

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, 1 February 2017, commencing at 1.00 pm.

PRESENT

Chairperson: Brent Catchpole
Members: Felicity Auva'a
 Bill McEntee
 George Hawkins
 Michael Turner
 Katrina Winn

Absent:

Also present: Rex Hewitt (Relationship Manager)
 Madelon De Jongh (Senior Local Board Advisor)
 Shelvin Munif Imo (Engagement Advisor)
 Trish Wayper (Democracy Advisor)

Workshop Item	Governance role	Summary of Discussions
1. Economic Development John Norman Strategic Planner, Local Economic Development	Oversight and monitoring	Written report supplied

<p>2. Community Facilities Work Programme</p> <p>Gwyn De-Arth Area Manager Operational Management and Maintenance</p> <p>Jessica Morris Stakeholder Advisor</p> <p>Greg Lowe Parks and Places Specialist</p>	<p>Oversight and monitoring</p>	<p>Gave the board an update on the following issues:</p> <ul style="list-style-type: none"> - Contractors being Downers and Cushfield & Wakeman and their performances. - Illegal dumping on reserves and the enormous financial cost to council. - Illegal use of sportsfields, as in unauthorised use of grounds for organised events and also vandalism of fields. - Prince Edward Park Project – nearing completion. - Massey Park Track Renewal – Track finished, surrounding turn works yet to be completed. - Bruce Pulman Park – ongoing issues with ponds. - Smiths Avenue – highest incident of vandalism in region. - Takanini Hall – board requested that this facility be revisited and assessed. <p>Action:</p> <p>Gwyn to report back to the board on the state and recommended repairs to the Takanini Hall complex.</p>
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<p>3. Community Places Work Programme</p> <p>Rosetta Mamea Service Delivery Team Leader, Community Places</p> <p>Jewels Edwards Service Delivery Co-ordinator Community Places</p>	<p>Oversight and monitoring</p>	<p>Tabled Attachment 3A</p> <ul style="list-style-type: none"> - Board noted the raised level of use for the Drury Hall. - Staff outlined the new booking system for venues and also that a new marketing campaign was being launched for advertise Council's venues for hire. - Significant drop noted in the use of the Papakura Library meeting rooms. Board requested that staff investigate the drop of use and report back to the board. - Board requested that a report be made to them on the use and state of the Elizabeth Campbell Centre.

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4. Libraries Gill Pannell Service Delivery Manager, Community Libraries	Oversight and monitoring	<p>The Service Delivery Manager (TSI), Community Libraries (South/East) outlined the following to the board.</p> <ul style="list-style-type: none"> - Wriggle and Rhyme sessions are well attended. - Storytime numbers have declined so they are trying an evening timeslot to see if this increases the number of participants. - Large numbers attended the Summer Reading Programme. - Library staff manned a stall at the Papakura Art in the Park event for the first time. - Board indicated that it would like some discussion undertaken on the hours set for the library especially access being available on the weekends for those people that worked. - Fit for Future Project – staff have provided feedback and some of this was being considered for inclusion. The Board requested to be notified of any changes in staff or workings at the library. - Budget – overspent. This was mainly on staff costs which included sick leave and cadet costs. The Board requested that clarification be sort concerning who was funding the cadet scheme as this had been a mayoral project.

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5. Events Monthly Work Programme Chade Julie Team Leader Event Facilitation Ashleigh Siteine Event Facilitator Ali Bain Civic Event Facilitator	Oversight and monitoring	<p>The board were informed that they had \$22,500 to reallocate from last year's fireworks event. A report was to be made to the next board meeting for reallocation of this funding.</p> <p>The board requested a meeting be organised to discuss the event schedule prior to the February 2017 meeting.</p> <p>The civic event officer, Ali Bain outlined that there was \$8,000 in the civic budget still outstanding. Ali planned to introduce a "Civic Budget Work Programme" so this could be better monitored and planned.</p>

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<p>6. Infrastructure and Environmental Services Work Programme</p> <p>Emma Joyce Relationship Advisor, Infrastructure & Environmental Services</p> <p>Gael Ogilvie General Manager, Environmental Services</p> <p>Sophie Heighway Sustainability Initiatives Manager</p>	<p>Oversight and monitoring</p>	<p>Powerpoint presentation was made (Attachment 6A)</p> <p>The powerpoint presentation outlined the “Community Energy Efficiency Programme” to be introduced in Papakura. The scheme will be launched on 13 March 2017 at the Edmund Hillary School.</p> <p>The Board requested that a map of the area involved in the scheme be sent to them so that they were aware of which residents qualified.</p> <p>Member Winn also requested information be forwarded to her so that it could be placed on the Board’s Facebook page.</p>

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<p>7. Community Empowerment Unit (CEU) Monthly Work Programme including Civil Defence Preparedness</p> <p>Sarah Bramston Strategic Broker</p> <p>Melissa Lelo Advisor, Community Empowerment</p>	<p>Oversight and monitoring</p>	<p>Sarah and Melissa presented an overview of the following projects:</p> <ul style="list-style-type: none"> - Youth voice and youth led initiatives - Town centre safety and Economic Development - CDEM capacity building - Papakura senior citizens club - Spatial Priority Area Plan - Youth Scholarships - Community Gardens and food systems - Smiths Avenue/Innovation Hub - Implementation of the Empowered Communities Approach. <p>The following was requested by the board:</p> <ol style="list-style-type: none"> i. That the Youth Council “Terms of Reference” be reviewed. ii. That staff investigate the status of the “Youth Forum” as a feeder group to the Youth Council. iii. Discussion to be undertaken concerning the Careers Coach versus a Careers Expo. iv. Town Centre security – board requested a workshop to review the town centre security arrangements. With a formal report to be made to a business meeting. v. Civil Defense – Confusion over the \$10,000 board grant. Board thought this was a one off payment not yearly grant. Board requested further discussion be undertaken. vi. Papakura Senior Citizens – Board requested a review of this payment as it appeared more than the rates rebate. vii. Spatial Priority Area Plan – Engagement for the integrated SPA commenced in December 2017 across Papakura, Takanini and Manurewa. Board requested that grade separation of the rail crossings be included especially Manuroa Road. viii. Community Garden – investigate community garden in Addison ix. Smiths Avenue/Innovation Hub – no plans for the innovation hub at this stage. Board requested a workshop in March to discuss.

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<p>8. Parks Monthly Work Programme</p> <p>Neil Munro Project Manager, Community Facilities</p> <p>Greg Lowe Parks and Places Specialist</p> <p>Jennice Stringer Project Co- ordinator</p> <p>Debra Langton PSR Portfolio Manager</p>	<p>Oversight and monitoring</p>	<p>The Project Manager Community Facilities, Neil Munro gave an update on the Conifer Grove Mangrove removal project. The resource consent had been lodged Friday, 3 February 2017. It was hoped that this consent would be approved quickly and that the project could be tendered prior to June 2017. If the project had not been tendered by that time the board's LDI funding would be lost.</p> <p>Parks and Places Specialist, Greg Lowe outlined the following projects to be considered in the future:</p> <ul style="list-style-type: none"> - Concept designs for Hingaia park. - Addition playground design - Papakura BMZ - Smith Avenue complex – ongoing discussions - Rollerston Garden Group – possible community project

The workshop concluded at 4.48 pm.