

Papakura Local Board Workshop Record

Workshop record of the Papakura Local Board held in the local board chambers on Wednesday, 17 May 2017 commencing at 1pm.

PRESENT

Chairperson: Brent Catchpole

Members: Felicity Auva'a (until 3.57pm)
George Hawkins
Bill McEntee (from 1.23pm)
Michael Turner (until 3.57pm)
Katrina Winn (from 3.55pm)

Apologies: Katrina Winn for lateness

Also present: Rex Hewitt (Relationship Manager), Lee Manaia (Local Board Advisor)

| Workshop Item | Governance role | Summary of Discussions |
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| <p>Cemeteries</p> <p>Jon King Manager Cemetery South</p> <p>Richard Radonich Senior Maintenance Delivery Coordinator</p> | Setting direction/priorities/budget | <p>Richard Radonich advised that the Asset Renewals Team will be taking action on the assets rated condition 4 and 5 as well as anything that is a health and safety risk.</p> <p>The board were advised that there may be some paths or assets that are no longer needed. Staff will request a formal decision from the board on those assets staff recommend not to be replaced before finalising the renewals programme for the cemetery.</p> <p>There is an intention to open additional plots at the cemetery. Staff advised that these plots are likely to be offered on an "at need" basis and that there would not be an option to purchase ahead of time.</p> <p>The board did not agree with this view. The board felt there should be criteria for people who had lived in the area for 50 years or more, or had an association with the cemetery.</p> <p>Staff assured the board that they would have input into the policies relating to the allocation of plots.</p> <p>The board advised that 5-6 plots were reserved for the RSA to use at their discretion.</p> <p>Actions</p> <p>i) The Asset Renewals Team to provide a report to the board seeking a formal decision on those assets staff recommend not be replaced.</p> |

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| | | <ul style="list-style-type: none"> ii) Staff to draft the criteria for the allocation of the additional plots for a workshop followed by a report to the board for approval. iii) Staff to meet with the RSA to get an understanding of the agreement and location of the 5-6 reserved RSA plots. iv) Staff to investigate whether “way finding” and directional signage can be added to the cemetery within existing budgets. |
| <p>Community Facilities – Snapshot</p> <p>and</p> <p>Community Facilities – Work Programme 2016/2017 Update</p> <p>Gwyn De-Arth Area Manager Operational Management and Maintenance</p> <p>Jessica Morris Stakeholder Advisor</p> <p>Jenny Young Community Lease Advisor</p> | <p>Setting direction/priorities/budget</p> | <p>Staff spoke to the Community Facilities “Snapshot” document and provided an update on the 2016/2017 Community Facilities work programme.</p> <p><i>Community Gardens – Kerri Downs Reserve –</i> Michael Turner will talk to the Tongan Group. The board’s preference is that people running community gardens are Papakura residents.</p> <p><i>Community leases – Drury and Districts Rugby Football and Recreation Club –</i> renewing the footprint of the building.</p> <p><i>Papakura Rugby Football Club –</i> a new lease will come to the board for approval for Massey Park and Southern Park to be under one lease across the two properties.</p> <p><i>Pukekiwiriki Paa –</i> An archaeological and heritage report has been drafted by Andrew Moore. Currently waiting for the report to be finalised by the department and submitted to Heritage New Zealand. It was noted that the \$35,000 cannot be spent until the heritage report is approved.</p> <p>Actions</p> <ul style="list-style-type: none"> i) Michael Turner undertook to talk to the Kerri Downs Reserve Community Gardens Tongan Group. ii) Rex to send through the draft archaeological and heritage report for Pukekiwiriki Paa. iii) Project 17 discussion – To assist with the discussion with the contractors, staff to provide a comparison between what is currently covered and what is proposed. iv) Brent to forward the email trail regarding the Drury Sports Complex. v) Staff to talk to the Hibiscus Coast team using the Drury Sports Complex grounds on Tuesdays and Thursdays without a booking. |

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| <p>Parks, Sports and Recreation – Work Programme 2016/2017 Update</p> <p>Debra Langton Parks, Sports and Recreation Portfolio Manager</p> | <p>Setting direction/priorities/budget</p> | <p>Debra Langton provided an update on the 2016/2017 Parks, Sports and Recreation work programme.</p> <p><i>Line 2961 – Airfield Park Concept Plan - \$20,000 – to be deferred or reallocated. This work will not be undertaken in the 2016/2017 financial year.</i></p> <p><i>Line 592 – Bruce Pulman Concept Plan for Play Space - \$20,000 – Staff advised there is not enough time to progress this concept plan. The amount will need to be deferred or accrued.</i></p> <p><i>Opaheke fields – the board noted that they had been advised that there was no town supply water to the Opaheke fields.</i></p> <p>Actions</p> <ul style="list-style-type: none"> i) Madelon and Debra to have a discussion with the Lead Financial Advisor to arrange for the funds for lines 2961 and 592 to be deferred or accrued. ii) Debra to advise the commencement date of the juvenile mangrove removal. iii) Debra to provide a rough order of costs to undertake a Papakura sports codes review. |
| <p>Community Empowerment Unit – Work Programme Update 2016/2017 Update</p> <p>Sarah Bramston Strategic Broker</p> <p>Ayr Jones Specialist Advisor</p> <p>Kiri McCutcheon Advisor</p> | <p>Setting direction/priorities/budget</p> | <p>Sarah Bramston gave an update on the 2016/2017 Community Empowerment Unit work programme.</p> <p><i>Jobfest Update – six youth have secured some form of employment.</i></p> <p><i>Town Centre Safety – a workshop is scheduled for 14 June to receive the findings of the draft report. The final report will be considered at the 28 June business meeting.</i></p> <p><i>Civil Defence and Emergency Management – The board noted there was nothing in the Rosehill and Hingaia area. They suggested adding the Rosehill Community Church.</i></p> <p>The board believed the type of emergency dictate the venue people would go to, for example, if it was a flooding event, Papakura Marae would likely be affected as it sits in a flood risk area.</p> <p><i>Community Gardens – there is \$13,000 to be reallocated.</i></p> <p><i>Innovation Hub – a community assessment is underway. Fab Lab commence in July. This will align with the 2017/2018 work programme.</i></p> <p>Actions</p> <ul style="list-style-type: none"> i) Smiths Ave – Sarah to check whether all users are paying for the hall hire for their meetings. ii) Hingaia Community Garden – Parks to come |

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| | | <p>back to the board with the concept design for the reserve which includes a community garden.</p> <p>iii) Ayr to ask parks staff if there is any problem with the land at Hingaia Reserve that might impact on a community garden.</p> <p>iv) Madelon to discuss with the Lead Financial Advisor the \$13,000 from the Community Gardens budget requiring reallocation.</p> |
| <p>Local Board Plan Activities</p> <p>Shelvin Munif-Imo Local Board Engagement Advisor</p> | | <p>Shelvin Munif-Imo gave an overview of the proposed consultation events for the Local Board Plan.</p> <p>The board were happy with the names allocated against each event.</p> <p>Actions</p> <p>i) Shelvin to ensure members have a presentation and the events in their diaries.</p> |

The workshop concluded at 3.59pm.