

**Absolutely Positively**  
**Wellington City Council**

Me Heke Ki Pōneke

# Ordinary Meeting of Tawa Community Board

## Rārangi Take | Agenda

7:00 pm Rāhina, 20 Haratua 2024

7:00 pm Monday, 20 May 2024

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](mailto: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

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## 1.1 Karakia

The Chairperson will open the hui with a karakia.

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

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

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

## 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 15 April 2024 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

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### ORAL UPDATES

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#### Kōrero taunaki | Summary of considerations

##### Purpose

1. This report to Tawa Community Board provides an opportunity for 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:

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

##### Relevant Previous decisions

Nil

##### Financial considerations

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Nil | <input type="checkbox"/> Budgetary provision in Annual Plan / Long-term Plan | <input type="checkbox"/> Unbudgeted \$X |
|---|--|---|

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

##### Risk

- |   |                                 |                               |                                  |
|---|---------------------------------|-------------------------------|----------------------------------|
| <input checked="" type="checkbox"/> Low | <input type="checkbox"/> Medium | <input type="checkbox"/> High | <input type="checkbox"/> 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) Fire update.
- b) Elected Member Support Advisor (EMSA) update.
- c) Friends of Tawa Bush update.
- d) Tawa Members' update (standing item).
- e) Councillors' update (standing item).

### **Attachments**

Attachment 1. Members Update [!\[\]\(e1c624d4757f08486e89482c18364c17\_img.jpg\) !\[\]\(fd44bd93e945cfa8875a8962f08e5b64\_img.jpg\)](#)

Attachment 2. Tawa Community Board LTP submission May 2024 [!\[\]\(d8ab143e904bfa3467271eec5af75a9b\_img.jpg\) !\[\]\(567bfd12bbf6d2452d8ec3264a002612\_img.jpg\)](#)

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## **TAWA COMMUNITY BOARD**

FOR MAY 2024

### **MEMBERS' UPDATE**

## **Purpose**

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

## **Update to 13 May 2024**

### **Planning**

- Further discussions have been held with the Business Group and the Residents Association regarding the Anchor Project (redeveloping the Tawa library and Community Centre).

### **Roading, Transport**

- 

### **Youth Development**

- 

### **Community Development**

- Members attended the Community Liaison meeting on Monday 6<sup>th</sup> May.
- Some members attended the Tawa Anzac parade. The Community Board laid a wreath.
- The Community Garden open day on Sunday 28<sup>th</sup> May was attended by a Board member.
- The Tawa Community Centre Hall has been booked for the Community Potluck dinner on the 18<sup>th</sup> August.

### **Waste Management, Carbon Reduction**

- 

### **Economic Development**

- 

### **Public Spaces**

- Board members attended the first workshop for Grenada North Park sports hub.

**TAWA COMMUNITY BOARD**

FOR MAY 2024

**MEMBERS' UPDATE**

**Water / Resilience**

- 

**Governance**

- The Board met to discuss the LTP and lodged our submission with the Council.

**Feedback, requests, complaints received**

- Received a query from a resident about the old grey Telecom plinths that sit at the front of peoples sections. The resident followed this up with Chorus to discover that unless Chorus chooses to make a decision about whether or not they are still needed, the Council can't require that they are removed. If a resident wants one removed, they will have to pay for that to happen.
- The Community Board has agreed to a new approach for responding to email queries from constituents. Board members will take week about turns to be responsible for following up on queries. A system has been created to help us track issues and manage these queries, so that if Board members are away or unable to follow through with a certain issue, it can still be actioned as needed.
- Request came in to fix pothole in pedestrian crossing in William Earp Place and sort signage. We have been informed that that has been done and that there will be major resealing work done in November/ January. Some more work will be done to improve the crossing soon (including reinstating the zebra markings).
- The Board received a query about the potholes and poor seal in the New World/Community Centre car park and who is responsible for fixing this. We are still awaiting a response.

# Tawa Community Board

Long Term Plan Submission

May 2024

Thank you for the opportunity to submit on this Long-Term Plan. We appreciate the difficult position Council is in, both financially and politically, with past infrastructure debts coming due from an approach of keeping rates artificially low. At the same time, population growth and climate change demand investment in affordable housing, liveable communities, and low carbon transport. The Crown's failure to create new funding tools means that the burdens of both the past and the future fall upon the ratepayers of today.

Tawa is willing to bear its fair share of that burden. We are concerned at this proposal which increases rates and sells off assets whilst cutting key community services. We believe that Councils must be engaging with central government to develop new funding tools that ensure that current and future residents are not left short-changed. In particular, we believe that direct Crown funding for particular areas, such as water services, should be pursued vigorously.

Alongside that work, we believe that there are a number of changes that can be made to the Long Term Plan to ensure that its impacts are equitable and positive for Tawa as a community and Wellington as a city. These changes have been outlined by topic below, each section having been developed from our understanding of the needs of our communities.

We welcome the opportunity to discuss these ideas further with you.

## **Public toilets in Linden**

We note that the Council is preparing to provide public toilets for the community in Linden. This has been repeatedly requested by the community over a long period of time and we appreciate that this has been included in this plan. We look forward to being part of the conversation as these are developed to ensure that they best meet the needs of our local community. With many people using the Ara Tawa walkway/ cycleway, many commuters using public transport in the area, and good facilities at the nearby playground and community centre, we believe that public toilets will enable people to stay and enjoy more of what Linden has available for the community.

## **Service provision in Community Spaces**

There is widespread appreciation in our community for the people who work in our library (Mervyn Kemp/ Tawa) and community spaces (Tawa Community Centre and Linden Community Centre). We appreciate the openness of staff in working with the community to better support their needs. We

understand that there is permanent funding for a community coordinator at Linden Community Centre, however we understand that no provision has been made to extend staffing levels to further meet the needs of the community. When the centre was activated (opened to the public), there was a lot of engagement from the Council with the community. Many conversations were had about the need for an outreach approach into the community which, as evidenced by data held by the council, has higher needs than most parts of Wellington. To date, there has been no further service provision made available and we are not aware of anything in this Long Term Plan. We urge Councillors to consider the importance of equitable service provision across the city and wish to draw to their attention the needs of this northernmost part of the city in which residents are often severely limited in their ability to participate in things which other residents can access more easily. We therefore ask that funding not only be secured for ongoing staffing of the Linden Community Centre, but that consideration is given to broadening the scope of this work.

In regards to both Linden Community Centre and Tawa Community Centre, we note that the operating hours have been shortened. We understand from the community that there is demand for longer hours and request that no further staffing reductions are made. Furthermore, we request that the hours that have been lost are reinstated. Similarly, we know that extending hours for young people in our library/Community Centres would be something that the community would really value. There is community concern that young people in this part of the city are particularly under-served and are looking for spaces where they can be safe and practice independence. We understand that youth nights that are run in other parts of the city are very well attended (upwards of 60 young people) and would like to ensure that young people in Tawa are not disadvantaged due to their location.

We understand that finances are a significant issue, but want the Council to understand that the services which are provided are highly valued. There is a significant need for accessible spaces in Tawa which bring people together in affordable ways. The library and community centres offer this and we believe that our community contributes in significant ways in partnership with council staff to make effective use of the resources provided. The Kai Kitchen initiative, for example, at the Linden Community Centre provides a weekly meal for a large number of people in the community by using the time and skills of a big team of volunteers.

In summary, we regard our community centres as essential services in the Tawa/ Linden communities and value the work that is done in these spaces. We believe that further work could be done to strengthen our communities and to build resilience which, as we saw with the pandemic situation, is essential for both present and future wellbeing.

### **Paneke Pōneke**

Tawa to Johnsonville was identified by the Paneke Pōneke network plan as a cycleway that would attract most use and highlighted for earlier completion. Tawa currently has no pedestrian or safe cycle connection to the rest of the Wellington City Council jurisdiction and we consider this connection vital not only for the safety but also resilience of our community (in a potential

earthquake or other disaster). Middleton Road is our only cycle and pedestrian connection south, currently at 70kmph with no footpath and inconsistent shoulder width, the stretch of road between Tawa and Glenside is a key safety concern for active travel users coming to and from Tawa. We request that this strip of road still be given high priority in the walking and cycling budget. Should the planned Paneke Pōneke improvements be unavailable considering budget constraints, it is requested that Council urgently seek low-cost measures such as speed reduction to increase safety of this road.

### **Anchor project:**

Tawa Community Centre and Mervyn Kemp Library are both not fit for purpose, with each building needing significant maintenance. We recognise that with our growing population, there is benefit in reconciling these two sites into one community hub that houses a library and community centre, with potential for residential and other commercial services, which is more adaptable to modern use. With the existing buildings continuing to age, we ask that Council works with the community to consider future plans to develop this site to meet the needs of our changing population. The Tawa Community Centre is a backup site for Council in the case of a significant emergency that affects the inner city, meaning this site has a critical function for WCC in a disaster. At this stage, we ask the Council to work with the Community Board, Residents Association and Business Group to begin investigations into future land use planning of these two sites.

### **Grenada North Park Sports Hub**

While the Community Board recognises that the investigation phases are underway, we want to ensure that the funding of the capital works remains in the current Long Term Plan.

We are aware that there are a number of sporting codes that would like to be included in the planning and acknowledge that the first session held recently in Tawa was a constructive start to this project.

The Tawa Junior Football Club advises that the poor drainage at Grenada North Park results in regular cancelled matches and training sessions for junior football club players. Last winter was particularly bad with a number of younger grades missing a large part of their season.

The Tawa Rugby Club also believe that all weather playing and training facilities would be a major asset for both the Club as well as the broader community. In their view the upgrading of the Park needs to include both better drainage and an artificial pitch. The benefits would be to not only the Tawa Rugby Club – both the junior and senior levels, but also neighbouring clubs in Johnsonville and Newlands.

Wellington Olympic Junior Athletics have been having ongoing discussions with the Council for the past 9 years on the development of Grenada North Park and would also like to see these proposals finally come to fruition.

Upgrading of the Park also provides the opportunity to rationalise Club Room facilities in Tawa. Some of the existing club buildings are in a poor state and many recognise the financial benefits of joint club facilities.

## **Improved Traffic Management in Tawa**

### ***1. Linden Shopping Centre***

The benefits of improved traffic management and traffic calming are well recognised by the Tawa Community with the very effective measures that are used in the main Tawa Shopping Centre.

We believe that the Linden shopping centre now desperately needs similar treatment. The current street is very wide, providing an environment that encourages faster speeds. Some traffic calming has been installed east of the Shopping Centre in Collins Avenue, and the current rail crossing acts as an effective speed hump – but this is in stark contrast to the wide carriageway through the shopping area.

Landscaped islands, adjustment to parking facilities and a small new roundabout with associated speed humps at the Beauchamp Street intersection would dramatically reduce speeds of through traffic and create a far safer shopping environment.

### ***2. Woodman Drive***

For various reasons Woodman Drive has become a shortcut for traffic between the motorway interchange at the south end of Tawa, and Tawa Main Road at the northern end of Tawa. There is particular concern with the windy and hilly stretch between number 72 Woodman Drive and Peckham Grove. This has become of great concern to local residents.

It is now frequented by large trucks, trucks with long trays, trucks with deep trays, trucks carrying heavy loads, delivery trucks, vans, unities, and couriers. The road, especially the top of the hill from the south heading down, has a kink that obstructs visibility. Police have noted that vehicles often cut the corners, especially when there are no parked cars outside properties. Local residents have seen numerous incidents, including a truck colliding with No. 57, and a recent accident where a car backing out of No. 58 was struck by a speeding truck. Near-miss incidents occur weekly, creating a very hazardous environment.

There is also very real concern with the safety of the many children who rely on Woodman Drive to access Greenacres Primary School, Tawa Intermediate, and Tawa College.

We believe that speed humps along this stretch of Woodman Drive would be an important step towards enhancing the safety of residents, drivers, and local children.

### ***3. Pedestrian crossing point and roundabout at the intersection of Takapū Road and William Earp Place***

This pedestrian crossing point of Takapū Drive is very dangerous. While there is a pedestrian refuge as part of the roundabout islands and the refuge includes a protection rail – this rail has been hit by vehicles a number of times. Particularly at peak traffic times, Takapū Road – as part of the motorway off-ramp, has very high traffic volumes and a queue can extend from the roundabout at the intersection of Takapū Road and Middleton Road – back past the William Earp Place intersection and onto the northbound off ramp of the motorway.

This occurs at the very time there are peak commuters getting off the train at the Takapū Railway Station. Pedestrians are coming from the new multi-unit development (Willow Bank Heights) and the new adjacent multi-unit development.

An option is to install a formal pedestrian crossing on both sides of the existing refuge. Alternatively, a solution could be to reduce traffic speeds by installing raised pedestrian crossing points at all the entry and exits of the roundabout.

Further, the Board seeks to ensure pedestrian safety traffic calming initiatives intended to be rolled out as part of Paneke Pōneke continue to be funded and implemented through Long Term Plan funding. This is particularly of concern at the Takapū crossing where commercial development and residential population is increasing at pace and disconnected from the rest of the Tawa community.

### **Proposed Parking Meters in Tawa Main Road shopping area**

There is widespread concern by retailers, businesses, shoppers, church goers and the wider community with this proposal.

- The Business Community who are part of the Business Tawa Business Improvement District (BID) are strongly opposed to the proposal. Whilst the support that the BID receives from Council is appreciated, this particular proposal undermines the very businesses that Council is supporting.
- The Tawa retail area is the only retail area in Wellington City that has strong competition from another Council's retail centre – Porirua City. The North City Plaza has a large number of free car parks, so this proposal encourages shoppers to go to Porirua. In addition, parking charges on the street in Porirua are considerably cheaper (maximum of \$2 per hour) than what is proposed in this LTP.
- Extending the operating hours of the meters to weekends will impact the many churchgoers in

Tawa on Sundays. Yet other than this, there is very little demand for parking on a Sunday. So, there will be very little income on Sundays.

We are also concerned that the Main Road has a number of essential services (Medical centre, pharmacy, foodbank etc) of which this parking proposal would cause further hardship for people on lower incomes.

- We understand that the Council's own criteria for installing parking meters are not met in Tawa, so this seems to be solely a revenue gathering exercise rather than a sound policy approach to parking management.
- We can see that during the week many will park in the New World car park and adjoining streets so we expect that the projected revenue target will not be met. The New World management, who support many Tawa community organisations, are also very concerned.

### **Waste and Recycling**

The Tawa Community Board agrees that there is a need to reduce the amount of waste taken to our landfills and supports the idea of separating organics. We support the Council's approach to reduce waste through the preferred option, but we do have a few points to note regarding bins and how they are managed.

- The current placement of wheelie bins on footpaths poses a hazard, particularly for individuals with mobility challenges or those navigating the footpaths with push chairs or young children. We wonder if there would be a way to ensure the bins are returned to the homeowners' properties rather than left on the footpath after being emptied. They often remain on the footpath all day, possibly increasing risks especially during high winds. There are concerns about the ability of the proposed small waste bins to withstand Wellington's wind.
- We think that there could be value in offering alternate bin sizes and alternate rates levies for residents to choose from. This will make the service more affordable for smaller households and those households that already produce very little waste whilst also providing options to accommodate larger households. It would be good to have a system that has some incentives for reducing the production of waste. The 240L recycling bin's size may prove unwieldy for some residents.
- The introduction of another targeted levy, even with a deferred implementation until 2026, could heighten anxiety among those already facing financial challenges.
- Currently, there is no infrastructure in place for diverting food waste. We wonder if the two-year timeframe is sufficient to establish such facilities.



· While homeowners whose properties are deemed unsuitable for wheelie bins won't incur the targeted rate levy, there's no mention of residents residing in properties that may be suitable but who face difficulties manoeuvring the bins or are particularly low producers of waste. Could consideration also be given for them to qualify for exemption from the targeted rate?

- While we are supportive of the waste proposal, the Board is concerned that the changes do not reflect solutions to anticipated intensification. We suggest that waste in the Long Term Plan considers how Council can service multi-unit developments. This is to reduce the need for Body Corporate funded private waste services (which are not required to recycle or will not be required to separate organics) to ensure control over waste management and manage the number of bins on the street which will further impede the accessibility issues mentioned as Tawa intensifies.

In summary, we reiterate our understanding of Council's difficult financial position, however we also know the risk of placing an increased burden on future generations if we cut or decrease spending to alleviate short-term pains. Tawa is set to experience significant growth under the District Plan and it is critical that planning and investment is set to meet the needs of our community, current and future.



### 3. Reports

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## 1. RESOURCE CONSENTS APPLICATIONS AND APPROVALS FOR 2 APRIL 2024 TO 1 MAY 2024

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### 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 April 2024 to 1 May 2024.

### **Kōrerorero | Discussion**

3. For the period from 2 April 2024 to 1 May 2024 there were two applications received by the Council.

<b>Service Request</b>	<b>Address</b>	<b>Applicant</b>
<b>545295</b>	<b>4 William Earp Place, Tawa</b>	<b>PennyLee Holdings</b>
Land use and subdivision consent for a residential development comprising 25 residential units, together with associated earthworks, landscaping and servicing, and a unit title subdivision.		
<b>545721</b>	<b>11 Willowbank Road, Tawa</b>	<b>Wellington Water Ltd</b>
Land use consent for earthworks in a flood hazard overlay for an erosion protection structure.		

4. For the period from 2 April 2024 to 1 May 2024 there was one application approved under delegated authority.

<b>Service Request</b>	<b>Address</b>	<b>Applicant</b>
<b>544480</b>	<b>69B Redwood Avenue, Tawa</b>	<b>Ministry of Education</b>
Outline plan wavier for alterations to existing school buildings.		

### **Attachments**

Nil

# TAWA COMMUNITY BOARD GRANTS COMMITTEE MEMBERSHIP

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## Kōrero taunaki | Summary of considerations

### Purpose

1. This report proposes a change to Tawa Community Board members appointed to the Tawa Community Board Grants Committee.

### 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
- 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

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

### Relevant Previous decisions

The Tawa Community Board established the Tawa Community Board Grants Committee and appointed the current membership on 5 December 2022.

### Significance

The decision is **rated low significance** in accordance with schedule 1 of the Council's Significance and Engagement Policy.

### Financial considerations

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Nil | <input type="checkbox"/> Budgetary provision in Annual Plan / Long-term Plan | <input type="checkbox"/> Unbudgeted \$X |
|---|--|---|

### Risk

- |   |                                 |                               |                                  |
|---|---------------------------------|-------------------------------|----------------------------------|
| <input checked="" type="checkbox"/> Low | <input type="checkbox"/> Medium | <input type="checkbox"/> High | <input type="checkbox"/> Extreme |
|---|---------------------------------|-------------------------------|----------------------------------|

Author	Alisi Folaumoetu'i, Senior Democracy Advisor
Authoriser	Sean Johnson, Democracy Team Leader

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## **Taunakitanga | Officers' Recommendations**

Officers recommend the following motion:

That the Tawa Community Board:

- 1) Receive the information.
- 2) Agree to nominate and appoint Liz Langham as a member of the Tawa Community Board Grants Committee.

## **Whakarāpopoto | Executive Summary**

2. This report seeks to increase the membership of the Tawa Community Board Grants Committee from 5 members to 6 members.

## **Takenga mai | Background**

3. Initially established as the Tawa Community Board Grants Subcommittee in June 1996, this body has been in operation every triennium since its inception.
4. The Tawa Community Board Grants Committee considers applications received for the Tawa Community Grants Fund and has delegated authority to decide on the distribution of these funds in accordance with the approved criteria for this fund.
5. The Tawa Community Grants Fund is designed to assist projects within the jurisdiction of Tawa Community Board area (including Takapu Valley and Grenada North).
6. There is one round of funding for the Tawa Grants in the financial year with a total of \$15,000 available for allocation to various projects.
7. In the past, a total of five members of the Tawa Community Board were appointed to this committee (four members plus the Chair of the Tawa Community Board). The appointment of five members to the committee allows for quorum to be maintained in decision making in the case where conflicts of interest may arise.

## **Kōrerorero | Discussion**

8. The Tawa Community Board Grants Committee meets once annually. The meeting for this current financial year is scheduled for Monday 27 May 2024.

## **Kōwhiringa | Options**

9. The Tawa Community Board can choose to:
  - a) Appoint Liz Langham to the Tawa Community Board Grants committee
  - b) Maintain the status quo with no changes to the membership of the Tawa Community Board Grants committee

## **Ngā mahinga e whai ake nei | Next actions**

10. If the board resolves to appoint Liz Langham to the Tawa Community Board Grants Committee, this appointment will stand for the remainder of the term. All Wellington City Council records of the Tawa Community Board Grants Committee will be updated to reflect this change.

## **Attachments**

Nil





# TAWA COMMUNITY BOARD DISCRETIONARY FUND - MONTHLY ALLOCATIONS 2022/23

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## 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:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy
  
- 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

**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	Alisi Folaumoetu'i, Senior Democracy Advisor
Authoriser	Sean Johnson, Democracy Team Leader

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## **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 \$14,321.17.

### **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. [May Financials](#)  

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# ACTIONS TRACKING AND FORWARD PROGRAMME

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## Kōrero taunaki | Summary of considerations

### Purpose

1. 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
  - 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

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

2. Of the 2 resolutions from the meeting of the Tawa Community Board on Monday 18 March, one is still in progress and one is complete.
3. There were no actions carried forward from the last Actions Tracking report.

#	Date	Meeting	Report	Clause	Status	Comment
	Monday 18 March 2024	Tawa Community Board	3.3 Tawa Community Board Discretionary Fund - Monthly Allocations 2022/23	2. Agree to allocate up to \$200 towards a wreath for ANZAC day (to the RSA).	Complete	
	Monday 18 March 2024	Tawa Community Board	3.4 Actions Tracking and Forward Programme	2. Agree to the following change to the Forward Programme: • Schedule Porirua Harbour Accord update - May meeting	In Progress	This has been moved to the June meeting

### Forward Programme

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

Rāhina 17 Pīpiri 2024 (Monday 17 June 2024):

Oral reports:

- Police update (tbc)
- KETE - Kids Enhancing Tawa Ecosystems (tbc)
- Porirua Harbour Accord Update (tbc)
- Tawa Members' update (standing item)
- Councillors' update (standing item)

Written Reports:

- Quaterly Parks Sport and Recreation report
- 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 19 Here-turi-kōkā 2024 (Monday 19 August 2024):

Oral reports:

- Fire Update (tbc)
- GWRC councillors' update
- Wellington Water Limited update
- Tawa Members' update (standing item)
- Councillors' update (standing item)

Written Reports:

- Quarterly Roding and Transport report
- 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 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. Decisions made in these areas are captured as part of actions tracking.
4. The community boards have the full power to make decisions in these areas.
5. 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