

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, 20 September 2017, commencing at 12noon.

PRESENT

Chairperson: Brent Catchpole
Members: Felicity Auva'a
 George Hawkins (from 3.30pm)
 Michael Turner (from 3.40pm)
 Katrina Winn

Also Present: Councillor Daniel Newman

Apologies: George Hawkins (for lateness)
 Bill McEntee (for absence)
 Michael Turner (for lateness)

Also present: Lee Manaia (Local Board Advisor)
 Trish Wayper (Democracy Advisor)

Workshop Item	Governance role	Summary of Discussions
Local Board General Business Members	Engagement	<p>A discussion was held on the suitability of the Snapshot report from Community Facilities. The board's preference is to have the report focused on Papakura only, as currently it also includes other local boards' updates. There is no reference to the work programme line item numbers. An update and line by line updating is the board's preference.</p> <p>The Chair advised that Counties Manukau District Police have a new structure in place. A new superintendent has been appointed, Inspector Gill Rogers.</p> <ul style="list-style-type: none"> • 4 new Commanders have also been appointed in all 4 areas. • They have commenced a new project with the local dairies, service stations and general retailers who continue to be targets for robberies. <p>Members raised that if people test positive for drug use, there is an automatic 7 week WINZ stand down from receiving the benefit. Members queried whether this impacted on the youth crime stats for the area.</p>

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		<p>Drivers Licence Programme – people seem to be passing the first stage of attaining a licence but often can't afford to pay for the final stages to a full licence.</p> <p>Citizenship – A letter will go out from the Chair to the new Papakura citizens, welcoming them to the area.</p> <p>Elected member survey – A report will be presented at the November meeting.</p> <p>Action</p> <p>i) Open space management plans – A workshop to be scheduled on this topic for the board.</p>		
<p>Locally Driven Initiatives (LDI) Capex Discussion</p> <p>Debra Langton PSR Portfolio Manager</p> <p>Greg Lowe Parks Specialist</p> <p>Kenneth Tuai Auckland Transport Liaison Manager</p> <p>Faithe Smith Lead Financial Advisor</p> <p>Katrina Morgan Manager Community Led & LDI Projects</p> <p>Sarah Bramston Strategic Broker</p>	Setting direction / priorities / budget	<p>The board went through the LDI capex list and prioritised the projects they require a 'rough order of costs' for.</p> <p>The list of projects are as follows:</p>		
	No.	Project	Indicative Cost	Notes
	1	Drury Library - Printer	\$449	Supported in principle - A conversation with the Libraries staff is needed if the board want to support this. Need to work out how to fund it and how ongoing consumables for the printer will be funded. Members present questioned this as to why this was being asked as a capex project.
	2	Drury Library - Wifi capable	\$825 Plus \$148.50 monthly services and support fee	Support in principle – However members require more information.
	3	Interactive information screen at Papakura train station	TBC	Members interested in receiving a rough order of costs (i.e. the cost of hardware and development of software). A business owner would need to be identified.
4	LED screen advertising/displays units at train station, town centre	TBC	Members interested in receiving a rough order of costs.	

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		and Hawkins Theatre		A business owner would also be required.
	5	Hawkins Theatre static display board on eastern side of the entrance	TBC	<p>The Business Plan will investigate whether another display board is required.</p> <p>Member requested for this item to be put on hold.</p>
	6	Library Foyer - display cabinets - cabinets to exhibit local art in the library foyer	\$5,000	<p>The board did not support this project as it considered the cost too high for the benefit.</p> <p>It was questioned who would manage the display cabinet contents and long-term maintenance.</p>
	7	McLennan Park footpaths (an opportunity that will deliver on progressing the board's greenways plan)	TBC	Supported – rough order of cost required.
	8	Papakura Stream - esplanade reserve development - greenways pathway - connection to Takanini pedestrian bridge and Waiata shores	TBC	<p>Manurewa Local Board has indicated it will consider progressing a pathway on the Manurewa side of the Papakura stream.</p> <p>There is potential for the board to connect new commercial development.</p> <p>This item to be removed from list.</p>
	9	Papakura Stream - stormwater treatment initiative - water quality	TBC	<p>Other areas of council need to be held to account to improve the water quality of Papakura Stream.</p> <p>Staff to approach the Healthy Waters team to advise possible solutions.</p>
	10	Papakura Town Centre Square - Revamp of the	TBC	The board requested this project to be “parked” until they have a clearer

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		Papakura Town Centre square (outside Farmers)		understanding of what the Commercial Project Team is considering.
11	Implement the recommendations in the Town Centre Safety report , eg: CCTV cameras, lighting		TBC	Supported – rough order of cost is required.
12	Pulman Park - permanent lights for the rugby fields - one third seed funding sought		\$99,000 (one field) \$131,000 - \$133,333 (two fields)	Supported the idea of seed funding for two fields \$133,000
13	Pulman Park - rubberise netball courts - one third seed funding sought		\$400,000 - \$470,000	Not supported
14	Smith's Ave Reserve Development - Develop a concept plan for Smiths Ave Reserve to ensure development meets the needs of the local community, Undertake consultation on the plan and prioritise actions for implementation		\$50,000	Supported - implement stage one. Staff were also asked to liaise with Member Winn to identify any opportunities to leverage funding or contra.
15	Playground - Orion Street - Takawiwi Park			The board requested this project be “parked” until the Smiths Ave project is activated.
16	Karaka Sports Complex			Not supported
17	Greenways Plan		\$100,000	The board requested staff to keep the “ball rolling” on the cycleway loop. Leverage funding opportunities to be looked at.
18	Massey Park Pool Solar Panels		TBC	Supported – rough order of cost required. Member Winn will ask a lobby

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				<p>group to forward the information.</p> <p>The lobby group has costed the installation of the solar panels at \$180,000. Note that a cover is also required – it was questioned whether or not this is included in the figure.</p>
	19	<p>Massey Park Pool extension - concept plan to extend the pool and an overarching roof cover with moveable sides.</p>	TBC	<p>An additional project.</p> <p>The board want to extend the swimming season and provide a pool in the south that is competition standard.</p>
	20	<p>Fitness stations implementation of concept plan - implement concept plan to identify opportunities to provide "fitness stations" in local parks in Papakura, with focus on the Hingaia/Harbourside area</p>	\$50,000	<p>Supported - indicative rough order of costs.</p> <p>Mixture of static and moveable fitness stations required.</p>
	21	<p>Carisbrook Reserve implementation of concept plan - Prioritise and implement the actions from the concept plan to provide one continuous area of open space at Carisbrook Reserve that meets the recreational needs of the local community.</p>	\$25,000	<p>Supported - Concept planning funding.</p>
	21	<p>Keri Downs Park implementation of concept plan - Prioritise and implement the actions from the concept plan to provide one</p>	\$25,000	<p>Supported - Concept planning funding.</p>

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		continuous area of open space at Keri Downs Parks that meets the recreational needs of the local community.		
	23	Signage upgrade local parks - Implement the plan to provide for updated signage in all local parks in Papakura. Signage will include correct naming of reserves and interpretative signage which acknowledges the historical and cultural heritage of the area	\$75,000	Only upgrade signage that is badly damaged. The board didn't see the need to replace all the signs in the board area. Keep on list though.
	24	Papakura City Brass Band Inc. parking, 104 Rimu Road, Papakura - gobi-blocking the grassed area in front to allow all year round parking	TBC	Rough order of cost required to allow the board to evaluate whether to support or not.
		Future Pulman Park Developments		
	25	Pulman Park playground - concept design 2017/2018 ; capital build would ideally be 2018/2019 - no capital funding for a playground	\$250,000	Supported - Implementation of approved concept plan. In order to progress growth funding, need to have a plan in place. The board queried who would be delivering the project - Pulman Trust or Council?
	26	Pulman Park - skate bowl		The board expressed concerns about the relationship of the regional aspect of this park ie: what the board should be funding to benefit the community versus what could be considered a regional cost.

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	27	Pulman Park - learn to ride bikes / drive car area		
	28	Pulman Park - 3/3 basketball		
	29	Pulman Park - carpark / roller hockey area - an area that can be used for other activities ie a big flat area		
<p>Kura Kawana – Health and Safety</p> <p>Catherine Dearsley Solicitor Legal - Property and Commercial Legal and Risk</p> <p>Oliver Sanandres Head of Health, Safety and Wellbeing</p>	Training and Development		<p>Staff gave a presentation regarding Elected Member Health and Safety (H&S) duties.</p> <p>Members were advised that they are entitled to ask questions or request information if they think they need it.</p> <p>It was suggested that members keep a notebook and record of anything they see. Staff advised that if anyone sees anything that is unsafe they must take action. The desired culture at council is that we should be looking out for each other.</p> <p>Duty of due diligence for H&S is an individual responsibility. Staff are investigating whether the Risk Manager system can be made available to elected members so they can lodge any incidents, near misses or hazards immediately.</p> <p>No longer can you put up a sign if you see a hazard. Legislation states you have to eliminate the hazard, if you can't eliminate it, you have to have done enough to control it. You have to demonstrate that you have tried to eliminate the hazard:</p> <ul style="list-style-type: none"> • See something • Say something • Do something 	

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<p>Takanini Community Hub and Library</p> <p>Nicola Terry Service and Asset Planning Specialist Service Strategy & Integration Community Services</p> <p>Gill Pannell Manager Library Operations Community Libraries (South/East) Libraries and Information</p> <p>Timothy Keat Senior Growth Development Specialist, Investigation & Design</p> <p>Nicole Van Heijst Principal Policy Analyst Community Policy</p>	Local initiatives / specific decisions	<p>Staff provided an update on the Takanini Community Hub and Library.</p> <p>The memorandum of terms is still in progress.</p> <p>Staff confirmed there will be public toilets in the library.</p> <p>The board suggested staff to also contact the following groups as part of their engagement process:</p> <ul style="list-style-type: none"> • Family service centre • Residents Associations • Te Whanau • Te Mahia Village • Large Indian community – Sikh Temple. • Citizens Advice Bureau • NZ Police are also interested in being involved. <p>Actions</p> <p>i) Staff to convey to the developer that the board would like a “turning of the sod” ceremony before the building gets underway.</p> <p>ii) Local board to provide input regarding key stakeholders.</p> <p>iii) Staff to ensure the board is informed before the press release goes out.</p>
<p>Smith’s Avenue Update</p> <p>Kiri McCutcheon Advisor Community Empowerment Arts, Community and Events</p> <p>Carol Clifford</p>	Local initiatives / specific decisions	<p>Staff provided an update on the following work at Smith’s Avenue:</p> <ul style="list-style-type: none"> • Update: Activations on site and community connections, hall charges and availability, dynamics. • Risk: No commitment in strategic documentation for Smiths Ave. No capex allocated. • Proposed change in operating model, people want to use the space but need to be supported to do so.

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<p>Sarah Bramston Strategic Broker</p>		<ul style="list-style-type: none"> • Opportunity to help others/ meet community needs through site activation. • Co-design process: First cut of insights – displayed on the wall, staff will talk people through the information and answer questions. • Next steps. <p>Staff advised progress is being made. It's about building relationships and connecting the community with each other.</p> <p>The Smiths Avenue kitchen will be upgraded. A toilet and changing table will be installed inside the hall.</p> <p>Actions</p> <ul style="list-style-type: none"> i) Staff to source and provide copies of the outcomes of the ROOTS programme the board funded. ii) Staff will come to the board with what's needed for Smiths Ave.
<p>Community Facilities (Snapshot) and Parks, Sports and Recreation Work Programme Update</p> <p>Jessica Morris Stakeholder Advisor</p> <p>Gwyn De-Arth Area Manager Operational Management & Maintenance</p> <p>Debra Langton PSR Portfolio Manager</p>	<p>Oversight and monitoring</p>	<p>Parks Sport and Recreation</p> <p>Staff provided and update on the Parks, Sport and Recreation 2017/2018 work programme.</p> <p>The next step is to workshop the children's forest.</p> <p>PIPS working bee – they did a bit more clearance than they should have done and cut down some of the native vegetation. Staff are working with the through group on mitigation measures.</p> <p>The Department of Corrections is working in the children's forest and Pahurehure inlet.</p> <p>Out and about – Magical Park programme is about to kick off.</p> <p>Sports code analysis – follow up calls are required to chase the clubs to provide the</p>

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		<p>information requested. Staff have been liaising with 3-4 providers. Two have withdrawn as they are unable meet the November deadline.</p> <p>Staff have also followed up on the option to undertake the work in-house. It's not likely that this will happen at this point. This has been escalated within the organisation.</p> <p>Community Facilities</p> <p>Staff provided an update on the Community Facilities Snapshot and the Community Facilities 2017/2018 work programmes.</p> <p>The board raised a concern that the Snapshot wasn't giving the board enough opportunity to identify the work programme line items that are falling behind to ensure reallocation of budget if necessary and executing their governance role.</p> <p>Also this version of the Snapshot had an item included from Otara.</p> <p>A bit more content is required in the Sharepoint document.</p> <p>Staff advised that the Papakura Cemetery work starts Monday.</p> <p>Is there any utility in the Sexton's Hut? It looks like an abandoned asset.</p> <p>Staff advised the ablutions block maintenance sits with the Community Facilities department.</p> <p>Community Leasing</p> <p>The truck driver is no longer parking outside the Bridge Club.</p> <p>Maintenance data from Project 17 will be reported on at the board meeting next month.</p>

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		<p>Actions</p> <ul style="list-style-type: none"> i) The Chair to provide a copy of the Drury study data. The Chair advised there was also a study commissioned for Papakura. ii) Staff to advise Citycare that they no longer need to mow the lawn at the carpark across the road from 35 Coles Crescent. It is privately owned. iii) Staff to investigate the inadequate storm water drainage at and advise Healthy Waters. iv) Staff to take action with regards to the dangerous pathway at Pahurehure Inlet Walkway. . v) The Pahurehure Inlet line item is at business case – Staff to provide timelines. vi) Staff to update if the intended works at Ray small skate park has been sent out.

The workshop concluded at 5.05pm