

**Absolutely Positively
Wellington City Council**

Me Heke Ki Pōneke

Ordinary Meeting of Tawa Community Board

Rārangi Take | Agenda

7.00pm Rāhina Monday, 26 Pīpiri June 2023

Linden Community Centre

10 Linden Avenue

Linden

Pōneke | Wellington



MEMBERSHIP

Rachel Allan
Tim Davin (Deputy Chair)
Jill Day (Chair)
Janryll Fernandez
Jackson Lacy
Miriam Moore
Councillor McNulty
Councillor Randle

Have your say!

You can make a short presentation to the Councillors, Committee members, Subcommittee members or Community Board members at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 04-803-8337, 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.

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1. Meeting Conduct

1.1 Karakia

The Chairperson will open the meeting (hui) 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 hui.

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 hui, 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 hui held on 19 June 2023 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 hui of the Community Board 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 hui 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 hui; 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 hui, at a time when it is open to the public, that the item will be discussed at the hui but no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent hui for further discussion; and

3. The Chairperson explains to the hui why the item is not on the agenda and the reason why discussion of the item cannot be delayed.

2. Oral Reports

ORAL UPDATES

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Tawa Community Board provides an opportunity to Council officers, external organisations and Tawa Community Board members to share progress on relevant issues.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
 - People friendly, compact, safe and accessible capital city
 - Innovative, inclusive and creative city
 - Dynamic and sustainable economy
- Strategic alignment with priority objective areas from Long-term Plan 2021–2031**
- Functioning, resilient and reliable three waters infrastructure
 - Affordable, resilient and safe place to live
 - Safe, resilient and reliable core transport infrastructure network
 - Fit-for-purpose community, creative and cultural spaces
 - Accelerating zero-carbon and waste-free transition
 - Strong partnerships with mana whenua

Relevant Previous decisions

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

2. There are no financial considerations associated with this report.

Risk

- Low Medium High Extreme

Author	Alisi Folaumoetu'i, Democracy Advisor
Authoriser	Stephen McArthur, Chief Strategy & Governance Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

1. Receive the information.

Kōrerorero | Discussion

3. The following oral updates are scheduled to be delivered at the this meeting:

- a) Police update
- b) Fire update
- c) Kids Enhancing Tawa Ecosystems (KETE) update
- d) Tawa Business Group update
- e) Tawa Members' Update (standing item)
- f) Councillors update (standing item)

Attachments

Attachment 1. Members' update [↓](#) 

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TAWA COMMUNITY BOARD

FOR JUNE 2023

MEMBERS' UPDATE

Purpose

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

Update to 19 June 2023

Planning

- Board members participated in a workshop with officers from the Corporate Planning and reporting team to discuss LTP priorities as part of the early engagement of the LTP.

Roading, Transport

- The Board engaged with officers regarding, and subsequently submitted on, traffic resolution TR69 concerning Collins Avenue.
- A Board member requested information from officers regarding potential issues with the traffic management features at Redwood Station.

Youth Development

- Through the Grants Committee, Board members heard an update on the Tawa College 24/7 Youth Work programme from a representative of the Tawa Youth and Families Trust Board.

Community Development

- Chair and Deputy Chair attended an event at Rotary and were presented with a certificate of thanks for the support that the Community Board provided for the Music In The Park event earlier in the year.
- Tawa College confirmed that the recipient of the Tawa Borough Scholarship Award in 2022 was awarded to Victoria Li.
- The Community Board agreed to give a service award to Sarah Steed to acknowledge the support that she has given Tawa through her work in her liaison role with the Police. This will be presented to Sarah before the meeting on the 26 June 2023.

Waste Management, Carbon Reduction

- The Board has been notified that the EV chargers outside the Tawa library will be installed in June.

Economic Development

- The Business group had a workshop with various teams at Council and shared what was covered with Tony Hassed (TRA) and the chair of the Board as part of our regular triumvirate meeting. This was to help them with engaging with Council.

TAWA COMMUNITY BOARD

FOR JUNE 2023

MEMBERS' UPDATE

Water / Resilience

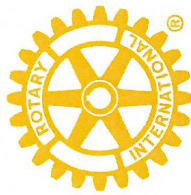
- Board members met with officers from WCC and GWRC to receive further information on issues around Tawa's streams.

Governance

- The CE and Chair of the Board received the resignation from Janryll Fernandez which triggered the need for a by-election.
- Democracy Services has provided information regarding timeframes for the by-election (determined by the Local Electoral Act).
- A media release was created to inform the community of the by-election.
- The Board held an informal hui for prospective candidates for the upcoming by-election and promoted the by-election through community channels.
- The content for the Board's regular newsletter was circulated, approved, and sent off for printing and distribution.
- The Chair contributed a series of pull quotes for Council's media release announcing the by-election.

Feedback, requests, complaints received

- The Board received a complaint regarding a parking issue near Tawa College and referred it to Council via EMQ.
- Responses to elected member requests are not always coming back to the Community Board within the set time frames, which will need to work through.
- Tawa Intermediate have reached out for support regarding an unusually high water bill for an unidentified water meter.
- Still waiting to hear back from Council about the flooding issue on the motorway underpass near Tawa Intermediate.
- Query has come through about street lighting issues in Peterhouse street. The original request goes back to May 2021. Have asked for Council to respond to the resident and to let us know when they have done this.
- Water leak in one of the gardens in Tawa Plaza reported.



Rotary
Tawa



CERTIFICATE OF APPRECIATION

presented to

Tawa Community Board

to thank you for your support and sponsorship

Muhammad (Joe) Asghar

President

6 June 2023



TAWA COLLEGE

Established 1961

6 December 2022

VICTORIA DANMING LI TAWA BOROUGH SCHOLARSHIP and THE MURRAY TROPHY

The Tawa Borough Scholarship and The Murray Trophy are awarded to a student who has demonstrated all-round ability, with excellence firstly in academic endeavour, and secondly in sporting or cultural fields, and who in addition has given worthwhile service to the College and/or Tawa Community

Victoria is a highly capable student. She comfortably achieved level 1 and 2 with excellence endorsement and has mostly excellence grades again this year. She is 1st in Biology and Statistics, 2nd in Physics and Chemistry, and 3rd in Mathematics. Her teachers speak of her conscientious and determined approach to learning, her excellent contribution in class discussions and her willingness to ask for help to clarify when she is unsure.

Alongside this impressive academic achievement, Victoria has also had some outstanding success in her chosen sports this year. Firstly, she is the captain of our Senior Girls' Division 1 Badminton team. This team won their local Div 1 competition and then competed in the regional Div 1 finals, where they came 2nd. Victoria is also a talented Tae Kwon Do competitor and part of the Victoria University club. In the last school holidays, she competed in the national competition in Auckland and won 3 gold medals in the Open Female grade, including best female Tae Kwon Do pattern. Victoria's third sport is golf, where she plays at Manor Park. She is a regular member of the Wellington Senior Women's team who compete in a national tournament and is also part of the Wellington U19 Talent Development group. As you can see, Victoria has considerable athletic talent.

In the area of service, Victoria has been an effective prefect and form mentor. She has helped with school events and this year took responsibility for setting up our TC Tutors program, offering free lunchtime academic support for other students.

Victoria's time management skills are exceptional. She brings positivity and a can-do approach to all aspects of her school life and is a very deserving winner of the Tawa Borough Scholarship and the Murray Trophy.

Note: In addition to this award, Victoria was joint-Dux for Tawa College for 2022.

Robyn Chester
Associate Principal Tawa College

KETE UPDATE - JUNE 2023

Kōrero taunaki | Summary of considerations

Purpose

1. Briefly outline the purpose of the paper

1. This report to Tawa Community Board provides an overview and update of the Kids Enhancing Tawa Ecosystems (KETE) Collaborative community environmental education programme.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy
- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

Relevant Previous decisions

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

- Low Medium High Extreme

Author	Sue Lum, Programme Coordinator KETE
Authoriser	Elsbeth McMillan, Education Partnership Lead

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

1. Receive the information.

Whakarāpopoto | Executive Summary

1. In partnership with tangata whenua Ngāti Toa Rangatira, Parks, Sport and Recreation is working with the Tawa community to establish a collaborative community environmental education programme called Kids Enhancing Tawa Ecosystems (KETE). KETE is in now in its second year of operation.
2. Behaviour change is essential to drive environmental, cultural and social restoration and climate change mitigation and this is the focus of the programme through environmental action. The foci for this year are 'connect, collaborate and communicate' across schools, community groups and environmental educators.
3. This programme delivers on the goals and objectives of Wellington City Council's Open Space and Biodiversity strategies, Our Capital Spaces and Our Natural Capital, which each have a strong focus on the development and implementation of environmental education programmes and the promotion of community involvement in ecological restoration programmes to enhance Wellington's biodiversity. It also delivers on Wellington City Council's Climate Change Plan Te Atakura, Children and Young Person's Strategy and the recently adopted Tūpiki Ora Māori Strategy.

Kōrerorero | Discussion

1. Vision, mission and values (see Attachment 1)

Our vision, mission and values have not changed.

2. Connecting

We continue to build and affirm relationships with a number of groups within the Tawa community, importantly and firstly, partnering with Ngāti Toa Rangatira with whom we were keen to connect and support their dreams and aspirations, along with stakeholders and community groups.

Our connections within the community are vital to the success of KETE – without community support we cannot run planting days, or support schools in their mahi.

Community extends to the community of environmental educators who are committed to working with students across the schools and leadership team, and with teachers in Professional Learning and Development (PLD).

Particular mention needs to go to the Friends of Tawa Bush Reserves who support with advice, labour, expertise and facilitate workshops with students and teachers – all voluntarily.

We are actively connected and engaged with all eight Tawa schools through our Link Teachers and Student Leadership Team.

3. Connecting and Collaborating: Making a difference in Te Taiao

School mahi over the last year has included school backyard planting, stream health investigations, pest tracking and trapping, recycling, composting, waste reduction, māra kai, habitat improvement, litter programmes, teacher and student PLD, curriculum development, and community plantings.

Collaboration has been an important part of developing closer relationships within the environmental educators working in Tawa. Sharing the mahi and working together allows better use of resources, develops and deepens relationships and reinforces to students that we are in this together, working towards a common goal – ‘He waka eke noa’.

We value the support of our partners who contribute both financially and in kind through volunteer hours, wisdom and expertise.

4. Communicating

This year we have increased our physical visibility through confirming our logo and securing our KETE flags which are used at every event.

In addition to school newsletters, KETE has its own Facebook, Instagram and Twitter, space in the Tawa Community News, and the students themselves – good communication is a key focus for us this year!

5. Achievements (for detail see Appendix 2)

- Takapū Valley Community Planting (2022 and 2023) – a collaboration between Transpower, Friends of Tawa Bush Reserves, Wellington City Council, Porirua City Council, Growing Places Charitable Trust, Greater Wellington Regional Council, Wellington Zoo, Botanic Gardens, Enviroschools and Conservation Volunteers New Zealand
- School events (2022-23)
- Teacher and Student Professional Learning & Development (PLD)
- School Backyard Projects
- Funding received (2022-23)

6. Workplan

Highlights for this year for the Student Leaders and Link Teachers include or are planned:



- Working more closely with FOTBR nursery (including seed collection and propagation)
- Citizen Science (including becoming proficient with iNaturalist and using it within schools)
- Local bush walks (Redwood Bush, Wilf Mexted)
- Community Planting at Takapū Valley
- Night walk in Zealandia for Student Leaders
- Setting up tracking and trapping programmes with PestFree Tawa in all of the eight schools

-
- School Backyard projects such as Lizard gardens, Wētā hotels and planting programmes
 - And more as student leaders choose their focus for the rest of the year 😊
All of these will involve collaboration with and support from the community

Ngā mahinga e whai ake nei | Next steps

- a) Establish secure ongoing funding for the programme, including the Programme coordinator's salary.
- b) Broaden the relationship with Ngāti Toa Rangatira.
- c) Grow Youth Leadership and advocacy.
- d) Provide opportunities for young people to take environmental action and build resilience.
- e) Bring on board two Early Childhood Centres to be part of KETE.
- f) Promote and deliver Te Whai Oranga Pōneke (Open Space and Recreation Strategy).
- g) Continue to grow collaboration with other Wellington environmental educators.
- h) Grow awareness and understanding of the importance of protecting our waterways, throughout the Tawa community.

Attachments

- Attachment 1. KETE Vision, Mission, Values, Objectives and Outcomes [↓](#)  Page 17
- Attachment 2. Achievements for KETE 2022-23 Financial Year [↓](#)  Page 19
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Appendix 1:

KETE (Kids Enhancing Tawa Ecosystems) Vision, Mission, Values, Objectives and Outcomes

Vision

Empowered rangatahi and their Tawa community valuing and actively engaged in restoring Te Taiao

Purpose/Mission

To encourage and support young people to actively connect with their local environment, each other, and their community, through involvement in environmental projects, growing leadership through action to shape the future of their place, now.

Values

Kaitiakitanga
Mana Wh**E**nua
Tuakana Teina
Panekir**E**tanga

Kaitiakitanga - protecting/preserving our environment

Mana Whenua - working together with the Mana Whenua

Tuakana Teina - building relationships and leading by example to teach and learn

Panekiretanga - we strive as one to fulfil our goals

Objectives

- The activities within the programme will have flow on effects into the wider community and natural environment
- The young people will see their work within the context of the wider catchment
- Develop a community and individual school backyard projects to provide an opportunity for the Tawa community and schools to work together and every student to be involved
- Projects will have long term actions and outcomes to ensure sustainability and apply a Mātauranga Māori lens
- Projects will be developed in an inclusive and socially and culturally responsive way
- Students will understand the historical and physical place of Tawa within Te Awarua o Porirua Whaitua (Porirua Harbour Catchment)
- Youth leadership is developed and clearly visible throughout the programme
- The programme will support delivery of school local curriculum

Objectives

Outcomes

These outcomes will serve as a focus for the monitoring and evaluation of KETE

- Students and the community grow in their understanding of Te Awarua o Porirua Whaitua and Ngāti Toa Rangatira's perspectives and aspirations for it, through

learning its history and geography, its importance to Ngāti Toa Rangatira and the community, and Tawa's place within the catchment.

- Students and the community gain an increased understanding of, and passion for, the importance of protecting New Zealand's taonga (endemic) species and te Taiao.
- Students take action and lead environmental restoration projects in their school backyard and the community.

As a result:

- Increased pest control and management contributes to enhanced habitats and improved biodiversity throughout Tawa.
- Increased riparian planting, food forest planting, and soil stabilisation planting throughout Tawa improves the health of the streams.
- Enhanced ecosystems support flourishing flora and fauna and a revitalised Te Kenepuru (Porirua) Stream.
- Increased number of school gardens.
- KETE Aspirations include:
 - Enhanced community connections environmentally, culturally, and socially
 - An increased awareness of stormwater connection to and impact on stream and harbour health leading to reduced stream and harbour pollution
 - Piped and open streams mapped and named
 - Through education and communication with local businesses, a number of stream and land pollution controls applied.
 - Green spaces valued for their physical, health and mental wellbeing benefits

Appendix 2: Achievements for KETE 2022-23 Financial Year

- Takapū Valley Community Planting project – a collaboration between Transpower, Friends of Tawa Bush Reserves, Wellington City Council, Porirua City Council, Growing Places Charitable Trust, Greater Wellington Regional Council, Wellington Zoo, Botanic Gardens and Conservation Volunteers New Zealand

<i>Takapū Community Planting 2023</i>	
Number of schools	8
Students involved	788 (+250 scheduled to come in July)
Whanau support hours	120
Number of volunteer hours (2023)	582
Number of days	14
Number of sessions	16
Number of buses	17
Number of trees planted	4500 plus half of last year's plantings weeded and matted
Number of trees planted (2022) which require releasing	7500 (over half weeded)
<i>In kind support from:</i>	
Wellington City Council	Ranger support, plants, volunteer hours
Porirua City Council - Te Awarua o Porirua Riparian Management Programme	Ranger support, plants and mats, spot spraying and hole digging
Transpower	Volunteer hours (100 ⁺)
GPCT	Volunteer hours (80 ⁺⁺)
Ngahere Korowai	Sharing of tools (20 spades)
Ngāti Toa Rangatira	Volunteer hours
Conservation Volunteers New Zealand	Volunteer hours
Friends of Tawa Bush Reserves	Volunteer hours (85 ⁺)
Wellington Botanic Gardens educators	Volunteer hours (45 ⁺)
Wellington Zoo educators	Volunteer hours
Mountains to Sea	Volunteer hours
Enviroschools	Volunteer hours
<i>Takapū Valley Community Planting 2022</i>	
Number of schools	7
Students involved	500 ⁺
Number of buses	7
Number of trees planted	~7500
Number of days	7
Volunteers	More than 10 community and stakeholder organisations
<i>In kind support from:</i>	
Wellington City Council	Ranger support, plants, volunteer hours

Porirua City Council/Sustainable Coastlines	Ranger support, plants and mats, spot spraying
Transpower	Volunteer hours
GPCT	Volunteer hours
Ngāti Toa Rangatira	Volunteer hours

- School events (2022-23)
 - School and local area Litter Weeks plus Litter Intelligence programme with Sustainable Coastlines for Student Leaders in October with two local stream surveys plus Litter collection and audit in Porirua Harbour at Te Kenepuru mouth
 - Primary Science Week Whanau evening at Redwood School, collaborating with Friends of Tawa Bush Reserves and PestFree Tawa and other community organisations and environmental educators such as Sustainable Coastlines
 - End of year Student Leaders Team celebration (Takapū Valley BBQ)
 - School Backyard Planting Projects in all eight schools, designed and led by students to enhance habitat or solve problems around their school such as wet, boggy areas.
 - Other 'within school' programmes included stream health investigations, pest tracking and trapping, recycling, composting, waste minimisation, māra kai, cross curriculum development
- Teacher and Student Learning and Development including Local histories and Biodiversity, Waste Minimisation, Pūtātara, Seed Eco-sourcing, Seed propagation

<i>Funding received (2022 – 2023)</i>	
Programme Coordinator salary (\$54,000)	Nikau - \$3,500, Trust House Foundation - \$10,000, balance from WCC
Programme and transport costs (2022, 2023)	GWRC - \$14,000 across two years
Purchase of raincoats (2023)	Transpower \$1600
Purchase of Weed matting, plants (2023)	Transpower \$7500
Purchase of hi viz vests (2023)	WCC\$600 / GWRC\$400
Flags/signage (2023)	WCC internal budget

3. Reports

1. PROPOSED ROAD CLOSURE

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Tawa Community Board.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Relevant Previous decisions

Outline relevant previous decisions that pertain to the decision being considered in this paper.

Significance

The decision is **rated low significance** in accordance with schedule 1 of the Council's Significance and Engagement Policy.

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

- Low Medium High Extreme

Author	Maria Taumaa, Street Activities Coordinator
Authoriser	Sean Woodcock, Customer, Compliance and Business Service Manager Siobhan Procter, Chief Infrastructure Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

- 1) Receive the information
- 2) Agree to close Main Road Tawa between Lyndhurst Road intersection and Surrey Street roundabout to vehicles and cyclists including motorised scooters on Saturday 28 October 2023 between 6.00am and 5.00 pm. This road closure is required for the Spring into Tawa event.
- 3) Note that recommendations in this report should only be amended after further consultation with affected parties and verification from the Council's Traffic Engineer that the amendment is not likely to cause unreasonable impact to traffic movements.

Whakarāpopoto | Executive Summary

2. To recommend for approval the proposed road closure to facilitate Spring into Tawa to be held October 2023.

Takenga mai | Background

3. The Council receives numerous request throughout the year for public roads to be closed for public and private events in order for the closures to have an effect under Schedule 10 of the Local Government Act 1974, council approval is required.
4. The authority to approve requests for road closures is made under Schedule 10, clause 11e, of the Local Government Act 1974 and the Transport Vehicular Traffic road closure regulation 1965. This authority is delegated to the Regulatory Processes Committee.

Kōrerorero | Discussion

5. This report has been prepared in accordance with the procedures that were approved by the committee on 15 December 2010. In summary these are:
 - An event organiser applies for a road closure when proposed events require one.
 - Council officers receive proposal and assess the merits and need for a road closure.
 - The Council advertises its intention to close the road in the public notice column of the local newspaper and a Council social media platforms.
 - Together with the event organiser, council officers ensure consultation with affected stakeholders is carried out and a communication plan is formulated.
 - Any objections are followed up and resolved as far as practical.
 - The event organiser works together with council officers who modify any plan in response to public submissions and prepare an impact report for committee.

- Council officers recommend any councillors that should apply to the approval.
- The Committee deliberates on the proposed road closure.
- Council officer notifies the event organiser of the committee's decision.

Kōwhiringa | Options

6. Option 1: Agree to the temporary road closures

Option 2: Agree to the temporary road closures with amendments

Option 3: Do not agree to the temporary road closures

Options 2 and 3 requires Officers to reconsult with affected stakeholders as well as a Council traffic engineer as to the viability of the changes from a safety and movement perspective.

Whai whakaaro ki ngā whakataunga | Considerations for decision-making

Alignment with Council's strategies and policies

7. The City Events team has assessed the proposed event and confirms that it supports the aspirations Councils' aspiration to maintain "a dynamic city heart and thriving suburban centres" which is an outcome from the Economic Wellbeing Strategy.

Engagement and Consultation

8. Members of the public have been advised of the road closures and informed of their right to object.

9. The public notice advertising that the council is proposing to consider these closures was notified via the following channels:

- Dominion Post
- Social Media
- Facebook
- Have Your Say
- Twitter

Details are part of the impact reports, members of the public will be advised of the road closures prior to the event

Advanced roadside event signage

Media releases

Council website

Council social media channels

Event organisers are working with resident groups where applicable, community groups, local retailers and businesses have been advised of their intention to close the road.

Implications for Māori

10. There are no Te Titiri O Waitangi implications

Financial implications

11. Not Applicable

Legal considerations

12. Not Applicable

Risks and mitigations

13. All safety risks for the road closure are managed by way of the Traffic Management Plan.

Disability and accessibility impact

14. Council along with the event organiser do look across the event with an accessibility lens to ensure all can participate. This is done by way of a Traffic Management Plan.

Climate Change impact and considerations

15. Each event organiser is required to add the consideration to their road closure impact report.

Communications Plan

16. Residents and Retailers affected by the road closures will be notified by letter drop or contacted by event organiser.

Health and Safety Impact considered

17. Health and Safety is covered by the event management plan submitted to Council for approval prior to the event. This is assessed together with the Traffic Management Plan to ensure the event and associated road closures are managed safely.

Ngā mahinga e whai ake nei | Next actions

18. If the proposed road closure is approved the event organiser will issue further communication advising of the approved closures via social media, implemented the approved Traffic Management Plan, run the event, and clears the site. Council officers will monitor the impact of the closures and debrief with the organiser following the conclusion of the event

Attachments

- | | | |
|---------------|---|---------|
| Attachment 1. | Spring into Tawa Impact   | Page 25 |
| Attachment 2. | Spring into Tawa Advert   | Page 28 |
| Attachment 3. | Spring into Tawa Map   | Page 29 |

PROPOSED TEMPORARY ROAD CLOSURE – IMPACT REPORT

SPRING INTO TAWA *SATURDAY 28 10 2023 5.00AM TO 5.00PM*

1. Description of Event

“Spring into Tawa” is Tawa’s annual spring festival. It is held in Main Road, Tawa and provides an opportunity for local retailers, community groups, education providers, and families to gather. The event features stalls selling a range of products – including baking, crafts, gifts and household items.

The event is also an opportunity to showcase all the recreation activities that are on offer in the community – including swimming, music, entertainment, gymnastics. The festival is a key fundraising opportunity for many of the community groups and organisations and is well supported by local schools and early childhood education providers.

The event has reached its limit in terms of the space available on the footpath and the plaza area and the community organisers would like to see it grow, with more space to enjoy activities. Therefore, it is proposed to close a small section of Main Road to provide a larger space for the event to grow.

The proposed road closures to vehicles and cyclists, are as follows: Spring into Tawa: Saturday 28 October 2023 5.00am to 5.00pm.

- **Main Road (between Lyndhurst Road intersection and Surrey Street roundabout)**
- **Main Road Bus stops #3956 and #3916 moved to Oxford Street**
- **Disabled Parking available behind Pink Pineapple**

Please refer to the map attachment for further detail.

Pedestrian access will not be restricted, and emergency services will have immediate access to the area if required. Public transport operators have been notified of the proposed closure

Climate Change

In line with Te Atakura, Wellington city’s goal of a zero-carbon capital, Spring into Tawa is working toward a low carbon/zero waste event. Organisers have a goal of zero waste to landfill and to avoid carbon emissions from organics in the landfill, they separate food waste and compostable packaging. This is sent to Capital Compost at the Southern landfill to be made into compost. In 2022 81% of waste was diverted from landfill (an increase of 19% from the 2020 event).

Organisers promote biking, walking, public transport or ride sharing to the event which is outlined on their website and through social media channels – Instagram & Facebook. Organisers also encourage event goers to bring their reusable food containers, drink bottles, cutlery (less resources emissions in the production of packaging etc) as well. This has included having free water fill stations using the “Refill my Bottle” app and providing branded keep cups and drink bottles as prizes last year. Organisers have made further steps towards a more sustainable event; stalls with sustainable messaging around energy efficient buildings, protecting and enhancing the environment (predatory free stall, friends of Tawa bush etc), ensuring signage is reusable, and where possible opt for local service providers and acts. Organisers will continue to assess the event as a whole and improve every year.

REGULATORY PROCESSES COMMITTEE

2. Events Directorate Support

This annual sporting and community event is supported by the City Events team.

3. Proposal Notice and Consultation

The public notice advertising that the Council is proposing to consider this closure was notified via the following channels:

- Dominion Post, Saturday 6 May 2023
- Social Media, Monday 8 May 2023
- Twitter, Monday 8 May 2023
- Facebook, Monday 8 May 2023
- Have your say, Monday 8 May 2023

This is a regular annual event and in 10 years there have been no issues.

The New Zealand Police will be advised closer to the event by way of phoning the watch tower at central police station, and Waka Kotahi (NZTA) will be notified by way of traffic management.

4. Objections

There have been no objections to this road closure request.

5. Traffic Impact Assessment

Prior Closures

The road closure is proposed under the powers provided to Council under the Local Government Act 1974, section 342. Stopping and closing of roads, schedule 10: [Local Government Act 1974, Section 342, Schedule 10](#)

Traffic Impact

Council officers consider that the proposed closure, if implemented according to an approved Traffic Management Plan (TMP), is not likely to impede traffic unreasonably subject to the conditions listed below.

Conditions:

- The road closure is valid from 6.00am to 6.00pm on Saturday 28 October 2023.
- The event organiser is to notify the public via letter drop to affected parties, advanced signage and media releases.
- The event organiser is responsible for safety (pedestrian and traffic) within the closed area.

REGULATORY PROCESSES COMMITTEE

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

- The event organiser is to provide marshals at all road closure ends to ensure that public safety (interaction of traffic and spectators) is not compromised. This is essential where the road closures transitions from partial to full closures and vice versa.
- The event organiser is to ensure emergency services (Police, Fire and Ambulance Services) have been consulted with and the TMP includes all their specific requirements.
- The event organiser is to ensure that the affected property and business owners along the road closures are advised and consulted with.
- The event organiser must have a health and safety plan, which covers how emergency vehicles are required to enter the road closure site if required ten (10) working days before the event.
- The event organiser must have an approved TMP no later than ten (10) working days prior to the event.
- Information signs must be installed ten (10) working days before the event.
- The event organiser must provide Council with an event hazard/risk management plan ten (10) working days prior to the event that describes in full how the event organiser will manage all health and safety risks associated with the event.
- The event organiser is to work with the public transport operators to provide alternative public transport routes and bus stops along the proposed partial and full closures.
- Detour routes are to be provided with adequate signage during the road closure period.
- The event organiser is to provide adequate detour routes to provide access for affected residents and businesses during the event, within the health and safety plan.
- The event organiser must organise a debrief session (minutes must be taken) as close as possible after the event with all affected parties. These findings must be recorded and distributed to attending parties.
- This proposed road closure is subject to the government covid-19 guideline announcements regarding events of this nature. Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

However, the Council reserves the right to modify this opinion at any time. If, in the opinion of the Council, the closure may or does impede traffic unreasonably, any approval granted by the regulatory processes committee may be revoked and the event organiser may be required to open the road at the direction of a suitably qualified Council officer in charge of traffic.

Attachments

- Map of proposed closure
- Copy of Dom Post Public notice

Maria Taumaa

Prepared By
Maria Taumaa
Street Activities Coordinator

THE DOMINION POST

6 May 2023

Heritage New Zealand

Proposed Road Closure

The Tawa Community Board will meet on Monday 26 June 2023 to consider the following temporary road closure for Events.

Spring Into Tawa Saturday 28 October 2023 5.00am to 5.00pm

Road closure

Main Road (between Lyndhurst Road intersection and Surrey Street roundabout).

Main Road Bus Stops #3956 and #3916 moved to Oxford Street.

Disabled Parking available behind Pink Pineapple.

No Parking within the road closure site.

Parking restrictions will apply around the event.

Any person objecting to a proposed road closure must contact the City Council in writing before 4pm, Friday 19 May 2023.

Please send correspondence to Street Activities at mailing address P O Box 2199 Wellington or by email

Street.activities@wcc.govt.nz

This proposed road closure is subject to the Government Covid-19 guidelines regarding events of this nature. Government timelines and amount of people allowed to congregate will dictate any postponement date should it be required.

Wellington City Council

PO Box 2199, Wellington 6140

Wellington.govt.nz

Absolutely Positively
Wellington City Council

Me Heke Ki Pōneke



Event Name: Spring into Tawa From: 28/10/2023 5:00:00 am Until: 28/10/2023 5:00:00 pm

Event Type: Road Closure

Event Details: Main Road Bus Stops #3956 and #3916 moved to Oxford Street

Disabled Parking available behind Pink Pineapple.

No Parking within the road closure site.

Parking restrictions will apply around the event.

LIBRARIES AND COMMUNITY SPACES QUARTERLY REPORT (TAWA LIBRARY, TAWA COMMUNITY CENTRE, WĀHI KŌRERO LINDEN COMMUNITY CENTRE)

Kōrero taunaki | Summary of considerations

Purpose

1. This report to the Tawa Community Board provides an overview of activity at the Tawa Library, Tawa Community Centre, and Wāhi Kōrero Linden Community Centre.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Relevant Previous decisions

Financial considerations

- Nil
 | Budgetary provision in Annual Plan / Long-term Plan
 | Unbudgeted \$X

Risk

- Low
 | Medium
 | High
 | Extreme

Author	Brigid Brammer, Service Manager Libraries & Community Spaces
Authoriser	Kym Fell, Chief Customer and Community Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

1. Receive the information.

Whakarāpopoto | Executive Summary

1. The Tawa Library, Tawa Community Centre and Wāhi Kōrero Linden Community Centre have run a variety of events and programmes for the community over the first half of the year. These events and programmes are tailored towards community needs and have been well attended.

Tawa Library

2. Events and programmes

The team developed various programmes and ran several events across the six months from January 2023. These included:

- Preschool (ages 2-5 years): Storytime, Baby Rock & Rhyme, Tinker Time (utilising the STEAM (Science, Technology, Engineering, Arts, Mathematics) resources). Outreach visits by librarians to childcare facilities
 - Families: Let's Go Lego, Tech Time (utilising the robotic equipment), Crafterschool
 - Children & Teens: Dungeons & Dragons, School visits to the library & librarians visiting them
 - Adults: IDEAS group weekly visit, U3A book group, Digital catchups (weekly tech help). The Crafting Threads of Aroha group meet fortnightly at the library, to socialise while crafting.
3. Special Events:
 - School holiday programmes – Reading with Robots; create cuddly creatures, llamas @ the library, Lego habitats, animal antics musical story time, create a critter flipbook, introduction to Dungeons & Dragons (in conjunction with the Community Centre).
 - New Zealand Music Month – May 2023 – Hoot 'N' Annie's (female brass band); prog folk music with Pat (staff member); Rich Prowse's big & small musical instruments; classic mash up by Sue (staff member); Red Hackle junior pipers; Gemma (TCC coordinator) & Marianne – violin duo.
 - Census 2023 – census advocates based themselves at the library, so they were able to assist the community with queries.
 4. Statistics
There has been a steady increase (41%) in visitors over the past six months compared to the same period last year, with a 45% increase in items being issued. The items being returned to the Tawa Library has increased by 8% in the last six months partly due to customers being able to return items at any library branch without incurring any fee.

Jan 2022-15 Jun 2022		Jan 2023-15 Jun 2023		
Visitors		Visitors	34,459	41%
Issues	41,344	Issues	59,799	45%
Returns	56,602	Returns	61,065	8%
Self-check issues	43,190	Self-check issues	41,286	-4%

5. Promotions

- The library is currently trialling being cash-free for all services with customers being positive about this change. This has been ongoing for approximately six months now.
- Children can pick up a pizza wheel which is stamped by the staff for every book/comic the child is reading. Once full (8 slices stamped) they can trade this for a regular pizza at Hell's Pizza Place.
- The Wellington City Libraries have teamed up with a series of libraries in Delaware, USA to create a pen pal service. Customers register at the branches and are paired with someone from Delaware with similar interests.
- There are two kete bag collections available for customers – Kids' Club Kete are a themed grab & go bag with 10 items in each bag. The book club kete consists of 10 copies of latest items to be used for adult book clubs running in the community.
- Displays – the team have set up many displays, promoting various parts of the collection, i.e., Easter, Music Month, Anzac Day, Valentine's Day, Out on the Shelves, Anti-bullying, and many more.

6. General

- Three EV (Electric Vehicle) charging stations are being installed in the rear carpark. These should be operational by 23 June 2023.
- July school holidays are being planned with six events relating to Matariki to be held at the library.

Tawa Community Centre

7. Events and programmes

- We have been running a few events at the community centre in collaboration with the Tawa Library, including fortnightly Dungeons and Dragons sessions for children and a one-off musical story time for pre-schoolers in the last school holidays.
- Next month we will start monthly Nohinohi Reorua (bilingual story time) sessions and this coming school holidays we will host a Matariki treasure hunt and whetū (star) decorating activity.
- The programmes we have hosted so far have been well-attended and are a great opportunity to bring younger people into the community centre.
- The jigsaw puzzle library was donated a full set of bookshelves. We now have over 800 puzzles.
- The Sustainability Trust are running a free composting workshop.

8. General

- We have started some new recycling initiatives here at the community centre that sit alongside our battery collection station. We are now collecting small plastic and metal lids that a volunteer brings to the Sustainability Trust in town for recycling; these items are too small for the normal recycling system. Very shortly we will also be collecting liquid paperboard (e.g. Tetra packs) which are recycled into [Saveboard](#).
- Repairs to a leak in one of our hall toilets over Christmas time revealed significant damage to the framing at the back of the hall which has happened over a long time. The framing has been repaired and wall replaced but repairs are still ongoing – one hall toilet is out of order.
- We have had a bid approved for new furniture in our drop-in lounge and will be replacing our couches and coffee tables. This has been a long time in the making and the new couches especially will be a significant upgrade.

- A few new groups have started using the centre in the last few months; these include a children's LEGO therapy group, a holistic wellness programme, and a counsellor.
- We are regularly booked over the weekend by different cultural groups, including people from the Niuean, Kiribati, Samoan, Nanumangan, Ex-Israeli Jewish, Sri Lankan, and Egyptian communities.

Wāhi Kōrero Linden Community Centre

9. Events and programmes

- Foodbank at Linden: St. Anne Pantry, which used to provide food parcels for the Linden Community, has permanently closed as of April. In response, I have connected the Linden community with the Salvation Army in Tawa and St. Vincent de Paul in Porirua as alternative resources.
- We are stepping up our efforts by increasing our food parcel distribution to 10 parcels in order to support the community. We have received support from Kiwi Community Assistant, Kai Bosh, and other organizations in the Tawa/Linden area. We are currently preparing food parcels once a month for distribution.
- Senior Exercise (SayGo): Approximately 40 individuals participate in the exercise program every Tuesday from 12pm to 1pm.



- Dance Therapy: Free dance for whanau in the community to join every Tue, 7pm-8pm.
- Mahjong: Every Tuesday, 7pm -10pm.
- Craft Groups: Linden has 4 different groups that come once a week for their craft project.
- Kai Kitchen: Resuming from 3rd February 2023, we have approximately 20 volunteers and over 70 people joining us for their meals. Based on the feedback received, some individuals utilise Kai Kitchen as an opportunity to meet and socialize within the community. For some, this is their only outing after being confined to their homes for six days, eagerly looking forward to Fridays. Additionally, I have successfully integrated four new refugees into our volunteer team at Kai Kitchen. Initially, we relied on sign language to communicate, but now we are able to engage in basic English conversations. My goal is to improve our communication with them within a year.



- **Take 10 @ Linden:** This program has experienced significant growth since last year. It offers kids the opportunity to join the team for indoor games, crafts, cooking, and assistance with their homework. Every Tuesday and Thursday, approximately 40 kids participate in this program. They come from Tawa School, Linden School, Redwood School, Tawa Intermediate, and Tawa College. I have reached out to Kai Bosh and Kiwi Community Assistant via email, requesting their assistance in providing snacks for this program. The kids thoroughly enjoy their time in this program.
- **Drama Class:** Every Monday, we host a drama class that serves as a community gathering for practicing and meeting new people. While it is not a professional class, the instructor shares helpful tips about drama, and participants engage in short-acting exercises after the session. It's been a delightful experience for everyone involved, and the class has grown from its initial attendance of five people to sometimes exceeding 30 participants.
- **Age Concern:** Age Concern organizes a community hub every second week of the month, where they invite guest speakers to share knowledge during a lunch gathering. Recently, they invited a representative from ASB Bank to discuss scams, community police to talk about the importance of reporting, and a lawyer to provide insights on seniors' rights, among other topics. Additionally, Age Concern set up a morning session to assist seniors with their census, and around 10 elderly individuals sought help on that particular day.
- Heart Foundation visit
- Brainstorming session by Tawa Medical Centre
- **Women Social English Session:** Every Saturday, from 9:30 am to 11:30 am, the facilitator leads a morning tea session for non-English speakers to gather and engage in social conversation. We typically have around 10 participants joining this activity.
- **Martial Arts:** This session is being held temporarily as we are accommodating participants while the Linden School Hall is undergoing renovations. The location at Linden Community Centre is convenient for parking and provides easy access for parents. There is a potential for the session to continue regularly after the renovations are completed.
- **Nurtured At Home:** Every Thursday from 10am-12pm.
- **La Leche League:** Every second Thursday on the month from 12.45pm-2.45pm.

10. Other facilities for the community

- **Sports Bank:** The Sports Bank at Linden CC has experienced a high demand from the community, particularly during the spring to summer season. We have collaborated with Wellington City Mission to provide sports gear, and this year, we have also started receiving donations from the community.



- Exchange Bookshelf: Every day, community members visit the centre to borrow or contribute books to our book exchange shelf. Some of the books are sourced from Tawa Library. The bookshelf experiences high demand for genres such as cookbooks, gardening books, crafts, and magazines.
- Skinny Jump: We collaborate with Skinny Jump under the Stepping Up program for the community. We are their partner in providing internet modems to the community.
- Sharing Shelf: Our sharing shelf has had a significant impact on our community. Community members have started donating items and contributing to our shared shelf. This is a major achievement for the centre, as we established the sharing shelf to encourage community members to help one another. Fieza successfully secured sponsorship from New Collective for a new custom-built sharing shelf, which will be placed outside the centre for community use after hours. We expect to receive the new sharing shelf by August 2023
- Community Garden: The construction of the community garden bench is currently in progress. Leigh from Vulnerable Charity Support Trust successfully reached out to Men's Shed Porirua for their assistance in building a new bench near the garden. This bench holds a special significance as it serves as a memorial for Damo, one of our dedicated community garden volunteers who sadly passed away earlier this year. The family expressed their desire to sponsor the bench in his memory, as he was deeply passionate about this project and actively involved in its development



- Playbox (24/7): The playbox is a favourite sports gear available for the community during after-hours. We are fortunate to have a steady supply from the PSR team in Wellington City Council and Wellington City Mission.

- Drop-in Launch (coffee/tea/hot choc): LCC is providing the community with free coffee, tea, and hot chocolate at the centre. We have people coming over for a coffee break after their walk, jog, or cycle with their friends.
- Bread Pick Up: Every week, we receive approximately 1000 loaves of bread from Pak & Save, which we then distribute to the community. Individuals from the community visit Linden CC to collect the bread, and some of them also take bread to share with their own communities in the Linden area.



11. Other Events and Programmes

- **Census at Linden CC:** On 3 March, the census team came to Linden CC to assist the community with any questions or issues regarding the census process. We had a line of community members taking turns to ask them about the census process. This program was very beneficial as it allowed us to help the community resolve their census issues before Census Day on 7 March 2023
- **Uniform Drive:** We are currently collecting the uniform for our Uniform Drive program at the end of the year. We kindly ask people to drop off any unwanted uniforms at either Tawa or Linden Community Centre. Once a month, I will personally deliver the collected uniforms to Tawa CC, where Gemma will keep them in their storage cabinet.
- **School Holiday Programs**
 - **Flower Arrangement Competitions:** Our community is full of hidden talents, and one of them is flower arranging. We were thrilled to see a great turnout at the LCC Kids Flower Arrangement competition on 14/4/2023. Even kids as young as 5 years old showcased their incredible talents. Here are some stunning arrangements created using wildflowers found around LCC.



- **WREMO Workshop:** Based on research, effective decision-making during emergencies is enhanced through regular reminders and practice. As part of the school holiday programme at LCC, WREMO conducted a session on emergency management for kids on Wednesday, 12 April 2023. It was encouraging to see the active participation of children, who now possess improved knowledge about how to respond during emergencies.
- **Rock Investigation:** We had the pleasure of hosting Associate Professor Dr Firus, a Geologist, who visited us at Linden Community Centre. He engaged the kids in an educational session about rocks, showcasing various rock specimens he had collected from around Wellington. The session concluded with an activity where everyone learned how to grow salt crystals.



- Handmade Pompom: Amazing pompom creations crafted by our talented group of 14 children who participated in our handmade pompom program. Their boundless creativity was on full display as they enjoyed every moment of this fun-filled activity. A special thank you to Marie Nicol for guiding and assisting them in bringing their imaginative designs to life.
- Jinglebugs - Wet-felted picture workshop: We had another fantastic session at Linden Community Centre with our talented felters and their amazing creations. We had a few creations such as a dog, a white tiger, a fried egg, a rocket ship, an alien, an alien octopus, a rainbow, a sunset, game characters, controllers, and much more.



- Metlink: LCC organized two sessions with the community to discuss any issues or provide feedback regarding the Metlink program
- Triton Hearing Kiosk: The Triton hearing test kiosk arrived at Linden Community Centre on Friday, 14/4/2023. We set up the kiosk for the community to use to 24/4/2023. The response from the community has been fantastic, with many individuals bringing their family and friends to Linden CC to have their hearing tested
- Mega Iftar and Commemoration Christchurch Tragedy: On Friday 14th April, LCC organized a community 2023 Mega Iftar event. The gathering is for Muslim Community to break-fast together in conjunction with the holy month of Ramadhan. There was also a special prayer to remember the victims of 2019 Christchurch Mosque shooting tragedy. 85 people attended the event.





- **Mother's Day Celebration:** On 13/5/2023, Linden Community Centre brought together four generations of mothers for a heart-warming gathering. The event celebrated the love and strength of mothers from diverse backgrounds. Tables were arranged for different groups, including Kai Kitchen volunteers, a long-time visitor, teen mothers from Teens School, and a family coping with a tragic loss.



- **Family to family program by New World:** On 19 May, we were thrilled to receive a heart-warming donation of 22 bags from Kiwi Community Assistant. These support bags will be distributed to families in Linden. We extend our gratitude to New World Tawa for providing us with this invaluable opportunity to serve our community.
- **Face-painting for kids program:** On 18 May, we had a special surprise visit from two incredible professional face painters. These talented ladies generously offered their skills and painted the faces of our kids for free.
- **Free Blanket Distribution:** Collaborating with EKTA, we will receive 60 new blankets with a retail price of \$99 from Briscoes for the Tawa/Linden community. Out of these, 20 blankets will be given to Barbara Edmonds for distribution in the Porirua community, and the remaining 40 blankets will be distributed to the Tawa/Linden community on 16 June 2023 at 3 pm.

12. Upcoming events

- **Second-hand Winter Clothes Sale:** We will partner with St. Vinnes Porirua to organize a sale of second-hand winter clothes at Linden CC. The proceeds from the sale will support St. Vinnes food bank.
- **Guest Speaker Series:** Every month during Kai Kitchen, we will invite different guests to give short talks on various topics such as IRD, CAB Porirua, Stop Smoking, and more.
- **Planned Programs:** LCC has scheduled several programs, including Senior Week, School Holiday Week, Heritage Week, Halloween, Volunteers Day, and Christmas

Lunch. However, please note that these plans are subject to change depending on the renovation schedule and staff availability.

13. General

- The scheduled renovations for the kitchen hall and office are planned for this year. The exact dates for the renovation project are currently being finalized.
- Two people have sought assistance from the Centre around being homeless. One has been connected with DCM. The other requested warm clothing (supplied) but has declined an offer to be connected with DCM.
- Feedback from the Community:
 - There is a request for a bus station in Linden with a roof cover.
 - The Tawa on Demand bus occasionally does not stop at public places such as Linden CC or library.
 - There is a need for a public toilet facility in Linden.

14. Statistics

We have received 23,346 visitors from February 2023 until 15 June 2023. Additionally, the centre has accommodated 412 bookings during the period from February 2023 to May 2023.

Attachments

Nil

TAWA COMMUNITY BOARD DISCRETIONARY FUND - MONTHLY ALLOCATIONS 2022/23

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Tawa Community Board is to approve by resolution the spending of the Tawa Community Board Discretionary Fund.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy
- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

Relevant Previous decisions

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

- Low Medium High Extreme

Author	Alisi Folaumoetu'i, Democracy Advisor
Authoriser	Stephen McArthur, Chief Strategy & Governance Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

1. Receive the information.

Whakarāpopoto | Executive Summary

2. This report to Tawa Community Board is to approve by resolution the spending of the Tawa Community Board Discretionary Fund.

Takenga mai | Background

3. The Tawa Community Board's Discretionary Fund is administered by Wellington City Council previously totalled to \$15,330.54 exclusive of GST. As a result of Long-term Plan decisions made in 2021, the budget for the Tawa Community Board's Discretionary Fund increased to \$18,249.96 effective from 1 July 2022.
4. 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.
5. 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.
6. The Board does not invite applications to the discretionary fund.
7. 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.
8. 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.
9. The Board agreed 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.
10. Accruals are for the cost of work completed by 30 June but not yet paid for. These must be for specific items or organisations.
11. Funds cannot be spent other than for the purpose(s) specified in the Board's resolution.
12. Members, who require reimbursement from the fund for approved expenditure, are to supply receipts and details of the expenditure on the reimbursement form.
13. Reimbursements will be paid on a monthly basis. Details and receipts need to be provided, preferably within two months of expenditure.
14. The Council officer will track Board resolutions which approve expenditure from the fund, and any accountability requested by the Board.
15. 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.

16. 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.
17. 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.

Kōrerorero | Discussion

18. The Finance Team, in discussion with Democracy Services, have advised the following:
 - a) Once the General Ledger is closed off for the year ending 30 June, it is not possible to allocate transactions to the previous year's Discretionary Fund. In real terms, this means that any manual payment forms (reimbursements, donations et cetera) received after 22 June or invoices received after 24 June will be paid out of the next year's Discretionary Fund.
 - b) Unspent Tawa Community Board Discretionary Funds are not able to be carried over to a future financial year.
19. Attachment One is the annual breakdown of spending for the financial period of 2022/2023.

Ngā mahinga e whai ake nei | Next actions

20. Allocation of the fund is a reoccurring item on the Tawa Community Board agenda at each Board meeting.

Attachments

Attachment 1. June - Financial Statement [!\[\]\(0aff635c4179ba9e710b00f4b01d3b20_img.jpg\) !\[\]\(29658d981ebdf5edc259074cbf6110e0_img.jpg\)](#)

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2. RESOURCE CONSENTS APPLICATIONS AND APPROVALS FOR 8 MAY 2023 TO 31 MAY 2023

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Tawa Community Board 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, in accordance with an agreement reached with the Tawa Community Board.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- | | |
|--|---|
| Strategic alignment with priority objective areas from Long-term Plan 2021–2031 | <input type="checkbox"/> Sustainable, natural eco city
<input type="checkbox"/> People friendly, compact, safe and accessible capital city
<input type="checkbox"/> Innovative, inclusive and creative city
<input type="checkbox"/> Dynamic and sustainable economy

<input type="checkbox"/> Functioning, resilient and reliable three waters infrastructure
<input type="checkbox"/> Affordable, resilient and safe place to live
<input type="checkbox"/> Safe, resilient and reliable core transport infrastructure network
<input type="checkbox"/> Fit-for-purpose community, creative and cultural spaces
<input type="checkbox"/> Accelerating zero-carbon and waste-free transition
<input type="checkbox"/> Strong partnerships with mana whenua |
|--|---|

Financial considerations

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Nil | <input type="checkbox"/> Budgetary provision in Annual Plan / Long-term Plan | <input type="checkbox"/> Unbudgeted \$X |
|---|--|---|

Risk

- | | | | |
|---|---------------------------------|-------------------------------|----------------------------------|
| <input checked="" type="checkbox"/> Low | <input type="checkbox"/> Medium | <input type="checkbox"/> High | <input type="checkbox"/> Extreme |
|---|---------------------------------|-------------------------------|----------------------------------|

Author	Nicole Tydda, Manager Customer Service and Business Support
Authoriser	Bill Stevens, Resource Consents Team Leader Liam Hodgetts, Chief Planning Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

1. Receive the information.

Whakarāpopoto | Executive Summary

1. This report advises the Community Board of resource consents lodged and decisions made during the period 8 May 2023 to 31 May 2023.

Kōrerorero | Discussion

2. For the period from 8 May 2023 to 31 May 2023 there were four applications received by the Council.

<i>Service Request</i>	<i>Address</i>	<i>Applicant</i>
533353	21 Cashew Street, Grenada North	Nazko Properties Ltd
Land use consent for earthworks.		
534274	71 Woodburn Drive, Takapu Valley	Craig Louisson
Land use consent for earthworks associated with the construction of a rural accessory building.		
534230	22 Ngatittoa Street, Tawa	Tawa Linden Parochial Property Trust Board
Subdivision consent for a two-lot fee simple subdivision around an existing dwelling creating a vacant allotment.		
534481	13 Takapu Road, Tawa	Two Degrees Networks Ltd
Land use consent for the installation of replacement telecommunications equipment.		

3. For the period from 8 May 2023 to 31 May 2023 there were two applications approved under delegated authority.

<i>Service Request</i>	<i>Address</i>	<i>Applicant</i>
526934	7 Rewa Terrace, Tawa	7 Rewa Holdings Ltd
Land use and subdivision consent for 18 new dwellings, earthworks and a 13-lot fee simple subdivision.		
529539	1 Rimu Street, Tawa	Ata McGregor
Land use and subdivision consent for a two-lot fee simple subdivision and a new house.		

Attachments

Nil

3. ACTIONS TRACKING

Kōrero taunaki | Summary of considerations

Purpose

Briefly outline the purpose of the paper

1. This report provides an update on actions agreed by the Tawa Community Board at previous meetings.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
 - People friendly, compact, safe and accessible capital city
 - Innovative, inclusive and creative city
 - Dynamic and sustainable economy
- Strategic alignment with priority objective areas from Long-term Plan 2021–2031**
- Functioning, resilient and reliable three waters infrastructure
 - Affordable, resilient and safe place to live
 - Safe, resilient and reliable core transport infrastructure network
 - Fit-for-purpose community, creative and cultural spaces
 - Accelerating zero-carbon and waste-free transition
 - Strong partnerships with mana whenua

Relevant Previous decisions

N/A

Financial considerations

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Nil | <input type="checkbox"/> Budgetary provision in Annual Plan / Long-term Plan | <input type="checkbox"/> Unbudgeted \$X |
|---|--|---|

Risk

- | | | | |
|---|---------------------------------|-------------------------------|----------------------------------|
| <input checked="" type="checkbox"/> Low | <input type="checkbox"/> Medium | <input type="checkbox"/> High | <input type="checkbox"/> Extreme |
|---|---------------------------------|-------------------------------|----------------------------------|

Author	Alisi Folaumoetu'i, Democracy Advisor
Authoriser	Stephen McArthur, Chief Strategy & Governance Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

1. Receive the information.

Whakarāpopoto | Executive Summary

1. This report lists the dates of previous board meetings and the items discussed at those meetings.
2. Each clause within the resolution has been considered separately and the following statuses have been assigned:

In progress: Resolutions with this status are currently being implemented.

Complete: Clauses which have been completed, either by officers subsequent to the meeting, or by the meeting itself (i.e. by receiving or noting information).
3. All actions will be included in the subsequent monthly updates but completed actions will only appear once

Takenga mai | Background

4. Council adopted the new 2022/2025 triennium Terms of Reference and Delegations on 16 November 2022.
5. In addition to delegations carried forward from last triennium, the community boards have been delegated the power within their community to:
 - Name right-of-ways under section 319A of the Local Government Act 1974, in accordance with Te Māpihi Maurea Naming Policy.
 - Name reserves under section 10 of the Reserves Act 1977, in accordance with Te Māpihi Maurea Naming Policy.
 - Approve leases, subleases, and easements for all Council-owned land that is either open space under the District Plan, or reserve under the Reserves Act 1977.
 - Make all decisions requiring Council or committee approval under the 'Leases Policy for Community and Recreation Groups'.
 - Establish dog areas, such as those described in the Wellington Consolidated Bylaw 2008 (clause 5 of Part 2: Animals).
 - Temporarily close roads for events under clause 11(e), Schedule 10 of the Local Government Act 1974 and the Transport (Vehicular Traffic Road Closure) Regulations 1965.
 - Recommend to Council whether to proceed with a road stopping and disposal of a stopped road, including if appropriate any related acquisition, disposal, or exchange of land.
 - Consider and recommend to Council any notification by the Minister of Lands that a road is stopped under section 116 of the Public Works Act 1981, and the disposal of the stopped road.
6. The community boards have the full power to make decisions.

7. The purpose of this report is to ensure that all resolutions are being actioned over time. It does not take the place of performance monitoring or full updates. The board could resolve to receive a full update report on an item if it wishes.

Kōrerorero | Discussion

- From the meeting of the Tawa Community Board on Monday 20 March, 4 resolutions were made. 3 complete and 1 still in progress.
- There were no new actions from the April or May meeting.

#	Date	Meeting	Report	Clause	Status	Comment
1	Monday 20 March 2023	Tawa Community Board	New Ground Lease for Existing Lesee: Tawa Squash Rackets Club Incorporated	1) Receive the information.	Complete	The board formally received the information.
2	Monday 20 March 2023	Tawa Community Board	New Ground Lease for Existing Lesee: Tawa Squash Rackets Club Incorporated	2) Agree to grant a new ten-year ground lease with one right of renewal for ten years to the existing lease holder Tawa Squash Rackets Club Incorporated pursuant to the Wellington City Council Lease Policy for Community and Recreation Groups and the Reserves Act 1977.	In progress	
3	Monday 20 March 2023	Tawa Community Board	New Ground Lease for Existing Lesee: Tawa Squash Rackets Club Incorporated	3. Note that approval to grant leases on Reserve land is conditional on: a. Public notification as required under section 119 and 120 of the Reserves Act 1977. b. No sustained objections resulting from the above notification.	Complete	
4	Monday 20 March 2023	Tawa Community Board	New Ground Lease for Existing Lesee: Tawa Squash Rackets Club Incorporated	4. Agree that legal and advertising costs are met by the lessee (where applicable).	Complete	The lessee has been notified of their obligations.

Attachments

Nil

FORWARD PROGRAMME

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Tawa Community Board provides the draft work programme for its amendment and approval.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Relevant Previous decisions

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

- Low Medium High Extreme

Author	Alisi Folaumoetu'i, Democracy Advisor
Authoriser	Stephen McArthur, Chief Strategy & Governance Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

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

Whakarāpopoto | Executive Summary

3. The draft work programme is as follows:

August 2023
<p>Oral reports:</p> <ul style="list-style-type: none">• Police Update (tbc)• Greater Wellington Regional councillors' update (tbc)• Tawa Members' update (standing item)• Councillors' update (standing item) <p>Written Reports:</p> <ul style="list-style-type: none">• Roading and Transport Quarterly Report• Wellington Water Limited – current issues update• 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)• Actions Tracking (standing item)• Forward Programme (standing item)
September 2023
<p>Oral reports:</p> <ul style="list-style-type: none">• Fire Update (tbc)• Tawa Members' update (standing item)• Councillors' update (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)
- Actions Tracking (standing item)
- Forward Programme (standing item)

October 2023

Oral reports:

- Fire Update (tbc)
- Tawa Residents Association update
- Tawa Members' update (standing item)
- Councillors' update (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)
- Actions Tracking (standing item)
- Forward Programme (standing item)

Attachments

Nil