

**ORDINARY MEETING**

**OF**

**TAWA COMMUNITY BOARD**

**AGENDA**

**Time:** 7.00pm  
**Date:** Thursday, 12 November 2015  
**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 Board members 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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## **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 8 October 2015 will be put to the Tawa Community Board for confirmation.

### **1.4 Public Participation**

A period of at least 10 minutes shall be set aside near the beginning of Tawa Community Board meetings to enable members of the public to make statements about any matter that may be of importance to the residents of Tawa. The total time set aside for public participation may be extended with the majority agreement of the Board. A member of the public wishing to raise a substantive matter should be invited to present it under deputations.

### **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**

Sergeant Jonathan Westrupp will provide the Board with an update.

### **2.2 Spicer Landfill**

Robert Tredger to lead a discussion on the current issues surrounding the Spicer Landfill.

**2.3 Update from Working Party on the Review of the Tawa Community Board Standing Orders**

Jack Marshall will update the Board on the recommendations of the Working Party following its review of the Board's existing Standing Orders.

**2.4 Tawa Primary Schools Citizenship awards**

Councillor Malcolm Sparrow will provide the Board with an update.

**2.5 Tawa Community Board Newsletter**

Councillor Malcolm Sparrow and Richard Herbert will provide the Board with an update.

**2.6 Tawa Community Board Discretionary Fund**

Members will be provided with an update and report on the expenditure of its Discretionary Fund.

**2.7 Members' Reports**

Members will provide an update on what they have been working on since the last Board meeting held on 08 October 2015.

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### 3. Reports

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## CAMP ELSDON ANNUAL REPORT 2014 - 2015

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### Purpose

1. To provide the Tawa Community Board members with an update on the activities of Camp Elsdon for the 2014/2015 financial year. The Tawa Community Board is one of the core members of Camp Elsdon Board and the current triennium 2013 – 2016 appointed former board member David Darroch to be the Board's representative.
2. A copy of the 27<sup>th</sup> Annual Report and Financial Statements is attached (Attachment 1).

### Recommendations

That the Tawa Community Board:

1. Receive the information.
2. Agree to nominate and appoint one member of the Tawa Community Board as a representative on Camp Elsdon Board.

### Summary

3. The total expenditure for Camp Elsdon was \$451,678; however their total income was \$293,850, making a net loss of -\$157,828.
4. Despite the loss, a lot of work has been done to improve the camp's facilities such as purchasing renewable cleaning items to ensure the camp facilities are clean and correctly maintained. Such tasks have allowed the camp to become fully operational.

### Background

5. Camp Elsdon provides low cost accommodation for youth in a bush environment close to the cities of Porirua and Wellington. It is organised through school, churches, sports and community groups. Tawa Community Board is one of the core members of Camp Elsdon and the Council should continue to have representation through the Board. Between 2010 – September 2015 former Board member David Darroch has been the Board's representative. Mr Darroch reported back to the Board on the activities of Camp Elsdon.

### Next Actions

6. With the appointment of a new member to the Camp Elsdon Board, the member will attend monthly meetings and feedback information from the Camp Elsdon Board meetings to the Tawa Community Board.

### Attachments

Attachment 1. Camp Elsdon Annual Report 2014-2015

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Author	Fiona Lewis, Governance Advisor
Authoriser	Crispian Franklin, Governance Team Leader

## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

There was no consultation or engagement required.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi principles to consider.

### **Financial implications**

There are no financial implications.

### **Policy and legislative implications**

There are no policy or legislative implications.

### **Risks / legal**

There are no risk or legal implications.

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

There is no impact on climate change or any other considerations.

### **Communications Plan**

No communication plan is required.





**27TH**

**ANNUAL**

**REPORT**

**2014 - 2015**

A Registered Charitable Entity

**CAMP ELSDON INC**

**Notice is hereby given that the 27th Annual General Meeting of Camp Elsdon Inc will be held in the Manager's House, Camp Elsdon Inc on Thursday 1st October 2015 at 7.30 p.m.**

**Business**

1. Apologies.
2. To receive the minutes of the 2014 Annual General Meeting.
3. Presentation of the Annual Report and the Annual Accounts for year ended 30th June 2015.
4. Election of Board Members for 2015/2016
5. Election of Auditor.
6. Notice of Motion:
  - (a) Annual Financial Membership subscription: \$20  
(Inclusive of GST)  
Date due by: 20 December 2015
7. General Business.

**The regular monthly meeting of Camp Elsdon Inc Board of Management will be held at the conclusion of the AGM.**

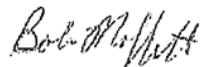
CHAIRMAN'S REPORT 2015

CAMP ELSDON

This has been a difficult year with the loss of both managers. However, with the full support of the Board, the camp has successfully moved forward and is again operating fully. The outstanding work of all members of the Board needs to be recognised with special mention of Ray, David, and Richard. The income of the camp rose over \$18,000 through the months that we usually operate at a loss, and Ray was responsible for cleaning the camp to a pleasing high standard.

There is, however, a major problem which the Board must address. We are down to 7 Board members, all elderly, and a quorum is 6. It would be a sad day if the Trust failed, not through lack of finance but because of too few Board members. So let's all get out there and work towards increasing our membership in as many ways as we can.

Again, many thanks to all Board members.



Bob Moffitt

Chairman

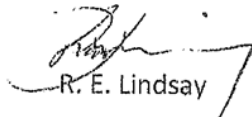
## CAMP ELSDON

### INTERIM MANAGER'S REPORT

The role of Interim Manager offered many new challenges. Despite the variances in coping with these challenges we have been successful in seeing a marked improvement in income for the last three months of this financial year, compared to other years.

Along with improved income we have also seen a marked improvement in the overall presentation of Camp Elsdon and this has been commented on by many campers and visitors. Special thanks must go to staff and other helpers who have assisted management in achieving these improvements especially David and Richard.

We look forward to maintaining and improving the overall operation of Camp Elsdon with new management and procedures.



R. E. Lindsay

**THE SCHEDULE OF CORE MEMBERSHIP YEAR ENDED 30TH JUNE 2015**

1. Porirua City Council (No representative)
2. Whitireia Community Polytechnic
3. Tawa Community Board
4. Board of Administration of the Methodist Church of New Zealand  
(Resigned December 2014) Withdrew membership December 2014.
5. Lions Club of Tawa

**BOARD OF MANAGEMENT**

Chairmen:	Bob Moffitt	Contributing Member
Deputy Chairman:	Tony Tomlin	Whitireia Community Polytechnic
Secretary:	Ray Lindsay	Tawa Lions Club
Honorary Treasurer:	Joy Tau	Contributing Member
	David Darroch	Tawa Community Board
	John Griffin	Contributing Member
	(Resigned March 2015)	
	Keith Knox	Methodist Church of New Zealand
	(Resigned December 2014)	
	Bruce Twidle	Contributing Member
	Richard Compton	Contributing Member

**OTHER OFFICERS**

Manager: Freddy Palu (Resigned 20 February 2015)  
Interim Manager: Ray Lindsay

Assistant Manager: Martin Cleland (Resigned April 2015)

Honorary Auditor: Don MacLean

**FINANCIAL MEMBERS**

Grant Baker  
Don Borrie

**Item 3.1 Attachment 1**



**ANNUAL**  
**ACCOUNTS**  
**2014 - 2015**

A Registered Charitable Entity

**CAMP ELSDON INCORPORATED**

**INCOME & EXPENDITURE STATEMENT YEAR ENDED 30TH JUNE 2015**

<u>2014</u>	<u>Notes</u>	<u>2015</u>
<b><u>INCOME</u></b>		
65,320	Camp Deposits & Hire Fees	74,597
82,682	Casual Hire	84,992
133,169	Campervans & Carasites	129,565
3,614	Bank Interest	4,204
80	Camp Elsdon Membership Fees	40
194	Coca Cola Vending Commission	212
200	Donation 3	100
30	Mattress Hire	10
50	Linen Hire	130
-----		-----
285,339	<b>TOTAL INCOME</b>	293,850
<b><u>EXPENDITURE</u></b>		
25,122	Cleaning	33,553
22,351	Electricity	33,069
8,315	General Administration	65,608
74,076	Salaries & Wages	78,519
23,356	Insurance	23,573
3,680	Land Rent	3,680
9,797	Rates	10,446
36,923	Repairs & Maintenance	38,812
3,216	Phones	3,059
1,589	Postage & Stationery	2,672
6,534	Advertising & Publicity	5,905
565	Bank Charges	608
14,442	G S T Payments	7,490
-	Contract Settlements	60,700
19,156	Improvements	11,404
72,373	Depreciation 4	71,882
104	Loss on Disposal	698
-----		-----
321,599	<b>TOTAL EXPENDITURE</b>	451,678
-----		-----
-\$36,260	<b>EXCESS EXPENDITURE OVER INCOME</b>	-\$157,828
=====		=====



**CAMP ELSDON INCORPORATED**

**BALANCE SHEET AS AT 30TH JUNE 2015**

<u>2014</u>	<u>Notes</u>	<u>2015</u>
<b><u>CURRENT ASSETS</u></b>		
-		Cash Float 100
200		Petty Cash -
112,539	3	Westpac Bank 67,756
94,294	3	Bank of New Zealand 53,833
<u>207,033</u>		<u>121,689</u>
<b><u>FIXED ASSETS</u></b>		
915,990	4	Buildings 851,279
22,403	4	Furniture, Plant & Equipment 24,640
8,829	4	Plus Additions for year 3,987
<u>947,222</u>		<u>879,906</u>
<u>\$1,154,255</u>		<u>\$1,001,595</u>
<b><u>CURRENT LIABILITIES</u></b>		
3,250		Deposit Payments in advance 2,200
16,277		Accounts Payable 22,495
<u>19,527</u>		<u>24,695</u>
<b><u>ACCUMULATED FUNDS</u></b>		
85,245		Opening Balance 48,985
-36,260		Less Deficit for year -157,828
<u>48,985</u>		<u>-108,843</u>
1,085,743	4	Plus increase resulting from Revaluation of Fixed Assets 1,085,743
<u>1,170,988</u>		<u>976,900</u>
<u>\$1,154,255</u>		<u>\$1,001,595</u>

**CAMP ELSDON INCORPORATED**

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH JUNE 2015

**1. STATEMENT OF ACCOUNTING POLICIES**

**Reporting Entity**

Camp Elsdon Inc is a non-profit charitable organisation.  
 Camp Elsdon Inc is a reporting entity for purposes of the Financial Reporting Act 1993.  
 Camp Elsdon is a registered Charitable Entity.

**Measurement Base**

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis are followed by the Camp, with the exception that fixed assets have been revalued at 30th June 1997, 30th June 2006 and again at 30th June 2011.. (see Note 4).

**Specific Accounting Policies**

The following specific accounting policies which materially affect the measurement of financial performance and the financial position have been applied.

\* **FIXED ASSETS**

Buildings were revalued for insurance purposes at 30th June 1997, 30th June 2006 and again at 30th June 2011. The values were determined on the basis of replacement cost less depreciation and GST. Depreciation on buildings and contents has been deducted at the following rates:

Buildings and Improvements	4% C.P. (Value 30/6/11)
Furniture, Plant & Equipment	As per I R D 265

It is noted that most of the Camp's buildings were moved on site and have been substantially improved. They have an estimated life of 25 years.

\* **TAXATION**

The Camp is exempt from Income Tax by Section 61(25) of the Income Tax Act 1976.

\* **GST**

The accounts have been prepared on a GST inclusive basis.

**2. DONATION**

Donations Grant Baker \$100

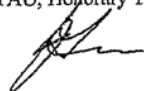
**3. CURRENT BANK ACCOUNTS**

	<u>2014</u>	<u>2015</u>
Bank of New Zealand	94,294	53,833
Westpac	21,757	27,108
Westpac Term Investment No 1 A/c	90,782	40,648
	-----	-----
	<u>\$206,833</u>	<u>\$121,589</u>
	=====	=====

4. **FIXED ASSETS**

	<u>Cost</u>	<u>Revaluation</u>	<u>Total Cost</u>	<u>Book Value 1/7/14 Plus Additions</u>	<u>Depreciation</u>	<u>Book Value 30/6/15</u>
Buildings	422,119	1,195,662	1,617,781	915,990	64,711	851,279
Furniture Plant & Equipment:						
Maytag W/Machine	2,394		2,394	151	33	118
Lazer Boiling Unit	774		774	73	13	60
13 Sets Bunk Beds	6,139		6,139	866	156	710
1 Vacuum Cleaners	587		587	4	2	2
Lazer Boiling Unit	1,238		1,238	160	29	131
Storage Container	2,109		2,109	261	52	209
Stevens Motor Mower	4,850		4,850	119	48	71
Lazer Boiling Unit	765		765	121	22	99
Stoves (7)	4,965		4,965	1,128	180	948
Laser Photocopier	552		552	17	7	10
Laser Auto Boiler	955		955	162	32	130
9 Sets Bunk Beds	2,815		2,815	478	96	382
Maytag W/Machine	2,711		2,711	314	78	236
Simpson W/Machine	645		645	83	21	62
Fridge	2,588		2,588	727	116	611
Stove	749		749	236	38	198
Heat Pumps (3)	9,969		9,969	2,091	418	1,673
Computer - Dell	1,401		1,401	65	26	39
Maytag W/Machine	2,490		2,490	443	111	332
Maytag Dryer	2,156		2,156	383	96	287
Fridge	1,688		1,688	593	95	498
Vacuum Cleaner	551		551	64	19	45
Defibrillator	2,981		2,981	501	150	351
Gas BBQ	13,358		13,358	4,377	875	3,502
Vacuum Cleaner	562		562	95	28	67
Trailer & Crate	3,018		3,018	1,730	225	1,505
Wall Heater	656		656	269	54	215
Water Blaster & Hose	589		589	74	37	37
Fridge S/S Bosch	1,300		1,300	917	147	770
Panasonic Phone System	2,840		2,840	1,555	404	1,151
Husqvarna Mower	899		899	323	129	194
Masport Pres Mower	650		650	234	94	140
Rinnai Gas Infinities (2)	4,830		4,830	3,091	618	2,473
Walker ride-on-mower	6,000		6,000	5,220	679	4,541
Samsung Galaxy Mobile	999		999	739	192	547
Garland Static Gas Oven	3,587		3,587	2,870	574	2,296
Additions:						
Double Bed/Base/Cover	878		878	878	176	702
Stove Colombo	899		899	899	144	755
Husqvarna Brushcutter	599		599	599	240	359
Office Digital Safe	590		590	590	118	472
Sauber Steam Cleaner	1,649		1,649	1,649	495	1,154
Mitsubishi Freezer	649		649	649	104	545
	<b>\$522,743</b>	<b>\$1,195,662</b>	<b>\$1,718,405</b>	<b>\$951,788</b>	<b>\$71,882</b>	<b>\$879,906</b>

J H TAU, Honorary Treasurer



To Members of the Board of Camp Elsdon Inc.

**Report on the Financial Statements**

I have audited the financial statements of Camp Elsdon Inc. on pages one to four, which comprise the balance sheet as at June 30, 2015, and the income statement for the year then ended, and a summary of significant accounting policies and other explanatory information.

*Board Responsibility for the Financial Statements*

The Board are responsible for the preparation and fair presentation of these financial statements in accordance with generally accepted accounting practice in New Zealand and for such internal control as the Board determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

*Auditor's Responsibility*

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with International Standards on Auditing (New Zealand). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. ISA (NZ) 700 An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the overall presentation of the financial statements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion. Other than in my capacity as auditor I have no relationship with, or interests in, Camp Elsdon Inc.

*Qualified Opinion*

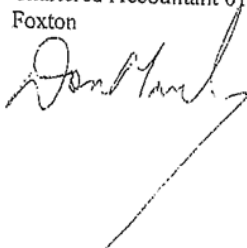
In my opinion, in common with other organizations of a similar nature, control over the income from donations and fundraising prior to its being recorded is limited and there are no practical audit procedures to determine the effect of this limited control. My work has been confined to testing receipts once recorded.

I have obtained all the information and explanations I have required.

In my opinion, except for adjustments that might have been found to be necessary had I been able to obtain evidence concerning income from donations, camp deposits, and hire fees, the financial statements on pages one to four present fairly the financial position of Camp Elsdon Inc. as at June 30, 2015, and (of) its financial performance for the year then ended in accordance with generally accepted accounting practice in New Zealand.

My audit was completed on 18 August, 2015 and my qualified opinion is expressed that date.

Don Maclean BCA, MBA, CA (Retired)  
Chartered Accountant 015607  
Foxton



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## TAWA TOWN CENTRE PLAN - CONSULTATION

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### Purpose

1. The purpose of this report is to update the Board on the content of the community consultation on possible town centre improvements.

### Summary

2. Consultation on possible town centre improvements will take place from 17<sup>th</sup> to 19<sup>th</sup> November, alongside the Housing Choice consultation. A public meeting will be held on 1<sup>st</sup> December to explain and debate the possible improvements.
3. The improvements respond to the issues identified by the community and local businesses in earlier consultation events, namely the weak economic performance of the town centre, its poor image and the impact of high levels of through traffic along the shopping street.
4. The improvements proposed aim to deliver three outcomes:
  - strengthening Tawa's identity or 'sense of place';
  - improving Tawa's public spaces; and
  - traffic-calming measures.
5. During the consultation, Tawa residents and businesses will be asked which improvements they believe would be most beneficial in addressing the problems of the town centre and which ones they would like to see prioritised for implementation.
6. Following this consultation, a draft Town Centre Plan will be developed and further community feedback sought in early 2016.
7. The 2015-25 Long-term Plan allocates a budget of \$1,000,000 in year 2018/19 for the implementation of works identified in the Town Centre Plan.

### Recommendation

That the Tawa Community Board:

1. Receive the information.

### Background

8. The preparation of a Town Centre Plan for Tawa started in March 2015 with a series of community consultation events. This was followed by targeted consultation with the town centre business and property owners in July.
9. The key issues that came out of the consultation are:
  - **Poor economic performance:** The number of vacant shops is a concern. Retaining the existing shops and attracting new ones is considered a priority.
  - **Image of the centre:** The town centre is considered dull and lacking in character. The community would like to see improvements, including more seating, planting, colour and artworks and better quality shopfronts and shop signs.
  - **Traffic-dominated environment:** The high level of traffic and vehicle speed conflict with the desire to make the town centre more attractive to shoppers and visitors.

10. To address these issues, officers developed a series of potential town centre improvements. These fall under three types of outcomes:
  - Strengthening Tawa's identity
  - Improving Tawa's public spaces
  - Traffic calming
11. **Strengthening Tawa's identity or 'sense of place'**: A number of measures are aimed at better defining the town centre, distinguishing it from its larger neighbours, and making it more attractive, more memorable, and more likely to attract businesses and visitors. These measures include:
  - Creating highly visible **gateway** features at either end of the town centre, ie at the junctions of Main Road with Cambridge and Surrey streets. This could involve new artworks, planting or signage in these locations.
  - **Lighting** of landmarks such as buildings or trees (eg the Norfolk pine by the library or the group of pohutukawas by the Anglican and Catholic churches).
  - Adding **colour** through planting, flags or other devices.
  - Supporting shop owners to tidy up their **shopfront, verandah and signs**, and possibly adopting a common colour palette and style to create a more uniform character.
12. **Improving Tawa's public spaces**: These measures are aimed at making the town centre more usable and easier to move around so residents and visitors want to spend more time here. These measures include:
  - Upgrading the **space in front of the "Plan.b"** building (210-212 Main Road) to create a sunny extension to the Tawa Plaza. This would involve a reconfiguration of this area with new paving, seating, lighting and planting to create an attractive space which is partly sheltered from the wind with maximum sun exposure. This initiative could include the closure of the lane next to The Pink Pineapple.
  - **Raising the pedestrian crossing** between the Plan.b building and the TAB. This would help better connect both sides of Main Road for pedestrians, signal the 'heart' of the town centre to motorists and help slow the traffic down.
  - **Reconfiguring the entrance into Essex Street** to improve pedestrian amenity and safety. This could involve moving the kerbs out to reduce the crossing distance for pedestrians and creating space for tree planting.
13. **Traffic calming**: These measures aim to maintain good levels of accessibility while reducing the impact of the through-traffic (ie traffic passing through but not stopping in the shopping area) on the town centre. These measures include:
  - Creating a **new roundabout** at the junction of Main Road and Surrey Street. This would help slow the traffic down at the northern entrance into the town centre while making it safer for the Surrey Street traffic to turn north onto Main Road.
  - Creating **formal pedestrian crossings** between Harcourts and the Samoan Assembly of God, and between the library and the Catholic Church. This would make pedestrian movements safer and help keep vehicle speeds down.
  - Raising and planting part of the **central median** to remind motorists to drive carefully through the busiest part of the town centre, and help create an attractive environment.
  - **Closing the lane next to the Pink Pineapple**. This would help re-direct some traffic away from Main Road towards Cambridge and Surrey streets, and remove vehicles from the pedestrian hub around the plaza. It would also help create a more attractive space in front of the Plan.b building.

### **Consultation**

14. We will consult the Tawa community on these ideas next week. A letter inviting people to attend the consultation will be sent out on 12<sup>th</sup> November together with social media advertising.
15. Officers will be in attendance at the Community Centre on 17, 18 and 19<sup>th</sup> November to explain the possible improvements and gather feedback. A public meeting will be held on 1<sup>st</sup> December (7 to 9pm). A 'freepost' feedback form will be available at these events and online.
16. During the consultation, the Tawa residents and businesses will be asked which improvements they believe would be most beneficial in addressing the problems of the town centre and which ones they would like to see prioritised for implementation.
17. Following the consultation, a selection of improvements will be developed further and included in the draft Tawa Town Centre Plan. The draft Plan will be subject to community consultation early in the new year.
18. The 2015-25 Long-term Plan allocates a budget of \$1,000,000 in year 2018/19 for the implementation of works identified in the Town Centre Plan. Detailed design and tendering for these works will start in early 2018.

### **Next Actions**

19. We will summarise the consultation feedback and report back to the Committee after the community consultation.

### **Attachments**

Attachment 1. Tawa Town Centre Plan: Possible improvements

Page 25

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

## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

Officers will consult the community on the improvement options in November, alongside the consultation on Housing Choice. There will also be further consultation early 2016.

### **Treaty of Waitangi considerations**

No known issues at this stage.

### **Financial implications**

Project budgeted for in the 2015-25 Long-term Plan.

### **Policy and legislative implications**

No known issues at this stage.

### **Risks / legal**

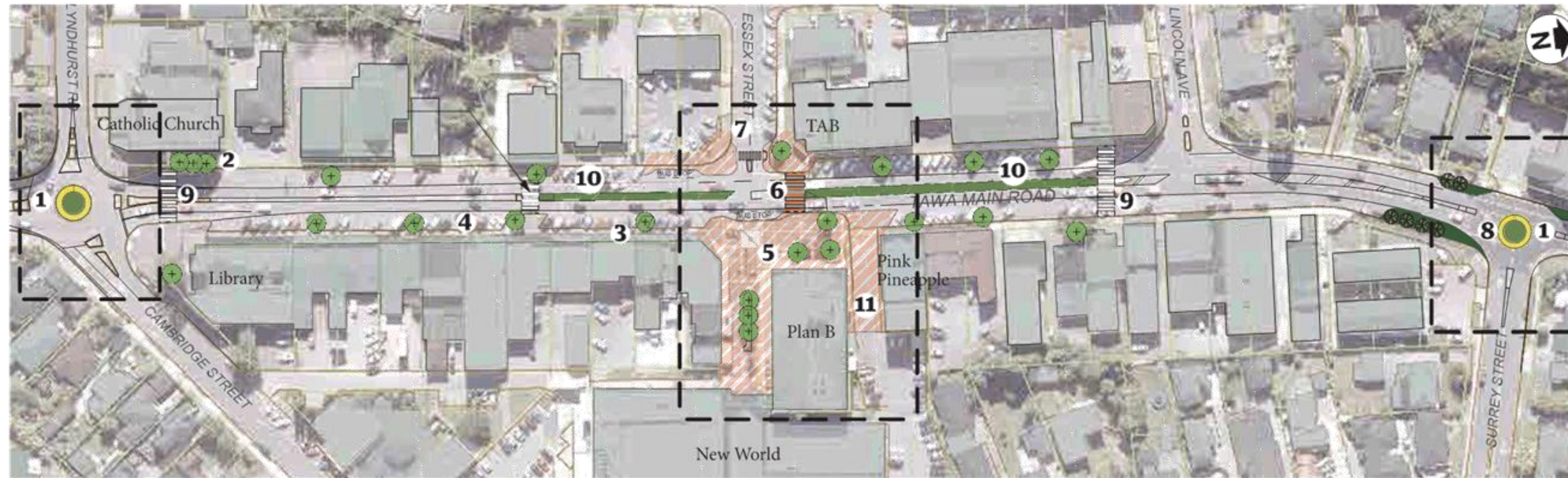
No known issues at this stage.

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

No known issues at this stage.



# Possible improvements



## Strengthening identity

1. Create gateway features
2. Lighting of landmarks such as trees or buildings
3. Adding colour throughout the centre
4. Improve shopfronts, verandahs and signage

## Improving public spaces

5. Upgrading the space in front of the 'Plan B' building
6. Raising pedestrian crossing
7. Reconfigure the Essex Street access

## Traffic Calming

8. Create a new roundabout
9. Create formal pedestrian crossings
10. Raise and plant central median
11. Close the lane next to the Pink Pineapple

TAWA



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## **PORIRUA OUTDOOR RECREATION PARK DEVELOPMENT PLAN - BRIEFING ON PUBLIC FEEDBACK**

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### **Purpose**

1. To brief the Tawa Community Board on the feedback received on the Porirua Outdoor Recreation Park Development Plan.

### **Recommendations**

That the Tawa Community Board:

1. Receive the information tabled at the meeting.

### **Background**

2. The outdoor recreation park includes five adjoining reserve areas totalling around 550 hectares located between Titahi Bay in the north and Ohariu Valley in the south (Attachment 1). It comprises:
  - Spicer Botanical Park, Te Rahui o Rangituhi (formerly known as Colonial Knob Parklands), and Porirua Scenic Reserve managed by Porirua City Council (PCC)
  - Spicer Forest managed by PCC and Wellington City Council (WCC)
  - Colonial Knob managed by the Department of Conservation (DoC).
3. The Development Plan prepared jointly by WCC and PCC will guide the future management and development of these reserve areas covering the western hills behind Tawa and Porirua City over the next 10 years. The Plan looks at track and entrance development, current and future recreation activities, landscape management and ways to reduce user conflict.
4. The Plan provides guidance for each agency when implementing existing policy and setting future budgets and work programmes.

### **Discussion**

5. Consultation took place between 21 September and 21 October 2015.
6. 352 submissions were received from a wide range of individuals and organisations.
7. Officers will give an initial analysis of the feedback received.

### **Attachments**

Attachment 1. Location of Park

Page 29

Author	Michael Oates, Open Space and Recreation Planning Manager
Authoriser	Greg Orchard, Chief Operating Officer

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

A consultation plan has been prepared.

### **Treaty of Waitangi considerations**

Consultation will take place with mana whenua.

### **Financial implications**

None at this stage.

### **Policy and legislative implications**

Consistent with policy in the Outer Green Belt Management Plan.

### **Risks / legal**

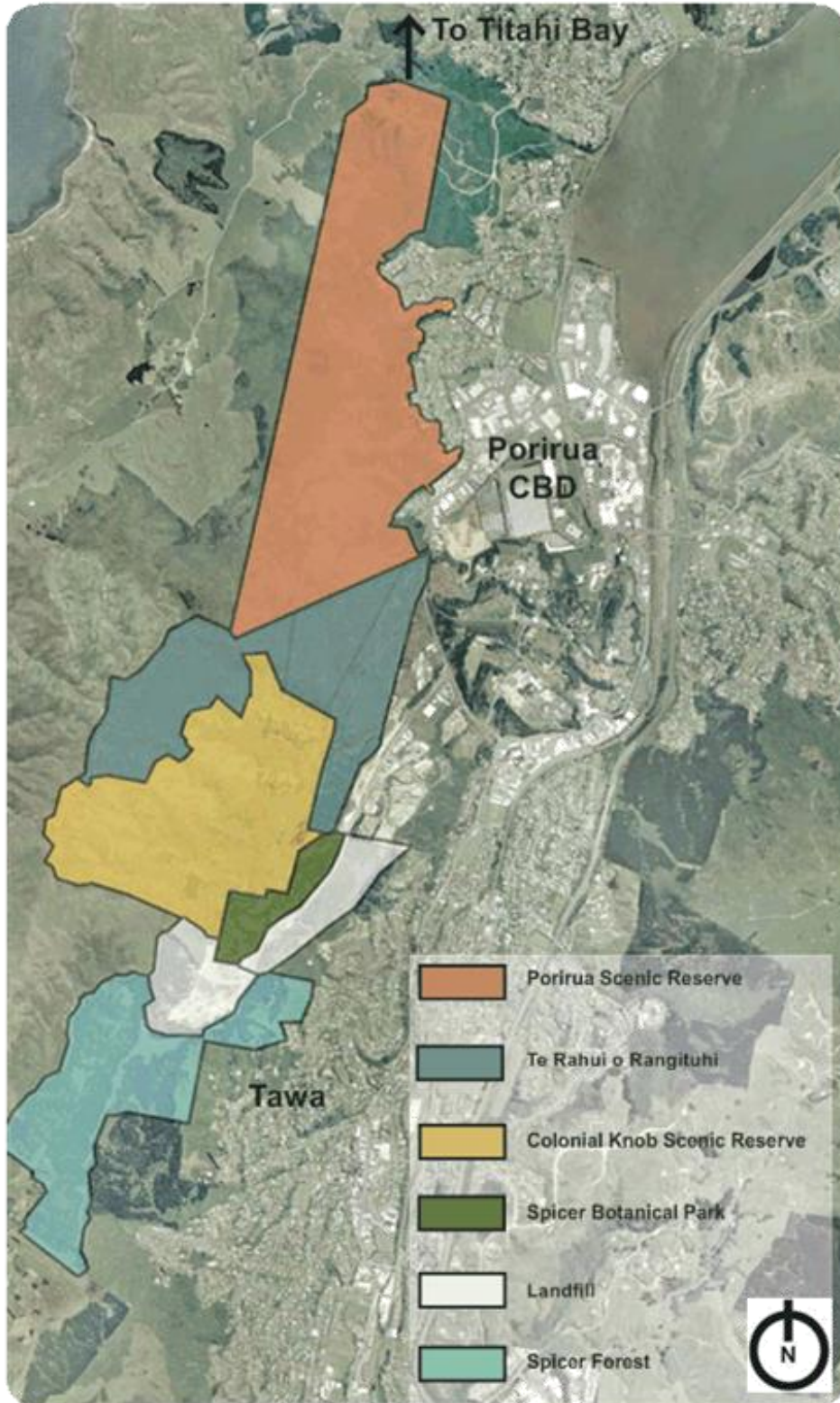
None.

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

None.

### **Communications Plan**

Has been prepared.





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## **TAWA BOROUGH SCHOLARSHIP FUND AWARD TRUST**

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### **Purpose**

1. To provide the Tawa Community Board members with the 2015 report of the trustees of the Tawa Borough Scholarship Award Trust.

### **Recommendations**

That the Tawa Community Board:

1. Receive the information.
2. Note the report of the trustees of the Tawa Borough Scholarship Award Trust.

### **Background**

2. The Tawa Borough Scholarship Award Trust was established in 1989 prior to the amalgamation of Tawa Borough Council with Wellington City Council.
3. This fund is administered by three trustees, all of whom are members of the Tawa Community Board.
4. The purpose of the Tawa Borough Scholarship Award Trust is to recognise a student (or students) who has excelled in sporting, academic or cultural fields, as well as in service to the Tawa College and/or the Tawa community.
5. The recipient of the award is nominated and recommended to the trustees by Tawa College.

### **Discussion**

6. On 29 October 2015, the three trustees meet and considered the nominee and agreed to approve a payment of \$400 from the fund to the recipient, Joshua Nightingale.

### **Attachments**

Attachment 1. 2015 Report of the trustees of the Tawa Borough Scholarship Award Trust Page 33

Author	Helga Sheppard, Governance Advisor
Authoriser	Crispian Franklin, Governance Team Leader

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

There is no requirement for consultation.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi considerations.

### **Financial implications**

The recipient is awarded from existing funds. There are no financial implications.

### **Policy and legislative implications**

There are no policy or legislative implications.

### **Risks / legal**

There are no legal or risk implications.

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

There are no climate change impacts or considerations.

### **Communications Plan**

N/A.



### **Tawa Borough Scholarship Trust Report 2015.**

Robert Tredger (Chair), Malcolm Sparrow, and Jack Marshall are the Tawa Community Board representatives appointed to the Tawa Borough Scholarship Trust for this triennium. They are also the signatories to the Tawa Borough Scholarship Trust account now held by Westpac Bank, Johnsonville (following the closure of the Tawa Branch).

The purpose of the Award, established in 1989 upon the demise of the Tawa Borough Council, is to acknowledge and provide a grant, in co-operation with the Tawa College, to 'a student (or students) who has (have) demonstrated all-around ability, with excellence firstly in sporting or cultural fields, and who in addition has (have) given worthwhile service to the College and/or Tawa Community'. This award is presented, by the Chair of the Tawa Community Board or his nominee, at the year-end Tawa College Academic Prize giving.

The student is recommended by the Tawa College, and was approved by the Trustees. On Thursday 29<sup>th</sup> October 2015, the Trustees considered the College's nomination for 2015, and approved a \$400 award amount.

Robert Tredger, presented the Award on Monday 3 November at the Tawa College Prize giving. Board members Justin Lester and Malcolm Sparrow were also present.

The following was advised to those present.

#### **THE TAWA BOROUGH SCHOLARSHIP and THE MURRAY TROPHY**

##### **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**

**Joshua Nightingale has been a high achieving academic student throughout his time at Tawa College. Gaining academic Excellence awards in Years 11 and 12, with no Not Achieved grades over the past three years. He is now well on the way to gaining fifty Excellence credits in 2015 .**

**Joshua has been involved in Stage Challenge for the past five years and this year directed 'Lest Tawa Forgets'. He worked with outside agencies, involved the community and showed organizational skills beyond his years.**

Alongside multiple Stage Challenge awards for community involvement and leadership, Joshua was awarded the prestigious Ministry of Youth Development National Award of Excellence for Student Leadership.

Joshua has contributed as a dancer to Musical Productions and the Tawa Music Festival. He has taken lead roles within the dance troupe, helped with choreography and led rehearsals. Joshua is an active participant in choral groups within the school. He has, over the years, been involved in Dawn Chorus and Acafellas: representing the school at the Barbershop Nationals

As Head Boy, Joshua has been involved in a wide range of school activities. An example of this is his leadership in Survivor. His manner and style of leadership allowed for a diverse range of people and ideas to be included in this event. Joshua was also able, as one junior said - to take the time to get to know everyone

**The 2015 recipient of THE TAWA BOROUGH SCHOLARSHIP and THE MURRAY TROPHY**

**Joshua Nightingale**

Robert Tredger, Malcolm Sparrow, Jack Marshall.

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## **RESOURCE CONSENT APPLICATIONS AND APPROVALS FOR 25 SEPTEMBER TO 29 OCTOBER 2015**

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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**

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 25 September to 29 October 2015.

### **Discussion**

3. For the period from 25 September to 29 October 2015, there were two applications lodged with the Council.

<b><i>Service Request</i></b>	<b><i>Address</i></b>	<b><i>Applicant</i></b>
<b>341446</b>	<b>41 Collins Avenue</b>	<b>Nikau Family Trust</b>
Subdivision consent for a two lot fee simple subdivision.		
<b>343491</b>	<b>318A Main Road</b>	<b>Carlo &amp; Rhodora Jaminola</b>
Land use consent for a new dwelling in the Tawa flood zone.		

4. For the period from 25 September to 29 October 2015, there were five applications approved under delegated authority.

<b><i>Service Request</i></b>	<b><i>Address</i></b>	<b><i>Applicant</i></b>
<b>339124</b>	<b>384 Takapu Road</b>	<b>Transpower Ltd</b>
Land use consent for remediation of soil contamination.		
<b>339624</b>	<b>4 South Street</b>	<b>Terrance &amp; Margaret Alve</b>

Land use and subdivision consents for two lot fee simple with new dwelling.		
<b>341024</b>	<b>17 Ranui Terrace</b>	<b>Ian Chester</b>
Subdivision consent for a two lot fee simple.		
<b>339232</b>	<b>53 Fyvie Avenue</b>	<b>Sairam Corporation Ltd</b>
Change of conditions to SR290169, fee simple subdivision with demolition of the existing garage and new dwelling.		
<b>340799</b>	<b>57 Kilkelly Close</b>	<b>Primesite Homes</b>
Change of condition to SR328263 relating to revised earthworks plan and land use consent for new two-storey dwelling.		

**Attachments**

Nil

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

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## **RATIFICATION OF SUBMISSION ON THE PORIRUA OUTDOOR RECREATION PARK DRAFT DEVELOPMENT PLAN**

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### **Purpose**

1. To seek the Tawa Community Board's retrospective approval of its submissions made on the Porirua Outdoor Recreation Park Draft Development Plan.

### **Recommendation**

That the Tawa Community Board:

1. Receive the information.
2. Retrospectively approve the submission made on the Porirua Outdoor Recreation Park Draft Development Plan.

### **Background**

2. Submissions to the Porirua City Council's Porirua Outdoor Recreation Park Draft Development Plan closed on 21 October 2015.
3. The Board, at its meeting held on 10 September 2015, agreed to consider making a submission.

### **Discussion**

4. It was noted at the meeting of the Tawa Community Board held on 10 September 2015, that should the Board wish to make a submission on this item, the submission would need to be retrospectively ratified by the Board.

### **Attachments**

Attachment 1. Tawa Community Board submission on the Porirua Outdoor Recreation Park Development Plan Page 39

Author	Helga Sheppard, Governance Advisor
Authoriser	Crispian Franklin, Governance Team Leader

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

The views expressed in this submission are that of the Tawa Community Board.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi implications.

### **Financial implications**

There are no financial implications arising from this submission.

### **Policy and legislative implications**

There are no policy or legislative implications.

### **Risks / legal**

There are no risks or legal implications arising from this submission.

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

There are no climate change impacts.

### **Communications Plan**

N/A.

**Tawa Community Board Submission**  
**Porirua Outdoor Recreation Park – Draft Development Plan**

**INTRODUCTION**

The Tawa Community Board is a Community Board under the Local Government Act and Wellington City Council with elected members representing the northern suburbs of Wellington City comprising Tawa, Takapu Valley and Grenada North.

We welcome the opportunity to provide a submission on the draft development plan for this large and significant grouping of reserves and retired farmland west of Porirua and Tawa being jointly consulted by Porirua City Council and Wellington City Council.

Our submission focuses on a subset of issues that are of prime interest to the residents of Tawa.

**Tawa Background:**

Tawa residents exhibit a strong sense of community, shown by the many community based organisations and recreation activities. This strong sense of community and neighbourhood engagement is also shown through Tawa having the No. 1 ranking spot in NZ for community membership of the neighbourly.co.nz community engagement web site.

Tawa is part of the Porirua basin catchment area for the Porirua Harbour which also forms a natural area for catchment based environmental matters, and this area has historically also shared water treatment and waste infrastructure facilities with Tawa.

Tawa residents highly value the natural landscape outlook afforded by the current green space of the western hill ridgeline and their foothills and which leads through Spicer Forest and onwards to the Colonial Knob horizon beyond.

**COMMENT ON SPECIFIC ASPECTS OF THE PLAN**

**Section 1 Introduction.**

We wish to congratulate PCC, WCC and DOC for enabling the bringing together such a large area of adjoining parcels of land under public ownership and common management to achieve the valuable protection of the landscape and indigenous ecological values, as well as for the recreation and enjoyment for future generations of both local residents and visitors.

We wish to thank PCC for their insight for enabling inclusion of the privately owned section of Colonial Knob through its purchase of these areas to enable a more significant area to be combined for recreational access.

We wish to encourage WCC to consider similarly supporting the continuation of this western hills green landscape corridor and to enhance its protection southwards from Spicer Forest to link up with the other publicly owned holdings of the Airstrip Block and Redwood Bush and the Arohata Block, all as part of the WCC Outer Green Belt – especially the steep erosion-prone regenerating bush areas above the western slopes of Tawa.

In common with Tawa, the entire park area falls within the Porirua Harbour catchment area, and thus is also part of the Porirua Harbour Restoration Strategy and Action Plan. But there appears to be no acknowledgement of this within the Plan. Under the Porirua Harbour Restoration Plan all

practicable steps should be taken to support that plan by limiting erosion of sediment from the park through its waterways.

#### **Section 3.2 Activity Area 2: Spicer Forest.**

Spicer Forest is the section of the Park that bounds on the Tawa boundary and is highly visible from Tawa. It contributes to the green landscape values that Tawa residents enjoy across the western hills border of Tawa.

Here we wish to ensure that there is a continuation of the pest animal control programme established by GW and that this is supplemented also by a pest plant surveillance programme to ensure that invasive pests do not get a foothold as a consequence of the widespread light wells developed owing to windfall pine trees, or introduced through other human activities within the Park.

During the meridian road construction period and subsequent storms a significant number of pine trees have been removed. This has had the effect of allowing Tawa to become more exposed to the effects of the Broken Hill Landfill area through airborne smells and rubbish; e.g. plastic bags, that are conveyed by the prevailing winds towards Tawa. As part mitigation we request continued reforestation of the areas around the edge of the landfill zone.

#### **Section 3.4 Activity Area 4: Colonial Knob and Porirua Scenic Reserves.**

This area is recognised as containing the most significant area of indigenous lowland forest in the Porirua basin and indeed in the west coast portion of the Wellington Region.

The plan provides recognition of these scenic reserves for their high ecological values and regionally threatened ecosystems, but it is less certain that the plan will provide the reserves with sufficient protection to ensure their preservation for future generations if the proposed increased use and activities including the construction of additional walking and mountain bikes through the reserve proceeds.

The values of Porirua Scenic Reserve are well documented in the draft KNE plan and by Porirua City Council management plan. At around 150 hectares, it is the largest remaining coastal forest in the Porirua region. It contains many threatened species of indigenous flora and fauna.

These bush reserves are an important native bird breeding area and ecological stepping stone for native birds to spread from the offshore island breeding areas of Mana and Kapiti islands to the mainland, and through these Scenic Reserves onwards to other bush reserve area in Tawa and Belmont Regional Park. This is thanks to the years of investment thus far in pest control being undertaken in these reserves and their adjoining buffer zone.

The presence of kakariki is mentioned in the draft Plan, but both the yellow-crowned kakariki and the more threatened red-crowned kakariki are present, as well as other endangered native birds e.g.; stitch bird, whitehead, bell bird and kereru. These bird species are already spreading from these reserves to Tawa where bell bird and kakariki has become evident in recent years, and kereru has been present for longer.

The bush reserves are an important seed-dispersal source for other areas of regenerating bush around the Porirua basin catchment. A locally known example of this is the dispersal of nikau palm from the population of nikau within Porirua Scenic Reserve gullies. In the bush reserves of Tawa, in



Redwood Bush and Larsen Crescent Reserve, there are now numerous nikau seedlings appearing thanks to kererū which regularly visit the Tawa area from their roosts in Colonial Knob Scenic Reserve and Porirua Scenic Reserve. Tawa and kohekohe trees are similarly dispersed.

### **Section 3.7 Recreational Connections – Southern Connections**

Currently the only publically available access from Tawa to Spicer Forest is via Chastudon Place. In the past we have received submissions from local residents that the access from Katarina Grove also be developed as a formal access point to Spicer Forest and would link up with the Broken Hill Link trail.

There are some other informal access routes available from Tawa to Spicer Forest from Redwood Bush via Brasenose Place and from Kiwi Crescent via Forest of Tane block, but these currently involve traversing sections of privately owned land. It is requested that WCC look to formalise these routes either via easement or purchase. The connection of this Park with the rest of the Wellington Outer Greenbelt Area and Skyline pathway should also be given a priority. The Skyline and Kiwi Crescent routes would ideally suit mixed walking/cycling usage, but the Redwood Bush access better suites walking access only.

#### **Tawa Community Board**

Robert Tredger (Chair)  
Margaret Lucas  
Graeme Hansen  
Richard Herbert  
Jack Marshall  
Alistair Sutton

For contact purposes please contact

Richard Tredger (chair)  
Tawa Community Board  
Phone: 021 181 4499  
Email: [tredger@slingshot.co.nz](mailto:tredger@slingshot.co.nz)  
Address: 20 Greyfrairs Crescent, Tawa, Wellington 5028



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## **CURRENT AND UPCOMING COUNCIL CONSULTATIONS ITEMS**

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### **Purpose**

1. To provide the Tawa Community Board with an update on the current items Council is seeking public feedback on and to advise the Board on upcoming items for consultations.

### **Recommendation**

That the Tawa Community Board:

1. Receive the information

### **Discussion**

2. The Council will be or is currently seeking feedback on the following items:
  - Newlands housing choice and supply (submissions close 54.00pm, 27 November 2015.)
  - Khandallah housing choice and town centre plan (submissions close 4.00pm, 27 November 2015.)
  - Island Bay – housing choice and town centre plan (submissions close 4.00pm, 27 November 2015.)
3. Wellington City Council would like your views on allowing medium-density housing to be developed in Newlands, Khandallah and Island Bay. In addition, the public's views are being sought on improving the town centre and will look at development opportunities for Khandallah and Island Bay.
4. All relevant information and supporting information is available on Council's website: <http://wellington.govt.nz/have-your-say/consultations>

### **Options**

5. Should the Board wish to make a submission on any of these items; the submission will need to be ratified at the next Board meeting which is scheduled for 10 December 2015.

### **Attachments**

Nil

Author	Helga Sheppard, Governance Advisor
Authoriser	Crispian Franklin, Governance Team Leader

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

All relevant supporting information and documentation relating to these items for consultation are available on Council's website and community input is being sought.

### **Treaty of Waitangi considerations**

Any Treaty of Waitangi considerations will be taken into account.

### **Financial implications**

Any financial implications will be considered.

### **Policy and legislative implications**

Any policy and legislative implications will be considered.

### **Risks / legal**

Any legal implications and risks will be taken into account.

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

Climate change impacts (if any) will be considered.

### **Communications Plan**

Council's website details the next steps for each item that is being consulted on.

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## **FORWARD PROGRAMME**

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### **Purpose**

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

### **Recommendations**

That the Tawa Community Board:

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

### **Discussion**

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

<b>Thursday, 10 December 2015</b>	
<ul style="list-style-type: none"><li>• <b>Standing Items:</b><ul style="list-style-type: none"><li>○ Policing in Tawa</li><li>○ Volunteers Fire Brigade</li><li>○ Community Speaker</li><li>○ Resource Consents</li><li>○ Upcoming Areas of Consultation (if any)</li><li>○ Tawa Community Board Discretionary Fund Update</li><li>○ Reports back from Board Members</li><li>○ Forward Programme</li></ul></li><li>• <b>Agenda Items:</b><ul style="list-style-type: none"><li>○ Update on the 2016-17 Annual Plan process</li><li>○ New Tawa Community Board Standing Orders for adoption</li><li>○ Update from Wellington Water (to be confirmed)</li><li>○ Quarterly reports from Tawa Library and the Tawa Recreation Centre</li></ul></li></ul>	

### **Attachments**

Nil

Author	Helga Sheppard, Governance Advisor
Authoriser	Crispian Franklin, Governance Team Leader

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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

No consultation or engagement is required.

### **Treaty of Waitangi considerations**

There are no Treaty of Waitangi considerations associated with this report.

### **Financial implications**

There are no financial implications associated with this report.

### **Policy and legislative implications**

There are no policy or legislative implications associated with this report.

### **Risks / legal**

There are no risks or legal implications associated with this report.

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

N/A.

### **Communications Plan**

N/A.