

Funds given to groups or organisations will require an appropriate level of accountability, with proof of expenditure and accompanying details of use reported back to the Board within six months.

Groups or organisations who have not previously received funds from the Board will be asked to provide evidence of good financial practice, or oversight from another established and trusted organisation.

Discussion

5. Also attached, is the annual breakdown of spending for the new financial period of 2020/2021.
6. In 2019 the Tawa Community Board approved the purchase photo frames for the board room. An outstanding amount of \$351.76 reimbursement to Councillor Malcolm Sparrow will be paid from this financial year.

The 2019/2020 Discretionary Fund payments are as follows:

a) Reimbursements:

- Harvey Norman Photo frames reimbursement to Cr Sparrow
- Briscoe's Photo frames reimbursement to Cr Sparrow

Total: \$351.76

Accruals incurred but not paid:

- Manaaki Group of Tawa College/PTA \$1000.00
- Community Wellbeing initiative \$2000.00
- Wharekura at Tawa College \$3500.00
- Tawa Borough Scholarship \$846.31
- Te Roopu Raranga to farewell Denise \$60.00

Total: \$7,406.31

Balance of the Discretionary Fund is **\$11,612.96**

Attachments

Attachment 1. 20 August Tawa Discretionary Fund [↓](#) 

Page 23

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

4. Committee Reports

CURRENT & UPCOMING CONSULTATION AND ENGAGEMENTS

There are no new consultation and engagement items.

Nil

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Authoriser	Crispian Franklin, Manager, Elected Member Support Advisors