

Absolutely Positively
Wellington City Council

Me Heke Ki Pōneke

Ordinary Meeting of Tawa Community Board

Rārangi Take | Agenda

7.00pm Rāhina, 11 Hakihea 2023
7.00pm Monday, 11 December 2023
Tawa Community Centre
5 Cambridge Street
Tawa
Wellington



MEMBERSHIP

Rachel Allan
Tim Davin
Jill Day (Chair)
Jackson Lacy
Liz Langham
Councillor McNulty
Miriam Moore (Deputy Chair)
Councillor Randle

Have your say!

You can make a short presentation to the Councillors, Committee members, Subcommittee members or Community Board members at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 04-499-4444, 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.

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1. Meeting Conduct

1.1 Karakia

The Chairperson will open the hui 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 hui.

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 hui, 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 20 November 2023 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 hui 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 hui setting forth the subject, is required to be lodged with the Chief Executive by 12.00 noon of the working day prior to the hui 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 hui; 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 hui, at a time when it is open to the public, that the item will be discussed at the hui but no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent hui for further discussion; and

3. The Chairperson explains to the hui why the item is not on the agenda and the reason why discussion of the item cannot be delayed.

2. Oral Reports

ORAL UPDATES

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Tawa Community Board provides an opportunity to Council officers, external organisations and Tawa Community Board members to share progress on relevant issues.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
 - People friendly, compact, safe and accessible capital city
 - Innovative, inclusive and creative city
 - Dynamic and sustainable economy
- Strategic alignment with priority objective areas from Long-term Plan 2021–2031**
- Functioning, resilient and reliable three waters infrastructure
 - Affordable, resilient and safe place to live
 - Safe, resilient and reliable core transport infrastructure network
 - Fit-for-purpose community, creative and cultural spaces
 - Accelerating zero-carbon and waste-free transition
 - Strong partnerships with mana whenua

Relevant Previous decisions

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

2. There are no financial considerations associated with this report.

Risk

- Low Medium High Extreme

Author	Tian Daniels, Democracy Advisor
Authoriser	Sean Johnson, Democracy Team Leader

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

1. Receive the information.

Kōrerorero | Discussion

3. The following oral updates are scheduled to be delivered at the this meeting:

- a) Police update
- b) Chief Executive Update
- c) Tawa Members' Update (standing item)
- d) Councillors' update (standing item)

Attachments

Attachment 1. Members Update [↓](#) 

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Purpose

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

Update to 4 December 2023

Planning

Roading, Transport

Youth Development

- Chair attended the Tawa College Prize giving and presented the APW award and the Tawa Borough Scholarship Award. The Tawa Borough Scholarship Award was awarded to Campbell Anderson and APW was awarded to Matthew Biddington.
- The Tawa Primary Schools Citizenship awards were held on the 23rd November.

Community Development

Waste Management, Carbon Reduction

Economic Development

- The Board was represented at the opening of the new Foodstuffs depot in Grenada North.

Public Spaces

- A number of members attended the Christmas event in the Plaza.

Water / Resilience

Governance

Feedback, requests, complaints received

Submission

3. Reports

1. RESOURCE CONSENTS APPLICATIONS AND APPROVALS FOR 2 NOVEMBER 2023 TO 27 NOVEMBER 2023

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Tawa Community Board 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, in accordance with an agreement reached with the Tawa Community Board.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
 - People friendly, compact, safe and accessible capital city
 - Innovative, inclusive and creative city
 - Dynamic and sustainable economy
- Strategic alignment with priority objective areas from Long-term Plan 2021–2031**
- Functioning, resilient and reliable three waters infrastructure
 - Affordable, resilient and safe place to live
 - Safe, resilient and reliable core transport infrastructure network
 - Fit-for-purpose community, creative and cultural spaces
 - Accelerating zero-carbon and waste-free transition
 - Strong partnerships with mana whenua

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

- Low Medium High Extreme

Author	Nicole Tydda, Manager Customer Service and Business Support
Authoriser	Bill Stevens, Resource Consents Team Leader Liam Hodgetts, Chief Planning Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

1. Receive the information.

Whakarāpopoto | Executive Summary

2. This report advises the Community Board of resource consents lodged and decisions made during the period 2 November 2023 to 27 November 2023.

Kōrerorero | Discussion

3. For the period from 2 November 2023 to 27 November 2023 there were six applications received by the Council.

Service Request	Address	Applicant
540311	52 Raroa Terrace, Tawa	MLTL Ltd
Land use consent to demolish existing buildings and build seven new dwellings.		
540494	20 William Earp Place, Tawa	Wellington Electricity Lines Limited
Land use consent for a new generator, aerials and a microwave transmitter.		
540722	12 Greer Crescent, Tawa	Fred Meilia
Land use and subdivision consent for a three-lot fee simple subdivision, two dwellings and earthworks.		
540773	1 Lyndhurst Road, Tawa	Tawa Linden Parochial Property Trust Board
Subdivision consent for a two-lot subdivision around exiting buildings.		
540855	60 Chester Road, Tawa	Jamie Rowe
Land use and subdivision consent for a new dwelling and a two-lot subdivision.		
541046	9 Victory Crescent, Tawa	Sergey Shidovsky
Subdivision consent to upgrade a cross lease subdivision to include an existing dwelling.		

4. For the period from 2 November 2023 to 27 November 2023 there was one application approved under delegated authority.

Service Request	Address	Applicant
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538827	64 Redwood Avenue, Tawa	Mali Company Ltd
Land use and subdivision consent for a five-unit multi-unit development and a five-lot fee simple subdivision.		

Attachments

Nil

TAWA COMMUNITY BOARD DISCRETIONARY FUND - MONTHLY ALLOCATIONS 2022/23

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Tawa Community Board is to approve by resolution the spending of the Tawa Community Board Discretionary Fund.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

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Strategic alignment with priority objective areas from Long-term Plan 2021–2031

Relevant Previous decisions

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

- Low Medium High Extreme

Author	Tian Daniels, Democracy Advisor
Authoriser	Sean Johnson, Democracy Team Leader

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That the Tawa Community Board:

1. Receive the information.

Whakarāpopoto | Executive Summary

2. This report to Tawa Community Board is to approve by resolution the spending of the Tawa Community Board Discretionary Fund.

Takenga mai | Background

3. The Tawa Community Board's Discretionary Fund is administered by Wellington City Council previously totalled to \$15,330.54 exclusive of GST. As a result of Long-term Plan decisions made in 2021, the budget for the Tawa Community Board's Discretionary Fund increased to \$18,249.96 effective from 1 July 2022.
4. 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.
5. 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.
6. The Board does not invite applications to the discretionary fund.
7. 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.
8. 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.
9. 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.
10. Accruals are for the cost of work completed by 30 June but not yet paid for. These must be for specific items or organisations.
11. Funds cannot be spent other than for the purpose(s) specified in the Board's resolution.
12. Members, who require reimbursement from the fund for approved expenditure, are to supply receipts and details of the expenditure on the reimbursement form.
13. Reimbursements will be paid on a monthly basis. Details and receipts need to be provided, preferably within two months of expenditure.
14. The Council officer will track Board resolutions which approve expenditure from the fund, and any accountability requested by the Board.
15. 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.

16. 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.
17. 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.

Kōrerorero | Discussion

18. 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, it is not possible to allocate transactions to the previous year's Discretionary Fund. In real terms, this means that any manual payment forms (reimbursements, donations et cetera) received after 22 June or invoices received after 24 June will be paid out of the next year's Discretionary Fund.
 - b) Unspent Tawa Community Board Discretionary Funds are not able to be carried over to a future financial year.
19. Attachment One is the annual breakdown of spending for the financial period of 2023/2024.
20. The current balance for the financial period of 2023/2024 is \$12,862.46.

Ngā mahinga e whai ake nei | Next actions

21. Allocation of the fund is a reoccurring item on the Tawa Community Board agenda at each Board meeting.

Attachments

Attachment 1. [December Financials](#)  

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Note D: Internal printing and design costs incurred in 2023/24 -

Transaction Date	Item Description	Amount	Details

ACTIONS TRACKING AND FORWARD PROGRAMME

Kōrero taunaki | Summary of considerations

Purpose

1. This report provides an update on past actions agreed by the Tawa Community Board at its previous meetings (hui).
2. Additionally, this report provides a list of items that are scheduled to be considered at the next two hui of the board.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
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- Strong partnerships with mana whenua

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

Relevant Previous decisions

Not applicable.

Financial considerations

Nil

Budgetary provision in Annual Plan / Long-term Plan

Unbudgeted \$X

Risk

Low

Medium

High

Extreme

Author	Tian Daniels, Democracy Advisor
Authoriser	Sean Johnson, Democracy Team Leader

Taunakitanga | Officers' Recommendations

Officers recommend the following motion:

That the Tawa Community Board:

1. Receive the information.

Whakarāpopoto | Executive Summary

Actions Tracking

3. The Board had 0 in progress actions carried forward from previous action tracking reports.

Forward Programme

4. The following items are scheduled to go to the Board's next two hui:

Rāhina Monday, 18 March Poutū-te-rangi 2024:

Oral reports:

- Fire Update (tbc)
- Salvation Army Update (tbc)
- District Plan Update
- GWRC Update (tbc)
- Tawa Members' update (standing item)
- Councillors' update (standing item)

Written Reports:

- Quarterly Libraries and Community Centres Update
- 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)
- Actions Tracking and Forward Programme (standing item)

Rāhina Monday, 11 Hakihea December 2023:

Oral reports:

- Police Update (tbc)
- LTP Update
- District Plan Update
- Metlink Update (tbc)
- Tawa Members' update (standing item)
- Councillors' update (standing item)

Written Reports:

- 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)
- Actions Tracking and Forward Programme (standing item)

Takenga mai | Background

Actions Tracking

1. Council adopted the new 2022/2025 triennium Terms of Reference and Delegations on 16 November 2022.
2. In addition to delegations carried forward from last triennium, the community boards have been delegated the power within their community to:
 - Name right-of-ways under section 319A of the Local Government Act 1974, in accordance with Te Māpihi Maurea Naming Policy.
 - Name reserves under section 10 of the Reserves Act 1977, in accordance with Te Māpihi Maurea Naming Policy.
 - Approve leases, subleases, and easements for all Council-owned land that is either open space under the District Plan, or reserve under the Reserves Act 1977.
 - Make all decisions requiring Council or committee approval under the 'Leases Policy for Community and Recreation Groups'.
 - Establish dog areas, such as those described in the Wellington Consolidated Bylaw 2008 (clause 5 of Part 2: Animals).
 - Temporarily close roads for events under clause 11(e), Schedule 10 of the Local Government Act 1974 and the Transport (Vehicular Traffic Road Closure) Regulations 1965.
 - Recommend to Council whether to proceed with a road stopping and disposal of a stopped road, including if appropriate any related acquisition, disposal, or exchange of land.
 - Consider and recommend to Council any notification by the Minister of Lands that a road is stopped under section 116 of the Public Works Act 1981, and the disposal of the stopped road.
3. The community boards have the full power to make decisions.
4. The purpose of this report is to ensure that all resolutions are being actioned over time. It does not take the place of performance monitoring or full updates. The board could resolve to receive a full update report on an item if it wishes.

Forward Programme

5. The forward programme sets out the reports planned for to go to the Board for consideration in the next two hui.
6. It is a working document and is subject to change on a regular basis.

Attachments

Nil