

Date: Wednesday, 26 February 2025
Time: 12:30pm
Meeting Room: Local Board Chambers
Venue: 35 Coles Crescent
Papakura
Auckland

Papakura Local Board Workshop

OPEN AGENDA

MEMBERSHIP

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

Sital Prasad
Democracy Advisor

21 February 2025

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3	Local Board Workshop	3

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.: CP2025/02099

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 26 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:

Item 1 – 12:30-1:30pm	
Parks and Community Facilities (P&CF) monthly update	
Presenter/s:	Alex Overwater-Davis (Manager Area Operations, Parks and Community Facilities)
	Manuel Raimundo (Work Programme Lead, Parks and Community Facilities)
Governance role:	Oversight and monitoring
Proposed Outcome/s:	To provide a monthly update on the 2025/2026 Parks & Community Facilities (P&CF) work programme.
Attachment/s:	Attachment A – Parks and Community Facilities (P&CF) monthly update presentation
Item 2 – 1:30-2:30pm	
Direction Setting	
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 – Parks and Community Facilities (P&CF) monthly update presentation	5



PAPAKURA
Local Board Report – December 2024 - January 2025

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Area Manager update by
Alex Overwater-Davis

Karaka Lakes



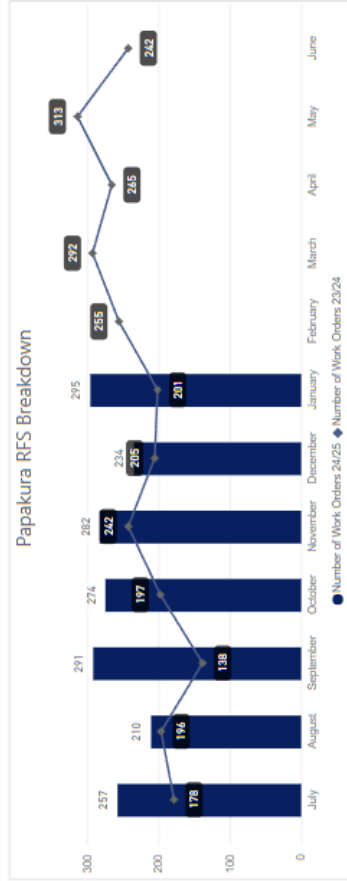
PERFORMANCE REPORTING

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Request for Service Received

Total raised for FY24/25 YTD **1843**



*Only includes RFS that have resulted in a Work Order for action.

Breakdown of Top 5 Request for Service for January

Service Name	Number of Work Orders 24/25
Tree Maintenance - General	69
Structure Maintenance and Repairs	27
Loose Litter Collection	23
Non Sports Turf Maintenance & Repair	15
Carpentry Maintenance Service	13

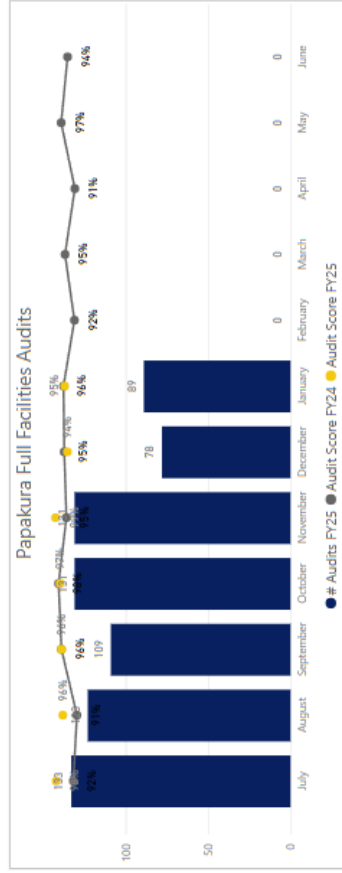
Breakdown of Top 5 Request for Service FY24/25 YTD

Service Name	Number of Work Orders 24/25
Tree Maintenance - General	305
Structure Maintenance and Repairs	197
Loose Litter Collection	152
Plumbing Maintenance Service	147
Carpentry Maintenance Service	133

COMMENTARY

There were 529 request for services over the months of December and January. This is up from the previous year FY 23/24. Tree maintenance is still the top of the RFS jobs logged with Structure and loose litter following in the top 3.

Audit Results



The highlights and lowlights of audits undertaken FY24/25 YTD are:

Highlights YTD

- Building Cleaning
- Response WO
- Sportsfields
- Streetscapes Clean
- Streetscapes Green

Lowlights YTD

- Tracks (incl. Structures)

COMMENTARY

There were 167 audits conducted over December and January in the Papakura Local Board area. The average audit score was 94.8%.
81 audits for Open space - 93.1%
31 audits for streetscapes – 97.9%
29 audits for response audits – 100%
26 audits for built space – 99.2%

MAINTENANCE DELIVERY UPDATE
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Maintenance

Carisbrook Reserve footbridge rebuilt.



Drury Library. To mitigate the rough sleepers in this area. We installed a lock box around the outside garden tap.

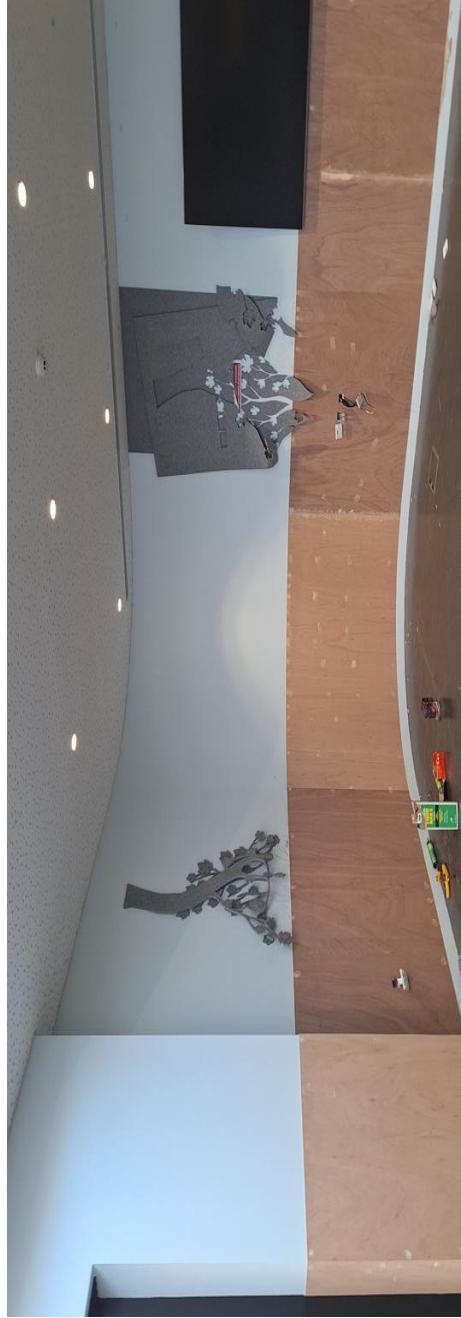


Smiths Ave Community Hall – the water cylinder has been upgraded to code.



MAINTENANCE DELIVERY UPDATE
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Maintenance

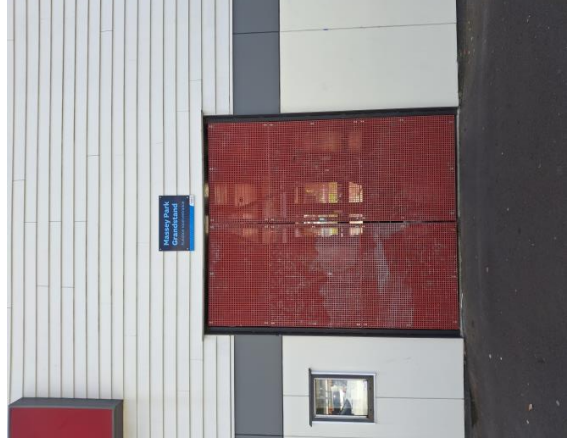


Takanini Library Tane Room (venue hire)

This room is well utilised. The walls were damaged due to tables being banged up against the walls. We have installed wood panelling at above table height and repainted the whole room.



New function room sign installed over the entrance door



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COMMUNITY PARK RANGER UPDATE

Willis Bush - Papakura

Margaret Gane, who is most well known as the leader of Friends of Kirks Bush, also looks after a small reserve north of Kirks Bush known as Willis Bush.

This tiny bush block on the corner of Great South Road and South Street has some impressive native trees growing within it.

As with most reserves it faces challenges in terms of shared boundaries and weeds becoming established.

Margaret, working with a number of different volunteers has cleared out the weeds, replanted a small area and mulched around the trees. Thanks to her the site is now looking very tidy and cared for which will in time help to protect the rest of the forest against the pressures it faces.

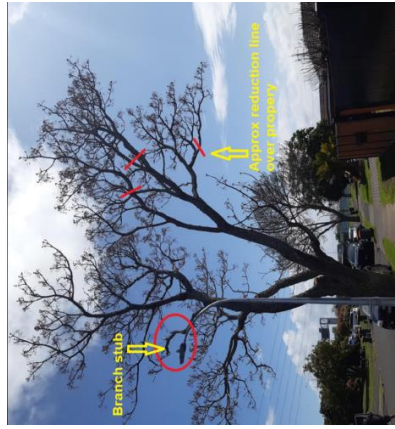


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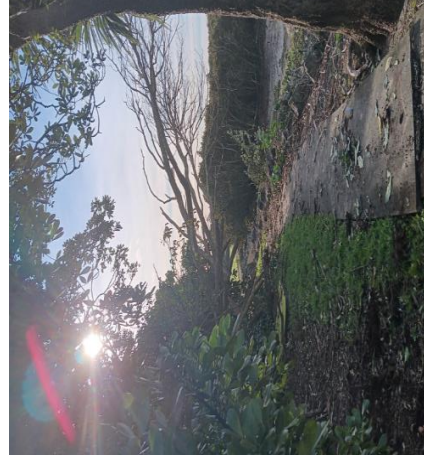
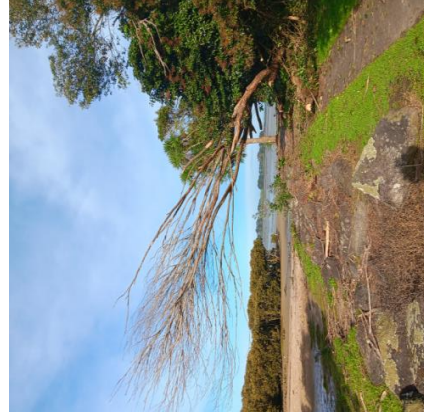
ARBORICULTURE UPDATE

Various Sites- Public Requests

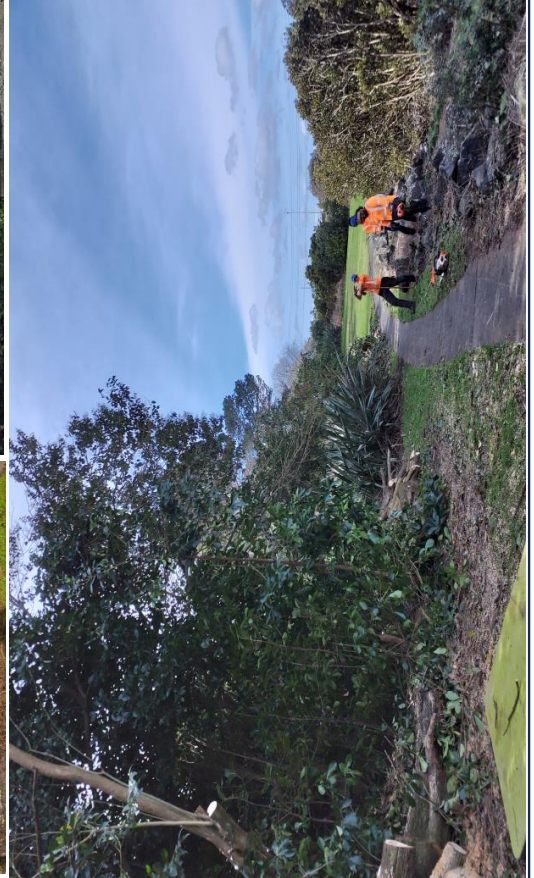
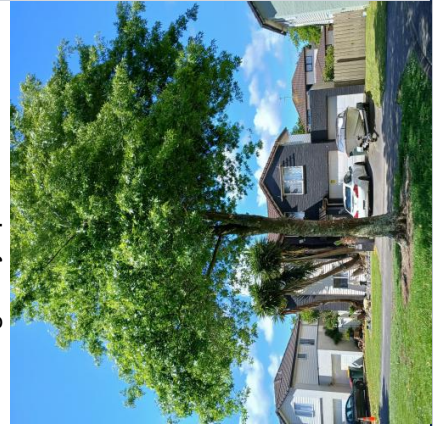
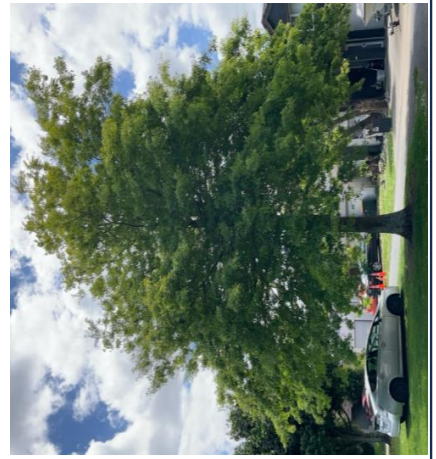
Lakeside Drive, Papakura. A resident requested removal of a melia tree due to property encroachment. Rather than remove the tree, a compromise was reached to selectively reduce lateral branches over and away from property boundary.



Conifer Grove Esplanade Reserve. A dead poplar tree fell from a surrounding bush area partially obstructing the walkway. Due to limited access, the crew brought in a tracked chippier to remove the fallen tree and clean up damaged vegetation.



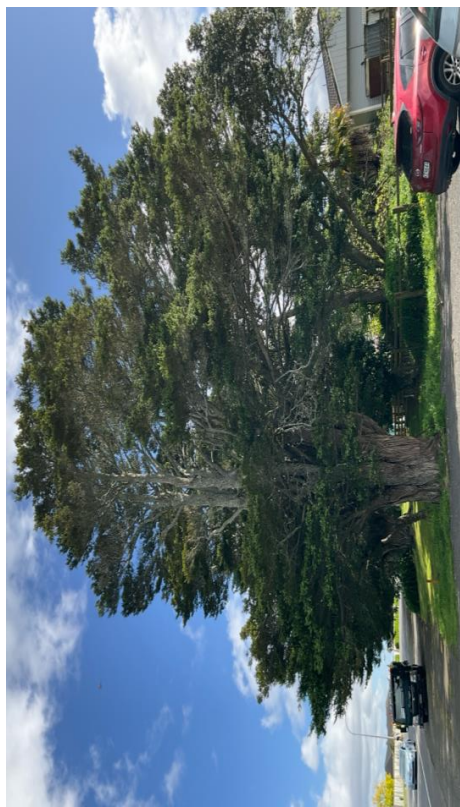
Ritchie Crescent, Takanini. Pin oak tree within a roadside reserve was becoming low over road and customer's driveway. The tree was crown raised in accordance with carriage specifications.



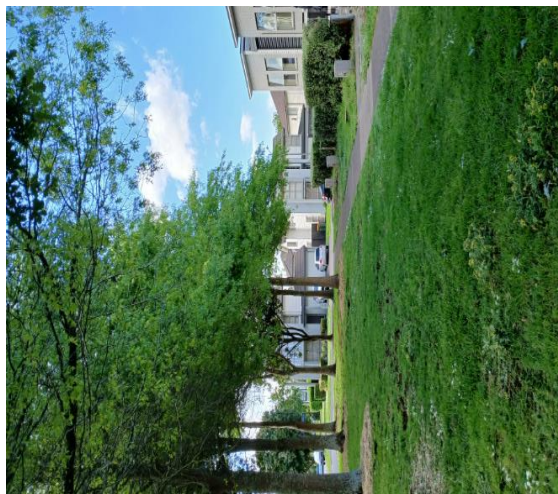
ARBORICULTURE UPDATE
Various Sites- Public Requests

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Great South Road, Drury. A group of impressive totara trees on the public berm were low over the adjacent parking area. Several trees were sympathetically crown raised and the dead wood removed from the upper canopies.



Zabeel Crescent, Takanini. Multiple trees within a small roadside reserve were reported due to low branches over the footpath / play area. All trees were crown raised over the roadside and throughout the reserve to open up the area. The mulch was spread around the base of the trees to suppress grass and weeds around the base of the trees.





ECOLOGICAL UPDATE

Plants, animals and their environment

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How do we Decide what are High Value and General Sites?

Our Ecological Restoration Contract (ERC) is made up of ecopolygons that have been classified as High Value or General Sites, but how was the classification of some of our local parks and reserves decided? There are many factors that determined the contract status.

Ecosystem type – The WF9 – taraire, tawa, podocarp forest in parts of Kirks and Margan Bush has a Regional IUCN threat status of ‘**endangered**’. This threat classification represents the importance and rarity of the ecosystem type and partly why these are High Value sites. Dominion Reserve and Children’s Forest have a VS2 – kānuka scrub/forest classification, which is considered of ‘least concern’ as it is a more common forest type in Auckland. These reserves were, therefore, given General Site status. Rarer ecosystem types such as a wetlands, dunes or pūiri rock forest, as a rule, receive a higher level of service.

Community Presence – Some reserves, like Kirks Bush have active community groups that sometimes carry out animal and plant pest control. High Value (not General) sites receive animal pest control in the ERC. If a community group is already covering this portion of the control, then there is less of a reason to spend the money on upgrading the reserve in the contract. In the case of Kirks Bush, any Community work is supplemental as Wildlands still carry out full pest control.

Budget – Large reserves require more budget. If the reserve is large, but with a common ecosystem type, then it will more likely be classified as a General Site to save money.

Contract Specifications – If a reserve is only under threat from weeds on the General Site specification list, then there is less reason to classify it has a High Value Site.

All of these factors contribute to deciding the contract status of a reserve. However, General Site reserves can be upgraded if the budget allows for it.



Massey Park Pool



The Outdoor Pools are looking great and proving popular this summer. The indoor pools are due for their Annual programmed two week pool shut from 24/03/25 to 06/04/25 to carry out Planned Preventative Maintenance and some Capex work. During this time, the outdoor Pools will remain open.



OWNER: Property & Commercial Business

Community Leasing

Community lease movements

OWNER: Property & Commercial Business

Land Advisory

Land-owner applications received are assessed by Land Use Advisory and reviewed by Community Facilities staff. The board will be contacted for feedback in due course.

No new applications for landowner approval were received during December 2024.
One landowner approval application was approved in the Papakura Local Board area during December 2024.
<ul style="list-style-type: none"> Auckland Transport gained approval for access and a shared footpath in Bruce Pullman Park.
One new application for landowner approval was received during January 2025.
<ul style="list-style-type: none"> Breast Screening Counties Manukau has applied for landowner approval to operate a mobile breast screening unit at Central Park Reserve.
Two landowner approval applications were approved in the Papakura Local Board area during January 2025.
<ul style="list-style-type: none"> Karaka Bayview LP gained approval for a six-month laydown area at 16 Kuanui Drive, Hingaia. SRT Homes Ltd gained approval for a new public wastewater connection in Takaanini Reserve.

**NOTIFICATIONS
PROJECT DELIVERY STATUS**

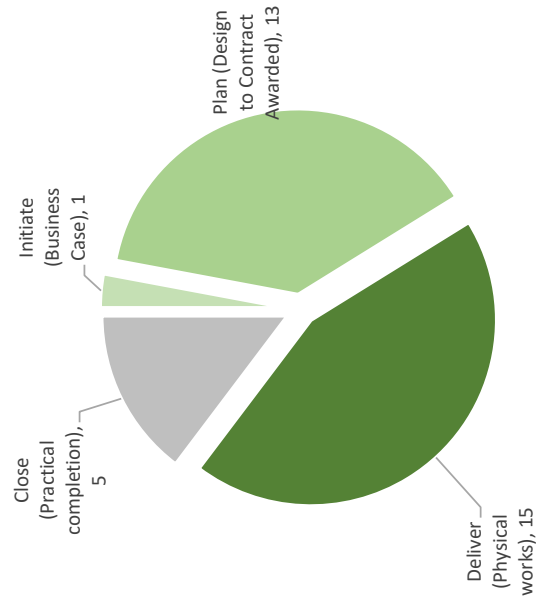
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Project Delivery

Notifications - Next Month

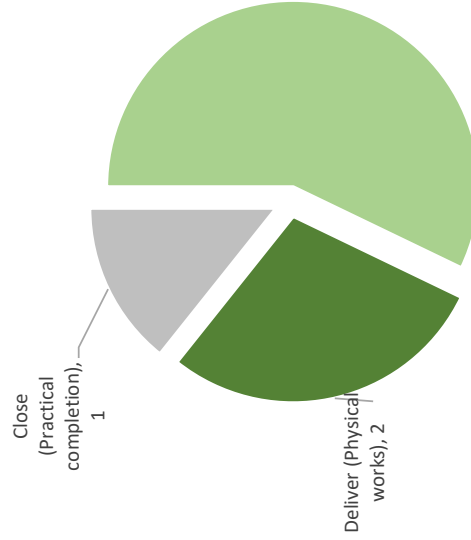
Annual work programme Local Board - Project Status

Total Number of Projects - 27



Annual work programme Local Board - Project Status

Total Number of LDI Projects - 3



**OWNER: Area Team – Name:
Alex Overwater-Davis**

PROJECT DELIVERY

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Activity Name	RAG	Local Board Commentary	Timeline	2024/2025 - Current Year			
				Q1	Q2	Q3	Q4
71 Twin Parks Rise - develop new neighbourhood park	Green - On Track	Current status: A topographical survey has been completed and a Landscape Designer is considering tentative concepts for the site. Part of the site is zoned as "conservation" which will be taken into account in the design process. Next steps: Finalise landscape design concepts, ensure the tentative options are affordable, and consult with the community. Consult with the Local Board, iwi and the community.	Baseline				
Bruce Pulman Park - renew carpark and widening of the park exit	Green - On Track	Current status: The investigation for the widening of the Gate A and upgrade of Area 1 car park is still in progress. The high level cost estimates for consenting and construction were discussed with the Bruce Pulman CEO. Next steps: Awaiting the outcome of the Gate A and Area 1 investigation before seeking further direction from the local board.	Forecast/Actual				
Brylee Drive Reserve and Walter Strevens Reserve - upgrade park amenities	Green - On Track	Current status: A topographical survey has been completed and a Landscape Designer has prepared an early-stage concept design for the sites. Next steps: Finalise landscape concepts, ensure the tentative options are affordable. Consult with the Local Board, iwi and the community.	Baseline				
Elizabeth Campbell Hall - undertake general building refurbishment work	Green - On Track	Current status: Finalizing quotes. Due of the extensive scope required, the project will go through a tender process. Next steps: Deliver physical works.	Forecast/Actual				
Hawkins Theatre - replace the heating, ventilation, and air conditioning system and lighting	Green - On Track	Current status: Renewal works have successfully started on site and are on track. Next steps: Deliver physical work by the end of March 2025.	Baseline				
Kai-pāwhara - develop new neighbourhood park	Green - On Track	Current status: Physical works completed with the exception of a couple of items being addressed during maintenance period (i.e., overexposed concrete path, timber swings to be stained and shade sails to be put up after November). Awaiting final outcome of a weipour quantity dispute between the supplier and contractor. Next step: Close project.	Forecast/Actual				
Massey Park Aquatic Centre - comprehensive renewal (Stage 1)	Green - On Track	Current status: Exterior refurbishment is complete. Relining of the high part of the 50 meter pool is complete. Extension to CCTV system, replacement of heat pumps and backwash tank have all been approved. Plan the rest of the budget. Next steps: Complete the identified works.	Baseline				
Massey Park Aquatic Centre - comprehensive renewal (Stage 2)	Green - On Track	Current status: The budget is set aside for renewal costs during March shut down. This will go towards Filter and pump renewals.	Forecast/Actual				
Massey Park Aquatic Centre - comprehensive renewal (stage 3)	Green - On Track	Current status: The gas line has been replaced, scope for rest of budget. Next steps: Complete rest of works.	Baseline				

PROJECT DELIVERY

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Activity Name	RAG	Local Board Commentary	Timeline	2024/2025 - Current year				Defects
				Initiate	Preliminary design	Detailed Design	Tender Process	
Massey Park Aquatic Centre - renew pool plant and water feature at Papakura Clock Tower	Green - On Track	Current status: This budget will go towards pool plant renewal shutdown costs. Next steps: Plan next years projects.	Baseline					
Minor Capital works - Papakura	Green - On Track	Current status: This budget is for the delivery of small works (i.e., urgent replacement and renewal of minor assets) through the Facility Managers and items will be identified over the course of the 2023/2024 financial year. Next steps: Delivery of ongoing minor capital works currently in progress.	Forecast/Actual					
Opāheke Park - undertake detailed design and construct freshwater and wastewater system	Green - On Track	Current status: Consent for the bore water take has been lodged. Detailed design for the main connection is in progress. Next step: Confirm receipt and processing of bore water take consent, start process of procurement.	Baseline					
Opāheke Sports Park - investigation and design for water and wastewater connection	Red - Critical	Current status: Project is closed as the design and physical works are being carried out under Sentient 46191. Next steps: Close out this project line and start physical works under a new project line in FY25.	Forecast/Actual					
Pahurehure Esplanade (Young's Beach Reserve) - renew car park	Green - On Track	Project completed July 2024.	Forecast/Actual					
Papakura - Auckland Urban Forest (Ngahere) Strategy - Growing Phase	Green - On Track	Current status: Tree supply contract and physical planting contract are fully signed with PO created. Next steps: The area urban forest specialist team is working on planting sites scoping.	Baseline					
Papakura - general renewals of community centre and open space buildings	Green - On Track	Current status: Old School Hall - Review and compare quotes received. Request another quote from a third contractor. Next steps: Finalise quotes for Old School Hall.	Forecast/Actual					

PROJECT DELIVERY

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Activity Name	RAG	Local Board Commentary	Timeline	2024/2025 - Current year				Defects
				Q1	Q2	Q3	Q4	
Papakura - LDI minor capex fund 2024/2025	Green - On Track	<p>Current status:</p> <ul style="list-style-type: none"> Physical works are complete at: <ul style="list-style-type: none"> - Warbler Cres to install bollards - McLennan Memorial Park to install seating area in a shaded area Physical works are underway at: <ul style="list-style-type: none"> - Children's Park to install seating and a picnic table <p>Projects in the planning stage are:</p> <ul style="list-style-type: none"> - McLennan Memorial Park - plaques, signage and information board. <p>Next steps: Investigate further renewals including McLennan Park to install two plaques, park name signage, and an information board.</p>	Baseline					
Papakura - renew community buildings and open space buildings (Stage 1)	Green - On Track	<p>Current status:</p> <ul style="list-style-type: none"> Papakura Rec Centre: Works completed for Papakura Rec Centre for flooring. Issues with a sewer line have been identified. We are pending on asbestos guidance for the pipe works to be undertaken and updated quotes. Pending quotes for Netball posts Replacement of windows renewal works to be taken to tender. Scoping has been done for Keri Downs, Drury Sports Complex and Girls Guide. Pending on completed Scope of Prices to tender the projects. <p>Next steps: Receive Scope of Prices and request fee proposal from contractors.</p>	Forecast/Actual					
Papakura - renew open space furniture, fixtures, hard surfaces, and structures	Green - On Track	<p>Current status:</p> <ul style="list-style-type: none"> Physical works have been completed at: <ul style="list-style-type: none"> - Children's Forest, near 16 Chrisarda Place to renew several foot bridges - Cargill Reserve to renew a swing and modular equipment - Drury Sports Complex to renew bollards with rails Physical works are underway at: <ul style="list-style-type: none"> - Hillcrest Grove Reserve to renew a foot bridge <p>Next steps: complete projects, close projects, and plan for future financial years.</p>	Baseline					
Papakura - renew park fixtures and furniture	Green - On Track	<p>Current status: Children's Forest fence works has been completed.</p> <p>Next steps: Prepare closing documents.</p>	Forecast/Actual					

PROJECT DELIVERY

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Activity Name	RAG	Local Board Commentary	Timeline	2024/2025 - Current year				Defects
				Q1	Q2	Q3	Q4	
Papakura - renew park structures and footpaths 2021/2022 - 2024/2025	Green - On Track	Current status: Pathways works completed at several locations in Papakura. Next steps: Scope for additional works.	Baseline Forecast/Actual					
Papakura - renew sports infrastructure	Green - On Track	Current status: Athletic track repair works for Massey Park are completed. Going through defects review of the works. Next steps: Plan for line marking of the tracks.	Baseline Forecast/Actual					
Papakura - renew sports infrastructure 2024/2025 to 2026/2027	Green - On Track	Current status: Massey Park: rugby post sleeves installed last week, posts to be erected after athletics season; long jump covers currently being constructed, installed after athletics season; water tightness issue on grandstand has been quoted, internal design team reviewing the proposed methodology and products to be used for water proofing grand stand; Smith Ave reserve: New basketball hoops installed on full court only Next step: Assess quotes for the investigation of investigate sports fields for irrigation, drainage, turf and lighting (Drury Sports Complex, McLennan Park, Prince Edward Park, Ray Small Park and Drury Domain).	Baseline Forecast/Actual					
Papakura - Te Kete Rukuruku - Māori naming of parks and places	Green - On Track	Current status: Installation of the signs completed. No further budget FY25. Next steps: Capitalise and close out the project.	Baseline Forecast/Actual					
Prince Edward Park - renewal of softball diamond field one	Green - On Track	Project completed August 2024.	Baseline Forecast/Actual					
Prince Edward Park - upgrade to an inclusive toilet and changing room facility	Green - On Track	Current status: Detailed design in progress. Topographic survey was received reflecting proximity to a totara tree. We are evaluating placement options for the expansion. Next steps: Move into the next stage of delivery of the project.	Baseline Forecast/Actual					
Takanini Hall - remediate fire damaged building	Green - On Track	Current status: a Strategic Assessment is underway to investigate the viable options to remediate the building and structure that were damaged by fire. A Principal Integration Specialist is investigating the viable options for the site and reporting back to the Papakura Local Board for direction. Next steps: complete the Strategic Assessment, outline the viable options for remediation and seek direction from the Papakura Local Board.	Baseline Forecast/Actual					