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# Papakura Local Board Workshop

## OPEN NOTES

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Minutes of a meeting of the Papakura Local Board Workshop held in the Local Board Chambers, 35 Coles Crescent, Papakura, Auckland on Wednesday, 2 April 2025 at 9:45am.

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### TE HUNGA KUA TAE MAI | PRESENT

**Deputy Chairperson  
Members**

Jan Robinson  
Felicity Auva'a

George Hawkins

Kelvin Hieatt  
Andrew Webster

**Acting Chairperson**

Away on Council Business for  
morning session (present from  
11:11am -12:30pm; 1:31pm)  
Absent for the morning session.  
(present from 10:50am)

### TE HUNGA KĀORE I TAE MAI | ABSENT

**Chairperson** Brent Catchpole

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## 1 Ngā Tamōtanga | Apologies

That the Papakura Local Board Workshop:

- a) note the apology from Chairperson for non attendance.

## 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.

There were no declarations of interest.

## 3 Local Board Workshop

### Item 1 – 9:45-10.30am

#### Kōkiri 2025/2026 Engagement Programme

Presenter/s: Bruce Thomas  
(Elected Member Relationship Manager,  
Auckland Transport)

Governance role: Local initiative / preparing for specific decisions

Proposed Outcome/s: To reiterate the Kōkiri engagement programme, discuss advocacy options and recommend engagement levels for the 2025/26 work programme.

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

#### Summary of discussions

Staff provided an update on the Kōkiri engagement programme. A report will come to the April 2025 Papakura Local Board Business meeting. Staff advised that network optimisation will also be included in the 'consult' instead of 'inform' category.

#### **The local board agreed with the following suggested advocacy points:**

- Retaining the Local Board Capital Transport Fund
- Requesting a review of the minimum road widths

#### **Actions**

1. Bruce Thomas to add to the May 2025 business report as to whether there has been any change in the number of trucks at Bayvista Drive area now that the advisory signs are up.
2. Bruce Thomas to investigate if the Ngakakoro Road has now been vested as a public road.

3. Bruce Thomas to work with member Kelvin Hieatt to shape up the Hawkins theater drop off issue so it can be forwarded through the system.

## Item 2 – 10:30-12:00pm

### Direction Setting

Presenter/s: Lee Manaia  
(Papakura Local Board Advisor, Governance & Engagement)

Victoria Hutt  
(Papakura Local Board Senior Advisor, Governance & Engagement)

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.

### Summary of discussions

- Introducing our new comms person – Gina Waikari
  - Members agreed there's a need to engage through more youth friendly platforms.
  - Suggestion for a Instagram platform for Papakura Local Board.
  - Suggestion Gina to attend a youth council meeting.
- Opaheke Passive Park – asphaltting carpark – Direction – think it is good idea to investigate asphaltting as soon as possible.
- Opaheke Passive Park – agreed to a date but awaiting advice from staff when practical completion is likely to finish.
- Request for bins at Kauri Drive Reserve and Kauri Flats Playground, 28 Castlepoint Ave.
  - **Action** - Manuel and Alex will investigate if there are already bins at these locations and to advise the board at the next PCF monthly update workshop.
- Auckland based Rangatahi leadership programme – members gave direction that they were happy with an increased budget figure of \$6,000
- Local Planning – Filling the gap and future priorities - support revisiting the Papakura Metropolitan Framework for Action and a refresh of the Manurewa, Takanini, Papakura Integrated Area Plan. Very important that Papakura is included in the latest round of the “transform and unlock” programme.
- Bellfield Estate Road names in Stage 5 – Lee to follow up with Lea van Heerden regarding whether mana whenua have named the bridge at Opaheke Passive Park.

- NZTA felled trees – Drury Sports Complex – pines and poplar trees are soft wood and not suitable for play spaces.
- Workshop – 9 April 2025
- Reminder upcoming events
- Members Update

**Lunch Break (12:00–12.30pm)**

**Item 3 – 12:30-1:00pm**

**Pest Free South Auckland**

Presenter/s: Kartik Bhat  
(Relationship Advisor, I&ES)  
(Microsoft Teams)

Erin Bowers  
(Community Coordinator, Beautification Trust)

Lenny Van Heugten  
(Pest Free Activator, Beautification Trust)

Sharleen McClay  
(Pest Free co-ordinator South Auckland)

Gabi Ezeta  
(Senior Conservation Advisor, Natural Environment Delivery )

Governance role: Oversight and monitoring

Proposed Outcome/s: To provide an update regarding the achievements and plans for the 2024/2025 work programme.

Attachment/s: Attachment A – Pest Free South Auckland Presentation

Summary of discussions

Lenny Van Heugten new pest free activator introduced herself and the team to the members. They provided an update regarding the achievements and plans for the 2024/2025 Pest Free work programme.

**Action**

1. Lenny contact the the Conifer Grove Residents' Association with a view to providing a presentation at an upcoming meeting or AGM.

**Item 4 – 1:00-2:00pm**

**Full facility contract update and Te Ara Hura, 2027 Parks and Community Facilities (PCF) maintenance contracts**

Presenter/s: Sarah Jones  
(Manager Te Ara Hura)

Jennifer Rose  
(Head of Business Performance, P&CF)

Alex Overwater-Davis  
(Manager Area Operations P&CF)

Eli Nathan  
(Head of Area Operations, Area operations)

Veena Anjanappa  
(Manager Contract Performance,  
Parks & Community Facilities Department)

Martin Potter  
(Auckland Operations Manager, Citycare Property)

Jody Deer  
(Community Partnerships Lead at Citycare Property)

Steve Paulson  
(Delivery Manager, Citycare Property)

Governance role: Input to regional decision-making

Proposed Outcome/s: To provide an update on the current contract performance and a briefing on the Te Ara Hura, 2027 PCF maintenance contracts.

To seek feedback from the board on:

- What improvements to the current contract levels of service the board might want.
- What tasks might the board wish to pay extra opex for additional services.
- What level of local provision might be ideal for the area.

Attachment/s: Attachment B – Parks and Community Facilities Performance  
Attachment C – Te Ara Hura 2027 - PCF maintenance contracts optimisation programme  
Attachment D – Te Ara Hura 2027 - PCF maintenance contracts optimisation programme Memo  
Attachment E – Appendix A 20241107 P27 Options update to REV committee

#### Summary of discussions

Staff provided an update on the current contract performance and a briefing on the Te Ara Hura, 2027 Parks and Community Facilities maintenance contracts project. Staff sought feedback from the board on:

- What improvements to the current contract levels of service the board might want.
- What level of local provision might be ideal for the area.
- What tasks might the board wish to pay extra opex for additional services.

The local board provided the following feedback:

- Economic impact of procurement / maintenance was important for the community

- Risk / compliance must be managed
- Standard levels of service – local board need oversight of what the baseline is. This would be the level of detail that staff would deal with. Staff responded that members should provide feedback on what they see on the ground,.
- PPE checks are as important as the compliance checks.
- Local operators / contractors who meet the H&S standards should be the preferred suppliers.
- Specialist contractors may be required, eg: tracks. Often Citycare don't seem to have the capacity.
- With more decision making, more local board member time is required. Currently local board members are part time. With additional decision making it will become full time. Current remuneration levels are not sustainable for a full time role.

Staff advise a survey form will be sent out to the members to provide any additional feedback.

**Break (2:00pm –2:10pm)**

**Item 5 – 2:10-2:40pm**

**Accessibility assessments for five Papakura Parks**

Presenter/s:	Sophie Heusel (Parks Project Specialist, Specialist Operations)
	Kristen Greenfield (Parks and Places Specialist, Parks and Community Facilities)
	Thomas Dixon (Principal Parks Project Specialist (Team Leader), Specialist Operations)
Governance role:	Setting direction / priorities / budget
Proposed Outcome/s:	To inform the board about past and current work in the accessibility assessment space, raise awareness of universal design and seek feedback on the shortlisted parks.
Attachment/s:	Attachment F – Findings and Recommendations Accessibility Assessments Attachment G – Brylee Drive and Conifer Grove Accessibility Assessment Attachment H – Central Park Accessibility Assessment Attachment I – Keri Downs Park Accessibility Assessment Attachment J – McLennan Park Accessibility Assessment

Summary of discussions

Staff provided an update about past and current work in the accessibility assessment space, raised awareness of universal design and sought feedback on the shortlisted parks.

Park Advisory will collaborate with council staff and contribute to regional accessibility initiatives (e.g. website improvements).

Kristen Greenfield advised that the Brylee Reserve playground is due for renewal soon. She reassured members that there is internal collaboration, a flow on from this assessment work.

Seeking a board resolution. Direction being sought whether board wishes a report to adopt the principles or a report detailing what is required.

Board feedback

- Surprised infrastructure is being installed and not accessible.
- Bus layover around Central Park should be moved. Parking should be for users of the park.
- Accessibility lens should be across the whole of the local board infrastructure.
- Local board is limited with funds.
- Advocating for accessibility improvements and requesting the full report to come to the May or June 2025 local board business meeting for endorsement.

**Attachments**

- A Auckland Transport's Work Programme and Kokiri Update
- B Attachment F – Findings and Recommendations Accessibility Assessments - Updated
- C Direction setting

The workshop finished at 3.03pm