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**MINUTES**

**THURSDAY 14 APRIL 2011**

**7.04PM – 9.40PM**

**THE BOARDROOM  
TAWA COMMUNITY CENTRE  
5 CAMBRIDGE STREET  
TAWA**

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**MEMBERS:**

Graeme Hansen (7.04pm – 9.40pm)  
Margaret Lucas (7.04pm – 9.40pm)  
Chris Reading (7.04pm – 9.40pm)  
Malcolm Sparrow (Chair) (7.04pm – 9.40pm)  
Alistair Sutton (7.04pm – 9.40pm)  
Robert Tredger (7.04pm – 9.40pm)  
Councillor Ngaire Best (7.04pm – 9.40pm)  
Councillor Justin Lester (7.04pm – 9.40pm)

**OFFICERS IN ATTENDANCE:**

Neville Brown – Director, City Services  
Fiona Dunlop – Committee Adviser  
Laura Pilgrim – Committee Adviser

037/11TB **APOLOGIES**  
(1215/12/IM)

**NOTED:**

There were no apologies.

038/11TB **MINUTES FOR CONFIRMATION**  
(1215/12/IM)

**Moved Malcolm Sparrow, seconded Chris Reading, the motion that the Tawa Community Board approve the minutes of the meeting held on Thursday 10 March 2011 having been circulated, be taken as an accurate record of that meeting.**

**The motion was put and was declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Approve the minutes of the meeting held on Thursday 10 March 2011 having been circulated, be taken as an accurate record of that meeting.*

039/11TB **CONFLICTS OF INTEREST DECLARATIONS**  
(1215/12/IM)

(ORAL REPORT)

**NOTED:**

Please see 051/11TB for a conflict of interest declaration from Councillor Best.

040/11TB **PUBLIC PARTICIPATION**  
(1215/12/IM)

(ORAL REPORT)

**NOTED:**

There was no public participation.

**041/11TB POLICING IN TAWA**  
(1215/12/IM)

(ORAL REPORT)

**NOTED:**

Sergeant Dean Silvester, Officer in Charge of the Porirua Police Community Section, briefed the Board on policing matters in Tawa. Sergeant Silvester conveyed the apologies of Inspector John Spence, Kapiti Mana Police Area Commander who, due to operational requirements, was unable to attend. One area of concern has been recent thefts from cars at the train station carparks. He also advised that it is hoped that an appointment for a new Tawa Community Constable would be confirmed in the next few weeks.

**042/11TB COMMUNITY SPEAKER**  
(1215/12/IM)

(ORAL REPORT)

**NOTED:**

Fred Mecoy, Manager, Emergency Preparedness, provided the Board with a briefing on the changes to the provision of Civil Defence Services within Wellington. A full review of the Civil Defence structure has taken place and has led to the creation of a centralised unit that would deal with recruitment, training and administration. An audit of all known CDCs has taken place and equipment replaced. There are approximately 170 trained volunteers in Wellington. The target number of volunteers for Tawa is 100 and there are currently sixteen trained volunteers. A further nine await training.

Members were advised that four people from Tawa had been involved in the Christchurch earthquake recovery effort in February and that the interest in Wellington in becoming a volunteer has increased since both Christchurch's and Japan's earthquakes. Integration between different agencies has improved. Volunteers have to become members of CDC before they join USAR.

Mr. Mecoy informed the Board that there are a number of volunteers who need to be trained and that the best way which the Board could help is to make people in the community aware that the service exists. Additional staff have been recruited to the team and they would be available to give talks to other community groups.

**043/11TB RECREATION FACILITIES AND PROGRAMMES: 3RD QUARTER 2010/2011**

Report of Lynda Rigler – Recreation Manager Northern.  
(1215/12/IM)

(REPORT 3)

**NOTED:**

Lynda Rigler, Recreation Manager Northern, updated Members on the 3<sup>rd</sup> quarter report for recreation facilities and programmes. Whilst attendance figures were down the levels were tracking as expected. A new programmer has been recruited and was visiting recreation centres with the intention of improving the service.

**Moved Malcolm Sparrow, seconded Councillor Lester, the substantive motion.**

**The substantive motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*

044/11TB **CLASSIFICATION OF LAND UNDER THE RESERVES ACT 1977**  
 Report of Megan Duncan, Parks and Recreation Planner, Parks and Gardens, Mike Oates, Manager Open Space and Recreation Planning, Parks and Gardens and Lucy Ross, Team Leader, Property Management.  
 (1215/12/IM) (REPORT 4)

**NOTED:**

Megan Duncan, Parks and Recreation Planner, Parks and Gardens provided the Board with details of details of proposals to be submitted to the Strategy and Policy Committee on the classification of land.

**Moved Malcolm Sparrow, seconded Robert Tredger, the substantive motion.**

**The substantive motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*
2. *Endorse the recommendations contained in the report to be considered by the Strategy and Policy Committee on Thursday 5 May 2011, namely:-*

*Officers recommend that the Strategy and Policy Committee:*

1. *Receive the information.*

2. *Recommend to Council that:*
- (a) *Under Section 14 of the Reserves Act 1977, the Council resolves to declare the parcels of land described in Schedule One classified as reserve land according to each parcel's primary purpose as outlined in the recommended classification in Schedule One.*
  - (b) *Under Section 24 (1) (b) of the Reserves Act 1977, the Council resolves that it considers that the parcels of land described in Schedule Two, currently held as reserve, should be reclassified to better reflect each parcel's primary purpose as outlined in the recommended classification in Schedule Two.*
  - (c) *Under section 16 (1) (a) and (b) of the Reserves Act 1977, the Council resolves to declare the parcels of land described in Schedule Three classified as reserve land according to each parcel's primary purpose as outlined in the recommended classification in Schedule Three.*
3. *Notes that gazetting of the resolutions contained in Recommendations 2(a), (b) and (c) is subject to the approval of the Minister of Conservation, who will consider the proposed reserve classifications, the objections from the public and comments from Wellington City Council before deciding whether to classify or reclassify the land.*

045/11TB **PRESENTATION OF THE 2011/2012 DRAFT ANNUAL PLAN**  
 (1215/12/IM) (ORAL REPORT)

**NOTED:**

Councillors Best and Lester briefed the Board on the 2011/2012 Draft Annual Plan which had been submitted for consultation. Areas for expenditure and savings had identified including changing the hours of operation of the central library and provision of a deep water pool.

**Moved Councillor Best, seconded Graeme Hansen, the following motion:**

“THAT the Tawa Community Board

1. Establish a working group led by the Chair and comprising of all Board Members, to prepare a submission to the 2011/12 DAP for ratification at the next meeting of the Tawa Community Board.”

**The motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

- 1. Establish a working group led by the Chair and comprising of all Board Members, to prepare a submission to the 2011/12 DAP for ratification at the next meeting of the Tawa Community Board.*

046/11TB **TAWA COMMUNITY BOARD COMMUNITY PLAN**  
Report of Malcolm Sparrow – Chair, Tawa Community Board.  
(1215/12/IM) (REPORT 6)

**NOTED:**

Malcolm Sparrow advised the Board that he had received correspondence from a resident which raised significant issues in relation to the Draft Community Plan. In order to consider the issues raised it was proposed that the report was deferred to the next meeting of the Board

**Moved Graeme Hansen, seconded Justin Lester, the motion that the Tawa Community Board lay the report on the table until the next meeting of the Board.**

The motion was put and declared CARRIED.

**RESOLVED:**

*THAT the Tawa Community Board:*

- 1. Lay the report on the table until the next meeting of the Board.*

**NOTED:**

The resolution differs from the recommendation in the officer's report as follows:

The Community Board added the text in **bold**.

047/11TB **PARKING: HINAU STREET AND COLLINS AVENUE**  
Report of Board Member – Graeme Hansen.  
(1215/12/IM) (REPORT 7)

**Moved Malcolm Sparrow, seconded Councillor Lester, the substantive motion.**

**Moved Graeme Hansen, seconded Chris Reading, the following amendment:**

“THAT the Tawa Community Board:

1. Receive the information.
2. Agree to advise the Wellington City Council that it supports the changes proposed by Wellington City Council in their report to the September 2010 meeting but that:
  - (a) the time limit be extended to 180 minutes.
  - (b) a further restricted area be established:
    - (i) extending from south of the driveway besides the doctors building, approximately 25 metres south to the next driveway. This will create 5 additional spaces.
    - (ii) that these spaces have a P60 restriction.”

**The amendment was put and declared CARRIED.**

**The substantive motion as amended was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*
2. *Agree to advise the Wellington City Council that it supports the changes proposed by Wellington City Council in their report to the September 2010 meeting but that:*
  - (a) the time limit be extended to 180 minutes.*
  - (b) a further restricted area be established:*
    - (i) extending from south of the driveway besides the doctors building, approximately 25 metres south to the next driveway. This will create 5 additional spaces.*
    - (ii) that these spaces have a P60 restriction.*

**NOTED:**

The resolution differs from the recommendation in the officer’s report as follows:

The Committee Board added the text in **bold**.

048/11TB **PARKING: MAIN ROAD, TAWA**  
 Report of Board Member Graeme Hansen.  
 (1215/12/IM)

(REPORT 8)

**Moved Graeme Hansen, seconded Robert Tredger, the substantive motion amended as follows:**

- “2. Agree to recommend to the Wellington City Council that **the 7 car parks in the vicinity of 199-209 Main Road**, immediately outside the Skipping Bull (from the Mary Potter Hospice shop to Lincoln Avenue) be made 120 minutes.”

**The substantive motion as amended was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*
2. *Agree to recommend to the Wellington City Council that **the 7 car parks in the vicinity of 199-209 Main Road**, immediately outside the Skipping Bull (from the Mary Potter Hospice shop to Lincoln Avenue) be made 120 minutes.*

**NOTED:**

The resolution differs from the recommendation in the officer's report as follows:

The Committee Board added the text in **bold**.

049/11TB **2011/12 POLICY PROGRAMME**

Report of Fiona Dunlop – Committee Adviser.  
(1215/12/IM)

(REPORT 9)

**Moved Councillor Best, seconded Chris Reading, the substantive motion.**

**The substantive motion was put and declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*
2. *Approve the Tawa Community Board Community Plan (attached as appendix one of the officers report).*

050/11TB **RESOURCE CONSENT APPROVALS AND APPLICATIONS FOR  
26 FEBRUARY 2011 TO 31 MARCH 2011**  
Report of Bill Stevens – Manager Development Planning and Compliance,  
North and West.  
(1215/12/IM) (REPORT 10)

**Moved Malcolm Sparrow, seconded Graeme Hansen, the substantive  
motion.**

**The substantive motion was put and was declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*

051/11TB **TURF IN TAWA**  
Report of Fiona Dunlop – Committee Adviser.  
(1215/12/IM) (REPORT 11)

**NOTED:**

Councillor Best declared a conflict of interest and advised that she would  
not take part in discussion or vote on the item.

(Councillor Best withdrew from the table due to a conflict of interest.)

**Moved Malcolm Sparrow, seconded Chris Reading, the substantive  
motion.**

**The substantive motion was put and was declared CARRIED.**

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*
2. *Note the officer's response.*

(Councillor Best returned to the table.)

052/11TB **REPORTS BACK COMMITTEES/PORTFOLIO  
RESPONSIBILITIES**  
(1215/12/IM) (ORAL REPORT)

**NOTED:**

Alistair Sutton and Councillor Lester advised that they had nothing to report on.

Councillor Best advised that Council was rolling out the recycling bins across the city. She also advised that the hours for when recycling bins would be required to be put outside for collection had been amended at the Strategy and Policy Committee meeting.

Graham Hansen advised that he had met with Council Officers regarding parking issues in Roy Street and other areas of Tawa.

Robert Tredger advised that he had attended the Strategy and Policy Committee meeting when the Turf in Tawa e-petition had been presented, attended a meeting of the Friends of Tawa Bush Reserves and a Tawa Shared Pathway meeting. He also advised that he has spoken with Greater Wellington and Tranzrail regarding a rat problem alongside the railway track in Tawa.

Chris Reading advised that the Tawa Community Board Grants Subcommittee had met and considered the applications which had been left to lie on the table from the March Subcommittee meeting. He advised that the Subcommittee would be reporting to the May 2011 meeting of the outcome of the meetings.

Margaret Lucas advised that she had been to the Strategy and Policy Committee with a group of supporters to present the Turf in Tawa e-petition. She also advised that there would be an article in the local community newspaper regarding the e-petition.

Malcolm Sparrow reported that the Community Meeting held on 27 March 2011 had been well attended and that feedback from those present was positive.

053/11TB **FORWARD PROGRAMME**

Report of Fiona Dunlop – Committee Adviser.  
(1215/12/IM)

(REPORT 13)

**Moved Malcolm Sparrow, seconded Margaret Lucas, the substantive motion with additions to the forward programme as follows:**

**Thursday 12 May 2011**

- Tawa Community Board Grants Subcommittee Report
- Tawa Community Plan
- Ratification of Board Submission to 2011/12 DAP
- Traffic Resolutions

**Unscheduled**

Draft Regional Waste Strategy

The substantive motion as amended was put and declared CARRIED.

**RESOLVED:**

*THAT the Tawa Community Board:*

1. *Receive the information.*
2. *Approve the work programme as amended for the upcoming meetings.*

<b>Thursday 12 May 2011</b>
<p><i>Standing Items:</i></p> <ul style="list-style-type: none"> <li>• <i>Policing in Tawa</i></li> <li>• <i>Community Speaker</i></li> <li>• <i>Resource Consents</i></li> <li>• <i>Upcoming Areas of Consultation</i></li> <li>• <i>Reports back</i></li> <li>• <i>Forward Programme</i></li> </ul>
<p><i>Quarterly Updates</i></p> <ul style="list-style-type: none"> <li>• <i>Mervyn Kemp Library and Tawa Community Centre Quarterly Update (January – March quarter)</i></li> </ul>
<p><i>Tawa Volunteer Fire Brigade</i></p>
<p><b><i>Tawa Community Board Grants Subcommittee Report</i></b>  <b><i>Tawa Community Plan</i></b>  <b><i>Ratification of Board Submission to 2011/12 DAP</i></b>  <b><i>Traffic Resolutions</i></b></p>
<b>Thursday 9 June 2011</b>
<p><i>Standing Items:</i></p> <ul style="list-style-type: none"> <li>• <i>Policing in Tawa</i></li> <li>• <i>Community Speaker</i></li> <li>• <i>Resource Consents</i></li> <li>• <i>Upcoming Areas of Consultation</i></li> <li>• <i>Reports back</i></li> <li>• <i>Forward Programme</i></li> </ul>
<p><i>Review of the Tawa Community Board process in drafting submissions</i></p>
<p><i>Report back from attendees at the New Zealand Community Boards' Conference</i></p>

<i>Thursday 11 August 2011</i>
<p><i>Standing Items:</i></p> <ul style="list-style-type: none"> <li>• <i>Policing in Tawa</i></li> <li>• <i>Community Speaker</i></li> <li>• <i>Resource Consents</i></li> <li>• <i>Upcoming Areas of Consultation</i></li> <li>• <i>Reports back</i></li> </ul> <p><i>Forward Programme</i></p>
<p><i>Quarterly Updates</i></p> <ul style="list-style-type: none"> <li>• <i>Recreation Wellington (April to June 2011 quarter)</i></li> <li>• <i>Mervyn Kemp Library and Tawa Community Centre Quarterly Report (April to June 2011 quarter)</i></li> </ul>
<i>Tawa Borough Scholarship</i>
<i>Thursday 9 September 2011</i>
<p><i>Standing Items:</i></p> <ul style="list-style-type: none"> <li>• <i>Policing in Tawa</i></li> <li>• <i>Community Speaker</i></li> <li>• <i>Resource Consents</i></li> <li>• <i>Upcoming Areas of Consultation</i></li> <li>• <i>Reports back</i></li> <li>• <i>Forward Programme</i></li> </ul>
<i>Tawa Borough Scholarship</i>
<i>Thursday 13 October 2011</i>
<p><i>Standing Items:</i></p> <ul style="list-style-type: none"> <li>• <i>Policing in Tawa</i></li> <li>• <i>Community Speaker</i></li> <li>• <i>Resource Consents</i></li> <li>• <i>Upcoming Areas of Consultation</i></li> <li>• <i>Reports back</i></li> <li>• <i>Forward Programme</i></li> </ul>
<p><i>Quarterly Updates</i></p> <ul style="list-style-type: none"> <li>• <i>Recreation Wellington quarterly report (July - September quarter)</i></li> <li>• <i>Library and Community Centre Quarterly Report (July - September quarter)</i></li> </ul>
<i>Thursday 10 November 2011</i>
<p><i>Standing Items:</i></p> <ul style="list-style-type: none"> <li>• <i>Policing in Tawa</i></li> <li>• <i>Community Speaker</i></li> <li>• <i>Resource Consents</i></li> <li>• <i>Upcoming Areas of Consultation</i></li> <li>• <i>Reports back</i></li> <li>• <i>Forward Programme</i></li> </ul>

<i>Thursday 8 December 2011</i>
<i>Standing Items:</i> <ul style="list-style-type: none"> <li>• <i>Policing in Tawa</i></li> <li>• <i>Community Speaker</i></li> <li>• <i>Resource Consents</i></li> <li>• <i>Upcoming Areas of Consultation</i></li> <li>• <i>Reports back</i></li> <li>• <i>Forward Programme</i></li> </ul>
<i>Quarterly Updates</i> <ul style="list-style-type: none"> <li>• <i>Tawa Volunteer Fire Brigade</i></li> </ul>
<b><i>Unscheduled</i></b>
<b><i>Draft Regional Waste Strategy</i></b>

The meeting concluded at 9:40pm.

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

Chair