

ORDINARY MEETING

OF

TAWA COMMUNITY BOARD

MINUTES

Time: 7.00pm
Date: Thursday, 12 December 2019
Venue: Tawa Community Centre
5 Cambridge Street
Tawa
Wellington

PRESENT

Graeme Hansen
Richard Herbert (Deputy Chair)
Steph Knight
Jackson Lacy
Robyn Parkinson (Chair)
Anna Scott
Malcolm Sparrow

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1 Meeting Conduct

1.1 Karakia

The Chairperson opened the meeting at 7.00pm with the following Karakia:

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

1.2 Apologies

Moved Steph Knight, seconded Anna Scott

Resolved

That the Tawa Community Board:

1. Accept the apologies received from Councillor Jill Day and Graeme Hansen for absence.

Carried

1.3 Conflict of Interest Declarations

No conflicts of interest were declared.

1.4 Confirmation of Minutes

Moved Richard Herbert, seconded Anna Scott

Resolved

That the Tawa Community Board:

1. Approves the minutes of the Tawa Community Board Meeting held on 14 November 2019, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

Carried

1.5 Tawa Community Board Service Award

Tawa Community Board presented the Tawa Service Award to Paul McGoldrick from Tawa College.

1.6 Public Participation

There was no public participation

1.7 Items not on the Agenda

There was no new items on the agenda but the order of items was changed as per

Standing order 3.9.2.

2.a Police Update

2.b Primary School Citizenship awards Update

3.1 Tawa Parks, Sports & Recreation Update

2. Oral Reports

2.1 Police Update

Constable Steed, provided an update to the Board on the activity in the Tawa Community.

Member Graeme Hansen arrived at 7.15pm

2.3 Primary School Citizenship awards Update

Councillor Sparrow provided an update to the Board on the Primary School Citizenship awards ceremony 2019.

The Chair acknowledged the work put into the Service awards and the positive feedback received.

3.1 Tawa - Parks, Sport & Recreation Update

Mathew Bialy, Recreation Facilities Manager spoke to his report, 'Park, Sport and Recreation report' and updated the Board on activities in the Tawa area.

Carried

2.4 Tawa Community Board Updates

Tawa Portfolios:

- **Planning for Growth consultation:** Robyn Parkinson and Richard Herbert
- **Community Development:** Steph Knight and Jackson Lacy
- **Transport:** Graeme Hansen, Richard Herbert, Anna Scott
- **Roading:** Graeme Hansen and Anna Scott
- **Economic Development:** Richard Herbert and Anna Scott
- **Water/Resilience:** Richard Herbert and Anna Scott
- **Public Spaces:** Richard Herbert and Steph Knight
- **Youth Development:** Jackson Lacy
- **Waste Management/Carbon reduction:** Robyn Parkinson

2.1 Oral Reports 12 December 2019

Moved Anna Scott, seconded Jackson Lacy

Resolved

That the Tawa Community Board:

1. Receive the information.
2. Thanks the presenters for their oral reports.

Carried

3. Reports

3.1 Tawa - Parks, Sport & Recreation Update

Moved Anna Scott, seconded Graeme Hansen

Resolved

That the Tawa Community Board:

1. Receive the information.

Carried

3.2 Planning for Growth Update for Tawa Community Board 12 December 2019

Moved Steph Knight, seconded Richard Herbert

Resolved

That the Tawa Community Board:

1. Receive the information.

Carried

3.3 Appointment of Trustees to the Tawa Borough Scholarship Trust

Moved Robyn Parkinson pro-forma, seconded Graeme Hansen

Resolved

That the Tawa Community Board:

1. Receive the information.
2. Note that the Chair of the Tawa Community Board is automatically appointed as a member of the Tawa Borough Scholarship Trust in accordance with its Trust Deed.
3. Agree to nominate and appoint two trustees to the Tawa Borough Scholarship Trust in accordance with its Trust Deed.
4. Agree that the term of the appointment will commence on 01 January 2020 and end on 31 December 2020.

Carried

The Chair called for nominations. The following nominations were received and put to the vote:

Moved Robyn Parkinson, seconded Jackson Lacy

That the Tawa Community Board:

- 3a. Agree to nominate and appoint **Richard Herbert** as a trustee of the Tawa Borough Scholarship Trust in accordance with its Trust Deed.
- 3b. Agree to nominate and appoint **Steph Knight** as a trustee of the Tawa Borough Scholarship Trust in accordance with its Trust Deed.
- 4a. Agree that the term of the appointment will commence on 01 January 2020 and end on 31 December 2022.

Carried

Moved Robyn Parkinson, seconded Graeme Hansen, the following substantive motion:

That the Tawa Community Board:

1. Receive the information.
2. Note that the Chair of the Tawa Community Board is automatically appointed as a member of the Tawa Borough Scholarship Trust in accordance with its Trust Deed.
3. Agree to nominate and appoint **Richard Herbert and Steph Knight** to the Tawa Borough Scholarship Trust in accordance with its Trust Deed.
4. Agree that the term of the appointment will commence on 01 January 2020 and end on 31 December 2022.

Carried

3.4 Establishment of the Tawa Community Board Grants Subcommittee

Moved Anna Scott pro-forma seconded Jackson Lacy

Resolved

That the Tawa Community Board:

1. Receive the information.
2. Agree to re-establish the Tawa Community Board Grants Subcommittee for the 2019-2022 triennium and agree the terms of reference and delegations attached as Attachment 1 to this report.
3. Agree to nominate and appoint a total of five members of the Tawa Community Board to the Tawa Community Board Grants Subcommittee (four Tawa Community Board members and the Chair of the Tawa Community Board who is an ex-officio member) as outlined in the Terms of Reference (Attachment 1.)
4. Agree to nominate and appoint one member of the Tawa Community Board as Chair of the Tawa Community Board Grants Subcommittee.

Carried

The Chair called for nominations. The following nominations were received and put to the vote:

Moved Anna Scott seconded Malcolm Sparrow

That the Tawa Community Board:

- 3a. Agree to nominate and appoint **Richard Herbert, Anna Scott, Graeme Hansen, Jackson Lacy** members of the Tawa Community Board to the Tawa Community Board Grants Subcommittee.
- 4a. Agree to nominate and appoint **Jackson Lacy** of the Tawa Community Board as Chair of the Tawa Grants Subcommittee.
5. Agree to the annual rotation of the Tawa Grants Subcommittee role between members of the Tawa Community Board for the 2019-2022 triennium.

Moved Anna Scott, seconded Jackson Lacy, the following substantive motion:
That the Tawa Community Board:

1. Receive the information.
2. Agree to re-establish the Tawa Community Board Grants Subcommittee for the 2019-2022 triennium and agree the terms of reference and delegations attached as Attachment 1 to this report.
3. Agree to nominate and appoint **Robyn Parkinson, Jackson Lacy, Graeme Hansen, and Anna Scott** as outlined in the Terms of Reference (Attachment 1.)
4. Agree to nominate and appoint **Jackson Lacy** of the Tawa Community Board as Chair of the Tawa Community Board Grants Subcommittee.
5. Agree to the annual rotation of the Tawa Grants Subcommittee role between members of the Tawa Community Board for the 2019-2022 triennium.

Carried

3.5 2020-2022 Schedule of Ordinary Meetings

Moved Steph Knight, seconded Anna Scott

Resolved

That the Tawa Community Board:

1. Receive the information.
2. Adopt the schedule of monthly meetings to be held on the second Thursday of every month for the period February 2020 to September 2022.
3. Agree to meet at 7pm in the Boardroom, Tawa Service Centre or an alternative approved venue should the Boardroom at the Tawa Service Centre not be available.

Carried

Moved Robyn Parkinson, seconded Jackson Lacy, the following amendment by way of substitution:

That the Tawa Community Board:

2. Adopt the schedule of monthly meetings to be held on the second Thursday of every month for the period February to December 2020.

Carried

Moved Steph Knight, seconded Anna Scott, the following substantive motion:

That the Tawa Community Board:

1. Receive the information.
2. Adopt the schedule of monthly meetings to be held on the second Thursday of every month for the period February to December 2020.
3. Agree to meet at 7pm in the Boardroom, Tawa Service Centre or an alternative approved venue should the Boardroom at the Tawa Service Centre not be available.

Carried

3.6 Camp Elsdon Annual Report for 2019 and appointment of the Tawa Community Board representative to Camp Elsdon

Moved Robyn Parkinson, seconded Steph Knight

Resolved

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 the Camp Elsdon Board of Management
3. Agree to nominate and appoint one member of the Tawa Community Board as an alternate representative on the Camp Elsdon Board of Management.

Carried

The Chair called for nominations.

Moved Anna Scott, seconded Malcolm Sparrow

That the Tawa Community Board:

- 2a. Agree to nominate and appoint **Richard Herbert** of the Tawa Community Board as a representative on the Camp Elsdon Board of Management.

A division was called for, voting on which was as follows:

For:

Graeme Hansen
Robyn Parkinson (Chair)
Jack Marshall
Anna Scott
Steph Knight
Councillor Sparrow

Against:

Unanimous:6/0

Carried

Moved Anna Scott, seconded Malcolm Sparrow

That the Tawa Community Board:

- 3a. Agree to nominate and appoint **Graeme Hansen** of the Tawa Community Board as an alternate representative on the Camp Elsdon Board of Management.

A division was called for, voting on which was as follows:

For:

Graeme Hansen
Robyn Parkinson (Chair)
Jack Marshall
Anna Scott
Steph Knight
Councillor Sparrow

Against:

Unanimous:6/0

Carried

Moved Robyn Parkinson, seconded Steph Knight,

Resolved

That the Tawa Community Board:

1. Receive the information.
2. Agree to nominate and appoint **Richard Herbert** of the Tawa Community Board as a representative on the Camp Elsdon Board of Management
3. Agree to nominate and appoint **Graeme Hansen** of the Tawa Community Board as an alternate representative on the Camp Elsdon Board of Management.

Carried

3.7 Resource Consent Applications and Approvals for 28 August 2019 to 27 November 2019

Moved Steph Knight, seconded Anna Scott

Resolved

That the Tawa Community Board:

1. Receives the information.

Carried

3.8 Current and Upcoming Consultations and Engagements

Moved Malcolm Sparrow, seconded Steph Knight

Resolved

That the Tawa Community Board:

1. Receive the information.

Carried

3.9 Tawa Community Board Discretionary fund - Monthly Allocations August - November 2019

Moved Graeme Hansen, seconded Steph Knight

Resolved

That the Tawa Community Board:

1. Receives the information.
2. Note the Discretionary Fund for 2018/2019 financial year is now \$2500.00 for the following projects:

Description	
Piano project – Artist to paint piano – payment in progress	\$1050.00
Photoframes	\$500.00
WREMO Afternoon tea	\$200.00
Tawa Borough Scholarship Trust - payment in progress	\$750.00
Total:	\$2325.51

3. Agrees that any unused portion of the funds from these projects for the 2019-2020 financial year will be re-allocated to the Tawa Borough Scholarship Fund.
4. Approved the following allocation of Discretionary Fund as follows:
 - December Newsletter \$1004.00
 - Kai Kitchen picnic \$250.00

Carried

3.10 Forward Programme

Moved Anna Scott, seconded Steph Knight

Resolved

That the Tawa Community Board:

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

Carried

The meeting concluded at 9.55pm with the following karakia.

Kia whakairia te tapu
Kia wātea ai te ara
Kia turuki whakataha ai
Kia turuki whakataha ai
Haumi e. Hui e. Tāiki e!

Kia whakairia te tapu
Kia wātea ai te ara
Kia turuki whakataha ai
Kia turuki whakataha ai
Haumi e. Hui e. Tāiki e!

Confirmed: _____
Chair