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## NOTICE OF MEETING OF THE OPERATIONS & MONITORING COMMITTEE

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

**DATE:**            Tuesday                    27 October 2009

**TIME:**            12.30 P.M.

**VENUE:**        Council Chambers  
                  35 Coles Crescent  
                  PAPA KURA

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 27<sup>TH</sup> OCTOBER 2009 COMMENCING AT 12.30 P.M.**

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**1. APOLOGIES**

**2. CONFIRMATION OF MINUTES**

- (a) That the Minutes of the Operations and Monitoring Committee Meeting held on Tuesday 22<sup>nd</sup> September 2009 be confirmed.

**3. DEPUTATIONS AND PETITIONS**

**4. PRESENTATIONS**

**5. FINANCE AND CORPORATE**

**6. BUSINESS AND PROMOTION**

**(a) COMMONWEALTH GAMES 2018 –  
FEASIBILITY WORK UPDATE**

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

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**PURPOSE OF THE REPORT**

The purpose of this report is to update Council on the feasibility work undertaken to assess the possibility of Auckland bidding for the 2018 Commonwealth Games (CWG).

**BACKGROUND**

The eight Auckland councils, ARPASS, and central government (through SPARC and NZ Major Events) are undertaking a feasibility study to assess whether Auckland could meet the requirements for hosting a 2018 Commonwealth Games. A Feasibility Group, formed by the New Zealand Olympic Committee (NZOC) is leading the feasibility work to a stage where a decision can be made to bid for the 2018 Commonwealth Games in February 2010.

**NARRATIVE**

There are two distinct phases to the feasibility work:

- To assess whether Auckland, supported by the New Zealand Government, has capacity to meet the requirements for hosting a 2018 Commonwealth Games
- To examine whether New Zealand should bid for the Games or not

Phase one of the feasibility work was undertaken between July and September 2009. This involved an investigation by NZOC examining Auckland's capability of hosting the 2018 Commonwealth Games. The technical aspects of the feasibility study were carried out by an international event company – Events Knowledge Services (EKS) – who visited New Zealand in August 2009. They assessed whether the potential venues, sites, accommodation options, security, finance and operational facilities were available to run an event of this nature. EKS then delivered an independent report to NZOC in September for input into the phase one feasibility work.

The findings of the phase one feasibility study into whether or not Auckland has the capability of winning and hosting the 2018 Commonwealth Games indicate clearly that Auckland does have the capability and capacity to host a 2018 Commonwealth Games and has a high chance of winning the rights to host the Games should it bid.

Given the phase one findings, the Feasibility Group has recommended the immediate scoping and commencement of Phase Two of the feasibility study - to examine whether New Zealand should bid for the Games or not. This phase involves undertaking a detailed cost-benefit analysis for hosting the CWG.

Phase two involves building the Games budgets, analysing the obligations associated with a bid, and quantifying the associated legacy benefits so an informed decision can be made by February 2010 on whether to bid or not. This work needs to be completed by the end of November 2009 in order to allow enough time for the stakeholders to decide whether to bid or not and to agree on the terms and process going forward. Papakura is contributing to the feasibility work – along with the other Auckland Councils and central government – and budget is available for the Council's contribution from the regional shared services budget.

### **CONCLUSION**

A feasibility study is underway to determine whether Auckland should bid for the right to host the 2018 Commonwealth Games. Phase one is complete ("could we?") and phase two ("should we?") is underway. The feasibility work is due for completion by November 2009 and all stakeholders (including Papakura District Council) will be part of the decision-making process to proceed with a bid or not.

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### **RECOMMENDATIONS**

1. That the information be received.

**7. COMMUNITY SERVICES**

**(a) ART GALLERY UPGRADE UPDATE  
OCTOBER 2009**

**REPORTING OFFICER: James Burgess  
Capital Projects Officer (Energy  
Management)**

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**PURPOSE OF THE REPORT**

The purpose of this report is to update progress on the Art Gallery upgrade and to seek Council approval for an enhanced scope.

**BACKGROUND**

The current Art Gallery has several structural shortfalls which make it unsuitable as a professional gallery space in the longer term. Three options were presented to Council as part of the Long Term Council Community Plan to upgrade the gallery and Council resolved:

THAT COUNCIL INCLUDE OPTION TWO IN THE LONG TERM COUNCIL COMMUNITY PLAN TO UPGRADE THE EXISTING ART GALLERY AND ALLOCATE CAPITAL FUNDING OF \$250,000 IN 2009/2010 AND \$10,000 PER ANNUM FOR OPERATIONAL COSTS.

Option two aimed to achieve the following goals:

- Greater flexibility in how the exhibition space is used for artists and future tenants
- Better wheel chair access
- Internal visibility for security
- Enhanced attractiveness, functionality and comfort

In order to achieve these goals, the original scope for the gallery upgrade included the following elements:

1. Blocking the external windows and back door
2. Insulate and install new ceilings,
3. Install 3 phase power,
4. Install air conditioning,
5. Fix front window frame and cracked glass at height,
6. Remove foot lockers,
7. Repaint exterior and roof,
8. Close in the mezzanine floor,
9. Re-line all the walls to make them flush and improve lighting.
10. One of the ceilings is suspected to be asbestos so will need special removal.
11. Opening up the wall between the galleries to improve sightlines and security,

12. Knocking out walls in the rear storage areas to create one large useful storage area,
13. Creating a downstairs office in store room,
14. Blocking in the fire place,
15. Repositioning the hazardous stairs to the mezzanine and
16. Install electronic entrance doors with awning.

Budget constraints necessitated a review of the above items and some deletions were made in order to be able to deliver the project with the approved budget of \$250,000. The items chosen for deletion (as not critical to the upgrade were:

- Installation of new ceilings;
- Repainting of the roof; and
- Installation of an awning over the main entrance.

## **NARRATIVE**

The architects, Babbage Consultants have now completed preliminary designs for the gallery upgrade. This included consideration of advice provided by the Museum Development Officer from Te Papa (an expert in the care and treatment of a wide range of collection material for gallery and museums) to ensure the improvements best support the aim to provide professional gallery space. In order to better achieve the outcomes sought by the upgrade additional improvements to the gallery have now been suggested that were not in the original scope. These improvements attract additional costs which will also result in an over-budget situation. The additional items are as follows:

- Visible, attractive and functional main entrance

The current main entrance is off the carpark to the east of the gallery. It is not easily visible from the main roads or from the carpark itself and is not an appropriate and safe pedestrian access. Changing the location of the entrance to Averill Street would provide a more visible entrance and enhance the look, form and function of the building. An awning over the entrance would also provide shelter from the rain, and help define the entrance to the facility.

Structurally the awning needs to be standalone from the existing building. This is due to the existing building frontage being timber frame and not originally engineered to support the weight of the awning. The provision of new doors is already provided for in the existing budget, the estimate for this type of awning is \$20,000, which is not allowed for in the budget.

- Thermal efficiency improvements

The building currently has no insulation, heating ventilation or air conditioning (HVAC) in its public space. A significant part of the existing budget is allocated to provide these basic services. However if the external entrance opens directly into the gallery, each time the doors open, warm air escapes and cool air enters the building. Construction of a lobby area, with another set of doors to act as a buffer, will help to limit the heat loss to the outside, making the building run more efficiently and reducing operational costs. A lobby would also help to maintain a more consistent temperature required for the care of art works. The estimated cost to provide a lobby is \$16,000 to provide an additional set of doors and a ceiling to encase the area.

Currently the windows are old style louver windows and in poor condition, new double glazed windows would both enhance the appearance of facility as well as increase thermal performance. Replacement windows are estimated to cost \$4,100.

- An attractive and inviting interior

Exhibition space one currently has a painted concrete floor which is not very attractive and doesn't reflect the quality sought in the upgrade. A polished concrete floor would be a cost effective and attractive solution. The estimated cost to polish the floor is \$7,300.

Lining the newly insulated ceiling of exhibition space one, as planned within the existing budget, will also enhance the aesthetics and professional feel of the building, and including acoustic tiling will reduce unwanted noise levels in the gallery. This is estimated to cost \$8,200.

- Protecting the roof

While the external painting is now deemed to be unnecessary, the corrugated steel roof requires painting. A new industrial coating system will protect it for years to come. While this was identified in the original scope it cannot be accommodated in the existing budget and is estimated to cost \$4,000.

To include all the above items would require \$59,600 additional funding plus \$9500 in additional fees (design, contingency and consent).

In September a workshop was held for elected members to present the draft plans and cost issues and seek feedback on the way forward. At this workshop Council endorsed the overall approach and also requested cost information for two additional items for consideration as follows:

- Allowing for large exhibition items

The current concept design allows for double doors opening to a width of approximately 1800mm. This would allow the entrance of a small vehicle such as a mini cooper, width: 1689mm. At the September Councillor Workshop, Councillors requested an investigation into the cost of providing a larger entrance to allow for large exhibition items such as the Jeep that was brought in for a previous exhibition.

To increase the size of the doors to allow vehicle access for a regular car, custom made specialist doors would need to be installed. Advice given by a vehicle dealer suggests that these doors would not need to be higher than the standard door, but would need to be wider. Such doors would have four panels as opposed to two to increase their width to 2.4m. Two sets of specialist doors would be required if there is a lobby area provided. The additional cost for this dual vehicle/person entrance would be approximately another \$8,000 more than the existing door budget allows for, providing for both sets of doors.

However, the Art Gallery Manager is not currently planning any exhibitions that would require vehicular access into the exhibition space and suggests it is unlikely that such exhibitions would occur in the future.

- Enhanced external features

The provision of a display window in the rear of the gallery facing Broadway, similar to the one installed on Averill Street, would break up the uniform face of the rear wall and provide a feature for increased aesthetics.

The display window would be used to advertise exhibitions at an estimated capital cost of \$6,000. To reduce the impact of graffiti etching it would be prudent to apply graffiti film. The operating expenditure could increase by up to \$5,000 to cover replacement film when etching occurs and the sign writing required for each exhibition.

The total cost of these two items is \$14,000 in capital (plus fees) and approximately \$5,000 for operational costs. If included this would bring the additional capital budget required up to approximately \$85,000. While the additional two items could be installed, they are not deemed to be essential to achieving the outcomes sought in the upgrade and so they are not recommended for inclusion.

### **CONCLUSION**

The additional items proposed above will assist in making the gallery visible, attractive, inviting and efficient and allow for a greater range of exhibitions. It is recommended that additional funding is provided for the awning, thermal efficiency including the double glazed windows, the polished concrete floor and new ceilings and painting the roof at a total additional cost of \$69,100. This additional cost could be funded from the remaining proceeds of the Regional Rooding Designation fund. This was fund held by Auckland City Council since the last Local Government amalgamation in 1989. The fund was wound up and distributed at 30 June 2009. Council received \$450,000 and during the LTCCP 2009-19 used \$306,000 to fund its contribution to the regional Rugby World Cup projects. This leaves sufficient available to cover the shortfall in the Art Gallery upgrade budget.

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### **RECOMMENDATIONS**

1. That the information be received.
2. That Council approve a further \$69,100 for the gallery upgrade to be funded from the remainder of the proceeds of the Regional Rooding Designation fund.

## 7. COMMUNITY SERVICES

### (b) MASSEY PARK AQUATIC CENTRE UPGRADE SCOPE

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

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#### **PURPOSE OF THE REPORT**

The purpose of this report is to seek Council direction with regard to the scope for improvements to the Aquatic Centre on Ron Keat Drive, Papakura.

#### **BACKGROUND**

The Aquatic Centre is located on Ron Keat Drive and consists of a number of indoor pools and facilities (lap pool, leisure pool, toddler pools, spa pools, sauna and steam room and hydroslide) which were opened 1999 and the outdoor pools (main 50m pool, toddlers pool and learners pool) which were built in the 1960s. The Centre is currently managed by CLM.

While maintenance and elements renewals have occurred over the years, a comprehensive upgrade has not been undertaken. Council is aware that there is a need to address identified issues with the pool to enhance pool safety, as well as a number of condition assessments and the increasing maintenance and operation costs.

The Council has identified that improvements to the Aquatic Centre represent an important legacy project and a LTCCP budget of \$4.5million over 2009-2011 has been allocated. The following broad objectives have been articulated at a Council workshop on 29 September 2009:

- Visible, accessible, attractive exterior integrated with Massey Park
- Attractive welcoming entry and change facilities
- Attractive & clean indoor pool surrounding
- Better swimming experience and participation
- Enhanced, modern and safe recreation experience

Council has considered the concept plan for the redevelopment of Massey Park – the adjoining sports facility – and has indicated a desire for physical integration of the two sites through one landscape plan for the Ron Keat frontage of both facilities. The scope of the project and the concept plan now need to be developed.

#### **NARRATIVE**

##### ***Determination of the Scope***

The determination of the scope is one of the first steps for any project. In this case it was important to determine whether the project was to provide for a new facility or to extend or upgrade the existing Centre. The starting point was to determine the aspirations of the users and the community, the extent of necessary works given the condition of the facility, the action plan developed to address issues with the physical components of the pool and to consider this against the budget.

To determine the community and user aspirations, reference was made to the Annual User Satisfaction Surveys and a specific consultation exercise was undertaken in August 2009. Twenty five submissions were received as a result of the public consultation exercise and the majority of these referred to the upgrade of particular elements of the existing centre. However, a limited number of submitters

sought some new or extended elements, namely the provision of better parking (1 submission), a Café (1 submission), an exercise room/gym (2 submissions) and the covering of the outdoor pools (2 submissions). In addition CLM and the Papakura Swimming Club have indicated their support for the provision of an additional new training pool.

A number of physical components of the pool need to be addressed to enhance pool safety, specifically physical alterations to the reef area, sight lines into the lazy river, including lowering wall height and an investigation into the creation of eddies in the Wave Pool.

A Condition Assessment 2009 (NZ Blue) and an Upgrade Needs Assessment 2009 (Opus) of the Centre have been undertaken. Both assessments have highlighted that significant work is required to ensure safe, efficient and effective functioning and performance (e.g. water quality).

As noted above, the LTCCP budget allocated for this project is \$4.5 million. Bearing this in mind a cost consultant was engaged to provide cost estimates for the upgrade and new works which have been identified, as well as the external works to support the integrated Park and Pool frontage. This clearly indicated that the current LTCCP budget would be sufficient to upgrade and improve the existing centre to meet the majority of community aspirations, the action plan safety requirements and the external frontage works (taking into account professional fees, consents fees, contingency etc). It was also clear from these estimates that the cost of the following new items is prohibitive based on the existing LTCCP budgets – a new café (\$375,000), a new gym (\$1,250,000), a new indoor training pool (\$2,715,000), fabric enclosures to the outside pools (\$775,000) and a hard enclosure to the learner pool (\$760,000).

### ***Proposed Scope***

As a result of the above the following scope is proposed.

- Improvements to the exterior of the site and building, with a focus on integration with Massey Park to ensure a more visible, accessible, attractive Centre. This would include enhancing the entrance, painting the exterior, providing new signage and new hard and soft landscaping (including a new parking area).
- A refurbishment of the reception, café and change rooms to create a welcoming and attractive entry to the Centre.
- An upgrade and refurbishment of the indoor pools to ensure the pool surroundings are both attractive, safe and of high quality. This will include the removal of the dated jungle theme elements, tiling of the pool concourse, painting of all walls and ceilings and new lighting.
- An upgrade and refurbishment of the outdoor pools to ensure the pool surroundings are both attractive, safe and of high quality. This will include a new pool concourse, new fence, enhanced landscaping, new lighting and the replacement of the toddlers' pool with a zero playground.
- An improvement in the water and air quality, water temperature, swimming pool plant and equipment as well as the pool surfaces (retiled) and lighting to ensure a better swimming experience and greater participation levels.
- Improvements to the existing water features (retaining the interactive nature but of a more modern look and experience), alterations to the existing wave system, lazy river and reef system and the provision of a new zero depth playground to ensure an attractive and safe recreation experience.

It is considered that this scope will balance the effective functioning and performance (e.g. water quality) with the modernization and enhanced look and feel of the pool. It will also recognize the need for visible change versus the invisible but important necessary improvements (e.g. pipes) and will result in a scope which complements the scope for the upgrade of Massey Park.

As indicated the budget constraints mean it is not proposed to provide a new café, gym, indoor training pool or to enclose the outside pools.

***Next Steps***

Should Council support the scope outlined above a brief will be developed with the anticipation for awarding a contract in late 2009. This would allow for detailed design to be completed and consents sought by October 2010 for construction in 2011.

**CONCLUSION**

Council and the community through the LTCCP have highlighted the need to upgrade the Aquatic Centre and \$4.5 million has been allocated over the years 2009/10 and 2010/11. The issues that need to be addressed at the Centre have been identified in an Action Plan to address safety issues and two condition and upgrade assessments in 2009. The community aspirations have been articulated through consultation and in the main support addressing the same elements identified as necessary. A scope which in summary allows for an extensive upgrade and refurbishment of the Centre, rather than a new or extended Centre, is proposed.

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**RECOMMENDATION**

1. That the information be received.
2. That Council approve the scope as outlined for the upgrade of the Aquatic Centre as the basis for developing a brief to tender for concept, developed and detailed design.

**7. COMMUNITY SERVICES**

**(c) CLOSURE AND SALE OF REDHILL ACCESSWAYS**

**REPORTING OFFICER: Allan Christensen  
Community Services Planner**

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**PURPOSE OF THE REPORT**

The purpose of this report is to seek a resolution to sell two of the accessways in Redhill which Council has previously resolved to close.

**BACKGROUND**

Following complaints regarding behaviour, vandalism and public safety Council officers undertook inspections and assessments of several accessways in Redhill throughout 2008. Recommendations were reported to Council and in March 2008. Council resolved to initiate a process to close the following accessways:

- Cadiz Place and Settlement Road
- Belgrave Avenue and President Avenue, both pursuant to section 342 and the 10<sup>th</sup> Schedule of the Local Government Act 1974
- Second accessway into Redcrest Link Reserve from Redcrest Avenue
- Redcrest Accessway into the Children's Forest, both pursuant to section 24 of the Reserves Act 1977

The process for closing accessways is time consuming and involves a number of processes and negotiations. Under the Reserves Act 1977, there is a requirement to publicly notify the Council's intention to revoke the reserve status and call for objections. Any objections need to be made within one month of being advertised in the local newspaper. The revocation of the reserve status needs Department of Conservation consent which includes consultation with Mana Whenua.

Under the Local Government Act, there is a requirement to publicly notify Council's intention to stop the accessways and call for objections. Any objections need to be made within 40 days of being advertised in the local newspaper. If any objections are received and not upheld by the Council, objectors have an opportunity to refer the matter to the Environment Court.

As well as the legal processes, it is important to make sure that there are willing buyers of the accessways so that they can be amalgamated into the adjacent properties when they are closed.

**NARRATIVE**

Consultation with Te Roopu Kaitiaki o Papakura (Mana Whenua) on the potential closure of the four accessways listed above has occurred. They have expressed no objections to the closure of the accessways from Cadiz Place to Settlement Road and Belgrave Avenue to President Avenue. Given that there were no objections from Te Roopu Kaitiaki o Papakura to the closure of these accessways, negotiations have proceeded with the adjoining property owners. These negotiations have been successfully concluded and sale and purchase agreements for the accessways are ready for signing. However, the land can only be sold once a resolution for disposal has been made. Any resolution for sale must also be presented to the Auckland Transition Agency.

Further research has since revealed that the Belgrave to President Ave accessway, whilst being a 'road to road' access, was in fact vested as 'access-way reserve'. This means that the accessway cannot be closed by way of the Local Government Act and needs to have its reserve status revoked under s24 of the Reserves Act 1977 before it can be sold. The resolution regarding the Local Government Act will need to be rescinded in part and the new resolution is recommended below.

Additionally, Council will need to publically notify its intention to close the accessways. Newspaper notices have been prepared and can be published following the resolutions in this report.

Closure of the remaining two accessways, Redcrest Link Reserve second accessway, and the link to the Children's Forest, has not received support from Te Roopu Kaitiaki o Papakura. These issues are being further explored and will be brought back to the Committee in a future report.

### **CONCLUSION**

Purchasers have been found for two accessways to be closed and sold. For the closure and sale of land comprising the Belgrave Avenue to President Avenue Accessway a new resolution is required, revoking the reserve status of the accessway, followed by a resolution to sell the land.

For the Cadiz Place to Settlement Road accessway to be formally disposed of, Council must resolve to sell the land. The closure processes for both accessways can then take place and the proposed sales of land completed.

The remaining two accessway closures are not supported by Kaitiaki and it is recommended that these issues be further explored and a separate report be brought back in the New Year for Council to consider.

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### **RECOMMENDATIONS**

1. That the information be received.
2. That Council resolves to sell the land comprising the Cadiz Place to Settlement Road accessway being Lot 287 DP 78448 and that the Chief Executive Officer is delegated authority to sign the sale and purchase agreement.
3. That Council rescinds in part, the resolution of 11 March 2008 to initiate closure of the Belgrave Avenue to President Avenue accessway being Lot 96 DP 57331 pursuant section 342 and 10<sup>th</sup> schedule of the Local Government Act 1974.
4. That Council initiate a process to revoke the reserve status of the Belgrave Avenue to President Avenue accessway being Lot 96 DP 57331 pursuant to section 24 of the Reserves Act 1977.
5. That Council resolves to sell the land comprising the Belgrave Avenue to President Avenue accessway being Lot 96 DP 57331 and that the Chief Executive Officer is delegated authority to sign the sale and purchase agreement.
6. That a report is brought back to the Committee in February 2010 on options for the following accessways: the second access way into Redcrest Link Reserve from Redcrest Avenue being Lot 21 DP 121651 pursuant to section 24 of the Reserves Act 1977.

**7. COMMUNITY SERVICES**

**(d) SAFER PAPA KURA TRUST REPORT  
OCTOBER 2009**

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

**ATTACHMENT:** Trust Quarterly Report July - Sept 2009  
**(Attachment No. 1)**

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**PURPOSE OF THE REPORT**

The purpose of this report is to provide Council with information on how the Safer Papakura Trust is performing against its performance objectives. This report is for the period 01 July 2009 – 30 September 2009.

**BACKGROUND**

The Safer Papakura Trust (SPT) was established as a Council Controlled Organisation (CCO) in October 2008. It began managing graffiti removal and town centre security on behalf of the Council, via an interim agreement, on 17 November 2008, and entered into a formal contract for this work on 23 December 2008. SPT has 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

At its July 2009 Operations and Monitoring Committee Meeting Council resolved THAT, SUBJECT TO FINAL APPROVAL BY THE AUCKLAND TRANSITION AGENCY, THE COUNCIL OFFER THE SAFER PAPA KURA TRUST A THREE YEAR CONTRACT FOR THE YEARS 2009/10, 2010/11 AND 2011/12, AS OUTLINED IN THE TRUST DEED, FOR GRAFFITI REMOVAL AND EDUCATION AND TOWN CENTRE SECURITY, TO THE VALUE OF \$423,000 PER ANNUM.

ATA approval has since been granted and a three year contract has been entered into.

**NARRATIVE**

A series of activities and indicators have been agreed as key performance indicators (KPI). SPT is working towards achieving these goals in an effective and timely manner. The attached report provides clear indication that SPT is meeting its performance targets. Indicators include such things as timeliness of graffiti removal, increasing customer contact directly with SPT, a tagger database, graffiti programmes with schools, adopt-a-spot programmes, regular ambassador services and provision of car-park security at specified times and locations. This report covers the first operational quarter of the 2009/2010 financial year.

Performance against the contract key performance indicators is as follows:

- Effective graffiti removal. While there appears to be no significant reduction in the amount of graffiti occurring, the Trust continues to remove graffiti within the specified timeframes. Generally all complaints logged are resolved within the specified time frames. On occasion customer expectation of removal actually falls outside the scope of the contract. For example a sports club's own facility, is the club's responsibility, irrespective of its location on Council land.
- Communication systems. SPT is on track to achieve annual target of four communications exercises, with one exercise launched in this reporting period.
- Advice and support for property owners. Two community support projects have been completed and a newsletter has been developed. Five litres of paint has been given to each retailer on the O'Shannessey St Service Lane.
- Intelligence Gathering. Two specific intelligence groups have been established and SPT now uses the regional Stop Tags Database and the mobile data systems. SPT is on track to achieve annual targets. As per the contract top five tags are identified each week and this information is passed on to Police both via the Graffiti Action Group and during weekly one-on-one meeting with Police.
- Community Network for graffiti removal. SPT now has over 80 adopt-a-spot volunteers/families. A graffiti prevention teaching unit has been developed and four schools have signed up to specific graffiti prevention or removal programmes. Therefore, the annual target for school's programmes has been achieved in the first quarter.
- Provide town centre security, including foot patrols. Ambassador patrols have been provided 10am – 4pm weekdays as per the contract. In response to town centre business feedback, additional hours are being trialled on O'Shannessey St. Ambassadors have also supported one town centre event – The Spring Carnival. This KPI is being consistently met.
- Car Park Security. Security has been provided at both car parks as per the hours stipulated in the contract. Patronage levels remain fairly consistent. This KPI is being consistently met.
- Secure a broader funding base. 66 private contracts have been entered into. This is an increase of 13 contracts in this quarter. SPT has achieved 43% of its annual target of \$30,000 funding, within the first quarter.

SPT is also endeavouring to meet its own objective to increase the employment of long term unemployed in Papakura, by providing additional training and support services for the staff.

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## RECOMMENDATIONS

1. That the information be received.

**7. COMMUNITY SERVICES**

**(e) COMMUNITY DEVELOPMENT UPDATE  
REPORT OCTOBER 2009**

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

**ATTACHMENT:** Redhill Community Centre Report  
(Attachment No. 2)

---

**PURPOSE OF THE REPORT**

The purpose of this report is to provide an update on community development activities for the period July - September 2009.

**BACKGROUND**

Community Development encompasses a broad range of Council delivered community, social and cultural wellbeing activities. This report covers the work areas of community engagement, safer communities, road safety and recreation services. Given the breadth of work undertaken in this area this report focuses on highlights from this period and alerts Councillors to some key up-coming initiatives.

**NARRATIVE**

Over the quarter a range of community groups, meetings, community events and initiatives have been supported and delivered.

Matariki New Year

Council officers have been working closely with key people involved in the previous two Matariki festivals to develop a foundation document and identify a suitable legal entity to ensure the long term sustainability of this important event. It is hoped this group will take on the management of future Papakura Matariki festivals.

Regional Youth Council Forum

Council officers worked closely with the Papakura youth leaders to prepare them to participate in a Regional Youth Council Forum hosted by Ministry of Youth Development in September 2009. Five Papakura youth leaders participated in the one day regional forum and delivered a presentation on the Youth Awards and Youth Spot initiatives. The outcome was an agreement by the various youth councils/ leadership groups to work together on a regional youth event for 2010.

Papakura Youth Spot

The youth leaders have begun planning for a major youth concert event in March 2010. This will include promoting both local young talent and local and regional youth service providers.

Papakura Community of Social Services (PAPCOSS)

The PAPCOSS AGM was held in September 2009 and was well attended by the community. The new executive committee consists of: Louise Belcher (*Kelvin Rd Family Service Centre*), Tim Malton (*Salvation Army*), Geoff New (*Papakura East Presbyterian Church*), Cathy Sosoli (*Redhill Community Centre*), Tania Kauri (*Gateway Community Trust*), Shirley Emmett (*Franklin Family Support Services*)

and Marama Hetaraka (*Counselling Service Centre*). Council officers continue to provide administrative support to the PAPCOSS Executive.

Papakura Youth Services Network

Council officers coordinated a Youth Services Network meeting in this quarter, with 22 people attending. The meeting identified current core services offered to young people locally and identified significant youth service gaps such as counselling, health, disabilities, Pacific Island and early intervention services for young people in the District.

Community Group Contracts

As per Council recommendations work has been undertaken on a number of funding contracts. Contracts for both the Papakura Marae Maori Wardens and the Papakura Community Crimewatch Patrol have been drafted and are awaiting ATA approval.

A funding contract for Papakura Citizens Advice Bureau (CAB) has been drafted and is currently with the CAB for their input, prior to being sent to the ATA for approval.

Both the Papakura Museum and the Safer Papakura Trust contracts have received ATA approval and have been duly signed.

The Redhill Community Centre has agreed to provide quarterly reports (as informally requested by Council). Attached is an update report from the Community Centre. The report shows that while the Centre has only been operating for a few months, the levels of community awareness and use are definitely increasing. Unfortunately the movie nights have met with limited success and are being reassessed. Council Officers continue to liaise with Centre staff and promote community access where possible.

Awhi Community Renewal Project

Council officers continue to work with Police and Housing New Zealand to re-structure the Awhi Project into a community renewal project, in addition to the original crime prevention focus. The three parties are in agreement regarding the structure and Housing New Zealand Community Development staff have begun introducing themselves to key stakeholders. A briefing regarding the new direction will be held with key stakeholders in the October 2009 and planning is under way for the community day/re-launch on 21 November.

Neighbourhood Support

Papakura currently has 247 Neighbourhood Support groups across the four wards of the District, comprising of 4834 homes. There have been two new Neighbourhood Support meetings since the last report and there are three currently booked until November. A Neighbourhood Support newsletter has been published and distributed this quarter to all Neighbourhood Support groups.

	<b>As at Sept 2008</b>		<b>As at Sept 2009</b>	
Ward	Contacts	Homes	Contacts	Homes
Ardmore	48	996	41	994
Drury	68	1197	65	1228
Pahurehure	91	1648	91	1669
Red Hill	47	871	50	943
<b>Total</b>	<b>259</b>	<b>4712</b>	<b>247</b>	<b>4834</b>

### Community Patrols

The Papakura Community Crimewatch Patrol's membership is currently at 63. Community Patrols continue with double shifts on Thursday, Friday and Saturday nights, i.e. two cars patrol simultaneously. The Committee sent six members to the National Training seminar in late June.

There was a decline in patrolling members over the winter months. This resulted in a reduction in the number of patrol hours and kilometres compared to the same period last year.

2009	Jul	Aug	Sept	TOTAL	Jul – Sept 2008 TOTAL
Reported Incidents					
Vehicle / Driving Related Incidents	21	20	10	<b>51</b>	55
Property Related Incidents	9	9	7	<b>25</b>	20
Willful Damage					3
Disorder	6	15	12	<b>33</b>	16
People Related	6	1	1	<b>7</b>	16
Special Service	3	1	1	<b>4</b>	4
<b>Total Patrol Hours</b>	<b>276</b>	<b>264</b>	<b>246</b>	<b>786</b>	<b>834</b>
<b>Total Patrol Kilometers</b>	<b>1878</b>	<b>2323</b>	<b>1845</b>	<b>6046</b>	<b>7019</b>

### Marybeth Reserve

The recently formed Rosehill community group is holding regular monthly meetings with support from Councillors and Council Officers. A Community Safety Forum has been organised for Wednesday 28 October at the Presbyterian Church Edinburgh St. Speakers include Police, HNZA, Age Concern, Safer Papakura Trust, Neighbourhood Support, and Community Patrols.

### Garden and Neat St Competitions

This year's Garden and Neat St Competitions are being held on Monday 2 November 2009. The prize giving ceremony will be held on Thursday 19 November 2009 at 7pm at the Art Gallery. Once again Harcourts, United Water and Mega Mitre 10 are sponsoring the competitions with the inclusion of Flexi Bin to replace Waste Management.

### Counties Manukau Active

This project has now been operational for over a year. The primary work of this project within Papakura District has been the Physical Activity Leader (PAL) Hot Spot initiatives. The PAL is currently running activities at Smiths Ave, Red Hill, Kelvin Rd, Claris and Takanini, as well as sport development at Keri Downs and Prince Edward Park. To date 11 new physical initiatives have been set up under this project and a further five existing initiatives have been supported.

The project has linked in with Aronui, a local training provider. This has ensured a good pool of volunteers to support the initiatives. These volunteers were recently recognized for their work through a sponsored dinner put on by Steely Blue and The Gate. 22 volunteers were recognised on the night.

### PDC Recreation Initiatives

Council officers continue to run activities on a Thursday at Marybeth Reserve. Average attendance is 25, plus volunteers.

Uptake of the activity initiative at Taka Reserve has been slower, but a local church is now participating regularly.

### Sport and Recreation Support

Officers have provided physical activity advice and support to a number of groups, such as:

- Whaitiaki – work continues to secure Maori Obesity Community Action Plan Funding. A new part-time Maori PAL will soon be employed under this funding to augment the work of CM Active. The Edmund Hillary garden project will also be expanded into three additional schools.
- Mansell Senior School, Lets-Be-Kind Sports Day
- Papakura City Football Club, 5-a-side summer league
- Special Olympics Papakura, various initiatives
- Papakura Library, Wriggle and Rhyme programme
- Raukura Hauora O Tainui ,Top Town Challenge (November 2009)
- Farmers Training Company, Blue Light Disco
- Fresh Futures Appeal, Gala and Duathlon
- Redhill Community Centre, community engagement

### Road Safety

A series of campaigns were run during this reporting period. These included:

- *The Algebra speed campaign.* This campaign involves working with our local Police and schools. To date four schools have participated – Drury, Cosgrove (x3), Alfriston and Ardmore (x2) and Brookby and Drury schools will take part in October.
- *Think Drink* continued during this reporting period with the key message “buying alcohol for young people doesn’t buy them a good time.” It is being run through liquor outlets across Counties Manukau. Papakura has two outlets supporting the campaign at any one time.
- *One for the Road –Repeat Drink Drivers* - course was held at Old Central School in July.
- *Who is Driving?* – Bar mats and posters were delivered to the bars and sports clubs in the district – passive reminder campaign supporting the Police booze bus check points.
- *A Child Restraint Clinic* was held on the 21<sup>st</sup> July also worked with Injury Prevention Papakura at the Spring Carnival with a Child car seat awareness and information stand.

Upcoming activities in the community development area include:

- A car restraints clinic in the Countdown car-park – 13 October
- Rosehill Community Safety Forum – 28 October
- Motor cycle training weekend at Hampton Downs – 7 and 8 November

- Neat Street and Spring Garden Competition Prize giving – 19 November
- Awhi Community Day – 21 November

**SUMMARY**

The Community Development team have had a busy quarter, supporting a range of community groups, parents, youth and schools, as well as a number of successful community events.

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**RECOMMENDATIONS**

1. That the information be received.

**7. COMMUNITY SERVICES**

**(f) OLD BARN BRIDLE TRAIL DEVELOPMENT**

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

**ATTACHMENT:** Aerial photo showing location of trail  
**(Attachment No. 3)**

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**PURPOSE OF THE REPORT**

The purpose of this report is to seek Council direction regarding the refund of development costs for Old Barn Bridle Trail.

**BACKGROUND**

Council takes reserves through subdivision in accordance with the Resource Management Act, District Plan and Open Space Strategy. Current practice is that the value of the land and any improvements made to the land are offset by reserve contributions payable on subdivision.

**NARRATIVE**

Old Barn Bridle Trail was taken through subdivision in 2004. The purpose of the bridle trail was to secure land for a future connected trail to be completed as land became available. The existing trail consists of a 1.5 metre wide, 415 metre long fenced pathway. The developer undertook earthworks, fencing, drainage works and laid gravel along the length of the path. The total cost of improvements was \$30,680.32 including GST.

The usual practice when developers undertake improvements on reserve land that council would otherwise need to complete is to offset the improvements by the reserve contributions payable on subdivision. In this instance, the developer undertook improvements to create the path but did not offset them with their reserve contributions. They paid their reserve contributions in full – a sum of \$128,520.

There is nothing in writing to confirm that Council would pay for the improvements, however, it is common practice to do so. The developer has sought a refund of the improvements for some time now. Given that Council would normally agree to improvements being offset against reserve contributions, it is considered that this request is reasonable and fair. There is no budget allocated to paying this sum however there are unallocated reserve contributions available and it is recommended that Council resolve to use reserve contributions to refund the improvements on the reserve.

**CONCLUSION**

Council has been approached by a developer who undertook improvements on reserve land without offsetting them with reserve contributions. It is fair and reasonable for council to refund the costs of improvements from reserve contributions.

**RECOMMENDATIONS**

1. That the information be received.
2. That Council reimburse \$30,680.32 inclusive of GST to the developer for costs associated with improvements to the Old Barn Bridle Trail utilising reserve contributions.

## 7. COMMUNITY SERVICES

### (g) MASSEY PARK DEVELOPMENT UPDATE OCTOBER 2009

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

**ATTACHMENT:** Landscape Concept Plan  
Grandstand Internal Floor Plans  
  
(Attachment No. 4)

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### PURPOSE OF THE REPORT

The purpose of the report is to update elected members on the status of the redevelopment of Massey Park and seek confirmation on the upgrade elements.

### BACKGROUND

Massey Park has the potential to be one of the District's premier sports parks with complementary facilities including the aquatics centre, athletics track, grandstand and sports field.

A Development Plan was prepared in 2007 to establish the overall strategic direction for the Park - focussing on the development of Massey Park as a community facility. All the Park's key sporting organisations were consulted. A number of desires were identified including improving personal safety, decreasing vandalism, upgrading the overall site and particular facilities, enhancing the site entry, enhancing parking and increasing synergies with the aquatic facility.

AECOM were engaged to test the concept plan and take the project through developed and detailed design. A number of constraints were identified in the Development Plan 2007 including budget, stakeholder feedback and physical site constraints. A number of options for moving forward were presented to Council in July 2009 with a recommendation that further work is progressed on option 1 which included:

- all buildings are left as existing (with a possible exterior spruce up),
- the rugby field and sports track are upgraded,
- the grandstand is upgraded and better utilised,
- general landscaping is improved and new permeable fencing is installed to help address security.

In July 2009 Council resolved:

*That Option 1 is further explored and a report brought back to Council regarding achieving the best outcomes for the site within the existing constraints.*

This report follows workshops held with Councillors on the 14<sup>th</sup> of September 2009 and the 13<sup>th</sup> of October 2009.

## **NARRATIVE**

The Massey Park Development project has two main components – firstly, the external and landscape features, and secondly, the buildings on the Park. Investigation into the approach to be taken in upgrading these two components has been guided by the development principles endorsed by Council when the re-scoping exercise was initiated in July 2009. The principles are:-

- Improve safety and security
- Improve accessibility and use
- Multi-purpose facilities
- High quality environment

### External and Landscape Upgrades Scope

A key requirement of the concept for the Park was to integrate the existing assets and activities in the park into an overall, coordinated premier sports park. Accordingly the scope development for the landscaping has taken account of the main playing area, the athletics track, the swimming pool complex and the bowling club at the southern end of the Park.

Applying the development principles and park user requirements has produced a development scope comprising the following features: -

- Improved boundary fence providing increased security and including pool complex and bowling club
- Reshaping of the existing mounded areas to improve visibility into the park and pedestrian circulation within the park
- New main entrance plaza to open up the park to casual users and improve accessibility to park and pool complex
- New western (grandstand) entry plaza to improve security and provide ticketing facilities for charge events
- New entrance in Marne Rd to improve accessibility from the eastern side
- New service entrance on Ron Keat Drive
- New southern carpark near the Bowling Club
- New northern carpark in front of the pool complex and adjacent to the main entrance plaza
- New public walkway across park at the northern end near the pool complex: to replace the existing unsafe and anti-social alleyway near the bowling club.
- Upgraded concourse in front of the grandstand
- New internal fencing to control pedestrian circulation (including an 'art wall' adjacent to the public walkway)
- New playground at Marne St entrance, within new boundary fence
- Feature and security lighting to improve the appearance and safety of the Park
- New trees planted at:-
  - Northwestern corner (Ron Keat & Clevedon corner & northern car park)
  - Northeastern corner (Marne & Clevedon corner)
  - Massey entrance plaza
  - Marne Rd entrance
- Sports facilities improvements:-
  - Playing area lighting
  - Hammer Cage
  - Scoreboard
  - Athletics track

The recommended park layout (including those features around the pool complex and funded from the pool upgrade budget) is shown in the attachment.

As noted previously, the installation of a new sand carpet playing surface is being progressed separately from the other exterior park upgrades. This work comprises:-

- Sand carpet playing area
- Irrigation & surface drainage
- Primary drainage
- Power & communications ducting

Tenders have been received for this work and are reported separately to Council at the meeting of 27 October 2009.

The estimated cost (inclusive of contingency allowance and fees) for all these exterior and landscape features and including the tendered price for the sand carpet work is \$3,308,000.

#### Park Buildings Upgrade Scope

There are several buildings located on the park. They have differing status with regard to their use of the park.

- Rugby Club building – owned by Papakura Rugby Club and has park occupation granted through a lease until 2019. The Club has clearly stated that they are not willing to relinquish the lease earlier than 2019.
- Athletics Club building – owned by Papakura Athletics and Harrier Club and has no formal lease for occupation on the park.
- Karate Club building - owned by Karate Club and has no formal lease for occupation on the park.
- Aquatic Centre (pool complex) – owned by Council – managed under contract.
- Grandstand – owned by Council – currently managed in an ad hoc manner by Rugby Club (over winter) and by Athletics Club (over summer).

The Council re-scoping discussion in July considered that the park development scope should focus on Council owned buildings, but where possible that the role that other buildings could play and physical appearance should also be taken into account in determining an overall upgrade scope.

The priority in scoping the works has therefore been to achieve better utilisation of, and amenity for, the grandstand building. The pool complex, with the exception of the external landscaping as noted above, is being upgraded as a separate, but aligned, development project.

The grandstand has been carefully investigated to establish its condition and the available space to accommodate the requirements of the future users (rugby, athletics and general public use). The preferred scope reflects those constraints and aspirations. A key consideration has been whether the grandstand can be strengthened to comply with current earthquake resistance standards.

To meet all the matters discussed above, the recommended development scope for the Park buildings is:-

- Rugby Club building – park side access ramp: reconfigured to match the landscaping in the main entrance plaza, and paint to match, but otherwise no changes.

- Karate Club building – removed to improve safety and amenity of the grounds in southwest corner: replacement karate accommodation created in refurbished grandstand
- Aquatics Centre (pool complex) – subject to separate, but aligned, upgrade project
- Grandstand:
  - Upper level
    - Structural repairs / seismic upgrades
    - Fire protection and egress upgraded
    - Steel framework refurbished/ repainted
    - Roof repainted
    - Exterior refurbished with new fire resistant and graffiti resistant cladding
    - Bleachers re-clad with fire and vandal resistant sheeting
    - End walls re-glazed with vandal resistant materials
    - Media box area upgraded
    - Security and amenity lighting

The estimated cost (inclusive of contingency allowance and fees) for the grandstand upper level and exterior work is \$1,062,000.

For the grandstand lower level two options were reported to a Councillor workshop on the 13<sup>th</sup> of October 2009. Both options incorporate the features listed below:-

- Structural repairs / seismic upgrades
- Fire protection and egress updated
- Four new changing and toilet areas for event participants
- Accommodation for event officials (referees, judges, etc), first aid room, drugs testing room
- Provide accessibility features for disabled users
- Office space for on-site park management
- Multi-purpose space suitable for karate club activity and other community use (after school care, yoga meetings, etc)
- Kitchen space associated with multi-purpose space
- Toilets associated with multi-purpose space
- Additional public toilets for event spectators

Option A involved upgrading the Athletics building. However the QS report has indicated that option A is not achievable within the current budget of \$5.4million. The cost to address the Athletics Building is in the order of \$1 million dollars. At the workshop the Councillors determined not to look at this option as it was too expensive.

Option B includes repainting and access ramp reconfiguring on the Athletics Club building. It retains storage space under the grandstand; however it results in fewer public toilets and a smaller multi-purpose space. This option can be achieved within the existing budget. At the workshop the Councillors agreed that this option should continue to be pursued (this will now be referred to as Option 1).

However, the Councillors also asked for a further option to be considered – to be called Option 2. Option 2 removes the athletics equipment storage from under the grandstand and relocates it elsewhere in the park rather than within an upgraded Athletics building. This provides for larger multipurpose space provision and more toilets than in the original Option B. Councillors were generally not in favour of the

additional storage being obtained in a temporary garage building which would be the most cost effective way to provide the storage.

The building layout, with no athletics equipment storage under the grandstand, is attached.

For option 2, the estimated cost to upgrade the lower level of the grandstand without athletics storage but with more public toilets and a larger multi-function space is \$1,120,000. The cost for option 1, which retains athletics equipment storage, is similar.

At the time of preparation of this report, the feasibility and cost implications of providing sufficient athletics equipment storage elsewhere in the park is being researched. The findings will be reported to the Operations and Monitoring Committee at the meeting on 27 October 2009, or earlier if information is available. These findings may affect the costing estimates for option 2.

At the workshop on 13 October 2009, Councillors also raised the topic of provision for food sales within the upgraded park facilities. At the earlier scoping workshop in September advice was presented that showed the grandstand had insufficient space to include a gym space or café space. The possibility of a tuck shop facility has yet to be fully researched.

The grandstand itself is not well suited to providing for casual, snack food sales because there is no suitable frontage into the active area of the park (all the park side frontages are occupied by bleachers). Feasibility and cost considerations of upgrading the two existing tuck-shop outlets (in the Rugby Club and Athletics Club buildings) will be considered during the preliminary design work. Another option is to make provision in the detailed design for features (such as the inclusion of power and water connections) to facilitate the setting up of mobile food and coffee outlets within the park.

### Financial Considerations

The total estimated cost of the development scope described above is: -

External and Landscape Upgrades	\$3,308,000
Buildings Upgrade (option 1 or 2*)	\$2,181,000
Contingency allowances and professional fees for project management, design and physical works contractor procurement included in costs above	
<b>TOTAL</b>	<b>\$5,489,000</b>

\* The estimated cost of option 2 may be slightly higher depending on the arrangements determined for providing storage for athletics equipment other than in the grandstand lower level.

The available budget is \$5.4 million.

### **CONCLUSION**

Massey Park can be redeveloped featuring a scope of upgrade works that aligns with both the Council requirements and development principles, and with stakeholder aspirations.

The estimated cost of a works programme to carry out the redevelopment is \$5,489,000 which aligns with the available budget of \$5.4 million.

**RECOMMENDATIONS**

1. That the information be received.
2. That Council continue preliminary and detailed design of the Massey Park Development based on the in-scope features (including option 2 for the grandstand lower level) listed within this report.
3. That, should the findings of current research into the feasibility and cost of providing storage for athletics equipment other than in the grandstand, determine that this is not feasible; then preliminary and detailed design of the lower grandstand space continue based on the option 1 layout.

**8. ROADING AND TRANSPORT**

**(a) O'SHANNESSEY STREET LOADING ZONE**

**REPORTING OFFICER:** Clem Reeve  
Transportation & Roading Manager

**ATTACHMENT:** O'Shannessey Street Proposed Loading  
Zone Map  
Consultation Results  
  
(Attachment No. 5)

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**PURPOSE OF THE REPORT**

The purpose of this report is to seek a Council decision on whether an on-street loading zone should be provided on O'Shannessey Street near the Broadway intersection.

**BACKGROUND**

There is currently no public loading zone on O'Shannessey Street in the vicinity of the Broadway intersection. While most businesses on O'Shannessey Street have off-street loading that can be used by goods delivery vehicles, (via a service lane or on-site loading facilities) several businesses on the eastern side of O'Shannessey Street near the Broadway intersection do not have such facilities.

Council has recently received a request resulting from a meeting of O'Shannessey Street businesses to create an on-street loading zone on O'Shannessey Street near the Broadway intersection.

**NARRATIVE**

At present, there is no public loading zone on O'Shannessey Street near the intersection with Broadway. Because of this, vehicles making a delivery to these properties either park in a general parking space, (if there are any available) or park on the broken yellow lines in the vicinity of 103-105 O'Shannessey Street. It is not acceptable for delivery vehicles to stop on broken yellow lines, even for a few minutes, to make deliveries.

Providing an on-street loading zone is expected to reduce the occurrence of goods delivery vehicles parking on yellow lines while making deliveries to properties at the southern end of O'Shannessey Street. However, creating a loading zone will result in the loss of one on-street public parking space.

The preferred location for a loading zone on O'Shannessey Street is on the eastern side of the road in the parking space closest to the Broadway intersection. This parking space is adjacent to a driveway, which would provide more space for a goods delivery vehicle to manoeuvre into this space. It is noted that this proposed loading zone would only accommodate small trucks and delivery vans and would not be suitable for larger goods delivery vehicles.

Consultation has been undertaken with ten businesses on O'Shannessey Street that are considered to be most affected by the installation of a loading zone and the consequential loss of a public on-street parking space. The properties that were consulted with are indicated on the plan attached. Of the ten businesses, seven supported the installation of a loading zone (including the Liquor Store, which is

directly adjacent to the proposed loading zone) and three opposed the installation of a loading zone.

Those that opposed the installation of a loading zone gave the following reasons:

- it would reduce the available parking spaces for customers
- a loading space is not required by the businesses
- there is a “private” loading zone between Flanagans Hairdressers and O’Shannessey Discount Liquor that could be used by goods delivery vehicles.

The consultation form showing the businesses responses is included as a second attachment.

To ensure that goods delivery vehicles do not park in the proposed loading zone for extended periods it is recommended that a 15 minute time restriction be placed on the loading zone. Fifteen minutes is considered a reasonable time for the loading or unloading of deliveries to a business.

### **CONCLUSIONS**

A request has been received from the businesses on the southern end of O’Shannessey Street near the Broadway intersection for an on-street loading zone to be provided. There are several businesses in this location that do not have ready access to off-street loading facilities.

The preferred location for a loading zone is on the eastern side of O’Shannessey Street in the parking space closest to the Broadway intersection. Installing a loading zone at this location will result in the loss of one on-street car parking space. The loading zone would also have a fifteen minute time restriction to ensure that goods delivery vehicles do not park in the loading zone for extended periods.

Consultation with ten businesses in the immediate vicinity of the proposed loading zone has been undertaken. Seven of the ten business owners supported the installation of a loading zone.

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### **RECOMMENDATIONS**

1. That the information be received.
2. That pursuant to section 77 of the Transport Act 1962 and Regulations, clause 6 of the Road User Rule 2004 and clause 9.1 and 9.2 of the Operative Papakura District Council Parking and Traffic Bylaw (2007), Council resolves that a fifteen minute time restricted loading zone for goods service vehicles only be authorised on the eastern side of O’Shannessey Street in the first parking space north of the Broadway intersection, and that appropriate road markings and signage be installed to advise motorists of this restriction.

## **8. ROADING AND TRANSPORT**

### **(b) TRANSPORTATION AND ROADING REPORT - OCTOBER 2009**

**REPORTING OFFICER:** Clem Reeve  
Transportation & Roading Assets Manager  
Richard Firth  
Capital Works Manager  
Rakesh Gupta  
Works Operations Manager

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#### **PURPOSE OF THE REPORT**

The purpose of this report is to provide the Operations and Monitoring Committee with an update on transportation and roading services during the period of August 2009 and September 2009.

#### **BACKGROUND**

This report details work group actions in asset planning, capital projects and operations and maintenance.

#### **NARRATIVE**

##### **Asset Planning**

###### Mill Road

Work on the Corridor Management Plan has been progressing well, with a preferred route, functionality and a number of alignment options being provisionally concluded. Outline design drawings have been prepared showing the alignments, design elements and constraints. The next milestone for the project will be a workshop with Council on October 20<sup>th</sup>. Public consultation is planned thereafter for late November.

###### Manuroa Road Railway Grade Separation

A draft report on the Manuroa Road Railway Grade Separation investigation has been completed by Beca. This report is currently being reviewed by staff. The final report will soon follow.

###### New Guard Rail for Hingaia Road near Hingaia Bridge

Opus International Consultants have been engaged to progress the detailed design for the new guard rail on Hingaia Road near Hingaia Bridge. This involved obtaining the necessary resource and building consents for the retaining structure and preparing construction tender documents.

All required consents have now been applied for and granted. The tender for the Hingaia Road Slip Wall and Guardrail Installation closed on the 8<sup>th</sup> October 2009. Five tenders were received. Tender evaluation is currently being carried out and contract is expected to be awarded by the end of October 2009. Works are expected to commence in December 2009 and completed no later than 22 January 2009 (before Term 1 commences at Strathallan).

Prohibition of Right Turns from Spartan Road onto Great South Road

The detailed design for changes to prohibit right turns from Spartan Road onto Great South Road has been completed and tenders for the construction work are currently being evaluated.

Once the right turn prohibition is implemented, the Traffic Management Unit will monitor the traffic signals at the intersection of Great South Road and Manuroa Road and adjust settings if necessary to accommodate the additional traffic that is diverted from Spartan Road onto Manuroa Road.

Recessed Parking on Beach Road in the Vicinity of the Dairy

Following a Council resolution at the 22 September 2009 meeting of the Operations and Monitoring Committee, the Council maintenance contractor has been instructed to install P10 signage on the recessed car parks in front of 2 – 4 Beach Road. It is expected these signs will be installed before the end of October 2009.

Minor Safety Improvements at the Intersection of Mill Road and Airfield Road

Following a Council resolution at the 22 September 2009 meeting of the Operations and Monitoring Committee, Council's maintenance contractor was asked to modify the rumble strips on Mill Road south of Airfield Road to bring them to a similar specification as the rumble strips on Mill Road north of Airfield Road. The Contractor will also reposition the advanced roundabout warning sign that is reportedly obstructing the visibility of drivers exiting a nearby driveway. It is expected that these works will be carried out before the end of October 2009.

Changes to the Traffic Signals at the Intersection of O'Shannessey St and Great South Rd

Design is currently underway to make changes to the traffic signals at the intersection of O'Shannessey Street and Great South Road to accommodate the McDonalds restaurant that will be opening on the site adjacent to the intersection. The key changes to the intersection include:

- Providing a right turn bay for traffic turning from Great South Road into McDonalds.
- Providing a signal controlled pedestrian crossing across the McDonalds entrance.
- Making some changes to the adjacent Church driveway to accommodate the necessary changes at the traffic signals.

It is expected that the McDonalds will be opening in mid December 2009 and the changes to the traffic signals are required to be complete before that time.

**Capital Works Projects**

Capital works projects are significant projects undertaken to enhance and improve Council's roading infrastructure.

The following provides an update on current capital works projects for the 2009/10 Programme to the end of September 2009.

Projects in construction:

Hingaia Road Route Improvement

The Hingaia Road Improvement Stage 2 contract was awarded to HEB Construction Ltd.

The scope of this project is to widen Hingaia Road to provide for two traffic lanes in each direction, on-road cycle lanes, off-road cycle facilities and footpaths.

Despite initial delays related to the relocation of services, work on site is progressing well and the Contractor is slightly ahead of the revised programme. Weather permitting, the revised date for completion of Stage 2 of the Hingaia Road improvement is the end of October 2009.

Projects in the pre-construction phase:

i) Porchester Road – Airfield Road to Walters Road

As previously reported, the design work for improvements to the 1100m section of Porchester Road between Walters Road and Airfield Road is now substantially complete.

The project includes replacing and widening the existing road pavement to form part of a new road corridor. Provisions have been made within this corridor for on-street parking, lighting, traffic lanes, a central safety lane, planting, cycle lanes and footpaths. Construction will be undertaken through two or three separate contracts as detailed below:

- Stage 1 works (southern section); the contractor's tender submissions of stage 1 have been evaluated and a report recommending award will be presented at the October Council meeting.
- Stage 2 works (northern section), which joins and continues from stage 1, is expected to be released for tender in November 2009 to enable construction to commence in early 2010 subject to stormwater disposal issues being resolved. However, in order for this action to be undertaken, Council would first need to resolve to bring forward by one year the budgets relating to stage 2 and stage 3 which currently lie in the 2010/11 year. This need will be considered alongside resolution of stormwater issues and reported accordingly.
- Stage 3 of the Porchester Road project will be the construction of the new Porchester Road and the Takanini high street intersection. It is possible that stage 2 could be enlarged to include stage 3. In this eventuality, the tender period and contract start would remain as for stage 3.

ii) Pavement Rehabilitation Works

The roads that have been programmed for rehabilitation and improvement under the rural road programme are:

- Settlement Road (Marne Road to Hunua Road)
- Hunua Road (Boundary Road to Hunua Gorge Bridge, or part thereof)
- Kaipara/Ohiwa Road (100m east of Heard Road to 350m west of Heard Road).

Tender submissions of the Pavement Rehabilitation Contract 2009/10 have been evaluated and a report prepared recommending award will be presented to the October Council meeting.

iii) Footpath Renewal Contract

Dodd Civil Consultants have been commissioned to review and verify the footpath condition report on which the replacement of condition 5 and condition 4 footpaths was based. This work is now nearing completion and the tendering process for the renewal of footpaths is imminent. Officers are planning for an award for December 2009.

iv) Princess Street & Station Road Gobi Block Replacement

Design is currently underway for further gobi block replacement works. Resulting construction contracts are programmed to be undertaken in the 2009/10 and 2010/11 financial years.

It is envisaged that in the 2009/10 financial year the gobi block replacement works will continue along Princess Street and a portion of Station Road. This will consume this year's expenditure budget. The balance of the replacement works on Station Road, Takanini School Road, Taka Street and the remainder of Manuroa Road will be undertaken in the 2010/11 financial year.

Projects in Maintenance Period:

Capital projects have a period after construction where the contractor remains responsible for defects and maintenance. These are for a varying period depending on the outcome performance requirements.

During August/September the Manuroa Road and Le Havre Place Gobi Block Replacement Contract was completed and is now in the maintenance period.

**Operations and Maintenance**

Council has contracts for roading maintenance services with HEB Smithbridge Limited for roading works and maintenance, Abandoned Vehicle Services Ltd for abandoned vehicles, and CSL Traffic Ltd for streetlight repairs and renewals.

This summarises the maintenance work carried out and key forward planning on the District roading network.

Roading Works and Maintenance Contract PDC 06/01 (HEB Smithbridge Ltd):

- **Contract Performance Measures**  
Regular auditing of the Contractor's performance has been carried out for July 2009 and August 2009. The result was an average score of 952/1000 (minimum acceptable is 700).
- **Emergency Work**  
During the 2008 winter, rainfall resulted in a number of landslips that have affected the District's roading network. Landslips at Ponga Road and Hunua Road have been investigated for permanent repairs. For the short to medium term (3 to 5 years hence), these landslips will be monitored. There is no evidence currently that further attention is required beyond remedial work previously undertaken.
- **Reseals for 2009/10**  
The total reseal programme for 2009/10 covers approximately 23km of chip seal and 3 km of asphaltic concrete (AC/hotmix) at a total cost of \$1.40m. Pre-seal repairs are currently being carried out as a prerequisite to reseal work. 1.32km of AC works have been completed at the end of Sept 2009. Detailed attention is being given to the contractors resealing work in a collective effort to eliminate any recurrence of the failures from the 2007/08 year.
- **Footpaths**  
A monthly and three monthly forward programme for footpath repairs and renewal works is developed based on customer requests and monthly inspections. This financial year, 1.4km of footpath has been repaired or renewed by the end of Sept 2009.

As part of street tree work, public trees in the vicinity of footpaths were pruned over the urban area of the District to ensure a clear way for pedestrians. Letters were sent to residents to prune the private trees where these encroach onto footpaths.

- **Street Furniture**

Routine cleaning and inspections of bus shelters, bins and other street furniture is carried out on a cyclical basis. Urgent repairs to bus shelters or other street furniture are carried out as required and other work is included on the planned maintenance schedule or as future renewal work.

Three bus shelters have been programmed for replacement as part of 2009/10 programme on Great South Rd. These are located at 65 m south of Manuroa Rd, 40 m south of Glenora Rd and 20 m north of South Street. These works are now being priced.

- **Chemical Weed Control**

The spraying for weed control in urban areas was undertaken in August 2009 on kerb and channels, footpaths, walkways and car parks. The next round of spraying is to be carried out in October 2009.

The round for rural spraying was completed in September 2009.

- **Road Marking**

Road marking on arterial roads of the District is programmed to start in October 2009 finishing in December 2009.

- **Mowing**

A round of rural mowing for the district was undertaken in August 2009. The next round of rural mowing will be carried out in October 2009.

Abandoned Vehicles (Abandoned Vehicle Services Ltd)

Vehicles reported as abandoned were investigated and either returned to their owners or declared abandoned and towed by Council as shown in the following table:

<b>Period</b>	<b>Reconciled (without tow)</b>	<b>Towed</b>	<b>Unresolved</b>	<b>Total</b>
July 2009	6	0	0	6
August 2009	5	0	1	6
<b>Total July/Aug 09</b>	<b>11</b>	<b>0</b>	<b>1</b>	<b>12</b>
<b>Total for 09/10</b>	<b>11</b>	<b>0</b>	<b>1</b>	<b>12</b>

Streetlights (CSL Traffic Ltd)

Streetlight maintenance work has been carried out in response to customer service requests and routine inspections. Routine streetlight inspections of the entire network are a contract requirement.

Streetlight upgrade work on Walter Strevens Drive has been completed and connected by Vector. Streetlight upgrade work on Dominion Rd (from Settlement Rd to Red Hill Rd) has been completed and will be connected in October 2009. Streetlight upgrade work on Dominion Rd (from Red Hill Rd to Hunua Rd) is in progress.

Resulting from a lighting illumination survey, the detailed design for street light upgrade works on Great South Rd (PDC northern boundary to Walters Rd, Rosehill Drive to Gatland Rd and Miro St Bridge to Firth St Bridge) and the intersection of Queen St/Green St has been finalised. The contractor has been asked to submit a price and programme for these works. This programme, subject to the price received being in accordance with the cost estimate, will be undertaken in this financial year.

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**RECOMMENDATION**

1. That the information be received.

## 9. WATER ISSUES

### (a) **STORMWATER MANAGEMENT REPORT OCTOBER 2009**

**REPORTING OFFICER:** **Kieren Daji**  
**Stormwater Assets Manager**

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#### **PURPOSE OF THE REPORT**

The purpose of this report is to provide the Operations and Monitoring Committee with an update on stormwater services during the period of August 2009 to September 2009.

#### **BACKGROUND**

This report details work group actions in asset planning, capital projects and maintenance.

#### **NARRATIVE**

##### **Asset Planning**

##### Integrated Catchment Management Plans (ICMP)

This project is progressing as described below:

- **Slippery Creek**  
The draft list of options available for improving the stormwater systems in the catchment is being assembled for presentation and decision.
- **Papakura Stream**  
The ARC project analysing the flood behaviour of Papakura Stream has produced a final report outlining flood mitigation possibilities for the stream. As Council already holds a stormwater discharge consent for the Takanini North catchment (i.e. the sub catchment of Papakura Stream catchment with development potential) no further action is required and the report is available for information purposes.
- **Drury Creek**  
This catchment has a number of sub-catchments. The Hingaia south sub-catchment is the area of Karaka, south of Hingaia Road and draining into Drury Creek to the south and west. It is the current focus of catchment planning effort by the ICMP team. The basic computer model of the land and the existing watercourses and drains has been set up and preliminary flow modelling done. Golder Associates have completed a draft ecological study of the streams in this sub catchment.

The other sub-catchments in the Drury Creek catchment extend beyond the Papakura District boundaries into the Franklin District. The arrangements to jointly develop an integrated catchment plan for streams (Hingaia, Ngakoroa and Oira) with the Franklin District Council are progressing. The highest priority will be given to Hingaia Stream because of its potential impact on stormwater planning for the Drury South Business Project locality. An agreement has been reached with Franklin District Council for the ecological study component of the works which has been completed by Golder Associates. Golder has now been

engaged to complete the Hingaia Stream ICMP report. A first draft is expected at the end of October.

#### Existing Network Condition Survey and Risk Analysis

The existing asset data is currently being analysed to produce a list of critical assets. This list will be used to produce a prioritised condition survey programme for the 2009/10 financial year and beyond.

#### Stormwater Quality Devices Operations & Maintenance Manual

GHD has been engaged to produce a comprehensive operations and maintenance manual for public stormwater quality devices.

#### Stormwater Asset Management Plan Update

The asset management plan became operational from the conclusion of the 2009/19 LTCCP and forms the basis of stormwater management from 1 July 2009.

#### New Raingauge

A second raingauge for Papakura will be installed at the Watercare site in Kaipara Road. Discussions with Watercare are in progress regarding installing this raingauge.

### **Wai Care Education Programme**

Wai Care provides water quality monitoring, education and action programmes for community groups and schools. Key activities for the quarter are as follows:

- Introductory stream life lessons have been presented to 150 year 1 and 2 students at Papakura Normal School and an introduction to streams and pollution lesson to 45 year 9 students at Papakura High School.
- Wai Care had a tent at the Spring Carnival to promote freshwater education that included stream life displays, an aquarium with a live eel, and stream quizzes for the children.
- Conservation Week was supported by displays in the Sir Edmund Hillary Library featuring recent restoration efforts in the District. There was also a Healthy Stream Eye Spy activity (native plant and animal identification) for the children. Papakura Wai Care exhibits were also displayed at the Auckland Zoo for Conservation Week.
- The Great Spring Clean annual event was held in September. Ten school and eleven community groups participated with 1575 people cleaning the district. Council staff volunteered their time for a planting day at Carisbrook Reserve.

Unfortunately the recent native plantings at Keri Downs have been heavily vandalised. The few remaining plants have been transplanted closer to the stream in an effort to provide some restoration function to the stream.

An upcoming trial project developed by Wai Care and the Dept of Corrections is about to commence. This will have the Department of Corrections Community Workers clean the waterways in all our reserves that have waterways and are also accessible. This project will fill a gap in services around stream and waterway maintenance. It will provide some relief to our stream habitats from illegal dumping, while providing the Dept of Corrections with further meaningful projects within district boundaries. There is a small cost to Council for the disposal of the rubbish, but this can be accommodated from the existing illegal dumping budget. There will

be a report back to Council after the initial 3 month trial to determine whether this project is worth continuing.

Project Description:

- Cleaning of waterway areas in reserves throughout the Papakura District boundary on a rotation basis.
- Removal of rubbish, inorganic dumpings (tyres, trolleys, etc) and litter obstructions in and around the stream margins.
- Delivery of rubbish to the WAM Transfer Station on Inlet Rd via Dept of Corrections trailers.
- Wai Care will supply rubbish bags and latex gloves for use in this project.

Project Interval:

- A rotation through the list of reserves as they can be fitted into the work schedule.
- A trial period of 3 months starting 3 Nov 2009 with a project review to follow, this will be reported to Council. The project will then proceed into the future if all parties agree.

Project Area: All accessible reserves in the Papakura District boundary that have waterways associated with them:

- Papakura Stream Reserve (access via Porchester Rd)
- Brylee Drive Reserve (access via Brylee Drive Conifer Grove)
- Kindergarten Drive Reserve (access via Kindergarten Drive)
- McLennan Park (access on Artillery Drive near Maadi Place)
- Te Koiwi Park (access via Parker St)
- Greenhaven Reserve (access via Short St and Greenhaven Ave)
- Boundary Rd Reserve (access via Boundary Rd near Lipton Gr)
- Keri Downs Reserve (access via Dominion Rd)
- Hunua Stage II Reserve (access via Hunua near Dominion Rds)
- Hunua Rd waterfall area (access via Hunua Rd)
- Park Estate Road Estuary (access via end of Park Estate Road)
- Slippery Creek Reserve – both sides of GSR (access via Great South Rd)
- Firth Street Reserve (access via Firth St and Norrie Rd)
- Drury Sports Complex Estuary (access via Victoria Rd)

**Capital Projects**

The following capital works projects are currently in the design phase:

- Tironui Railway Stormwater  
The drainage alongside the railway at Tironui Rd is provided by an open drain from Walters Rd to Waterview East. It was initially intended for this to be piped, however, the project has been reviewed and re-scoped to retain the open drain and to do the minimum reshaping required to improve the hydraulic characteristics. The stream will then be re-planted to create a low maintenance environment and which complies with the requirements of Kiwi Rail who own the land.

- Chichester Drive Stormwater  
Additional capacity is needed to take stormwater under the motorway from the Chichester Drive area west of Tairere Crescent to a watercourse on the western side of the motorway.

Expressions of interest from contractors to undertake this specialist construction work closed in July and three contractors have been selected to continue the (pipe jacking) pricing stage.

Tender documents will be released during October 2009 and it is anticipated that the recommendation for award will be presented to the December Council Meeting.

- Chichester Drive (South) Stormwater  
Additional capacity is needed to take stormwater under the motorway from the Chichester Drive area in close proximity to Joanne Place to a watercourse on the western side of the motorway.

Council are awaiting the tender outcome of the pipe jacking activity to the north, detailed above, to ensure adequate budget is available before progressing the tender for this work.

- Waterview/Arimu Road  
The Waterview upgrade is required to cater for the stormwater flows from the upper catchment. GHD has been engaged to undertake the forward design works.
- Slippery Creek stream channel erosion protection works  
Consultants (CPG) have been engaged to undertake forward design of erosion protection works for Slippery Creek as recommended by the draft Slippery Creek ICMP.
- Greenhaven Avenue Flood Protection  
Modelling results show that about 19 houses will be at risk of flooding in a 100 year storm event under the maximum permitted development scenario. Consultants (CPG) have been engaged to complete the forward design of an engineering solution to mitigate flooding of habitable floors.
- Greenhaven Avenue Stormwater Quality  
The existing open drain at Greenhaven Avenue, serves a contributing catchment of about 81ha with mainly existing residential development, a portion of the railway station and the park and ride facility. Consultants (CPG) have been engaged to undertake the forward design of a stormwater quality solution to treat run off from this subcatchment to ARC guideline requirements as recommended by the draft Slippery Creek ICMP.
- Drury Industrial Stormwater Upgrades  
The Drury industrial area has a lack of stormwater reticulation systems, and this has resulted in frequent nuisance flooding at Creek and Firth streets and some properties along the overland flow paths. Beca Infrastructure Ltd has been engaged to undertake forward design of improvements in this location.

- Gills Avenue Pond Improvement  
The Gills Avenue pond receives stormwater runoff from portions of the Old Wairoa Catchment that do not drain into the McLennan Wetland. Improvements at the Gills Avenue Pond are required to assist Council in achieving its vision for the future community use of the inlet area. Investigation/design of improvements to this pond are currently in progress.

### **Maintenance**

This contract undertakes routine network maintenance and reactive works on the stormwater network performed for Council by its contractors, Transpacific Industrial Solutions. From August 2009 to September 2009, Council received 27 public complaints about stormwater. These were due to pipeline blockages, manholes requiring repair and general maintenance matters. All complaints have been dealt with.

Routine inspections of open drains and streams, manholes, inlets/outlets, treatment ponds and separation units are being progressed as part of contract works. Any reactive/minor work observed from the inspections is programmed within the available budget.

The following routine maintenance works have been completed:

- Pond cleaning at Te Koiwi Reserve and McLennan Park, Artillery Drive, Waverly and Wellington Ponds
- CCTV, flushing and root cutting of pipelines at various locations in the District
- Greenhaven Reserve and Airfield Road open drains cleaning.

The following minor works have been completed:

- Longford Park Drive, Waimana Reserve and Carisbrook outlet repair works
- Manhole lid level raising, locating and replacing lid works at various locations in the District.

Stormwater pipeline repair works and installation of a new cesspit works are programmed at 80 Normanby Rd under minor works.

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### **RECOMMENDATIONS**

1. That the information be received.

## **10. WASTE MANAGEMENT**

**11. OTHER OPERATIONAL MATTERS**

**(a) INTEGRATED TREASURY MANAGEMENT -  
TRANSITION TO 1 NOVEMBER 2010**

**REPORTING OFFICER:** **Victoria Villaraza**  
**Director Finance and Corporate Services**

**ATTACHMENT:** **Integrated Treasury Operating Protocols**  
**Transitional Joint Treasury Policy**

**(Attachment No. 6)**

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**PURPOSE OF THE REPORT**

The purpose of the report is to update the committee on the implementation of integrated treasury management protocols for the transition period to 1 November 2010 and seek endorsement of the approach.

**BACKGROUND**

The changes to Auckland's governance arrangements from 1 November 2010 as well as additional provisions with respect to borrowing contained in the Local Government (Tamaki Makaurau Reorganisation) Act 2009 (LGA 2009) has resulted in a review of key potential areas of risk from a financial and funding perspective.

Specifically, LGA 2009 established the Auckland Transition Agency (ATA) to plan and manage the transition to the new Auckland Council. Part of the ATA's legislated role in the transition is to confirm decisions for raising loans for terms beyond 30 June 2011. From a practical operational perspective, the confirmation process is likely to have a significant impact on the day to day treasury resources of the Councils and ATA as these types of transactions occur all the time.

An analysis of the current financial positions of the Councils in the region as well as projections contained in the 2009-2019 Long Term Council Community Plans (LTCCPs) indicated that the region's aggregate new borrowing and refinancing requirements to November 2010 is approximately \$1 billion. The review of the LTCCPs also established that over the next ten years, debt levels are projected to increase substantially.

Current debt and debt facilities at June 2009 is \$2 billion, with \$351 million currently on either bank loans or bank lines of credit. A total of \$0.6 billion out of a total \$0.9 billion is currently available from existing unutilised facilities.

Potentially for the region, the resulting cumulative debt profile at 1 November 2010 that might be inherited by the Auckland Council may not be ideal from a risk management perspective and as a result operating the region's treasury functions in an integrated manner prior to 1 November is being implemented to ensure the risk is mitigated.

Papakura's debt at June 2009 is \$42 million. Existing unutilised facilities at September 2009 are \$30 million. From a treasury management perspective, the exercising of approved loan authorities has been delegated to the Director Finance and Corporate Services. This means that once Council has approved the maximum amount of borrowing required to fund expenditure needs, the type of debt instrument (facility, term, amount, and interest rates) is a decision delegated to the Director as long as this is in line with Council's adopted Treasury Management

Policies. The resulting processes and protocols from the integration of treasury management activities fit with Council's current delegation.

## **NARRATIVE**

Council officers within the Auckland region identified that severe financial risks would be inherited by the new Auckland Council if the treasury activities of each of the existing Councils were not adequately co-ordinated and controlled. The major risk was apparent when the consolidated debt profile was formulated. Councils most recent debt raising strategies have focused on obtaining the cheapest cost of credit. This meant large volumes of refinancing and new debt issuance was for terms of less than three years. If this strategy was to continue, the debt book inherited by Auckland Council would expose it to both interest rate risk and refinancing risks due to market capacity.

At the CEO Forum meeting held 7 August 2009, a report titled **Treasury management and funding considerations arising from the transition to the Auckland Council** was presented. At that meeting there were a number of discussion points and resolutions that were agreed by the CEO Forum, being:

- a. That the Auckland Transition Agency maintains full oversight of, and coordinates the Auckland region's borrowing and hedging activities, including the management of committed bank funding facilities, during the transition period.
- b. That the Chief Executives note that the Chief Financial Officers (CFOs) in the region believe the existing Councils should be moving to full integration of treasury operations as soon as possible.
- c. That the Auckland region's CFOs assist the Auckland Transition Agency to develop a treasury management framework for the existing Councils to operate under.
- d. That it be recommended to the Auckland Transition Agency that a joint group of treasury officers drawn from the region's existing Councils be established to assist the transition agency in the management and oversight of treasury activities and recommend strategies for the issuance and hedging of funding during the transition period.
- e. That the Auckland Transition Agency considers the future of Auckland Regional Holding's diversified financial asset portfolio as part of its oversight and coordination of the Auckland region's borrowing and hedging activities.

The ATA with the assistance of CFOs and Treasury Officers throughout the region formulated a strategy that will assist in mitigating debt portfolio risk at the point of amalgamation. This is in the form of two documents (see attached), a set of Treasury Protocols and a harmonised treasury policy.

The protocols establish an Integrated Treasury Group (ITG) and outline the ATA's expectation of how treasury activities will be conducted over the transition period (A detailed procedure document is currently being written).

The harmonised Treasury Policy has been developed by analysing and consolidating all existing Liability Management Policies and Investment Policies into a single policy document and includes target treasury parameters and ratios.

### Treasury Policy

The Integrated Treasury Policy has been drafted on a basis of consolidating existing Liability Management Policies and Investment Policies. It has been called a treasury policy as it specifically addresses treasury activities, rather than the broader subject matter expected within the policies required by the Local Government Act 2002. The policy sets limitations on what the ITG can do, rather than overriding the policies of the existing local authorities. The existing Councils are still required to maintain their respective policy positions.

It contains 3 borrowing ratios:

- Net debt as a percentage of operating income <175%
- Net Interest as a percentage of operating income <15%
- Net operating cash flow / interest expense not less than 1.5 times

Definitions of the terms used in the ratio statement are provided in the Policy.

### Transition Treasury Protocols

The Treasury Protocols require the formation of the ITG which is comprised of a representative from each of the Councils within the Auckland region. It is expected that the Council representative will be appointed by their respective CEO's, and that the appointee will have sufficient treasury knowledge to enable them to make decisions on behalf of their represented Council by way of vote.

Under the protocols, each existing Council is still responsible for maintaining their respective policy limits. Decisions cannot be made without a clear majority, the representative of a Council affected by a decision of the ITG must vote in favour of the decision, and all decisions made by the group will still require ATA confirmation. If the nominated representative for each Council is the respective treasury officer, the level of transactional and treasury knowledge brought together would be significantly more than what any one Council has currently.

The decisions made by the ITG are binding on all Councils within the region. All debt issuance will be undertaken by Auckland City Council, on the basis of their current credit rating (AA). The funds will then be on lent by Auckland City Council to the Councils that required the funding.

The protocol provides that Auckland City Council will also be implementing any interest risk management strategies on the direction of the ITG.

The on-lending will be done at exactly the same terms negotiated in the debt issuance meaning that all Councils will effectively be raising debt on the basis of an AA credit rating.

### Benefits/Concerns and Endorsement

Centralisation may raise concerns over the loss of control or exposure to strategies that are inconsistent with adopted Annual Plans, or Liability Management Policies, or normal Council financial risk management actions. There is a risk that these concerns may overshadow the benefits that will be achieved in centralisation.

These advantages include:

- Borrowing activities are co-ordinated, achieving an appropriate book building strategy;
- Concentrations of debt maturities are minimised;

- With Auckland City Council being the only issuer, the region is taking advantage of the stronger credit rating;
- Access to the knowledge base existing within the region and associated potential savings from rationalising external advice; and
- Access to greater liquidity, decreasing the need to implement or renew bank funding lines.

#### Budget Implications

There would be no additional expenditure required to implement the ITG as it would be expected that members would be officers drawn from each of the existing Councils. In addition, the change in borrowing strategies may vary from those considered when adopting the 2009/10 Annual Plan, as any new borrowing is likely to be of a longer term basis and therefore attract higher costs of credit for some Councils. Changes in how actively interest rate risk management is conducted may have implications on the interest rate assumptions incorporated in adopted 2009/10 Annual Plans and beyond.

From Papakura's perspective, there is no change resulting from the adoption of longer term borrowing based on the assumptions already contained in our LTCCP. Council will appreciate that the level of this Council's debt is small in a regional context and the current strategies and assumptions employed are consistent with this scenario. The potential benefit is having access to technical expertise within the region's resources and reduces costs associated with current processes such as the cost of technical experts when we enter into new or renegotiated facilities.

#### **CONCLUSION**

Changes to Auckland Governance have resulted in reviewing a number of key activities in the region in preparation for 1 November 2010. As a result a consolidated treasury picture has crystallised an unfavourable picture with respect to the debt profile and resulting interest rate exposure for the region.

To mitigate this, an integrated treasury management approach is being proposed for immediate implementation to enable the region to manage risk as well as benefit from the advantages of having a single issuer of debt.

In order to mitigate the developing risk exposure apparent in the consolidated Council debt profile, two documents, a set of treasury protocols and a harmonised treasury policy have been developed by CFOs and Treasury Officers within the Auckland Region. The protocols establish an Integrated Treasury Group (ITG) and outline the ATA's expectations of how treasury activities will be conducted over the transition period. The harmonised Treasury Policy was developed by consolidating all existing Liability Management Policies and Investment Policies into a single policy document.

The key change brought about by these documents is that all future debt raising is carried out centrally by Auckland City, taking advantage of their Standard and Poor's rating. The amounts raised will be passed on to the recipient Councils on the same terms and conditions that Auckland City Council was able to obtain the money.

The outstanding matter remains of obtaining the endorsement of this approach by the existing Auckland Councils.

Council has already delegated, within approved maximum debt levels, to the Director Finance and Corporate Services, the transactions contemplated within this integrated treasury management framework. It is recommended that Council endorse the integrated approach outlined in this report.

**RECOMMENDATIONS**

1. That the information be received.
2. That Council endorses the integrated approach to treasury management as outlined in the report and attachments for implementation as soon as practicable as a means to mitigate the potential risks for the new Auckland Council.
3. That Council notes that it is still responsible for complying with its treasury management policies during the transition.
4. That Council notes that the decisions made by the Integrated Treasury Group are binding on this Council.

**12. NOTICES OF MOTION**

**13. CONFIDENTIAL**

- (a) **MILL ROAD CORRIDOR STUDY VARIATION**
- (b) **MARYBETH RESERVE DEVELOPMENT UPDATE**
- (c) **MASSEY PARK PLAYING FIELD UPGRADE.INSTALLATION OF DRAINAGE, SAND CARPET & IRRIGATION SYSTEM. CONTRACT NO. CS2009-10**
- (d) **MANUKAU TRAIL RIDERS**
- (e) **PORCHESTER ROAD IMPROVEMENTS STAGE I UNDERGROUNDING OF EXISTING OVERHEAD POWER LINE**
- (f) **HINGAIA SPORTS FIELDS UPDATE**

**RECOMMENDATION**

1. That Council move into public excluded session. The general subject matter to be considered, the reason for passing this resolution in relation to each matter and the specific grounds under s. 7 (2) i of Local Government Official Information and Meetings Act 1987 are:

Item	Reason	Grounds
13(a) Mill Road Corridor Study Variation	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i
13(b) Marybeth Reserve Development Update	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i
13(c) Massey Park Playing Field Upgrade.Installation of Drainage, Sand Carpet & Irrigation System. Contract No. Cs2009-10	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i
13(d) Debt Management of Manukau Trail Riders	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i
13(e) Porchester Road Improvements Stage I Undergrounding of Existing Overhead Power Line	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i
13(f) Hingaia Sports Fields Update	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i

