

## Papakura Local Board Workshop Record

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Workshop record of the Papakura Local Board held in the Papakura Local Board Chambers, Papakura Service Centre, 35 Coles Crescent on **Wednesday, 01 August 2018, commencing at 12.30pm.**

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### PRESENT

**Chairperson** Brent Catchpole  
**Deputy Chairperson:** Felicity Auva'a (until 4.10pm and then from 4.30pm)  
**Members:** Michael Turner (from 1pm until 3.30pm)  
 Katrina Winn (from 12.35pm)  
 George Hawkins

**Apologies:** Bill McEntee (annual leave)

**Also present:** Manoj Ragupathy (Relationship Manager)  
 Victoria Hutt (Senior Local Board Advisor)  
 Lee Manaia (Local Board Advisor)  
 Paula Brooke (Democracy Advisor)

Workshop Item	Governance role	Summary of Discussions
<p><b><u>Stakeholder groups quarterly update - The Papakura Business Association</u></b></p> <p><b>Tracy Shackleton</b> (Papakura Business Association Town Centre Manager)</p>	Keeping informed	<p>Tracy provided an update on the Papakura Business Association last quarter along with upcoming events and activities.</p> <p>The Town Centre Manager requested that the Representing Papakura project be extended longer than the two weeks for the vacant sites.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>1. Tracy to provide a list of new store names and when they opened to the members.</li> <li>2. Tracy to include the Chair and Deputy Chair in the CCTV BID expansion monitoring meeting.</li> </ol>
<p><b><u>Stakeholder groups quarterly update – Crimewatch</u></b></p> <p><b>Peter Fitzpatrick</b> (Deputy Chair, Crimewatch)</p>	Keeping informed	<p>Peter provided an update on the Crimewatch activities over the last quarter, along with upcoming events and activities.</p> <p>Peter thanked the board for the vehicle grant.</p> <p>Board suggested that Crimewatch be informed of local events to provide support.</p> <p><b>Action:</b></p> <ol style="list-style-type: none"> <li>1. LBS staff to email Crimewatch admin about upcoming events so surveillance can be implemented.</li> </ol>

Workshop Item	Governance role	Summary of Discussions
<p><b><u>Stakeholder groups quarterly update – Neighbourhood Support Papakura.</u></b></p> <p><b>Kim Ainsworth</b> (Neighbourhood Support)</p>	Keeping informed	<p>Kim provided an update on the Neighbourhood Support Papakura activities in the last quarter, along with upcoming events and activities.</p> <p><b>Action:</b></p> <ol style="list-style-type: none"> <li>1. Kim to send all event information to both the board and the Papakura Business Association who will assist with promotion of the event.</li> </ol>
<p><b><u>Stakeholder groups quarterly update – The NZ Police</u></b></p> <p><b>Senior Sergeant Matt Hoyes</b> (Community Services Manager, Papakura, NZ Police)</p>	Keeping informed	<p>Matt provided an update on the Police activities over the last quarter, along with upcoming events and activities.</p> <p>Matt advised that generally things are sitting in a reasonably good space. There has been a massive amount of good work in the community by the office, neighbourhood teams, response and investigations teams.</p>
<p><b><u>Stakeholder groups quarterly update – The Maori Wardens</u></b></p> <p><b>Jan Pihiana</b> (Maori Wardens) <b>Gary Turner</b> <b>Waiho</b> <b>Richard</b></p>	Keeping informed	<p>Jan provided an update on the Maori Wardens activities in the last quarter, along with upcoming events and activities.</p> <p><b>Action:</b></p> <ol style="list-style-type: none"> <li>1. Jan to speak with Tracey H to coordinate the events calendar as the wardens are happy to support at the local board events.</li> </ol>
<p><b><u>Local Board general business</u></b></p>	Keeping informed	<p>The board discussed the following topics:</p> <ul style="list-style-type: none"> <li>• Testing the member election survey.</li> <li>• Maori language week activation commencing 14 September.</li> <li>• Election signs feedback.</li> <li>• Sod turning – 3 August 7am.</li> <li>• LGNZ invite to discuss how to get local boards recognised in their constitution. Encouraging as many local board members as possible to attend.</li> <li>• Massey Park pool consequential opex.</li> <li>• Introduction to Jacqueline Pryor – the new PA/Liaison starting 6 August.</li> <li>• Introduction to Vic Hutt, the new Senior</li> </ul>

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		<p>Advisor who commenced 30 July.</p> <ul style="list-style-type: none"> <li>Ray Small Park filming.</li> </ul>
<p><b><u>Sports Needs Assessment - report back on identified actions</u></b></p> <p><b>Dave Stewart</b> (Sports and Recreation Manager, Parks, Sports and Recreation)</p> <p><b>Martin Devoy</b> (Sport and Recreation Lead, Parks, Sports and Recreation)</p>	Oversight and monitoring	<p>Dave Stewart advised there has been an allegation of conflict of interest against a staff member. Another staff member will progress the Sports Needs Assessment implementation going forward.</p> <p>The board were asked to review the list of actions taken from the Sports Needs Assessment and provide feedback on the boards' priorities.</p> <p>Opaheke – received indication from some clubs they are interested in locating to Opaheke. Staff need to speak with the right internal teams to start the process, and after the board has indicated its priorities.</p>
<p><b><u>Hawkins Theatre draft business plan</u></b></p> <p><b>Sarah Edwards</b> (Arts and Culture Advisor, Arts, Community and Events)</p> <p><b>Debs McSmith</b> (Arts and Culture Project Lead, Arts, Community and Events)</p>	Confirm the boards priorities	<p>Staff provided an update on the progress of the Hawkins Theatre business plan.</p> <p>The board requested that the “Representing Papakura” photos stay up for 4 weeks in shop windows, particularly in the vacant shops.</p> <p><b>Next steps</b> – the draft plan will be presented to the steering group for review and to confirm the objectives. This will be fed back to the board.</p>
<p><b><u>Draft Facility Partnerships Policy</u></b></p> <p><b>Rebekah Forman</b> (Principal Policy Analyst and Project Lead, Community Policy)</p> <p><b>Oscar Casswell-Laird</b> (Policy Analyst, Community Policy)</p>	Provide direction on preferred approach	<p>Staff presented on the draft Facility Partnerships Policy. This is where the council invests in community facilities owned or operated by others. Community centres, libraries, art centres, sports fields and halls and marae.</p> <p>The Policy will come to the board for a resolution in September, with formal adoption before the end of this year and implementation for the next financial year.</p> <p>The board fed back this needs to be reviewed as an equity share should be a deterrent for funding e.g. the Tindall Foundation.</p> <p><b>Next steps</b> – public consultation and drop in events. Online submissions.</p>

The workshop concluded at 4.50pm