

**Date:** Wednesday, 12 February 2025  
**Time:** 10:30 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**

**7 February 2025**

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2	<b>Te Whakapuaki i te Whai Pānga   Declaration of Interest</b>	2
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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.: CP2025/00876

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 12 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 – 10:30-11:30am</b>	
<b>Elections Protocols</b>	
Presenter/s:	Manoj Ragupathy (Local Area Manager, Governance & Engagement)
Governance role:	Keeping informed
Proposed Outcome/s:	To provide information regarding election protocols.
Attachment/s:	Attachment A – Election year policies summary 2025
<b>Item 2 – 12:30-1:15pm</b>	
<b>Community Wellbeing Work Programme 2024/2025 Quarter Two Update</b>	
Presenter/s:	Dany Miller-Kareko (Community Wellbeing Lead & Coach PPK / MNR/ FRN)
	Nansi Thompson (Manager Community Place, Arts – Papakura Art Gallery, Community Wellbeing)
	Peter Hunt (Manager Community Place, Arts – Hawkins Theatre, Community Wellbeing)
	Jamie-Lee Kingi (Manager Community Place, Pouturuki – Te Paataka koorero o Takaanini)
	Sonia Munro (Newly appointed Manager Community Place, Library – Sir Edmund Hillary Library & Integrated Service Centre)
	Tracey Hainsworth-Faafo (Tūhono Hapori o Papakura - Community Broker Papakura)
	Hazel Audain ( Librarian Rural Libraries - Drury Library (Regional Community Impact)
	Jo Brewster (Manager Paataka koorero kaewa - Mobile library & access services (Regional Community Impact)
	Bobby Kennedy (Outgoing Place & Partner Specialist Arts South – Newly appointed Lead & Coach Māngere – Ōtahuhu)
	Borni Tukiwaho (Newly appointed Place & Partner Specialist Arts South)
	Liz Muliaga (Manager Community Programme Delivery South, Community

	<p>Delivery South)</p> <p>Emma Helmich (Specialist Advisor, Youth Specialist South, Community Delivery South)</p> <p>Dominic Lee (Specialist Advisor, Community Delivery South)</p> <p>Vanitha Subramaniam (Newly appointed Specialist Advisor)</p> <p>Governance role: Oversight and monitoring</p> <p>Proposed Outcome/s: To provide a quarter two update on the FY2024/2025 Community Wellbeing Work Programme and to introduce recently appointed staff.</p> <p>Attachment/s: Attachment B – Papakura Local Board - Community Wellbeing Quarter Two Update</p>
<b>Break (2pm – 2:10pm)</b>	
<b>Item 3 – 2:10-2:40pm</b>	
	<p><b>Youth 2024/2025 and draft 2025/2026 work programme lines.</b></p> <p>Presenter/s: Emma Helmich (Specialist Advisor, Youth Specialist, Community Wellbeing)</p> <p>Liz Muliaga (Manager Community Programme Delivery, Community Wellbeing)</p> <p>Governance role: Local initiative / preparing for specific decisions</p> <p>Proposed Outcome/s: To provide an update on the 2024/2025 youth work programme and to discuss next steps including advice on a Papakura Youth Eco-system in response to the deputations from Papakura Youth Council and Papakura Voices in Action supported by Kootuitui on 27 November 2025.</p> <p>To discuss the proposed draft 2025/2026 Youth work programme and seek initial board feedback.</p> <p>Attachment/s: Attachment C – Proposal for Youth ecosystem in 2025/2026</p>

Item 4– 2:40-3:40pm	
<b>AT Local – Next Steps</b>	
Presenter/s:	Bruce Thomas, (Elected Member Relationship Manager, Auckland Transport)  Helen Griffin (Senior Communications and Engagement Specialist, Auckland Transport)
Governance role:	Keeping informed
Proposed Outcome/s:	To brief the board prior to public engagement
Attachment/s:	Attachment D – AT Local – next steps
Item 5 – 3:40-4:40pm	
<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

No.	Title	Page
A↓	Attachment A – Election year policies summary 2025	7
B⇒	Attachment B – Papakura Local Board - Community Wellbeing Quarter Two Update ( <i>Under Separate Cover</i> )	
C↓	Attachment C – Proposal for Youth ecosystem in 2025/2026	21
D↓	Attachment D – AT Local – next steps	37



**Election-year Protocols**

What do they mean for you?

January 2025

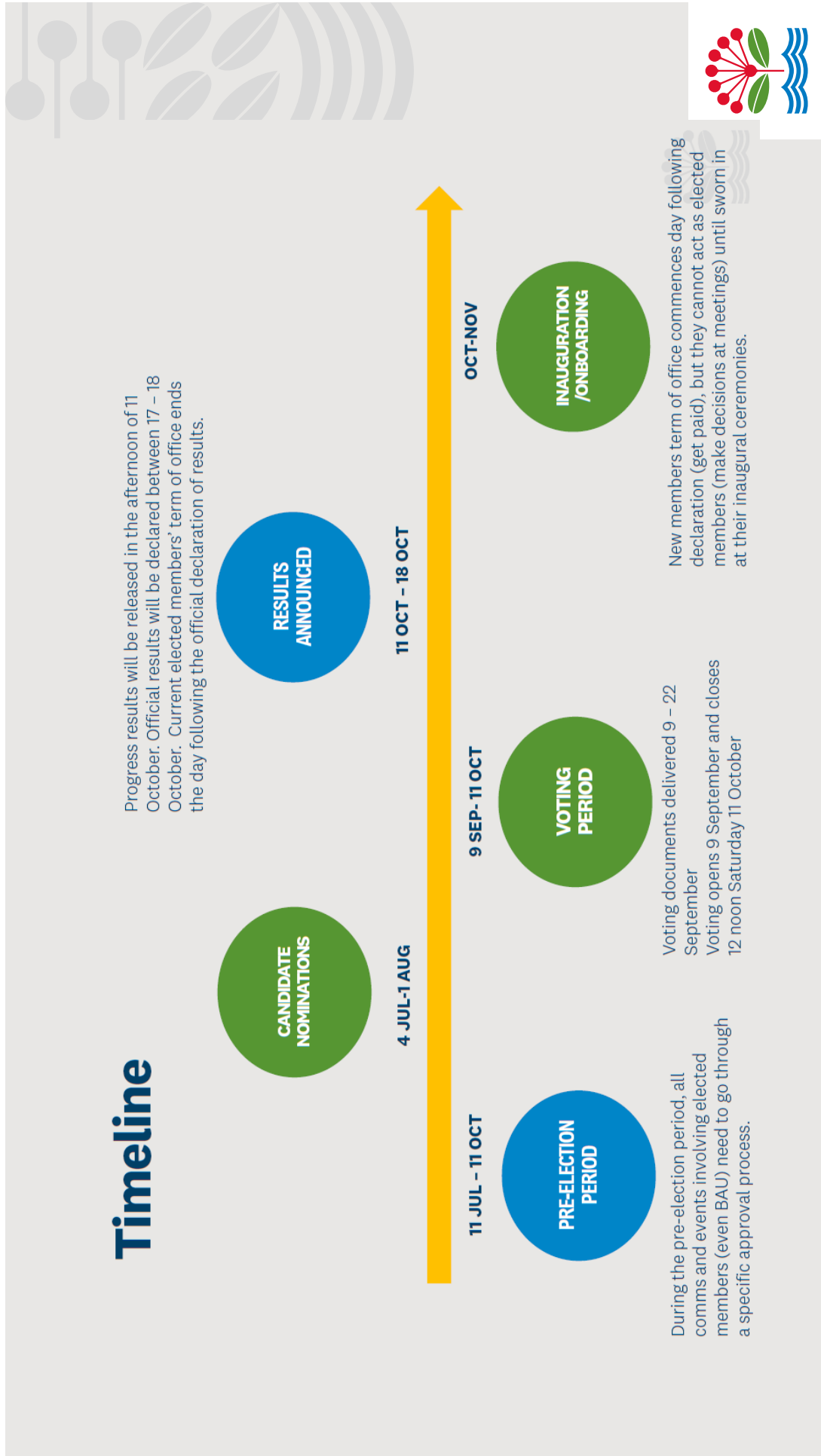
•Key Dates for Elections 25

## Key Dates – Elections 2025

Friday 4 July 2025	Nominations open
Friday 11 July 2025	Start of three-month pre-election period
Friday 1 August 2025	Nominations close
Saturday 9 August 2025	Start of the nine-week period for election signs
Tuesday 9 September – Monday 22 September 2025	Delivery of voting documents
Saturday 11 October 2025	Election day
Friday 17 October – Saturday 18 October 2025	Public notice of declaration of results
Between declaration of results and inauguration meetings of the Governing Body and local boards	Interregnum







## **Election year**

- Local elections taking place in 2025
  - Pre-election period – 11 July to 11 October
  - Nominations – 4 July to 1 August
  - Voting – 9 September to 11 October
- Two policies outline specific rules for council staff and for current elected members:
  - Staff involvement in political processes
  - Election year policy for elected members



# Principles for Staff

## Two principles

**Political neutrality at work**

- Council and CCO staff can be involved in a political way (e.g. support a candidate or part) acting in their own personal capacity outside of their council role

**Political involvement allowed in personal capacity**

- Council and CCO staff conduct themselves in a politically neutral manner when performing their role at council
- They will not let their personal views or interests influence their advice or behaviour



# What does it mean for staff?

**Standing down if you wish to stand as a candidate**

Discuss the impact of your candidacy on your job with your manager. You will be required to take leave during the campaigning period.

**Raising awareness and encouraging participation in the election**

You can play a role in promoting the election to any member of the public

**Treating all candidates equally**

All candidates are to be given equal opportunities (e.g. hiring council facilities, requesting information, appearance at event)

**Making sure council resources are not used for election purposes**

Council resources should not be used to support any candidate in their campaigning or raise the profile of any candidate



## For Elected Members

### Two principles

**Auckland Council  
resources for  
council purposes  
only**

- The use of council resources for re-election purposes is unacceptable and possible unlawful
- This principle **applies in election year**

- Resources owned by the council and made available to elected members should only be used for Auckland Council purposes
- This principle **applies at all times**

**Council  
resources  
cannot be used  
for re-election**



# What does it mean for elected members?

**Decision-making**

Decisions that are made as usual can be made but with sensitivity.

Option to adopt restraints; Legal Services can provide advice

**Two distinct roles**

Incumbent members standing for re-election wear two hats – as a member and as a candidate – and need to keep these separate

**Mayoral office**

Transparency and separation of campaign activities also required; same rules apply to Mayoral office staff as to other council staff

**Council resources**

Council resources cannot be used for election purposes (e.g. correspondence about campaigning cannot be sent using the council email address)




# Implications – Council communications



Council funded comms cannot be used:

- for re-election purposes
- to criticise other members or candidates

In the pre-election period (11 July to 11 October):

- Special pre-approval required for:
    - all council-funded comms
    - communications by or about elected members, in their capacities as spokespersons for council
    - events and speaking invitations
  - Photographs of, and content authored by members will be suspended with some exceptions
- 

## Pre-election period – approval process

**Between 11 July – 11 October, ALL communications and events involving elected members need to be approved by the pre-election approval panel**

The panel is convened by Local Comms Manager Chris Baldock.

The process and guidelines to make an application for approval will be made available in late June

**Do not commit any resources in case the approval is not granted**





## What it looks like in practice

For campaigning activities:

- Use a personal mobile phone
- Use a personal computer
- Use a personal email address and personal stationery
- Do not ask council staff to provide any assistance (during work hours) in relation to your campaign
- Use your own vehicle for campaign activities, note mileage reimbursement is not available for electioneering-related travel
- Do not use council-funded social media sites for your campaign

## Time for a test

Scenario	Best Practice
Speaking regularly on radio Waatea	Not an issue - go for it. No council resources involved
Criticising other candidates, members or decisions at council events or meetings	It is not appropriate to use council-resourced events or publications as an election platform. Members are quite free to use other channels that do not use council resources in order to conduct robust debates with other candidates.
Receiving an election-related call on your council phone	Council phone should not be used for election purposes. Commonsense prevails. Perhaps advise caller that next time to call on private phone.
Campaign activities might occur in between council meetings; not practical to travel home to use a personal computer to draft a speech	To be safe - members who are also candidates should think how they might cope in such a situation. Personal iPad? Or dictate to personal phone? These rules are to keep members safe.
Using council's Facebook pages to criticize an opponent or promote an election event	During the pre-election period the ability for members to provide content for council-resourced publications or FB pages will be managed. This is in the policy.
Handing out (or wearing) elections materials at a public event or business meeting	This is trickier. If a member is wearing their member hat (ie they are taking part formally in the event as a board member) they should not also wear their candidate hat. If they want to hand out materials they should not wear their member hat.
Using technology (phone or laptop) owned by the member but subsidised by council	The arrangement recognises there will be personal use of the phone. It is the person's personal phone. I don't see a problem.
Using council facilities to hold election "team" meetings	Depends on the facility. Local Board Office – No. Facility for hire – yes.

## **Context: Auditor-General's guidance**

- Auditor-General receives complaints about misuse of public funds
- Some of these complaints can be about councils using public funds for communication purposes
- In 2004 the Auditor-General published principles-based guidelines for local authorities
- <https://oag.govt.nz/2004/public-communications/part4.htm#preelection>



## Questions or issues



- Contact the team at [elections@aucklandcouncil.govt.nz](mailto:elections@aucklandcouncil.govt.nz)
- Check out Local elections 2025 page on Kotahi
- Visit [voteauckland.co.nz](http://voteauckland.co.nz)



# Proposal for youth ecosystem in 2025/2026

Papakura Local Board / Auckland Council, Community Wellbeing - 12/02/2025

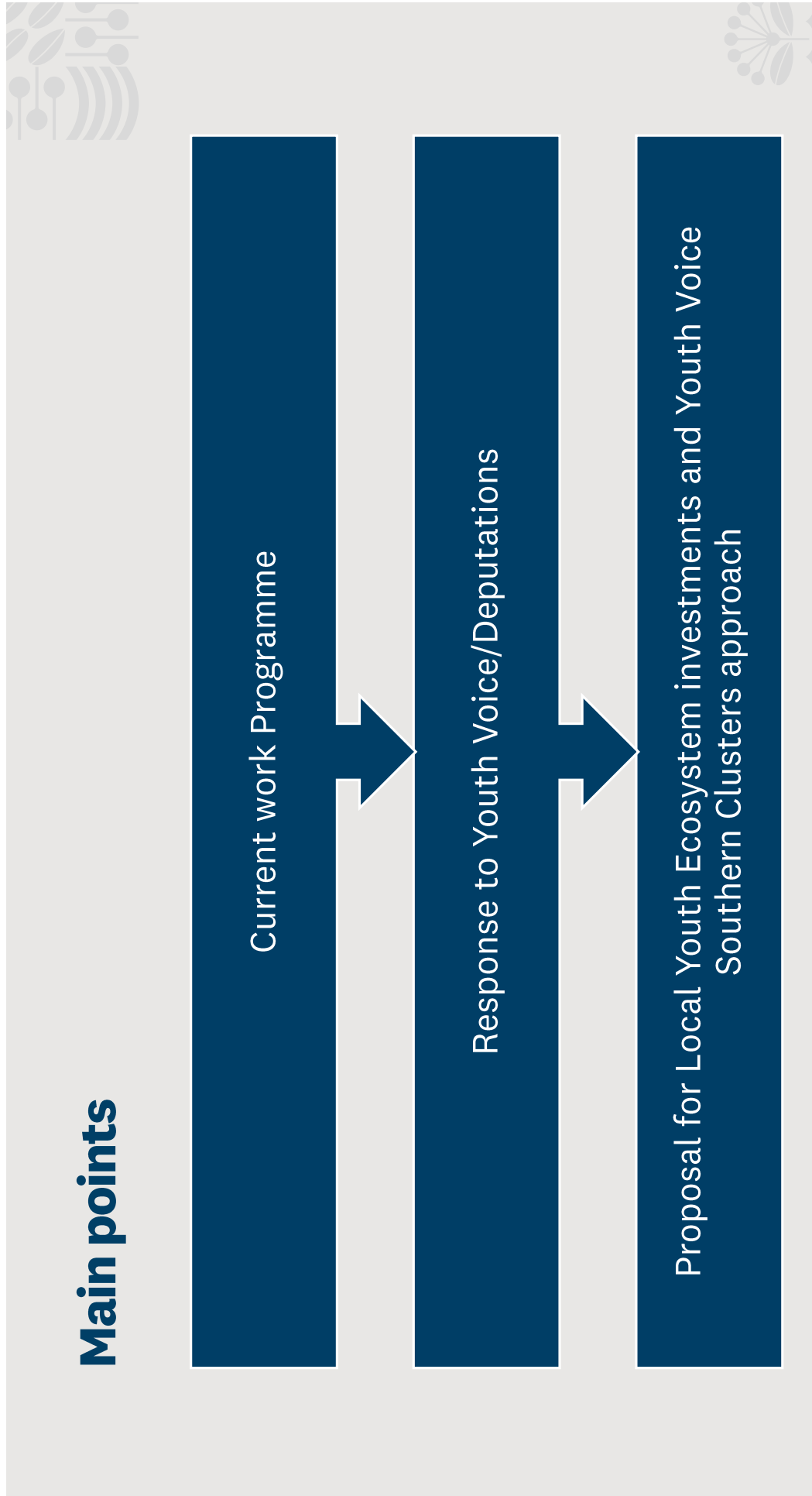
Emma Helmich – Specialist Advisor: Youth, Community Wellbeing



## Purpose

- A) To provide advice on options to support youth voice and advocacy following quarter 2 deputations by Papakura Youth Council and Papakura Voices in Action.
- B) Investment at a local level and contribution to a wider regional youth response.





## Work programme 2024/2025

LB Plan 2023 Objective	Activity name	Description
Building social cohesion and connection in a culturally diverse community	352 - Diverse Participation: Increase diverse participation in youth Initiatives Papakura	Papakura Youth Council has the contract to deliver on civic engagement and youth leadership
Communities are supported to achieve their goals and aspirations	357 - Support engagement with the Papakura rangatahi voice	Kootuitui - contract holder for Papakura Voices in Action (PVIA)





## Feedback received

Deputations by both Papakura Youth Council and Papakura Voices in Action in November 2024.

Key feedback included:

- Need to improve safety in the area
- Challenges with public transport
- Opportunities to create youth hubs and a desire to have facilities and spaces tailored to their needs
- Substance abuse among young people
- Need for more job opportunities for youth and academic support services
- Need for more wellbeing services e.g. mental health, financial literacy support
- Value in cultural celebratory events



## Proposal for 2025/2026: youth ecosystem

Thriving Well-connected youth.

Ref: Hibiscus & Bays youth-ecosystem report, produced by community think: [HIBISCUS AND BAYS FINAL HANDOVER Report.pdf - Google Drive](#)

A youth eco-system: Fosters a resilient youth development, connected network, of different community based initiatives. Connection is formed across multiple context, placing youth at the centre.

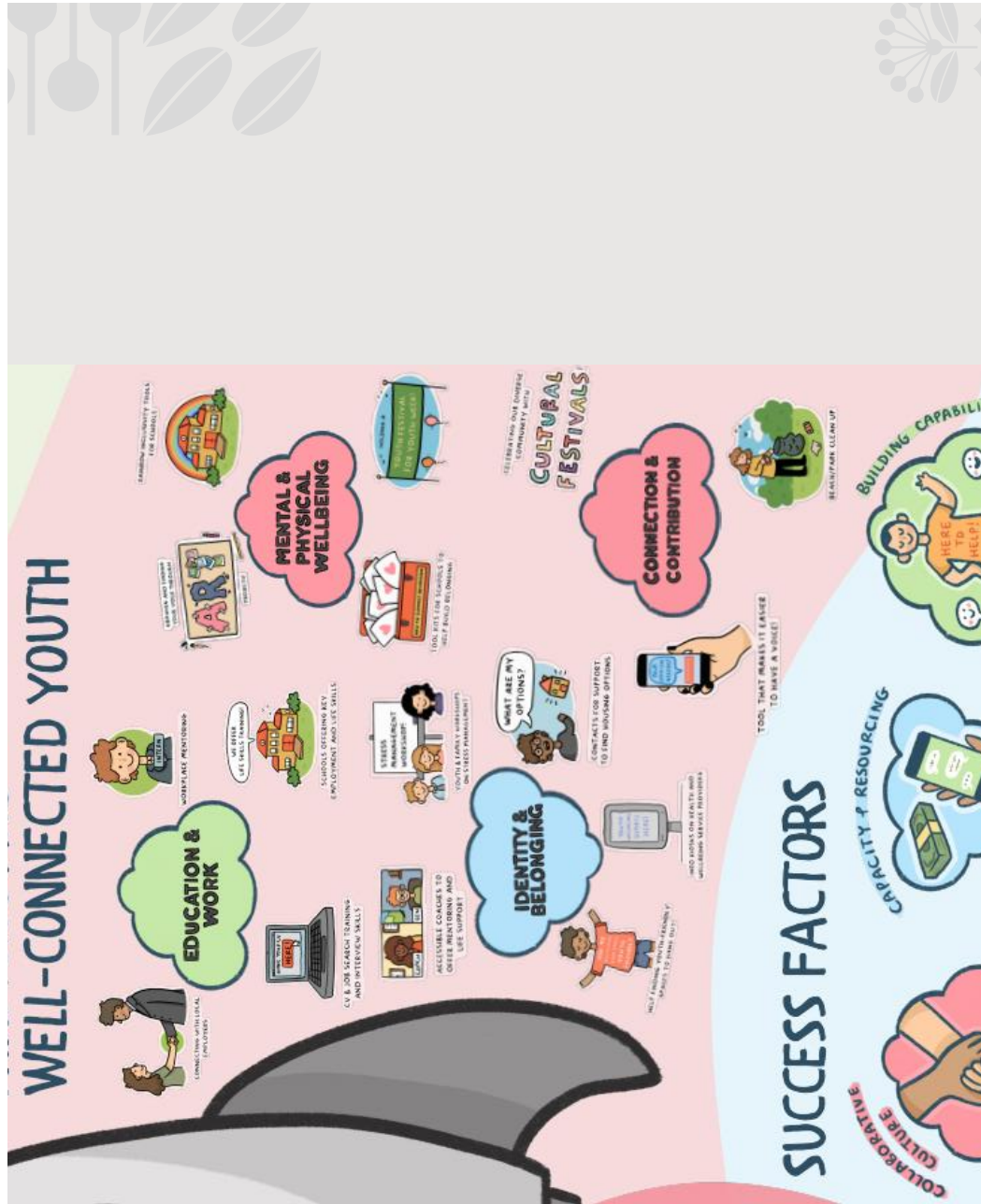
A Papakura Youth ecosystem approach:

- Connection and strength in youth voice groups
- Wrap around support for young people
- Increased number of young people connected
- Supporting youth wellbeing, identity and belonging
- Growth in relationships



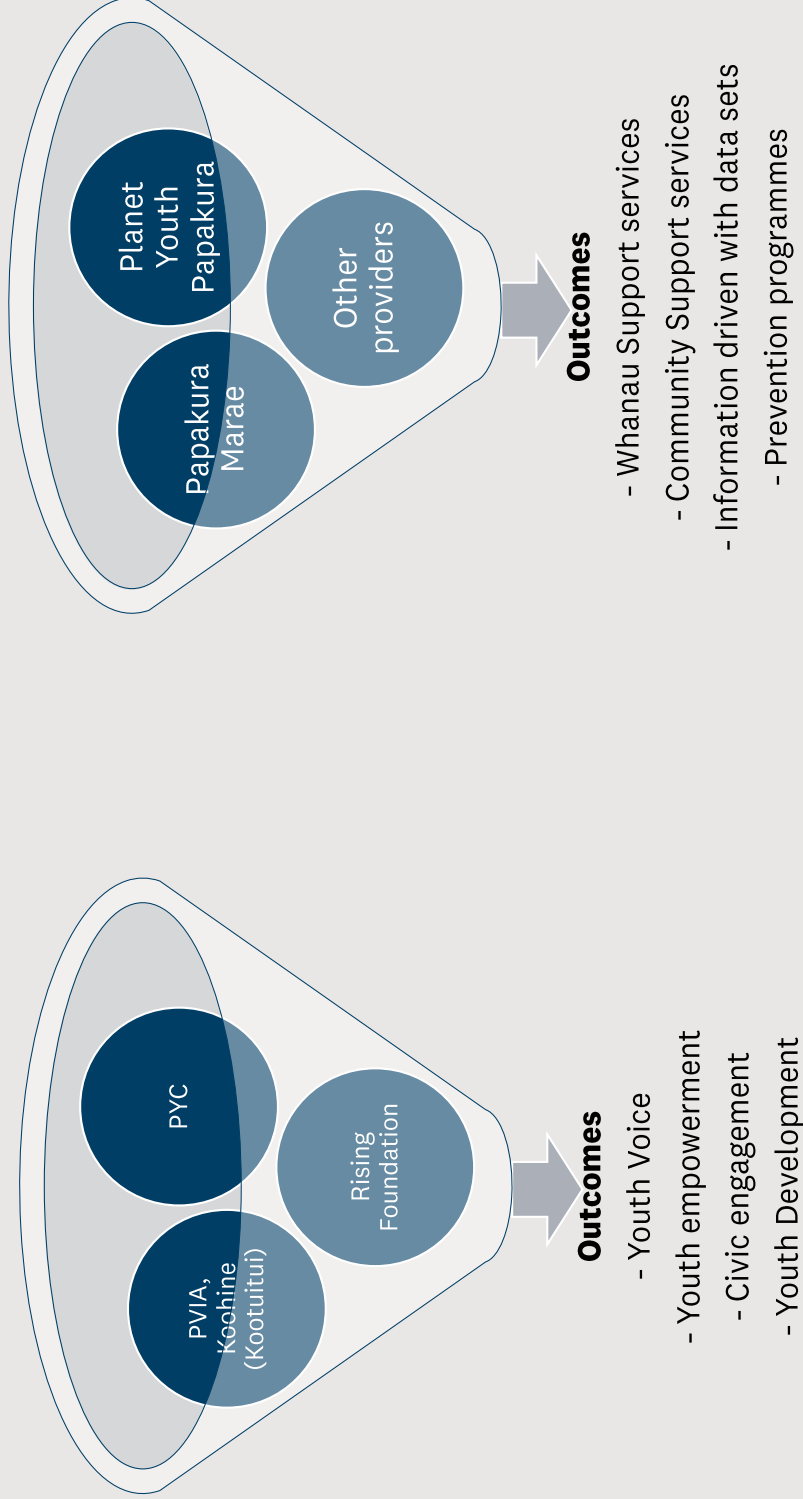
[LANDOVER Report.pdf - Google Drive](#)

The information on the poster was a reflection of engagement (Theory of U) through the work done by Community Think in the Hibiscus Bays, Local Board area



theory U (or u theory), Scharmer tries to provide points of reference so that people dissociate themselves from their habitual way of thinking.

# Local View: Youth Services Overview

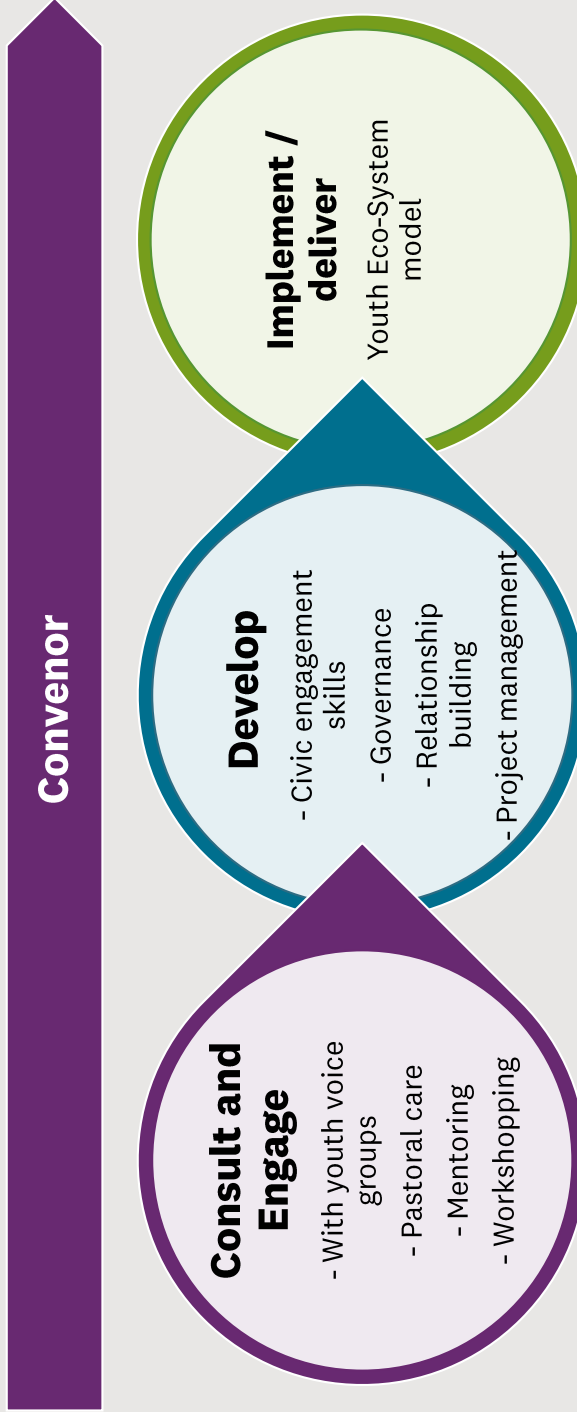


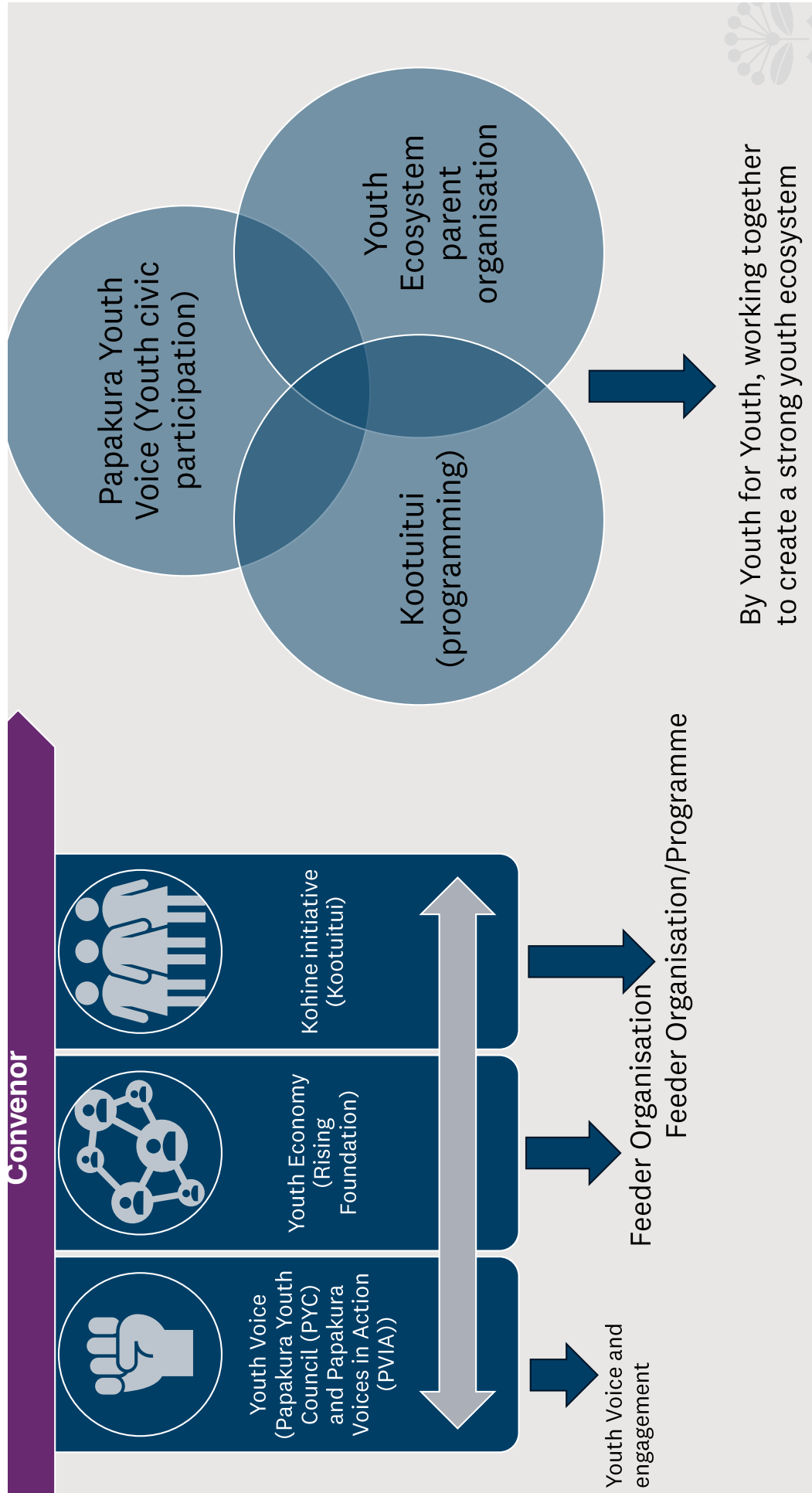
## Other Youth Services: Papakura

- Workbridge - Mana Inc
- Flying Kites (Disability supports) - Papakura Support and Counselling Centre
- Bluelight - Elim Christian Centre
- Papakura Marae - Home Interaction Programme
- Redhill Community centre - Sea Scout Group
- Kura Cares Charity - Kura Connect
- Ngati Tamaoho Trust - CLM
- People Potential - Sports grounds and clubs
- Vision College - Graeme Dingle Foundation
- Bruce Pullman Park - Life Education Trust



# Local Thriving and Well Connected Youth: A Youth Ecosystem





## Proposed Local Direction for Youth Papakura



### Youth Ecosystem

The approach will include:

- A lead overarching support organisation for youth voice groups
- Support mechanism for Papakura Youth Council
- Additional support mechanism for Papakura Voices in Action
- Mentoring and pastoral care to carry out youth voice activities
- Supporting collaborative relationships between youth voice groups and youth providers
- Workshops for upskilling youth voice groups
- A mechanism for organisations and providers to feed into youth voice
- An opportunity for well-connected youth





## Proposed South Auckland Direction for Youth

### Southern Clusters

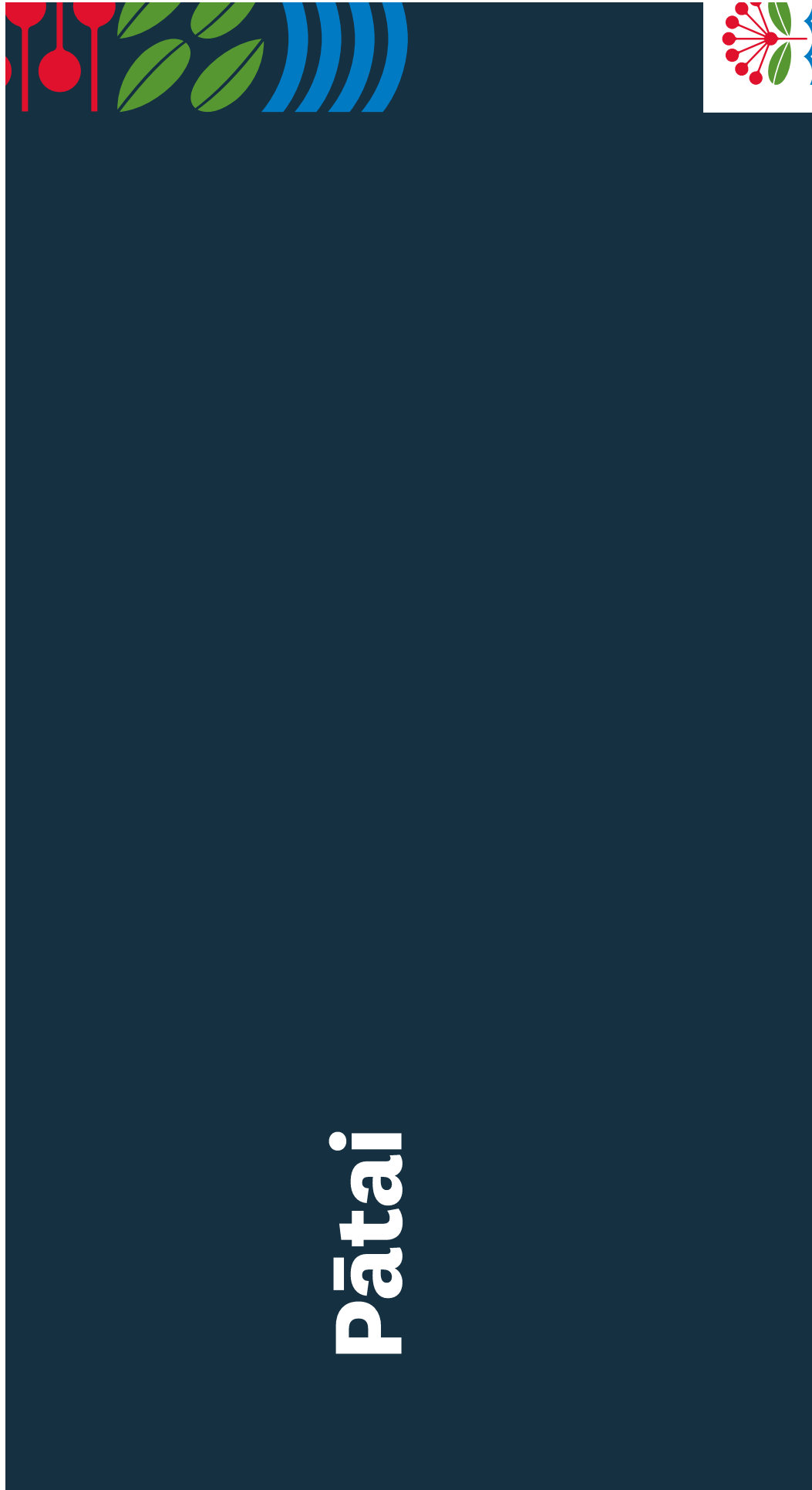
The approach will include:

- A direct impact on how Papakura Youth Council function
- South Auckland local boards youth voice groups collaboration
- Support mechanism for Papakura Youth Council
- Supporting collaborative relationships between youth voice groups and youth providers
- Workshops for upskilling youth voice groups
- A mechanism for organisations and providers to feed into youth voice
- An opportunity for well-connected youth
- Opportunity to discuss topical issues
- An approach for collective intelligence

## Proposed local board youth investment 2025/2026

Activity name	Activity description	Investment 25/26	Investment 24/25
<b>Southern Cluster</b>	Southern Cluster youth voice networking and engagement	\$4000	\$0
	Youth Support to youth groups (appointment a convener)	\$11000	\$0
<b>Local (Eco-system model)</b>	Papakura Youth Council (PYC)	\$10000	\$20000
	Kootuitui (Papakura Voices in action, Koohine Initiative)	\$10000	\$15000
	Rising Foundation	\$15000	\$15000









**AT Local –  
next steps**

Holly Smith – Senior Transport Planner  
Helen Griffin – Senior Communications and Engagement Specialist  
Madie Aghili – Senior Service Network Planner  
Elena Pihera – Communications and Engagement Specialist

12 February 2025

Think before you print



































