

# Waiheke Local Board Workshop Agenda

**Date of Workshop:** Wednesday 4 September 2024

**Time:** 11:30

**Location:** Waiheke Local Board, 10 Belgium Street; MS Teams

Time	Workshop Item		Governance role	Purpose	Presenter(s)	Proposed Outcome(s)
11:30	Item 1	Community Facilities and Parks monthly update  <b>Attachment</b> – Community Facilities and Parks monthly report – July 2024	Keeping informed	Review progress with projects	Shane Hogg <i>Manager Area Operations</i>  Bridget Velvin <i>Facilities Manager</i>  Sue Gluskie <i>Facilities Coordinator</i>  Jacqui Thompson-Fell <i>Parks &amp; Places Specialist</i>  Elvira Kolmychenko <i>Work Programme Lead</i>	Members are updated on Community Facilities and Parks projects and activities in the months of June and progress of various programmes.

## Governance Role

1. Accountability to the public
2. Engagement
3. Input to regional decision-making
4. Keeping informed
5. Local initiative / preparing for specific decisions
6. Oversight and monitoring
7. Setting direction / priorities / budget

## Role of Workshop:

- (a) Workshops do not have decision-making authority.
- (b) Workshops are used to canvass issues, prepare local board members for upcoming decisions and to enable discussion between elected members and staff.
- (c) Workshops are not open to the public as decisions will be made at a formal, public local board business meeting.
- (d) Members are respectfully reminded of their Code of Conduct obligations with respect to conflicts of interest and confidentiality.
- (e) Workshops for groups of local boards can be held giving local boards the chance to work together on common interests or topics

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Cath Handley (Chair)		Kylee Matthews	Bianca Ranson	Robin Tucker	Paul Walden
Present		Present	Present	Present (MS Teams)	Present
Time	Workshop Item		Attendees(s)	Summary of discussion	
11:30	Item 1	Community Facilities and Parks monthly update  <b>Attachment – Community Facilities and Parks monthly report – July 2024</b>	Shane Hogg <i>Manager Area Operations</i>  Bridget Velvin <i>Facilities Manager</i>  Sue Gluskie <i>Facilities Coordinator</i>  Jacqui Thompson-Fell <i>Parks &amp; Places Specialist</i>  Elvira Kolmychenko <i>Work Programme Lead</i>	<p>Members were updated on Community Facilities and Parks projects and activities in the months of June and progress of various programmes.</p> <p>Notable progress was the completion of upgrades to the Lions Club and Citizens Advice Bureau buildings, and the opening of the new changing room at the Onetangi Sports Park.</p> <p>Delays to projects such as the landslip at Hekerua Bay and Rakino storm-damaged building repair were noted.</p> <p>Members suggested it would be advantageous to contract local companies for projects where possible.</p> <p>Link to the recording of this workshop:  <a href="https://youtu.be/LygYa3aT-tw">https://youtu.be/LygYa3aT-tw</a> </p>	

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# WAIHEKE

## Local Board Report – July 2024

MAKING  
GREAT PLACES  
AUCKLANDERS LOVE  
PARKS & COMMUNITY FACILITIES



**PREPARED BY SHANE HOGG – AREA OPERATIONS MANAGER**

Parks & Community Facilities | Community Directorate

Proudly supported by

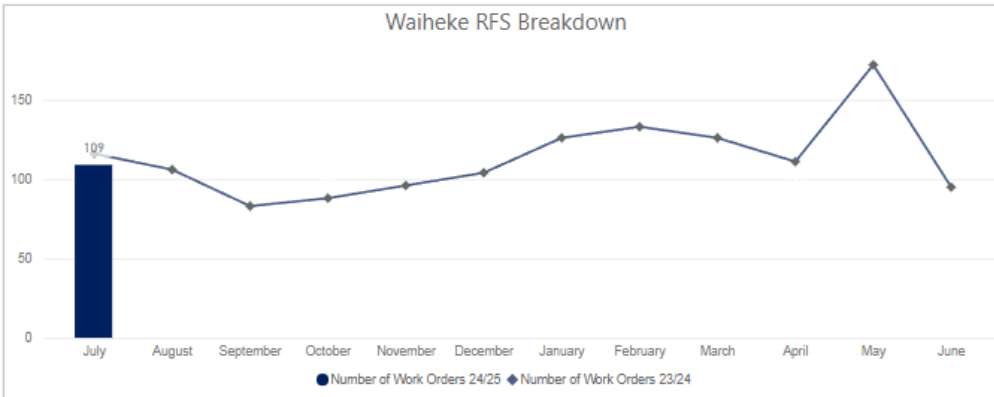




# PERFORMANCE REPORTING

## Request for Service Received

Total raised for FY24/25 YTD **109**



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

### Breakdown of Top 5 Request for Service for July

Service Name	Number of Work Orders 24/25
Tree Maintenance - General	29
Plumbing Maintenance Service	21
Electrical Maintenance Service	20
Carpentry Maintenance Service	13
Tree Maintenance - Power Lines	7

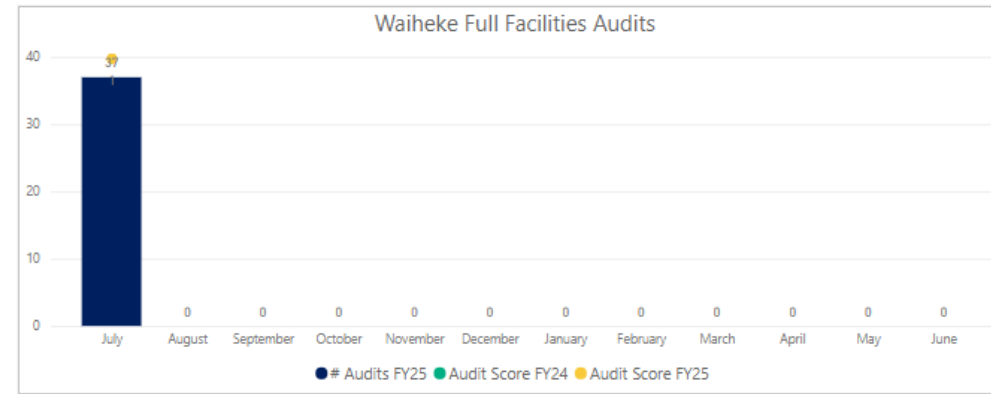
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Tree Maintenance - Power Lines	7

## COMMENTARY

We are already off to a busy start of the year, our team has been busy logging jobs for our contractors to respond to carpentry, electrical and plumbing needs.

## Audit Results



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

Highlights YTD
Furniture, Playgrounds & Recreational Equipment
Hard Surfaces & Paths
Litter
Response WO
Street Garden
Streetscapes Clean

Lowlights YTD

## COMMENTARY

Nothing to report.





# MAINTENANCE DELIVERY UPDATE

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## Anzac Reserve

We have fixed a wooden barrier at the carpark.

**Before**



**After**





# MAINTENANCE DELIVERY UPDATE

## Onetangi

We have removed and repaired the BBQ area table.







# MAINTENANCE DELIVERY UPDATE

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## Ostend Netball Court

We have secured the windbreak with cable ties.

**Before**



**After**







# MAINTENANCE DELIVERY UPDATE

## Onetangi Sports Park

We completed repairs to the gate pin and post due to damage on the bottom pin, which had caused the gate to drop.







# MAINTENANCE DELIVERY UPDATE

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## Palm Beach Playground

We replaced the panel using one from the old Little Oneroa Playground, treated it for rust, and completed the work without any impact on the playground's usage.



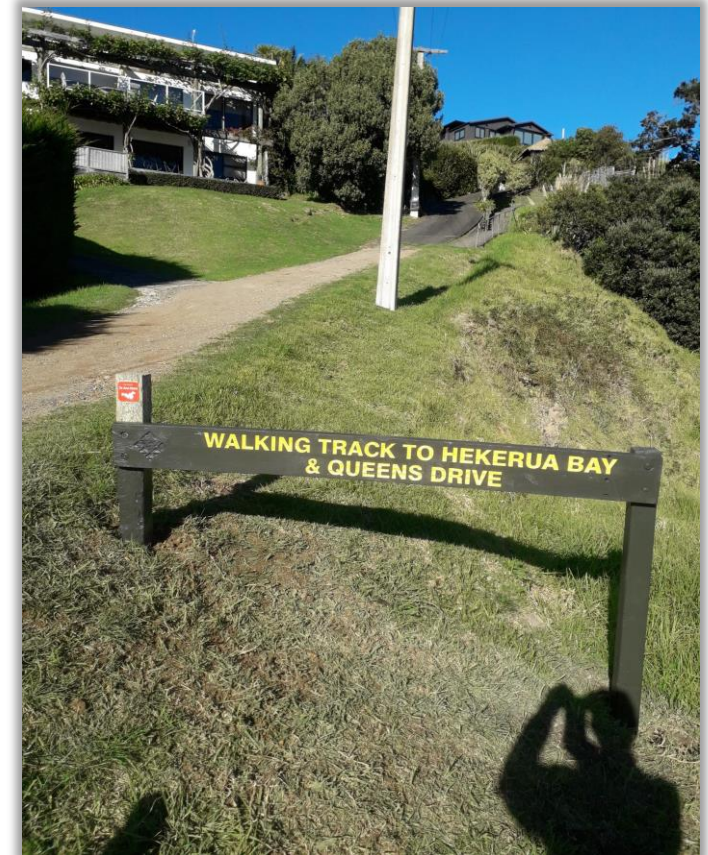
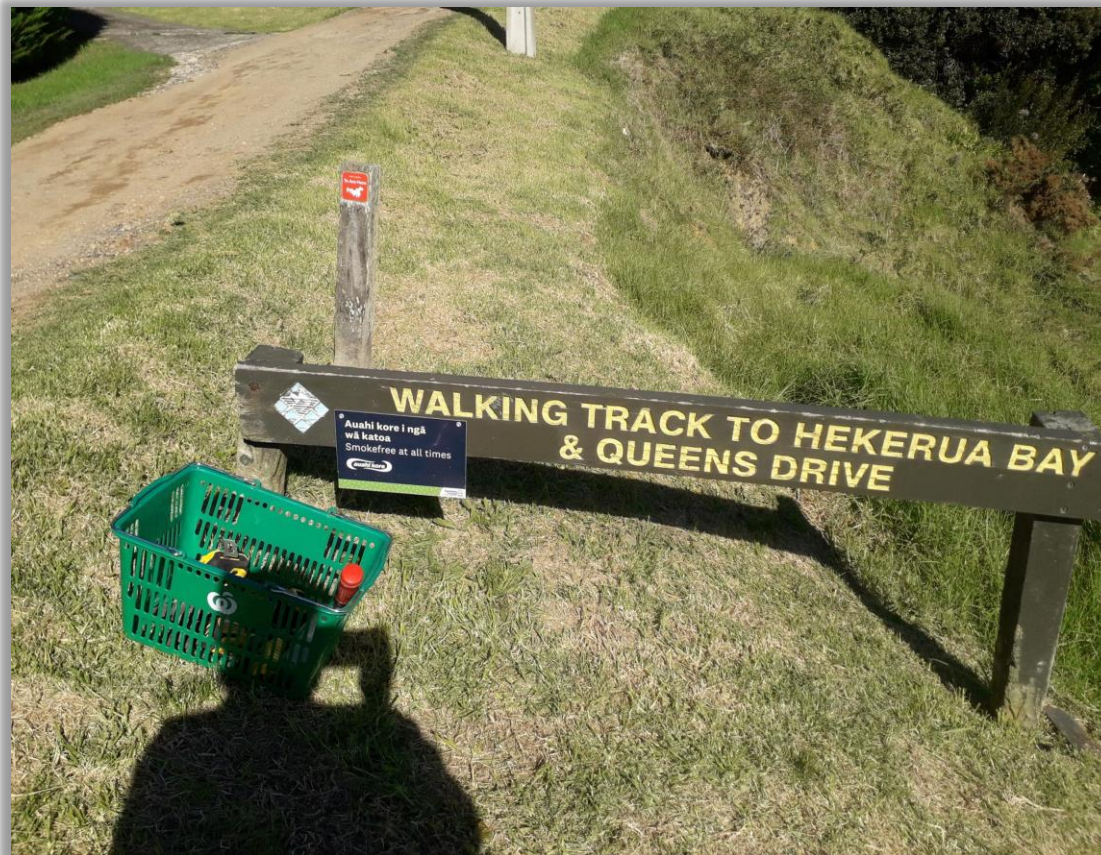




# MAINTENANCE DELIVERY UPDATE

## Hekerua Bay Reserve

Track sign proactive maintenance.







# MAINTENANCE DELIVERY UPDATE

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PARKS & COMMUNITY FACILITIES

## Waiheke Library

We have upgraded lighting at the kids area.







# MAINTENANCE DELIVERY UPDATE

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PARKS & COMMUNITY FACILITIES

## Tawaipareira Reserve

Water supply has been commissioned and water fountain is now operating.







# MAINTENANCE DELIVERY UPDATE

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PARKS & COMMUNITY FACILITIES

## Ostend Hall



We have completed the repairs to the exit lights that are part of the fire system. This included testing faulty exit lights, decommissioning the old ones, and installing new replacements to ensure the system is fully operational.



# MAINTENANCE DELIVERY UPDATE

## Blackpool Park - Lions Club building

In consultation with Heritage and Ngati Paoa we have carried out the following:

1. Internal plastering and painting to remedy the walls and ceilings.
2. Sanded and oiled the blue wooden painted trim back and cupboards to a natural finish. This was very time-consuming.
3. Recarpeted the floors.
4. Repaired the main door lock and door handle. Replaced a cracked glass pane. Repainted the main door.
5. Installed insulation under the floor and in the ceiling cavity.
6. Replaced the metal vents in the roof - these had to be manufactured in line with Heritage requirements.
7. Full electrical and fire alarm check.
8. Installing a potable water source in the existing kitchen. This involved a new pipeline trenched from the main hall.
9. Replaced the kitchen taps.
10. Repairing the gutters and ensuring the water tank overflow is piped away from the building.
11. The kitchen has not been renovated as this opens up other problems which could be more costly than expected. This needs to be a project. A window has been covered over and it appears all the flashings and architraves have been removed. A fake ceiling has been put over the kitchen for storage and during this process a section of the tongue and groove wall panelling has been removed. However, until such time the kitchen is fit for purpose - tea and coffee making facilities. We note the main Hall has a full kitchen. This has been added to the work program list in June 2024 with an estimated cost of \$80,000 as consents may be required.

Continuous on the next slide....



# MAINTENANCE DELIVERY UPDATE

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## Blackpool Park - Lions Club building



Continuous on the next slide....





# MAINTENANCE DELIVERY UPDATE

MAKING  
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## Blackpool Park - Lions Club building





# MAINTENANCE DELIVERY UPDATE

## Full Facilities Contractor – Monthly update

### Executive Summary

July marked the beginning of a new contract year in the **Rua** Full Facilities area.

Council auditors conducted 496 audits, evaluating 3,260 **Rua** assets. Impressively, 3,089 of these assets met inspection standards, achieving an audit score of 95.62 per cent and meeting our KPI target again for the month.

July is one of our busiest periods, with infill planting and annual bedding changeovers in full swing. This month, we set a record by installing 11,675 plants over the wider **Rua** area. To manage the increased workload, our teams have been putting in extra hours and working on Saturdays to meet demand.

Too wet to mow signage is being used, and register being updated into council portal weekly.

In the Health and Safety space, our team have been highlighting “Fear Free” de-escalation training. This course promotes a non-confrontational approach to difficult situations, which are unfortunately again on the rise.



**PROGRAMMED**  
Monthly Maintenance  
Services Update



# MAINTENANCE DELIVERY UPDATE

## Full Facilities Contractor – Yearly Summary

**Our staff**, especially those in our Sanitation, Horticulture and Sports and Mowing teams are being confronted with increasing antisocial and threatening behaviour.

Of particular concern in the past year is the escalation in both the frequency and severity of the threats, intimidation, and actual assaults on our contracted security personnel who perform gate locks and unlocks at parks, reserves, and public toilets.

Feedback from our people in the field is that the increase in incidents appear to be directly proportionate to indicators of social deprivation, with more people than ever living in vehicles, using public facilities for their cooking and sanitation needs, and acting aggressively towards others.

Work related injuries and illnesses represented our highest incident category, however 80 percent of all injuries did not require treatment or required first aid only.

We believe this is a result of our focus on early intervention physiotherapy for pain/discomfort incidents and an increased emphasis on correct and timely reporting, which means our Recovery at Work and Wellness Coordinator supports our people with the right care at the right time, and in the right place.



## Health and Safety





# MAINTENANCE DELIVERY UPDATE

## Full Facilities Contractor – Yearly summary



## Accreditation and Standards



Programmed continues to hold ISO45001 (Occupational Health and Safety Management), ISO9001 (Quality Management), ISO14001 (Environmental Management), and ISO27001 (Information Security Management).



Programmed continues to hold Tōtika accreditation from Construction Health & Safety New Zealand (CHASANZ).



Programmed has achieved Toitū Carbon Reduce certification (ISO14064) and remains committed to reducing our environmental impact and working towards improving our sustainability across all activities.



Our independent accreditor Dangerous Goods Compliance Limited has reissued our Location Test Certificate for our site at 55 The Concourse, Henderson providing assurance that our hazardous substance and dangerous goods management continues to meet best practice and legislative compliance.



Programmed has been authorised by the Civil Aviation Authority as a Part 102 Unmanned Aircraft Operator Certificate. This enables the operation of drones for thermal imaging, data capture, spraying and chemical application, etc.



# MAINTENANCE DELIVERY UPDATE

## Full Facilities Contractor – Yearly summary



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## Full Facilities Contractor – Yearly summary

### Toitū Carbon Reduce Certification



As a cornerstone of our Environmental Management Systems and in alignment with the sustainability principles of the Tiriti o Waitangi, we are pleased to announce that Programmed has maintained our Toitū certification status again this year.

This achievement underscores our proactive approach, highlighting systems that not only identify and manage emissions but also actively work to reduce our environmental impact.

In addition to this commitment, Programmed and PERSOL have set an ambitious yet clear target to achieve carbon neutrality by 2030.

We are currently implementing a series of purposeful initiatives aimed at realising this goal.

Key areas of focus include our fleet, plant, and equipment, which are significant contributors to our footprint in New Zealand.



### Accreditation and Standards





## Full Facilities Contractor – Yearly summary

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### Accreditation and Standards



## Full Facilities Contractor – Yearly summary

### Sustainable fleet options for HSEQ team



The Programmed HSEQ team have now completely transitioned from conventional fleet to one of two options:

- BYD Dolphin full electric cars are now assigned to those who work entirely within Auckland, and charging stations are provided on site at our base in Henderson.
- Those who travel outside of Auckland have been assigned Toyota Corolla Cross hybrid cars.

The previously operated vehicles have either been returned to our lease provider or reassigned within the business.

### Fuel usage (qty/litres) & carbon footprint (e-kg)

Despite a slight increase in fuel usage in the wider Rua contracted area during FY2024, we are pleased to highlight a consistent reduction in both fuel consumption and carbon footprint over the past four years, achieving an overall aggregate reduction of 6.5 per cent.

This positive trend is especially noteworthy, considering the large-scale mowing variations received this year, which naturally increased the volume of fuel being used.



## Environmental Reporting





## Full Facilities Contractor – Yearly summary

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## Environmental Reporting



## Full Facilities Contractor – Yearly summary

### Sustainability Initiatives



Programmed are proud to partner with **Westpeak and Trees that Count** to purchase workwear for the Rua Full Facilities team.

This year our efforts have enabled 11 native trees to be planted, which is expected to remove nearly five tonnes of CO2 from the atmosphere over 50 years.

With an ongoing focus on reducing landfill waste our teams have also successfully diverted seven kgs of waste to landfill by re-sewing and re-issuing 40 pieces of older PPE shirts with the Programmed logo instead.

Plant pots that would have normally been thrown away have been offered to staff to take home, further reducing waste to landfill as nurseries only take back certain plastics.



### Environmental Reporting





# MAINTENANCE DELIVERY UPDATE

## Full Facilities Contractor – Yearly summary

### Customer Compliments and Complaints

Throughout the year, we consistently report compliments received from various sources, including our council team members and members of the public who take the time to express their appreciation in writing. 2024 was particularly positive for Programmed, with numerous compliments received each month.

However, 2024 wasn't without its disputes, as we received validated complaints, primarily concerning noise from mowers and leaf blowers. Our teams are diligently working to maintain our schedules while also implementing adjustments to accommodate residents living in close proximity.

### Community Support

Throughout the 2023-2024 year, our team dedicated substantial effort to actively engage with our neighbouring communities, providing continuous support and assistance.

We continue to nurture our partnerships and actively collaborate with the following community groups:

Blockhouse Bay Recreational Reserve Butterfly Habitat

Balmoral Heights Balmoral Butterfly Group

Whau Estuary Community Group, Friends of Whau,

Friends of Oakley Creek, Community Waitakere, Seaview School (Ostend, Waiheke), Te Whangai Trust, Key Stone Trust, Junk to Funk (Waiheke Island).



## Stakeholder, Customer and Community Impact



# PROJECT DELIVERY UPDATE

## Accessway to Onetangi Sports Park

The physical works for the lower accessway to Onetangi Sports Park were completed in early July 2024. The project is now on hold and will resume once the budget becomes available.





# PROJECT DELIVERY– Completed projects

## #30690 – Onetangi Sports Park General Renewals

We have completed the works at  
Onetangi Sports Park.

This project started in the Financial Year 2022 to provide a better solution for the sports clubs to use the current facilities. Through investigation, we determined that the best option was to provide additional changing rooms to allow for multiple sports games across the 3 fields and to host away teams to meet regional specifications.

**Total project cost:** \$337,688

**Completion:** 23 August 2024





# PROJECT DELIVERY– Completed projects

## #36658 – Citizens Advice Bureau – Interior and Exterior Renewals

We have completed the works at the Citizens Advice Bureau, 141 Ocean View Road.

This project started in the Financial Year 2023.

### Outcome:

- Replace all corroded metal fixings, nuts & bolts and fasteners with steel stainless steel on the timber footbridge
- Provide a barrier to the seating bench area of the concrete platform on the north elevation
- Replace all vinyl floor tiles (Asbestos material) on the lower ground level and stairway
- Repair the cracks in the concrete water tank outside on the east elevation and repaint the whole water tank.
- Replace the existing timber railing of the timber footbridge at the rear exit to current building standards
- Install additional columns/piles as strengthening support for additional or unexpected occupancy loading occurs
- Repaint interior
- Repaint the exterior wall of the whole building and the timber footbridge

**Total project cost:** \$309,447

**Completion:** 23 August 2024







## Arboriculture maintenance



Arborists responded to a significant issue involving a large split in a mature Pohutukawa tree in Rocky Bay. The damage posed a potential risk, especially over the road and parking area. To address this, the team carefully removed the compromised limbs and deadwood, ensuring that the tree no longer posed a danger to people or vehicles. This intervention not only preserved the Pohutukawa but also restored safety and accessibility to the area.





# ARBORICULTURE UPDATE

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## Arboriculture maintenance



Arborists undertook a thorough inspection of various reserves around Waiheke Island, accessing them by walking through public tracks to ensure they were safe and clear for visitors. One of the key areas of focus was the track leading from Victoria Reserve in Onetangi (See pictures). During their inspection, the team identified and promptly removed fallen trees and hazardous hanging branches that posed a danger to the public. By addressing these issues, our contractor ensured that the tracks remain safe and accessible, enhancing the overall experience for those enjoying the natural beauty of the reserves. This proactive maintenance helps protect both the environment and the safety of the community.





# ARBORICULTURE UPDATE

## Arboriculture maintenance



In response to numerous complaints from the public about trees scraping their vehicles, our contractor has completed a comprehensive site line clearing of all roads in the Rocky Bay area. The work involved trimming back overgrown branches and foliage that were encroaching onto the roadways, ensuring that the roads are now clear and safe for vehicles to pass through without risk of damage. This proactive maintenance has significantly improved visibility and accessibility throughout the area, addressing the concerns of residents and enhancing the overall driving experience. (Pictures above).

Arborists performed deadwood removal and crown lifting on several Pohutukawa trees along a public pathway. George is pictured in action, assessing the tree's health while pruning from within the canopy. (Picture 1 below)







# ECOLOGICAL UPDATE

## Rangihoua



LEFT: A small trial using haloxypop (a grass-specific herbicide) to release native pōhuehue confirmed haloxypop effectively controls African kikuyu grass, but does not affect native pōhuehue. Pōhuehue provides robust native ground cover, its root structures are compatible with archaeological sites, and is the only species the native coastal copper butterfly breeds on. With care, we may be able to progressively restore pōhuehue to the flanks of archaeological terraces near the tihi of this maunga.



RIGHT: Work in July continued to target woolly nightshade and moth plant to protect previous investment, as well as to expand areas covered by NETR funding received in May 2024 and the area of moth plant and climbing asparagus growing amongst large gorse and woolly nightshade on the northern side of the maunga that was cleared using a small tractor under mana whenua supervision.







# ECOLOGICAL UPDATE

## Glenbrook Reserve

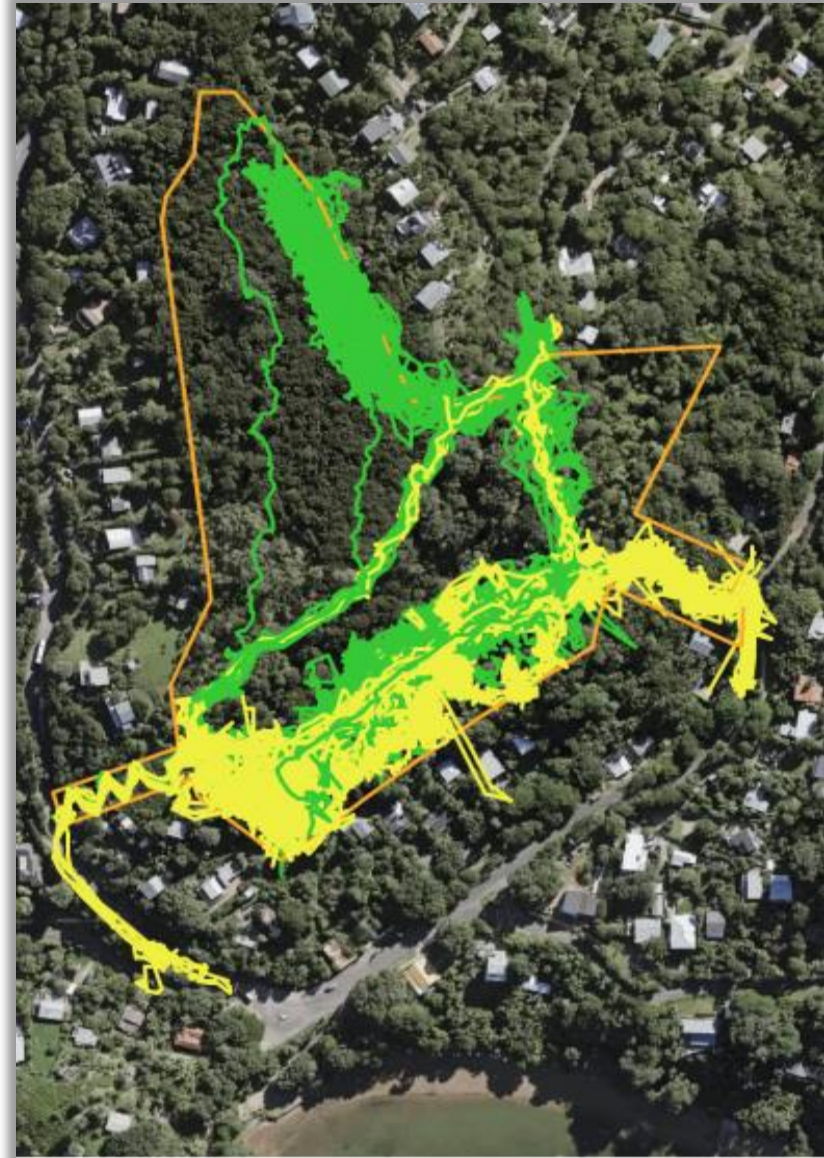
Insufficient funds to grid search all ecological polygons each year means July was the first time since 2018 Glenbrook has received maintenance under the Eco contract. (Map with tracklogs shows where each worker covered.) Work focused on the worst of the climbing asparagus and ginger infestations, as well as a grid search to pick up isolated seedlings further into the interior.

Glenbrook is in close proximity to Whakanewha Regional Park and contains extant 'WF4 – Coastal broadleaf forest' on the eastern side, as well as regenerating manuka / kanuka on the western side.

Recent work in the surrounding area includes:

- The “Make Tracks” team upgraded degraded tracks in the reserve to improve access for community and groups like Ratbusters in June 2024.
- Environmental Services removed climbing asparagus from surrounding properties under the RPMP ‘Buffers’ programme in FY22-23.

Challenges include a large patch of jasmine (approximately 1,000m<sup>2</sup> / quarter of an acre) dominating the southwest corner of the reserve needs initial control and replanting. Sweet pea shrub (*Polygala myrtifolia*) is also widespread in light gaps and impeding regeneration of native species. This work will be done if funds for initial control become available.







## Omiha Beach Reserve



One day was spent controlling woolly nightshade and ginger in Omiha Beach Reserve. Two encroachments from private properties were noted in the eastern area of the reserve. Some sections of the eastern reserve require ropes access.



## Church Bay Esplanade



Significant infestations of moth plant, woolly nightshade and Rhamnus were controlled on accessible areas of this reserve below 205 Church Bay Rd (Terere Cove Estate), which also contains significant infestations of these species.

As with many other properties bordering this long esplanade reserve, the Terere Cove manager has granted the team access across the estate. This reduces time taken to walk into the site and means more time can be spent on delivery works.



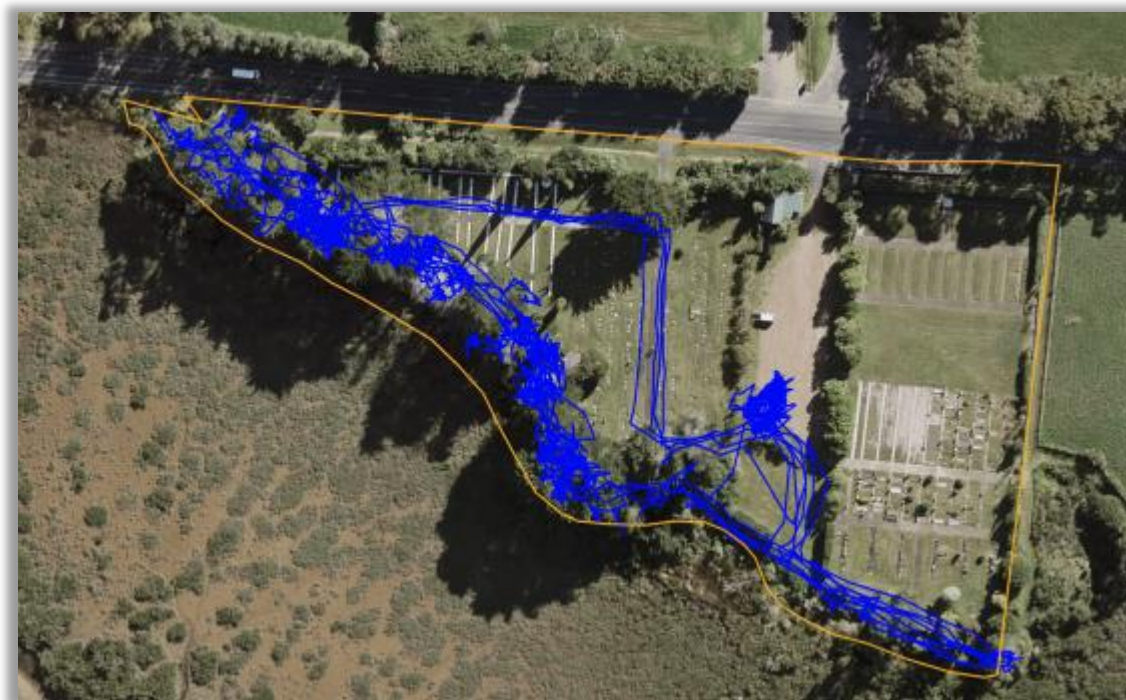


# ECOLOGICAL UPDATE

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## Onetangi Cemetery

Rhamnus and woolly nightshade were controlled on either side of the track bordering the coastal wetland.







# KAURI DIEBACK UPDATE

## Te Matuku Bay Esplanade Reserve



### Background

The Kauri trees on Te Matuku Bay Esplanade Reserve are at the northwestern end of the reserve adjoining 530 Orapiu Road.

Five options were considered to reopen the Te Matuku Bay Esplanade Track and connect the track to Orapiu Road.

- Easement to bypass trees over southern boundary of 530 Orapiu Road or northern boundary of 588 Orapiu Road - Not supported by landowners.
- Easement over southern boundary of 588 Orapiu Road - same as using Squirells Reserve. Dense bush, extremely steep track and high cost.
- Upgrade the track along coastline to MPI kauri standards. Possible option with low cost-benefit due to low use of track.
- Close track indefinitely. This option is supported by the Environmental Services Kauri Dieback team.

### Advice from Environmental Services.

- Environmental Services Kauri Dieback team recommend that due to the low use of the track and the cost in funding the upgrade, the reopening of the track cannot be justified hence the track is to be closed indefinitely.
- This recommendation is supported by a report from the Environmental Services Senior Kauri Advisor.



## Community Leasing

Community lease movements

- Noting to report

## Land Advisory

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

There was one Landowner approval application **received** in the Waiheke Local Board area during July 2024:

- An application by the owner of 89 Great Barrier Road, Waiheke to undertake restoration planting and erosion control works at Great Barrier Road Esplanade Reserve.

There was one Landowner approval application **approved** in the Waiheke Local Board area during during July 2024:

- An application by Dogs Food Truck to operate a food truck within Waiheke Island Sports Club Reserve.



# WORK PROGRAMME UPDATE

## Minor Change

Projects affected by minor change over the previous month:

ID REF	Activity Name	Change
	Nothing to report	

## Substantial Change

Projects affected subject to substantial change:

ID REF	Activity Name	Change
	Nothing to report	





# NOTIFICATIONS PROJECT DELIVERY STATUS

## Project Delivery

**UPDATED NEXT MONTH**

## Notifications - Next Month

**OWNER:** Shane Hogg

I am please to announce we have a replacement for our Senior Project Manager vacancy, Marcia Velloen will be joining us back in our team after a year off in Western Bay Regional Council, her start date will be the 23<sup>rd</sup> September 2024.

Daniel Mares has resigned from our team; his last day was on the 23<sup>rd</sup> August. Daniel was a highly valued member of our team, and it was unfortunate to see him go. We are currently advertising for a new Senior Asset Information Specialist to join our team.