

Work Programmes 2016/17 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
Arts, Community and Events											
2530	CS: ACE: Arts & Culture	Community Arts Initiatives- Arts Broker Programme	Engage an arts broker to develop strategic relationships and contacts, and raise budget to add to board budgets for innovative local art and culture programmes, temporary street projects and activations with the aim of enabling community-led arts activity. The arts broker role (\$25,000) will include development of a work programme of activities and events for July - June 2017 to be delivered within the scope of the remaining \$25,000 project fund.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 50,000	Approved	Green	In Q3, the Clevedon Arts Trail launched. Highlights include the first 'Franklin Creative Network' meeting to connect, support and grow support networks, a creative workshop programme at the Pukekohe Youth Centre and a portrait series of older Pukekohe residents.	No	In Q2, the 'Franklin Community Arts' Facebook page achieved a total of 129 'likes' and a reach of 7,113 people. The first 'Franklin Community Arts' e-newsletter was distributed to 89 subscribers and had a 50% open rate. Projects scoped following community forums and contracted to begin in Q3 include the 'Clevedon Art Trail' and the 'Pukekohe Rhythmical Youth Music Workshop' at the Pukekohe Youth Centre. A Franklin artists' monthly network meeting is to begin February at the Pukekohe High School. Proposals for projects to allocate the remaining budget of \$10,000 are currently being received. The call for proposals closes on 20 January 2017.
2528	CS: ACE: Arts & Culture	Franklin Arts Centre operations- ABS Operational Expenses	Curate exhibitions in the NZ Steel Gallery, and in the Community Gallery. Develop public programming based on themes of the exhibitions. Provide a programme of art classes and workshops for adults and children. The centre will operate for local and regional benefit to develop a flourishing arts environment for the local and wider community.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 115,257	Approved	Green	Q3 highlights were the exhibitions 'Mirage' featuring the work of Matt Ellwood, Natalie Guy, Hannah Hutchinson, Ben Palmer and Tim Wigmore, 'In Transit' installed by Delicia Sampero, and a series of paintings by Owen Jackson. Friday afternoon Kids and Caregivers Making Workshops and Life drawing workshops were delivered on a weekly basis.	No	Q2 highlights were the exhibitions 'Resonance', an installation by Veronica Herber and Jae Kang and 'Dreamscape' by contemporary Pacific artists Johnson Witehira, Drisana Tonga, Gary Silipa and Tanya Edwards, presented as part of the 'Urbanesia 16' festival programme. Public programmes included artists talks and a Pacifica High Tea with the Pukekohe branch of the Māori Women's Welfare League. Workshops for children to create neckpieces inspired by 'Dreamscapes' were delivered by exhibiting artists and Christmas workshops focused on a 'cool yule' theme.
2347	CS: ACE: Community Empowerment	Capacity Building	Assist community organisations to build their capacity and capability by: - participation in development of the ACE capacity building work programme - working with local organisations to identify their aspirations and capacity needs to achieve them. Budget: - Capacity Building \$10,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	CEU staff have organised two workshops in March and April to build capacity of local community groups in the Franklin Local Board area. The workshops will cover good governance, trusts and incorporated societies, roles and responsibilities of governors, meetings and minutes, funding applications and how to maintain viability. Staff will report the outcomes from the workshops to the board in Q4.	No	Local community groups identified the need for governance and management training. In Q2 the specialist advisor met with community groups and Meeting and Governance Solutions to develop a workshop programme for delivery in Q3. Workshops will focus on topics and issues identified by the community group members.
2352	CS: ACE: Community Empowerment	Children and Young People: Franklin Youth Advisory Board (FYAB) and Youth Voice	Support FYAB as they identify a future framework for youth participation in LB decision-making by providing mentoring and development for FYAB members to strengthen their independence and long-term sustainability. FYAB will develop a programme of work for the 16/17 year which aims to strengthen the profile of young people in the community FYAB will engage young people across Franklin to participate in Youth Voice events developing an updated model for youth input in the Franklin area, including a focus on Maori participation Budget: - FYAB \$14,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 14,000	In progress	Green	Franklin Family Support Services accessed funding for Children's Day and Youth Week from the Franklin Events Partnership Fund. FYAB delivered a successful Children's Day event. The event received positive feedback from community organisations supporting the event. The event is part of a national celebration for children and one of FYAB's flagship events for the year. CEU staff supported FYAB to host a stall and work alongside the local board at the Franklin A&P show. As part of FYAB's work programme, they were encouraging young people to identify their priority areas and issues, helping them contribute to local board plans. CEU staff are working with FYAB to engage young people in the community to participate in the local board plan development process, and are also encouraging FYAB to participate in a civic event initiating the new skate park build.	No	In Q2 the strategic broker met with the Franklin Youth Advisory Board (FYAB) and developed a plan to engage young people in the annual planning and local board planning processes throughout Q3. Following the General Manager's resignation the strategic broker is working with Franklin Family Support Services to ensure there is on-going support for FYAB. The FYAB has started planning for their annual Children's Day event. This will occur in Q3. A FYAB member is involved in the engagement to co-design a selection process for the new regional Youth Advisory Panel.

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2355	CS: ACE: Community Empowerment	Children and Young People: Youth Initiatives	Build capacity and connections between local employers, schools, youth and service providers to deliver youth employment outcomes. Budget: - no budget allocated.	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	In progress	Green	CEU staff met with COMET, the Franklin Skills Cluster Group, The Southern Initiative's Maori and Pacific Trades Training Team to develop youth employment options for 2017/2018. This includes: - supporting the Franklin Skills Cluster Group to continue and develop their contribution to youth employment pathways - connect smart procurement opportunities with Auckland Transport and The Southern Initiative's Māori and Pacific Trades Training. - continuing the development of the whanau hui concept targeting the Pukekohe North community. These will be considered as part of the upcoming 2017/2018 work programme workshops.	No	Staff are reviewing and evaluating the outcomes of the 2015/2016 Youth Initiatives programme. The outcomes and future options will be presented at a local board workshop in Q3 to develop 2017/2018 work programme.
3553	CS: ACE: Community Empowerment	Coastal Safety Fund	Coastal Rescue Services: - Franklin LB continues to support community led action ensuring the safety of residents and visitors to coastal areas in Franklin through the provision of a contestable fund. The grants are to assist community organisations involved in delivering coastal rescue services, boating education or open water survival skills training programmes. Specific application and reporting criteria will be developed in collaboration with the grants team. Budget: Coastal Sea Rescue Grants: \$45,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 45,000	In progress	Green	The strategic broker worked with the grants team to promote and inform the community of the new Coastal Rescue Fund criteria. The grant round is currently open. The strategic broker will provide advice to the board in Q4 as part of the grant process.	No	In September, the local board approved the Coastal Rescue Services contestable fund. In Q3, the strategic broker will work with the grants team to promote and market the grant to ensure all eligible groups are informed. The inaugural grant will open in March 2017 for project and programmes to commence July 2017. Reporting on the grant to Coastguard Maraetai is due Q4.
2295	CS: ACE: Community Empowerment	Community grants (FR)	Provide community grants consistent with the board's community grants programme 2016/17 as follows: -Local community grants - \$90,000 -World War contestable fund - \$25,000 -School pool community grants - \$25,000 -Local events - \$65,700	Q1; Q2; Q3; Q4	LDI: Opex	\$ 206,000	In progress	Green	Franklin has not completed any further community grant round allocations since Q2 commentary.	No	Franklin has completed Round One and Two Quick Response and Round One Local Grants allocating a total of \$88,637.00 leaving a total of \$67,363.00 for the remaining grant rounds. Franklin has also completed the School Pool and World War grant round. The School Swimming Pool grant round has allocated \$13,500 of \$25,000. No funding was allocated for the World War grant round.
3552	CS: ACE: Community Empowerment	Community Safety - Neighbourhood Support and Civil Defence	Franklin LB will support neighbourhood led safety and preparedness programmes by working with Civil Defence Emergency Management, Neighbourhood Support NZ and established community groups to develop area wide support for local NS and CDEM groups. Budget: Community safety initiatives: \$30,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 30,000	On Hold	Amber	Project is on hold due to the timing of recent flooding events in Franklin and potential changes to the new Fire Service structure. Staff are working with the board on options for reallocation of the budget. The strategic broker, specialist advisor and Civil Defence Emergency Management (CDEM) resilience senior advisor held a workshop with the local board to present CDEM's new approach to civil defence. This approach will enable all existing community response groups to be well connected across their communities and provide opportunities to share best practice examples and resources from other places. Due to the recent flooding in the area, the board is considering on-going delivery options for this activity.	No	The strategic broker linked with neighbourhood support coordinators through formal group structures and social media to identify opportunities to strengthen neighbourhood connections. Staff are working closely with the new Civil Defence and Emergency Management (CDEM) resilience team to implement changes to the Auckland-wide approach to emergency management. The Community Empowerment Unit and CDEM will update the board in Q3 with options on how funding may be allocated. Both teams are scoping community-led approaches to emergency management, including work with marae.

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2349	CS: ACE: Community Empowerment	Environment: Franklin community gardens	<p>- Developing infrastructure and capacity of community groups to sustain existing gardens</p> <p>- Engaging a mentoring and development organisation to work with local gardeners to develop community education workshops</p> <p>- Ensuring all agreements to occupy are finalised and up to date</p> <p>- Building community connections through growing, harvesting and sharing locally produced kai</p> <p>- Identifying future development of community led gardens.</p> <p>\$5,000 to Gardens4Health for mentoring of gardeners, coaching workshops and garden planning advice at the Kayes Road, Belmont Road and Hamilton Estate community gardens.</p> <p>\$4,000 to Rerenga Tahi Trust for equipment and/or activities at the Kayes Road community gardens</p> <p>\$4,000 to Franklin Tongan Community Association Trust for equipment and/or activities at the Belmont Road community garden.</p> <p>\$4,000 to Marama Hou Ministries for equipment and/or activities at the Hamilton Estate community garden.</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 17,000	In progress	Amber	<p>Kayes Reserve Garden: As Kayes Reserve community is not yet a fully constituted charitable organisation, funding for 2016/2017 will be issued to the umbrella group, Rerenga Tahi Charitable Trust, to complete current development on the site.</p> <p>Franklin Tongan Gardens water tank and bore project is delayed as the water tank from 2015/2016 year has not yet been installed. Gardens for Health are supporting the Franklin Tongan Gardens to complete installation of the water tank. When the 2015/2016 is completed, further funding will be allocated.</p> <p>Kayes Reserve Garden. The group has purchased and installed a container for tool security and storage. Staff will work with the group to form a legally constituted trust.</p> <p>Marama Hou - Waiuku Gardens Hamilton Estate. The group is being supported to be set up as a council grants vendor. Once this is completed the funding agreement will be processed.</p> <p>Franklin Tongan Garden. The water tank and irrigation equipment funded from 2015/2016 have not been installed. The specialist advisor is working with the group to complete last year's project outcomes. The 2016/2017 allocation may not be apportioned if key</p>	No	<p>In Q2, the specialist advisor completed the Gardens for Health funding agreement, to enable them to provide direct support to the community gardens project in the Franklin Local Board area.</p> <p>Funding needs of the Franklin Tongan Garden, Hamilton Estate garden and Marama Hou Ministries - Waiuku Hamilton Estate garden will be identified in Q3.</p> <p>Progress of the garden expansion and container development at Kayes Rd garden has been delayed. The CEU worked with Parks and Community Facilities to begin the land owner consent process. Community Facilities are progressing the lease agreement and land owner approval for the Kayes Road community garden. The specialist advisor will update the board in Q3.</p>
2354	CS: ACE: Community Empowerment	Heritage and Identity	<p>Support communities to lead placemaking activities which promote strong local identity in three locations.</p> <p>Beachlands has been identified as one priority community, with two further locations to be identified in collaboration with Parks, Community Places, Infrastructure and Environmental Services and the local board.</p> <p>Strengthen the visibility of Franklin heritage and identity in the community.</p> <p>Budget: - Community heritage and identity programmes \$17,000</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 17,000	In progress	Amber	<p>Underspend risks:</p> <p>New projects involving youth are still in the development stage and some budget information is not yet available.</p> <p>The Patumahoe community group needs to undertake more community consultation and obtain more community input and their project will not be completed by the end of Q4.</p> <p>New projects involving local youth are in development.</p> <p>Pukekohe Pythons league youth group are planning to develop a mural design depicting their identity and connections with Pukekohe. The mural will be an opportunity for young Maori in the community to express their identity. CEU will be supporting them with resources as the concept develops.</p> <p>With support from CEU, the Pukekohe High School cultural group are exploring the opportunity to coordinate a cultural event for schools in the area. This event will publicly showcase and celebrate diversity through performance, contributing to growing a sense of identity for the Pukekohe area.</p> <p>The Patumahoe community group has not progressed their project as more consultation and community input is required.</p>	No	<p>Staff, community stakeholders and local board members collaborated to deliver an event to engage the community in a range of activities including planning and consultation across 10 projects in the Beachlands area.</p> <p>Four projects are local board led which include replacing the garden at the shopping centre; pohutukawa trails planning; installing a playground at Constellation Drive park; and a concept design for Sunkist reserve. The remainder are community led placemaking activities.</p> <p>The strategic broker is working with residents of Patumahoe to identify potential placemaking activities in their area.</p>
2393	CS: ACE: Community Empowerment	Implementation of the empowered communities approach (FR)	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.	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	In progress	Green	<p>The strategic broker has continued to connect community groups and individuals with various parts of council to assist them in projects and initiatives in their communities.</p> <p>The strategic broker has followed up with groups raising issues in public forum, providing advice, connection and information on a wide range of issues.</p>	No	<p>The strategic broker worked with the arts broker to identify and support local projects initiated by the community. This included planning and recruiting an artist for the Beachlands mural, which will be implemented in this financial year.</p> <p>The strategic broker continues to assist, develop and direct community groups to support them to complete local projects.</p>

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2348	CS: ACE: Community Empowerment	Placemaking: CCTV	Alongside the monitoring contract, local board will work with key stakeholders to identify best practice model for CCTV management across Franklin including hardware and software management, access to information, monitoring needs and identification process for new camera sites in response to crime statistics. Budget: - CCTV \$85,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 85,000	In progress	Green	Staff held a workshop with the board on CCTV and town centre safety. Operational changes to bulk funding allocations in 2017/2018 were considered. A proposal will be prepared for the board to consider required changes. A faulty CCTV camera and two sets of camera back-up batteries were replaced in Q3. Engagement activity was undertaken with Waiuku and Pukekohe business associations to identify their preferred operational modelling of CCTV going forward. This will be further explored in Q4. Quotes are being sought in Q4 to provide a link from business district cameras to the police.	No	In Q2, CCTV contracts were monitored and maintained. A faulty camera will be replaced Q3. The specialist advisor will workshop future options for town centre safety with the Franklin Local Board in Q3.
2629	CS: ACE: Community Empowerment	Spatial Priority Area - Pukekohe Wesley	Participation in inter-departmental planning for the spatial priority area, and influencing coordinated engagement with mana whenua and "hard to reach" diverse communities. As required: •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	The strategic broker continues to connect with the south planning team and the community services development advisor to identify opportunities for involvement as the spatial priority area project progresses. The strategic broker has connected with the community liaison manager for the Drury South development and will continue to meet and discuss community involvement as this project is delivered.	No	In Q2, the strategic broker met with the south planning team to identify further options for support . The strategic broker will continue to engage with south planning team and provide input when requested.
2318	CS: ACE: Community Empowerment	REGIONAL: Graffiti Vandalism Prevention (FR)	Delivery on the Auckland Council graffiti vandalism prevention plan by providing high quality prevention, education, enforcement and education services.	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	There were 931 graffiti incidents in the Franklin Local Board area between 1 July 2016 to 31 March 2017. This is a 5 per cent decrease compared to the same period last year. The number of RFS (Requests for Service) graffiti increased by 10 per cent, with all 76 being removed within the 24 hour target time (KPI). The graffiti prevention team continue to monitor trends in the local board area.	No	There were 594 graffiti incidents in the Franklin Local Board area between 1 July 2016 to 31 December 2016. This is a 9 per cent decrease compared to the same six month period last year. The number of graffiti RFS (Requests for Service) increased by 14 per cent, with all 56 incidences being removed within the 24 hour target time (KPI). Franklin achieved 100 per cent in the September ambient survey, which measures how much of the city is graffiti free. This represents a 3 point increase on the previous survey carried out in April and gives the local board an average final score of 98.5 for 2016. This score is well above the overall Council average of 94 per cent.
2929	CS: ACE: Community Places	Hire fee subsidy (individual groups) LDI \$20,838 - FR	Administer provision of 100% discount for the following groups to use council-run venues, underwritten using \$ 20,838 LDI i) FRANCOSS (Franklin Council of Social Services) – Pukekohe Concert Chamber ii) Pukekohe Senior Citizens Club – Franklin: The Centre (Stevenson Room) iii) Franklin Heritage Forum – Pukekohe Old Borough Building iv) Communicare – Pukekohe Old Borough Building v) Franklin Youth Advisory Board – Franklin: The Centre vi) Well Women – Pukekohe Concert Chamber vii) 60s Up Movement – Pukekohe Concert Chamber viii) Mudlarks - ix) Franklin Arts Festival – Pukekohe Town Hall and Concert Chamber x) Clevedon RoundUp – Clevedon District Centre xi) Clevedon Business Association – to open the Clevedon District Centre to local businesses each Friday xii) Keep Franklin Beautiful"	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,838	Approved	Green	Of the 11 groups that have been identified, Franklin Youth Advisory Group and Mudlark have not used the facility to date. All other groups continue to use facilities.	No	Of the 11 groups that have been identified, one group (60's Up Movement) has changed the room they usually use. Two groups (Franklin Youth Advisory Group and Mudlark) have not used the facility to date.

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2611	CS: ACE: Community Places	Hire fee subsidy (off peak) LDI \$13,000 - FR	Administer further subsidy of hire fee's for specific groups and specific off peak times through LDI.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 13,000	Approved	Green	During Q3 off peak utilisation has remained steady. Six of the 10 facilities have decreased, with an increase in four. This is reflected in utilisation statistics which have decreased.	No	The overall number of bookable hours in off-peak time declined by more than 20 percent. Eight of the 10 facilities decreased, with an increase in the other two. This is reflected in utilisation statistics which have decreased. Staff outlined options to increase utilisation in a memo to the local board in November 2016, and will discuss the options in workshops with the local board.
2092	CS: ACE: Community Places	REGIONAL Social Housing - FR	Auckland Council has appointed the Selwyn Foundation as the proposed community housing partner for its portfolio of homes for older Aucklanders in December. Panuku has finalised a non-binding Memorandum of Understanding (MOU) with The Selwyn Foundation, which allows feasibility work, due diligence and an indicative development programme to be developed. The results from the special consultative process will be reported to the Governing Body for decision on 28 July 2016.	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Approved	Green	The Joint Venture will be operational in July 2017. Transition planning and delivery will continue throughout FY17.	No	Auckland Council Housing for Older Persons (HfOP) Partnering Proposal was adopted by the Governing Body on 28 July 2016. On the 25 August 2016, the Governing Body approved the establishment of a limited partnership (Joint Venture) between the Auckland Council and The Selwyn Foundation. It is now expected that the Joint Venture will be operational in July 2017. Transition planning and delivery will continue throughout FY17.
2603	CS: ACE: Community Places	Rural Halls - FR	Enable successful and sustainable rural hall operations through the provision of a liaison and development programme.	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Approved	Green	Due to staff changes in Q3 the Rodney Rural Hall Advisor picked up the Franklin portfolio. The advisor has engaged with most of the hall committees, attended several meetings and is providing ongoing support. The advisor received the first year review for the three halls in phase one and will present to the local board in April. Kawakawa Bay hall will be moving towards the phase one model. Nine of the halls have received funding.	No	The Rural Hall Advisor position has transitioned during Q2 from part-time to full-time. During this time, contact has been made with 23 community led hall committees with 2016/2017 funding agreements sent to 20 hall committees. Payments are pending Q3 subject to receipt of accountability and reporting.
2024	CS: ACE: Community Places	Venue hire service delivery - FR	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	During Q3 staff have improved amendment and cancelation self-service capabilities of the online booking system. Staff held community sessions in Q3 to make sure the transition from facilitated to self-made bookings was seamless for customers. Over 50 groups attended these sessions. The 2017/2018 season was opened on 1 March and by the end of the day, there were over 12,000 online bookings from regular customers. The network wide awareness campaign came to a conclusion on the 31 March. Findings and evaluation of campaign to be made available in Q4.	No	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. The network-wide promotional campaign is delayed and will now go live in the first month of Q3.
2287	CS: ACE: Events	Anzac Services - Franklin	Supporting and/or delivering Anzac services and parades within the local board area. Including: - Pukekohe (dawn and civic) - Waiuku (civic) - Awihitu (civic) - Beachlands (civic) - Bombay (civic) - Buckland (civic) - Clevedon (civic) - Patumahoe/Waiiau Pa (civic) - Whitford (civic) Wreaths to be provided at services attended by local board members (number of wreaths dependent on number of board members attending). Traffic Management Plans in accordance with 2016 schedule, with the addition of the service at Bombay.	Q4	LDI: Opex	\$ 35,000	In progress	Green	Plans and requirements for Anzac services have been confirmed. Activity is currently focussed on operational arrangements for the day.	No	Initial planning has started and will continue into and throughout Q3.

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2284	CS: ACE: Events	Event Partnership Fund - Franklin	Funding to support community events through a non-contestable process. Organisers of funded events will provide post event accountability reports which will be reported back to the board. - Clevedon A&P Show \$20,000 (Clevedon A&P Association) - Franklin A&P Show \$20,000 (Franklin A&P Association) - Children's Day \$5,000 (Franklin Family Support) - Franklin Primary Schools Triathlon \$2,000 (Franklin Primary Schools Triathlon Committee) - Blast to the Past \$5,000 (WBDA) - Steel N Wheels \$10,000 (WBDA) - Beachlands Trolley Derby \$5,000 (Beachlands Comm Trust) - Movies In Parks (x2) up to \$20,000 (AC Events Delivery) - Franklin Positive Aging Expo \$7,000 (Franklin	Q1; Q2; Q3; Q4	LDI: Opex	\$ 101,300	In progress	Green	All funding agreements and payments have been made. Two accountability reports have been returned with the rest expected to be received in Q4. Clevedon A&P Association provided invoices and accounts for the total amount of funding received as requested by the Franklin Local Board.	No	Funding agreements and payments have been completed for all but one event in this fund. The final event is currently going through a change in management and completion of payment for \$5,000 is expected to be made in Q3.
2685	CS: ACE: Events	Franklin's Finest (Volunteer Awards)	Contribute funding to a community volunteer awards event(Franklin's Finest) within the local board area.	Q2	LDI: Opex	\$ 3,000	Completed	Green	Completed in Q2.	No	Civic Events support Franklin County News to deliver this event. Franklin Local Board sponsor the Lifetime Achievement Award, which is one of 10 categories. Over 100 people attended this event held on 15 December 2016
2286	CS: ACE: Events	Local Civic Events - Franklin	Delivering and/or supporting civic events within the local board area.	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	The sod turning for the Pukekohe Skatepark on Stadium Drive was held on Wednesday 29 March 2017 with around 20 people attending.	No	No events were delivered in Q2.
2323	CS: ACE: Events	Movies in Parks - Franklin	Programming and delivery of a Regional Movies in Parks series event. Funded as a line item from Events Partnership fund (non-contestable) up to \$20,000.	Q3	LDI: Opex	\$ -	In progress	Green	Ghostbusters (2016) was screened at Tamakae Reserve, Waiuku on Friday 13 January 2017 with pre-entertainment co-ordinated by Waiuku Business Association. Secret Life of Pets was screened at Sunkist Reserve, Beachlands on Saturday 25 February 2017 with pre-entertainment coordinated by Beachlands Community Trust. The Local Board logo was shown on specific marketing, flags at event and onscreen prior to the movie. Both movie events received financial contributions from commercial partners who activated the site. Event Delivery will provide debrief reports once the season is complete including full operational budgets.	No	Regional and local marketing is underway for the first event. Local marketing for the second event will start three weeks prior to the date. Ghostbusters (2016) will be screened at Tamakae Reserve, Waiuku on Friday 13 January 2017 with pre-entertainment co-ordinated by Waiuku Business Association. Secret Life of Pets will be screened at Sunkist Reserve, Beachlands on Saturday 25 February 2017 with pre-entertainment coordinated by Beachlands Community Trust. The local board approved additional funding of \$2,500 to support the event at Sunkist Reserve.
2285	CS: ACE: Events	Citizenship Ceremonies - Franklin	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 16,889	In progress	Green	The Civic Events team delivered citizenship ceremonies once during Q3.	No	No citizenship ceremonies were held for the local board area during Q2.
Libraries											
719	CS: Lib & Info	Library hours of service - Franklin	Provide library service at Pukekohe Library for 52 hours over 6 days per week, Monday to Saturday. (\$628,239 - FY16/17) Provide library service at Waiuku Library for 48 hours over 6 days per week, Monday to Saturday. (\$356,269 - FY16/17)	Q1; Q2; Q3; Q4	ABS: Opex	\$ 984,508	In progress	Green	Library visits have increased by one per cent compared to the same quarter last year. It is worth noting that there were significant roadworks on Massey Ave and Edinburgh street in Pukekohe during January that restricted access for our customers so it is good to see an increase.	No	Library visits have decreased by seven per cent compared to the same quarter last year. Waiuku Library has had significant roadworks preventing access to the carparks for over a week in November and was also closed for four days between Christmas and New Year in 2016 for the first time.

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720	CS: Lib & Info	A&P programme	Mobile Library and library staff delivering library services and activities at Clevedon and Franklin A & P shows, Positive Aging, Movies in the Park, Children's Day, Beachlands Trolley Derby. Provide weekly sessions of Wriggle & Rhyme during School term time, alternating between Maraetai and Beachlands.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 7,500	In progress	Green	The mobile library bus attended the Franklin A&P Show and Children's Day events. Children's day was a particular success with great interest in the mobile library and the services on offer; 578 people boarded the bus. Wriggle and Rhyme resumed at Maraetai and Beachlands. Numbers are slow to build.	No	Due to inclement weather the Clevedon A&P show was cancelled this year. Planning is now underway for the Mobile library to attend the Franklin A&P show on the 18 and 19 February. Weekly sessions of Wriggle & Rhyme alternating between Maraetai and Beachlands ceased at the end of term 4 in December. Planning is underway to begin again in February 2017.
1432	CS: Lib & Info	Rural library service review.	Review the rural library service.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 5,000	In progress	Green	The Rural Library Review has been completed and distributed to Local Board members for feedback. Recommendations will be discussed at the April Workshop.	No	The Rural Library Review is currently being compiled with the report due to be presented to the Local Board in the third quarter.
730	CS: Lib & Info	Celebrating cultural diversity - Franklin	Celebrate cultural diversity with displays and events including regionally regional coordinated and promoted programmes: Christmas, Diwali, Lunar New Year, Māori Language Week, Matariki, NZ Music Month, Pasifika, PRIDE and Waitangi. (Funded within ABS Opex budget activity: "Library hours of service - Franklin")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter focused on Waitangi celebrations, the Lunar New Year and acknowledging Rainbow families. Pukekohe Library's events and activities based on the Lunar New Year were well received with 133 participants at 11 events and Waiuku's Rainbow storytime session met with a positive response by those who attended. Both libraries had Waitangi displays and storytimes that were well received.	No	This quarter we celebrated Diwali at Pukekohe library. We delivered five events celebrating cultural diversity to 63 people. Pukekohe had a popular Diwali programme with a big display and a very popular 'Henna Hands' event that was run twice due to demand. Waiuku had a display promoting the festival.
729	CS: Lib & Info	Celebrating local places and people - Franklin	Celebrate local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: ANZAC, Family History Month and Heritage Festival. Participate in annual Christmas parade. (Funded within ABS Opex budget activity: "Library hours of service - Franklin")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Pukekohe's heritage sessions continue to be a highlight for Franklin and are well attended with two different talks being held this quarter including a visit from 8 Lakeside Lodge residents to share their oral histories which were recorded and saved for the archive room. There have been 10 local history book a librarian sessions held this quarter.	No	Pukekohe continues to run monthly 'Heritage Matters' talks with 14 participants attending Suzanne West's local history talk and nine Family History 'Book a Librarian Sessions' being held over the last quarter. The team also held a Bring your Own device for Family History Help session. The Pukekohe Library participated in the Christmas parade and were thrilled to be placed 2nd. Waiuku had a successful Christmas storytime in the park working collaboratively with Parks Sport and Recreation department with over 40 participants.
728	CS: Lib & Info	Digital literacy support - Franklin	Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices in group classes and one on one Book a Librarian sessions. (Funded within ABS Opex budget activity: "Library hours of service - Franklin")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter has seen a 14 per cent increase in Wi-Fi and PC usage in the Franklin area. Staff continue to support customers with digital enquiries through one to one book a librarian sessions and basic computer classes.	No	This quarter there were 34,557 Wi-Fi and PC sessions, library staff continue to engage with customers using our PC and Wi-Fi to increase competency accessing information online. Customers continue to seek help with their devices with the Pukekohe library offering a 'Music on your iPad' outreach tutorial to the local U3A group with eight participants.
721	CS: Lib & Info	Information and lending services - Franklin	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Franklin")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	The number of items borrowed from Franklin libraries showed an increase for this quarter - Pukekohe increased by one per cent, Waiuku by two per cent. Interest in ebook material continues to grow as customers become more comfortable with technology and grow their awareness of Auckland Libraries offerings.	No	The number of library items borrowed from the libraries in the board decreased by seven per cent compared to the same quarter last year. Waiuku Library was closed for the 4 non-statutory days between Christmas and New Year in 2016 for the first time which accounts for part of the decrease.; Pukekohe Library has seen an increase in people wanting to use their e-readers. Through book a librarian sessions customers learn how to use digital platforms such as eBooks and other device help. The number of eBook and eMagazine issues continue to increase at a regional level and now make up 11% of items borrowed regionally.
727	CS: Lib & Info	Learning and Literacy programming - Franklin	Provide learning programmes and events throughout the year including: computer classes, CV classes, makerspace, Children's Book Awards, Comic Book Month, Adult Learners' Week, Money Week. (Funded within ABS Opex budget activity: "Library hours of service - Franklin")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter has seen another increase in our 'Book a Librarian' Service with 42 bookings delivered to 43 customers. Customers have a variety of requests but a particular focus is on e-books, especially as many of our patrons received an e-reader or tablet for Christmas.	No	This quarter we delivered programming for computer and Facebook classes as well as device help at Franklin libraries. We support customers learning with book a librarian service which had 41 bookings with 43 participants this quarter. This included many CV and computer help sessions. Pukekohe's Weekly computer classes continue to be popular and have a waiting list. We have also made an effort to ensure our book a librarian service is more flexible and on-demand and this has seen an increase in sessions held.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
722	CS: Lib & Info	Preschool programming - Franklin	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their children's early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Rhymetime and Storytime. Outreach to local preschools. (Funded within ABS Opex budget activity: "Library hours of service - Franklin")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Demand for preschool programmes continues to be a key success indicator in Franklin with 60 Programmes delivered to 1345 participants. Waiuku continues to deliver a successful outreach programme to childcare centres, visiting 7 different centres this quarter and Pukekohe's Wriggle and Rhyme numbers continue to grow.	No	We have delivered 60 programmes to 1761 participants. Demand remains high for these sessions, in particular outreach activities are very popular with Waiuku visiting five preschools and kindergartens and Pukekohe visiting seven preschools and two continue to attend our weekly storytimes and Rhymetime programmes.
725	CS: Lib & Info	School engagement and Afterschool programming - Franklin	Engage directly with local schools in the board area. Provide creative learning opportunities for children in afterschool hours: Kids Club and SKOOB. (Funded within ABS Opex budget activity: "Library hours of service - Franklin")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter has seen a significant amount of work put into connecting with our local schools with Pukekohe Library hosting the entire Pukekohe Intermediate school for registration visits and 'induction' sessions. Waiuku Library has a regular home-school group attending the library to use the resources. Pukekohe continues to run a monthly children's book club and has recently started a Raspberry Pi Makerspace on Saturdays with a community volunteer.	No	This quarter five schools in Franklin were visited and one came in to the library We engaged with View Road School for the first time. Over the quarter 151 students came into the libraries for afterschool programming. The Community Library Manager for Pukekohe spent a morning at Pukekohe High School's Year 9 Career day, working with students and offering advice for life after high school. The children's librarians from both Waiuku and Pukekohe took the library roadshow to View Road School to six classes of 30 students.
723	CS: Lib & Info	School holiday programming - Franklin	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 - Franklin")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	We are at present planning events and activities for the upcoming school holidays with the theme of 'Construction Wizard'.	No	A programme of events was run in both libraries for the October school holidays with 308 participants in 18 events including 4 events for teens. Pukekohe hosted Raymond McGrath's book launch "Did you hear a monster?" with over 80 attendees who celebrated with songs, stories and cake. Waiuku Library had a successful programme of events with a 'Balloon powered car' activity being a highlight.
724	CS: Lib & Info	Summer reading programme - Franklin	Provide a language- and literacy-building programme that runs during the summer school holidays for 5-13 year olds in both English and Te Reo Māori (Kia Maia te Whai). 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 - Franklin")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	A total of 192 enrolled in the Kia Māia Te Whai, Dare to Explore which ended in January. 111 children participated in activities in the weeks leading up to the finale parties. Pukekohe Library hosted 35 children who enjoyed watching Cornflake the Clown, party games and food. Tanya Batt, story teller and author, captured the imagination while performing to 20 children at Waiuku Libraries celebration.	Yes	Delivery of the Kia Maia te Wha/Dare to Explore programme commenced in December with 174 children enrolled. Overall 279 children participated in three programme events. We promoted the programme to four schools (Buckland, Pukeoware, Awhitu & View Road). Both Pukekohe and Waiuku promoted Dare to Explore in unique ways this year, Waiuku in the Town Centre for a membership drive and Pukekohe in the annual Christmas Parade.
726	CS: Lib & Info	Supporting customer and community connection - Franklin	Provide programmes that facilitate customer connection with the library and community including themed clubs: Book Chat, Heritage Matters, Adult colouring, scrabble and special events. (Funded within ABS Opex budget activity: "Library hours of service - Franklin")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	We continue to deliver quality programming to our customers. This quarter our regular programmes Bookchat, Rummikub Club commenced after the Xmas break. Waiuku library hosted a local poetry writer for an author talk with local author Jim Reardon with 20 attendees and received great feedback.	No	We continue to deliver quality programming to support customer and community engagement. Highlights this quarter included the annual Reader's Theatre programme at Pukekohe Library where 10 children performed to an audience of 60, Social Club at Waiuku Library with 10 participants and a new digital iPad programme at Pukekohe Library with 11 participants over the two events.
Local Parks											
4461	CF: Project Delivery	Prospect Terrace, Pukekohe - upgrade existing walkway	Replace existing gravel footpath with 2m wide concrete footpath. Approx 88m.	Q3; Q4	LDI: Capex	\$ 13,000	Approved	Green	Current status: Scoping project site and gathering full costs Next steps: Present to local board with build estimate	No	Activity added to SharePoint 10 March 2017
4459	CF: Project Delivery	Waiau Pa - upgrade existing walkway	Replace existing gravel footpath with 2m wide concrete footpath and extend new path length. Approx 85m in total. Remove 2 trees. Possibly install solar lights.	Q3; Q4	LDI: Capex	\$ 20,000	Approved	Green	Current status: Scoping the project site and gathering full costs Next steps: Present to local board with build estimate	No	Activity added to SharePoint 10 March 2017
3361	CF: Project Delivery	Constellation Drive play area PD	New play area for subdivision	Q1; Q2; Q3; Q4	Growth	\$ 120,000	In progress	Green	Current status: Concept design approved and project being prepared for handover to Project Delivery Next steps: Procurement for physical works	No	Description of the work: playground development Current status: planning Next steps: request for quote for professional services Issues: none
3362	CF: Project Delivery	Ray Faussett (Belmont) Neighbourhood Park new park development PD	Development of play area and toilet	Q1; Q2; Q3; Q4	Growth	\$ 30,000	In progress	Green	Current status: Concept Design Next steps: LB approval to proceed with concept development	No	Description of the work: park development (planning only) Current status: planning Next steps: request for quote for design Issues: none

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3360	CF: Project Delivery	Stadium Road Skatepark development PD	Skatepark development	Q3; Q4	Growth	\$ 664,000	In progress	Green	Original project timeframes delayed - limited availability of contractors with relevant experience. Current budget allocation shortfall expected with original tender well over budget. Current status: Physical works to commence 30 March 2017 Next steps: Work programme to be underway on site.	No	Description of the work: design works and construction of skate park at 19/ 21 Stadium Drive, Pukekohe. Current status: physical works contract being finalised for a February/ March construction start. Next steps: finalise physical works contract. Issues: none
4438	CF: Project Delivery	Sunkist Bay Reserve Toilet and Furniture Renewals	Sunkist Bay Reserve Retaining Wall Renewal	Q3; Q4	ABS: Capex	\$ 33,600	Approved	Green		No	Project in Business Case phase.
476	CS: PSR: Local Parks	Coastal erosion - planting	Planting to assist coastal edge protection Coastal planting is being planned for Waiti Bay based on approved consent planting plans that were part of the coastal planting works but were incomplete and ongoing after the 2015-16 planting. Infill planting at Karotahi Beach dunes Consent requirement planting around the Waiuku estuary. Work is being undertaken with advice from the Coastal Management Team. Further discussions are happening with Auckland Transport, Storm water, Coastal management and Parks for coastal erosion mitigation works at Kawakawa Bay. The consultations are based on concerns raised the the Resident and Ratepayers Association.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 75,000	In progress	Amber	Some sites identified in the work programme do not require planting - staff are working to identify further sites for autumn planting. -Planting sites for the autumn planting season have been identified at: hitford Point; Waiti Bay; Kawakawa Bay and Te Wai o Maru Paa site. -Karioitahi was investigated and infill planting is not necessary as existing planting is sufficient. -Further investigation being undertaken at Te Toro.	No	Planning under way for planting in May 2017
477	CS: PSR: Local Parks	Greenways Plan	Development of the greenways programme for the Franklin Local Board	Q1; Q2; Q3; Q4	LDI: Opex	\$ 25,000	In progress	Green	The Beachlands/Maraetai plan is nearly completed. The Waiuku trails plan is underway and the first draft will be workshopped with the community in early April.	No	Phase two of this project is now underway with the FLB consultant now focussed on the Waiuku trails.
479	CS: PSR: Local Parks	Programmes and Events - Franklin	Deliver a programme of free walks and education events in local parks.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 40,000	In progress	Green	Guided walk at Waiti Bay cancelled due to weather. Planning is underway with Orere Point School for planting. Out and About Programme: Fifteen events were held in Q3 with average attendance of 45. The beach days proved most popular with over 120 people at each event. Many families came to the beach specifically for these events and heard of the events through the new Out and About Facebook page.	No	Education Programmes: General public ranger walks - Beachlands Maraetai walkway 20 attendees and Clevedon Scenic Reserve 10 attendees; School discovery walks - 75 students. Adopt a Park school scheme - 4 schools, 100 participants Out and About recreation programmes - 245 Attendees, 14 events.
483	CS: PSR: Local Parks	Volunteers - Franklin	Pest control, planting and ecological restoration involving volunteers. Community clean up of public open spaces. Mangrove removal- Waiuku Estuary. Draft programme developed and circulated to local board.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 100,000	In progress	Green	On track to deliver full volunteer work programme/budget in Q4 which is the planting season. Request that some budget be redirected as indicated below. 1) community planting on Tamakae Estuary. 2) Maraetai and Omana in June. 3) Kawakawa Bay community group. Funding may need to be re-prioritised to other volunteer projects - \$10,000. 4) Beach clean-ups - Removal of rotting seaweed at Big Bay (one off) and disposal off site \$2,000. 5) clean ups at Waiuku Shrine. 6) Mudlarks - ongoing mulching of mangroves, equipment provided for pest control. Banded Rail survey for new site being undertaken. 7) Small scale planting in Whitford. Recommend that some remaining budget be used for in Clevedon Scenic Reserve. 8) Department of Corrections - mulch spreading planned for Roosevelt Park, Colin Lawrie, and Kayes Reserve. 9) Karioitahi Beach clean-up held Q2. 10) Awhitu Landcare - ongoing support.	No	540 volunteer hours so far with majority by the Mudlarks. Litter clean-up was organised by the local Girl Guides on Tamakae Estuary Waiuku
Sports Parks											
4460	CF: Project Delivery	Franklin Local Board - identify park run routes and install signage	Establish park run routes and install signage at Colin Lawrie Park, Te Puru Park, Waiuke Spaorts Park, Karioitahi Beach	Q3; Q4	LDI: Capex	\$ 40,000	Approved	Green	Current status: Scope project and asset options Next steps: Organise workshop with local board to show suggested routes and design	No	Activity added to SharePoint 10 March 2017

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
482	CF: Project Delivery	Sports park (Waiuku)	Improvements to Sportfields including irrigation, drainage and lighting, improved access through the site and new changing rooms. All priorities to be confirmed with LB and Waiuku Sports park Committee	Q1; Q2; Q3; Q4	ABS: Capex	\$ 1,195,740	In progress	Green	Current status: Irrigation installation complete. Lighting works underway. Design for gym car park and changing rooms complete tendering complete. Next steps: Award contract for changing rooms and car park physical works.	No	Description of the work: lighting, gym car park and access way, irrigation of No 1 field changing rooms. Current status: irrigation installation complete. Lighting tender received. Design for gym car park and changing rooms complete. Next steps: tender changing rooms and car park physical works. Issues: none
Leisure											
3855	CS: PSR: Leisure	Upgrade of flooring at reception area of Franklin Pool & Leisure Centre	Local Board allocated up to \$32,000 from its 2016/2017 community response fund for the upgrade of the flooring of the reception area and ramp at Franklin Pool and Leisure, Pukekohe including costs of all materials and installation.	Not scheduled	LDI: Opex	\$ 32,000	Approved	Amber	Awaiting confirmation from Belgravia Leisure regarding the implementation of this project. As the budget is operational, it needs to be allocated in this financial year. Approval from council is required to undertake work as the building is council-owned.	No	Scope of works being developed. Start date expected in Q3.
3863	CS: PSR: Leisure	Whiteside Pool - Hoist	Franklin Local Board allocated \$14,000 from the LDI Capex fund for the provision of a new mobility hoist to be installed at Whiteside Pool	Q2	LDI: Capex	\$ 14,000	Completed	Green	Completed in November 2016.	No	Project completed in November 2016 prior to opening for summer season.
2726	CS: PSR: Leisure	Belgravia Leisure NZ operators of Franklin Pool & Leisure Centre Jubilee Pool & Whiteside Pool	Manage the Franklin Pool and Leisure Centre, Jubilee Pool and Whiteside Pool by providing a comprehensive range of programmes to meet the council/local board objectives that reflect the local community demographics/ needs	Q1; Q2; Q3; Q4	ABS: Opex	\$ 252,910	In progress	Green	Highlights * Current centre membership is at 1231, the target for 2016-2017 was 1200. * Three swimmers from the Senior Franklin Swim Squad have been selected to represent NZ in the Australian Long Course Champs in April 2017. KPIs on track.	No	Franklin Pool & Leisure Centre's Business Plan – KPI programming targets are on track to meet the Local Board objectives for the second quarter. Jubilee Pools Business Plan – KPI programming targets are on track to meet the Local Board objectives for the second quarter. Whiteside Pools Business Plan – KPI programming targets are on track to meet the Local Board objectives for the second quarter. Jubilee & Whiteside pools both opened for the season on the 26 November.
Sport and Recreation											
2773	CS: PSR: Sport & Rec	Franklin sport and recreation plan implementation (PSR opportunities)	Implement the actions and recommendations from the 2016 Franklin Sport and Active Recreation Plan	Q3; Q4	LDI: Opex	\$ 114,000	In progress	Green	Workshops held with the local board in February and March to consider high and medium priority projects identified in the Sport and Active Recreation Facilities Plan. To be reported to the May business meeting to formally approve funding.	No	Facilities plan adopted in August 2016 will inform further investment. Construction of Pukekohe Netball Centre toilets underway. Franklin Gymsports Feasibility study draft report, complete.
2712	CS: PSR: Sport & Rec	Community Access Te Puru Community Centre (FR)	Providing an operational grant for community access to the Te Puru Community Centre.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 327,459	In progress	Green	The Trust is considering the options presented for the future structure. The Trust advised it is planning to replace clubroom furniture, floor surfaces in clubroom toilets, the coffee machine in the bar and the chiller and repairing roof vents. The Trust wishes to discuss maintenance of the ground floor toilets and changing rooms which are currently being maintained under the council contract. Delivery options were workshopped with the local board in February. The preferred option for ownership and management is that it is owned and managed by the Trust. Outcomes for the facility and park were endorsed by the Trust. The Trust wishes to be "one voice" for groups based at the facility and park.	No	Consultants appointed to complete study. Workshop with local board, Te Puru Trust and key stakeholders completed to identify issues and desired outcomes.
3586	CS: PSR: Sport & Rec	Facility Partnership 2013-14 Clevedon Paddling Club	Provide a grant to the paddling club to install a polyethylene floating pontoon with aluminium gangway and a raised timber platform in the Wairoa River.	Q4	ABS: Opex	\$ 50,000	In progress	Red	The club has provided evidence that they have the required funds to start the project. However, their resource consent is due to expire on April 13 2017 and work must be started by then - the club is not able to achieve this. The Senior Planner has advised that the club's consent cannot be extended and that they would need to reapply for the resource consent before the project can commence. The club is currently considering their options. Club are progressing with raising the remainder of the project funds. Awaiting confirmation from club on the status of the funding.	No	Consents obtained and valid till March 2017. Awaiting confirmation of full project funding.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
Development Projects											
3954	CF: Project Delivery	Waiuku War Memorial Town Hall - Install stair lift	Waiuku War Memorial Town Hall - Install stair lift	Q1	ABS: Capex	\$ 22,000	Completed	Green	Current status: Complete	No	Description of the work: Supply and installation of a chair stair lift. Current Status: lift has been installed, all work complete. Next Steps: Nil. Risks/Issues: Nil
Community Facilities: Renewals											
3578	CF: Project Delivery	Beachlands Domain toilet & fence renewals	Beachlands Domain toilet & fence renewals - FY17 design & scope, FY18 construction (FY17 work will inform FY18 budget)	Not scheduled	ABS: Capex	\$ 10,000	Approved	Green	Current Status: The project scoping is being written Next Steps: Assigning a project manager	No	Description of the work: The Beachlands domain toilet and fence renewal Current status: the project scoping is being written Next steps: assigning a project manager Issues: none
3929	CF: Project Delivery	Beachlands Domain training lights	Beachlands Domain training lights	Q1; Q2; Q3; Q4	ABS: Capex	\$ 195,009	Completed	Green	Current status: Complete	No	Description of the work: New training lights at Beachlands Domain Current status: Physical works Next steps: Complete physical works. Risks / Issues: Neighbours have raised some concerns with our Turf Advisor. They have had meetings and been updated on the project. The lighting plan is compliant.
3439	CF: Project Delivery	Big Bay Reserve Boat Ramp and Seawalls Renewals	Big Bay Reserve Boat Ramp and Seawall Renewals	Q1	ABS: Capex	\$ 8,523	Completed	Green	Current status: Complete	No	Description of the work: design for replacement of failing sea wall and solution to fix existing boat ramp issues Current status: physical works to make ramp safe Next steps: physical work Issues: coastal structures
3930	CF: Project Delivery	Bledisloe Park play space renewal	Bledisloe Park play space renewal	Q1; Q2	ABS: Capex	\$ 81,463	Completed	Green	Current status: Complete	No	Description of the work: Playground renewal Current status: Physical works complete Next steps: Handover and closure Risks/Issues: Nil
3931	CF: Project Delivery	Bledisloe Park soccer club carpark	Bledisloe Park soccer club carpark	Q1	ABS: Capex	\$ 232,269	Completed	Green	Current status: Complete	No	Description of the work: Construction of car park Current Status: Car park complete. Lights and bollards are in place. Next Steps: Modification to exit ramp. Risks/Issues: Nil
3440	CF: Project Delivery	Centennial Park - Waiuku Carpark Renewals	Centennial Park - Waiuku Carpark Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 33,291	In progress	Green	Current Status: Design Next Steps: Consent	No	Description of the work: renew Centennial Park - Waiuku carpark Current status: design Next steps: consent Issues: no current issues.
3441	CF: Project Delivery	Clarks Beach Boat Ramp Seawall Adjacent to Club boatramp renewals	Clarks Beach Boat Ramp Seawall Renewal. Existing Renewals Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 37,000	In progress	Green	Current status: Planning/options report being prepared by Beca Next steps: local board approval of preferred option/consenting	No	Description of the work: consent for renewal/replacement of breakwater Current status: planning/options -report being prepared by Beca Next steps: consenting Issues: none
3442	CF: Project Delivery	Clarks Beach Boat Ramp Vehicle Barrier Renewals	Clarks Beach Boat Ramp Vehicle Barrier Renewal	Q1	ABS: Capex	\$ 22,312	In progress	Green	Current Status: Design Next steps: Complete plans	No	Description of the work: renewal of vehicle barriers at Clarks Beach. Current status: this project is on hold and dependence of outcome of (16636 - consent for renewal/replacement of breakwater. Planning/Options Report being prepared by Beca) spit development concept plan Next steps: contract engineer Issues: none
3443	CF: Project Delivery	Clarks Beach Recreation Reserve & Golf Club Carpark West Renewals	Clarks Beach Rec Res&Golf Club Carpark Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 27,877	In progress	Green	Current Status: Engineer is preparing preliminary designs. Next Steps: Design and Consent.	No	Description of the work: carpark renewal. Current status: scoping Next steps: design and consent. Issues: none
3444	CF: Project Delivery	Clarks Beach-Halls Beach Access Seawalls Renewals	Clarks Beach-Halls Beach Access Seawall Renewal	Q2; Q3; Q4	ABS: Capex	\$ 96,750	In progress	Green	Current Status: Next Steps: Engage design consultant	No	Description of the work: scope and design solutions for coastal access at Clarks Beach - Halls access. Current status: concept Next steps: engage design consultant Issues: community stakeholder expectation and coastal location.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3445	CF: Project Delivery	Clevedon Paving and Sign Renewal	Clevedon Community Centre Grounds, Clevedon Scenic Reserve, Clevedon Showgrounds Reserve Paving and Sign Renewals. Existing Renewals Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 126,548	In progress	Green	Current status: Physical works to commence early April. Next steps: Handover and closure of project	No	Description of the work: renew walkway at various sites in Clevedon Current status: physical works to start during summer months early 2017 Next steps: physical works Issues: none
3932	CF: Project Delivery	Clevedon Scooter Park	Clevedon Scooter Park	Q1	ABS: Capex	\$ 5,751	Completed	Green	Current status: Complete	No	Description of the work: Redevelopment of skate/scooter park Current status: Physical Works Complete Next steps: Defects release Risks/Issues:Nil
3446	CF: Project Delivery	Colin Lawrie Fields Carpark W Renewals	Colin Lawrie Fields Carpark Renewals	Q2; Q3; Q4	ABS: Capex	\$ 5,000	In progress	Green	Current Status: Engineer finalising designs. Next Steps: Consent and physical works.	No	Description of the work: renew carpark lighting Current status: scoping Next steps: design and consent. Issues: none
3447	CF: Project Delivery	Colin Lawrie Fields Lights Furniture Renewal West	Colin Lawrie Fields Carpark, Rubbish Bin, Seats and Signs Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 11,727	In progress	Green	Current Status: Scoping project staged with design 2016/17 build 2017/18. Next Steps: Design and consent.	No	Description of the work: renew lights at Colin Lawrie Fields. Current status: scoping project staged with design 2016/17 build 2017/18. Next steps: design and consent. Issues: none
3448	CF: Project Delivery	Colin Lawrie Fields Lights Furniture Renewal West (P2)	Colin Lawrie Fields Lighting Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 4,000	Approved	Green	Current Status: Scope of project being prepared to provide an option for delivery. Project staged with design 2016/17 and build 2017/18. Next Steps: Design and consent.	No	Description of the work: light renewal at Colin Lawrie Fields Current status: scoping project staged with design 2016/17 and build 2017/18. Next steps: design and consent. Issues: none
3934	CF: Project Delivery	Franklin Art Gallery - Replace gallery entrance doors	Franklin Art Gallery - Replace gallery entrance doors	Q1	ABS: Capex	\$ -	Completed	Green	Current status: Complete	No	Project complete
3449	CF: Project Delivery	Franklin Carpark Renewals E FY17	Orere Point Beach Reserve and Umupuia Foreshore (Waimanu To Duders) Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 29,095	In progress	Green	Current Status: Scoping and design. Next Steps: Consent	No	Description of the work: car park renewal. Current status: scoping and design. Next steps: consent Issues: none
3450	CF: Project Delivery	Franklin Carpark Renewals W FY16-17	Karaka Sports Park Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ -	In progress	Green	Current Status: Engineer contracted design underway. Next steps: Complete design tender physical works.	No	Description of the work: renewal of Karaka Northern car park. Design financial year 2017, construct financial year 2018. Current status: planning. Next steps: contract engineer. Issues: none
3451	CF: Project Delivery	Franklin Carpark Renewals W FY17-18	Goble/Channel View Rd Reserve and Waiiau Beach Boatramp Reserve Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 21,160	Approved	Green	Current status: Awaiting for finalised scope of work Next steps: Design, tender and construction.	No	Description of the work: Franklin car park renewal Current status: awaiting for finalised scope of work Next steps: design, tender and construction. Issues: none
3452	CF: Project Delivery	Franklin Furniture Renewals E FY17-18	Broomfields Point Reserve, Kawakawa Bay Foreshore, Maraetai Foreshore, Potts Road Esplanade Reserve, Rautawa Place Reserve, Sunkist Bay Reserve, Te Puru Park, Umupuia Coastal Reserve, Umupuia Foreshore (Waimanu To Duders), Waiomanu Reserve (aka Magazine Bay), West St/ Harris St Corner Reserve, Whitford War Memorial Domain Furniture Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 20,000	In progress	Green	Current status: Negotiating tender price for physical works Next steps: Physical works to commence May 2017	No	Description of the work: renewal of rubbish bins, fencing, gates, seats, bollards Current status: planning Next steps: physical works Issues: none

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3453	CF: Project Delivery	Franklin Furniture Renewals W FY17-18	Big Bay Reserve, Bledisloe Park - Franklin, Brook Road Esplanade Reserve, Cape Hill Reserve-Upper, Clarks Beach Rec Res&Golf Club, Clive Howe Rd Recreation Reserve, Ernies Reserve / Brownlee Lake, Glenbrook Beach Beachfront, Goble/Channel View Rd Reserve, Growers Stadium & Stadium No. 2, Heights Park Cemetery, Hunua Hall, Tennis & Netball Courts, Kingseat Recreation Reserve, Lady Jane Franklin Botanical Reserve, Maraetai Foreshore, Massey Park - Waiuku, Patumahoe Recreation Reserve, Pollok Recreation Reserve, Pukekohe Cemetery, Pukekohe Service Centre, Riverside Drive Recreation Reserve, Roosevile Park, Rosa Birch Park, Roulston Park & Pioneer Cottage, The Glade South Reserve, Waiuku Service Centre Furniture Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 48,110	In progress	Green	Current status: Negotiating tender price for physical works Next steps: Physical works to commence May 2017	No	Description of the work: renewal of furniture across various sites Current status: planning Next steps: tendering for physical works Issues: none
153	CF: Project Delivery	Franklin FY17 & FY18 Franklin Swim Sport & Fitness renewals	Franklin Swim Sport & Fitness - Comprehensive upgrade	Q1; Q2; Q3	ABS: Capex	\$ 160,493	In progress	Amber	Change requests have been received from operational staff that are significantly increasing scope. Additional scope cannot be completed to initial programme so is now anticipated to be undertaken in June - July 2017, pending confirmation of budget being able to be brought forward from FY18. Staff resources are currently stretched so are proposed to be supplemented by external project management resource. Current status: Stage 1a: Pool Hall fabric ducting replacement and Teaching Pool Plant room extract fan replacement have been completed. Next steps: Stage 1b: Documentation of Fitness Centre refurbishment (flooring; painting) has been completed; a budget check will be undertaken and works deferred / funds will be brought forward from FY18 if possible; works are proposed to be undertaken between June - July 2017. Stage 2: Review of scope is to be undertaken, priority List developed and budget check completed to enable development of a Business Case.	No	Description of the work: stage 1a: pool hall air conditioning unit replacement - fabric vents; teaching pool extract fan replacement. Stage 1b: fitness centre carpet, painting and downpipe and exterior steel vent replacements. Stage 2: comprehensive upgrade. Current status: stage 1a: Orders have been placed for fabric ducting and teaching pool plant room extract fan replacement (to be undertaken in January 2017 in conjunction with the annual maintenance shutdown). Next steps: stage 1b: engage design team to prepare documentation for fitness centre refurbishment; works are proposed to be undertaken during easter 2017. Stage 2: review project initiation form and undertaken investigation and feasibility work to develop business case. Issues: existing fabric ventilation ducting is in poor condition and may not last until planned replacement in January 2017.
151	CF: Project Delivery	Franklin FY17 Community Centre & Hall renewals	Pukekohe East Hall - upgrade male toilets	Q1; Q2; Q3; Q4	ABS: Capex	\$ 66,000	In progress	Green	Current status: An architect has been engaged and is producing detailed design for building consent application. Next steps: Approve detailed design, obtain building consent.	No	Description of the work: alteration and redesign of the male toilets. Current status: obtaining professional input. Next steps: produce design, obtain building consent. Issues: none
3614	CF: Project Delivery	Franklin FY17 Jubilee Pool - Roof on change sheds and swim clubs	Replace roof on change sheds and swim club. Note: This item replaces SP ID: 154	Q1; Q2; Q3; Q4	ABS: Capex	\$ 100,042	In progress	Green	Current status: Physical works contract awarded. Next step: Physical works on site.	No	Description of the work: Replace roof on change sheds and swim club at Jubilee Pool Current status: Physical works quote received - negotiation in progress. Next step: Award physical works contract. Risks / Issues: Nil
3613	CF: Project Delivery	Franklin FY17 Jubilee Pool renewals replace perimeter fence	Jubilee Pool - Replace perimeter fence as old one is not up to standard Note: This item replaces SP ID: 154	Q1; Q2; Q3; Q4	ABS: Capex	\$ 44,997	In progress	Green	Current status: Fencing Works completed, additional mesh requested due to vandalism is being installed. Next step: Handover closure.	No	Description of the work: Jubilee Pool- replace perimeter fence. Current status: works are claimed completed by the contractor. Next step: final site visit - handover closure. Issues: none
3612	CF: Project Delivery	Franklin FY17 Libraries renewals Waiuku Library switchboard replacement	Waiuku Library - Switchboard refit/ replacement. Note: This item replaces SP ID: 152	Q2; Q3	ABS: Capex	\$ 45,420	Completed	Green	Current status: Complete	No	Description of the work: refit/ replacement switchboard at Waiuku Library. Current status: review contractor's quote and issued a contract for this work. Next step: estimated completion date is 31 January 2017. Issues: none

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3611	CF: Project Delivery	Franklin FY17 Renewals Beachlands Rural Library heating replacement	Replace heating in Rural Library Note: this item replaces SP ID: 152	Q1	ABS: Capex	\$ 6,810	Completed	Green	Current status: Complete	No	Description of the work: replace wall mounted heaters with a hiwall heat pump at the Beachlands Rural Library Current status: the heaters have been installed at the library Next step: contractor has been paid. Close project Issues: none
3454	CF: Project Delivery	Franklin Path Renewals E FY17	Beachlands Library, Green Bay Reserve, Omana Esplanade, Rautawa Place Reserve, Snapper Rock Reserve, Sunkist Bay Reserve, Te Pene Reserve (Aka Tracey's Walkway), Te Puru Park Path Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 3,608	In progress	Green	Current status: Physical works in progress on two sites and the other two sites under tender Next step: Finalize physical works .	No	Description of the work: path renewals Franklin East Current status: professional service engaged for heritage element. Next step: tender for physical works. Issues: none
3455	CF: Project Delivery	Franklin Path Renewals W FY17	Anselmi Ridge Drainage Reserve, Centennial Park - Waiuku, Constellation Park, Kennelly Park, Kingseat Recreation Reserve, Martyn Farm Estate Esplanade Reserve, Patumahoe Recreation Reserve, Pollok School Grounds, Pukekohe Service Centre, Puni Recreation Reserve, Racecourse Road Esplanade Reserve, Rosa Birch Park, Runciman Reserve (Leased), Sandspit Reserve - Waiuku, Waiuku Cemetery, Waiuku Sports Park Path Renewals. (Investigation and design Renewals in FY17)	Q1; Q2; Q3; Q4	ABS: Capex	\$ 17,072	In progress	Green	Current status: Contract awarded for physical works. Next step: Commence physical works on site.	No	Description of the work: renewal of parths in Franklin West Current status: scoping works to engage physical works contractor Next step: award physical works contract. Issues: none
3456	CF: Project Delivery	Franklin Play Equipment Renewals FY17-18	Growers Stadium & Stadium No. 2, North Road Reserve, Orere Point Beach Reserve, Pohutukawa Park (Whitford), Possum Bourne Reserve, Pukekohe Town Centre Grnds. Rautawa Place Reserve, Twomey Drive Reserve, Waitoa Reserve, Pukekohe, Play Equipment Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 66,000	Approved	Green	Current Status: The project scoping is being written Next Steps: Assigning a project manager	No	Description of the work: renew fitness stations and swings Current status: planning Next steps: physical works Issues: none
3935	CF: Project Delivery	Franklin Pool & Leisure - Stadium ventilation improvements	Franklin Pool & Leisure - Stadium ventilation improvements	Q2	ABS: Capex	\$ 13,860	Completed	Green	Current status: Complete	No	Description of the work: Improve the stadium ventilation at the Franklin Pool & Leisure Centre Current Status: Work has been completed on site Next Step: Pay the contractor and close the project Risks/Issues: There are no known issues
3787	CF: Project Delivery	Franklin Pool & Leisure Centre Replace Balance Tank Water Supply	Franklin Pool & Leisure Centre - Replace Balance Tank Water Supply	Q2; Q3	ABS: Capex	\$ 19,644	Completed	Green	Current status: Complete	No	Description of the work: Replace balance tank water supply at Franklin Pool & Leisure Centre Current status : Works completed claimed by the contractor . Next step: Final site inspection and close off Risks/Issues: No known issues.
3483	CF: Project Delivery	Franklin Road Recreation Centre Carpark Renewals	Franklin Road Recreation Centre Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 30,000	In progress	Green	Current status: Tendering physical works. Next steps: Physical works.	No	Description of the work: renew Franklin Road recreation centre carpark Current status: completion of design and consent. Next steps: physical works Issues: none
3457	CF: Project Delivery	Franklin Sign Renewals E FY17	Beachlands Domain, Clifton Road Walkway, Kawakawa Bay Foreshore, Maraetai Park, Orere Point Beach Reserve, Parkway HFTE Village, Rautawa Place Reserve, Sunkist Bay Reserve, Umupuia Coastal Reserve, Waiomanu Reserve (aka Magazine Bay), Waiti Bay Reserve Sign Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 25,080	In progress	Green	Current status: Signage brief complete -Tender documentation for physical works in progress. Next step: Award contract and Physical works on site.	No	Description of the work: sign renewals - Franklin East Current status: professional service for scoping engaged - works in progress. Next step: initiate tender for physical works depending on the consenting requirements. Issues: none

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3458	CF: Project Delivery	Franklin Sign Renewals W FY17-18	Bayview/Elsie Drive Esplanade Reserve, Big Bay Reserve, Cape Hill Reserve- Upper, Clarks Beach Boat Ramp, Clarks Beach-Bradley Beach Access, Clive Howe Rd Recreation Reserve, Cloverlea Recreation Reserve, Glenbrook Beach Boat Ramp Reserve, Hamilton Estate Recreation Reserve, Hamiltons Gap (West Coast Rd, Awhitu), Hickeys Recreation Reserve, Hudsons Beach Esplanade Reserve, Kawakawa Coast Rd Reserve, Lochview Recreation Reserve, Massey Park - Waiuku, Matakawau Point Reserve, Matakawau Recreation & Plantation Res, Nga Hau E Wha Marae, Parkway HFTE Village, Patumahoe Recreation Reserve, Possum Bourne Reserve, Racecourse Road Esplanade Reserve, Rata Street Reserve, Riverside Drive Recreation Reserve, Roosevile Park, Roulston Park & Pioneer Cottage, Sandspit Rd Esplanade Reserve, Shelly Bay Reserve, Tamakae Reserve, Waiuku Beach Boatramp Reserve, Waitangi Falls Esplanade Reserve, Waiuku Cemetery Sign Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 19,960	In progress	Green	Current status: Signage brief complete -Tender documentation for physical works in progress. Next step: Award contract and Physical works on site.	No	Description of the work: sign renewals - Franklin West Current status: professional service for scoping engaged - works in progress. Next step: initiate tender for physical works depending on the consenting requirements. Issues: none
3459	CF: Project Delivery	Franklin Sports W Renewals FY17	Glenbrook Road Recreation Reserve, Growers Stadium & Stadium No. 2, Puni Recreation Reserve Goalposts and Sports Lighting Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 23,400	In progress	Green	Current Status: Scoping. Next Steps: Design.	No	Description of the work: light renewals in various sportsgrounds Current status: scoping. Next steps: design. Issues: none
3460	CF: Project Delivery	Franklin Structure East Renewals FY18	Clive Howe Road Scenic Reserve and Whitford War Memorial Domain Boardwalk and Step Renewals	Not scheduled	ABS: Capex	\$ -	Proposed	Green	This is a future year project. Work will not commence in this financial year. This project is being investigated and will be presented to local board for approval.	No	Project will be delivered in 2017/18
3461	CF: Project Delivery	Franklin W Structure Renewals FY17	Awhitu Reserve - Wattle Bay, Cape Hill Reserve-Upper, Clarks Beach Boat Ramp, Norfolk Rise HFTE Village Step, Retaining Walls and Handrail Renewals	Not scheduled	ABS: Capex	\$ 71,752	In progress	Green	Current status: Physical works tender in progress Next step: Physical works on site.	No	Description of work: Franklin West Structure Renewals financial year 2017. Current status: design in progress. Next step: finalise design and physical work estimates. Issues: none
3463	CF: Project Delivery	Franklin W Carpark Renewals FY17-18	Matakawau Point Reserve, Patumahoe Recreation Reserve, Puni Recreation Reserve, Waipipi Cemetery, Waiuku Service Centre Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 140,000	In progress	Green	Current Status: Scoping Next Steps: Design	No	Description of the work: car park renewal Current status: scoping Next steps: design Issues: none
3462	CF: Project Delivery	Franklin W Structure Renewals FY18-19	Edwards Court Reserve, Kayes Road Reserve, Kent Street HFTE Village, Pukekohe Service Centre, Roosevile Park, Waiuku Netball, Golf & Squash Clubs (Leased), Waiuku Service Centre Retaining Wall and Step Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ -	In progress	Green	Current status: Physical works tender in progress Next step: Physical works on site.	No	Description of work: Franklin West Structure Renewals financial year 2017. Current status: design in progress. Next step: finalise design and physical work estimates. Issues: none
3464	CF: Project Delivery	Glenbrook Beach Beachfront Coastal Renewals	Glenbrook Beach Beachfront Boat Ramp and Seawall Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 35,182	In progress	Green	Current status: High level concept design Next steps: Stakeholder consultation and local board workshop.	No	Description of the work: Glenbrook Beach beachfront boat ramp and seawall renewals Stage one design, consents etc. Current status: design Next steps: consultation consenting Issues: coastal structure
3465	CF: Project Delivery	Glenbrook Road Recreation Reserve Carpark West Renewals	Glenbrook Road Recreation Reserve Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 4,900	In progress	Green	Current Status: Scoping Next Steps: Design	No	Description of the work: car park renewal Current status: scoping Next steps: design Issues: none
4444	CF: Project Delivery	H&S: Orere Point Beach Res - Renewal of accessway	TBC	Q3; Q4	ABS: Capex	\$ 40,000	Proposed	Green	Current Status: Permanent closure of track is recommended by the consulting engineer. Project forwarded to investigation and design team. Next Step: Investigation and Design team to direct further action.	No	N/A
3938	CF: Project Delivery	Jack Lachlan Subdivision development walkway connection, esplanade and neighbourhood	Jack Lachlan Drive Playscape Development	Not scheduled	ABS: Capex	\$ 325,000	In progress	Amber	No vestment in land Current status: Concept development Next steps: Detailed design	No	Description of the work: Playground and walkway development. Current status: Concept development. Next steps: Detailed design. Risks/ Issues: Still awaiting vesting of land.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
4333	CF: Project Delivery	Jubilee Pool - Replace Waterproofing Membrane - Lap Pool	Health & Safety Critical Works	Not scheduled	ABS: Capex	\$ 80,850	In progress	Green	Current status: Quotes requested. Next Steps: Award physical works.	No	Description of the work: Waterproofing membrane Current status: Planning Next Steps: Award Physical works Risks / Issues: Nil
3467	CF: Project Delivery	Karaka Sports Park Carpark Renewals	Karaka Sports Park Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 26,299	In progress	Green	Current Status: Engineer contracted design underway. Next steps: Complete design tender physical works.	No	Description of the work: renewal of Karaka Northern car park. Design financial year 2017, construction financial year 2018. Current status: planning. Next steps: contract engineer. Issues: none
3468	CF: Project Delivery	Kawakawa Bay planning and protection	Kawakawa Bay Planning and Protection	Not scheduled	ABS: Capex	\$ 37,500	Approved	Green	Current status: Concept phase - determining works Next Steps: Planning and report checks	No	Description of the work: renewal of existing assets in the Kawakawa Bay area Current status: concept phase Next steps: reviewing the business case and planning Issues: scope of works to be determined
3469	CF: Project Delivery	Lady Jane Structure & Paving Renewals	Lady Jane Franklin Botanical Reserve Boardwalk, Paths and Step Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 11,290	In progress	Green	Current Status: Scoping required work Next Steps: Award consultancy services Contract.	No	Description of the work: path construction works through Lady Jane Reserve Current status: planning and co-ordination Next steps: procurement planning for physical works Issues: none
3937	CF: Project Delivery	Leigh Auton Reserve park renewal	Leigh Auton Reserve park renewal	Q3	ABS: Capex	\$ -	Completed	Green	Current status: Complete	No	Description of the work: Fence renewal at Leigh Auton Reserve Current status: completed and asset handed over Next steps: Nil Risks / Issues: Nil
3939	CF: Project Delivery	Lighting of walkway from Pine Harbour Marina through to Green Bay	Lighting of walkway from Pine Harbour Marina through to Green Bay	Q1; Q2; Q3	ABS: Capex	\$ 219,312	In progress	Green	Current status: Physical works in progress. Next steps: Maintain physical works programme to completion / expected for early April 2017.	No	Description of the work: Installation of pedestrian walkway lighting connecting Pine Harbour to Beachlands along esplanade walkway. Current status: Physical works in progress. Next steps: Maintain physical works programme. Risks / Issues: Archaeological site has been given approval to close up. Works will continue, and path to be re-opened.
3470	CF: Project Delivery	Massey Park - Waiuku Skatepark Renewals	Massey Park - Waiuku Skatepark Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 10,000	In progress	Green	Current Status: Physical works contract in place. Initial site works to commence 10 April 2017. Next steps: Review funding scope with third party funding	No	Description of the work: improvements to skate park for increased use Current status: drawings completed. Review of consenting requirements to be undertaken Next steps: review funding scope with third party funding Issues: completion of project to tie in with additional third party funding towards the project
3940	CF: Project Delivery	Matakawau Point Reserve carpark renewal	Matakawau Point Reserve carpark renewal	Q1; Q2	ABS: Capex	\$ 51,680	Completed	Green	Current status: Complete	No	Description of the work: Renewal of Matakawau Point Reserve carpark Current status: Handover Next steps: Nil Risks/Issues: Nil
3941	CF: Project Delivery	Matakawau Recreation & Plantation Res retaining wall	Matakawau Recreation & Plantation Res retaining wall	Q1; Q2; Q3; Q4	ABS: Capex	\$ 17,142	Proposed	Green	Current status: Consenting of existing structure and reporting on future opportunities. Next steps: Planning.	No	Description of the work: Concept Report/consenting Current status: Consenting of existing structure and reporting on future opportunities Next steps: Planning Risks/Issues: Working in a coastal environment
3942	CF: Project Delivery	Not Required Sunkist Bay Reserve toilet and furniture renewals (P2)	Renewal of retaining wall at Sunkist Bay Reserve	Q3; Q4	ABS: Capex	\$ 33,600	In progress	Green	Current Status: Design and tendering documentation being prepared Next Steps: Tendering for site works	No	Description of works: Renewal of retaining wall at Sunkist Bay Reserve Current Status: Planning phase. Next Steps: Design Risks/ Issues : Nil
3943	CF: Project Delivery	Numerous sites 4s and 5s Furniture renewals	Numerous sites 4s and 5s Furniture renewals	Q3	ABS: Capex	\$ 2,000	Completed	Green	Current status: Complete	No	Description of the work: Renewal of furniture across various sites Current status: Physical works to start June 2016 Next steps: Handover of asset Risks/Issues: Nil.
3944	CF: Project Delivery	Numerous sites 4s and 5s Playground renewals	Numerous sites 4s and 5s Playground renewals	Not scheduled	ABS: Capex	\$ 15,000	Proposed	Green	Current Status: The project scoping is being written. Next Steps: Assigning a project manager.	No	Description of the work: Numerous play space renewals Current Status: Awaiting scope of work Next Steps: Planning Risks/Issues: Nil

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3478	CF: Project Delivery	Omana Esplanade Playground Renewals	Omana Esplanade Playground Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 54,000	In progress	Green	Current status: planning this year Next steps: next year construction	No	Description of the work: playground renewal Current status: planning this year Next steps: next year construction Issues: none
3945	CF: Project Delivery	Orere Point Beach Reserve carpark renewal - pot holes, regrade and top up	Orere Point Beach Reserve carpark renewal - pot holes, regrade and top up	Q1; Q2	ABS: Capex	\$ 53,675	Completed	Green	Current status: Complete	No	Description of the work: Orere Point Beach Reserve carpark renewal Current status: Handover and closure Next steps: Nil Risks/Issues: Nil
3946	CF: Project Delivery	Paerata development of walkways, play space and general park development	Paerata development of walkways, play space and general park development	Q3; Q4	ABS: Capex	\$ -	In progress	Amber	Land not currently vested for development Current status: Awaiting confirmation of development plans Next steps: concept design	No	Description of the work: Walkways and playground development around new subdivision. Current status: Awaiting confirmation of development plans. Next steps: Concept design. Risks/ Issues: Land not currently vested with Council so no works proposed this Financial Year.
3947	CF: Project Delivery	Patumahoe Recreation Reserve carpark renewal	Patumahoe Recreation Reserve carpark renewal	Q1; Q2	ABS: Capex	\$ 42,460	Completed	Green	Current status: Complete	No	Description of the work: Renew Patumahoe Recreation Reserve carpark Current status: Completed Next steps: Nil Risks/ Issues: Nil
3948	CF: Project Delivery	Patumahoe Recreation Reserve sports platform irrigation	Patumahoe Recreation Reserve sports platform irrigation	Q2	ABS: Capex	\$ 127,689	Completed	Green	Current status: Complete	No	Description of the work: Irrigation Patumahoe fields 1 and 2. Current status: Physical works complete. Next steps: Operations to monitor and report any soil top ups required. Risks/Issues: Nil
3949	CF: Project Delivery	Puni Recreation Reserve carpark renewal	Puni Recreation Reserve carpark renewal	Q1; Q2; Q3	ABS: Capex	\$ 29,680	Completed	Green	Current status: Complete	No	Description of the work: Renew Puni Recreation Reserve carpark Current status: Complete project Next steps: Handover of asset Risks/Issues: Nil
3950	CF: Project Delivery	RFBR - Franklin - Franklin Sport Swim & Fitness Entrance Auto Doors	RFBR - Franklin - Franklin Sport Swim & Fitness Entrance Auto Doors	Q3	ABS: Capex	\$ 32,541	Completed	Green	Current status: Complete	No	Description of the work: Install two entrance auto doors at Franklin Sport Swim & Fitness Centre Current Status: Contractor has completed work on site Next Step: Contractor has been paid. Close project. Risks/Issues: Building consent was amended for the change to the two entrance auto doors. The fire report would have had to be amended if one entrance door was installed. There are no other issues
3471	CF: Project Delivery	Rosa Birch Carpark Renewals	Rosa Birch Park Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 50,000	In progress	Green	Current Status: Design 2016/17 Construction 2017/18. Next steps: Complete design.	No	Description of the work: renewal of Rose Birch car park. Current status: design in financial year 2017, construction in financial year 2018. Next steps: confirm scope contract engineer. Issues: none
3579	CF: Project Delivery	Samuel Millar Park Playspaces Renewals	Samuel Millar Park Slide Renewal	Q1; Q2	ABS: Capex	\$ 70,000	Completed	Green	Current status: Complete	No	Description of the work: playground slide renewal Current status: physical works awarded and works expected to be complete by end December 2016 Next steps: completion Issues: none
3472	CF: Project Delivery	Sandspit Reserve coastal renewals	Sandspit Reserve Waiuku Seawall Renewal. Existing Renewals Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 300,000	In progress	Green	Current status: Finalisation of design/consenting for seawall renewal Next steps: Procurement for Physical works	No	Description of the work: seawall renewal Current status: detailed design of integrated option being prepared/consultation Next steps: consenting Issues: coastal environment/funding
3473	CF: Project Delivery	Sunkist Bay Reserve Seawall	Sunkist Bay Reserve Seawall Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 33,600	In progress	Green	Current status: Physical works contract awarded. Next steps: Physical works on site.	No	Description of the work: coastal structure renewal. Current status: planning phase. Next steps: process consent for works within significant trees. Issues: none

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3474	CF: Project Delivery	Sunkist Bay Reserve Toilets/Change Rooms Renewals	Sunkist Bay Reserve Toilet Renewal. Existing Renewals Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 37,326	In progress	Amber	Proposed changed to the location of the toilet has delayed the project schedule. Location to be approved from local board and boat club. Current Status: Design documentation being prepared Next Steps: Tendering documentation for site works to be prepared	No	Description of the work: renewal of toilet and changing rooms Current status: planning in progress. Next steps: design phase Issues: decision on final location.
3475	CF: Project Delivery	Tamakae Reserve Wharf Across water band rotundra Renewals	Tamakae Reserve Wharf Across water band rotundra Renewals	Q1	ABS: Capex	\$ 13,760	In progress	Green	Current Status: Have structural engineer look over the asset to determine if renewal is needed Next Steps: Look at possible options and solutions	No	Description of the work: water band rotunda renewal Current status: design Next steps: tender Issues: none
3476	CF: Project Delivery	Tamakae Reserve wharf renewals (P1)	Tamakae Reserve Carpark, Lighting and Wharf Renewals. Existing Renewals Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 463,195	In progress	Green	Current status: Physical works will commence late March or early April. Consent application for tree removal to be lodged Next steps: Physical works completed in October 2017	No	Description of the work: wharf upgrade. Current status: tender evaluation. Next steps: negotiation and award physical works. Issues: physical works will start later than planned due to tender negotiations.
3951	CF: Project Delivery	Te Puru Park carpark renewal	Te Puru Park carpark renewal	Q1; Q2; Q3	ABS: Capex	\$ 69,449	Completed	Green	Current status: Complete	No	Description of the work: renew Te Puru Park carpark Current status: completed Next steps: Nil Risks/Issues: Nil
3477	CF: Project Delivery	Te Puru Park Renewal	Te Puru Park Retaining Wall Renewal	Q3; Q4	ABS: Capex	\$ 7,848	In progress	Green	Current Status: Scoping in progress - Consultant engaged Next Steps: Physical works	No	Description of the work: renew retaining wall in Te Puru park Current status: planning phase Next steps: design and consultation Issues: none
3479	CF: Project Delivery	Te Toro Recreation Reserve Seawalls Renewals	Te Toro Recreation Reserve Seawalls Renewals. Existing Renewals Project	Q1; Q2	ABS: Capex	\$ 35,213	In progress	Green	Current status: Consenting of existing structures and reporting on future opportunities Next steps: Planning for physical works following approval of consents	No	Description of the work: consenting/concept report Current status: consenting of existing structures and reporting on future opportunities Next steps: planning Issues: coastal works
3952	CF: Project Delivery	Times Place Recreation Reserve play space renewal	Times Place Recreation Reserve play space renewal	Q3	ABS: Capex	\$ -	Completed	Green	Current status: Complete	No	Description of the work: Playground renewal Current status: Project complete Next steps: Nil Risks/Issues: Nil
3466	CF: Project Delivery	Umupuia Coastal Rsv Playground Renewals	Umupuia Coastal Rsv Playground Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 54,000	In progress	Green	Current status: Concept plan being prepared Next steps: Detail design to commence May 2017	No	Description of the work: Umupuia Coastal Reserve playground renewal Current status: planning Next steps: design Issues: none
3953	CF: Project Delivery	Various reserves footpath renewals	Various reserves footpath renewals	Not scheduled	ABS: Capex	\$ 4,919	Proposed	Green	Current status: Scope definition Next steps: Assign to project manager.	No	Description of the work: Footpath renewals Current status: Awaiting scope Next steps: Plan Risks/ Issues: Nil
3480	CF: Project Delivery	Waiau Beach Boatramp Reserve Paths Renewals	Waiau Beach Boatramp Reserve Path Renewals	Q2; Q3	ABS: Capex	\$ 26,105	Completed	Green	Current status: Complete	No	Description of the work: renew boat ramp and pathway. Current status: physical work Next steps: completion Issues: coastal environment.
3481	CF: Project Delivery	Waiau Beach Boatramp Reserve Seawall renewals	Waiau Beach Boatramp Reserve Seawall renewals	Not scheduled	ABS: Capex	\$ -	Proposed	Green	This is a future year project. Work will not commence in this financial year. This project is being investigated and will be presented to local board for approval.	No	Description of works: Waiau Beach boatramp and seawall renewals. Current status: work being scoped. Next steps: assign a project manager for delivery. Issues: none
4126	CF: Project Delivery	Whiteside Pool - Replace change room and plant room roof	Whiteside Pool - Replace change room and plant room roof	Q2	ABS: Capex	\$ 27,279	Completed	Green	Current status: Complete	No	Description of the work: Whiteside Pool - Replace change room and plant room roof. Current Status: Contractor has completed work on site Next Step: Paid contractor and close project. Risks/ Issues: Nil

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3482	CF: Project Delivery	Whitford Point Reserve Monuments Renewals	Whitford Point Reserve Monuments Renewals	Not scheduled	ABS: Capex	\$ 2,500	Approved	Green	Current Status: The project scoping is being written Next Steps: Assigning a project manager	No	Description of the work: renew monuments at Whitford Point reserve. Current status: awaiting scope. Next steps: plan and design. Issues: none
Community Facilities: Operational Management and Maintenance											
3803	CF: Operations	Franklin Arboriculture Contracts	Covers tree maintenance	Q1; Q2; Q3; Q4	ABS: Opex	\$ 278,843	In progress	Green	Asplundh continue to perform well with a quarterly average of 99.7% for quality In late January, there was a significant weather event that saw a spike in requests for service. This influx in requests resulted in disruption to scheduled street and park tree maintenance. Although most of the follow-up work has been completed, the impact of the storm did create a backlog in jobs. The deluge earlier in March provided additional challenges.	No	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.
3802	CF: Operations	Franklin Ecological Restoration Contracts	Covers areas of special ecological significance; and pest species control	Q1; Q2; Q3; Q4	ABS: Opex	\$ 97,895	In progress	Green	NZ Biosecurity has a quarterly average of 91% for quality leaving some room for improvement. The number of pest plant requests (RFS) have increased compared with last quarter which is expected for the season as reserves experience higher public use with good weather and also the holiday season. Requests for rat and possum control have been consistent with the previous quarter. Third quarter is typically the peak period for wasp control. Although still the busiest period, the presence of wasps have been markedly less than previous years.	No	NZ Biosecurity Services continue to perform well with a quarterly average of 91% 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.
3801	CF: Operations	Franklin 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	\$ 4,019,631	In progress	Green	Downer have performed to expectation during this period with the rural contract with the following KPI results recorded – December 97%, January 98% and February 99%. This is a positive result for the busy summer period. Sports field preparation and allocations for the winter codes are underway. The impact of storm damage from early March flooding is still being worked through with suppliers and council's insurance provider. Across the region staff have turned off all non-essential irrigation, water features and drinking fountains in an effort to support of Watercare's water saving initiative. Colin Lawrie fields in Pukekohe were successfully renovated to host the National Under 17 boys softball tournament in late January.	No	Downer Ltd has performed to expectation during this period with the following KPI results recorded – September 100% - October 99% - November 98%. 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. Downer Ltd 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.
Infrastructure and Environmental Services											
2213	I&ES: DPO	Manukau Road, Pukekohe upgrade project	The design (from concept to detailed design) of Manukau Road in Pukekohe is being undertaken by Boffa Miskell in the 15/16 FY, with completion of the Design work in June 2016. The following construction phase of work will commence early 2017, using the allocated 17/18 budget.	Q3; Q4	ABS: Capex	\$ 1,221,000	In progress	Green	Physical works are underway with project completion programmed for completion in July 2017.	No	Procurement process for physical works contract commenced. Construction planned to start early 2017.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
1974	I&ES: Environmental services	Hornwort	To undertake any follow-up actions from the hornwort survey. This may include signage, and work to identify and manage vector pathways. This would be funded through the local board's pest control budget line.	Not scheduled	LDI: Opex	\$ 5,000	In progress	Green	Signage design was finalised in quarter three. The signs are now installed and the project completed. The presence of this signage will play an important role in raising awareness of the presence of high impact invasive aquatic weeds in this area, with the aim of reducing spread of the weeds to new locations.	No	The required signage is now being developed for placement next to the only boat ramp located on the Wairoa River. This is designed to educate and inform users of the risks of spreading both eel grass and hornwort via boats and other equipment to other Auckland water ways. Support for the sign has been received from iwi representatives. The signs will be installed by quarter three.
1973	I&ES: Environmental services	Strategic Weed Control - Franklin	Development of detailed, site-specific biodiversity management plans for three high priority sites: •Hunua Domain Recreation Reserve (corner Whites and Falls Road, Hunua) •Henry's Bush, Patumahoe •Matakawau Recreational and Plantation Reserve.	Not scheduled	LDI: Opex	\$ 24,000	Approved	Green	A draft plan has been received for Henry's Bush and is currently being reviewed. The plans for Hunua Domain Recreation Reserve and Matakawau Recreational and Plantation Reserve are in progress, to be completed in the final quarter.	No	Procurement is complete and site investigation, community liaison and report drafting is underway, which will continue into quarter three.
1976	I&ES: Environmental services	Wai Care - Franklin	To provide local funding to support weed control and restoration planting undertaken as part of the Wai Care programme in Franklin. Funding will support work undertaken by Clevedon, Pukekohe East and Pukekohe North schools.	Q3; Q4	LDI: Opex	\$ 15,000	In progress	Green	Planting plans are underway for selected sites with planting to occur in quarter four. Schools have expressed interest in undertaking this planting.	No	Site maintenance (weed control) has occurred as planned. Site selection is finalised at Colin Lawrie and Kayes Reserve, with a continuation of the existing restoration area.
3574	I&ES: Environmental services	Weed Brochure	To fund an additional print run and distribution of the Franklin pest plant brochure (funded 15/16)	Q2	LDI: Opex	\$ 4,500	Completed	Green	Project completed.	No	Project completed.
1972	I&ES: Healthy waters	Manukau Harbour Forum - Franklin	Support the work programme of the Manukau Harbour Forum.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 8,000	Approved	Green	The Manukau Harbour symposium is scheduled for 19 May 2017 at the Māngere Arts Centre. A total of 18 people attended the second flagship site event at Flint Group in Penrose on 22 February 2017. The next flagship site event is being organised and expected to be held at Mainfeeds in Wiri at the end of April 2017.	No	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.
3576	I&ES: Healthy waters	Wairoa River Action Plan - including Wairoa River Coordinator	To develop an action plan to guide restoration of the Wairoa River, and to fund a coordinator role to oversee implementation of the action plan. (This project was approved in 2015/2016 and the budget for the work carried forward).	Not scheduled	LDI: Opex	\$ 27,000	In progress	Green	The steering group are continuing to meet regularly and progress the development of the draft action plan. The draft action plan will be workshoped with the board on the 4th April 2017. A contractor is being sourced to carry out a stream walk of the Wairoa River to assist the prioritisation of actions in the plan.	No	Several meetings of the steering group have been held to support the development of a draft action plan. In addition, a map showing the potential areas within the catchment for prioritisation is currently being prepared. Both the draft action plan and the map will be peer reviewed by staff before a workshop with the board in April 2017.
1977	I&ES: Healthy waters	Wairoa River Action Plan - iwi engagement	To support consultation with iwi on the Wairoa River Action Plan	Not scheduled	LDI: Opex	\$ 3,000	In progress	Green	Iwi consultation is on-going throughout the development of the Wairoa River Action Plan.	No	Iwi consultation commenced in November 2016.
2265	I&ES: Healthy waters	Water Quality Monitoring - Franklin	To continue water quality monitoring at Waiuku. This site is monitored to increase the number of sites around the Manukau Harbour monitored as part of the regional state of the monitoring programme. This project is managed by RIMU. The budget sits with Environmental Services, but it is not led by Infrastructure and Environmental Services.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 6,000	In progress	Green	As in quarters one and two, monthly monitoring is ongoing and is building on current datasets. The continuation of the sampling will help clearly describe the water quality issues impacting the estuary and how these issues may vary over different seasons and from one year to the next and how Waiuku compares to other parts of the Manukau Harbour. The data set is now five years old. However, it is recommended to have a minimum of eight years of data to enable robust statements about any identifiable trends. This data will be useful for some of the additional research and management programmes undertaken in and around the Manukau Harbour.	No	Monthly monitoring is ongoing and is building on the current datasets. The continuation of the sampling will help clearly describe the water quality issues impacting the estuary and how these issues may vary over different seasons and from one year to the next and how Waiuku compares to other parts of the Manukau Harbour. The data set is now five years old, but it is recommended to have a minimum of eight years of data before one is able to make more robust statements about the any trends in the data. These data will also be useful for some of the additional research and management programmes being undertaken in the Manukau Harbour.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
2905	I&ES: Healthy waters	Waterways Protection Fund (Franklin)	Establish a contestable waterways protection fund to support projects that will improve water quality in the catchment such as fencing and restoration planting.	Q2; Q3	LDI: Opex	\$ 20,000	In progress	Green	A total of six funding applications were approved by the board in February 2017. The total amount granted was \$19,974.55. Funding agreements have been sent to all applicants.	No	Mauku Stream was identified as the preferred catchment this year. A total of eight applications were received by the closing date (6 December 2016) requesting a total of \$70,000 in funding support. The board will decide on the applications in quarter three.
Plans and Places											
2656	I&ES: DPO	Revitalisation of town centres	No information provided	Not scheduled	LDI: Opex	\$ 40,000	Proposed	Green			
Local Economic Development: ATEED											
2069	CCO: ATEED	Review of short stay tourist accommodation	<p>This project is to undertake a Franklin-wide assessment of motor campervan / camping facilities to identify if there is a need to provide additional facilities or improve existing facilities to encourage more visitors to overnight in the district.</p> <p>It will look at how well different sectors of the market (e.g. families, trampers and cyclists with different facility requirements) and different types of accommodation (tents, caravans, motorhomes etc.) are catered for.</p> <p>The project will ensure a resource to undertake a stocktake of existing provision, do a gap analysis, propose options for strategic development of further facilities and advise on implementation.</p> <p>The project will also identify any potential risks from the development and promotion of the area as a place to stay such as from problem freedom campers other local authorities have experienced.</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	Approved	Green	The research is underway. NZTRI who are delivering the research have met with interested local board members to discuss the proposed work. NZTRI are now undertaking the research.	No	Project scope agreed, contractor (New Zealand Tourism Research Institute) appointed and service agreement signed. Project will commence in January 2017. Working with Auckland Council 'Freedom Camping Pilot' to maximise linkages between the two pieces of work.
1923	CCO: ATEED	Support Stage 2 of Development of Hunua Cycle Trail	<p>Tourism development is a key focus of the Franklin Local Board Plan under its 'Thriving Local Economy' outcome.</p> <p>Stage 1 to develop Hunua Cycle Trail routes has recently been funded. This will confirm a route and outline funding requirements and sources and timelines.</p> <p>Stage 2 will be an Economic Impact Assessment that will progress the development of the trail to the next stage.</p> <p>The assessment will look specifically at the benefits that Franklin will experience from the opening up of the Hunua Ranges to visitors and identify any actions that the local board and local businesses and tourism operators can take to maximise the benefits to Franklin.</p> <p>Beyond this seed funding, national funding will be required to take develop the project fully. Central government has recently announced a fund of \$25 million for expanding or connecting Great Rides in New Zealand which will be sought.</p>	Q4	LDI: Opex	\$ 25,000	Approved	Green	Some Iwi engagement has taken place and a meeting held with a cross section of stakeholders on 15 March 2017. The meeting highlighted a desire to progress the work in the cycle trail to the next stage which should involve consideration of what it is the trail should be achieving and potential routes that would best allow the trail to deliver those benefits.	No	The consultation process on this project needs to be thorough and is dependent on engagement with Iwi contacts. Engagement with Iwi will not now happen until the new year (2017). Once completed there will then be consultation with council / stakeholders and landowners prior to undertaking the next steps.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
1952	CCO: ATEED	Tongzhou Collaborative Partnership	<p>Tongzhou is a district of Beijing that shares some of the issues Franklin is facing in moving to a more urban form. An invitation has been made by Tongzhou to a delegation from Franklin to visit in 2016/17. This will require the Local Board to cover travel expenses for up to 3 delegates. Once there the Tongzhou local government will host the delegation. Other delegates such as Franklin businesses will cover their own travel expenses. The following activities have been proposed:</p> <ul style="list-style-type: none"> • International trade - the delegation can allow leading local businesses to explore opportunities. A trade event could be established for the districts to display each others products. • Trade and tourism exchange - a cultural expo could be held in the counterpart district to promote Franklin firms & tourism. • Civic learning - Franklin Local Board has the opportunity to learn from Tongzhou's experience in moving to a more urban form e.g. infrastructure development, green space storm water. • International education exchange - a group of secondary students will represent their own district. • Hosting and showcasing Franklin - would require covering the costs of accommodating the delegation from Tongzhou. The delegation from Tongzhou can include business people and tour 	Not scheduled	LDI: Opex	\$ 6,000	Approved	Amber	<p>There has been considerable delay in responding to the invitation from Tongzhou and some differing opinions on how the project should proceed.</p> <p>A draft response to the Deputy Mayor of Tongzhou was prepared by Jonathan Sudworth. This response was not agreed to by the Chair of the local board.</p> <p>The Chair of the Franklin Local Board will be replying to the invitation made by Tongzhou the the previous Chair in the last term.</p>	No	<p>The Franklin Local Board passed resolution number FR/2016/220 in December 2016. That the Franklin Local Board</p> <p>a) supports in principle a relationship with Tongzhou and requests a targeted assessment of local business interested in travelling with the delegation to Tongzhou.</p> <p>This will be progressed in quarter three.</p>
1909	CCO: ATEED	Young Enterprise Scheme (FR)	<p>The funding from the local board, is new spend and will contribute to the regional Youth Enterprise programme to enable three high schools in Franklin (Pukekohe High, Wesley College and Waiuku College) to participate in the Dragons Den and regional events.</p> <p>Due to the success of the programme resulting in increased participants and costs have been centralised into 1 Dragons Den and 1 Regional event in 2016.</p> <p>Relevant Background to YES: 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.</p>	Q3	LDI: Opex	\$ 1,500	Completed	Green	The E-days have been held and the funding has been used.	No	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.

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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	Q3 Commentary	Q3 Highlight	Q2 Commentary
Libraries												
1554	CF: Community Leases	Awhitu Outdoor Adventure Trust	New lease for Awhitu Central Cemetery Reserve	Q3	31/03/2010	\$ 67.50	\$ 67.50	Completed	Green	Trust have dissolved and have not grazed land for two years. Lease terminated.	No	Resent application pack to lessee to apply for a new lease
1589	CF: Community Leases	Bombay Rugby Football Club	New lease at 40 Paparata Road, Bombay	Q3; Q4	30/03/2017	\$ 150.00	\$ 150.00	In progress	Green	Application not received as yet, following up with group.	No	Sent application pack to lessee to apply for a new lease.
1590	CF: Community Leases	Clarks Beach Bowling Club Inc	New lease at 40 Torkar Road, Clarks Beach	Q3; Q4	31/03/2017	\$ 307.20	\$ 307.20	In progress	Green	Application received and staff are arranging a site visit.	No	Sent application pack to lessee to apply for new lease.
1591	CF: Community Leases	Clarks Beach Golf Club Inc	New lease at Franklin Park Recreation Reserve, Torkar Road, Clarks Beach	Q3; Q4	31/03/2017	\$ 1,415.50	\$ 1,415.50	In progress	Green	Application received and staff are arranging a site visit.	No	Sent application pack to lessee to apply for new lease.
1558	CF: Community Leases	Clevedon A & P Association	New lease at Clevedon Showgrounds Reserve, Monument Road	Q1	10/10/2011	\$ 0.10	\$ 0.10	In progress	Green	A report is underway to seek permission for the land to be held under the Local Government Act to better suit the wide use and a new lease for the association. Staff are to confirm final site plan with the association and it is considered a priority matter.	No	Report underway
1592	CF: Community Leases	Clevedon Lawn Tennis Club Inc	New lease at Clevedon Showgrounds Reserve, 73R Monument Road	Q4	30/06/2017	\$ 0.10	\$ 0.10	In progress	Green	Applying for land owner approval for additional courts is underway. Holding renewal to deal with it at the same time.	No	Report underway. Also obtaining landlord approval for resurfacing of courts.
1571	CF: Community Leases	Clevedon Paddling Club	New lease for Kawakawa Road, Clevedon	Q1; Q2; Q3; Q4	30/06/2017			In progress	Green	Working through matters raised in submission	No	Working through matters raised in submission
1572	CF: Community Leases	Counties Manukau Hockey Assoc	New lease for additional premises at Rosa Birch Park, Pukekohe	Q1; Q2; Q3; Q4	31/10/2030	\$ 1.00	\$ 1.00	In progress	Green	Report underway.	No	Report underway
1573	CF: Community Leases	Counties Manukau Kindergarten Assoc - Glenbrook	New lease for additional premises at Glenbrook Reserve	Q3; Q4	31/12/2021	\$ 1.00	\$ 1.00	In progress	Green	This is a low priority lease as the group's current use is not affected by the future need to reclassify and move the site plan boundary. Will be dealt with in future or when the matter comes up for renewal.	No	Future matter
1574	CF: Community Leases	Counties Playcentre Assn Inc - Karaka	New lease for additional premises at 321 Linwood Road	Q1; Q2; Q3; Q4	31/07/2033	\$ 150.00	\$ 150.00	In progress	Green	Report approved, coming to April meeting.	No	Report on track for February meeting
1593	CF: Community Leases	Counties Playcentre Assn Inc - Manukau Peninsula	New lease at Matakawau Domain Recreation Reserve, Awhitu Road	Q2; Q3; Q4	31/10/2016			In progress	Green	Application not received as yet, following up with group.	No	Sent application pack to lessee to apply for a new lease.
1559	CF: Community Leases	Franklin County Archers Club	New lease at Stone Road Quarry Reserve, Bombay	Q1	31/07/2012	\$ 150.00	\$ 150.00	In progress	Green	Workshop held with the local board. This lease will involve seeking reclassification of the reserve to better suit the use and a shared lease for community (archers club) and commercial (tree climbing / high ropes) use. A joint report is underway.	No	Set Workshop for February to present options to Board
1575	CF: Community Leases	Franklin Historical Society	Renewal lease and lease for additional premises at Old Council Chambers, 22 Edinburgh St, Pukekohe	Q2; Q3; Q4	28/02/2017	\$ 200.00	\$ 200.00	In progress	Green	Application not received as yet, following up with group.	No	Sent application pack to lessee to apply for renewal of lease. Related lease matters to be dealt with at same time.
1560	CF: Community Leases	Franklin Woodturners Club Inc	Renewal lease at Collingwood Road, Waiuku	Q1; Q2; Q3; Q4	30/04/2016	\$ 150.00	\$ 150.00	In progress	Green	Report on track for April meeting.	No	Report underway
1561	CF: Community Leases	Grahams Beach Bowling Club	New lease at Grahams Beach Domain	Q1; Q2; Q3; Q4	30/11/2011	\$ 150.00	\$ 150.00	In progress	Green	Report on track for April meeting.	No	Report underway
1576	CF: Community Leases	Karaka Bowling Club	New lease at 321 Linwood Road (no previous lease)	Q1; Q2; Q3; Q4				In progress	Green	Report approved, coming to April meeting.	No	Report on track for February meeting
1577	CF: Community Leases	Karaka Cricket Club Inc	New lease at Waiiau Pa Domain Reserve (no previous lease)	Q1; Q2; Q3; Q4				In progress	Green	Visit to site by Community Facilities staff. The building is not in a state where it can be leased. Staff are investigating what needs to be done and if budget can be obtained. If remedial work can be scheduled, then this will coincide with advertising the vacancy and the applications being presented to the board.	No	Future matter
1562	CF: Community Leases	Karaka Historical Society Incorporated	New lease at 321 Linwood Road	Q2; Q3; Q4	31/12/2013	\$ 150.00	\$ 150.00	In progress	Green	Report approved and being presented to the April meeting.	No	Report on track for February meeting
1578	CF: Community Leases	Karaka Sports Ground Society	New lease for additional premises and land owner approval at 321 Linwood Road	Not scheduled	31/10/2019	\$ 150.00	\$ 150.00	In progress	Green	Club are progressing plans and will provide these for land owner approval assessment.	No	Future matter
1563	CF: Community Leases	Manukau Trail Riders	New lease at 89 Ardmore Quarry Road	Q2; Q3; Q4	31/12/1995			In progress	Green	To set site visit to check compliance of group with environmental conditions.	No	Setting site visit

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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	Q3 Commentary	Q3 Highlight	Q2 Commentary
1580	CF: Community Leases	Maraetai Beach Boating Club	Potential new lease for additional premises and land owner approval at 188R Maraetai Drive	Q1; Q2	30/09/2023	\$ 0.10	\$ 0.10	Completed	Green	Completed	No	Completed.
1564	CF: Community Leases	Maraetai Tennis Club Inc	New lease at Te Puru Park, Omana	Not scheduled	31/07/2014	\$ 0.10	\$ 0.10	On Hold	Amber	On hold pending outcome of future park plans	No	On Hold
1565	CF: Community Leases	Marama Hou Ministries Charitable Trust	Renewal lease at Hamilton Estate Recreation Reserve, Waiuku	Q1; Q2; Q3; Q4	31/03/2016			In progress	Green	Site visit done, report underway.		Setting site visit
1594	CF: Community Leases	Morris Register of NZ Auckland Branch Inc	Renewal lease at Ngahere Road Scenic Reserve, Ngahere Road, Pukekohe	Q4	30/06/2017	\$ 1.00	\$ 1.00	In progress	Green	Application received and staff are arranging a site visit..		Sent application pack to lessee to apply for renewal of lease.
1581	CF: Community Leases	NZ Shooting Academy Inc	Potential new licence to traverse at 89 Ardmore Quarry Road	Not scheduled				Completed	Green	Application to traverse council leased land closed - no longer proceeding		On hold.
1582	CF: Community Leases	Patumahoe Community Support Charitable Trust	New lease at Clive Howe Reserve (no previous lease)	Q2; Q3; Q4				In progress	Green	Awaiting certificate of compliance.		Checking if certificate of compliance has been issued.
1584	CF: Community Leases	Pukekohe Junior Boys Rugby Football Club Inc.	Approval to assign lease and building to new legal entity at Colin Lawrie Fields, Reynolds Road	Q2	30/09/2021			Completed	Green	Completed.		Assignment of lease approved and Club are drafting documents for execution. Matter complete. (Will start to work with them on landowner approval for new clubroom plans).
1566	CF: Community Leases	Pukekohe Light Opera Club	New lease at Stadium Drive	Q4	31/05/1991	\$ -	\$ -	In progress	Green	Application not received as yet, following up with group.		Resent application pack to lessee to apply for a new lease
1583	CF: Community Leases	Pukekohe Metro Cricket Club	Surrender of lease upon completion of new facility at Bledisloe Park, Harris Street	Q2; Q3	31/05/2014	\$ 150.00	\$ 150.00	Completed	Green	Completed.		Building has been demolished and Club in new building. To terminate old lease.
1595	CF: Community Leases	Pukekohe Netball Assn Inc	Renewal lease at Bledisloe Park, Harris Street	Q2; Q3; Q4	31/03/2017	\$ 150.00	\$ 150.00	In progress	Green	Application received and staff are arranging a site visit.		Sent application pack to lessee to apply for renewal of lease.
1596	CF: Community Leases	Royal New Zealand Plunket Society Franklin Inc – Pukekohe Plunket	Renewal lease at Old Council Chambers, 22 Edinburgh St, Pukekohe	Q2; Q3; Q4	28/02/2017	\$ 150.00	\$ 150.00	On Hold	Amber	Multi premise lease being negotiated with Plunket. Plunket to decide if staying on in building. If so may be negotiated under a new multi-premise lease with Plunket.	No	Maintenance work being carried out. Group to decide if staying in building or going elsewhere. Application pack not sent as in talks with Plunket on a multi-premise lease.
1585	CF: Community Leases	Royal NZ Plunket Society - Waiuku	New lease at Waiuku Service Centre, 10 King St (no previous lease)	Q4		\$ 924.36	\$ 924.36	On Hold	Amber	Multi premise lease being negotiated with Plunket. Multi-premise lease being negotiated with Plunket.	No	Application pack not sent as in talks with Plunket on a multi premise lease.
1586	CF: Community Leases	Royal NZ Plunket Society - Whitford	New lease at Whitford Memorial Park, Whitford-Maraetai Road (no previous lease)	Q4				On Hold	Amber	Multi premise lease being negotiated with Plunket. Multi-premise lease being negotiated with Plunket.	No	Application pack not sent as in talks with Plunket on a multi premise lease.
1567	CF: Community Leases	Runciman Tennis Club	Renewal lease at Pitt Street, Runciman	Q1	01/08/2014	\$ 10.00	\$ 10.00	In progress	Green	Report on track for April meeting.		Report underway
1568	CF: Community Leases	Scout Assn of NZ – Te Puru Sea Scouts	New lease at Te Puru Park, Omana	Not scheduled	30/06/2014	\$ 0.10	\$ 0.10	On Hold	Amber	On hold pending outcome of future park plans. On hold pending outcome of future park plans.	No	On Hold
1597	CF: Community Leases	Scout Assoc of NZ - Bombay Scouts	New lease at 31 Paparata Road, Bombay Scouts	Q2; Q3; Q4	31/12/2016			In progress	Green	Application not received as yet, following up with group.		Sent application pack to lessee to apply for a new lease.
1579	CF: Community Leases	Surf Life Saving Karioitahi Inc	Reclassification of reserve process underway at Karioitahi Gap Domain	Q1; Q2	31/05/2018			Completed	Green	Completed		Reclassification underway and group progressing with their plans. Matter complete in terms of actions in this workplan.
1598	CF: Community Leases	Te Akonga Early Learning Centre Inc	Renewal lease at Franklin Road Reserve, Pukekohe	Q2; Q3; Q4	30/09/2016	\$ 150.00	\$ 150.00	In progress	Green	Application not received as yet, following up with group.		Sent application pack to lessee to apply for renewal of lease
1569	CF: Community Leases	Te Puru Community Charitable Trust	Renewal lease at Te Puru Park, Omana	Not scheduled	30/11/2014			On Hold	Amber	Decisions on lease on hold at present pending outcome of future park plans. Application not received as yet. Decisions on lease on hold at present pending outcome of future park plans.	No	Followed up - group are completing application for new lease. Review of park underway, will await outcome before proceeding with any new lease. Group also applying for temporary storage on park - working through landowner approval process.
1599	CF: Community Leases	Waiuku Bowling Club Inc	Renewal lease at Massey Park, Belgium St	Q2; Q3; Q4	31/12/2016	\$ 150.00	\$ 150.00	In progress	Green	Application received and staff are arranging a site visit.		Sent application pack to lessee to apply for renewal of lease.
1600	CF: Community Leases	Waiuku Golf & Squash Club Inc	New lease at Racecourse Recreation Reserve, Racecourse Road	Q1; Q2; Q3; Q4	27/02/2017	\$ 1,050.00	\$ 1,050.00	In progress	Green	Application not received as yet, following up with group.		Group need to apply for lease. Following up application pack.

Work Programmes 2016/17 Q3 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	Q3 Commentary	Q3 Highlight	Q2 Commentary
1587	CF: Community Leases	Waiuku Search & Rescue	New lease at Massey Park, Belgium St (no previous lease)	Q3				In progress	Green	Application not received as yet, following up with group.		Resent application pack to lessee to apply for a lease.
1588	CF: Community Leases	Waiuku Service Centre	Potential vacancies at 10 King Street	Q2; Q3; Q4				In progress	Green	Rooms to be transferred to community leasing as an asset (from Panuku Developments) and then expressions of interest to be called for.		Calling for expressions of interest.
1570	CF: Community Leases	Whitford Pony Club Inc	New lease at Whitford Domain	Q3; Q4	30/06/2014	\$ 0.10	\$ 0.10	In progress	Green	Application not received as yet and staff are following up with group.		Group need to apply for lease. Following up application pack.