



NOTICE OF MEETING OF THE OPERATIONS & MONITORING COMMITTEE

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

DATE: Tuesday 25 May 2010

TIME: 12.30 P.M.

VENUE: Council Chambers
35 Coles Crescent
PAPAKURA

T Stratton
CHIEF EXECUTIVE OFFICER

MEMBERSHIP:

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

(Quorum 4 members)

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

**PAPAKURA DISTRICT COUNCIL
CONTENTS**

NO.	ITEM	PAGE
1.	Apologies	3
2.	Confirmation of Minutes	3
3.	Deputation and Petitions	3
4.	Presentations.....	3
5.	Finance and Corporate	4-7
	(a) Postponement of Rates on Farmland 2009/10	4-7
6.	Business and Promotion	7
7.	Community Services	8-17
	(a) Community Development Update Report May 2010	8-13
	(b) Replacement of Pine Tree Fairdale Avenue.....	13-14
	(c) Massey Park Aquatic Centre Quarterly Report January – March 2010	15-16
8.	Roading and Transport.....	17
9.	Water Issues	17
10.	Waste Management.....	17
11.	Other Operational Matters	17
12.	Notices of Motion	17
13.	Confidential.....	17
	(a) Kerbside Collection of Recyclable Products Contract Number PDC/06/02 – One Year Extension	17

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 25TH MAY 2010 COMMENCING AT 12.30 P.M.**

1. APOLOGIES

2. CONFIRMATION OF MINUTES

- (a) That the Minutes of the Operations and Monitoring Committee Meeting held on Tuesday 27th April 2010 be confirmed.

3. DEPUTATIONS AND PETITIONS

4. PRESENTATIONS

5. FINANCE AND CORPORATE

(a) POSTPONEMENT OF RATES ON FARMLAND 2009/10

REPORTING OFFICER: D McIntosh
Management Accountant

ATTACHMENT: Schedule of Applications
(Attachment No. 1)

PURPOSE OF THE REPORT

This report presents for consideration by the Committee applications received under the Postponement of Rates on Farmland Policy.

BACKGROUND

Council in the 2009-2019 LTCCP has maintained a policy for Postponement of Rates on Farmland. This policy was adopted under the provisions of section 102(5)(b) and section 110 of the Local Government Act 2002. The full text of the policy is outlined in volume two of the LTCCP on page 57.

The objective of the policy is:

To encourage owners of farmland to continue productive farming businesses rather than subdividing or otherwise using their land for residential purposes.

NARRATIVE

The attached schedule lists details of applications received under the policy, including information to assist the Committee in evaluating them, along with the value of rates which would be postponed if approved.

Statutory Provisions

Section 87 of the Local Government (Rating) Act 2002 states:

(1) A local authority must postpone the requirement to pay all or part of the rates on a rating unit (including penalties for unpaid rates) if –

(a) the local authority has adopted a rates postponement policy under section 110 of the Local Government Act 2002; and

(b) the ratepayer has applied in writing for a postponement; and

(c) the local authority is satisfied that the conditions and criteria in the policy are met.

The key element of this provision is that rates **must** be postponed if the application meets the policy criteria.

Policy Criteria

Following are the criteria from the policy to be used in considering the applications

1. *The rating unit must be rated within the Rural differential rating group; and*
2. *The ratepayer must be the current owner of the rating unit and the property must have been used for farming purposes for not less than two years.*
3. *The rating unit must be used principally for the purposes of a farming business. Council considers that a farming business may include, but is not limited to, livestock farming, bloodstock, horticulture and viticulture. It will be up to the applicant to show that their enterprise is being conducted as a business venture rather than simply defraying the costs of their lifestyle. It will then be a decision of Council as to whether the applicant is, in its view, conducting a productive farming business or not. Council may request any information it needs from the applicant in support of their application.*
4. *The policy will not apply to rural land that is being used as a lifestyle block*
5. *The ratepayer must make application annually to the Council on the prescribed form prior to the due date for payment of rates instalment 1 for the year concerned.*

Assessment Against Conditions & Criteria

Information received from applicants along with data held on Council records has been used to evaluate applications. No site visits or other independent verification has been carried out.

The applications have been assessed against the conditions and criteria as follows:

- a) All applications presented were received by the cutoff date of 1 September 2009. There were four new applications this year.
- b) All applications were for land classified as rural therefore meeting criteria 1.
- c) Ratepayers have been confirmed as the owner (as opposed to lessees) of the rating unit at the time rates assessments were issued, meeting part criteria 2.
- d) Applicants were requested to advise the length of time the property had been used for farming purposes. All exceeded the two year minimum based on the ratepayer's assertion, therefore meeting part criteria 2.
- e) Criteria 3 considers whether the rating unit is being used for a farming business, particularly:
 - i. Must be used **principally** for the purpose of a farming business.
 - ii. Enterprise conducted as a business venture not just defraying costs of lifestyle.

There is also a general point following the criteria noting that:

The policy will not apply to rural land being used as a lifestyle block.

Information collected to assist in assessing the application in terms of criteria 3 includes:

- i. Area devoted to farming activity.
- ii. Nature of activity.
- iii. Size of farming business.
- iv. Is the ratepayer the operator of farming business?
- v. Is the operator GST registered?
- vi. Gross revenue from farming activity.

The schedule of applications shows a significant variation in the scale and range of activities which may qualify as farming businesses in terms of the policy.

In previous years various issues have been considered by the Committee in relation to criteria 3 and 4, including:

1. Is there a minimum turnover to qualify, noting that different types of farming generate varying revenue yields per hectare (eg. grazing vs glasshouses).
2. Is there a minimum property size to qualify, differing types of farming require more or less land (eg. again grazing vs glasshouses)
3. Is it of concern if the owner is leasing the property out? Also distinction between leasing land and providing grazing for other farmers?
4. When does the farming activity outweigh the residential component in determining principal use.
5. When does defraying lifestyle costs stop and business venture start.

No specific determinations have been made in previous years by the Committee in terms of these issues.

The attached report distinguishes applications previously approved (ie. considered to meet criteria in prior years) and new applications.

Postponement Levels

The policy provides for postponement of up to 20% of rates excluding uniform charges.

While postponement is not discretionary for applications where the criteria are met, the policy does provide for a variable postponement level of up to 20%. Previous practice of Council has been to approve postponements of the maximum 20%.

CONCLUSION

Applications have been received for postponement of rates on farmland and are listed in the attached schedule for consideration by the Committee and approval as appropriate.

RECOMMENDATIONS

1. That the information be received.
2. That the Committee approve the applications as listed in the schedule as meeting the criteria of the postponement policy.
3. That the Committee approve the postponement of 20% of rates levied excluding UAGCs for those rating units meeting the policy criteria.

6. BUSINESS AND PROMOTION

7. COMMUNITY SERVICES

**(a) COMMUNITY DEVELOPMENT UPDATE
REPORT MAY 2010**

REPORTING OFFICER: Leora Hirsh
Manager Community Development

ATTACHMENT: Redhill Community Centre report
Whaitiaki Update
Draft Snug Homes brochure

(Attachment No. 2)

PURPOSE OF THE REPORT

The purpose of this report is to provide an update on Community Development activities for the period January to April 2010 and to obtain a Council decision with regards to the contract for the energy efficiency snug homes project.

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

Awhi

An operational Memorandum of Understanding between Police, Housing New Zealand and Council has been developed to ensure all partners are committed to supporting initiatives in the Awhi area. Recent activities include a feedback evening, establishment of a residents' group, CPTED assessment of the park, residents' bus tour to other HNZC Community Renewal sites, support of local Children's Day activities and a mural project is underway.

The Hot Spot activities have increased to 3 nights a week and a number of groups are utilising the courts for netball, basketball and football games and training.

Safer Communities Meetings

The Safer Community Advisory Committee has been restructured, allowing for the development of a new strategic group. This group consists of the Council representatives and senior executives from a number of government agencies. This group will maintain a strategic overview of related issues, projects and funding in the Papakura District.

Matariki New Year

The Matariki Committee have been meeting regularly and have lodged an application to become an incorporated society. Planning is well under way for the Papakura Matariki event. Development and distribution of Matariki brochures and media coverage has been the main focus during this reporting period.

Papakura Community of Social Services (PAPCOSS)

Council officers continue to provide administrative support for the PAPCOSS Executive. PAPCOSS held a community meeting in March. PAPCOSS continues to represent Papakura in Auckland Regional COSS meeting which included a submission on Super City legislation.

Papakura Youth Leadership

23 Year 11 students from Rosehill College and Papakura High were confirmed for the 2010 Youth Leadership Programme. The first Forum took place on 9 March 2010. This year, a NZ Blue Light youth leadership camp was also offered to the Papakura Youth Leadership group with 19 of the group participating in a 5 day programme at Camp Adair in Hunua, along with 20 others from across New Zealand and Australia. Post-camp follow up has been provided by Youthline.

Council staff and two of the Year 11 Youth Leaders represented Papakura at the 2010 Youth in Local Council Conference held in Porirua on 8-9 April 2010. Sponsorship for this was obtained from the Ministry of Youth Development.

Papakura Youth Awards

Planning is underway for the 2010 Papakura Youth Awards to be held on Friday 20 August 2010. Four youth managers have been selected to lead aspects of the event. Induction and training has commenced and will continue to roll out over the next few months by adult mentors/specialists. Youth leaders are meeting regularly after school to plan the Awards.

OFA Club

Council officers are continuing to work with the OFA Club to assist in their establishment of a community garden initiative and their legal entity and have assisted them in securing a Pacific Provider Development Funding of \$10,000 from the Department of Internal Affairs. Edmund Hilary Primary School are continuing to work with the Club around a space on their existing garden project.

The Tongan community have also formed a second group, known as Papakura Tongan Community, which has recently become an Incorporated Society. This group has expressed an interest in the use of the portion of Keri Downs Extension, as resolved at the December Operations and Monitoring Meeting for the OFA Club. Council officers are working with this group to establish a management agreement for this part of the reserve as per the resolution.

Marybeth Reserve

The Rosehill community group is continuing to hold regular monthly meetings with support from Councillors and Council officers. The family day, run by the community group, was held in the Marybeth Reserve on Saturday 20 February. Other planned activities include:

- Youth Breakfast
- Community Garden
- Fortnightly Community market

Council continues to support the group in terms of printing their monthly newsletter and running hot-spot activities at the reserve. On average, 25 children attend this hot-spot.

Citizens Advice Bureau and other Council Community Contracts

The contract negotiations with Papakura Citizens Advice Bureau were completed and funding, including for salaries, is now being managed directly by the CAB. Whaitiaki have provided Council with an update of their current activity. This is attached.

Neighbourhood Support

Papakura currently has 243 Neighbourhood Support groups across the four wards of the District, comprising of 4875 homes. There have been 8 Neighbourhood Support meetings since the last report.

The Eye on Communities magazine has been printed and will be distributed by the end of May to Neighbourhood Support Groups, Community Patrollers, the Library, Citizens Advice Bureau and the Police Station.

Ward	As at March 2009		As at March 2010	
	Contacts	Homes	Contacts	Homes
Ardmore	41	964	40	1020
Drury	67	1213	66	1230
Pahurehure	93	1655	89	1682
Red Hill	50	925	48	943
Total	251	4757	243	4875

Community Patrols

The Papakura Community Crimewatch Patrol's membership is currently at 60. Community Patrols continue with double shifts on Thursday, Friday and Saturday nights. A recruitment campaign is currently underway via print media and a banner in the town centre.

Papakura Community Crimewatch Patrols are working with Safer Papakura Trust to monitor their Covert Instant Alarm (CIA) system. On the 7pm shifts, Thursdays, Fridays and Saturdays, patrols monitor the CIA phone that receives the live streaming of activity and respond if there is activation.

2010	2009			TOTAL	Jan – Mar 2009 TOTAL
	Jan	Feb	Mar		
Reported Incidents					
Vehicle / Driving Related Incidents	9	16	7	32	38
Property Related Incidents	11	8	6	25	22
Wilful Damage	1	4	2	7	5
Disorder	7	10	7	24	29
People Related	2	5	7	14	24
Special Service	-	-	-	-	4
Patrol Hours	228	216	216	660	870
Total Patrol Kilometres	1868	1724	1804	5396	6903

Counties Manukau Active

Officers meet regularly as part of the project steering group and to support the local Physical Activity Leader. Current CM Active runs programmes in Papakura, including:

- Takanini School Hot Spot programme
- Red Hill sports programmes, based at Red Hill Community Centre
- Netball at Smiths Ave
- Holiday programme at Redhill Community Centre.

Red Hill Community Centre

Officers continue to work with the Centre Manager and other groups to further promote and develop the centre. A progress report from Redhill Community Centre is attached.

Recreation Support and advice

Activities in this area included:

- Papakura /Franklin PCT Fear Factor Challenge 2010. Rosehill Intermediate was the top team from Papakura. This team will be sent to Wellington to participate in the National PCT Fear Factor Challenge.
- Assisting Papakura Recreation Centre to develop and promote a Multisport Tournament program for Papakura Alternative Education/Private Training Providers.
- Worked with Rosehill Special School to ensure their participation in the Papakura Mixed Basketball league and other sporting activities.
- Facilitated and coached the sport of Kabaddi to student leaders and teachers of Papakura Normal School. The purpose was to introduce a new sport to the school for student leaders to learn and to teach other students.

Road Safety

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

- Repeat Drink Driver programme 'One for the Road' started on 8th February. The course was fully subscribed
- Mayoral Bike Challenge 14th February. Approximately 200 people participated in the inaugural Ride the Runway event
- Walking School Bus (WSB) initiatives with Opaheke School - AMI branch Managers walked with students as part of AMI's support for WSB programme 2nd March
- Takanini School – Walk on Wednesday initiative commenced on 17th February with the aim of reinvigorating the walking school bus
- Child Restraint Clinic – Countdown car park – 2nd March, This was well attended with approximately 70 cars assisted and 40 anchor bolts fitted
- Motor cycle skills/handling test programme held 6th March at Ray Small Reserve car park. Eight people passed the skills test at this event
- Child restraint/safety day held at Pukeroihi Te Kohanga Reo 12th March. All five local kohunga reo attended with over 200 adults and children in attendance
- Papakura Cycle Carnival held at Ray Small park 16th March with 270 registered participants
- Kids4Drama programme run in both Papakura High school and Rosehill College during March

- Conifer Grove School Barely 5ks event - 21st March. 300 people participated in this event that utilised the boardwalks and walkways around Conifer Grove. The event was led by the school with support from Council Recreation and Road Safety.
- Billboard campaign throughout the District supporting Police campaign on 'Speed'
- 'Give bikes 1.5' and 'Watch Out Bikes About' billboard cycling campaign continued through the summer months
- Drink Driver comic finalised and due to be launched in May.

Creative Community and Local Grants

The Auckland Transition Authority (ATA) has requested that Councils complete their Creative Community Scheme (CCS) funding allocations prior to the transition. CCS grants rounds are usually held in October and April so this will have a significant impact on local artists and arts groups in terms of forward planning. Web-based and print media advertising will be undertaken to advise of this change. A letter will also be sent to past applicants.

The annual grant round for Council's local community grants funding opens the week of 24 May and closes on 09 July 2010. These applications will be considered at the Allocation of Grants meeting on 03 August 2010.

Snug Homes

In the 2009-2019 LTCCP Council renewed its commitment to a home insulation retrofit programme. The purpose of this was to continue supporting home insulation and energy efficiency projects in the community. It was seen that there were a number of benefits to home insulation including health benefits and savings on power costs. A number of project partners came on-board including EECA, ASB Community Trusts, Councils and Counties Manukau District Health Board. Council provides \$20,000 to this programme per annum with the expectation that at least 65 homes in Papakura will benefit each year. For the past three years the 'Snug Homes for Papakura' project has contracted Eco Insulation to undertake this work. Due to the transition to the Auckland single unitary authority, it is recommended that Council contract this group for a further two years to continue this programme. As the budget is \$20,000, ATA approval will be required, prior to entering into any such contract. The ATA have requested that, where possible, Council's confirm community contracts through to June 2012.

Forward programmes

Upcoming activities in the community development area include:

- Council's Local Community Grants round - open 24 May 2010
- Youth Week event in Town Square – 28 May 2010
- Wai Care Slippery Creek stream restoration plantings June 2010
- Youth Leadership Forum – 11 June 2010
- Matariki Festival – 14 June – 16 July 2010
- Creative Community Funding round – 26 July 2010
- Papakura Youth Awards – 20 August 2010

CONCLUSION

A broad range of community development projects have been delivered in this reporting period. In line with the ATA request it is recommended that the Snug Homes for Papakura project contract be extended through until 30 June 2012.

RECOMMENDATIONS

1. That the information be received.
2. That, subject to final approval by the Auckland Transition Agency, the Council offer Eco Insulation a two year funding agreement for the years 2010/11 and 2011/12 to continue the Snug Homes Papakura project, provided annual performance and accountability requirements are met each year.

7. COMMUNITY SERVICES

(b) REPLACEMENT OF PINE TREE FAIRDALE AVENUE

REPORTING OFFICER: Nicola Terry
Manager Community Assets

ATTACHMENT: Assessment Criteria
Arborist Assessment

(Attachment No. 3)

PURPOSE OF THE REPORT

The purpose of the report is to seek Council direction on the removal and replacement of a pine tree at 33 Fairdale Avenue.

BACKGROUND

Council adopted the Tree Policy and Initial Implementation Plan in 2007. The plan outlines reasons for tree removal/protection and states:

“...that the tree removal shall not be approved for the purpose of establishing or preserving views, sunlight or removing leaf litter”.

The Tree Policy is consistent with Council policy dating from 1993, the District Plan and the Reserves Act 1977 which lists in section 42 the situations where removal of trees is allowed. These situations are where it is necessary for the proper management and maintenance of the reserve, for the management or preservation of other trees or bush, in the interests of safety of persons on or near the reserve and of the safety of property adjoining the reserve. No allowance is made for removal of trees due to preserving views or where they cause a nuisance.

A request for removal and replacement of a Mexican pine tree at 33 Fairdale Avenue was made through a Councillor. The Committee has directed that tree removal requests that are outside of the current Tree Policy and Initial Implementation Plan be referred for Council consideration.

NARRATIVE

A resident has requested the removal of a Mexican pine tree growing on the berm outside 33 Fairdale Avenue. The reasons given for the removal and replacement of the tree are the amount of leaf litter shed by the tree and some cracking of the driveway caused by a shallow root. An arborist's assessment and assessment criteria (attached) has been undertaken which has found that the tree is in good health and the driveway crack is more cosmetic than a hazard at this stage.

The Tree Policy and Implementation Plan is very clear that tree removal is not approved for nuisance caused by leaf litter. However, removal is permitted where a tree is causing uncontrollable structural damage to a road or utility service or presents a danger to property. In this instance, the cracking of the driveway is not considered a danger to property or a health and safety hazard but more of a nuisance. However, due to the shallow root this cracking is likely to continue over time. Council regularly undertakes pavement repairs due to tree roots and wherever possible trees are retained.

Should Council resolve to remove this pine tree, it could set a precedent for other tree removal requests from residents due to footpath or driveway cracking caused by tree roots or for leaf fall nuisance. Council does not have sufficient budget to remove many trees in this situation and indeed it is not desirable to remove trees where other solutions can be found for pavement cracking.

The resident has requested that the pine tree be replaced by a native tree such as kowhai. There is budget available for street tree planting should Council resolve to remove and replace the tree. However, it will take many years for the replacement tree to grow into a significant feature on the streetscape that the current tree provides.

CONCLUSION

Council has been approached to remove a Mexican Pine tree in circumstances which appear to be at odds with adopted Council policy. Approval of this request could set a precedent for other residents who consider themselves to be adversely affected by Council owned trees. It is recommended that Council reaffirm its current policy and refuse the request to replace the Mexican Pine tree adjacent to 33 Fairdale Avenue.

RECOMMENDATIONS

1. That the information be received.
2. That the Mexican Pine tree adjacent to 33 Fairdale Avenue is retained in line with Council policy and deadwood removal is undertaken as recommended by the arborist report.

7. COMMUNITY SERVICES

(c) **MASSEY PARK AQUATIC CENTRE
QUARTERLY REPORT JANUARY – MARCH
2010**

REPORTING OFFICER: Nicola Terry
Manager Community Assets

ATTACHMENT: Massey Park Aquatic Centre Quarterly
Report

(Attachment No. 4)

PURPOSE OF THE REPORT

The purpose of this report is to present the quarterly management report for the Massey Park Aquatic Centre.

BACKGROUND

The management contract with Community Leisure Management Limited (CLM) includes a requirement for CLM to provide the Council with a quarterly report outlining key statistics and activities.

NARRATIVE

The management contract with CLM is progressing well with regular meetings between management staff and regular operations meetings between officers. Communication between CLM and Council has been constructive and requests have been responded to in a timely manner.

Attendance figures from January to March 2010:

	2008/09	2009/10	% Change
January	34,262	31,493	- 8%
February	24,874	29,231	+17.5%
March	23,065	27,425	+18.9%
Total	82,201	88,149	+7.2%

The attendance figures for the third quarter of 2009/10 reveal an increase on the same period for 2008/09. It represents the highest total for the last 5 years.

Maintenance and Repairs

A list of minor maintenance and repairs is included in the attachment. Design work has begun on the upgrade project which will address major maintenance items required.

Customer Satisfaction Survey

The summer customer satisfaction survey was undertaken in February 2010. Most items have remained fairly static (i.e. within 1%) of the August 2009 survey. Four measures made an improvement of 2% or more while two measures declined 2% or more. One of the declining results is still rated highly at 96%

Results with 1% or less change

Measure	August 2009	February 2010
Overall standard of service	97%	98%
Reception service/helpfulness	95%	94%
Overall cleanliness	88%	88%
Level of supervision	93%	92%
Value for money	95%	95%
Poolside cleanliness	91%	92%
Standard of programmes or service delivery	95%	94%

Improvements of 2% or more

Measure	August 2009	February 2010
Lifeguard service/helpfulness	92%	95%
Referring others to Massey Park Aquatic Centre	68%	79%
Overall appearance and presentation	91%	94%
Change room cleanliness	76%	83%

Declining results of 2% or more

Measure	August 2009	February 2010
Level of maintenance	82%	78%
Range of programmes and services	98%	96%

CONCLUSION

Attendance figures have increased on last year to the highest levels since 2005/06. Results from the customer satisfaction survey are mostly either static or improving. It is expected that a number of the lowest scoring measures will be significantly improved by the major renovation that is currently in planning.

RECOMMENDATIONS

1. That the information be received.

8. ROADING AND TRANSPORT

9. WATER ISSUES

10. WASTE MANAGEMENT

11. OTHER OPERATIONAL MATTERS

12. NOTICES OF MOTION

13. CONFIDENTIAL

- (a) **KERBSIDE COLLECTION OF
RECYCLABLE PRODUCTS CONTRACT
NUMBER PDC/06/02 – ONE YEAR
EXTENSION**

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) Kerbside Collection of Recyclable Products Contract Number PDC/06/02 – One Year Extension	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i