



NOTICE OF MEETING OF THE OPERATIONS & MONITORING COMMITTEE

I hereby give notice that the Operations & Monitoring Committee meeting of the Papakura District Council is to be held on:

DATE: Tuesday 27 July 2010

TIME: 12.30 P.M.

VENUE: Council Chambers
35 Coles Crescent
PAPAKURA

T Stratton
CHIEF EXECUTIVE OFFICER

MEMBERSHIP:

Chairperson	Clr O'Connor
Deputy Chairperson	Clr Auva'a
	HWM Penrose
	Clr Catchpole
	Clr Conroy
	Clr Goldsmith
	Clr Jones
	Clr Piggott
	Clr Pringle

(Quorum 4 members)

(The reports and recommendations contained in this Order Paper are not necessarily Council Policy and should not be taken as Council Policy, or opinion)

**PAPAKURA DISTRICT COUNCIL
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PAPAKURA DISTRICT COUNCIL

**AGENDA FOR THE MEETING OF THE OPERATIONS & MONITORING COMMITTEE
TO BE HELD IN THE COUNCIL CHAMBERS, 35 COLES CRESCENT, PAPAKURA
ON TUESDAY 27TH JULY 2010 COMMENCING AT 12.30 P.M.**

1. APOLOGIES

2. CONFIRMATION OF MINUTES

- (a) That the Minutes of the Operations and Monitoring Committee Meeting held on Tuesday 22nd June 2010 be confirmed.

3. DEPUTATIONS AND PETITIONS

4. PRESENTATIONS

5. FINANCE AND CORPORATE

6. BUSINESS AND PROMOTION

**(a) WALSH BROTHERS FIRST FLIGHT
COMMEMORATION**

**REPORTING OFFICER: Teresa Turner
Director Business and Promotion**

PURPOSE OF THE REPORT

The purpose of this report is to update Council on the proposed commemoration of the Walsh Brother's first flight which is taking place in the Papakura district on 5th February 2011.

BACKGROUND

The first powered controlled flight in New Zealand was made at Glenora Park in Takanini by Leo and Vivian Walsh on 5th February 1911. The Walsh brothers went on to establish New Zealand's first flying training school and Aero Club and trained over 100 pilots for the Royal Flying Corps during the First World War.

The Guild of Air Pilots and Navigators (New Zealand region) are leading the planning and co-ordination of a commemorative event in February 2011 to mark the centenary of the first powered controlled flight.

NARRATIVE

Planning is currently underway for the commemorative event. Details of the event are not yet fully finalised but it is anticipated they will include:

- Attendance by representatives from organisations such as Royal Aeronautical Society (NZ Division), Royal New Zealand Air Force, Air New Zealand, Aviation Historical Society and others
- Attendance by members of the Papakura Local Board
- Possible dedication of a new plaque to mark the occasion
- A flypast of vintage and modern aircraft

Requests for assistance from Council thus far regarding this event relate to media and publicity and ensuring the appropriate local people are invited. The Guild of Air Pilots and Navigators have requested that Council recommend its support for the event to the new Auckland Council. Gordon Ragg from the Guild will be attending the meeting and is happy to take questions regarding the event.

RECOMMENDATIONS

1. That the information be received.

7. COMMUNITY SERVICES

(a) PAPAKURA MARAE LEASE 29R HUNUA ROAD

**REPORTING OFFICER: Nicola Terry
Manager Community Assets**

**ATTACHMENT: Aerial Photograph of 29R Hunua Road
(Attachment No. 1)**

PURPOSE OF THE REPORT

The purpose of this report is to seek Council direction regarding the lease to Papakura Marae for part of 29R Hunua Road.

BACKGROUND

The land at 29R Hunua Road (Te Koiwi Park) was purchased by Council from Mr James Alexander Smith in 1969 for recreational purposes. In 1978, 9852m² was leased to the Trustees of the Papakura Marae for a period of 33 years. This lease expires on 1 March 2011. The leased area bounds Hunua Road to the north of the site (attached aerial photo). The buildings in the leased area are owned by the Marae.

Papakura Marae also holds a lease on the Te Koiwi amenity block. This lease does not expire until August 2015.

NARRATIVE

Papakura Marae is an important part of the Papakura community and offers a wide range of cultural, social and health services to the community. Their site at 29R Hunua Road has been extensively developed in order to meet the needs of the community including:

- Wharenuui
- Wharekai
- Health Clinic
- Rangimarie (community meeting room and classes with kitchen facilities)
- Family Start & Marae board room
- Administration/offices attached to the back of the Wharenuui
- Tamariki ora and health promotion
- Barn (administration and community meeting room with kitchen facilities)

Council has no other plans for the land and recognises the value of the Marae and the work that is done in the community. Given this factor and the amount of investment that the Marae has made in buildings and services it is recommended that a long lease term is offered to the Marae. The maximum allowable lease term under the Reserves Act 1977 is 33 years. It is recommended that a 33 year lease be offered to Papakura Marae.

CONCLUSION

Papakura Marae offers a wide range of cultural, social and health services to the Papakura community and has invested significantly in the facilities to deliver these services on the land that they occupy. The current lease expires in March 2011 and it is recommended that a 33 year lease be offered to Papakura Marae for that part of 29R Hunua Road currently occupied by the Marae.

RECOMMENDATIONS

1. That the information be received.
2. That, subject to ATA approval, Papakura Marae be offered a 33 year lease for part of 29R Hunua Road.

7. COMMUNITY SERVICES

(b) PAPAKURA RECREATION AND FITNESS CENTRE MANAGEMENT AGREEMENT

REPORTING OFFICER: Nicola Terry
Manager Community Assets

PURPOSE OF THE REPORT

The purpose of the report is to seek Council approval for an extension of the management agreement for the Recreation Centre.

BACKGROUND

Community Leisure Management Ltd (CLM) currently operates and manages the Papakura Recreation and Fitness Centre. The 3 year management agreement expires on 27 August 2010 and allows for a further 3 year term.

NARRATIVE

CLM have managed the Papakura Recreation and Fitness Centre since 1996, but the current management agreement is the first formal contract between CLM and Council for the Recreation Centre. In line with the agreement, CLM have written to Council requesting that the agreement is renewed for a further 3 years.

Council pays a management fee of \$50,000 per annum to CLM to operate the Recreation Centre. All other staffing and operating costs are met by CLM through user charges. Council is responsible for all maintenance and renewals of the Recreation Centre and has recently upgraded the accessibility, toilets, change rooms and kitchen.

CLM offer a range of programmes and activities to the Papakura community including sports leagues, the fitness centre, group fitness classes, Green Prescription and entry level fitness classes, the 8 Week Weight Loss Challenge and School Holiday Programme. The sports leagues have been a particular success. They offer a variety of sports such as basketball and 'fast net netball' with something on every day of the week. The sports leagues have such high demand that some teams are booked a term in advance. CLM also supports the Papakura Youth Expo and has recently begun a weekly sports league for alternative education providers and their students.

The management agreement outlines a number of objectives for the centre including:

To encourage and support people of all ages to take part in regular physical activity (health objective) with a particular focus on youth participation.

To ensure the Recreation Centre is accessible for all residents of the Papakura District especially those who are not able to provide this for themselves (recreation objective).

To ensure the recreational facilities and programmes are affordable for all residents of the Papakura District (affordability objective).

Council officers and CLM management meet regularly to discuss the programmes and activities at the centre and CLM provide quarterly reports on attendance. It is considered that they meet the above objectives while continuing to remain viable and offering a good range of programmes and activities to the community.

Given the above and that it is not an appropriate time to consider changing the management arrangements due to the Auckland governance transitions and the length of time taken to tender for a new contract, it is recommended to renew the current management agreement.

CONCLUSION

CLM have provided appropriate management of the Papakura Recreation and Fitness Centre. The current management agreement for the Centre expires on 27 August 2010. It is recommended that the management agreement is renewed for three years in line with the provisions of the current management agreement.

RECOMMENDATIONS

1. That the information be received.
2. That, subject to ATA approval, the current Papakura Recreation and Fitness Centre Management Agreement with Community Leisure Management is renewed for three years from 28 August 2010 and the Chief Executive Officer be delegated authority to execute this agreement.

7. COMMUNITY SERVICES

(c) SAFER PAPAURA TRUST – LEASE OF PREMISES

**REPORTING OFFICER: Theresa Stratton
Chief Executive**

PURPOSE OF THE REPORT

This report seeks Council direction on long term provision of premises to house the Safer Papakura Trust.

BACKGROUND

The Safer Papakura Trust was formed in September 2008 as a Council Controlled Organisation (CCO) to deliver graffiti services (previously delivered by the Proudly Papakura Trust), the Town Centre Ambassador programme and Town Centre security services (previously delivered by the Town Centre Association).

Since inception the Trust has been operating from a Council owned location at 78A Great South Road. These premises are a commercial property that was purchased by Council to facilitate construction of a stormwater tunnel that was required to service new development areas in Takanini. The tunnel was expected to run through this location on its way to the stormwater pond at Gills Ave. Owning these premises gave Council the opportunity to both access the area where the tunnel would be constructed and also act as a base for construction activity, including a tunnelling head to enable construction under Great South Road and the railway line. This particular project is in abeyance due to cost and negotiations related to the cost with the key developers. It is unclear when the project may be initiated.

In the intervening period the Trust has been given rent free use of the property.

NARRATIVE

In considering the longer term future of both the Trust and the property at 78A Great South Road it is apparent that the current situation is not sustainable.

Council is holding a valuable piece of commercial real estate and rent free occupancy by the Trust is not a justifiable long term use. Current thinking on the storm water tunnel is that the property will be required for Public Works but under the structure of the new Auckland Council, property such as this will be held by the Property CCO. It is likely that the CCO could look for a commercial return and be less sympathetic to community use of such a property. With this in mind some thought has been given to other alternatives that would be suitable for housing the Trust.

As part of the sale and redevelopment of Accent Point, Council is now leasing all of level 3 of Accent Point plus 155 carparks and office space on level 2 (formerly the office space of Deka Ltd). It was anticipated that Council may have some need for the office space on level 2 to re-house those staff that are currently located on level 4 of Accent Point (approximately 14 people). However, it was expected that this requirement for office accommodation would not be long term as it was expected that less people would be located here in Papakura as a result of the re-organisation of the Auckland councils.

Some initial discussions have been held with the Trust on the suitability of the Accent Point level 2 office accommodation for their operations. Initial feedback has been positive because:

- The office space is larger than that available currently
- It is well located in the centre of town
- There is a large double garage and storage space available on level 1 which would allow the Trust to lock away their trucks and supplies.

As the transition progresses it is apparent that any use of level 2 by Council would be quite short term and, in fact, may not be utilised at all. On that basis the use of level 2 by the Trust looks to be a viable proposition.

The Trust is very keen to secure long term tenancy at a peppercorn rental. They are content with their current premises but recognise that this is unlikely to be a long term proposition. They have indicated that they would be happy to move to level 2 of Accent Point should this be an option that could offer them more certainty.

The recent reports to Council indicate that the Trust is meeting or exceeding all of its KPIs with Council and is providing a valuable community service. With this in mind it would be an advantage to the Council and the community to ensure that the Trust have some certainty of tenure in premises that allow them to continue their activities.

It is recommended that Council offer the Trust a lease that aligns with Council's lease agreement with KCL (i.e. 10 years from 1 October 2010) with the commencement date to be agreed once any short term requirements by Council for level 2 are clarified. The agreement should also clarify that Safer Papakura Trust can remain in their current premises at 78A Great South Road until such time as Level 2 of Accent Point is made available.

CONCLUSION

Safer Papakura Trust is currently occupying a Council owned commercial property which was purchased to enable future stormwater works. With the imminent changes to Auckland governance, this property will be managed by the new Property CCO. It is possible that the new Council/CCO may not see occupancy of a commercial site by a community group to be sustainable in the long term. The recent leasing of Levels 2 and 3 of Accent Point (plus car parks) gives the opportunity for Council to relocate the Trust to suitable premises that will offer more certainty.

RECOMMENDATIONS

1. That the information be received.
2. That, subject to ATA approval, the Council offer Safer Papakura Trust a lease of Level 2 of Accent Point (including use of the garage on Level 1) at peppercorn rental. The lease term is to be from a commencement date to be agreed with the Trust until 30 September 2020.
3. That Council advise Safer Papakura Trust that they may continue to occupy 78A Great South Road as per the current arrangement until such time as the Level 2 Accent Point premises become available.

7. COMMUNITY SERVICES

(d) SAFER PAKAKURA TRUST END OF YEAR REPORT JULY 2010

**REPORTING OFFICER: Leora Hirsh
Manager Community Development**

**ATTACHMENT: Trust Quarterly Report Jul 2009 – Jun 2010
(Attachment No. 2)**

PURPOSE OF THE REPORT

The purpose of this report is to provide Council with information on how the Safer Papakura Trust has performed against its performance objectives and contractual requirements for the year 01 July 2009 – 30 June 2010.

BACKGROUND

The Safer Papakura Trust (the Trust) was established as a Council Controlled Organisation in October 2008 to managing graffiti removal in the district and town centre security on behalf of the Council.

The Trust recently reconfirmed its three long term goals:

- Control and eventual eradication of graffiti vandalism in Papakura District
- A safe and secure Papakura town centre
- Increase employment options for long term unemployed in Papakura.

NARRATIVE

In August 2009 a three year funding deed was signed between Papakura District Council (Council) and the Safer Papakura Trust. A series of activities and service levels were agreed as key performance indicators (KPIs) that need to be reported on regularly to Council. The attached report provides a clear indication that the Trust has met its performance targets for the 2009/2010 financial year.

Over and above the quarterly and annual performance reports, the Trust is also required to furnish Council with a number of core documents. These are listed below:

- Statement of Intent for 2009/10. This went before Council in October 2009 and was approved.
- The Statement of Intent for 2010/11 went before Council in June 2010 and was conditionally approved.
- Audited financial statements for the year ending 30 June 2009 went before Council in January 2010.
- Unaudited accounts and financial statements for the year ended 30 June 2010 are due to be reported to Council in September 2010.

With regards to the Trust's KPIs, the following is noted:

- Effective graffiti removal. There has been a significant decrease in the amount of tagging this financial year. The Trust is removing graffiti within the specified timeframes. Further to this, the Trust is willing to remove graffiti over and above the contract specifications. There has also been a noticeable percentage

increase in the level of service requests going directly to the Trust versus the number logged via Council.

- Communication systems. The KPI for communication activity is four per annum. The Trust has exceeded this KPI in that it produces a monthly newsletter and has received a good level of media coverage.
- Advice and support for property owners. The Trust is working to align with Neighbourhood Support to ensure graffiti prevention and removal messages can be provided to these groups. They also provided advice and information to home owners via the annual Neighbourhood Support Eye on Community booklet.
- Intelligence Gathering. Of particular note this year was the implementation of an electronic tag database, the establishment of the graffiti action group, the 'dob in a tagger' initiative, the CIA cameras and regular liaison with police, community patrols and the Maori Wardens. The Trust has met this KPI.
- Community Network for graffiti removal. There are now over 110 volunteers in the 90 adopt-a-spot programme – well above the KPI of 80 volunteers. The Trust has also exceeded its target this year, with its schools programme, and provided a number of mural projects, as well as an innovative chalk art initiative.
- Provide town centre security, including foot patrols. The full complement of four Ambassador patrols have been provided 10am – 4pm weekdays as per the KPI for this activity. Ambassadors are also trained and attired in a professional manner as stipulated. All categories of negative incidents in the town centre have decreased significantly over the year. Ambassadors did patrol three town centre events. This is the KPI level stipulated in the funding deed. Further to this, the Trust and police jointly initiated the Truancy Action Group and truancy free zone.
- Car Park Security. Security has been provided at both the Farmers car park and the Park and Ride car park as per the hours stipulated in the contract. The KPI for Car Park Security is for security at the Farmers car park weekdays from 8 am to 6 pm, and 7 am to 7 pm at the Park and Ride. No incidents of thefts of, or from, cars were reported at either car park.
- Secure a broader funding base. The trust exceeded its targets of \$30,000 public and community funding and \$10,000 in private contract work.

The Safer Papakura Trust provided services above the levels of service specifications stipulated in its funding deed with the Council. The attached report attests to this as well as highlighting some of the particular additional initiatives and activities of the Trust.

RECOMMENDATIONS

1. That the information be received.

8. ROADING AND TRANSPORT

9. WATER ISSUES

**(a) LAND PURCHASE – HUNUA INDUSTRIAL
AREA STORMWATER IMPROVEMENTS**

REPORTING OFFICER: Kieren Daji
Stormwater Assets Manager

ATTACHMENT: Locality Map – Slippery Creek ICMP Area
(Attachment No. 3)

PURPOSE OF THE REPORT

The purpose of this report is to bring forward expenditure to enable land purchase of part of the property 169 Dominion Road for the location of a future wetland as a result of prioritisation of stormwater capital works programme post completion of the draft Slippery Creek Integrated Catchment Management Plan (ICMP).

BACKGROUND

The project is being brought forward due to the land being available for purchase and therefore to secure for this purpose.

As a background for this project the Slippery Creek ICMP identified the following:

- There is land and commercial floors at risk of flooding due to the existing stormwater drainage serving the large industrial developments being generally inadequate with sections of open drains piped in an ad-hoc manner in the Hunua Industrial Area.
- The existing 900/1050mm diameter drainage pipe downstream of the open drain in 169 Dominion Road is found to be significantly under capacity for peak discharge from both a 10 year and 100 year storm event.
- The existing open drain in 169 Dominion Road serves as an inlet pond facilitating entry of overland flows into the 900/1050mm diameter stormwater line and should be kept open for this purpose.
- Further future development within the area should investigate a potential connection to Hays Stream across Hunua Road.
- Stormwater runoff from the industrial development has high potential in generating contaminated surface runoff. The possibility of the existing drain expanded into a wetland should be investigated. This would be to allow for stormwater quality treatment and minor flood attenuation.

NARRATIVE

Approval is sought to bring forward the land purchase budget for the Hunua Industrial Area Stormwater Improvements project of \$204,300 (excl GST) from 2011-12 to 2010-11. The reason for this request is that there is an opportunity to obtain the land. Budget can be made available by delaying the Alfriston Road Bridge Downstream Channel Improvements project from 2010-11 to 2011-12. This project has been identified as the most logical project to exchange on the programme due to delays during the forward design of this project which have meant that it is unlikely that the construction will be able to proceed during the 2010-11 earthworks season. Essentially the result is exchanging the two projects between the 2010-11 and 2011-12 financial years to manage the wider stormwater capital works programme over the 10 year window of the 2009-2019 LTCCP.

The scope of the Hunua Industrial Area Stormwater Improvements project is for the existing open drain within 169 Dominion Road to be expanded into a wetland. The primary purpose of the wetland is to provide stormwater quality treatment for the surrounding industrial development sub-catchment.

Harrison Grierson Consultants Limited (HGCL) have been engaged to undertake the investigation and design documentation for the Hunua Road Industrial Area Improvements project for Council. The HGCL brief included two main components. Firstly, to improve capacity of the stormwater system to mitigate the effects of flooding in the 10 year and 100 year storm events. Secondly, to provide a stormwater treatment device to cater for 75% sediment removal efficiency based on ARC Technical Publication No 10 (TP10) guidelines for the Hunua Industrial Area.

The open drain in 169 Dominion Road was identified in the Slippery Creek ICMP as the best location to create an inline wetland for stormwater quality purposes. This land is mostly in the 100 year flood plain and has the least value in terms of development opportunity. Discussions with the land owner identified mutual benefits for Council to purchase this area of land as it would enable the property owner of 169 Dominion Road to develop prior to the downstream stormwater system upgrade (as long as the stormwater quality wetland was complete) and also provide stormwater treatment for the surrounding industrial development sub-catchment that has high potential in generating contaminated surface runoff.

As part of the sizing and land purchase opportunity, Council led discussions have occurred with the land owner in order to achieve the best and most viable working option for the parties concerned. Due to the restrictions in available land, the solution has taken into account the development plans of the property at 169 Dominion Rd. The wetland design uses a combination of fill batters and retaining walls, within an allocated area of 169 Dominion Rd which meets ARC requirements and does not hinder development plans for the property owner. This has minimised the area of land required to reduce the costs for Council as well as the impact on the property owner of 169 Dominion Road. The value for sale and purchase has been established from a land valuation undertaken by Council which has been subsequently agreed by the property owner.

To revise the stormwater capital works programme as outlined above Council will need to obtain approval from the ATA.

Should Council miss the opportunity to obtain the land required for the wetland at this time the opportunity to retrofit the surrounding industrial development sub-catchment that has high potential in generating contaminated surface runoff may be lost.

CONCLUSION

It is recommended that Council takes the opportunity to bring forward the land purchase at a cost of \$204,300 (excluding GST) for the Hunua Industrial Area Stormwater Improvements stormwater quality wetland to the 2010-11 financial year. As a result the construction of the Alfriston Road Bridge Downstream Channel Improvements project will be pushed back into the 2011-12 financial year of the stormwater capital works programme.

RECOMMENDATIONS

1. That the information be received.
2. That Council approves exchanging the budget of \$204,300 (excluding GST) to purchase the land at 169 Dominion Road in 2011-12 with the budget of \$250,000 (excluding GST) for the construction of the Alfriston Road Bridge Downstream Channel Improvements project in 2010-11.
3. That Council proceeds with obtaining ATA approval for the revision of the stormwater capital works programme to accommodate the above recommendations.

10. WASTE MANAGEMENT

11. OTHER OPERATIONAL MATTERS

12. NOTICES OF MOTION

13. CONFIDENTIAL