

**Date:** Wednesday, 5 February 2025  
**Time:** 11.00 am  
**Meeting Room:** Local Board Chambers  
**Venue:** 35 Coles Crescent  
Papakura  
Auckland

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## **Papakura Local Board Workshop**

### **OPEN AGENDA**

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#### **MEMBERSHIP**

<b>Chairperson</b>	Brent Catchpole
<b>Deputy Chairperson</b>	Jan Robinson
<b>Members</b>	Felicity Auva'a
	George Hawkins
	Kelvin Hieatt
	Andrew Webster

**Sital Prasad**  
**Democracy Advisor**

**30 January 2025**

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#### **Agenda items**

##### **1 Ngā Tamōtanga | Apologies**

At the close of the agenda no apologies had been received.

##### **2 Te Whakapuaki i te Whai Pānga | Declaration of Interest**

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

## Local Board Workshop

File No.: CP2025/00398

- Note 1: This workshop has been called by the chairperson in consultation with the staff.
- Note 2: No working party/workshop may reach any decision or adopt any resolution unless specifically delegated to do so.

### Te take mō te pūrongo Purpose of the report

1. To present the Papakura Local Board workshop agenda for 5 February 2025.

### Whakarāpopototanga matua Executive summary

2. Most workshops are open to the public to attend as observers in person or online, if in person attendance is impractical.
3. Some sessions may not be open to the public. The chairperson and deputy chairperson decide which sessions are open to the public, depending on the sensitivity of the information being discussed. If a session is not open, a reason will be provided below.
4. Local Board workshops provide an opportunity for local boards to carry out their governance role in the following areas:
  - a) accountability to the public
  - b) engagement
  - c) input to regional decision-making
  - d) keeping informed
  - e) local initiative / preparing for specific decisions
  - f) oversight and monitoring
  - g) setting direction / priorities / budget.
5. Workshops do not have decision-making authority.
6. Workshops are used to canvass issues, prepare local board members for upcoming decisions and to enable discussion between elected members and staff.
7. Members are respectfully reminded of their Code of Conduct obligations with respect to conflicts of interest and confidentiality
8. Please note, workshop times are often subject to change.

9. The following will be covered in the workshop:

<b>Item 1 – 11:00-12:00pm</b>	
<b>Parks and Community Facilities (P&amp;CF) 2025/2026 Work Programme</b>	
Presenter/s:	Alex Overwater-Davis (Manager Area Operations, Parks and Community Facilities)
	Manuel Raimundo (Work Programme Lead, Parks and Community Facilities)
Governance role:	Setting direction / priorities / budget
Proposed Outcome/s:	To provide the board with integrated advice on legacy parking budget, local board capital fund Parks, Capex, Targeted rates, and any other regional funding sources available for Community Facilities (P&CF) 2025/2026 Work Programme.
Attachment/s:	Material unavailable at the time of agenda build.
<b>Item 2 – 12:30-1:15pm</b>	
<b>Takaanini Hall venue for hire service</b>	
Presenter/s:	Shyrel Burt (Principal Integration Specialist, Executive Office Community)
Governance role:	Local initiative / preparing for specific decisions
Proposed Outcome/s:	To understand local board preferences for venue for hire provision in Takaanini.
Attachment/s:	Attachment A – Takanini venue for hire service options
<b>Item 3 – 1:15-1:30pm</b>	
<b>2024/2025 Heritage work programme update and Heritage digital solution work programme</b>	
Presenter/s:	Marguerite Hill (Senior Specialist Community, Planning & Resource Consents)
	Anna Boyer (Team Leader Heritage, Planning & Resource Consents)
Governance role:	Local initiative / preparing for specific decisions
Proposed Outcome/s:	To provide an update on the 2024/2025 Heritage work programme lines and seek direction on the preferred approach regarding the heritage digital solution project.
Attachment/s:	Attachment B – Heritage digital solution

**Item 4– 1:30-2pm**

**Local Parks Ecological Volunteering & Environmental Programmes Update**

Presenter/s: Trish Kirkland-Smith  
(Volunteering and Programmes Team Manager, Parks and Community Facilities)

Shane McNeill  
(Community Park Ranger, Specialist Operations)

Governance role: Keeping informed

Proposed Outcome/s: To provide an update on the Ecological Volunteering and Programmes.

Attachment/s: Attachment C – Local Parks Ecological Volunteering Environmental Programmes Update

**Break (2pm – 2:10pm)**

**Item 5– 2:10-2:40pm**

**Papakura Local Board Accommodation Update**

Presenter/s: Rod Aitken  
(Head of Corporate Property, Group Shared Services)

Alana McClintock  
(Senior Business Operations Lead, Policy, Planning & Governance)

Lou-Ann Ballantyne  
(General Manager Governance and Engagement, Policy, Planning & Governance)

Kristy Barry  
(WorkSmart Change Manager, Group Shared Services)

Paul Pua  
(Business Operations Advisor, Policy, Planning & Governance)

Michelle Ball  
(Service and Asset Planning Specialist, Policy)

Governance role: Setting direction / priorities / budget

Proposed Outcome/s: To provide information on the plans for the Papakura Local Board future accommodation and seek feedback/questions.

Attachment/s: Material unavailable at the time of agenda build.

Item 6 – 2:40-3:25pm	
<b>Auckland Transport Update</b>	
Presenter/s:	Bruce Thomas, (Elected Member Relationship Manager, Auckland Transport)
Governance role:	Keeping informed
Proposed Outcome/s:	To update the board on current projects, upcoming Workshops and Programmes as the bi monthly report is not due till March.
Attachment/s:	Attachment D – Auckland Transport Update
Item 7 – 3:25-4:25pm	
<b>Direction Setting</b>	
Presenter/s:	Victoria Hutt (Papakura Local Board Senior Advisor, Governance & Engagement)  Lee Manaia (Papakura Local Board Advisor)
Governance role:	Setting direction / priorities / budget
Proposed Outcome/s:	To inform the board on upcoming events/meetings and seek board's feedback.  For members to provide strategic updates related to meetings/ briefings they have attended, highlighting opportunities for board decision making or advocacy.
Attachment/s:	Material unavailable at the time of agenda build.

## Ngā tāpirihanga Attachments



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# Takaanini venue for hire service options

Papakura Local Board February 2025

Shyrel Burt, Principal Integration Specialist, Community



**Purpose**

To seek the local board's direction on options for delivering venue for hire service in Takaanini.



## October 2024 workshop

- Following the January 2024 fire the local board agreed the venue for hire service provided by Takanini Hall should be continued.
- The local board asked staff to come back with options and indicative costs for delivering the service.





## Financial

- The hall was earning approximately \$50,000 p.a. revenue before the fire.
- The operational costs for the hall are \$50,000 p.a. 2023 financial year figures
- The main users of the hall have relocated to other venues.
- The venue for hire revenue has remained the same in the local board area, so can assume the network has absorbed the demand, but we do not know how many block bookings have displaced other hirers.

## Options

- **Short term**
  - do nothing
  - Elizabeth Campbell Hall two, the former community lease space
  - lease space at Takaanini Hub.
- **Long term**
  - wait for a suitable sized commercial space to come up for lease.





## **Insurance**

- The building is insured by Auckland Council.
- After the excess is taken out there will be approximately \$900,000 OPEX available.
- No restrictions on how this is used.

## Costs

Option	Indicative Cost	Pros	Cons
Do nothing			Puts pressure on other venues for hire in the network
Elizabeth Campbell Hall two	\$140,000 Plus fit out (chairs, tables, AV equip)	Space is currently available	Not in the Takaanini area 260m <sup>2</sup>
Lease a space at Takaanini Hub	\$160,000 p.a. For 300m <sup>2</sup> Plus fit out	Close to existing hub	Might not have a 300 m <sup>2</sup> + space















































































