## ORDINARY MEETING

## OF

## TAWA COMMUNITY BOARD

## AGENDA

Time: 7.00pm Date: Thursday, 10 September 2020 Venue: Tawa Community Centre 5 Cambridge Street Tawa Wellington

#### MEMBERSHIP

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

#### Have your say!

You can make a short presentation to the Councillors 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 <u>public.participation@wcc.govt.nz</u> 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 meeting with a karakia.

Kia hora te marino		
Kia whakapapa pounamu te moana		
Hei huarahi mā tatou l te rangi nei		
Aroha atu, aroha mai		
Tātou i a tātou katoa.		

May peace be widespread. May the sea be like greenstone; a pathway for all of us this day. Let us show respect for each other, love for one another.

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

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

#### 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 August 2020 will be put to the Tawa Community Board for confirmation.

The minutes of the meeting held on 20 August 2020 will be put to the Tawa Community Board for confirmation.

#### 1.5 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.

#### 1.6 Items not on the Agenda

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

- 1. The item is a minor item relating to the general business of the local authority; and
- 2. The Chairperson explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting but no resolution, decision or

recommendation may be made in respect of that item except to refer that item to a subsequent meeting for further discussion; and

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

## 2. Oral Reports

## **ORAL REPORTS 10 SEPTEMBER 2020**

## Purpose

- 1. Oral reports provide an opportunity for Council officers, external organisations and Tawa Community Board members to share updates on relevant issues.
- 2. The following oral reports are scheduled to be delivered at this meeting:
  - a. Greater Wellington Regional Council Jenny Brash (Co-Chair Te Upoko Taia Natural Resources Plan Committee, Roger Blakeley (Transport Committee Chair)
  - b. Metlink Scott Gallacher (General Manager)
  - c. Kahui Ako Brendon Henderson, (Principal of Tawa Intermediate)
  - d. Linden Development Programme Reset Gisella Carr (Head of Arts, Culture and Community Services)
  - e. Tawa Community Board members' updates.

## **Recommendation/s**

That the Tawa Community Board:

- 1. Receives the information.
- 2. Thanks the presenters for their oral reports.

## Attachments

Attachment 1. Members Updates September 2020 🗓 🖾

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Author	Helena Patuwai, Elected Member Support Advisor
Authoriser	Crispian Franklin, Manager, Elected Member Support Advisors

#### TAWA COMMUNITY BOARD FOR SEPTEMBER 2020 MEMBERS UPDATE

#### Purpose

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

#### Update to 2 September 2020

#### **Planning for Growth**

- 7 out of 8 Board members attended a Planning for Growth briefing specifically for the Board. The Chair asked for further clarification on the impact of the National Policy Statement - Urban Development (2020). The Board plans an additional offline meeting in September to discuss a submission.
- The briefing included a section on Upper Stebbings development. Board suggestions on communication to concerned residents were well followed through by WCC staff.

#### Roading, Transport

- 2 Community Board members attended Rail Safety Week launch on 10 August. Feedback given to Megan Drayton (Track Safe) regarding near miss information for Tawa and congestion/safety issues around Redwood station car park.
- The Board collaborated with Constable Sarah Steed and Tawa Community Patrol, to promote Rail Safety week at level crossings around Tawa during the week of 10 August. A valuable exercise which could be repeated at the beginning of the school year.
- Feedback collated from Tawa Community Patrol and the Board around level crossing observations and emailed to Tracksafe, GWRC and WCC.
- Portfolio members spent time walking and observing areas that feedback had been received from the public (see below) to see next steps (15 August).
- Email sent regarding Hinau and Tawa Intermediate School pedestrian crossings to Democracy services.
- WCC informed regarding yellow lines at Redwood school, response received in the negative, replies from member and school principal have resulted in yellow lines making it to work program.
- Updates from PCC regarding Kenepuru corridor shared to board and on facebook page.
- Query to Denise Beazley regarding roadworks on Main Rd end of Sept to end Nov. Meeting set up with key stakeholders for 8 Sept to discuss impact on Tawa businesses and residents.

#### Youth Development

- Meeting with Leigh Keown of Vulnerable Support Charitable Trust (VSCT), Board members and Liz Langham concerning starting a youth hub in Linden.
- Meeting with Leigh, Liz and a group of Tawa college rangatahi to discuss the youth hub.

#### TAWA COMMUNITY BOARD FOR SEPTEMBER 2020 MEMBERS UPDATE

• Councillor (board member) met with Intermediate and College school Principals to discuss the need and options for a Social Worker.

#### **Community Development**

- Board members attended EID festival at Linden Community Centre 8 August
- Meetings continue planning Tawa Lions Christmas Parade
- Meeting of Chair and Ward Councillor with WCC managers re Linden development, delayed due to change to Level 2

#### Waste Management / carbon reduction

 Brief update provided to Tawa Residents Association on the current consultation for proposed WCC bylaw.

#### **Economic Development**

• Attendance by some members at Tawa Business Group breakfast. Concern raised in question time about parking (Main Rd shopping district). Talked to Sharon McKenzie of TBG about this. Next step possibly for focus group with TCB and TBG

#### **Public Spaces**

- Letter written for Willowbank Reserve group supporting need for weed control.
- Discussed need for clear booking procedure of Plaza area with Tawa Community Centre advocate (Mandy). She is following this through.

#### Governance

- Printed newsletter produced and distributed by Scouts. Maps scanned for future use and updating.
- Shared document created for roading / transport issues to collate and monitor actions.
- Forwarded details of Tawa Service Award to Tawa Business Group Manager for publicising to their members
- The Chair met with the President of Tawa Residents' Association / Chair of Tawa Business Group / Tawa Business Group Manager.
- The Chair spoke at a meeting of Tawa Rotary.
- Requested camera for Board room to accommodate video call meetings. WCC officer has already got a request for this underway.

#### Feedback, requests, complaints received:

- Complaint about HInau St pedestrian crossing, streetlight on one side of street only.
- Various roads feedback from a resident McLellan St / Main Rd, Redwood Ave / Main Rd, turning into Redwood Station car park, and Ranui St at Intermediate
- Concerns around parking on main road shopping district customers can't park longer than 60 min

### TAWA COMMUNITY BOARD 10 SEPTEMBER 2020

## 3. Reports

## RESOURCE CONSENT APPLICATIONS AND APPROVALS FOR 30 JULY 2020 TO 24 AUGUST 2020

## 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. Receives the information.

## Background

2. This report advises the Community Board of resource consents lodged and decisions made during the period 30 July 2020 to 24 August 2020.

## Discussion

3. For the period from 30 July 2020 to 24 August 2020, there was one application received by the Council.

Service Request	Address	Applicant
470613	50 Kiwi Crescent, Tawa	PSRW holdings Ltd

Land use consent to construct two new dwellings.

4. For the period from 30 July 2020 to 24 August 2020, there were three applications approved under delegated authority.

Service Request	Address	Applicant
465880 11 Wakefield Terrace, Tawa Matthew Kelly		Matthew Kelly
Subdivision and land use consent for a two lot fee simple subdivision and a new dwelling.		
466196	16 Kowhai Street, Tawa	Prashanthi & Suntharampillai Sumanthiran
Subdivision and land use consent for a two lot fee simple subdivision and a new dwelling.		

467142	14 Chastudon Place, Tawa	Micolaj Koszutski

Subdivision consent for a two lot fee simple subdivision.

## Attachments

Nil

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

## FORWARD PROGRAMME

## Purpose

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

## Recommendation/s

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, 8 October 2020

#### Procedural Item:

• Election of the Deputy Chair

#### Oral Reports:

- Police Update (alternate standing item)
- Friends of Tawa Bush Reserves- Gary Beacroft
- Porirua City Council Ron Minnema- tbc
- WREMO Update Chris Moore
- Libraries Justin Hoenki
- Tawa Community Board Members Reports (standing item)

#### Written Reports:

- Resource Consent Applications and Approvals Report (standing item)
- Upcoming Areas of Consultation, Engagement or Surveys (if any) (standing item)
- o Tawa Community Board Discretionary Fund Update (standing item)
- Forward Programme (standing item)

#### Thursday, 12 November 2020

#### Oral Reports:

- Fire Update (alternate standing item)
- Waste Minimisation Jo Langham
- Roading
- Tawa Community Board Members Reports (standing item)
- Written Reports:
  - o Grant Subcommittee
  - 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	Helena Patuwai, Elected Member Support Advisor
Authoriser	Crispian Franklin, Manager, Elected Member Support Advisors

## 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

# TAWA COMMUNITY BOARD DISCRETIONARY FUND - MONTHLY ALLOCATIONS 2020/2021

## Purpose

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

## Recommendation/s

That the Tawa Community Board:

1. Receives the information.

## Background

- 2. The Tawa Community Board's Discretionary Fund is administered by Wellington City Council and is approximately \$11,964.72 exclusive of GST per annum.
- 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.

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.

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.

The Board agrees 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.

Funds cannot be spent other than for the purpose(s) specified in the Board's resolution.

Members, who require reimbursement from the fund for approved expenditure, are to supply receipts and details of the expenditure on the reimbursement form.

Reimbursements will be paid on a monthly basis. Details and receipts need to be provided, preferably within two months of expenditure.

The Council officer will track Board resolutions which approve expenditure from the fund, and any accountability requested by the Board.

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.

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.

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

- 5. Also attached, is the annual breakdown of spending for the new financial period of 2020/2021.
- 6. At the 20 August Tawa Board meeting agreed to pay the Newsletter for Digital Print for \$1098.22 and \$500 for delivery of the Newsletter which will show.

The 2019/2020 Discretionary Fund payments are as follows:

- a) Resolutions from 20 August meeting
- Newsletter Digital Print \$1098.22
- Newsletter Delivery \$500.00 Total: \$1598.22
- b) Reimbursements:
  - Harvey Norman Photo frames reimbursement to Cr Sparrow
  - Briscoe's Photo frames reimbursement to Cr Sparrow Total: \$351.76
- c) Accruals incurred but not paid:
  - Manaaki Group of Tawa College/PTA \$1000.00
  - Community Wellbeing initiative \$2000.00
  - Wharekura at Tawa College \$3500.00
  - Tawa Borough Scholarship \$846.31
  - Te Roopu Raranga to farewell Denise \$60.00

Total: \$7,406.31

Balance of the Discretionary Fund is \$10,060.62

## Attachments

Attachment 1. Discretionary Fund August 2020 🗓 🖾

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Author Helena Patuwai, Elected Me	lember Support Advisor
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#### TAWA COMMUNITY BOARD 10 SEPTEMBER 2020

Authoriser Crispian Franklin, Manager, Elected Member Support Advisors

## SUPPORTING INFORMATION

**Engagement and Consultation** Not applicable

Treaty of Waitangi considerations Not applicable

#### **Financial implications**

Proactively manage the process of the Tawa Community Board Discretionary fund

**Policy and legislative implications** Not applicable

**Risks / legal** Not applicable

**Climate Change impact and considerations** Not applicable

**Communications Plan** Not applicable

Health and Safety Impact considered Not applicable

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#### Tawa Community Board - Discretionary Fund 2020/21 to August 20

Please note that figures here have been stated exclusive of GST where possible.

Discretionary Fund 2020/21 - Financial results up to Augu	st 2020
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As at August 2020, including passed resolutions, the available balance of the Fund is 10,061

Starting balance of Fund Invoices paid in the 2020/21 financial year Resolutions from meetings in the 2020/21 financial year Internal printing and design costs incurred in 2020/21 Accruals for expenses incurred but not paid	- 11,964.72 - 305.88 Please refer to Note A - Please refer to Note B - 1,598.22 Please refer to Note D - Please refer to Note C		
Purchases made as at June 2020/21	- 1,904.10		
Remaining balance of fund	- 10,060.62		
A copy of the statement of financial performance has been included as an	Appendix to this report.		
* Note A: Charges incurred during financial year (excludes printing and design costs - See note D)			
* Note B: Relates to resolutions passed during the current financial year			
* Note C: Relates June 2020 Accruals.			
* Note D: These costs relate to creative services recharges.			

#### Note A: Invoices paid in 2020/21

Transaction Dat	Item Description	Am	ount	Additional Commentary
29/07/2020	29/07/2020 Photo \$ 95.08	Reimbursement to Cllr		
29/07/2020	FIIOCO	\$ 95.08	Sparrow	
29/07/2020 Photo frames	Photo frames	ć	210.80	Reimbursement to Cllr
23/07/2020	Floto frames	j 210.00	210.00	Sparrow
			305.88	

#### Note B: Resolutions from meetings in 2020/21 financial year

Resolution Date	Item Description	Amount	Additional Commentary	

#### Note C: June 2019 year end Accruals FY 2019/20. Left over accruals

<b>Resolution Date</b>	Item Description	An	nount	Commentary	
30/06/2020	Manaaki Group of Tawa College/PTA	-\$	1,000.00		
30/06/2020	Community Wellbeing initiative	-\$	2,000.00		
30/06/2020	Wharekura at Tawa College	-\$	3,500.00		
30/06/2020	Tawa Borough Scholarship	-\$	846.31		
30/06/2020	Te Roopu Raranga to farewell Denise	-\$	60.00		
		-	7,406.31		

#### Note C: 2020/21 Accruals

<b>Resolution Date</b>	Item Description	Amount	Commentary	

#### Note D: Internal printing and design costs incurred in 2020/21

Transaction Dat	Item Description	Amount	Details
20/08/2020	Newsletter Digital Print	1,098.22	
21/08/2020	Newsletter Delivery	500.00	
		1,598.22	

Printed on 3/09/2020 at 8:04 AM

# 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. Future of the Central Library consultation – October 2020

The Central Library has been a vital part of our vibrant inner city for decades. The building itself isn't safe to use. There are several ways to make it safe for people to be in, which also brings new possibilities in using the space. This is our oncein-a-lifetime opportunity to set up the central library to continue to support Wellington's diverse communities for at least the next 50 years.

The Council have developed a Statement of Proposal (SOP) outlining the issues with the building, the practicable options available and the factors they were assessed against to help make a decision.

#### What are the options being proposed?

The Statement of Proposal outlines five options for retaining a central library service in Te Ngākau Civic Precinct.

Option A - Low-level remediation

•Option B - Mid-level remediation

- •Option C High-level remediation (preferred option)
- •Option D New build on same site
- •Option E New build on another Te Ngākau Civic Precinct site

The Statement of Proposal also includes options which were discarded, with the reasons why.

#### Why does the proposal suggest modernising the library?

While the priority is on re-establishing a Central Library, the Council also is responsible for ensuring the new service can meet the needs of Wellington's future generations. While providing access to books and other physical and digital collections will continue to be a core service, the Council can also offer people access new technologies, spaces and services which support life-long learning, connection and community.

#### How were the five proposed options decided and others discarded?

Each of the options were assessed against a range of factors. They included the building's resilience and safety; how it could support a modern library service over the next 50 or more years; the costs and timeframes; how it connects and enlivens Te Ngākau Civic Precinct and how it may affect the environment. **Closing date 7 September.** 

#### b. Traffic resolutions – October 2020 – October 2020

Wellington City Council is asking for feedback on 12 proposed new traffic resolutions for Wellington. The resolutions are for a variety of traffic and parking restrictions. Following feedback and Council approval, the traffic restrictions will be added to the Council's legal database and instructions issued to contractors to install any signs and road markings.

Closing date 15 September 2020.

#### c. Proposed Solid Waste Management and Minimisation Bay 2020 Interested in how we manage and minimise waste in Wellington City? Have your say on the Proposed Solid Waste Management and Minimisation Bylaw 2020

With predictions of more people coming to live in Wellington City in the future, we need to find better ways to manage and reduce our waste.

In response to waste-related issues within Wellington City, the proposed Bylaw introduces a suite of new waste management standards, including new changes that look at:

- 1. standards to manage waste and kerbside collection;
- 2. restrictions on the distribution of unaddressed and advertising mail;
- 3. event waste management planning requirements for large events;
- 4. construction and demolition waste planning requirements for high-value building projects; and
- 5. standards to ensure that new multi-unit dwellings, with 10 or more residential units, have adequate provision for waste and recycling generated on-site.

## We want to know what you think about the proposed Bylaw. Consultation is open until 5pm Friday 25 September 2020.

#### Background to the Waste Bylaw Review

In 2017 the eight councils of the Wellington Region agreed to investigate, and if feasible develop, a regionally consistent waste bylaw. Subsequently, the councils have been reviewing their existing bylaws and working together to develop a suite of bylaw provisions that would facilitate the better management of waste. The Proposed Solid Waste Management and Minimisation Bylaw is the outcome

of this work. This bylaw is particularly significant as it not only regulates waste management-related activities, it also introduces new regulatory requirements to minimise waste.

#### d. Gambling Venues Policy consultation

The Council has had a Gambling Venues Policy in place since 2004. It has actively managed the number of machines available for Class 4 gambling in Wellington.

The Council is seeking to renew its Gambling Venues Policy under the Gambling Act 2003 and we want to know what you think of the options we are proposing:

- **Option A**: Implement a sinking lid to allow no new venues or machines in Wellington. This is the Council's preferred option.
- **Option B:** Reduce the caps on the maximum number of machines by 87. This option will also require the Council to undertake some administrative changes including changes to the zone descriptions to align with the 2019 Representation Review. It also proposes to reinstate the Primary Activity clause, so that machines can only be located in venues with a valid on licence and restricted designation as R18.
- **Option C:** No change to the existing policy, or another change we haven't considered.

To provide you with more context for the proposal, we have made the following documents available in the document library:

- <u>Statement of Proposal</u> outlines these options with further information about each of the options.
- <u>Social Impacts on Gambling paper</u> which provides background research that influenced our options proposed. Also available in an <u>accessible version</u>. This also provides information on where the proceeds of gambling are distributed in the Wellington region.

#### How can I share my views?

We would like to know what option you prefer, and why you prefer that option over the other options provided.

You can complete a submission form online below or download and print the PDF version and post it into the Council for free.

You have until 5pm, Thursday 1 October to share your views with us.

#### e) Planning for Growth – Spatial Plan

We are seeking your feedback on the *Our City Tomorrow* (the Draft Spatial Plan) over the next few weeks and will be accepting submissions until Monday 5 October 2020 at 5pm.

It's arrived. A vision about how our city will look in 30 years from now is taking shape, and we're keen to know what you think. The Council wants to hear how Our City Tomorrow: A Draft Spatial Plan for Wellington City meets the goals of ensuring a compact, resilient, vibrant and prosperous, inclusive and connected, and greener Wellington City. Your feedback will help us complete a final Spatial Plan that will feed into the District Plan Review.

#### f) Upcoming and ongoing consultations

#### Planning for Growth live event

View the Planning for Growth live event which was held on 13 August 2020.

#### Transport

Let's Get Wellington Moving is a partnership between Wellington City Council, Greater Wellington Regional Council and NZ Transport Agency (NZTA). You can have your say on the Golden Mile now, and for all engagement and consultation activities for this programme of work please visit Let's Get Wellington Moving.

## Options

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

### Attachments

Nil

Author	Helena Patuwai, Elected Member Support Advisor	
Authoriser	Crispian Franklin, Manager, Elected Member Support Advisors	

Absolutely Positively Wellington City Council Me Heke Ki Pōneke

## 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/ACommunications Plan N/A

Health and Safety Impact considered N/A