

**ORDINARY MEETING**

**OF**

**TAWA COMMUNITY BOARD**

**AGENDA**

**Time:** 7.00pm  
**Date:** Thursday, 11 September 2014  
**Venue:** Tawa Community Centre  
5 Cambridge Street  
Tawa  
Wellington

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**MEMBERSHIP**

Graeme Hansen  
Richard Herbert  
Councillor Lester  
Margaret Lucas (Deputy Chair)  
Jack Marshall  
Councillor Sparrow  
Alistair Sutton  
Robert Tredger (Chair)

**Have your say!**

*You can make a short presentation to the Tawa Community Board at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 803-8334, emailing [public.participation@wcc.govt.nz](mailto:public.participation@wcc.govt.nz) or writing to Democratic Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number and the issue you would like to talk about.*

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**11 SEPTEMBER 2014**

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## **1 Meeting Conduct**

### **1.1 Apologies**

The Chairperson invites notice from members of apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

### **1.2 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.

### **1.3 Confirmation of Minutes**

The Minutes of the Meeting held on 14 August 2014 will be put to the Tawa Community Board for confirmation.

### **1.4 Public Participation**

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

### **1.5 Deputations**

Unless the meeting determines otherwise, a limit of 10 minutes in total shall be placed on the members of the deputation addressing the meeting. No deputation shall be received by the Board unless an application stating the purpose of the deputation has been received by the Chief Executive and the Chairperson's approval has been obtained.

### **1.6 Items not on the Agenda**

Any item not on the agenda may only be discussed if a motion to discuss the item is passed by a unanimous resolution of the meeting; and:

1. The item is a minor item relating to the general business of the local authority; and
2. The Chairperson explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting but no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting for further discussion; and
3. The Chairperson explains to the meeting why the item is not on the agenda and the reason why discussion of the item cannot be delayed.

## **2 Oral Reports**

- 2.1 Policing in Tawa
- 2.2 Tawa Volunteer Fire Brigade
- Update 2.3 Spring into Tawa Event
- 2.4 Tawa Discretionary Fund Update
- 2.5 Members' Reports



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### 3. Reports

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## DRAFT WELLINGTON URBAN GROWTH PLAN

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### Purpose

1. To provide an overview of the oral presentation which will be made to the Tawa Community Board on the 11<sup>th</sup> of September relating to the draft Wellington Urban Growth Plan (WUGP).

### Recommendation

Officers recommend that the Tawa Community Board:

1. Receive the information.

### Background

2. The long term strategic directions for the City's land use and transport are currently set by the Council's Urban Development Strategy and Transport Strategy (both 2006). The WUGP updates and combines these two documents.
3. The fundamental directions set out in previous strategies remain sound and have been updated with new initiatives and an increased emphasis on resilience to natural hazards. In addition to these updates, the main change is a shift to the implementation phase of the strategy.
4. The draft WUGP was presented to the Transport and Urban Development Committee on 21 August. The next step towards the adoption of the Plan is consultation – this will be rolled in with the first round of engagement on the LTP 2015-25 planned for September.
5. Tawa is one of 8 areas identified in the Plan to be investigated for potential medium density housing. In tandem with these investigations, the Plan recommends that a town centre action plan be prepared for Tawa.
6. Council officers expect to report to the Transport and Urban Development Committee before the end of the year on their preliminary findings for the 8 areas. This report will ask Councillors to identify those that continue to be most suited to residential intensification. This will trigger an extensive consultation process with communities (likely in 2015) before considering District Plan changes for the identified areas.

### Attachments

Nil

Author	Lucie Desrosiers, Senior Spatial Planner
Authoriser	Anthony Wilson, Chief Asset Officer

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

We have initiated targeted engagement which is due to be completed during September. We are proposing to go out for public consultation in September as part of engagement on the LTP.

### **Treaty of Waitangi considerations**

We have met with Port Nicholson Settlement Block Trust and provided information on the Plan to Ngati Toa Rangatira. As partners with the Council, it is vital that we involve iwi in discussions on the Plan and its implementation.

### **Financial implications**

Financial implications will be determined once priority projects have been decided. Consultation and collaboration with Council infrastructure (and other areas) spending will allow Council to deliver projects in a cost and time efficient manner. Funding priorities and decisions will be approved as part of the LTP 2015-25.

### **Policy and legislative implications**

The plan is consistent with the existing Transport and Urban Development strategies. We will be putting forward a policy and planning programme that will give effect to the priorities identified in the Plan and the LTP 2015-25.

### **Risks / legal**

No specific legal risks have been identified.

### **Climate Change impact and considerations**

Climate change is a key consideration of the Plan and embedded in a number of proposed projects and actions.

### **Communications Plan**

The Plan will be covered by the LTP communication plan.



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## 2015-25 LONG-TERM PLAN

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### Purpose

1. This report provides an update on the approach and key dates for the development of the 2015-25 Long-term Plan.

### Summary

2. The Council is in the early stages of developing the plan. It is being led by the Mayor in line with legislative requirements. The proposed focus of the plan will be the Council's growth agenda, which combines its Big 8 Ideas with the proposed Urban Growth Plan. The Council will undertake early engagement on this approach from September with formal consultation on the draft plan will take place from mid-March 2015.

### Recommendation

Officers recommend that the Tawa Community Board:

1. Receive the information.

### Background

3. The Long Term Plan (LTP) sets out Council's intentions for the next decade. This plan is reviewed every three years to ensure it is still relevant and accurate in terms of the Council's strategic direction and its Community Outcomes.
4. The purpose of the LTP is to describe the activities of Council and the Outcomes of the community, to provide integrated decision-making and co-ordination of resources, a long-term focus for the decisions and activities of Council, a basis of accountability and an opportunity for participation by the public in the decision-making processes of the Council.

### Discussion

5. For the next ten years we are going to focus on specific issues to make Wellington a world-class city. Our proposed approach to developing the LTP is based on **three** focus areas.
6. Our **first focus** is on our current offerings. We will continue to do the basics well. Wellington is a great place to live and work, our environment is healthy thanks to our use of renewable energy and public transport. We have unrivalled access to green space, the sea, recreation and arts experiences and our household incomes are the highest in the country.
  - We provided 350km of tracks and look after 40km<sup>2</sup> of Town Belt land
  - Our infrastructure includes 1,058km of sewers, 80 water reservoirs, 33 water pump stations, 7,300 hydrants and 1,245km of underground water pipes
  - Our visitor attractions include the Botanical Gardens, the Wellington Zoo and Zealandia
  - We have 650km of roads and 12,000 parking spaces
  - We provide 2,300 social housing units to residents in need.

7. The services we deliver to residents equate to \$5.82 per person per day. For the average household, the annual cost of rates is less than most spend on a single utility such as electricity.
8. Our **second focus** will be on *investing for growth*. We need to make sure we invest for growth not just fund for decline. Our approach to growth will focus on our 'compact urban form', a 'connected transport network' and 'growing smart businesses'. This approach will help grow our ratepayer base so that we can continue to maintain and grow our services without rates rising significantly.
9. We have the capacity to invest. Wellington has an AA credit rating, the highest possible for a Council. We have low debt levels – similar to a \$54,000 mortgage on a \$500,000 home.
10. Our approach to growth will involve:
  - Matching growth to where we already have infrastructure to support it
  - Investing in economic growth projects (e.g. new convention centre, film museum) which deliver the right return on investment
  - Mitigating emissions to lower the impact on the environment
  - Supporting developments that assist in reducing social disparity
  - Ensuring we are resilient by taking climate change into consideration in our plans
  - Ensuring adequate housing supply is delivered
11. The **third focus** area deals with our *value for money*. We want to refresh our current offerings, drive continuous operational efficiency in the organisation, and develop an affordable rates strategy.
12. In terms of our services we will focus investment on those services that have the most impact on our priorities, encourage greater use of existing services and facilities, and refresh our current services to maintain our strengths as a city and respond to people's changing expectations.
13. We have already made a start in achieving these goals we set by:
  - Establishing with other councils, the Wellington Regional Economic Development Agency
  - Joining up back-office and IT services with other councils in the region
  - Establishing the Wellington Economic Initiative Development (WEID) Fund and investing in Destination Wellington.

### **Next Actions**

14. There is a meeting with Councillors on 10 September to discuss and confirm the above approach to the LTP and to discuss potential scenarios in terms of rates rises and borrowing levels over the ten years of the plan. Following this, a series of meetings with stakeholders, and wider communication with the public, will take place to test the above thinking. The development of the detailed plan will continue through until February next year with formal consultation on the plan proposed to take place from mid-March 2015.
15. The Community Board will be kept informed of progress and have the opportunity to input ahead of the draft plan being considered by the Council.

### **Attachments**

Nil

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Author	Martin Rodgers, Manager Research Conslt and Planning
Authoriser	Anthony Wilson, Chief Asset Officer

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

This paper is being presented during the early engagement phase of the 2015-25 Long-term Plan.

### **Treaty of Waitangi considerations**

This paper does not have any Treaty of Waitangi considerations.

### **Financial implications**

There are no financial implications from this paper.

### **Policy and legislative implications**

Adopting a Long-term Plan is a key requirement of our legislation.

### **Risks / legal**

There are no significant risks or legal implications associated with this paper.

### **Climate Change impact and considerations**

There are no significant climate change impacts associated with this paper.

### **Communications Plan**

A communication plan has been developed for the Long-term Plan

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## **VESTING LEGAL ROAD IN THE CROWN FOR STATE HIGHWAY PURPOSES**

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### **Purpose**

1. To obtain the Tawa Community Board's endorsement and feedback (if any) on officers' recommendation to Council that it consents to vest approximately 2,655 m<sup>2</sup> of legal road in the Crown for State Highway purposes.
2. The proposed areas of legal road are contained within the Transmission Gully Motorway designation in the Council's District Plan.

### **Summary**

3. This matter is to be considered by the Transport and Urban Development Committee meeting of 23 September 2014 (refer draft report attached as Attachment 1).

### **Recommendations**

Officers recommend that the Tawa Community Board:

1. Receives the information.
2. Endorses the recommendations contained in the report to be considered by the Transport and Urban Development Committee at its meeting of 23 September 2014.
3. Provides feedback to officers for inclusion in the report (if needed).

### **Background**

4. The background and recommendations are detailed in the draft report attached as Attachment 1.
5. Council officers seek support from the Tawa Community Board for the proposal and any feedback for inclusion in the report to Transport and Urban Development Committee report.

### **Attachments**

Attachment 1. Draft Report to Transport and Urban Development Committee 23 September 2014

Author	John Vriens, Senior Property Advisor
Authoriser	Anthony Wilson, Chief Asset Officer

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

Please refer to the report in Attachment 1.

### **Treaty of Waitangi considerations**

Please refer to the report in Attachment 1.

### **Financial implications**

Please refer to the report in Attachment 1.

### **Policy and legislative implications**

Please refer to the report in Attachment 1.

### **Risks / legal**

Please refer to the report in Attachment 1.

### **Climate Change impact and considerations**

Please refer to the report in Attachment 1.

### **Communications Plan**

None is required.

**TRANSPORT AND URBAN  
DEVELOPMENT COMMITTEE**

23 September 2014



**CA INSERT REPORT NO**  
CA INSERT FILE NO

**Vesting Legal Road in the Crown for State Highway Purposes**

**1. Purpose of report**

This report seeks Committee and Council consent, as landowner, to vest four areas of legal road (Road) in the Crown for use in connection with the state highway.

These four areas are located in Tawa alongside SH1, between Raroa Terrace and Mexted Terrace, and contained within the State Highway designation area H9 in the District Plan.

The aerial photograph at attachment 1 shows the four areas (highlighted blue) within the designation boundary (dotted red).

**2. Executive summary**

NZTA is preparing to construct the Transmission Gully Motorway. As part of its latest design review, NZTA has identified four parts of Council owned road land within the designation area.

This would not normally be an issue due to NZTAs acquisition powers. However, in order to construct the road under a public private partnership, NZTA is seeking to secure the land prior to construction commencing.

Officers recommend that Council consents, as landowner, to vest its land in the Crown (NZTA), for use in connection with State Highway 1.

**3. Recommendations**

Officers recommend that the Transport and Urban Design Committee:

1. *Receives the information.*
2. *Recommends that the Council, pursuant to section 114 of the Public Works Act 1981:*
  - (a) *Consents, as landowner, to vesting (in the Crown) the following areas (subject to survey) of local authority road:*
    - Tremewan Street 1,708 sqm,
    - Collins Avenue 643 sqm, and
    - Raroa Terrace 304 sqm

*(shown highlighted blue in attachment 1, and located within the District Plan designation H9 for State Highway Purposes).*
  - (b) *Authorises the Chief Executive Officer to carry out all necessary actions to achieve the recommendation in point 2(a), including signing any documentation on behalf of the Council.*

Draft Report to Transport and Urban Development Committee – Tawa legal road to SH

3. *Notes that the NZTA will reimburse reasonable costs incurred by Council, in connection with this transaction.*

#### **4. Background**

##### **4.1 Transmission Gully Motorway Project**

Transmission Gully Motorway has been in the planning stage for several decades. The most recent estimated completion date is 2020.

Central Government recently identified the Wellington Gateway Partnership (WGP) as the preferred public private partner.

A recent review of the project has highlighted areas of unformed legal Council-owned road within the designation area, which need to be vested in the Crown.

When NZTA constructs its own State Highway, any local authority road incorporated into the state highway is deemed to become state highway pursuant to section 5 Land Transport Management Act 2003 (LTMA).

However, due to the public private partnership structure, NZTA needs to acquire the land in advance of construction, in order to lease the area to WGP.

NZTA plans to lease relevant parts of SH1 to WGP from 30 October 2014 until 2045 pursuant to s63 LTMA.

##### **4.2 Road details**

The Road is shown highlighted blue in attachment 1. It consists of:

- Tremewan Street 1,708m<sup>2</sup>
- Two areas of Collins Avenue being 211m<sup>2</sup> and 432m<sup>2</sup>, and
- Raroa Terrace 304m<sup>2</sup>.

The Tremewan Street and Raroa Terrace areas are unformed legal road, adjacent to the existing motorway.

The Collins Avenue areas are occupied by formed legal road and sit either side of the existing motorway connecting east and west Tawa. These two parcels are on either side of the motorway bridge and would be used to widen the bridge (if required).

#### **5. Discussion**

##### **5.1 Consultation and Engagement**

NZTA has been granted resource consent from the Environmental Protection Authority. Additionally, the proposed road corridor is shown in Council's current district plan. Given the extensive public consultation undertaken as part of these processes, no additional consultation is considered necessary for the Land.

The Tawa Community Board considered and endorsed this proposal at its meeting held 11 September 2014.

##### **5.2 Financial considerations**

NZTA will reimburse Council's reasonable costs incurred in relation to the proposed vesting.

##### **5.3 Climate change impacts and considerations**

Draft Report to Transport and Urban Development Committee – Tawa legal road to SH



Given the proposed vesting forms a minor part of the project, the proposed transaction is not expected to create any significant climate change impacts.

**5.4 Long-term plan considerations**

There are no Long Term Plan (LTP) implications.

**6. Conclusion**

Officers recommend that the Council consents to vest the Road in the Crown.

Contact Officer: John Vriens, Senior Property Advisor, Property

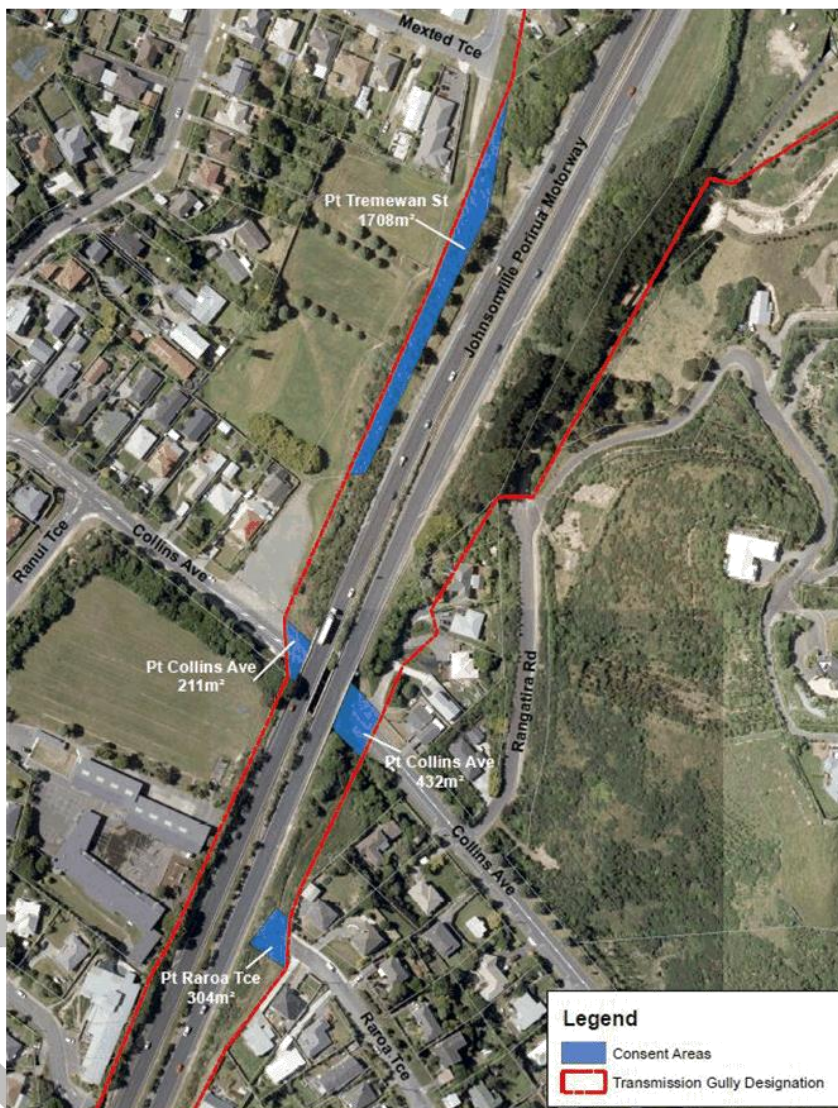
DRAFT

Draft Report to Transport and Urban Development Committee – Tawa legal road to SH

<b>Strategic fit / Strategic outcome</b> The proposal relates to a major road infrastructure project that will benefit the wider Wellington region. The project is consistent with the Regional Land Transport Strategy and Western Corridor Plan, both of which support the Transmission Gully Motorway project. The Kenepuru Interchange is an integral part of the Transmission Gully Motorway project which is a Road of National Significance (RONS).
<b>LTP/Annual Plan reference and long term financial impact</b> The proposed vesting is not contained within the LTP. There are no adverse financial implications imposed on the Council arising from this proposed transfer.
<b>3) Iwi considerations</b> There are no implications.
<b>4) Decision-making</b> This is not a significant decision. Vesting local authority road in the Crown for use in connection with SH1 is supported by the asset owner City Networks.
<b>5) Consultation</b> <b>a) General consultation</b> All affected parties have been identified. Council is not required under legislation to consult on this matter. The proposed motorway has been extensively scrutinised under the plan change and resource consent processes. <b>b) Consultation with Maori</b> <i>Local Iwi have not been consulted on this proposal, as previous public consultation has taken place.</i>
<b>6) Legal implications</b> Legal advice received to date has been incorporated into this report.
<b>7) Consistency with existing policy</b> The Consent recommended by the report is not related to any particular policy.

Draft Report to Transport and Urban Development Committee – Tawa legal road to SH

Attachment 1 – proposed vesting areas highlighted (in blue) below



Item 3.3 Attachment 1

Draft Report to Transport and Urban Development Committee – Tawa legal road to SH



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## **REPORT IN RESPONSE TO DOG FOULING ISSUES IN TAWA**

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### **Purpose**

1. To update the Board on reported dog fouling problems in Tawa and what is the best approach to manage this problem.

### **Recommendation**

Officers recommend that the Tawa Community Board:

1. Receive the information.

### **Background**

2. Members of the Board/community have raised concerns about dog fouling in public spaces in Tawa. Officers have considered the problem and suggested some actions to help improve the situation.

### **Discussion**

3. Members of the community and the Board have raised concerns about a perceived increase in dog fouling in Tawa. Officer's advice is that the response to this problem is best approached through further education of dog owners and some targeted enforcement as appropriate.
4. Enforcement via a \$300 fine for repeat offenders, however offending dog owners need to be caught in the first instance. There are currently five Dog Control Officers in Wellington. We have asked the team to patrol the areas of concern at least 3 times a week for the next 6 weeks. A short burst of targeted monitoring in the area may reinforce the message. The Dog Control Officer who patrol will report directly back to the Manager of Public Health on any observations during these additional patrols.
5. Education we have reviewed the location of existing signage and have decided that one sign should be repositioned to be more obvious to dog owners. We continue to encourage responsible dog ownership status by having a reduced registration fee. We also send out 3x a year a newsletter "Capital Canines" to dog owners that promotes responsible dog ownership. We will include an article on cleaning up after your dog as part of the next publication that will go out shortly. We can assist the
6. Board with future media releases and articles to local community papers in order to raise community awareness and promote responsible dog ownership. The Board and community may also consider the opportunity to raise awareness and promote responsible dog ownership as part of the Spring into Tawa Community Day.
7. Other - the provision of bins in strategic locations as requested by the Board. Noting that bins are not specifically installed for dog waste, but may be used by responsible dog owners. The cost per bin for the supply and installation of a bin is approximately \$1000 with servicing and maintenance an additional \$1000 per annum. Officers will arrange to install 2 bins as per the attached map within the next 3 to 4 weeks. It should be noted that the installation of additional bins is unlikely to change the behaviour of dog owners who do not clean up after their dog. If dumping of residential rubbish proves to be a problem with either new bin they may need to be removed or relocated.

8. The Board may wish to consider the option of installing and supplying waste bags and dispensers in local Parks such as Grassleas. These could be funded from sponsorship by a veterinary service or directly funded by the Board from its discretionary fund. It is suggested that volunteers could be engaged to restock these dispensers.
9. Dog Policy - the Board may also wish to consider making a submission on the Dog Policy at the time of any future review. This submission could include feedback on the provision of exercise areas and relevant levels of service.

### **Attachments**

Attachment 1. Proposed Locations of Bins in Tawa

Author	Paul Andrews, Manager Parks, Sport and Recreation
Authoriser	Anthony Wilson, Chief Asset Officer

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

This report is being presented for information purposes.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi considerations.

### **Financial implications**

Additional costs as outlined in the report to install and service 2 bins.

### **Policy and legislative implications**

N/A

### **Risks / legal**

N/A

### **Climate Change impact and considerations**

There are no climate change impacts or considerations.

### **Communications Plan**

This may need to be developed should it be required.



**Public Rubbish Bins Tawa**

Property boundaries, 20m Contours, road names, rail line, address & title points sourced from Land Information NZ. Crown Copyright reserved. Property boundaries accuracy: +/-1m in urban areas, +/-30m in rural areas. Census data sourced from Statistics NZ. Postcodes sourced from NZ Post. Assets, contours, water and drainage information shown is approximate and must not be used for detailed engineering design. Other data have been compiled from a variety of sources and its accuracy may vary, but is generally +/- 1m.

MAP PRODUCED BY:  
 Wellington City Council  
 101 Wakefield Street  
 WELLINGTON, NZ

ORIGINAL MAP SIZE: A4  
 AUTHOR: murray2j  
 DATE: 1/09/2014  
 REFERENCE:

0 65 130 260  
 metres  
 scale 1:5,000

**Absolutely POSITIVELY**  
 ME HEKE KI PŌNEKE  
 WELLINGTON CITY COUNCIL Wellington



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## **RESOURCE CONSENT APPLICATIONS AND APPROVALS FOR 31 JULY TO 27 AUGUST 2014**

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### **Purpose**

1. In accordance with an agreement reached with the Tawa Community Board, the purpose of this report is to advise the Board of all resource consents lodged, along with decisions made by Officers acting under Delegated Authority, on Land Use and Subdivision resource consent applications.

### **Recommendation**

Officers recommend that the Tawa Community Board:

1. Receive the information.

### **Background**

2. This report advises the Community Board of resource consents lodged and decisions made during the period 31 July to 27 August 2014.

### **Discussion**

3. For the period from 31 July to 27 August 2014, there were three applications lodged with the Council.

<b><i>Service Request</i></b>	<b><i>Address</i></b>	<b><i>Applicant</i></b>
<b>313681</b>	<b>20 Main Road</b>	<b>Canyonville Holdings Ltd</b>
Subdivision consent for a two lot fee simple subdivision.		
<b>313978</b>	<b>9 Matai Street</b>	<b>Te Huarahi Tamariki Trust</b>
Change in operation of an early childhood education centre.		
<b>314218</b>	<b>163 Bing Lucas Drive</b>	<b>Simon Wellborne</b>
Variation to a consent notice.		

4. For the period from 31 July to 27 August 2014, there were seven applications approved under delegated authority.

<b>Service Request</b>	<b>Address</b>	<b>Applicant</b>
<b>311269</b>	<b>59 Takapu Road</b>	<b>SRP Ltd</b>
Additions and alterations for an existing dwelling.		
<b>311715</b>	<b>83 Woodburn Drive</b>	<b>Cidalia Sayers</b>
Land use consent for construction of a steel portal framed shed on a rural property.		
<b>311371</b>	<b>44 Lincoln Ave</b>	<b>James O'Carroll</b>
Land use consent for retaining works.		
<b>310481</b>	<b>10 Surrey Street</b>	<b>Greater Wellington Council</b>
Right of way over newly created section.		
<b>311620</b>	<b>69B Redwood Avenue</b>	<b>Ministry of Education</b>
Application for waiver to outline plan requirement for placement of two re-locatable classrooms.		
<b>311889</b>	<b>69B Redwood Avenue</b>	<b>Ministry of Education</b>
Application for an outline plan waiver to replace part of a classroom that is a "leaky building".		
<b>310857</b>	<b>121 Bing Lucas Drive</b>	<b>J &amp; M Walsh Partnership</b>
Subdivision and land use consent for two lot fee simple and earthworks.		

## Attachments

Nil

Author	Kiri Whiteman, Executive Support Officer
Authoriser	Anthony Wilson, Chief Asset Officer

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## **2015 SCHEDULE OF ORDINARY MEETINGS FOR TAWA COMMUNITY BOARD**

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### **Purpose**

1. To seek the Tawa Community Board's approval for a schedule of ordinary meetings for the period January to December 2015.

### **Recommendations**

Officers recommend that the Tawa Community Board:

1. Receive the information.
2. Adopt the schedule of meetings for the period January to December 2015.
3. Agree to meet at 7pm in the Boardroom, Tawa Service Centre.

### **Background**

2. Part 7 of the Local Government Official Information and Meetings Act 1987 and Clause 19 Schedule 7 of the Local Government Act 2002 requires a local authority to hold meetings at the times and places that it appoints. If the local authority adopts a schedule of meetings, the schedule may cover any future period that the local authority considers appropriate.
3. Meetings must be conducted in accordance with Part 7 of the Local Government Official Information and Meetings Act 1987.

### **Discussion**

4. The proposed schedule for the Board has been prepared for 2015 (refer to Attachment 1.) The adoption of this schedule will allow for the planning of the Board's work programme and enable elected members to plan its commitments accordingly.

### **Next Actions**

5. Once the Board has adopted its 2015 meeting schedule, the meetings will be publicly notified in accordance with legislation.

### **Attachments**

Attachment 1. 2015 Meeting Schedule for Tawa Community Board

Author	Helga Sheppard, Governance Advisor
Authoriser	Anusha Guler, Manager Democratic Services

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

The Tawa Community Board's decision regarding the frequency of its meetings and the adoption of its meeting cycle is being sought.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi implications.

### **Financial implications**

There are costs associated with advertising the Board meetings.

### **Policy and legislative implications**

Part 7 of the Local Government Official Information and Meetings Act 1987 and Clause 19 Schedule 7 of the Local Government Act 2002 requires a local authority to hold meetings at the times and places that it appoints, and if the local authority adopts a schedule of meetings the schedule may cover any future period that the local authority considers appropriate.

### **Risks / legal**

Meetings must be conducted in accordance with Part 7 of the Local Government Official Information and Meetings Act 1987.

### **Climate Change impact and considerations**

There are no climate change impact considerations.

### **Communications Plan**

Meetings will be advertised in accordance with Part 7 section 46 of the Local Government Official Information and Meetings Act 1987.

2015 MEETING CALENDAR

2015	January	February	March	April	May	June	July	August	September	October	November	December
AT								1				
UN		1		1				2			1	
ION		2		2		1 Queen's Birthday		3			2	
UE		3		3		2 EGA ARS		4 EGA	1		3	1 ARS
VED		4		4	1	3 CSR	1	5 TUD	2		4	2
HU	1 New Year's Day	5 TUD		5	2	4 ENV REGS	2	6 ENV REGS	3	1	5	3 M/OCB
RI	2 Day After	6 Waitangi Day		3 Good Friday	1	5	3	7	4	2	6	4
AT	3	7		4	2	6	4	8	5	3	7	5
UN	4	8		5	3	7	5	9	6	4	8	6
ION	5	9		6 Easter Monday	4	8	6	10	7	5	9	7
UE	6	10 EGA		7	5 LTP Oral Hearings	9 PRC	7	11 ARS w/s	8	6	10	8
VED	7	11 CSR		8 C	6 LTP Oral Hearings	10	8	12 CSR	9 Council W/shop	7	11	9 GFP
HU	8	12 ENV TCB REGS	12 TUD TCB	9 TCB	7 LTP Oral Hearings	11 GFP TCB	9 TCB	13 Council W/shop PRC TCB	10 TUD TCB	8 TUD TCB	12 TCB	10 TCB
RI	9	13		10	8 Reserved LTP Oral Hearings	12	10	14	11	9	13	11
AT	19	14		11	9	13	11	15	12	10	14	12
UN	11	15		12	10	14	12	16	13	11	15	13
ION	12	16		13	11	15	13	17	14	12	16	14
UE	13	17 Council W/Shop		14 Council W/Shop	12 Council W/shop	16 Council W/shop	14	18 ARS	15 EGA	13 EGA	17 Council W/shop	15
VED	14	18		15 ARS	13 C	17	15	19 C	16 CSR	14 CSR	18	16 C
HU	15	19 GFP		16 TUD	14 TCB	18	16	20	17 ENV REGS	15 ENV REGS	19 TUD	17
RI	16	20		17	15	19	17	21	18	16	20	18
AT	17	21		18	16	20	18	22	19	17	21	19
UN	18	22		19	17	21	19	23	20	18	22	20
ION	19 Anniversary Day	23		20	18	22	20	24	21	19	23	21
UE	20	24		21 EGA	19	23	21	25	22	20 Council W/shop	24 EGA	22
VED	21	25 C		22 CSR	20	24 C (Adopt LTP)	22	26 GFP C	23 GFP	21	25 CSR	23
HU	22	26		23	21 TUD	25 TUD	23	27	24	22 GFP	26 ENV REGS	24
RI	23	27		24	22	26	24	28	25	23	27	25 Xmas Day
AT	24	28		25	23	27	25	29	26	24	28	26
UN	25			26	24	28	26	30	27	25	29	27
ION	26			27 ANZAC Day	25	29	27	31	28	26 Labour Day	30	28
UE	27			28	26 GFP LTP Deliberations	30	28		29	27		29
VED	28			29	27 GFP LTP Deliberations		29		30 C	28 C		30
HU	29			30 GFP	28 GFP LTP Deliberations		30			29		31
RI	30				29		31			30		
AT	31				30					31		
UN					31							

KEY

C	Council
GFP	Governance, Finance and Planning Committee
EGA	Economic Growth and Arts Committee
CSR	Community, Sport and Recreation Committee
ENV	Environment Committee
TUD	Transport, Urban Development Committee
REG	Regulatory Processes Committee
PR	Performance Review Committee
ARS	Audit & Risk Subcommittee
DLC	District Licensing Committees
TCB	Tawa Community Board (every second Thursday)
M/OCB	Makara/Ohariu Valley Community Board

BRF	Business/Workshop
FP	
WJC	
ERC	
YC	
PwD	
AG	
STRG	



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## **TAWA COMMUNITY BOARD FORWARD PROGRAMME**

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### **Purpose**

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

### **Recommendation**

Officers recommend that the Tawa Community Board:

1. Receive the information.
2. Amend the draft work programme if necessary.

### **Discussion**

2. Below is the draft work programme for the Board's approval and amendment where necessary:

<b>Thursday 9 October 2014</b>
Standing Items: <ul style="list-style-type: none"><li>• Policing in Tawa</li><li>• Community Speaker</li><li>• Resource Consents</li><li>• Upcoming Areas of Consultation (if any)</li><li>• Reports back from Board Members</li><li>• Forward Programme</li><li>• Tawa Community Board Discretionary Fund Update</li><li>• Proposal for Review of Tawa Community Board Standing Orders</li></ul>
<b>Thursday 13 November 2014</b>
Standing Items: <ul style="list-style-type: none"><li>• Policing in Tawa</li><li>• Community Speaker</li><li>• Resource Consents</li><li>• Upcoming Areas of Consultation (if any)</li><li>• Tawa Community Board Discretionary Fund</li><li>• Reports back from Board Members</li><li>• Forward Programme</li><li>• Update on Wellington Local Government Re-organisation</li></ul> Quarterly Reports (July to September 2014) <ul style="list-style-type: none"><li>• Recreation Wellington</li><li>• Mervyn Kemp Library and Community Centre</li></ul>
<b>Thursday 11 December 2014</b>
Standing Items: <ul style="list-style-type: none"><li>• Policing in Tawa</li><li>• Community Speaker</li><li>• Resource Consents</li><li>• Upcoming Areas of Consultation (if any)</li></ul>

- Tawa Community Board Discretionary Fund
- Reports back from Board Members
- Forward Programme
- Tawa Volunteer Fire Brigade Update

### **Attachments**

Nil

Author	Helga Sheppard, Governance Advisor
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