

GROUNDS & GARDENS MAINTENANCE RESPONSIBILITY POLICY

September 2022

Context

Kensington Park Residents' Association (KPRAs) first developed a Grounds and Gardens Maintenance Policy in February 2020. Learnings from the implementation of that policy have led to this review.

The upkeep and maintenance of the grounds and gardens of Kensington Park is more complex than generally understood. Various stakeholders own common facilities including public reserves and community use assets within Kensington Park and have differing roles and responsibilities. More information is set out in Table 1 below. Maps and diagrams are available from the KPRAs Manager to better understand the ownership and responsibility of various assets within Kensington Park.

KPRAs Bylaws state that Members 'are primarily responsible for the upkeep of the gardens and landscapes of their properties', inclusive of standalone homes, duplexes, townhouses or apartment buildings.

KPRAs has a stewardship role, taking care of common facility grounds and gardens owned by either the developer (KPHL), or Auckland Council / Auckland Transport, and providing targeted maintenance to specified areas of Members/Body Corporate owned land.

KPRAs strives to maintain an integrated approach with regard to grounds and gardens maintenance to ensure that a large variety of important maintenance and related activities are completed on a regular and appropriate basis for the benefit of all Members.

KPRAs manages the on-going maintenance and look of Kensington Park by liaising and discussing actions and deliverables with each of the owners to ensure compliance with the KPRAs Plant Palette¹ and to meet the needs of all parties.

Often, this is not an easy process, as each of the owners/body corporates and KPRAs may have different priorities, time schedules and budget constraints. KPRAs strives to progress various discussions with different stakeholders and achieve desired outcomes by the use of forward-planning processes to allocate resources efficiently and secure plant purchases in a timely fashion.

With understanding and approval of this policy, KPRAs will be much better placed to plan future grounds and garden maintenance activities and improve the lifestyle at Kensington Park for all Members.

The Roles and Responsibilities of Various Stakeholders

A number of organisations own assets and have differing roles and responsibilities within Kensington Park. An outline of ownership and maintenance responsibility guidelines is presented in Table 1 below:

Table 1: Roles and Responsibilities

<p>Auckland Transport (AT)</p>	<ul style="list-style-type: none"> • Trees and palms to the roadside of AT vested footpaths • Footpaths on all AT vested roads • Streetlights on all AT vested roads • Balustrade between Frank Mackereth Reserve and Hibiscus Drive
---------------------------------------	--

¹ A copy of the Plant Palette is available from the KPRAs website

Auckland Council (AC)	<ul style="list-style-type: none"> • Land and all trees within the 4 public reserves: <ul style="list-style-type: none"> ○ Corner reserve on entrance to KP, opposite clock tower ○ Frank Mackereth Reserve, Parkside Drive ○ Wiggly Lane between Parkside Drive and Kensington Drive ○ Reserve at top of Puriri Boulevard running to Panorama Heights • Frank Mackereth Reserve playground • Hygiene station at bridge entrance to Alice Eaves Scenic Reserve • Nukumea Stream bridge
Kensington Park Holdings (KPHL) Developer	<ul style="list-style-type: none"> • Owns land and common facilities not on public reserves • Owns and maintains all undeveloped land, and the site office, sales office, café at 1 Parkside Drive • Owns other areas partially or fully developed yet to be vested to KPRA • Owns and maintains Lake Kensington
KPRA	<ul style="list-style-type: none"> • Owns and maintains the: <ul style="list-style-type: none"> ○ Pool House gardens: 13 Parkside Drive ○ Park-wide irrigation system, including controllers and equipment on private land ○ Clock Tower • Under its stewardship role, maintains trees, gardens, lawns, pathways, boardwalks, pergolas, viewing decks, BBQ facility, putting green, petanque courts, seating on common facility land and reserves and the fountain in Lake Kensington, and Nukumea Stream riparian edge (shared between AC / KPRA) • Maintains a nursery, composting and mulching facilities in the compound area to the south of Puriri Boulevard • Develops and implements an annual Gardens and Grounds Maintenance plan for Kensington Park as a whole • Develops and updates the KPRA 'Plant Palette' detailing plants that are suitable for the Kensington Park context and conditions • Administers the Design Review Board • Disposes of private garden waste left by Members in containers at the roadside.
Members/Body Corporates	<p>The maintenance of garden beds, plants, trees and palms on private property defined as standalone homes, duplexes, townhouses or apartment buildings is the primary responsibility of the land owner(s) (including body corporate members owning land as tenants in common).</p> <p>All land owners are encouraged to discuss maintenance with KPRA on these areas, as required.</p> <p>Some members contribute their time voluntarily to help the KPRA gardening team with common facility grounds and gardens maintenance, including:</p> <ul style="list-style-type: none"> • The Weedy Wednesday group • The Lake View group who help to maintain Orchard Grove and the common herb garden
Community vegetable gardens	<p>A community gardens committee administers privately allocated garden:</p> <ul style="list-style-type: none"> • plots located in the compound area • boxes located on common facility land at Orchard Grove

This policy recognises that it is not sensible to expect Members to:

- Mow the small areas of grass that can be seen from the street side of their properties

- Have specialist horticultural knowledge
- Maintain grounds and gardens on private land that is accessed by other members and the public (eg. to access Nukumea Esplanade)
- Maintain gardens that straddle common facility land to form an integrated landscaped area
- Maintain those parts of the irrigation systems on their land.

To ensure consistent standards, it is important that certain maintenance is undertaken by a single organisation. KPRA will therefore develop and implement an annual Maintenance Plan² (as per the 2022 plan attached) covering:

- Maintain all hedges on the 'streetscape' in the Park (including hedge replacement). Note this does not include hedges in Members' backyards or those planted behind the front wall of houses
- Mow the grass on the frontages of Members' properties
- Provide targeted maintenance periods in specified zones (at least 3 times per year) including:
 - Hedge and shrub trimming, weeding, mulching, plant feeding, pruning and removal/replacement of dead plants

Exceptions apply, subject to the preferences of owners

Members/Body Corporates are encouraged to self-help to maintain standards on Members' private land between these targeted periods, including weeding etc. If a Member finds this difficult, the Manager should be approached and KPRA will consider whether it is possible to help.

Body corporates are encouraged to nominate a representative to liaise with KPRA over grounds and gardens maintenance and modifications.

KPRA intend to have this policy reflected in the proposed integrated management plan for Kensington Park as a whole following consultation and liaison with Kensington Park bodies corporate.

Garden Modification Process

To provide a seamless and efficient process to complete garden modifications within Kensington Park by the following garden modification process:

1. Members/Body Corporates wishing to make changes to their gardens should approach the KPRA Manager to arrange a meeting with a representative of the ~~Gardens Review Board (GRB)~~ ^{DRB} to discuss proposed changes and consistency with the Plant Palette.
2. Following discussion a written application will be made to the ~~GRB~~ ^D, who will advise of approval or otherwise.
3. KPRA will cover the costs of hedging replacement (where hedging is maintained by KPRA) and labour and materials for the modifications. Owners/Body Corporates to cover the costs otherwise of plant purchases.
- ~~4. When appropriate, the GRB will refer significant common facility design modification applications to the Design Review Board for approval (for example redesigning the gardens around the entrance to Kensington Park on Puriri Boulevard).~~
- 4.5. No work should begin until a formal Letter of Approval from the ~~GRB~~ or, where appropriate, the DRB is received.

~~The GRB will comprise: KPRA Grounds and Facilities Sub-Committee Chair; the Head Gardener; and the KPRA Manager~~

² Scheduled maintenance may vary from year to year and subject to review as extra zones are added from the ongoing development of Kensington Park. Maintenance may vary from scheduled time due to weather conditions. See the 'Kensington



Kensington Park

RESIDENTS' ASSOCIATION

Gardens and Grounds Maintenance Plan

Zone	Timing
Central (Frank Mackereth) Reserve	February, July, October
Corner Reserve	March, August
Eaves Bush	March, July, November
Kensington / Parkside	March, July, November
Lake View	January, September, December
Lake Kensington area	January, June, August, December
North West Quarter	February, June, October
Panorama South	April, August, November
Rewa Rewa	January, June, September
Upper Park	March, August, December
Task	
Check trip hazards	January, April, July, October
Citrus feed (all)	May
Citrus prune (all)	September
Hedges (all)	February, July, November
Lawn feed	March, October
Plant feed (all)	March, September
Projects and planting	April – June