
ORDINARY MEETING
OF
TAWA COMMUNITY BOARD
AGENDA

Time: 7:00pm
Date: Thursday, 10 June 2021
Venue: Tawa Community Centre
5 Cambridge Street
Tawa
Wellington

MEMBERSHIP

Malcolm Alexander
Councillor Day
Graeme Hansen
Richard Herbert
Jackson Lacy (Deputy Chair)
Robyn Parkinson (Chair)
Anna Scott
Councillor Sparrow

Have your say!

You can make a short presentation to the Board members at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 04-803-8334, emailing public.participation@wcc.govt.nz or writing to Democracy Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number, and the issue you would like to talk about. All Council and committee meetings are livestreamed on our YouTube page. This includes any public participation at the meeting.

TABLE OF CONTENTS
10 JUNE 2021

Business	Page No.
1. Meeting Conduct	5
1.1 Karakia	5
1.2 Apologies	5
1.3 Conflict of Interest Declarations	5
1.4 Confirmation of Minutes	5
1.5 Tawa Community Board Service Award	5
1.6 Public Participation	5
1.7 Items not on the Agenda	5
2. Oral Reports	7
2.1 Oral Updates 10 June 2021	7
3. Reports	13
3.1 Resource Consent Applications and Approvals for 29 April 2021 to 2 June 2021	13
3.2 Tawa Community Board Discretionary fund - Monthly Allocations 2020/2021	17
3.3 Current and Upcoming Consultations and Engagements	21
3.4 Forward Programme	25

1. Meeting Conduct

1.1 Karakia

The Chairperson will open the meeting with a karakia.

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

At the appropriate time, the following karakia will be read to close the meeting.

Kia whakairia te tapu	Restrictions are moved aside,
Kia wātea ai te ara	so the pathway is clear to return to
Kia turuki whakataha ai	everyday activities.
Kia turuki whakataha ai	Let us be united.
Haumi e. Hui e. Tāiki e!	

1.2 Apologies

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

1.3 Conflict of Interest Declarations

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

1.4 Confirmation of Minutes

The minutes of the meeting held on 13 May 2021 will be put to the Tawa Community Board for confirmation.

1.5 Tawa Community Board Service Award

A Tawa Community Board Service Award may be presented.

1.6 Public Participation

A maximum of 60 minutes is set aside for public participation at the commencement of any 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.

1.7 Items not on the Agenda

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

ORAL UPDATES 10 JUNE 2021

Purpose

1. Oral updates provide an opportunity for Council officers, external organisations and Tawa Community Board members to share progress on relevant issues.
2. The following oral updates are scheduled to be delivered at this meeting:
 - a. Police Update – Constable Sarah Steed
 - b. Greater Wellington Regional Council – Councillor Roger Blakely, Councillor Chris Kirk-Burnnand, Scott Gallacher (General Manager, Metlink)
 - c. Roading update – Brad Singh (Manager Transport and Infrastructure)
 - d. Arts, Culture and Community Services Update – Danny Webster (Project Coordinator) and Wendy Jacobs (Coach, Libraries and Community Spaces)
 - e. Tawa Community Board members' updates

Recommendations

That the Tawa Community Board:

1. Receive the information.
2. Thank the presenters for their oral updates.

Attachments

- Attachment 1. Arts, Culture & Community Services Update [↓](#) 
- Attachment 2. TCB Members' Updates [↓](#) 

Page 9
Page 10

Author	Hedi Mueller, Democracy Advisor
Authoriser	Jennifer Parker, Democracy Services Manager

SUPPORTING INFORMATION

Engagement and Consultation

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 and legislative implications associated with this report.

Risks / legal

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

Climate Change impact and considerations

Not applicable.

Communications Plan

Not applicable.

Health and Safety Impact considered

Not applicable.

Arts, Culture & Community Services
Linden community development report to Tawa Community Board, 4/6/2021

- In partnership with DIA, we've connected with a range of social service agencies across Wellington and Porirua, and have identified several candidates for piloting service delivery in Linden. Over the next 2-3 months we'll be working through what this could look like, options for funding, and possible delivery locations. Watch this space!
- Upgrades to Wall Park are substantively complete, with revegetation planting set for 14th July.
- Security upgrades for Wāhi Kōrero are complete, with cameras helping to ensure staff safety. Libraries have funding for significant further upgrades ringfenced in LTP, expecting works to be underway post-October.
- Community Services & Libraries are working closely with funded organisations who deliver services in Linden to look at how we can support them to improve outreach, promotion and turnout. Challenges around this have become a bit of a theme, and we've identified this as something we need to get ahead of in our funding processes going forwards.
- We've learned that Citizens Advice Bureau have paused their Linden clinics due to low turnout. We are working with them to understand what's not working and how we can support them to make it work better - our message is we can't keep doing the same thing and expecting a different result, so let's explore alternative approaches.
- Experiencing delays with Linden lighting installation due to supply and delivery issues, there are also likely to be delays in power connections due to contractor labour shortages. Transport & Infrastructure team working through these issues and will keep us updated.
- Spatial Plan work in progress is looking to incorporate changes which will enable higher-density residential development in Linden, aligns well with the vision of community housing providers.
- Community Services are doing a high-level analysis of demographics for Community Centre "catchment areas", including Linden, to better understand relationship between current and potential use. This is helping to inform longer-term work with our centres and coordinators to take a more strategic approach to managing & developing these facilities to build broader and more representative community sense of ownership, rather than current "first-come-first-served" model.
- PSR have launched "Kids Greening Tawa" project – Elspeth and Sue will talk through at next meeting. Is based on Collaborative Community Education Model which aims to upskill both teachers & students to take them on a conservation & biodiversity learning journey through enhancement of the Tawa Basin. Working with seven schools in the area and includes composting, gardening, recycling, restoration planting, pest trapping, freshwater stream health.

Purpose

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

Update to 2 June 2021

Planning

- Member attended presentation by officers summarising developments vis-a-vis Upper Stebbings Valley and Glenside West - no new information not publicly available
- Board submitted on WCC Long-Term Plan including oral submission by Chair and Deputy Chair
- Board submitted on GWRC Long-Term Plan including oral submission by Chair and Deputy Chair

Roading, Transport

- Reported to TG issues with the timing of Collins Ave traffic lights causing lengthy delays at peak time
- Correspondence with resident regarding safety of Redwood railway crossing
- Member liaising with Tawa Community Patrol and other service organisations and Tracksafe in relation to Rail Safety Week campaign.
- Feedback from Tracksafe regarding near miss at Collins Ave with vehicle, indicated support for attending a further meeting regarding the driveway leading out onto Collins Ave beside level crossing.

Youth Development

- Board submitted on WCC Strategy for Children and Young People - submission development included engagement with Tawa-based members of the Wellington City Youth Council
- Short presentations have now been made to the Year 6 students in most of the primary schools in Tawa in regard to the Tawa Primary Schools' Citizenship Awards. The ceremony itself will take place on Thursday 25 November.

Community Development

- Members attended the 6 weekly Tawa liaison meeting and Tawa Residents Association AGM meeting
- Members began work in earnest on community safety hui to be held on Thursday 24 June. It will involve Police, the Tawa Community Patrol, reps from WCC's community safety team, and possibly a school principal and a security gadget expert.
- Tawa Lions Christmas Parade meeting organised and attended.
- Planning is under way for the Tawa Community Civic Awards ceremony on Thursday 23 September. At this stage the publicity is being organised with WCC's Creative and Brand department.

Waste Management / carbon reduction

-

Economic Development

- Board member continued work with officers to progress Plaza electricity project, WCC are organising a quote after meeting officer concerned.
- Members organised and signed card for departing Business Group manager, thanking her for her significant service

Public Spaces

- Correspondence with resident regarding condition of stream viewable from Main Road - referred to officers

Water / Resilience

-

Governance

- Chair attended regular 'triumvirate meeting' with Business Group and Residents' Association heads

Feedback, requests, complaints received:

-

3. Reports

RESOURCE CONSENT APPLICATIONS AND APPROVALS FOR 29 APRIL 2021 TO 2 JUNE 2021

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 29 April 2021 to 2 June 2021.

Discussion

3. For the period from 29 April 2021 to 2 June 2021, there were nine applications received by the Council.

<i>Service Request</i>	<i>Address</i>	<i>Applicant</i>
491906	2 Dragon Street, Grenada North	Foodstuffs North Island Ltd.
Land use and subdivision consent for the removal of an existing building and construction of two new warehouses and a free hold subdivision.		
489864	22 Beauchamp Street, Tawa	Elsie De Vera
Land use consent for a new dwelling with two household units.		
490615	74 Main Road, Tawa	Storage Solutions 202 Ltd
Land use consent for additions and alterations to extend an existing warehouse.		
491513	40A Main Road, Tawa	David Jaquierey
Land use consent for additions and alterations to an existing dwelling.		

491679 & 491680	201 Bing Lucas Drive, Tawa	Nicole & Andrew Garvie
Land use consent for a new dwelling and variation of a consent notice condition for the building to extend beyond the building platform area.		
490561	59 Larsen Crescent, Tawa	The Terraces Trust and the Twickenham Trust
Cancellation of consent notice condition relating to floor level for flood protection and stormwater management being re-imposed through a new subdivision consent.		
492359	69B Redwood Avenue, Tawa	Ministry of Education
Outline plan waiver for a classroom refurbishment.		
489805	25 Raroa Terrace, Tawa	Jennian Homes Wellington Ltd
Boundary activity for a new dwelling.		

4. For the period from 29 April 2021 to 2 June 2021, there were ten applications approved under delegated authority.

<i>Service Request</i>	<i>Address</i>	<i>Applicant</i>
370559	32 The Drive, Tawa	Michael Farrand
Subdivision consent for a two lot fee simple subdivision.		
480457	189 Bing Lucas Drive, Tawa	Aseni Kithulagod
Land use consent for a new dwelling.		
485485	24 Main Road, Tawa	Dominos Pizza
Land use consent for a new container store.		
486262 & 490561	59 Larsen Crescent, Tawa	The Terraces Trust and the Twickenham Trust
Subdivision consent for a four lot subdivision around four existing buildings and cancellation of consent notice condition relating to floor level for flood protection and stormwater management being re-imposed through the new subdivision consent.		
487756	25 Rangatira Road, Tawa	Anshul Kaushal
Land use consent for earthworks.		
488423	130 Main Road, Tawa	Graham Mexted Family trust
Land use consent for additions and alterations to an existing building to create two new		

residential units.		
489864	22 Beauchamp Street, Tawa	Elsie De Vera
Land use consent for a new dwelling with two household units.		
489483	92 Chester Road, Tawa	Steven Mooney
Boundary activity consent for a deck.		
489805	25 Raroa Terrace, Tawa	Jennian Homes Wellington Ltd
Boundary activity for a new dwelling.		

Attachments

Nil

Author	Nicole Tydda, Manager Customer Service and Business Support
Authoriser	Bill Stevens, Resource Consents Team Leader

SUPPORTING INFORMATION

Engagement and Consultation

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 and legislative implications associated with this report.

Risks / legal

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

Climate Change impact and considerations

Not applicable

Communications Plan

Not applicable

Health and Safety Impact considered

TAWA COMMUNITY BOARD DISCRETIONARY FUND - MONTHLY ALLOCATIONS 2020/2021

Purpose

1. To approve by resolution the spending of the Tawa Community Board Discretionary Fund.

Recommendations

That the Tawa Community Board:

1. Receive the information.
2. Agree that resolution of the 13 May 2021 meeting, to provide \$1,600 in printing and delivery costs for the Tawa Community Board newsletter, be revoked.
3. Note that the resolution of the 13 May 2021 meeting, to grant the Tawa Borough Scholarship Trust the remainder of the funds available in this financial year, is still valid.

Background

2. The Tawa Community Board's Discretionary Fund is administered by Wellington City Council and for the 2020/2021 financial year the fund totals \$11,964.72 exclusive of GST.
3. At every Board meeting, the Board decides whether to make any payments from its Discretionary Fund for projects that directly benefit residents or organisations in Tawa. The payments are authorised by passing a resolution stating the amount of the payment/s, what the payment/s is to be used for and who it is they are going to.
4. The Board does not invite applications to the discretionary fund.
5. In February 2020 the Board clarified that they would not consider requests by families or individuals for memorials, including those of former Board members. The discretionary fund is seen as being primarily to meet local community needs.
6. As the fund is discretionary, there is no commitment by the Board to repeat funding to any group in future from this pool, even if regular payments have been made in the past.
7. The Board agreed that it may retrospectively approve funds of up to \$500 for one-off activities to cater for immediate needs via reimbursement. The retrospective vote will take place at the next Board meeting.
8. Accruals are for the cost of work completed at 30 June but not yet paid for. These must be for specific items or organisations.
9. Funds cannot be spent other than for the purpose(s) specified in the Board's resolution.
10. Members, who require reimbursement from the fund for approved expenditure, are to supply receipts and details of the expenditure on the reimbursement form.
11. Reimbursements will be paid on a monthly basis. Details and receipts need to be provided, preferably within two months of expenditure.
12. The Council officer will track Board resolutions which approve expenditure from the fund, and any accountability requested by the Board.

13. Motions requiring direct payment to an organisation or business will be actioned by the officer and in conjunction with the Chair, shall ensure an appropriate level of detail is kept on record.
14. Funds given to groups or organisations will require an appropriate level of accountability, with proof of expenditure and accompanying details of use reported back to the Board within six months.
15. Groups or organisations who have not previously received funds from the Board will be asked to provide evidence of good financial practice, or oversight from another established and trusted organisation.

Discussion

16. The Finance Team, in discussion with Democracy Services, have advised the following:
 - a) Once the General Ledger is closed off for the year ending 30 June 2021 (close-off is 7 July 2021), it is not possible to allocate transactions to the 2020/2021 Discretionary Fund. In real terms, this means that any manual payment forms (reimbursements, donations et cetera) received after 22 June 2021 or invoices received after 24 June 2021 will be paid out of the 2021/2022 Discretionary Fund.
 - b) Unspent Tawa Community Board Discretionary Funds are not able to be carried over to a future financial year.
17. Attached is the annual breakdown of spending for the financial period of 2020/2021.
18. At the 13 May 2021 meeting, the Tawa Community Board agreed the following resolutions:
 - a) Provide for approximately \$1,100 for printing costs, and for \$500 to Tawa Scouts for delivery of a printed Board newsletter to be produced this month.
 - b) Grant to the Tawa Borough Scholarship Trust the remainder of funds available in this financial year, expected to be approximately \$517.74.
19. As the Tawa Community Board newsletter will not be published in June 2021, is it recommended that the resolution specified in 18(a) be revoked.
20. The resolution specified in 18(b) is not made invalid by the revocation of the resolution specified in 18(a).
21. The remaining balance at 4 June 2021 is \$0.00.

Attachments

Attachment 1. [TCBDF Finances](#)  

Page 20

Author	Hedi Mueller, Democracy Advisor
Authoriser	Jennifer Parker, Democracy Services Manager

SUPPORTING INFORMATION

Engagement and Consultation

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 and legislative implications associated with this report.

Risks / legal

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

Climate Change impact and considerations

Not applicable

Communications Plan

Not applicable

Health and Safety Impact considered

Not applicable

CURRENT AND UPCOMING CONSULTATIONS AND ENGAGEMENTS

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 consultations or surveys the Council is undertaking.

Recommendation/s

That the Tawa Community Board:

1. Receive the information.

Discussion

2. The current consultations and engagements are as follows:
 - a. **Thorndon Quay and Hutt Road**
Safe and reliable travel choices, and a more attractive street environment, will help to transform Thorndon Quay and Hutt Road for everyone using this busy gateway to the city.
Consultation closes 8 June 2021. Further information can be found at <https://lgwm.nz/have-your-say-thorndon-quay-and-hutt-road/>.
 - b. **Traffic and Parking Bylaw**
Have your say on the proposed Traffic and Parking Bylaw 2021.
Consultation closes 11 June 2021. Further information can be found at <https://www.letstalk.wellington.govt.nz/proposed-traffic-and-parking-bylaw-2021>.
 - c. **Te Ngākau Civic Precinct**
Share your views on the draft vision and principles which will guide the future development of Te Ngākau Civic Precinct.
Consultation closes 16 June 2021. Further information can be found at <https://www.letstalk.wellington.govt.nz/te-ngakau/>.
3. Further information on the consultations can be found at this link <https://wellington.govt.nz/have-your-say/consultations>.

Options

4. Should the Board wish to participate in the consultations, there is no requirement for the Board to formally ratify this.

Attachments

Nil

Author	Hedi Mueller, Democracy Advisor
Authoriser	Jennifer Parker, Democracy Services Manager

SUPPORTING INFORMATION

Engagement and Consultation

The above engagements and consultations are in line with the Council's Significance and Engagement Policy and Section 83 of the Local Government Act 2002.

Treaty of Waitangi considerations

N/A

Financial implications

N/A

Policy and legislative implications

N/A

Risks / legal

N/A

Climate Change impact and considerations

N/A Communications Plan

N/A

Health and Safety Impact considered

N/A

FORWARD PROGRAMME

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. Approve its current draft work programme subject to any alterations, additions or deletions deemed necessary.

Discussion

Thursday, 12 August 2021
<p>Oral Reports:</p> <ul style="list-style-type: none">○ Fire Update (tbc)○ Waste Minimisation – Darcy Brittliff (tbc)○ Tawa Community Board Members Reports (standing item) <p>Written Reports:</p> <ul style="list-style-type: none">○ Resource Consent Applications and Approvals Report (standing item)○ Upcoming Areas of Consultation, Engagement or Surveys (if any) (standing item)○ Tawa Community Board Discretionary Fund Update (standing item)○ Forward Programme (standing item)

Thursday, 9 September 2021
<p>Oral Reports:</p> <ul style="list-style-type: none">○ Police Update (tbc)○ Tawa Members Update (standing item) <p>Written Reports:</p> <ul style="list-style-type: none">○ Resource Consent Applications and Approvals Report (standing item)○ Upcoming Areas of Consultation, Engagement or Surveys (if any) (standing item)○ Tawa Community Board Discretionary Fund Update (standing item)○ Forward Programme (standing item)

Attachments

Nil

Author	Hedi Mueller, Democracy Advisor
Authoriser	Jennifer Parker, Democracy Services Manager

SUPPORTING INFORMATION

Engagement and Consultation

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 and legislative implications associated with this report.

Risks / legal

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

Climate Change impact and considerations

Not applicable

Communications Plan

Not applicable

Health and Safety Impact considered

Not applicable