

Work Programmes 2016/17 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
Arts, Community and Events											
2604	CS: ACE: Arts & Culture	Local Arts Programme- LDI	Support arts and culture initiatives to be delivered across the local board area such as the Try a Craft event. Manage a call for proposals and finalise a contract with a suitable contractor to run an artist EOI process and event management for Try a Craft. Note the Puketapapa local board currently has \$8k allocated to Local Arts Programme. Based on the debrief of the 2016 event, to meet the deliverables and expectations, an extra \$3k is proposed (currently unfunded).	Q2; Q3; Q4	LDI: Opex	\$ 11,000	Approved	Green	A services agreement for the delivery of 'Try a Craft' 2017 has been executed. The event is on track for delivery in Q4.	No	The allocation of \$11,000 (LDI) for 'Local Arts Programmes' has been assigned to the continuation of the 'Try a Craft' event. A contractor to deliver the event will be selected in Q2.
2699	CS: ACE: Arts & Culture	Auckland Council - JWAT Joint Liaison Board Relationship Monitoring	Provide communications and recorded documentation and performance updates on the activities of the Auckland Council - James Wallace Arts Trust Joint Liaison Board.	Q1; Q2; Q3; Q4	External funding	\$ -	In progress	Green	Relevant updates are being channelled through Local Board Services as and when required.	No	Relevant updates are being channelled through the Local Board Services Department.
2569	CS: ACE: Arts & Culture	TSB Bank Wallace Art Centre (Pah Homestead)- ABS James Wallace Arts Trust Operational Support Grant	Administer a funding agreement with the James Wallace Arts Trust at Pah Homestead for operational funding of and funding for programmes at the arts centre, including an exhibition programme plus associated events and administration of a relationship agreement.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 375,194	In progress	Green	In Q2, The James Wallace Arts Trust delivered eight new exhibitions and 12 free public programmes to 1,640 participants. More than 28,000 people visited the centre in Q2.	No	The funding agreement with The James Wallace Arts Trust for FY17 has been executed. In Q1, the centre hosted the '25th Annual Wallace Art Awards' and the '5th Annual Secondary School Art Awards', seven exhibitions, and 14 free public programmes and 17 tours with more than 1,900 participants in total. More than 27,000 people visited the centre in Q1.
2369	CS: ACE: Community Empowerment	Children and Young People: Children's Engagement Panel, Children's Action Plan, Child Protection Initiatives	Establish children's panels to provide children an opportunity to input and influence local decision making in the community. Provide child protection training to schools, community groups, sports clubs and volunteers. Fund a community partner to deliver one "we can keep safe" workshop. \$13,000 Delivery of children's panels to 8 schools \$7,000 Children's Action Plan \$2,000 We can keep safe ECE workshop \$2,000 Child Protection Policy workshop Budget: - Childrens Development \$24,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 24,000	In progress	Green	The strategic broker and Roskill Together delivered five feedback children's panel sessions to local school children. Roskill Together delivered three Children's Development Action Plan engagement sessions. The strategic broker completed funding agreements with Roskill Together to deliver the children's panel programme and the Children's Development Action Plan during Q2. Roskill Together will lead these initiatives in Q3.	No	Five children's panel sessions were delivered to local school children. Feedback from the sessions will inform the three year local board plan. The second quarter will focus on children's ideas for being connected to their local community. This will be coordinated in partnership with the Kaipātiki Local Board.
2382	CS: ACE: Community Empowerment	Children and Young People: Youth Development	Support youth development initiatives including implementing the Youth Action Plan, coordinating of the Youth Caucus and the Project Peter initiative. \$20,000 Youth Action Plan Initiatives (incl Youth Summit & Youth Awards) \$10,000 Mentoring Programme \$10,000 Project Peter – Enterprise Support \$10,000 Driver Licensing with migrant youth \$2,500 Youth Caucus Budget: - Youth Development \$53,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 53,000	In progress	Green	The strategic broker completed funding agreements with the following youth providers: * Global Lighthouse : to mentor and build capability of the young people and their caregivers participating in the Mt Roskill and Wesley Pacific Island learning centres. * Critical Pixels: to deliver a Youth Innovation and Enterprise programme to 10-20 intermediate aged students twice a week for one to two hours per session. * Migrant Action Trust: to train 15 migrant mentors who will coach new migrant youth who hold learner licenses. REC Youth Development completed and submitted their report to the local board for the Youth Summit hosted in Q1.	No	The strategic broker is supporting the youth caucus to deliver a Youth Summit in mid-October. Two Pacific Island learning centres were established at Mt Roskill and Wesley campuses. The centres will provide mentoring support for parents and students and assist with building resilience and capability in families. The strategic broker and youth connections specialist broker met with Critical Pixels in September. The group agreed to work with 10-20 intermediate students twice a week, for 1-2 hours per session in the second quarter. A funding agreement will be completed in the second quarter. The strategic broker will complete a funding agreement with Migrant Action Trust in quarter two. This will enable the trust to train 15 migrant mentors and provide coaching for new Migrant Youth holding Learner licenses.

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2375	CS: ACE: Community Empowerment	Community Development Capacity Building	Support and encourage network groups to provide vital connections, partnering opportunities and communications in the community (enable participation). - Capacity building: Community networks support \$13,868.00 Co-ordination and delivery of the monthly RCN network meetings. Total budget: \$14,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 14,000	In progress	Green	The strategic broker completed the funding agreement for Roskill Together. Roskill Together hosted three monthly network meetings. The sessions were focussed on Health and Wellbeing, Seniors and Family Violence.	No	In quarter one, Roskill Together hosted three monthly network meetings. The sessions were on focussed on environmental sustainability, community safety and homelessness. The funding agreement for Roskill Together will be completed in quarter two.
2965	CS: ACE: Community Empowerment	Community Development Elderly Awareness	Support and encourage network groups to provide vital connections, partnering opportunities and communications in the community (enable participation). Support and provide advice to elderly awareness programmes. Budget: - Elderly Awareness \$2,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 2,000	In progress	Green	The strategic broker completed a funding agreement for the proposed Somali Seniors programme. This programme will commence in Q3 with six community network meetings to be held before the completion of Q4.	No	The strategic broker workshoped a proposed elderly programme with the Somali-Kiwi community group. The group will submit a one page proposal to the local board to fund six Somali elders community network meetings with Somali youth in the second quarter.
2966	CS: ACE: Community Empowerment	Community Development Placemaking (Neighbours Day)	Support communities to participate in Neighbours Day events. Budget: - Neighbours Day \$2,000	Q2; Q3; Q4	LDI: Opex	\$ 2,000	In progress	Green	In Q2, staff negotiated with Auckland Neighbourhood Support to distribute the \$2,000 allocated by the local board for community initiatives to increase participation in Neighbours Day activities. Details of Neighbours Day events will be reported in the third quarter.	No	No activity during this quarter due to work item scheduled to begin in quarter two.
2309	CS: ACE: Community Empowerment	Community grants (PKTPP)	Support local community groups through contestable grant funding. • Strategic Relationship grants \$70,000 • Local Grants \$60,000 • Quick Response \$12,000 Budget: - Local community grants \$142,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 142,000	In progress	Green	Puketapapa has completed Round Two Quick Response grant and decided on additional Local Grant (multiboard) applications, allocating a total of \$4,050 leaving a total of \$51,218 for the remaining grant rounds. Puketapapa has decided on the expressions of interest received for the 2016/2017 Strategic Relationships Grant, allocating a total of \$69,205.	No	Puketapapa has completed Round One Quick Response and Local Grants allocating a total of \$16,732 leaving a total of \$55,268 for the remaining grant rounds. Eighteen expressions of interest received for the 2016/2017 Strategic Relationships Grant. In quarter two decisions will be made by the board on which organisations to fund.
2407	CS: ACE: Community Empowerment	Implementation of the empowered communities approach (PKTPP)	The strategic broker and practice hub staff provide strategic and local brokering advice to connect the community to council activities e.g. connecting community to Spatial Priority Areas planning. Enhanced partnering and collaboration between council and community organisations Embodies Empowered Communities Approach principles by increasing the level of control and influence communities have over the things they care about and which matter to them.	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	In progress	Green	The strategic broker supported Global Lighthouse to build capability in their organisation practice and policy. This included organising mentoring from youth sector stakeholders and developing a community restorative justice model.	No	The strategic broker co-ordinated and facilitated learning sessions on Māori culture with local board services staff to enable them to provide culturally appropriate guidance to elected members. This is to support Mana Whenua engagement, with a particular focus on cultural competency, cultural safety for iwi consultation for the Waikowhai Coast, Waikowhai Walkway and Manukau Harbour. This was achieved with support from Te Waka Angamua in the first quarter.

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2378	CS: ACE: Community Empowerment	Placemaking: Community Safety	<p>Increase awareness of the Sale and Supply of Alcohol Act 2012 and the Auckland Local Alcohol Policy</p> <p>Support established safety volunteer groups</p> <p>Support neighbourhood support groups</p> <p>Support emerging safety and neighbourhood support groups</p> <p>Respond to emerging safety issues</p> <p>Increase in Neighbours Day events</p> <p>\$2,000 Community awareness workshop on the sale and supply of alcohol</p> <p>\$2,000 Support established safety volunteer groups</p> <p>\$1,000.00 Support the establishment of new safety and neighbourhood support groups</p> <p>\$5,000.00 Respond to emerging safety issues led by community and security patrols of hotspots</p> <p>Budget: - Community Safety programmes \$10,000</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	<p>The strategic broker finalised funding agreements for Neighbourhood Support Auckland City and the Mount Roskill Community Patrol. The funding agreement for Neighbourhood Support also included the implementation of a new programme 'Junior Neighbourhood Support' (JNS) that will be implemented in primary and intermediate schools. Delivery for these will commence in Q3.</p> <p>Community and security patrols regularly patrolled hot spot areas in Puketapapa on Friday and Saturday nights during quarter two. No call outs by residents were recorded in this quarter.</p>	No	<p>Community Empowerment Unit specialist advisor and Community Action Youth and Drugs (CAYAD) advisor started scoping the requirements of an alcohol awareness workshop. Further work will progress in the second quarter.</p> <p>A funding agreement for First Security to patrol in hotspot parks has been completed. The Community Empowerment Unit will connect with Parks to monitor the effectiveness of this response and determine if further safety measures are required.</p> <p>In quarter two, funding agreements for Neighbourhood Support Auckland City and the Mount Roskill Community Patrol will be finalised. The strategic broker and specialist advisor will promote the community-led safety grants to potential recipients.</p>
2641	CS: ACE: Community Empowerment	Spatial Priority Area - Inner West Triangle (PKTTP)	<p>Participate in inter-departmental planning for the spatial priority area. Influence coordinated engagement with mana whenua and "hard to reach" diverse communities</p> <p>As required:</p> <ul style="list-style-type: none"> - Identify opportunities for community led or co designed projects - Identify local community outcomes aligned with social wellbeing, social procurement/social enterprise/employment and training - Identify connection pathways with community and council stakeholders. 	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	In progress	Green	<p>The Puketapapa strategic broker has not been engaged in the SPA (Inner West Triangle), however other parts of council are very involved.</p>	No	<p>The Puketapapa strategic broker has not been engaged in the SPA, however other parts of council are very involved.</p>
2967	CS: ACE: Community Empowerment	Sustainable and Affordable Housing	<p>Provision of design advice and investigation into social housing (Liston Village)</p> <p>Budget: - Sustainable and Affordable Housing \$8,000</p>	Q2; Q3; Q4	LDI: Opex	\$ 8,000	On Hold	Amber	<p>Staff sought direction from the Puketapapa Local Board on the delivery of this activity. The local board advised that it will advocate to the Governing Body to include funding for this activity in the 2017/2018 Annual Plan.</p> <p>The local board advised that it will advocate to the Governing Body to include funding for this activity in the 2017/2018 Annual Plan.</p> <p>Options to re-allocate funds will be presented to the board in Q3.</p>	No	<p>No activity during this quarter due to work item scheduled to begin in quarter two.</p>

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2380	CS: ACE: Community Empowerment	Te Auaunga Awa - Stormwater Project	Maximise the social outcomes associated with Stormwater's 'Te Auaunga Awa: Walmsley and Underwood Reserves Project' which will include: - Youth Apprenticeships, - Community Engagement and - establishing a native nursery social enterprise.	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	In progress	Green	Roskill Together delivered the construction works launch event on 5 November 2016. Planning commenced for the first cohort of students to start at the native nursery social enterprise at Wesley Intermediate for next year. The youth employment initiative finished at the end of November with a graduation ceremony. Of the 13 participants who commenced the training eight young people have been employed by the contractor (four in permanent trainee roles and four in casual roles), and three trainees are enrolled as programme participants with Te Whangai Trust).	Yes	A powhiri and hui for the native nursery social enterprise was held on 23 June and attended by key council staff, elected members, community, Mana Whenua and members of parliament. The establishment of the nursery on Wesley Intermediate school grounds is scheduled for October. The pre-apprenticeship training scheme, delivered by Unitec, commenced in August with 17 participants and mentoring provided by Global Lighthouse. Te Auaunga works launch event is scheduled for 5 November 2016. This event is a key milestone and will provide an opportunity for the local community to celebrate the commencement of this project, find out more and ask questions. Roskill Together are working with the project team at Auckland Council, the Community Advisory Group and local community organisations, including schools, to deliver the event. Mana whenua and the community engagement for the project is ongoing with discussions currently centring on the arts components of the project.
2968	CS: ACE: Community Empowerment	Whare Restoration Support	Funding to support the restoration of the building (may include fundraising, legal and infrastructure advice, and secretarial support). Budget: - Whare Restoration support \$5,000	Q2; Q3; Q4	LDI: Opex	\$ 5,000	On Hold	Amber	Staff sought direction from the Puketapapa Local Board on the delivery of this activity. The local board advised that it will advocate to the Governing Body to include funding for this activity in the 2017/2018 Annual Plan. Staff sought direction from the Puketapapa Local Board on the delivery of this activity. The local board advised that it will advocate to the Governing Body to include funding for this activity in the 2017/2018 Annual Plan. Project now on hold. Options to re-allocate funds will be presented to the board in Q3.	No	No activity during this quarter due to work item scheduled to begin in quarter two.
2387	CS: ACE: Community Empowerment	Youth Connections (PKTPP)	Build capacity and connections between local employers, youth and service providers to deliver social entrepreneurship, pre-apprenticeship opportunities and youth employment outcomes. Budget: - Youth Connections across Auckland \$25,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 25,000	In progress	Green	Te Auaunga Awa construction training programme finished in December. The contractor employed eight young people; four in permanent trainee roles and four in casual roles. Three trainees are enrolled as programme participants with Te Whangai Trust. Over 60 trainees, whanau, community partners, Unitec staff and the contractors attended a celebration event. Global Lighthouse are now delivering transition mentoring for the eight young people entering employment, for the first four months of employment. Staff followed up with interested employers from the September business breakfast and continue to engage with a number of them e.g. connected an employer with a tertiary provider to explore career pathways and placements.	No	Seventeen young people began training as part of Te Auaunga Awa construction training programme and are entering their third month on the programme. The contractor will begin the earth works towards the end of 2016. Youth Connections staff are confident that the apprenticeships can be secured by local young people. Global Lighthouse is providing the pastoral support to the trainees. A youth employment survey gathered 80 employer responses, with over 50 interested in further work with Youth Connections and the Puketapapa Local Board. Results of the survey were launched with an audience of over 30 business and community stakeholders. Youth Connections are working with 19 stakeholders for future engagement in youth employment programmes. Job Fest took place on 21 September 2016, with over 2000 young people in attendance. Feedback indicates that 120 jobs were offered at the event. Eighty-one young people attended from the Puketapapa Local Board area, with free bus transportation organised from Three Kings.

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2332	CS: ACE: Community Empowerment	REGIONAL: Graffiti Vandalism Prevention (PKTPP)	Deliver on the Auckland Council graffiti vandalism prevention plan by providing high quality prevention, education, enforcement and education services.	Q1; Q2; Q3; Q4	External funding	\$ -	In progress	Green	There were 1196 graffiti incidents in the Puketāpapa Local Board area between 1 July 2016 to 31 December 2016. This is a 21 per cent decrease compared to the same six month period last year. The number of graffiti RFS (Requests for Service) increased by 4 per cent, with all 72 incidences being removed within the 24 hour target time (KPI). Puketāpapa achieved 94 out of 100 in the September ambient survey, which measures how much of the city is graffiti free. This represents a 1 point increase on the previous survey carried out in April and gives the local board an average final score of 93.5 for 2016. This score is on par with the overall council average for 2016.	No	There were 611 graffiti incidents in the Puketāpapa Local Board area between 1 July 2016 to 30 Sept 2016. This is a 17 per cent decrease compared to the same period last year. The number of RFS (Requests for Service) graffiti decreased by 25 per cent, with all 30 being removed within the 24 hour target time (KPI). The graffiti prevention team continue to monitor trends in the local board area.
2869	CS: ACE: Community Empowerment	Youth Connections (PKTPP) - External funded	Build capacity and connections between local employers, youth and service providers to deliver social entrepreneurship, pre-apprenticeship opportunities and youth employment outcomes. Budget: - External funding - Tindall Foundation \$20,000	Q1; Q2; Q3; Q4	External funding	\$ 20,000	In progress	Green	Please refer to Youth Connections line number 2387.	No	Please refer to Youth Connections line number 2387.
2666	CS: ACE: Community Places	Hire fee subsidy - PKTPP	Administer further subsidy of hire fees for specific groups funded by LDI.	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	Approved	Green	During Q2 peak and off peak utilisation time periods have increased compared to the same period last year.	No	Staff have administered the additional special subsidised rates as approved by the board. Each group has been notified and are aware of their charges for this financial year. During Q1 off peak and peak utilisation time periods have increased compared to the same period last year.
2920	CS: ACE: Community Places	Wesley Market Review - stage two	Support the implementation of the findings from the Wesley Market Review funded by the LB in FY16.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	Approved	Green	Economic and social enterprise opportunities have been explored in collaboration with New Zealand Post. This initiative allows customers to order goods from the market online, stall holders then pack order in to NZ Post boxes which will be collected from Wesley Community Centre and delivered to customer that afternoon. The project is scheduled for trial in Q3. Recycling contractors are now engaged to be on site for each market day. This has seen waste disposal decreased to a quarter of previous rubbish removal. Engagement continues with stallholders through monthly newsletters and neighbours through quarterly newsletters.	Yes	Implementation of the Wesley Market review findings has commenced with economic and social enterprise opportunities been identified. Planning of these opportunities will continue in Q2 for implementation in Q3. Engagement has been improved by providing a monthly newsletter to stall holders and a quarterly newsletter to neighbours.
2033	CS: ACE: Community Places	Venue hire service delivery - PKTPP	Provide and manage (directly and indirectly) venues for hire and the activities and opportunities they offer by: - Implementing the customer-centric booking and access process including online booking - Aligning activity to Local Board priorities through management of the fees and charges framework	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Approved	Green	The fees and charges schedule has been prepared and presented as part of the local board agreement for 2017/2018. Since the introduction of the new digital booking platform, both expressions of interest in the service and bookings are continuing to increase with over 280,000 hits on the venue hire webpage since launched. A network wide awareness campaign has been developed and will be launched in Q3.	No	The online booking system "Going Places online" went live in April, and online bookings have been increasing since. During Q1 staff have improved invoicing and self service capabilities, to implement during Q2. A network-wide promotional campaign for venues will go live prior to Christmas.
2075	CS: ACE: Community Places	Wesley Community Centre and Roskill Youth Zone work plan	Deliver high quality community places work programmes from the Wesley Community Centre and Roskill Youth Zone with a focus on digital platform discoveries, young people and market day outcomes.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 219,000	Approved	Green	The Bike Kitchen programme has developed and strengthened partnerships with PATH : Puketapapa Active transport Haven, Earth Action Trust, Refugees As Survivors, Red Cross and Auckland Transport. The programme continues to grow with an estimated 150 bikes rehomed to newly settled residents. The repairs and maintenance 'on the day' has also proven popular with 100 bikes from the community being repaired. The programme impact evaluation project is on track. Systems and processes are being developed to enable evaluations to commence in Q3	Yes	Staff have developed a plan to evaluate selected programmes and services being delivered from both Wesley Community Centre and Roskill Youth Zone. Evaluations will start in Q2 and Q3.

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2057	CS: ACE: Events	Events Capacity Building - Puketāpapa	Delivery of community focused programme of activities to support capacity and capability of community groups and organisations in the events space.	Q3; Q4	LDI: Opex	\$ 7,000	In progress	Green	Planning for the 2016/2017 empowering events workshop has begun regionally. The event facilitator is working alongside the strategic broker and elected members to identify key attendees and secure a venue. Puketapapa has two dates scheduled for empowering events of the 4 March 2017 and the 6 May 2017.	No	The Planning for the 16/17 first empowering events workshop is underway with a date of the 4 March 2016. The event facilitator is working alongside the strategic broker and elected members to identify key attendees and secure a venue.
2042	CS: ACE: Events	Local Civic Events - Puketāpapa	Delivering and/or supporting civic events within the local board area. Includes: - Mt Roskill ANZAC Day and Fields of Remembrance \$5,000 - Stage 1 Fearon Park Completion \$500 - Sandringham Road Extension Completion \$500 - Roskill Safer Routes Cycleway Completion \$500 (if required) - Waikōwhai Coastal Boardwalk Completion \$500 - World Masters Games Puketāpapa Hosting \$5,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 12,000	Approved	Green	No civic events were held in Q2.	No	No civic events were held in Q1.
2041	CS: ACE: Events	Local Events (non-contestable) - Puketāpapa	Support event delivery in the local board area - Puketāpapa Christmas Festival (Events Delivered) \$25,000 - Movies in Parks (Events Delivered) \$12,000 - Taste of Puketāpapa (Contracted) \$10,000 (with additional \$5,000 from economic development budget) - Youth with Disabilities Disco (funded) \$4,000 (conditional on outcome of 2016 event) - Puketāpapa Manu Aute Kites and Culture Day (Contracted) \$20,000 (\$2,000 of this tagged to develop educational opportunities and material specific to Matariki) - Out & About Parks Programme (Parks Delivered) \$6,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 82,000	In progress	Green	Movies in Parks: Planning for delivery is in the final stages. Puketāpapa's movie is confirmed for Saturday 4 February, Monte Cecilia Park: "Inside Out" Out and About Programme: running from mid-January to early April. The series includes sports and beach games, arts and crafts, an Amazing Race event and a 12-week series of exercise both children and adults Taste of Puketāpapa: planning for the 2017 programme has commenced. Puketāpapa Christmas Festival: the event was held on 3 December. Roskill Together managed market stalls and help with display entries. The event included an array of entertainment and was well received on the day. The event debrief will take place in early 2017.	No	Movies in Parks: Initial planning has been completed with dates, venues, pre-movie activities and movie choices provided by the local board. Out and About Programme: Parks team are currently booking venues, entertainment and equipment following confirmation of the proposed programme. Taste of Puketapapa: planning for the 2017 programme has commenced. Puketapapa Christmas Festival: the event was held on 3 December Manu Aute Kite and Culture Day: the local board has confirmed contracting Fresh Concept to deliver the event in Q4.
2064	CS: ACE: Events	Citizenship Ceremonies - Puketāpapa	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 29,756	In progress	Green	The Civic Events team delivered citizenship ceremonies on two occasions during Q2. Final numbers of new citizens are not yet available for the local board area.	No	The Civic Events team delivered citizenship ceremonies on two occasions during Q1 with 133 people becoming new citizens in the local board area.
Libraries											
852	CS: Lib & Info	Library hours of service - Puketāpapa	Provide library service at Mt Roskill Library for 57 hours over 7 days per week.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 739,715	In progress	Green	Library visits this quarter have remained constant compared the same quarter last year. The regional trend is a slight decrease. There were higher visitor numbers during November as the library was an advanced voting centre for the Mt Roskill by-election for two weeks.		Library visits in Puketāpapa have decreased by 5% compared to the same quarter last year. This is on par with the regional trend.
853	CS: Lib & Info	Extended hours - Puketāpapa	1 additional opening hour at Mt Roskill Library.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	Customers continue to use the library earlier on Sunday.		Customers are appreciating the earlier opening hour on a Sunday with the staff receiving positive feedback from customers that they can now enjoy the library space for a longer period.
863	CS: Lib & Info	Celebrating cultural diversity - Puketāpapa	Celebrate cultural diversity with displays and events including regionally coordinated and promoted programmes: Christmas, Diwali, Lunar New Year, I, Māori Language Week, Matariki, Waitangi, Pasifika, Pacific Language weeks, PRIDE. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	We celebrated Diwali in November, delivering five workshops and one event to 163 people. Our Christmas display received a lot of positive feedback and interaction from our young customers.		Eid was celebrated at the library on 12 July with 21 customers attending our Eid Storytime.

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862	CS: Lib & Info	Celebrating local places and people - Puketāpapa	Celebrate local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Family History Month, Heritage Festival, Taste Puketāpapa Local Board events. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Auckland author Helen Tau'au Filisi spoke about her book, A Midsummer Night's Dream with a taste of Polonesia. The afternoon event gave an opportunity for local people to hear first hand about her stories. This is the fourth book she has written, using a unique style taking traditional Shakespeare plays and applying a pacific flavour.		We celebrated Family History Month, Heritage Festival and the Taste Puketāpapa events at the library with displays and promotions. As part of the Auckland Family History Expo 2016, we supported computer workshops in the library which were attended by 65 customers. Fraser Williamson, a finalist in the non-fiction section of the NZ Children's Book Awards, conducted a live digital drawing event to 15 participants.
861	CS: Lib & Info	Digital literacy support - Puketāpapa	Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter there was a seven per cent decrease in the number of Wi-Fi and PC sessions, but the assistance given to customers accessing the PC's continues to be of major benefit to those customers who do not have access to digital devices. The Makerspace sessions continue to grow in popularity with 43 young people attending our two activates this quarter.		This quarter there was an increase of 17% compared to the last quarter in customer use of the Wifi and public computers. Staff assisted customers with the Wifi printing which has now been introduced in the libraries. We have now introduced a monthly Makerspace group.
854	CS: Lib & Info	Information and lending services - Puketāpapa	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	The number of items borrowed decreased by seven per cent compared to the same quarter last year. The number of eBook and eMagazine issues continue to increase at a regional level and now make up 11 per cent of items borrowed regionally.		The number of library items borrowed from the library in Puketepapa decreased by 10% compared to the same quarter last year. This is on line with trends regionally, where the number of eBook and eMagazine issues continue to increase at a regional level and now make up 9% of items borrowed regionally.
860	CS: Lib & Info	Learning and Literacy programming - Puketāpapa	Provide learning programmes and events throughout the year including: Book a Librarian sessions, computer classes, CV classes, Comic Book Month, Writers & Readers Festival, Adult Learners' Week, NZ Sign Language Week. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	We supported customers' learning through the book a librarian service which had 25 bookings, including six sessions in Mandarin. These included many CV sessions. We also delivered classes to customers using their own digital devices to set up email accounts, upload photos, download ebooks and to increase their confidence with using social media. An Auckland Regional Migrants' workshop was held in the library with seven attendees joining the library and being introduced to the library's catalogue and digital resources.		We support customers' learning with Book a Librarian sessions which had 29 bookings during this quarter, including upskilling with CV's, the use of Google maps, eBooks and e-magazines. Sessions were also conducted in Mandarin. Comic Book Month saw 24 young people participating in an Animation College workshop.
855	CS: Lib & Info	Preschool programming - Puketāpapa	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their childrens' early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Rhymetime, Storytime and Multilingual storytime. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	We have delivered 23 programmes to 1334 participants. Two pre-schools were visited during this quarter to deliver Storytime sessions and promote the library and its resources.		Attendance at pre-school sessions continues to increase. We have delivered 24 programmes to 1552 participants. 4 pre-schools were visited during this quarter and a Korean bi-lingual storytime was conducted for the first time.
858	CS: Lib & Info	School engagement and Afterschool programming - Puketāpapa	Engage directly with local schools in the board area. Provide creative learning opportunities for children in afterschool hours including, Homework help, Tweens game club. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter we promoted our newly introduced Board Games' sessions to young people visiting the library after school. The Teen Book Club which attracts young people aged 11-17 celebrated the end of the year with games and book discussions.		During this quarter 51 students and parents participated in the Reading Together programme to support literacy and library use. Haypark School, Three Kings' School and St Therese were all involved in this programme.
856	CS: Lib & Info	School holiday programming - Puketāpapa	Provide children's activities and programming in the holidays during the school year. Delivered locally under a regional theme, with activities developed to meet the needs and interests of local communities. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	The team hosted an extensive programme of activities during the September/October school holidays concluding with 41 participants enjoying a Fantastical Nonsensical Machine session in October.		A successful programme of events was run for the July school holidays with 232 participants attending 8 events. The delivery of activities and events has begun for the September/October school holidays.
857	CS: Lib & Info	Summer reading programme - Puketāpapa	Provide a language- and literacy-building programme that runs during the summer school holidays for 5-13 year olds. Developed and promoted regionally and delivered locally with activities and events designed to meet the needs and interests of local communities. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Delivery of the Dare to Explore programme commenced in December. 260 children had enrolled by the end of December, including 30 who were participating in the Bhartiya Samaj Charitable Trust holiday camp. We promoted the programme to 11 local schools with a special event being planned to involve the children of the Bhartiya Samaj Charitable Trust in the programme.		Planning began for delivery in Q2 and Q3 (December/January).

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
859	CS: Lib & Info	Supporting customer and community connection - Puketāpapa	Provide programmes that facilitate customer connection with the library and community including themed clubs and special events, NZ Music Month and Book clubs. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	We continue to deliver quality programming to support customer and community engagement. Highlights this quarter included the continual success of our Young Artists' Club with 36 attendees at each session and the end of year celebrations for the library Book Clubs.		We continue to deliver quality programming to support customer and community engagement with both adult and teen book clubs, board game afternoons and the introduction of a Young Artists' Club which attracted 30 attendees at the first session.
Local Parks											
603	CF: Operations	Manukau Harbour foreshore pine tree removal	Ongoing pine tree removal around Cape Horn	Q1	LDI: Opex	\$ 42,000	In progress	Green	Approximately half the tree reduction /removals were completed by December. Remaining reductions scheduled to be completed by March 2018.	No	Removals and reduction of pine trees around Cape Horn. Resource consent obtained. Works planned to commence prior to Christmas.
604	CF: Operations	Manukau Harbour Foreshore Weed/Pest Mngt	Ongoing ecological restoration contract for additional high value ecological sites at Hendry Reserve, Lynfield Cove, Wairaki Stream 2 & Wattle Bay wetland.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 50,000	Proposed	Green	Current Status: Manukau Harbour Foreshore reserves are maintained to a high standard. They all benefit from high ecological ranking and therefore receive continuous ecological restoration effort. Spring visits have been completed between September and November with focus on pest plants along boundaries, track edges and light gaps within. Next Steps: Summer visits are scheduled to take place between December and March with planting scheduled for some reserves in autumn. Animal pest control along the Manukau Foreshore is currently undertaken by Auckland Council volunteers. Risks/Issues: Nil	No	Description of the work: Ongoing ecological restoration contract for additional high value ecological sites at Hendry Reserve, Lynfield Cove, Wairaki Stream 2 & Wattle Bay wetland. Status: Ongoing Next steps: Continuation of the ecological restoration Risks/Issues: There is no risk at this stage, the aim is to carry on with the maintenance of all listed sites under the maintenance contract in the next financial year.
3485	CF: Project Delivery	Monte Cecilia Play ground stage 1	Design and consent for new play development in accordance with the Monte Cecilia masterplan	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	In progress	Green	Iwi consultation underway. Site meeting scheduled for early December. Survey for park users is currently being finalised and will be discussed with the Local Board at workshop on 14th Dec prior to submitting on Shape Auckland.		Scope approved. Consultation to commence in October.
2842	CF: Project Delivery	Arthur Faulkner Tennis Courts	Resurface 2 tennis courts at Arthur Faulkner Reserve	Q2	LDI: Capex	\$ 40,000	Approved	Amber	Drainage issue identified, quotes indicate a further \$70,000 required. Working with Stormwater to resolve. Current Status: Drainage investigation on site under way. To be completed February 2017. Next Steps: As the cost of renewal will be significantly higher than budgeted due to the drainage complication, a suggested course of action will be put to the board by Parks, Sports and Recreation once investigations are complete Risks / Issues: See RAG explanation	No	Description of the work: Resurface two tennis courts to provide suitable surfacing for court users. Current Status: Drainage issue identified, quotes indicate a further \$70,000 required, working with Stormwater to resolve. Project on hold for a few weeks until we find a solution Next Steps: Explore alternative more affordable options offered by Stormwater. Risks / Issues: Delay in delivery due to unforeseen drainage issues.
3786	CF: Project Delivery	Freeland Reserve Paths and Landscaping	Design and consent for construction of an all-weather concrete path through the park. Construction in FY17/18.	Not scheduled	LDI: Capex	\$ 253,000	Approved	Green	Scope of works: Under take the design and consent for an all-weather concrete pathway network through Freeland Reserve in FY16/17 only Current status: Onsite meeting with engineer and parks has been held. Investigation and planning assessments are now complete. Next steps : Presentation of path design / costings for prioritization at a March Local Board workshop (within the existing FY17/18 build budget). Lodgement of the Resource Consent expected in April 2017. Issues and risks: Potentially not sufficient build budget for all of the pathway network	No	Description of the work: build of an all-weather concrete path through Freeland Reserve. Current Status: project being scoped Next Steps: planning Risks/Issues: none
2936	CF: Project Delivery	Owairaka footbridge	Puketapapa contribution to a new bridge connection from Underwood Reserve to Owairaka.	Q1; Q2; Q3; Q4	LDI: Capex	\$ 137,500	Approved	Green	Description of the work: Puketapapa contribution to a new bridge connection from Underwood Reserve to Owairaka. Current status - Contribution payment only Next steps - N/A Risks / issues - N/A	No	Description of the work: Puketapapa contribution to a new bridge connection from Underwood Reserve to Owairaka. Current status - Contributon payment only Next steps - None Risks / issues - None

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
3754	CF: Project Delivery	Puketapapa - Keith Hay Park Noton Road carpark	Design and consent for the Noton rd carpark at Keith Hay Park. Also refer to additional funding \$240K LDI capex and renewals funding. NOTE: this item combines & replaces items 2836 & 2839.	Q1; Q2; Q3; Q4	LDI: Capex	\$ 255,000	In progress	Green	Description of the works: Upgrade of the existing carpark and formalizing of the entrance way Current Status: Site investigation complete, Pedestrian safety assessment complete and final Preliminary Design complete. Preliminary design work has been presented to Local Board for review. Designs have been accepted, detailed design is now underway. Resource consent pre application meeting was held on the 18th January. Next Steps: Lodgement of the resource consent application in February. Contract engineer to produce detailed design, specifications and cost estimate. Plan to undertake physical works end of the cricket season in late March/April 2017. Risks / Issues: None at this stage.	No	Description of the work: Upgrade of the existing carpark and entrance way Current Status: Site investigation complete, pedestrian safety assessment complete and final preliminary design complete. Preliminary design work has been presented to local board for review. Designs have been accepted and approval to continue to detailed design stage granted Next Steps: Contract engineer to produce detailed design, specifications and cost estimate. Commence the resource consent planning process, lodge for resource consent. Plan to undertake physical works end of the cricket season in late March 2017. Risks / Issues: None
2843	CF: Project Delivery	Puketapapa Small Capex Improvement Projects	Small park improvement projects such as new signage, paths and park furniture	Q1; Q2; Q3; Q4	LDI: Capex	\$ 10,000	In progress	Green	Description of the works: A capex fund that provides for small one off items and projects in parks in the Puketapapa area. This may include but is not limited to the provision of new seats, signage, bollards, fencing, drinking fountains or small assets that are identified throughout the year as being required. Current status: Planning for 1.Install a new seat in Monte Cecilia Park 2.Install bollards in Hibiscus Reserve to formalise boundary 3.A pointer sign to the sea scouts at Margaret Griffen Reserve 4.A sign for the new toilet in Arundel St carpark at Keith Hay Park is underway Next steps: Delivery of the above minor projects Risks/issues:Nil at this stage	No	Description of the work: A capital expenditure fund that provides for small one off items and projects in parks in the Puketapapa area. This may include but is not limited to the provision of new seats, signage, bollards, fencing, drinking fountains or small assets that are identified throughout the year as being required. Current status: planning for 1.Install a new seat in Monte Cecilia Park 2.Install bollards in Hibiscus Reserve to formalise boundary 3.A pointer sign to the sea scouts at Margaret Griffen Reserve 4.A sign for the new toilet in Arundel St carpark at Keith Hay Park is underway Next steps: Delivery of the above minor projects Risks/issues:None at this stage
2840	CF: Project Delivery	Te Auaunga Awa Placemaking	Programme to be decided after iwi engagement. Potentially: wayfinding and iterp signage, trail markers, story telling and significant sites along the whole of Oakley Creek in the Puketapapa LB area.	Q1; Q2; Q3; Q4	LDI: Capex	\$ 30,000	Approved	Green	Description of the work: Develop a 'tohu' specific to Oakley Creek/Te Auaunga Awa, to be integrated into various forms of signage (ie. interpretive signage, wayfinding signage etc) at significant sites along the way, to tell specific cultural heritage stories. Current Status: Successful artist engaged. Concept design underway. Next Steps: Review draft concept design in consultation with Mana Whenua and the local board. Issues/Risks: N/A	No	Description of the work: Potentially: signage, trail markers, story telling and significant sites along the whole of Oakley Creek in the Puketapapa LB area. Current Status: Awaiting project briefing Next Steps: Issues/Risks:"
3419	CF: Project Delivery	Waikowhai Coastal Boardwalk Stage 2 GWD	Manukau Harbour (Waikowhai) Coastal Walkway connections. Stage 1 - Taumanu to Bamfield. Stage 2 - Bamfield to Taylors Bay.	Q1; Q2; Q3; Q4	Growth	\$ 1,880,000	In progress	Green	Current status: Professional services underway. Design in accordance with consultation and findings from specialist reports. Design and specialist reports are currently being finalised and are to be lodged for resource consent early-mid December. Next Steps: Lodge for resource consent. Risks/Issues: Consultation outcome.	No	Description of the work: Deliver a shared path pedestrian connection around the Manukau Harbour coastline Current status: professional services underway. Design in accordance with consultation and findings from specialist reports. Design and specialist reports are currently being finalised and are to be lodged for resource consent early-mid October. Next Steps: Lodge for resource consent. Issues/Risks: Consultation outcome uncertain
2015	CS: PSR: Local Parks	Ecological Restoration programmes	Support for the volunteer animal pest control programme in the Manukau Coastal Reserves network in liaison with I&ES to ensure maximum environmental outcomes	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	First poison pulse to eradicate rats was completed as planned.		To improve pest control in the Manukau Coastal reserves. Plan received from Auckland Council Biosecurity team. Works scheduled to start in October
596	CS: PSR: Local Parks	Environmental volunteer initiatives	Support volunteering and local friends of groups	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	43 letters sent to residents. Only four responses received. Weedbags and brochure will be delivered to these four residents. Initial control along Himalaya boundary undertaken where a lot of climbing asparagus, tradescantia and jasmine was sprayed. Follow up control is scheduled January when an additional letter is planned to target properties where boundary control is a continuing issue. The ongoing aim is to try and work together to improve knowledge and involve neighbours in environmental improvement in this area.		Himalaya Reserve weed control predominantly along boundary area. Letter being sent to neighbours prior to Christmas with aim of working together to minimise/eliminate weed encroachment from private properties. Initial weed control planned for spring with follow up control and liaison with neighbours over summer. Weed bags and information are available and will be supplied as part of this project.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
597	CS: PSR: Local Parks	Greenways Plan review	Review original Puketāpapa Greenways Plan. Align with broader regional greenways strategy with a user focus; Reprioritise Greenways Plan; Promote Greenways Plan;	Q1; Q2; Q3; Q4	LDI: Opex	\$ 8,000	In progress	Green	Scope being finalised to fit within available budget. Iwi engagement commenced with three Iwi indicating an interest in this review.		Scope approved. Suitable contractors currently being considered.
595	CS: PSR: Local Parks	Local Park Improvements	Small local park improvement projects for Puketapapa.Opex projects to be prioritised.	Not scheduled	LDI: Opex	\$ 3,000	In progress	Green	Draft of concept plan is complete. This was workshopped with Local Board in December. Awaiting for the results of soakage testing and then further consultation with park users and mana whenua will be undertaken.	No	Scope approved. Concept plan for Arthur Faulkner Park underway. Site meeting with clubs, Local Board and residents complete.
605	CS: PSR: Local Parks	Native forest maintenance and restoration	Support native forest restoration	Not scheduled	LDI: Opex	\$ 8,000	In progress	Green			Scope approved, harness work for removal of noxious weeds, from around Cape Horn. Work planned for February.
608	CS: PSR: Local Parks	Volunteers on local parks	Support volunteer activity on Parks and Reserves	Q1	LDI: Opex	\$ 18,000	In progress	Green	977 volunteer hours this quarter comprising: <ul style="list-style-type: none"> • Ongoing weed control / plant maintenance at Lynfield Reserve; • Working bees at Hillsborough Cemetery; • Church group litter clean-up at War Memorial Park; • Lynfield College litter clean-ups at Lynfield Cove, Wattle Bay and Margaret Griffen Park; • Ongoing animal pest control at 11 reserves in the Manukau Coastal Reserves Network. 	No	Supplementing volunteer programme in Puketāpapa, managed by the Council volunteer coordinator. Current projects include pest control throughout the Waikowhai Coastal reserves and weed control and planting. Planting recently completed in Frederick St Reserve.
Sports Parks											
3416	CF: Project Delivery	Margaret Griffen Park SID	Park 1 - sand carpet whole oval, Park 2 - lights on East half of field	Q2; Q3; Q4	Growth	\$ 705,000	Approved	Green	Description of the work: Margaret Griffen 1 field sandcarpet and 2 lights and irrigation Current Status: Physical works underway Next Steps: Continue works on site. Risks / Issues: Weather conditions	No	Description of the work: Margaret Griffen 1 field sandcarpet and 2 lights and irrigation Current Status: site establishment complete Next Steps: commence works on site. Risks / Issues: none
3417	CF: Project Delivery	Mt Roskill War Memorial SID	Mt Roskill War Memorial 1, 2 and 3 - lights	Q1; Q2; Q3; Q4	Growth	\$ 50,000	Approved	Green		No	Description of the work: Mt Roskill War Memorial 1, 2 and 3 - lights Current Status: Work being scoped. Next Steps: Assign a project manager for delivery. Risks/Issues: None
3418	CF: Project Delivery	Three Kings Reserve SID	Three Kings Reserve 1 - lights and sand carpet	Q1; Q2; Q3; Q4	Growth	\$ 40,000	In progress	Green	Description of the work: Sandcarpet and lights at Three Kings Reserve Current Status: Internal procurement processes underway. Noise assessment underway Next Steps: Tender professional services. Physical works programmed for next financial year. Risks / Issues: Nil	No	Description of the work: Sandcarpet and lights at Three Kings Reserve Current Status: Internal procurement processes underway Next Steps: Tender Professional Services. Physical works programmed for next financial year. Risks / Issues: None
Leisure											
2732	CS: PSR: Leisure	YMCA operators of Lynfield Youth & Leisure Centre Cameron Pool & Leisure Centre	Management Agreement ACPN_14831 - Supplier will provide a comprehensive range of programmes to meet the Council/LB objectives that reflect the local community demographics/ needs	Q1; Q2; Q3; Q4	ABS: Opex	\$ 90,037	In progress	Green	Cameron Pool & Leisure Centre's Business Plan – KPI programming targets are on track to meet the Local Board objectives for the second quarter. Lynfield Leisure Centre's Business Plan – KPI programming targets are on track to meet the Local Board objectives for Q2.	No	Cameron Pool & Leisure Centre's Business Plan – KPI programming targets are on track to meet the Local Board objectives for the first quarter. Membership and participation numbers have steadily grown in the first quarter since the closure closing the gap and bringing the YMCA back in line with targets. Lynfield Leisure Centre's Business Plan – KPI programming targets are on track to meet the Local Board objectives for the first quarter. To promote our targeted health programmes YMCA met with 4 local medical practises and on 6th September presented to the physiotherapy department at Greenlane Hospital. YMCA are nurturing these relationships to generate referrals for their targeted health programmes.
Sport and Recreation											
601	CS: PSR: Sport & Rec	Informal social recreation projects	Programmes and initiatives that encourage participation in sport and recreation	Q1; Q2; Q3; Q4	LDI: Opex	\$ 3,846	In progress	Green	Project planning underway with events to be held in Q3.	No	Project planning underway with events to be held in 3rd quarter
607	CS: PSR: Sport & Rec	Sports organisations and volunteers project	Workshop / training opportunities to up skill sports organisations with the Puketāpapa Local Board area	Q1	LDI: Opex	\$ 3,000	In progress	Green	Project planning underway with events to be held in Q3.	No	Project planning underway with events to be held in 3rd quarter.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
Development Projects											
4209	CF: Project Delivery	Pah Homestead air conditioning	Pah Homestead air conditioning	Not scheduled	ABS: Capex	\$ 163,000	Completed	Green	Description of the work: Upgrade HVAC air conditioning system Current Status: Completed, system is operational and was handed over in Feb 2015. 12-month maintenance period by installation contractor expired Feb 2016. Next Steps: Nil Risks/Issues: Nil	No	Project carried-over from previous financial year
4211	CF: Project Delivery	Puketapapa Community Centres - Wheel Freindly Initiatives	Puketapapa Community Centres - Wheel Freindly Initiatives	Q1; Q2	ABS: Capex	\$ 40,000	Completed	Green	Description of the work: Improvements to Fickling Centre, May Road and Mt Roskill War Memorial park. Current Status: Physical works complete Next Steps: N/A Risks / Issues: N/A	No	Project carried-over from previous financial year
4214	CF: Project Delivery	Three Kings Band Room - Construct Ext Deck & Storage area	Three Kings Band Room - Construct Ext Deck & Storage area	Not scheduled	ABS: Capex	\$ 64,400	Completed	Green	Description of the work: Construction of exterior deck and storage area. Current Status: Works completed Next Steps: Nil Risks / Issues: Nil	No	Project carried-over from previous financial year
4201	CF: Project Delivery	Baseball War Memorial Park	Baseball War Memorial Park	Q1	LDI: Capex	\$ -	Completed	Green	Description of the work: Installation of a baseball back fence and dugouts for Mt Roskill War Memorial Reserve Current Status: Project completed Next Steps: Finalising administrative closure Risks / Issues: Nil	No	Project carried-over from previous financial year
4212	CF: Project Delivery	Puketapapa heritage trail	Puketapapa heritage trail	Q2; Q3; Q4	LDI: Capex	\$ -	Completed	Green	Description of the work: Design consent and installation of interpretative signs along the Puketapapa heritage trail. Current status: The heritage trail has been implemented , the project is now complete. A guided walk around the trail was held during Heritage Week in September. Next steps: Asset settlement. Risks/Issues: Nil at this stage.	No	Project carried-over from previous financial year
4213	CF: Project Delivery	Rose Garden and Suffrage Park signage	Rose Garden and Suffrage Park signage	Not scheduled	LDI: Capex	\$ -	Approved	Green	Current Status: A workshop will be held with the Local Board to review the proposed scope of works - signage text and photos, site locations. Next Steps: Once the scope is agreed with the Local Board, including the heritage team, scoping can be completed with costs and timeframe for delivery. A project manager can then be assigned. Next Steps: Issues/ Risks: Nil	No	Project carried-over from previous financial year
4206	CF: Project Delivery	Monte Cecilia School	Monte Cecilia School	Not scheduled	ABS: Capex	\$ 40,000	Completed	Green	Project completed	No	Project carried-over from previous financial year
4216	CF: Project Delivery	Waikowhai Coastal Boardwalk Stage 1	Waikowhai Coastal Boardwalk Stage 1	Q1; Q2	ABS: Capex	\$ 982,791	In progress	Green	Current status: Physical works currently underway, however delayed due to lack of available resource. Works to be completed late January 2017. Next Steps: Complete contract works. Risks/Issues: Nil	No	Project carried-over from previous financial year
Community Facilities: Renewals											
3768	CF: Project Delivery	Harold Long & Fearon Reserve, KHP Noton Rd Carpark, May Rd Lighting	Implementation of the concept plan to improve the connection of the two parks. Develop greenways/linkages, improve play provision. Multiple funding sources- To be undertaken in conjunction with additional LDI (\$225000) capex funding and AT funding. Renewals (FY17= \$141000 and FY18= \$103000) Replaced 602, 2841 and 2955	Q1; Q2; Q3; Q4	ABS: Capex; LDI: Capex	\$ 680,224	In progress	Green	Description of the work: Upgrade to park, on a stage by stage basis. Current Status: Tender for stage one physical works currently under evaluation/negotiation. Physical works expected to commence Jan/Feb 2017 in conjunction with the Parau Street Stormwater upgrade project. Programme for stage two physical works to occur in Financial Year 2017 has been agreed with the local board, based on available budgets and local board/community priorities. Professional services (to enable stage two works) currently underway. Next Steps: Stage one - award physical works contract and commence on site. Stage two - complete professional services. Issues/Risks: Managing/communicating with park user groups during construction is vital as access will be affected.	No	Description of the work: Upgrade to park, on a stage by stage basis. Current Status: Tender for Stage one physical works currently under evaluation/negotiation. Physical works expected to commence mid-late October 2016 in conjunction with the Parau Street Stormwater upgrade project. Programme for Stage two physical works to occur in 2017 has been agreed with the local board, based on available budgets and local board/community priorities. Professional services (to enable Stage two works) currently underway. Next Steps: Stage one - Award physical works contract and commence on site. Stage two - Complete professional services. Issues/Risks: Managing/communicating with park user groups during construction is vital as access will be affected.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
3775	CF: Project Delivery	Keith Hay Park upgrade & renewal	Field 10 hybrid turf grass, Field 11 hybrid turf grass, 2 toilets, 2 changing rooms, referee room, storage, club partnership, Irrigation installation. NOTE: This item combines & replaces items 2954 & 3415	Q1; Q2; Q3	ABS: Capex; Growth	\$ 205,000	Approved	Green	Current Status: Project in concept stage (Three Stages) Next Steps: stakeholder engagement Risks / Issues: Nil	No	Description of the work: Keith Hay Park upgrade & renewal Current Status: Project in concept stage Next Steps: Stakeholder engagement Risks/Issues: None
2953	CF: Project Delivery	Arthur Faulkner Reserve Carpark and Path Renewal	Arthur Faulkner Reserve Carpark and Path Renewal	Not scheduled	ABS: Capex	\$ 10,000	Approved	Green	Description of the work: Carpark and path renewal Current Status: Scope to be confirmed once concept design has been completed Next Steps: Confirm scope of works Risks / Issues: Nil	No	Description of the work: Carpark and path renewal Current Status:scope to be confirmed once concept design has been completed Next Steps: Confirm scope of works Risks / Issues: Scope yet to be defined
2956	CF: Project Delivery	Belfast Reserve Structure & Furniture Renewals	Belfast Reserve Boardwalk, Fence, Bridge, Steps 5 Seats, and 2 Tables Renewals	Not scheduled	ABS: Capex	\$ 20,000	Approved	Green	Description of the work: Renewal of paths, steps and tables in Belfast Reserve Current status: Scope developed and fully understood Next steps: Stage out programme of works. Engage professional services for paths and steps Risks / Issues: Nil	No	Description of the work: Renewal of paths, steps and tables in Belfast Reserve Current status: Developing scope of works Next steps: Bundle furniture with other Puketapapa furniture projects for cost efficiency. Engage professional services for paths and steps Issues/Risks: None
4365	CF: Project Delivery	Cameron Pool - Auto Dosing System	Health & Safety Critical Works	Not scheduled	ABS: Capex	\$ 8,763	In progress	Green	Description of the work: Installation of new auto-dosing system on Spa Pool Current status: Quote has been received and order placed. Works are due to start on 05 December 2016. Next steps: Installation (due to start on 05 December 2016). Commissioning and testing (due to be completed by 09 December 2016). Issues: Nil currently.	No	Project approved following Q1 performance report
4202	CF: Project Delivery	Cameron Pool - Nans Pool Refurbishment	Cameron Pool - Nans Pool Refurbishment	Q1; Q2	ABS: Capex	\$ -	Completed	Green	Description of the work: Nans pool roof and structure replacement Current status: Physical works complete. Landscaping maintenance period to complete. Next steps: End of defects notification period October 2016. Risks/Issues: Nil.	No	Project carried-over from previous financial year
4203	CF: Project Delivery	Cameron Pool - refurbishment	Cameron Pool - refurbishment	Q1; Q2; Q3; Q4	ABS: Capex	\$ 36,000	Completed	Green	Description of the work: Replacement of roof over main pool; replacement of ventilation ducting; interior painting to main pool hall; changing rooms floor renewal. Current status: Main Pool re-opened on 13 May 2016. Defects liability period runs to 12 May 2017. Defects have been attended to. New steps to the lower gym and hard surfaced paths from the emergency exit steps have been constructed and Code Compliance Certificate has been received. Next steps: Spa shower design has been drafted and comments provided (physical works are to be funded via future works; design was only from this budget). Maintenance works are to be undertaken during January 2017 shutdown to enable final commissioning of the pool hall air handling system. Issues/Risks: Nil	No	Project carried-over from previous financial year
4204	CF: Project Delivery	CDAC - Puketapapa fire system upgrade	CDAC - Puketapapa fire system upgrade	Q1; Q2	ABS: Capex	\$ 30,000	In progress	Green	Description of the work : Upgrade fire alarm systems and electrical switchboards, including installation of fire-safety building work to comply with regulations and improve safety. Current Status: Physical installations completed for Stage one, covering various community halls/buildings; Stage two progressing. Next steps: Stage two completion expected end December 2016 Risks/ Issues:Nil	No	Project carried-over from previous financial year

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
2946	CF: Project Delivery	Hillsborough Cemetery Road, Path and Structure Renewal	Hillsborough Cemetery 1, Fence, Retaining Wall and Road Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 10,000	Approved	Green	Description of the work: Renewal of various assets within the upper section of the cemetery, including an access road, bollards and a retaining wall. Current Status: Project scope confirmed. Consent requirements being confirmed. Cost estimates being collated for various assets. Next Step: Update or extend existing consent if possible. Procure physical works contractor for the New Year Risks / Issues: Cost and scope may differ after investigation is complete.	No	Description of the work: Renewal of various assets within the upper section of the cemetery, including an access road, bollards and a retaining wall. Current Status: Project scope under review to confirm assets and requirements Next Step: Confirm consent requirements and cost estimates Risks/Issues: Cost and scope may differ after investigation is complete.
2948	CF: Project Delivery	Keith Hay Park 4, 5, 6, 7, 8, 9 - sand carpet renewal	Keith Hay Park 4, 5, 6, 7, 8, 9 - sand carpet renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 845,000	In progress	Green	Current Status: Physical works underway Next Steps: Works will resume at the end of October Risks / Issues: Field won't re open by 31 March 2017	No	Description of the work: Sand carpet renewal Current Status: construction started Sept 2016 Next Steps: handover Risks / Issues: none
2957	CF: Project Delivery	Keith Hay Park Cricket Net and Fence Renewal	Keith Hay Park Cricket Net and Fence Renewal	Q1; Q2; Q3	ABS: Capex	\$ 50,000	Approved	Green	Current Status: Physical works will commence January /February 2017 Next Steps: Physical Works Risks / Issues: Nil	No	Description of works: ccricket nets & fence renewal Current Status: design and procurement Next Steps: Construction planned for January /February 2017 Risks / Issues: none
2945	CF: Project Delivery	LP WCR - Puketapapa - Coastal Walkways	Existing Renewals Project. Aldersgate Reserve, Hillsborough Reserve 1, Kingswood Reserve, Lynfield Reserve, Waikowhai Park, Wattle Bay Walkways Paths, Boardwalks and Steps	Q1; Q2; Q3; Q4	ABS: Capex	\$ 60,000	In progress	Green	Description of the work: Carry over pathway and structure renewal project. Current Status: Aldersgate Reserve complete. Hillsborough reserve, Wattle Reserve and Waikowhai Reserve Physical works awarded. Next Steps: Hillsborough reserve, Wattle Reserve and Waikowhai Reserve prestart meeting late October and physical works to commence mid November. Issues: No notable issues.	No	Description of the work: Carry over pathway and structure renewal project Current Status: Aldersgate reserve complete. Next Steps: Hillsborough reserve, Wattle Reserve and Waikowhai Reserve Physical works to commence late October Risks/Issues: None
4330	CF: Project Delivery	Lynfield Cove Reserve track Renewals	H & S Reactive Renewals, Lynfield Cove Reserve track Renewals	Not scheduled	ABS: Capex	\$ 10,000	Approved	Green	Description of the work: Health & Safety reactive renewals Current Status: Planning Next Steps: Execution and delivery Risks / Issues: Nil	No	Description: Renewal of playground Current Status: Planning Next Steps: Develop engagement with stakeholders Issues: Currently no issues
2960	CF: Project Delivery	Lynfield Skatepark Lighting Renewals	Lynfield Reserve Lighting and Phone Pole Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 16,000	In progress	Green	Description of the work: Renewal of the lights for the Lynfield Reserve Skatepark Current Status: Scope of project has been confirmed. Cost estimate underway. Next Step: Confirm consent requirements and cost estimates. Plan for physical works Risks/Issue: Cost and scope may differ after investigation is complete.	No	Description of the work: various lighting asset renewals in Puketapapa parks. Current Status: project scope under review to confirm assets and requirements Next Step: confirm consent requirements and cost estimates Risks/Issue: cost and scope may differ after investigation is complete.
2958	CF: Project Delivery	Manukau Domain Steps Renewal	Manukau Domain Steps Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 20,000	Approved	Green	Description of the work: Manukau Domain steps and path renewal project Current Status: Procuring professional services. Next Steps: Assessing consent requirements. Issues: No notable issues	No	Description: Manukau Domain Steps and path renewal Current Status: assessing project requirements Next Steps: professional services procurement Issues: none
4205	CF: Project Delivery	Monte Cecilia House Removal/Demolition	Monte Cecilia House Removal/Demolition	Q1; Q2	ABS: Capex	\$ 630,000	In progress	Green	Current Status: Asbestos removal all complete. Mechanical demolition of all properties complete. Remediation and contouring underway at all properties. Risks/Issues: Fencing spec to be agreed with neighbours	No	Project carried-over from previous financial year
2949	CF: Project Delivery	Mt Roskill War Mem. 1, 2, 3, 4, 5 - sand carpet renewal	Mt Roskill War Mem. 1, 2, 3, 4, 5 - sand carpet renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 120,000	In progress	Green	Description of the work: Renew sandcarpet and lights in fields 1-5 Current Status: internal procurement processes underway Next Steps: Prepare tender documents for professional services. Physical works programmed for next financial year. Risks / Issues: N/A	No	Description of the work: Sandcarpet and lights to fields 1- 5 Current Status: internal procurement processes underway Next Steps: Prepare tender documents for professional services. Physical works programmed for next financial year. Risks / Issues: None

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
4207	CF: Project Delivery	Pah Homestead - HVAC installation	Pah Homestead - HVAC installation	Not scheduled	ABS: Capex	\$ 249,000	Approved	Green	Description of the work: Install air quality control unit at Pah Homestead Current Status: Pursuing engagement of 'Preventive Conservation' specialist to potentially undertake risk assessment of artworks and recommend appropriate level of conditioning Next Steps: Detailed assessment & cost estimate Risks/Issues: Nil	No	Project carried-over from previous financial year
4208	CF: Project Delivery	Pah Homestead - Upgrade LED Lighting System	Pah Homestead - Upgrade LED Lighting System	Q1; Q2; Q3; Q4	ABS: Capex	\$ 58,000	Approved	Green	Description of the work: Upgrade gallery lighting system Current Status: Quote received for controller works. Next Steps: Proceed with controller works to system once operational activities have been completed. Risks / Issues: Natural light considerations need to be taken into account prior to progressing with LED options	No	Project carried-over from previous financial year
2951	CF: Project Delivery	Puketapapa - Arthur Richards Playground Renewal	Existing Renewals Project. Arthur S Richards Memorial Park Whole Playground Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 50,000	In progress	Green	Description of the work: Renew Arthur S Richards Memorial Park playground for toddlers and younger children Current Status: Physical works underway with construction aimed for completion in mid December 2016 Next Steps: Complete physical construction works and finalise administrative handover. Risks / Issues: Budget may be an issue as there are site constraints including roots of large trees in the existing playground area.	No	Description of the work: Renewal Arthur S Richards Memorial Park playground for toddlers and younger children Current Status: Detail design complete and consents approved. Procurement underway for physical works to be delivered by December 2016 Next Steps: Complete procurement for physical works and commence construction. Risks / Issues: Budget may be an issue as there are site constraints including roots of large trees in the existing playground area.
4210	CF: Project Delivery	Puketapapa - Upgrade Fire system and electrical switchboards	Puketapapa - Upgrade Fire system and electrical switchboards	Q1; Q2; Q3	ABS: Capex	\$ 74,038	In progress	Green	Description of the work: Upgrade fire systems and electrical switchboards in various buildings to comply with standards and improve fire/electrical safety. Current Status: Installation progressing. Next Steps: Installation completion expected to be end March 2017. Risks/Issues: Nil.	No	Project carried-over from previous financial year
2944	CF: Project Delivery	Puketapapa Furniture FY17-18 Renewals	Keith Hay Park, Lynfield Reserve, Margaret Griffen Park, May Road War Memorial Park, Three Kings Reserve, Waikowhai Park, Wairaki Stream Reserve 1 Furniture Renewals, 3 Tables, 15 Seats and 10 Rubbish Bins	Q1; Q2; Q3; Q4	ABS: Capex	\$ 15,000	Approved	Green	Description of the work: Renewal of seats, tables and bins Current status: Scope of works being defined Next steps: Plan alongside other works happening in the same parks Issues/Risks: Nil identified at this stage	No	Description of the work: renewals of seats, tables and rubbish bins Current status: scope of works being defined Next steps: plan alongside other works happening in the same parks Issues/Risks: none
328	CF: Project Delivery	Puketāpapa FY17 Community Centre & Hall renewals	Roskill Youth Zone - Upgrade bi fold doors	Q3	ABS: Capex	\$ 60,060	Approved	Green	Description of the work: Upgrade large bi-fold doors. Current Status: Scope is yet to be formalised. Next Steps: Procurement documentation upon formalisation of project scope. Issues/Risks: Nil.	No	Description of the work: Upgrade large bi-fold doors. Current Status: Scope is yet to be formalised. Next Steps: Procurement documentation upon formalisation of project scope. Issues/Risks: None
3563	CF: Project Delivery	Puketapapa FY17 Pools & Leisure renewal additions	Cameron Pool - Sauna upgrade (currently failing)	Q1; Q2; Q3; Q4	ABS: Capex	\$ 33,075	In progress	Green	Description of the work: Renewal of Sauna Cabin. Current status: Sauna seating was replaced on 11 August 2016. Next steps: Investigation of full sauna cabin replacement and ventilation/ waterproofing requirements, considering effect of sauna and steam room in kitchen and store room above in alignment with group fitness floor report, investigation to be carried out in Financial Year 2017. Physical works are to be undertaken in Financial Year 2018. Risks/ Issues: Condition and structure of floor between sauna cabin ceiling and kitchen/ club store room has yet to be established.	No	Description of the work: Renewal of sauna cabin. Current status: Sauna seating was replaced on 11 August 2016. Next steps: Investigation of full sauna cabin replacement and ventilation / waterproofing requirements, considering effect of sauna and steam room on kitchen and store room above in alignment with group fitness floor report, is to be carried out in 2017. Physical works are to be undertaken in 2018 Issues/Risks: Condition and structure of floor between sauna cabin ceiling and kitchen / club store room has yet to be established.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
329	CF: Project Delivery	Puketāpapa FY17 Pools & Leisure renewals	Lynfield Rec Centre - Change room upgrade, create entry into scoreboard area from squash mezzanine, improve external security.	Q2; Q3; Q4	ABS: Capex	\$ 51,372	Approved	Green	Description of the work: Lynfield Leisure Centre - Change Room upgrade including ventilation system installation. Current Status: Review business case and confirm project delivery outcome. Next Steps: Award the physical works. Risks / Issues: Public and users health and safety.	No	Description of the work: Lynfield leisure centre - Change room upgrade including ventilation system installation. Current Status: Review business case and confirm project delivery outcome. Next Steps: Award the physical works.. Risks / Issues: Public and Users Health and Safety while work in progress
2942	CF: Project Delivery	Puketapapa Goalpost FY17 Renewals	Keith Hay Park and May Road War Memorial Park Goalpost Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 34,612	Approved	Green	Description of the work: Renewal/replace existing goal posts at Keith Hay Park 2 and 3 fields , football goal posts at May Road War Memorial Park 5 and 6 fields Current Status: Preparation of request for quotation from selected suppliers Next Steps: Request for quotation from selected suppliers Risks / Issues: Fabrication delays	No	Description of the work: Keith Hay Park and War Memorial Park - Renewal/replace existing goal posts at Keith Hay Park 2 and 3 fields and football goal posts at May Road War Memorial Park 5 and 6 fields Current Status: Preparation of procurement plan Next Steps: Request for quotation to suppliers Risks / Issues: Fabrication delays
3757	CF: Project Delivery	Puketapapa Paving and Court Renewals FY17-18	Arthur S Richards Memorial Park, John Rosser Reserve, Margaret Griffen Park, May Road War Memorial Park, Quona Reserve, Sylvania Crescent Esplanade, Rese Three Kings Reserve, Wairaki Stream Reserve, West Reserve, Wilson Corner Reserve,	Q3; Q4	ABS: Capex	\$ 120,000	Approved	Green	Description of the work: Paving and court renewal of various sites Current Status: Project scoping completed. Next Steps: tender out physical works early February 2017. Risks / Issues: Nil	No	Description of the work: Paving and court renewals at various sites Current Status: Planning phase Next Steps: Award the physical works end of February 2017. Risks / Issues: Public health and safety
2952	CF: Project Delivery	Puketapapa Playspace FY17-18 Renewals	Lynfield Reserve, Margaret Griffen Park, May Road War Memorial Park, Pallister Reserve, Robinson Reserve, Stranolar Reserve Playground Renewals. Health and Safety Urgent renewals addition: Waikowhai Park, Robinson Reserve, Stranolar Reserve	Q1; Q2; Q3; Q4	ABS: Capex	\$ 93,000	Approved	Green	Description of the work: Various play space renewals in Puketapapa Current Status: Scope of works to be confirmed. Next Steps: Engage contractor. Risks/Issues: N/A	No	Description of the work: various play space renewals in Puketapapa Current Status: confirm scope of works Next Steps: engage contractor Risks/Issues: none
2943	CF: Project Delivery	Puketapapa Signage FY17 Renewals	Arkles Reserve, Arthur S Richards Memorial Park, Belfast Reserve, Freeland Reserve, Hillsborough Cemetery 1, Hillsborough Park, Lynfield Reserve, Manukau Domain, Margaret Griffen Park, May Road War Memorial Park, Newsome Park, Seymour Park, Taylors Bay Road Reserve, Underwood Park, Wairaki Stream Reserve 1, Wilson Corner Reserve Signage Renewals, 17 Signs, 4 Plaques	Q2; Q3; Q4	ABS: Capex	\$ 20,000	Approved	Green	Description of the work: Renewal of signs in various Puketapapa parks Current status: Developing scope of works Next steps: Programme alongside other current projects happening in these parks Issues/Risks: Nil identified at this stage	No	Description of the work: Renewal of signs in various Puketapapa parks Current status: Developing scope of works Next steps: Programme alongside other current projects happening in these parks Issues/Risks: None
2959	CF: Project Delivery	Puketapapa Structure FY17-19 Renewals	Arthur S Richards Memorial Park, Hillsborough Park, Himalaya Reserve, Kingswood Reserve, Lynfield Reserve, Margaret Griffen Park, May Road War Memorial Park, Monte Cecilia Park, Pallister Reserve, Taylors Bay Road Reserve, Three Kings Reserve, Waikowhai Park, Wairaki Stream Reserve 1, Fence and Handrail Renewals	Q2; Q3; Q4	ABS: Capex	\$ 40,000	Approved	Green	Description of the work: Renew fences, bollard and walls across multiple locations Current Status: Assessing project requirements Next Steps: Professional services procurement Issues: No notable issues	No	Description of the work: Fence, bollard and wall renewals in multiple locations across the board area Current Status: Assessing project requirements Next Steps: Professional services procurement Risks/Issues: None
2950	CF: Project Delivery	Seymour Park Drainage Renewals- Fields 1, 2 & 3	Seymour Park Drainage Renewals- Fields 1, 2 & 3	Q2; Q3	ABS: Capex	\$ 20,000	In progress	Green	Description of the work: Field drainage renewal Current Status: Physical works will commence 1 December 2016 Next Steps: Risks / Issues: Nil	No	Description of the work: Field drainage renewal Current Status: Construction contract awarded Next Steps: Construction commences Risks / Issues: none
4215	CF: Project Delivery	Turner Reserve playground upgrade	Turner Reserve playground upgrade	Not scheduled	ABS: Capex	\$ -	Completed	Green	Description of the work: Upgrade Turner Reserve playground including the learn-to-ride path and flying fox Current Status: Construction and hand over complete Next Steps: Finalise administrative closure Risks/ Issues: Nil	No	Project carried-over from previous financial year
4217	CF: Project Delivery	Wesley Centre - Reception area upgrade	Wesley Centre - Reception area upgrade	Not scheduled	ABS: Capex	\$ 7,677	Completed	Green	Project completed	No	Project carried-over from previous financial year

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
Community Facilities: Operational Management and Maintenance											
3836	CF: Operations	Puketāpapa Arboriculture Contracts	Covers tree maintenance	Q1; Q2; Q3; Q4	ABS: Opex	\$ 358,749	Proposed	Green	Asplundh continue to perform well with a quarterly average of 99% for quality. Spring works in the Arboriculture Contracts have focused on maintenance of street trees, including pruning away from powerlines and the aftercare maintenance of juvenile trees. A summer programme of park tree maintenance is also in place taking advantage of improved ground conditions that allow access that is not possible during winter. The spring windy season appears to be prolonged causing isolated instances of tree damage. The recent failure of a dead tree in a kindergarten and a large tree in Cornwall Park, both privately owned situations, has generated an increase in interest and requests for tree inspection or removal due to perceived danger.	No	Year to date KPI result on quality of work is 99.3% which demonstrates good performance. The first quarter has seen a focus on street tree maintenance due to seasonal conditions. Particular attention has been directed towards powerline clearance to meet legislative requirements. The contractors have also undertaken additional staff training over the period to meet Vectors requirements for working on trees in close proximity to their network. Park tree maintenance will increase over summer months when ground conditions improve. The winter replacement tree planting programme has been completed. Mulch generated from arboricultural works is delivered to Full Facility contract work sites for use in street and park garden maintenance assisting in reducing weeds and retaining moisture over summer.
3835	CF: Operations	Puketāpapa Ecological Restoration Contracts	Covers areas of special ecological significance; and pest species control	Q1; Q2; Q3; Q4	ABS: Opex	\$ 80,088	Proposed	Green	Te Ngahere continue to perform well with a quarterly average of 97% for quality. Spring works in the Ecological Restoration Contracts have focused on maintenance of planting areas, spring pest plant control and scheduled animal pest control works. The scheduled pest plant control is progressing in accordance with this year's program, and we are continuing to see reduction in pest plant species in the areas controlled. Bait take for animal pest works has been increasing overall, indicating usual seasonal fluctuations in rat and possum numbers. Wasp activity, which was very bad last year, is not yet significant; wasp call outs to date have typically been for spring bee swarms. In some parks natural regeneration of rare species has been found. Arising issues include weed and general waste dumping along boundaries with private properties and incursion into parks.	No	Year to date KPI result on quality of work is 96% which demonstrates good performance. The 2016/17 annual work programme has been prepared and physical work is underway. The early part of the quarter was focused on planting to assist site rehabilitation or infill planting to further help suppression of invading weeds and closure of bush canopies. Specific plant species are selected for their ability to colonise areas and for flower and fruiting attributes that helps to spread seed naturally and provide food source for nectar and fruit eating birds. The main public requests received over the quarter involve plant pest removal with complaints about animal pests having fallen with the reduced activity over winter.
3834	CF: Operations	Puketāpapa Full Facilities Maintenance Contracts	Covers grounds and open spaces maintenance; and parks amenities maintenance; includes cleaning of public toilets on parks	Q1; Q2; Q3; Q4	ABS: Opex	\$ 2,575,378	Proposed	Green	City Parks Services have performed to expectation during this period with the following KPI results recorded –October 93% - November 95%. The spring sports season was challenging with very wet weather conditions and the grass growth slower than previous years, however cancellations were kept to a minimum and the sports clubs overall have been very satisfied with our service delivery. The annual bedding displays and plantings are in good health and will provide a vibrant display over the festive season. Mowing and edging proved to be challenging during October and November with extremely wet conditions experienced in council reserves. Conditions on some reserves were so wet that the edging teams could not carry out their normal maintenance schedules. City Parks Services has been able to implement alterations to work programmes for the mowing and edging work to address the spring growth, and operations have almost returned to normal.	No	Year to date KPI result for quality of work is 97.6% which demonstrates good performance. The winter infill planting programme has been completed in both park and streetscape environments. Conditions have been very wet and at times warm which has been good for plant establishment. Conversely the wet has created difficult conditions for mowing with operators being careful to avoid soaked or water logged areas that would result in ground and turf damage. Contractors anticipate a spring growth flush shortly. Proactive playground work has been prioritised with cushion fall top ups. Further work continues into the next quarter. The winter sporting codes have concluded allowing the commencement of spring field renovations. These have processed well albeit with certain sites also being affected by the wet conditions. Decompaction is largely completed. Sowing and sanding are underway as weather permits. All cricket wicket renovations are completed. Significant effort is also being put into goal post removal and line marking before commencement of summer sport.
Infrastructure and Environmental Services											
3605	I&ES: DPO	Village Centre Upgrade (Mount Roskill/ Dominion Road) - Operational	To upgrade the village centre at Mount Roskill and Dominion Road.	Not scheduled	LDI: Opex	\$ 48,779	Approved	Green	It has been confirmed that the Development Programme Office will deliver this project. The scope of the upgrades will be defined through further discussions with the local board.	No	It has been confirmed that the Development Programme Office will deliver this project. The scope of the upgrades will be defined through further discussions with the local board.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
2190	I&ES: DPO	Village Centre Upgrade (Mount Roskill/ Dominion Road) - Capital	To upgrade the village centre at Mount Roskill and Dominion Road.	Not scheduled	ABS: Capex	\$ -	Approved	Green	It has been confirmed that the Development Programme Office will deliver this project. The scope of the upgrades will be defined through further discussions with the local board. This project will be aligned with the Auckland Transport double decker buses project.	No	It has been confirmed that the Development Programme Office will deliver this project. The scope of the upgrades will be defined through further discussions with the local board. This project will be aligned with the Auckland Transport double decker buses project.
2012	I&ES: Environmental services	Healthy rentals in Puketāpapa	To work with landlords and their tenants to improve rental housing quality by offering property assessments, tenant education, and subsidies to catalyse landlord investment in property improvements.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 28,000	In progress	Green	The healthy rentals project webpage is live on the Auckland Council website with links from the four local board pages who are supporting the project. Contracts are in place with suppliers to deliver home assessments, tenant education and installation services. Resources have been developed and purchased to support tenants with actions they can take to improve health and energy efficiency in homes. Flyers have been printed to promote the project and a communication plan has been developed. Quarter three will focus on promotion to engage landlords and tenants, and continuing home assessments.	Yes	Puketāpapa is one of four local boards offering the Healthy Rentals project. The local board subsidy adds to existing schemes such as the Energy Efficiency and Conservation Authority (ECCA) and Retrofit your Home to further incentivise landlords to make improvements. The project also educates tenants on how they can improve the health of their home and save money on their power bills through behaviour changes. In quarter one, requests for proposals from suppliers were sent out for the delivery of home assessment, tenant education and installation services for the project. A web page about the project is currently being developed which will have links from the local board pages of the four boards involved. This will be completed in quarter two. Quarter two will also focus on marketing and promotion to engage landlords and tenants in the programme and commencing home assessments.
2014	I&ES: Environmental services	Puketāpapa Low Carbon Plan	To develop the Puketāpapa Local Board Low Carbon Plan, which will provide strategic direction for the board and produce a basis for future decisions on low carbon living projects. The plan will also provide a strategic approach to empowering the local community to reduce carbon emission.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	Project scoping is now complete and work is underway to engage a contractor to start delivery in quarter three.	No	Project scoping has commenced with delivery scheduled to begin in the second quarter.
1947	I&ES: Healthy waters	Puketāpapa Manukau Harbour Forum support	To contribute funding to support implementation of the Manukau Harbour work programme.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 8,000	In progress	Green	The development and implementation the Manukau Harbour Forum communications and engagement plan will be delivered internally by council's communications and engagement department. Any savings from delivering this work internally will be reported to the forum (or member boards if the forum is not reconstituted) for reprioritisation. A total of 26 people attended the first flagship sites event held at Papakura Timber in December 2016. The next event will be at Flint Group in Penrose in February 2017. Planning has commenced for the symposium to be held in March or April 2017.	No	Council's communications department have agreed to develop and implement the Manukau Harbour Forum communications and engagement plan. Feedback on the direction of this year's communications plan is being sought as part of the planned informal workshop with forum members being held in late September 2016. This will clarify if the communications programme should focus on the harbour, the forum or both. Any savings from delivering this work internally will be reported to the forum for reprioritisation. Work is underway to identify host businesses for the flagship sites events.
2013	I&ES: Healthy waters	Te Auaunga Awa Stream Restoration Projects - Operational	To fund the delivery of projects that implement the Te Auaunga Awa (Oakley Creek) Vision and Strategy developed by the Puketāpapa Local Board in partnership with mana whenua and published in July 2016. At a hui with mana whenua and the local board portfolio holder, it was agreed that the board's priority for delivery of this budget in 2016/2017 include: • a placemaking project which involves the installation of kohatu (standing stones) and bilingual signage alongside the awa; • a restoration project focused on an upper tributary of Te Auaunga Awa which runs through Keith Hay Park. This operational budget will be used to fund the community engagement and development of materials associated with these two projects.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 30,000	In progress	Green	Works are currently under investigation, and scoping is underway. Delivery is planned for quarters three and four.	No	The following points are currently being investigated: • Supporting and/or 'upsizing' stream/riparian restoration projects (as suggested by the Te Ngahere restoration plan) by using some of this money to purchase additional plants and add community engagement opportunities (for instance, with the golf course and various sports clubs associated with the park, and with schools - Mt Roskill Intermediate, and the daycare centre); • Utilising the Wai Care programme to engage communities and schools around citizen science and water quality monitoring (using this information to foster (re)connection to the waterways in the area) – this can be integrated into the restoration opportunities; • Engaging the local community in an integrated Water Sensitive Urban Design (WSUD) programme as offered to schools/community facilities by Morpium Environmental.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
2016	I&ES: Waste solutions	Resource Recovery – Mount Roskill Borough Council Redevelopment Project	To support a local community group or social enterprise in the redevelopment of the former Mt Roskill Borough Council. The role of the community groups or social enterprise in this project is to not demolish the building but to receive specified material from the deconstruction and redirect it to destinations other than landfill. This may include selling or forwarding it on to other organisations, charities, social enterprises or businesses. The local board's funding will support the groups that are selected to participate in the project with the following: •Work safe or similar training; •Work safe equipment.	Not scheduled	LDI: Opex	\$ 5,000	Completed	Green	This project was completed during quarter one (August 2016).	No	The Three Kings Salvage and Recovery Project was completed by TROW Group contractors (in partnership with Earth Action Trust) in late August 2016. The project resulted in the salvage of around three tonnes of material from the strip out of fixtures and fittings from the building. Notable items recovered included 300 metres of de-nailed timber along with kitchen fixtures and insulation. The funding provided by the Puketāpapa Local Board for health and safety requirements was instrumental in the hiring of two local people to help with the salvage, who now have on-going permanent roles with TROW's associated companies. The recovered material has been distributed to around 10 organisations including TAT Upcycle, Te Puea Marae and local churches. The lead and demolition contractors (Corbel and Greenway) have also expressed satisfaction with the project.
Local Economic Development: ATEED											
2274	CCO: ATEED	Business Voice and networking support	In response to the 2016 Puketapapa Business Survey, placing making and safety are the top two priority of improvements for the business areas in Puketapapa. The project is to build a business group (association, network) based on the research findings. These will include initiatives with following outcomes. 1. improve security in the area and perception of being a safe shopping area. 2. provide advices to LB on beautification projects 3. provide networking opportunities for local businesses	Q2; Q3; Q4	LDI: Opex	\$ 25,000	In progress	Amber	A low turnout at future events will impact on the ability to deliver the outcomes sought for businesses. A reason for this has been identified as being due to a lack of understanding about who is funding the initiative in the material being sent out. The first newsletter was delivered to around 300 businesses in Mt Roskill. The first seminar was held at the Wellesley centre on 5th December 2016. Unfortunately, the turn out was low with only 4 businesses. Feedback from the seminar attendees was that businesses didn't quite understand who the organiser of the meeting was or that it was Local Board funded. Staff are working with the service provider to try and mitigate against future low turnout.	No	The service agreement has been drafted and sent to the service provider. The programme is expected to commence in October.
1922	CCO: ATEED	Young enterprise Scheme (PKTPP)	ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of 10 sub-regional events across Auckland (5x Dragon's Den and 5x Regional Awards).	Q3	LDI: Opex	\$ 1,000	In progress	Green	The contribution from the Local Board will be drawn down in Q3 and will support the delivery of the Young Enterprise Scheme E-Days in February 2017. The e-days are held in sub-regions (north, south, east, central/west) and are the first day students get to meet the Young Enterprise team, and find out about their 2017 year, what YES is all about, and what is installed for them.	No	The Young Enterprise Scheme Co-ordinators are scoping out the events to be held, and are expecting to draw down funds in Quarter 3 to assist with the delivery of events across Auckland.

Work Programmes 2016/17 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Lease Expiry Date	CL: Annual Opex Fee (excluding GST)	CL: Annual Rent Amount (excluding GST)	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
Arts, Community and Events												
1808	CF: Community Leases	Auckland Kindergarten Association Inc - Akarana	Renewal lease 19 Akarana Avenue, Mt Roskill	Not scheduled	01/04/2016	\$ -	\$ 250.00	Completed	Green	Completed	No	Completed as part of the revamp of lease conditions for Kindergartens
1804	CF: Community Leases	Auckland Playcentres Association Inc - Hillsborough	New lease 21 Currie Avenue, Hillsborough	Q3	31/10/2013	\$ -	\$ 250.00	Approved	Green	No approved activity to report in Q2. This project is proposed to start in Q3.	No	Not progressed
1805	CF: Community Leases	Auckland VHF Group Inc	New lease 33 Foch Avenue	Q3	31/01/2016	\$ -	\$ 500.00	Approved	Green	Report drafted to be presented to the first 2017 Local Board business meeting	No	Application received. To be processed and reported to the local board
1809	CF: Community Leases	Citizens Advice Bureau - Mt Roskill	New lease 546 Mt Albert Rd, Mt Roskill	Q4	30/06/2014	\$ -	\$ 500.00	On Hold	Green	Lease to be drafted when all boards resolve to grant a multi premise lease to CAB.	No	This local board have approved a new lease for Citizens Advice Bureaus in the boards area. Dependent on adoption of the multi premise for all Citizens Advice Bureau sites
1806	CF: Community Leases	Mt Roskill Tennis Club Inc	New lease 33 Foch Avenue, Mt Roskill	Q4	31/01/2016	\$ -	\$ 500.00	Approved	Green	No approved activity to report in Q2. This project is proposed to start in Q3.	No	Not progressed yet.
2806	CF: Community Leases	Pah Homestead 72A Hillsborough Rd	New head lease in accord with the earlier agreement to lease.	Q2		\$ 500.00	\$ 1.00	In progress	Green	Negotiations ongoing, draft agreement with James Wallace Arts Trust.		Final stages of lease negotiation, draft agreement with James Wallace Arts Trust.
1811	CF: Community Leases	Royal NZ Plunket Society - Greenwoods Corner sub branch	Renewal lease 50 Buckley Rd, Mt Roskill	Q2	01/01/2014	\$ -	\$ 250.00	Approved	Green	No approved activity to report in Q2. This project is proposed to start in Q3.	No	Not progressed yet
1810	CF: Community Leases	The Waiata Epsom Tennis Club Inc	Renewal lease 22-24 Fernleigh Avenue, Mt Roskill	Q2	01/03/2015	\$ -	\$ 250.00	Approved	Green	Application received - to be reported to the local board in Q3	No	Applications received - to be reported to the local board
1807	CF: Community Leases	Three Kings United Soccer Club Inc	New lease 660 Richardson Rd, Mt Roskill	Q4	31/12/2014	\$ -	\$ 50.00	Approved	Green	No approved activity to report in Q2. This project is proposed to start in Q3.	No	Not progressed