

Papakura Local Board Workshop Record

Workshop record of the Papakura Local Board held in the Papakura Local Board Chambers, Papakura Service Centre, 35 Coles Crescent on Wednesday, 21 June 2017, commencing at 1pm.

PRESENT

Chairperson: Brent Catchpole
Members: Felicity Auva'a
 George Hawkins
 Michael Turner (from 1.34pm)
 Katrina Winn (from 1.06pm)

Apologies: Bill McEntee

Also present: Rex Hewitt (Relationship Manager)
 Lee Manaia (Local Board Advisor)
 Trish Wayper (Democracy Advisor)

| Workshop Item | Governance role | Summary of Discussions |
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| Project 17 Maintenance Contracts Gwyn De-Arth, Area Manager Operational Management and Maintenance Fraser Park, Contract Manager Vesta Gribben, City Care Supplier Representative Helena Wild City Care Ivor Shannon TreeScape Nick Ranger Wildlands | Setting direction / priorities / budget | <p>The maintenance contractors gave an overview of their respective organisations' responsibilities and their progress in filling positions.</p> <ul style="list-style-type: none"> • Treescape - Arboricultural Services • Wildlands - ecological management – plant and animal pest management • CityCare - open space and contract cleaners <p>A list of key contacts will be sent to all local boards in the next few weeks.</p> <p>Treescape advised there is a shortage of staff in the arboricultural industry both domestically and globally.</p> <p>The board suggested the contractor forward their recruitment information to the Youthful project deliverers for uploading to their website.</p> <p>Board requested the list of specified sites that Wildlands would be working.</p> <p>Citycare – supply chain partners for cleaning services:</p> <ul style="list-style-type: none"> • Allbrite delivering services to Manurewa, Papakura and Franklin. • Civic Contractors – litter collection and cleaning of public toilets in parks and the |

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| | | <p>town centres</p> <p>Working with MIT, Southern Initiative and Randwick Park to see if there are other opportunities to fill the other contract management cadet role.</p> <p>CityCare has made an investment in new plant and equipment ready for deployment.</p> <p>The CityCare depot location will be in east Tamaki. There were no suitable commercial spaces available in the south.</p> <p>CityCare approach:</p> <ul style="list-style-type: none"> • Want a workforce that reflected the demographic of the area. • Working on attracting youth to the industry. • 78% of leadership roles filled. 20% of roles filled by Pasifika. 14% filled by Maori. <p>All contractors advised they:</p> <ul style="list-style-type: none"> • were paying a living wage. • employing locally. • employing to reflect the demographic they are servicing. <p>Vesta to circulate job vacancies to Maxine.</p> <p>Any groups interested please channel through to Kate and Vesta.</p> <p>Vesta responded to the various scenarios put forward by members as follows:</p> <ul style="list-style-type: none"> • Litter is everyone's contract. • Contractors are required to walk the site before mowing to check for litter. • Illegal dumping – quarter cubic metre will be dealt with. Anything above that will work with the solid waste team to get the illegal dumping dealt with. • Mowing will be programmed based on historical knowledge. Data will be gathered as they go. |

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| | | <ul style="list-style-type: none"> • Huge broken branch on the median strip on Elliott Street. <p>The board would feedback any service level issues at the monthly work programme meetings or feed it through to the Contract Manager, Fraser Park.</p> <p>The board does not want to see any drop off in service levels.</p> <p>It will take 2-3 months for the contractors to settle in and get a grip on delivery.</p> <p>If the board have any key areas or hot spots – let CityCare know.</p> <p>Examples of issues:</p> <ul style="list-style-type: none"> • CPTED report for Ray Small Park and the removal of branches so there is clear sight lines through the park. • Central Park – a lot of the trees need the lower branches removed so people can't hide in the branches. <p>Actions:</p> <ol style="list-style-type: none"> 1. List of key contacts will be sent to all local boards in the next few weeks Citycare, Treescape and Wildlands. 2. The board requested a list of the specified sites that Wildlands would be working on. |
| <p>Arts, Community and Events</p> <p>Sarah Bramston Strategic Broker</p> | <p>Setting direction / priorities / budget</p> | <p>Sarah Bramston provided an update of the Arts, Community and Events 2016/2017 work programme, in particular in relation to:</p> <ul style="list-style-type: none"> • Civil Defence Emergency Management capacity building • Innovation Hub • Youth Council and Youth Initiatives |
| <p>Community Facilities – Snapshot and Work Programme</p> <p>Gwyn De-Arth Area Manager Operational Management and</p> | <p>Setting direction / priorities / budget</p> | <p>Gwyn De'Arth, Jenny Young, Tracy Massam and Jessica Morris gave an overview of the Community Facilities snapshot and 2016/2017 work programme.</p> <p>Softball diamond and outfield is being scoped as a renewal but is not in the 2017/2018 year for delivery.</p> <p>Jenny to ascertain who owns the referees</p> |

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| <p>Maintenance</p> <p>Jessica Morris Stakeholder Advisor</p> <p>Tracy Massam Principal Facility Management Advisor Asset Management Information Services</p> <p>Parks, Sport and Recreation – Work Programme</p> <p>Debra Langton Parks, Sports and Recreation Portfolio Manager</p> <p>Greg Lowe Parks and Places Specialist</p> | <p>Setting direction / priorities / budget</p> | <p>building.</p> <p>Request for a tour of the community facilities with Gwyn and CityCare contractors.</p> <p>There are two separate contracts across the region for swimming pools and water features.</p> <p>The 2017/2018 work programme will be on the 28 June board agenda.</p> <p>Tracy Massam explained the Asset Management process.</p> <p>Gwyn to provide examples of what the board might expect with the new contracts in terms of comparison to the current service levels.</p> <p>Debra Langton gave an overview of the Parks, Sport and Recreation 2016/2017 work programme.</p> <p>Debra to check the report for the removal of juveniles.</p> <p>Debra to provide an update on who is doing the investigation of mana whenua’s concerns regarding water quality in Pahurehure inlet.</p> <p>Advice required from the Environmental Services Team regarding the water quality in the Pahurehure inlet.</p> <p>Line item 2870 - Pukekiwiriki Paa maintenance – appears to have stalled. This should be reflected as amber.</p> |

The workshop concluded at 4.05 pm.