

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											
2662	CS: ACE: Arts & Culture	Community Arts Programmes- LDI Operational Expense	Develop a range of arts and culture programming initiatives to be delivered across the Howick Local Board area	Q1; Q2; Q3; Q4	LDI: Opex	\$ 38,000	Approved	Green	The local community A proposal for Arts Out East was presented to the local board in Q3 and approved in principal. A report to approve the funding for the project is on the agenda for the April business meeting.	No	In Q2, staff continued scoping to ascertain community support for the 'Art Out East Festival'. Along with members of Te Tuhi and Uxbridge, staff have put together a proposal for the 'Arts Out East Festival' which will be presented to the local board in Q3.
2546	CS: ACE: Arts & Culture	Local Arts Grants- LDI City of Manukau Pipes and Drums Inc.	Administer a funding agreement with the City of Manukau Pipes and Drums Inc. to provide public performances and training/tuition for emerging musicians.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 11,000	Approved	Green	In Q3, the City of Manukau Pipes and Drums Inc delivered three programmes with 26 participants, and staged three performances to 550 attendees.	No	In Q2, City of Manukau Pipes and Drums delivered six programmes to 62 participants and seven performances to 45,150 attendees. A key highlight was the 'Howick Christmas' parade in December.
2545	CS: ACE: Arts & Culture	Local Arts Grants- LDI Howick Brass Inc. Operational Support Grant	Administer a funding agreement with Howick Brass Inc. to provide community performances.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 13,000	Approved	Green	The Howick Brass Band did not rehearse or perform in January; however in February and March they delivered nine programmes with 240 participants, and staged two performances to 1200 attendees. Highlights included concerts at the Tamaki River Festival and the parade and concert in Picton Street.	No	In Q2, Howick Brass Band delivered 20 performances which attracted an audience of more than 26,000, and 11 programmes with 324 participants. A key highlight was 'Christmas by Candlelight' which was a free concert held on Stockade Hill.
2544	CS: ACE: Arts & Culture	Local Arts Grants- LDI Manukau City Band Inc. Operational Support Grant	Administer a funding agreement with Manukau City Band Inc. to provide public performances, a kids' concert and instruments to five players per year.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 11,000	Approved	Green	In Q3, the Manukau City Band delivered nine programmes with 378 participants, and their "Summer rain" Concert held at Ormiston College in March had 47 attendees.	No	In Q2, Manukau Concert Band delivered four performances including a concert at Ormiston Senior College, an Armistice Day Service, Cantina Band performance in conjunction with SGI Concert Band, and the Annual Christmas Concert.
2872	CS: ACE: Arts & Culture	Local Howick Arts Plan projects - Diversity, Community Outreach, Art Out East	- Diversity project - Developing an activity to reflect the changing face of the Howick local community, that can be accessed by all. Ensure diverse participation - Community Outreach - These activities will tell the story of the local community, celebrating and enhancing arts and culture both locally and to the wider Auckland community - Arts Out East - Foster relationships and work collaboratively with other community arts stakeholders to present work.	Q1; Q2; Q3; Q4	Currently unfunded	\$ -	Approved	Green	The diversity project approved by the local board in November 2016 was delivered in Q3. A proposal for Arts Out East was presented to the local board in Q3 and approved in principal. A report to approve the funding for the project is on the agenda for the April business meeting.	No	The Local Board approved a proposal in November for the diversity project. 'All Day Breakfast' have been contracted to deliver the project and delivery is on track for 2017. A proposal on how to spend the community outreach and Arts Out East budget will be presented to the Local Board in Q3.
2540	CS: ACE: Arts & Culture	Howick Children's and Youth Theatre- ABS Howick Children and Youth Theatre Incorporated Operational Support Grant	Administer a funding agreement with Howick Children and Youth Theatre Incorporated to provide rehearsal/classes/workshops, school holiday programmes, productions and a venue for hire. Howick Children's and Youth Theatre Inc will provide, through social and creative drama, an enjoyable activity for young people to develop their confidence, self-esteem, sense of community and their skills in communication and theatre	Q1; Q2; Q3; Q4	ABS: Opex	\$ 68,839	Approved	Green	In Q3, the Howick Children's and Youth Theatre had a total of 7693 visitors, delivered 263 programmes with 5,173 participants, and staged 8 performances to 598 attendees.	No	In Q2, the Howick Children's and Youth Theatre had a total of 10,130 visitors, delivered 353 programmes with 6,422 participants, and staged 15 performances to 1,149 attendees.
2541	CS: ACE: Arts & Culture	Howick Historical Village- ABS Howick & Districts Historical Society Incorporated Operational Support Grant	Administer a funding agreement with Howick & Districts Historical Society Incorporated to provide an exhibition programme, public programmes and public off site lectures. The Howick and Districts Historical Society Incorporated will provide professional museum services to the community through the operation of The Howick Historical Village, a cultural heritage site and open air museum situated in the Lloyd Elsmore Park in Pakuranga.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 317,718	Approved	Green	In Q3, Howick Historical Village delivered five public programmes to 111 participants, and had a total of 16,551 visitors. The number of participants at Village programmes is up compared to the same period last year.	No	In Q2, Howick Historical Village delivered nine public programmes to 128 participants, delivered four exhibitions and had a total of 15,945 visitors. Along with regular 'Live Day' events, the Village held a holiday programme in October, a Halloween evening in November and a Christmas Twilight evening in December.

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
2542	CS: ACE: Arts & Culture	Howick Little Theatre- ABS Howick Little Theatre Incorporated Operational Support Grant	Administer a funding agreement with Howick Little Theatre Incorporated to provide productions, drama classes for children and adults, mentoring programme for emerging artist/s, workshops and a theatre venue for hire. Howick Little Theatre Incorporated will provide quality live theatre to the Howick and wider community at Howick Little Theatre (HLT)	Q1; Q2; Q3; Q4	ABS: Opex	\$ 21,181	Approved	Green	In Q3, the Howick Little Theatre had a total of 1591 visitors, delivered 97 programmes with 1,006 participants, and staged 21 performances to 1273 attendees.	No	In Q2, Howick Little Theatre delivered two shows; a thriller called 'The Operative' and a classic comedy called 'The Ladykillers'.
2543	CS: ACE: Arts & Culture	Uxbridge Centre- ABS Uxbridge Community Projects Inc. Operational Support Grant	Administer a funding agreement with Uxbridge Community Projects Inc. to provide art classes, performances, an exhibition programme and a piece of public art in the community. Develop a flourishing arts environment for the local and wider community. Enable access to, and participation in, the arts for people of all ages, culture, and levels of experience.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 306,612	Approved	Green	In Q3, Uxbridge had a total of 18,459 visitors, delivered 224 programmes with 5,288 participants, and staged 10 performances to 5,202 attendees. Uxbridge's current operating model may be undeliverable within the parameters of the current funding envelope. Consequential OPEX resulting from the new build, the updated terms of the new lease and a self-driven aim to be a regionally significant arts centre has resulted in a need to review the business case. The service level in relation to the level of funding provided will be review as part of negotiating the Funding agreement for the next financial year. There has not been additional budget identified to fund the current year's deficit and the facility management has been advised the expectation that their operations are scaled to fit within the funding provided.	No	In Q2, Uxbridge Centre delivered 322 workshops/classes with 5,871 attendees, 14 exhibitions and 12 public engagements. In the theatre, there were 17 events with 2,624 attendees and 190 participants.
2467	CS: ACE: Community Empowerment	Children and Young People - Youth Voice and Youth-Led initiatives	Develop and support young people to have their collective voice heard and provide input into local board decision-making on issues that affect them. Implement youth-led projects and events such as youth week activities. Implementation of recommendations from the youth-focussed feasibility study. Budgets: - Youth programmes community development \$20,000 - Youth focussed facility \$30,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 50,000	In progress	Green	The Howick Youth Council (HYC) has focused on the following activities: - completion of their recruitment process and on-boarding of all their new members. - preparation of a work plan for the calendar year. This will include a Principal's Breakfast. This plan builds on the work done at the youth summit in 2016 at which over 70 local school children contributed to their vision of making Howick the most liveable ward in Auckland. - attendance at an introductory workshop with the local board members. HYC will present the findings of the Youth Focused Facility Feasibility study to the board in Q4.	No	The strategic broker continues to work with the mentor/facilitator contracted to the Howick Youth Council. This quarter, the youth council inputted into preparation of the youth focussed facility feasibility study. The report will be presented in Q3 at a local board workshop. The youth council were part of the southern cluster of youth councils that successfully organised a Mayoral forum prior to the local body elections. The Howick Youth Council are in the process of streamlining their recruitment process to enable the open seats and school representatives to join the youth council at the same time. The youth council organised and managed the annual market day in December. This is assisting with raising their profile and engagement within the local community.
2472	CS: ACE: Community Empowerment	Community Engagement: Healthy Howick	Implement activities under the Healthy Howick plan. Budget: - Healthy Howick initiatives \$20,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	In progress	Green	The specialist advisor promoted the Fruit Trees in Schools project with the 42 Howick schools. In Q4, 300 fruit trees will be purchased and distributed to participating schools, ready for their planting season. This will be linked in with Enviroschools to provide more education to students on sustainable food sources In Q4, further funding will be provided to organisations to support the Healthy Howick concept.	No	The strategic broker and specialist advisor met with Innovate Change to seek clarification on questions from elected members on the Healthy Howick Framework. Options to deliver on the framework will be presented at a local board workshop in Q3.
2300	CS: ACE: Community Empowerment	Community grants (HW)	Funding to support local community groups through contestable grant funding. Budget: - Local Community Grants \$435,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 435,000	In progress	Green	Howick has not completed any further community grant round allocations since Q2 commentary.	No	Howick has completed Round Two Quick Response Grants allocating a total of \$22,604 and \$9,200 through urgent decision, leaving a total of \$345,856 for the remaining grant rounds.

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
2398	CS: ACE: Community Empowerment	Implementation of the empowered communities approach (HW)	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	At the request of residents living around the Cockle Bay Domain, the strategic Broker connected with the different parts of council to investigate viability of residents maintaining the reserve. The residents have a vision of planting fruit and vegetables that will assist the soil, they also want to be involved in maintaining the domain so if they see anything that is dangerous or potentially dangerous they can contact the right people in Council to see to it. The residents also have other volunteer groups who have expressed an interest in this, such as three out of the four local schools. Parks, Sports and Recreation and Community Facilities will meet in Q4 to discuss.	No	The strategic broker has spoken with Cockle Bay and Flatbush residents about how they can be involved in developing and maintaining local parks. Mission Heights Junior College students are eager to develop the reserve land near their school. The strategic broker is working with other parts of council to facilitate this.
2469	CS: ACE: Community Empowerment	Inclusion and Equity - Diversity and Inclusion	Increase engagement with diverse communities. Build capacity within diverse communities to engage and interact with Council on local board initiatives. Budgets: - Inclusion and Equity - Diversity and Inclusion \$15,000 - Howick Community Advice \$2,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 17,000	In progress	Green	CEU staff completed two services agreements with; Pakuranga Chinese Association Incorporated, Indian Kiwi Positive Ageing Group. The funds are to support the groups to organise community consultation meetings that will inform the council's annual budget plan. In Q4, the strategic broker and specialist advisor will workshop options with the local board that will support increased engagement with diverse communities and capacity building of ethnic communities. This will enable them to participate more in local board activities.	No	The specialist advisor supported the development of a funding presentation to the Chinese community. The presentation outlined councils funding process. The presentation will be a useful tool on the council website to assist the Chinese community to apply for funding from council. In early December 2016, a funding workshop for the Howick community was delivered. Of the 37 participants, 15 were new to the council funding process, including representatives from more than 10 ethnic organisations. Another funding workshop is planned for Q3. The specialist advisor will workshop further expenditure options with the board in Q3.
2471	CS: ACE: Community Empowerment	Local Economic Development: Social Innovation and Enterprise	Build capacity of organisations to carry out social enterprise projects. Budget: - Social Innovation and Enterprise \$20,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	In progress	Green	The specialist advisor presented a proposal to the board from the Chinese Conservation Education Trust to trial a 'pop-up' Community Resource Recovery and Education Centre in Lloyd Elsmore Park. This was approved on the proviso that the trust work with Envision, CEU and Waste Solutions to scale back the proposal from one year to three months. A funding agreement has been finalised with the trust. Staff are seeking landowner approval to locate the 'pop up' at Lloyd Elsmore Park and are supporting the trust with planning processes. The trust is working with Waste Solutions to secure further funding for the initiative through the Waste Minimisation Fund.	No	The specialist advisor will present opportunities for social innovation and enterprise that support the delivery of Healthy Howick outcomes at a workshop scheduled for January 2017.
2470	CS: ACE: Community Empowerment	Placemaking: Safety	Support communities to address safety concerns, through the development and delivery of initiatives. Fund Howick Coastguard to deliver sea rescue services and education and training joint initiatives. Budgets: - Community safety initiatives \$31,000 - Howick Coastguard \$46,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 77,000	In progress	Green	CEU staff presented community safety activity options to the local board at their workshops. A report will be presented to the board in Q4, with recommendations for funding projects and programmes by safety groups such as the Asian Safety Education and Promotion Charitable Trust, Neighbourhood Support, Safety Patrols, Asian Council for Reducing Crime and Sowers Trust. A funding agreement for \$2,000 for Neighbours Day was completed for the Pakuranga Bucklands Beach Neighbourhood Support Inc. The specialist advisor and the local board senior specialist communications advisor produced and distributed media advertisements through various channels to encourage people to celebrate Neighbours Day. Details of the number of applications received and the location of street events will be reported to the board in Q4.	No	The strategic broker and specialist advisor met with the area commander of police to review community safety across the local board area. As Flatbush is a spatial priority area, it is ideal for place-making activities, that would produce positive safety outcomes. In Q3 and Q4, the community will be surveyed, existing assets mapped and an action plan developed. Staff will update the board further in January 2017.
2631	CS: ACE: Community Empowerment	Spatial Priority Area - Flatbush	Participate in inter- departmental planning for the spatial priority area. Influence coordinated engagement with mana whenua and "hard to reach" diverse communities. Identify opportunities for community led or co designed projects that align with social wellbeing and/or social procurement/enterprise/ employment and training.	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	In progress	Green	The Flatbush Spatial Priority Project (SPA) launched later than others. The SPA has five main areas of focus, mainly to do with transport and roading, development. However one focus is on building a town centre that is the 'heart of the community'. The CEU will work with the SPA team to align their community safety and diversity and inclusion work with this SPA focus.	No	The Howick strategic broker has not been engaged in the SPA in this quarter, however other parts of council are very involved.

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
2322	CS: ACE: Community Empowerment	REGIONAL: Graffiti Vandalism Prevention (HW)	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 1168 graffiti incidents in the Howick Local Board area between 1 July 2016 to 31 March 2017. This is a 16 per cent decrease compared to the same period last year. The number of RFS (Requests for Service) graffiti decreased by 46 per cent, with all 58 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 775 graffiti incidents in the Howick Local Board area between 1 July 2016 to 31 December 2016. This is a 22 per cent decrease compared to the same six month period last year. The number of graffiti RFS (Requests for Service) decreased by 53 per cent, with all 40 being removed within the 24 hour target time (KPI). Howick achieved 96 out of 100 in the September ambient survey, which measures how much of the city is graffiti free. This result is consistent with the previous survey carried out in April and gives the local board an average final score of 96 for 2016. This score is above the overall council average of 94 per cent.
2671	CS: ACE: Community Places	Hire fee subsidy - HW	Administer further fee subsidy of hire fee to specific groups funded by LDI.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 40,000	In progress	Green	During Q3 peak and off peak utilisation has remained the same compared to the same period last year.	No	During Q2 peak and off peak utilisation time periods have increased compared to the same period last year.
2161	CS: ACE: Community Places	Funding agreement - Anchorage Park Community House and Highland Park Community House	Support Anchorage Park Community House and Highland Park Community House to deliver funding agreement accountabilities	Q1; Q2; Q3; Q4	ABS: Opex	\$ 78,488	In progress	Green	The 2017/2018 work plan has been drafted by Howick and Pakuranga Community House Incorporated. The community group has scheduled to present to the local board on 18 May.	No	The signed funding agreement was received from the committee for both the Anchorage and Highland Park Community Houses and payment has been finalised in Q2. All community centres, houses and hubs across the network were invited to the six monthly regional hui, 13 December 2016, held at the Mt Albert Senior Citizens Hall. The programme covered the strategic view of Community Places, Health and Safety Act impacts and Business Mentoring services that are available for our community groups.
2187	CS: ACE: Community Places	Howick Information Service work plan	Deliver high quality services from Howick Information Service with a focus on providing current and useful information and customer friendly service.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 3,600	In progress	Green	A total number of 9728 visited The Howick Information Service over the last three months. Highlight - Staff undertook a huge clean up and removed the old big displays which was replaced by small revolving ones and a very clear filing system. The place looks much fresher and less cluttered.	No	All volunteers have now completed the customer service training programme in Q2. During Q2 new furniture was purchased and a Facebook page created to enhance awareness opportunities.
2095	CS: ACE: Community Places	REGIONAL Social Housing - HW	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	\$ -	In progress	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.
2022	CS: ACE: Community Places	Venue hire service delivery - HW	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	\$ -	In progress	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.
2273	CS: ACE: Events	Anzac Services - Howick	Supporting and/or delivering Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 23,000	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.

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
2230	CS: ACE: Events	Empowered Events Activities - Howick	<p>Delivery of a community focused programme of activities to support capacity and capability of community groups and organisations in the events space.</p> <p>Deliver at least two empowered event workshops with local event organisers to assist them in up-skilling in delivery of their events</p> <p>Funding to support this programme is a line item taken from Event Partnerships Fund (non-contestable) for up to \$5,000.</p>	Q1; Q2	LDI: Opex	\$ -	In progress	Green	A second workshop has been scheduled for delivery in Q4.	No	A successful Empowered Events Workshop was delivered on 24 November 2016. Twenty-one people with a range of backgrounds and experience attended. Several of the participants went on to attend a Community Grant Funding Workshop. A second workshop is scheduled to be delivered in Q4.
2220	CS: ACE: Events	Event Partnership Fund (non-contestable) - Howick	<p>Funding to support community events through a non-contestable process.</p> <p>Estuary Artworks \$8,000 (Uxbridge Community Projects Inc.)</p> <p>Fencible Walk & Christmas Lights \$12,000 (Howick Village Business Association)</p> <p>Christmas in Burswood \$1,500 (Life & Growth Community Trust)</p> <p>Botany Community Day \$5,000 (Botany Life Community Trust)</p> <p>Howick Celebrated Citizens \$10,000 (Auckland Council Events Civic)</p> <p>Koanga Spring Festival \$2,000 (Buckland Beach Intermediate)</p> <p>Movies in Parks \$12,000 (Auckland Council Events Delivery)</p> <p>Empowered Events Workshops x 2 up to \$5,000 (Auckland Council Events)</p> <p>Total = \$55,500</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 55,500	In progress	Green	<p>Funding agreements and payments have been completed for all externally delivered events.</p> <p>One accountability report has been returned with the rest expected to be received in Q4.</p>	No	Funding agreements and payments have been completed for all externally delivered events.
2253	CS: ACE: Events	Howick Celebrated Citizens	<p>Deliver an event acknowledging contribution and commitment to serve the Howick area.</p> <p>Funded as a line item from Events Partnership Fund (non-contestable) for \$10,000</p>	Q4	LDI: Opex	\$ -	Approved	Green	Delivery of Howick Celebrated Citizens will be discussed at the next local board work programme workshop.	No	Delivery scheduled for Q4.
2224	CS: ACE: Events	Howick Pride of Place Part 2	<p>Scope a second local board delivered event eg: Chinese New Year and / or Diwali.</p> <p>Delivery of the event subject to local board approval.</p>	Q3	LDI: Opex	\$ 50,000	In progress	Green	The Howick Chinese New Year event was held on Thursday 9 Feb at Pakuranga Plaza. Highlights included the uptake of the childrens lantern decorating workshops. The external organiser has debriefed with the local board on this event. A planning workshop will be required prior to next years event to capture ideas for improvements. For a first time event it was well received and provided a good starting place to grow from.	No	<p>An external organiser has been contracted to deliver the Howick Chinese New Year event to be held on Thursday 9 February 2017 at Pakuranga Plaza.</p> <p>Programming and local engagement is underway and operational planning is on track.</p>
2222	CS: ACE: Events	Howick Pride of Place Part 1	Delivery of Tamaki River Festival 2017	Q3	LDI: Opex	\$ 50,000	In progress	Green	The Tamaki River Festival was delivered on 18 Feb. The contracted organiser has debriefed with the local board. Issues that were identified will be addressed or discussed further when planning for the next event.	No	An external organiser has been contracted to deliver the Tamaki River Festival on 18 February 2017. Community groups and organisations have been contacted and the event programming and operational planning is nearly complete.
2231	CS: ACE: Events	Howick Volunteer Recognition Tea	<p>Deliver a biennial event which recognises and honours local volunteers.</p> <p>Latest event held in July 2016 (carry forward of \$10,000 from 2015/2016)</p> <p>Next event expected in 2017/2018.</p>	Q1	LDI: Opex	\$ -	Completed	Green	Completed in Q1.	No	The event was delivered in Q1.

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
2271	CS: ACE: Events	Local Civic Events - Howick	Delivering and/or supporting civic events within the local board area.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 5,000	In progress	Green	No local civic events were delivered during Q3.	No	Civic Events team delivered the dawn commemoration of the addition to the Stockade Hill cenotaph, the names of four WWI soldiers on 16 December 2016. A good turnout from the Returned Services Association, Local Board, Heritage Plan Steering Group and other members within the community. Around 23 people attended.
2251	CS: ACE: Events	Movies in Parks - Howick	Programming and delivery of a Regional Movies in Parks series event. Funded as a line item from Events Partnership fund (non-contestable) up to \$12,000.	Q3	LDI: Opex	\$ -	In progress	Green	Kung Fu Panda 3 was screened at Lloyd Elsom Park, Pakuranga on Friday 17 March. The event attracted approximately 2700 people and included two hours of childrens pre-entertainment prior to the movie. An event debrief report and break-down budget will be provided on completion of the season.	No	Kung Fu Panda 3 will be screened at Lloyd Elsom Park, Pakuranga on Friday 17 March 2017. Childrens pre-movie entertainment will start from 6pm with the film scheduled to start at sunset. The Local Board logo will appear on event specific marketing, flags at the event and onscreen prior to the movie. Regional marketing is underway and local marketing will start three weeks prior to the event date.
2221	CS: ACE: Events	Stockade Hill & Mainstreet Lights - Howick	Delivery of an annual event to celebrate the lighting of the Stockade Hill xmas tree lights and includes musical entertainment from the local community. This event coincides with the Howick Village Business Association annual Midnight Madness in Picton Street.	Q2	LDI: Opex	\$ 35,000	Completed	Green	Completed in Q2.	No	Civic Events delivered this annual Christmas event on 18 November 2016. Over 2,000 people attended.
2232	CS: ACE: Events	Citizenship Ceremonies - Howick	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 50,505	In progress	Green	The Civic Events team delivered citizenship ceremonies on two occasions during Q3.	No	The Civic Events team delivered citizenship ceremonies on two occasions during Q2. Final numbers of new citizens are not yet available for the local board area.
Libraries											
756	CS: Lib & Info	Library hours of service - Howick	Provide library service at Botany Library for 56 hours over 7 days per week. (\$772,804 - FY16/17) Provide library service at Highland Park Library for 56 hours over 7 days per week. (\$755,258 - FY16/17) Provide library service at Howick Library for 56 hours over 7 days per week. (\$713,876 - FY16/17) Provide library service at Pakuranga Library for 56 hours over 7 days per week. (\$668,461 - FY16/17)	Q1; Q2; Q3; Q4	ABS: Opex	\$ 2,910,398	In progress	Green	This quarter library visits have remained constant compared to the same quarter last year. Highland Park increased by six per cent due to the library being closed this time last year for carpet.	No	This quarter library visits have decreased by two per cent compared to the same quarter last year. This is reflective of the regional trend.
757	CS: Lib & Info	Extended hours - Howick	4.5 additional opening hours at Botany Library. 2.5 additional opening hours at Highland Park Library. 2.5 additional opening hours at Howick Library. 2.5 additional opening hours at Pakuranga Library.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 77,000	In progress	Green	Customers continue to provide direct positive feedback regarding their satisfaction with access to library hours and services across the local board area.	No	During the Christmas and New Year period, all the libraries were open apart from the statutory holidays; the exception being Botany Library which was only closed on Christmas day.
767	CS: Lib & Info	Celebrating cultural diversity - Howick	Celebrate cultural diversity with displays and events including regionally coordinated and promoted programmes: Christmas, Diwali, Lunar New Year, Māori Language Week, Matariki, NZ Music Month, Pasifika, PRIDE, Samoan Language Week, Cook Islands Language Week, Tonga Language Week, Tuvalu Language Week, Fiji Language Week, Niue Language Week, Tokelau Language Week, Waitangi. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Lunar New Year, the year of the Rooster, was celebrated during February with 667 visitors participating in many cultural activities such as Tai Chi, Mulan Dancing with swords and fans, Chinese Calligraphy and Art sessions. Local resident, Pearl D'Silva, visited Botany and Howick Libraries to introduce children and their parents to the Indian Festival of Holi with children listening to stories accompanied by Indian music.	No	This quarter we celebrated Diwali, Pasifika and Christmas with five events. Pakuranga Library hosted more than 180 children from Elm Park Primary school for Maori/Pasifika workshops delivered by the Auckland War Memorial Museum. Christmas was celebrated with activities for children and adults across the libraries; more than 295 people attended our community morning/afternoon teas and our Christmas-themed preschool programming attracted more than 450 children and their family members. The oral history exhibition "From Guangdong to China" was on display at Howick and Pakuranga Libraries.
766	CS: Lib & Info	Celebrating local places and people - Howick	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 events that celebrates the local area - Botany Community Day, Tāmaki River festival, Fun in the Park and Storytime in the Park. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	All 4 libraries collaborated with local parks to deliver fun and engaging story times in the park events over Feb and March. Three events were delivered with a total attendance of 222 adults and children. Howick Local libraries supported Tamaki River festival with activities and games for participants. Unsettled weather in the days leading up to this year's festival affected the numbers attending, however 155 people visited the library stand to engage with staff and learn more about local library services, events and activities.	No	This quarter we celebrated the Heritage Festival with three local events. Lisa Truttman spoke about "Auckland Zoo's animal burial grounds" to 20 people at Howick Library. Alan La Roche led 24 walkers on a tour of the Howick Historical hot spots and Bruce Ringer shared his experiences while researching "Memorable New Zealand War Memorials" with people at Highland Park Library. Howick Library staff collaborated with Uxbridge Arts Centre in a Scavenger Hunt, celebrating the Children's Festival. Staff also participated in Howick's "Midnight Madness" celebrations with puzzles and games for children and promotion of the Kia Maia te Whai/Dare to Explore Reading programme.

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
765	CS: Lib & Info	Digital literacy support - Howick	Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Wifi and PC use increased by 10 per cent this quarter in the Howick libraries compared to the same quarter last year, leading a regional trend. Our librarians offered more than 75 one-on-one sessions helping customers improve their digital literacy in navigating their own devices and enjoying Auckland Libraries' digital offering, as well as group workshops.	No	This quarter there were 171,385 Wi-Fi and PC sessions. This is an increase of 7 per cent compared to the same quarter last year. Libraries delivered classes for iPads and other devices, Chinese digital hours and CV workshops. A total of 20 workshops were delivered with 179 participants who felt more confident in their digital skills.
758	CS: Lib & Info	Information and lending services - Howick	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	All libraries have continued to show a downward trend in visitor numbers and physical item checkouts but increases in PC and wifi sessions this quarter. Closure of Highland Park Library for carpet replacement in February 2016 has affected data for this period. Customers are increasingly upskilling and making use of Auckland Libraries electronic books and magazines.	No	The number of library items borrowed from the libraries decreased by four per cent compared to the same quarter last year. The number of eBook and eMagazine issues continue to increase at a regional level and now make up 11 per cent of items borrowed regionally. Howick libraries have 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.
764	CS: Lib & Info	Learning and Literacy programming - Howick	Provide learning programmes and events throughout the year including: computer classes, drivers licence classes, CV classes, makerspace, Children's Book Awards, Comic Book Month, Writers & Readers Festival, Adult Learners' Week, Money Week, NZ Sign Language Week. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter our libraries delivered more than 65 group sessions helping people with digital devices and English language skills. Overall our libraries had close to 1000 attendees at these sessions.	No	Highland Park Library partnered with Auckland War Memorial Museum to provide a Cenotaph ADU Unit in the library throughout November, enabling 214 patrons to search servicemen war records. Libraries supported customers learning with book a librarian sessions totalling 74 this quarter with 84 sessions. Highland Park Library's weekly Fun with English classes are popular with mandarin speakers; on average 37 people attended each week this quarter.
759	CS: Lib & Info	Preschool programming - Howick	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 (including Mandarin storytime) (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	More than 3000 parents and babies attended Wriggle and Rhyme sessions at Howick Local Board libraries during this quarter with Plunket staff actively promoting the benefits of these sessions for babies' brain development. A further 1867 people attended Rhymetime sessions and storytimes aimed at introducing youngsters and their parents to books and resources that promote learning, listening skills and co-ordination through stories, music and active movement. Attendance is growing at the recently introduced Mandarin storytime sessions at Highland Park library.	No	This quarter we delivered a total of 202 preschool sessions with 8681 participants (children/caregivers). We conducted 6 outreach sessions to local preschools with 495 participants. We have also delivered 12 bilingual English/Mandarin preschool sessions with 250 participants.
762	CS: Lib & Info	School engagement and Afterschool programming - Howick	Engage directly with local schools in the board area. Provide creative learning opportunities for children in afterschool hours, e.g. creative play with Lego and Makerspace activities. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Successful school engagement throughout the year was evidenced in the high numbers of children from local schools who participated in Kia Maia te Whai/Dare to Explore summer reading programme. Fortnightly Minecraft, coding club activities and homework help after school are engaging young people with libraries in new ways.	No	This quarter staff visited another five schools (Farm Cove Intermediate, Bucklands Beach Primary, Howick Primary, McLeans Primary and Eim College) to deliver interactive roadshows with more than 2000 children encouraged to join and become active members of libraries. Four hundred and twenty Mellons Bay Primary School students attended sessions introducing them to "Using your community Library" where they were introduced to basic enquiry search techniques.
760	CS: Lib & Info	School holiday programming - Howick	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 - Howick")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Work is underway preparing for the April school holiday programme under the banner Construction Wizards.	No	A fun programme of events was run in all four libraries for the October school holidays with 2256 participants in 46 events. The theme for the holiday programme was Steam and Steel. Pakuranga Library ran a Harry Potter Party event in December attended by more than 100 people, from preschool to university students.
761	CS: Lib & Info	Summer reading programme - Howick	Provide a language- and literacy-building programme that runs during the summer school holidays for 5-13 year olds. Developed and promoted regionally and delivered locally with activities and events designed to meet the needs and interests of local communities. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	Kia Māia Te Whai, Dare to Explore was a big hit this quarter, with many children and families taking part in our programme to build their literacy and make strong connections with our libraries over the summer. We had a joint celebration party at Lloyd Elsmore Park with 335 children and their families.	Yes	Delivery of the Kia Maia te Whai/Dare to Explore programme commenced in December with 1040 enrolments for the Howick libraries. Kia Maia te Whai/Dare to Explore offers children challenges in both English and Te Reo which focus on building literacy, numeracy and cognitive interaction. Throughout December 389 children participated in 9 events. We promoted the programme to 17 schools in the local board area.

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
763	CS: Lib & Info	Supporting customer and community connection - Howick	Provide programmes that facilitate customer connection with the library and community including themed clubs and special events. This includes books clubs which meet the interests of the local community (Afrikaans, Arabic and Mandarin) . Provide community space for hire at Botany and Howick libraries. Discuss and update the Local Board portfolio group on the integrated services operation model for the Flatbush Library and multipurpose community facility. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Howick Library has been chosen as one of the pilot libraries for Auckland Council's Sustainability Team's initiative to lend kits that assist homeowners to make energy efficient decisions relating to their energy use. Kits can be borrowed from the library, free of charge, for a period of 2 weeks. Botany Library hosted 2 author talks on "How our mind shapes our world" and "Self publishing your book". The Howick room was used by 38 local groups and organisations during this quarter	No	This quarter Botany and Howick Libraries hosted four author events. Auckland Council's Zero Waste Team partnered with Pakuranga and Howick Libraries to deliver two workshops attended by 47 people. During December, Botany Library staff assisted with the candidate enrolments for the Botany By-Election. 51 local groups and organisations used the Howick Room for their meetings and regular group activities.
Local Parks											
3381	CF: Project Delivery	Murphys Bush Reserve development (Flat Bush SPA) GD	General park development to support subdivision growth	Not scheduled	Growth	\$ 70,000	In progress	Green	Current status: Design services awarded and in progress. Next steps: Develop concept layouts for the park.	No	Description of the work: Integrate western side of Murphy's Bush Reserve with new subdivisions development. Current status: Budget and scope to be finalised. Works integrated with development of Ostrich Farm and neighbourhood centre development Next steps: Review planning and budget scope. Risks / Issues: Review of planning to integrate with wider developments as required."
2776	CF: Project Delivery	Barry Curtis Park Master Plan LTP Funding	Delivery of Barry Curtis Park Master Plan. FY17 programme to be identified.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 2,330,160	In progress	Green	Current Status: Detail design completed. Next Steps: Finalise physical works tender documents. Current Status: Physical works contract awarded. Next Steps: Physical works starting end of March 2017. Current Status: Physical works completed and practical completion site walk over completed early November 2016. Next Steps: Defect Liability to sign off end of November 2017. Current Status: Finalising detail design with Auckland Transport. Next Steps: Finalise physical works tender documents with Auckland Transport to be tendered August 2017.	No	1) Description of works: Design and Construction of Southern John Walker Promenade Development along Chapel Road South. Current Status: Landscape firm engaged to complete detail design and construction. Next Steps: Finalise design and consents. Risks/ Issues: Public Health and Safety. 2) Description of works: Design and Construction of the Southern Pavilion, which includes a changing room; public toilet and shelter to serve in part the sportsfields and future proposed playground. Current Status: Physical works tender evaluation underway. Next Steps: Physical works starting early 2017. Risks/ Issues: Public Health and Safety.
2810	CF: Project Delivery	Playspace Flatbush	Development of new playgrounds in Flatbush area. This is allocated to the development of Dunkineely Reserve.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 121,363	In progress	Green	Current status: Concept Plan being prepared Next steps: Detail Design to May 2017	No	Description of the work: Development of a new playground in Flatbush area. This is allocated to the development of Dunkineely Reserve. Current status: Planning Next steps: Design Issues: None
519	CF: Project Delivery	Walkway and cycleway paths (Flat Bush)	Walkway and cycleway development for new subdivision	Q1; Q2; Q3; Q4	ABS: Capex	\$ 398,069	In progress	Green	Current Status: Tender for physical works in progress Next Steps: Commencement of physical works on site 15 April 2017.	No	Description of the work: Continued roll-out of the Flatbush cycleway network as subdivisions and reserve esplanades are vested with council for development. Current Status: Planning for physical works execution 2016/17 and works within summer period. Next Steps: Work with developers for upcoming sections of construction during earthworks season 2016/17 Issues: Project roll-out is dependant on availability of land to council by subdivision process.
509	CS: PSR: Local Parks	Howick - Green Assets	Tree and green asset planting Programme being developed for Huntington Park Streetscape and Valderama Reserve	Q1; Q2; Q3; Q4	LDI: Opex	\$ 50,000	In progress	Green	There is a risk that not all of the remaining \$47,000 will be spent by the end of FY 16/17 and may need to be carried forward into FY 17/18 to be used at Huntington Reserve for tree removal. \$2,300 was spent at Spalding Rise Scenic Reserve by provider of Strategic Environments. Extension of current planted area to stop vehicle from driving through reserve and enhancement planting were required at Spalding Rise Reserve.	No	Planting will be undertaken in May 2017.

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
514	CS: PSR: Local Parks	Programme Events in local parks - Howick	Local Parks South Programmes and Events 2016/2017 Also known as the Out and About Programme	Q1; Q2; Q3; Q4	LDI: Opex	\$ 100,000	In progress	Green	Programme being run by CLM. Initiatives include. Adopt a Park- Participating schools this quarter: Total schools 8, total hours 945. Including Botany Downs Secondary School, Mission Heights Junior College, Mission heights Primary, Macleans College, Baverstock Oaks, Pakuranga College, Elm Park Primary and Mellons Bay Primary. Ranger walk and talk – Point View Reserve (14/2/17). 12 participants	No	Education Programmes: Schools - discovery walks and in school talks 95 students; Adopt a Park school scheme, 8 schools, 395 students, 1395 student volunteer hours; Out and About rec programmes- 2037 attendees, 24 events.
518	CS: PSR: Local Parks	Volunteers parks - Howick	Support volunteer activity on Parks and Reserves. Programme developed and circulated to local board.	Q1	LDI: Opex	\$ 50,000	In progress	Green	It is projected that there will be a \$10k underspend and that this is carried forward into FY 17/18 Work Programme.	No	226 volunteer hours. Department of Corrections workers spread mulch at Lloyd Ellesmere park. Rotary combined with Waicare to do a cleanup at Kerwyn Ave Reserve.
513	CS: PSR: Local Parks	Playground network and design strategy	Howick Playground Strategy	Not scheduled	Currently unfunded	\$ -	Cancelled	Green	At a parks workshop on 23 June 2016 the local board reallocated the \$25,000 budget to another project. Project cancelled. Budget to be re-allocated.	No	Project cancelled
Sports Parks											
1483	CF: Project Delivery	Ostrich Farm Sportsfields development	Planning and design for new sports park to meet development needs.	Q2; Q3; Q4	ABS: Capex	\$ 116,508	In progress	Amber	Timing of works may be impacted relating to surrounding developments and release of infrastructure Current Status: Site integration with wider subdivisions in progress planning. Next steps: Progress developed design of sports field and park layout.	No	Description of the work: Development of the Ostrich Farm sportsfields with associated infrastructure such as car parking and walkway networks. Current Status: Review of concept plan to integrate project as part of wider subdivision infrastructure in progress. Next steps: Progress developed design of sportsfield and park layout. Risks/ Issues: Potential issue around timing of works to coordinate with adjoining development such as neighbourhood centres and school infrastructure.
Leisure											
2739	CS: PSR: Leisure	Howick Leisure Centre	Will provide a comprehensive range of programmes to meet council /LB objectives that reflect the local community/ demographics/ needs	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Howick Leisure Centre Business Plan – KPI programming targets are on track to meet the Local Board objectives year to date. Holiday Programme enrolments were similar to last year with Jan 2017 achieving 1,770 visits (Jan 16 = 1,765). Fitness visits (active visits) are up by 15% YTD, Fitness visits were up 26% for the month of February specifically due to a popular and successful internal activation driver / promotion of "Fitness Bingo" which played a large part in the increased exercise / active visits (Members have the opportunity to "spin the wheel" for a prize upon visiting and completing activity after 12 consecutive visits).	No	Howick Leisure Centre Business Plan – KPI programming targets are on track to meet the Local Board objectives for the second quarter. Holiday Programme numbers for the October period continue to trend upward, with visit numbers increasing by 242 Compared to Oct 15 (overall 1,254 Total visits), while running at a 95% capacity. Term enrolments have increased over both T3 and T4 (12% and 13%). YTD total Centre visits have increased by 11% (9,878) compared to last year.

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
2741	CS: PSR: Leisure	Lloyd Elsmore Pool & Leisure Centre	Will provide a comprehensive range of programmes to meet council /LB objectives that reflect the local community/ demographics/ needs	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Lloyd Elsmore Park Pool & Leisure Centre Business Plan – KPI programming targets are on track to meet the Local Board objectives year to date. Aquatic visits are slightly down this quarter due to the weather and the colder temperatures with a 10% reduction on visits to the Pools. Overall Aquatic visits year to date are still up 5%. Some of the activities being hosted in the centre include 'Movies at the pool night' to attract teenagers between the ages of 13 -18 years to come down and enjoy the facility. The event was well attended attracting 85 youth. The swimming pool continues to support the delivery of free learn to swim lessons through the John Walker Find your Field of Dreams Community Swim Programme. Additional events such as the local school swimming sports: Inter-School competition was held over 4 Wednesdays during the month of March with the Lap Pool booked out for this popular interschool sports activity. Other schools also hosted included, Baverstock School, Elim Primary School, Buckland Beach intermediate. Investigation work is continuing on the Leisure pool roof and a design of work scope has been put together and will be ready to be put out to tender. Fitness membership has grown by 8% and participation numbers in the group exercise classes have grown by 7%. Current membership is sitting at 2,079 which is favourably up 8% compared to previous year. The Fitness Centre Team has been providing free Group Fitness in the Park to introduce workouts in our local parks over the summer period to encourage	No	Lloyd Elsmore Park Pool & Leisure Centre Business Plan – KPI programming targets are on track to meet the Local Board objectives for the second quarter. Overall facility visitation has increased by 13% on last year. Fitness membership has grown by 9% and participation numbers in the group exercise class have grown by 9%. Current membership is sitting at 1,960 which is favourably up 9% compared to previous year. Aquatics visits have increased by 13%. The swimming pool continues to support the delivery of free learn-to-swim lessons through the John Walker Find your Field of Dreams Community Swim Programme. Over this period 6,262 swimming lessons were delivered to 966 children.
2742	CS: PSR: Leisure	Marina Fitness	Will provide a comprehensive range of programmes to meet council /LB objectives that reflect the local community/ demographics/ needs	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Marina Fitness – KPI programming targets are on track to meet the Local Board objectives year to date. Marina Fitness is currently sitting at it's highest Membership numbers since it opened. (717). Some inconsistent data was identified several years ago and has now been corrected to reflect the right figures. Marina Fitness is sitting at 8,365 visits, meaning we are also projected to have the most visits we have ever had for this quarter, which aligns to our goal of activating more people in our community. During this reporting quarter Marina's Net Surplus is favourable sitting at \$9k but by the end of the quarter this is expected to be higher, given our Direct Debit run has also just hit an all time high. Marina has been involved with and run different events and challenges this quarter such as Round the Bays, Fitness Bingo, and Spin the Wheel - all of which have been designed to improve member retention by hosting fun events and challenges for our members.	No	Marina Fitness – KPI programming targets are on track to meet the Local Board objectives for the second quarter. This Quarter has seen an increase of 705 visits to the facility compared to the same period the previous year. This equates to a 10% improvement in member activation. Membership is currently sitting at 622. This is 44 members more than the same time the previous year which equates to a growth of 7%. During October and November Marina ran a Waist Loss challenge which saw 30 participants or roughly 5% membership participation. Marina also partnered with Fresh Choice supermarket over this period to collaborate on our mutual goals of seeing a healthier, fitter and active community.
2740	CS: PSR: Leisure	Pakuranga Leisure Centre	Will provide a comprehensive range of programmes to meet council /LB objectives that reflect the local community/ demographics/ needs	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Pakuranga Leisure Centre Business Plan – KPI programming targets are on track to meet the Local Board objectives year to date. Holiday Programme visits continue to track high for Pakuranga with 1,273 visits (compared with 931 last year) +37%. Term Programme enrolments have increased by 13% for Term 1, 2017. It is good to note that over the past term the holiday programmes and the facility are experiencing strong visitation and utilisation.	No	Pakuranga Leisure Centre: Business Plan – KPI programming targets are on track to meet the Local Board objectives for the second quarter. Pakuranga had their annual MSD Audit in October (in order for the Holiday Programmes to be MSD Approved). Along with the positive review, maximum programme numbers have been extended from 80 previously to 130 max per day. Holiday Programme numbers for the October period continue to track upwards, with visit numbers increasing by 299 Compared to Oct 15 (overall 961 Total visits), while running at a 95% capacity, Term numbers have also been tracking upward for T3 and T4. YTD total Centre visits have increased by 10% compared to last year.
Sport and Recreation											
2635	CS: PSR: Sport & Rec	Facility Partnership 2014 Pakuranga Athletics Charitable Trust (HW)	A facility partnership into the pavilion and grandstand development at Lloyd Elsmore Park. \$100,000 facility partnership grant	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	Approved	Green	"Duncan presented memo / board want to roll it over for another year / waiting on resolution PACT require a feasibility study to be completed outlining need for project. Local board to discuss in workshop along with an extension request.	No	Advice to provided to Trust on development of project plan and fundraising plan. The Trust need to progress with funding applications to raise the remaining funding circa \$1.5 million. Awaiting update from Trust.

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
2772	CS: PSR: Sport & Rec	Facility Partnership 2016 Howick Gymsports	A facility partnership grant from 2015/16 \$250,580 to advance the Howick Gymsport project to the next stage of planning and development	Not scheduled	LDI: Opex	\$ -	In progress	Green	Bulk and location study is under way to understand feasibility and costs.	No	Workshop with other stakeholders and local board completed on opportunity for collaborative facility development. Needs assessment completed for bowls and BMX facilities.
508	CS: PSR: Sport & Rec	Facility Partnership Fund (HW)	Supporting the completion of needs assessments, feasibility, other investigations for sport and recreation facility developments to ensure robust decisions are made about future investment. Supporting the Investment into third party capital developments.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 300,000	Deferred	Green	Memo provided to the Local Board for discussion at 29 March Workshp. Report outlined that none of the projects identified as being priorities in the Howick Sport and Active Recreation Facilities Plan (the Plan) are, or will be, investment ready in time for the expenditure to occur in this financial year. It is recommended that this is to be carried forward to FY 17/18, to increase the FY 17/18 allocation to \$600,000 and that a contestable process for its allocation is then undertaken. At a workshop with the Local Board on 29 March, it was agreed that a review of the Plan would be undertaken ahead of the contestable process and could commence immediately, subject to confirmation that funding for the review from 16/17 LDI Opex can be confirmed.	No	Potential projects being reviewed before presentation to local board in Q3
2512	CS: PSR: Sport & Rec	Sport and Recreation initiatives (HW)	Investment into sport and recreation participation initiatives and sector development opportunities. (formerly known as Howick Sports Plan)	Q1; Q2; Q3; Q4	ABS: Opex	\$ 105,000	In progress	Green	6 monthly reports received from Counties Manukau Sport. Delivery of agreed programme is continuing. A workshop will be held with Members to agree approach to programme deliver for FY 17/18.	No	Delivery of agreed plan with Counties Manukau Sport continuing.
Development Projects											
4408	CF: Project Delivery	Macleans Park Stage 2	A new footpath, set of swings and fitness equipment to service the local community	Not scheduled	LDI: Capex	\$ 100,000	In progress	Red	Issues/Risk: Delays in the PIF coming through from Community Services, causing delay in the scoping process. Current Status: The project scope is being reviewed. This includes for a planning assessment of the site, initial concept drawing and high level estimate. Next Steps: Concept plan outline and high level estimate for delivery to be provided to the LB in a workshop in early April to confirm approval to proceed.	No	Description Of Works: Macleans Park - Stage 2 Current Status: The project scope is being reviewed , costed and planned for delivery Next Steps: Planning for delivery. Issues/Risk: Nil
4409	CF: Project Delivery	Stacombe (Baverstock) Cottage	Carpark, pathway, waste water connection and possibly provision of underground services for future lighting.	Not scheduled	ABS: Capex	\$ 523,308	In progress	Green	Current Status: Design works for all out standing works are in progress Next Step: Lodge the building consent for drainage works and engage a physical works contractor for such works	No	Description of works: Some outstanding works have been identified at the final inspection with Building Inspector. These works involve - Installation of hand rail, gully traps and entrance door Current Status: Tendering stage to appoint a contract Next Step: Appoint a contractor and start construction works Issus/Risks: Nil
4058	CF: Project Delivery	Uxbridge Arts and Culture Centre Redevelopment	Uxbridge Arts and Culture Centre Redevelopment	Q1; Q2; Q3; Q4	ABS: Capex	\$ 950,074	In progress	Green	Current Status: Final contractors claim submitted for payment. Next Steps: Continue monitoring through the defects liability period.	No	Description of the work: Creation of a new gallery, café, studios, administration and office area with connections to the existing hall and church which has become the performance space. Current Status: Monitor through the defects liability period. Next Steps: Receive Certificate of Code Compliance for the works. Risks/ Issues: none
4407	CF: Project Delivery	Dog Park Development - 310 Te Irirangi Drive	A new access track into the reserve and a fully fenced dog area	Not scheduled	LDI: Capex	\$ 70,000	In progress	Red	Issues/Risk: None at this stage- to be reassessed upon the approval of the concept plan. Delays in the PIF coming through from Community Services, causing delay in the scoping process. Current Status: The project scope is being reviewed. This includes for a planning assessment of the site, initial concept drawing and high level estimate. Next Steps: Concept plan outline and high level estimate for delivery to be provided to the LB in a workshop in early April to confirm approval to proceed.Completion of the design in April, planned resource consent lodgement in May 2017. Physical works estimated July - August 	No	Description of Works: Dog Park Development Current Status: The project scope is being reviewed , costed and planned for delivery Next Steps: Planning for delivery. Issues/Risk: Nil

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
1936	CF: Project Delivery	Flat Bush Multi-purpose Facility	Design and construction of New Library and Multi-use Community Facility	Q1; Q2; Q3; Q4	ABS: Capex	\$ 958,756	In progress	Amber	Additional funds are likely to be required to deliver the current project scope. Business Case to be finalised and approvals required. Current Status: Updated concept designs at 90% complete Next Steps: The design team to finalise Updated Concept Design	No	Description of the work: Design and construction of new library and multi-use community facility (community multi-purpose spaces with arts emphasis). Current Status: Updated concept designs at 90% complete. Next Steps: The design team to finalise updated concept design. Risks/ Issues: Delays due to alignment with Todd Properties timelines may occur.
3792	CF: Project Delivery	Flatbush Aquatic Centre	Flatbush Aquatic Centre	Not scheduled	ABS: Capex	\$ -	Proposed	Amber	Funding needs to be brought forward to ensure deadlines are met. Strategic Case Assessment will be undertaken by Community Facilities Construction Performance Manager prior to further investigation work being undertaken Current Status: Awaiting outcome of request to bring funding forward to current financial year. Next Steps: Funding needs to be brought forward from FY21 to the current financial year to enable investigation and design work to start this financial year. A Strategic Case Assessment will be undertaken by Community Facilities Construction Performance Manager prior to further investigation work being undertaken Risks/Issues: Time.	No	Current Status: Work being scoped. Next Steps: Present to local board for approval Risks/Issues: Funding
4406	CF: Project Delivery	Bramley Reserve - New BBQ Area	A new bbq area for the local community to use	Not scheduled	LDI: Capex	\$ 13,000	In progress	Green	Current status : The scope of the project is being re written with consideration to regulatory requirements and location of the BBQ with electrical connection to the nearby building. It is confirmed that Resource Consent wont be required as its a permitted activity under the Unitary Plan. A final quote for supply and installation including the electrical connections is complete including 3 options. The supply lead time on the BBQ is up to 12 weeks and will be confirmed once we have the final quote in. Next steps : Local Board to decide whether they wish to proceed with the project and allocate further budget depending on the chosen option.	No	Scope of works: Installation of an electrical BBQ in Bramely Reserve Current status : The scope of the project is being re written with consideration to regulatory requirements and location of the BBQ with electrical connection to the nearby building. It is confirmed that Resource Consent wont be required as its a permitted activity under the Unitary Plan. A final quote for supply and installation including the electrical connections will be complete 23rd January. The supply lead time on the BBQ is 3 weeks and will be confirmed once we have the final quote in. Next steps : Confirm the cost to deliver can be acaheived within the existing allocated budget. Order the BBQ and then undertake physical delivery in late February/early March. Risk/issues: Potential shortfall in budget
Community Facilities: Renewals											
4363	CF: Project Delivery	Cockle Bay - Roundabout Planting	Triangular shaped roundabout to control traffic on the intersections of Pah Road, Churchill Road and Shelley Beach Parade.	Q2; Q3	LDI: Opex	\$ 9,000	Completed	Green	Current status: Complete	No	Description of the work: Replanting of traffic island Current status: Physical works Next steps: Completion Issues: None
4030	CF: Project Delivery	Barry Curtis Park development	Barry Curtis Park development	Q1; Q2; Q3; Q4	ABS: Capex	\$ 1,666,116	In progress	Green	1. Current Status: Detail design completed. Next Steps: Finalise physical works tender documents. 2. Current Status: Physical works contract awarded. Next Steps: Physical works starting end of March 2017. 3. Current Status: Physical works completed and practical completion site walk over completed early November 2016. Next Steps: Defect Liability to sign off end of November 2017. 4. Current Status: Finalising detail design with Auckland Transport. Next Steps: Finalise physical works tender documents with Auckland Transport to be tendered August 2017.	No	Description of the work: Detailed design and construction of the Southern John Walker Promenade along Flat Buse School Road. Current status: construction underway Next steps: Completing construction works end of September 2016. Risks/Issues: None

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
2969	CF: Project Delivery	Blyton Lane Play renewals	Blyton Lane Reserve Play Equipment Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: Playground Equipment's are being ordered Next steps: Site works tender documentations to be prepared	No	Description of the work: Blyton Lane Reserve play equipment renewal Current status: Planning Next steps: Design Issues: None
4037	CF: Project Delivery	Bucklands Beach walkway development	Bucklands Beach walkway development	Q1; Q2; Q3; Q4	ABS: Capex	\$ 145,000	In progress	Green	Current status: Auckland Transport consultation for agreed safety improvements. Next steps: Physical works of safety improvements.	No	Description of works: Buckland Beach walkway development Current status: planning and design of approved safety improvements. Next steps: consultation and physical works of safety improvements. Risks/ Issues: Awaiting local board approval
2971	CF: Project Delivery	Burswood Park renewals	Burswood Park Playground and Base Course Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 140,000	In progress	Green	Current status: Playground project - playground equipment is being ordered. Drainage project - Site works tender documentations are being prepared Next steps: Playground project -tendering for physical works and consents. Drainage project - site works tender documentations to be released.	No	Description of the work: Burswood Park playground, drainage and pathway renewal Current status: Planning phase Next steps: Design phase Issues: None
4038	CF: Project Delivery	Cascade walkway No 3 retaining wall, Kaniere Park pedestrian bridge and Tiraumea Park retaining wall	Cascade walkway No 3 retaining wall, Kaniere Park pedestrian bridge and Tiraumea Park retaining wall	Q3	ABS: Capex	\$ 17,255	Completed	Green	Current status: Complete	No	Description of the work: structure renewal works Current status: handover of asset Next steps: completed Issues: none
2972	CF: Project Delivery	Cascade Walkway renewals	Cascade Walkway No. 3 (Gosford), Cascade Walkway No. 7 (Orinda Cr) Bridge, Play Equipment and Wall Renewal	Q3; Q4	ABS: Capex	\$ 92,000	Approved	Green	Current Status: Planning and co-ordination Next Steps: Procurement planning for physical works	No	Description of the work: Walkway renewals as part of the Cascades walkway network Current Status: Planning and co-ordination Next Steps: Procurement planning for physical works Issues: None
2973	CF: Project Delivery	Cockle Bay Reserve Renewals	Cockle Bay Reserve Fence and Seating Renewal	Q3	ABS: Capex	\$ -	Completed	Green	Current status: Complete	No	Description of the work: Cockle Bay Reserve fence and seating renewal Current Status: Work being scoped. Next Steps: Assign a project manager for delivery. Risks/Issues: None
4039	CF: Project Delivery	Duplicate- Bucklands Beach Renewals	Duplicate- Bucklands Beach Renewals	Not scheduled	ABS: Capex	\$ 18,655	In progress	Green	Current status: Negotiating tender price for physical works Next steps: Physical Works to commence May 2017	No	Duplicate project
4040	CF: Project Delivery	Duplicate -Howick Structure Renewals FY17-18	Duplicate -Howick Structure Renewals FY17-18	Not scheduled	ABS: Capex	\$ 10,226	In progress	Green	Current status: Physical works tender in progress Next step: Physical works on site.	No	Duplicate project
4041	CF: Project Delivery	Eastern Beach annual earthworks to complete consent	Eastern Beach annual earthworks to complete consent	Q1; Q2; Q3; Q4	ABS: Capex	\$ 19,580	In progress	Green	Current status: Awaiting on consent approval Next steps: Project complete	No	Description of the work: sand transfer consent Current status: consent application being prepared Next steps: lodge application Issues: consultation requirements
2974	CF: Project Delivery	Eastern Beach Play Renewals	Eastern Beach Playground Park Play Equipment Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: Concept plan being prepared Next steps: Detailed design to commence May 2017	No	Description of the work: Renewal of the Eastern Beach Playground park play equipment Current status: Planning Next steps: Design Issues: None
4044	CF: Project Delivery	Galloway Park footpath reinstatement	Galloway Park footpath reinstatement	Q1; Q2; Q3	ABS: Capex	\$ 65,484	Completed	Green	Current status: Complete	No	Description of the work: structure renewal works Current status: completed and asset handed over to operational team Next steps: completed Risks/Issues: none
2975	CF: Project Delivery	Glenlea Park renewal	Glenlea Park Wall and Wheel Stop Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 20,000	In progress	Green	Current status: Physical works tender in progress Next step: Physical works on site.	No	Description of the work: Glenlea Park renewal Current status: Professional Service engaged. Next step: Finalize designs and physical work estimates. Issues: None
4045	CF: Project Delivery	Gosford park renewal	Gosford park renewal	Q3	ABS: Capex	\$ 49,785	Completed	Green	Current status: Complete	No	Description of the work: playground renewal works Current status: project complete/defects period Next steps: defects release Issues: none
4046	CF: Project Delivery	Greenmount public access	Greenmount public access	Q1; Q2; Q3; Q4	ABS: Capex	\$ 52,265	Proposed	Green	Current status: Landfill closure plan, land vestment and consent Next steps: Detailed design	No	Description of the work: Greenmount public access reserve development Current status: landfill closure plan/land vestment/consent Next steps: detailed design Issues: none

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
4047	CF: Project Delivery	Howick Beach-Sand top ups and boat ramp clearing (Coastguard access)	Howick Beach-Sand top ups and boat ramp clearing (Coastguard access)	Q1; Q2; Q3	ABS: Capex	\$ -	Completed	Green	Current status: Complete	No	Description of the works: Howick Beach-Sand top ups and boat ramp clearing (Coastguard access) Current status: dependant of weather events creating movement of sand onto ramp Next steps: physical works when required Risks / Issues: none
2976	CF: Project Delivery	Howick Carpark Renewal	Murphys Bush Reserve, Nixon Centennial Park, Riverhills Park, Star Of The Sea Reserve, Ti Rakau Park Carpark Renewals	Not scheduled	ABS: Capex	\$ 205,500	In progress	Green	Current Status: Engineer contracted, design underway. Next Step: Confirm level of consents and engineering required.	No	Description of the work: Car park renewals in the following areas Murphy's Bush Reserve, Nixon Centennial Park, Riverhills Park, Star Of The Sea Reserve and Ti Rakau Park Current Status: Review scope of work Next Step: Plan work for design stage Issues: None known
2977	CF: Project Delivery	Howick Coastal Renewals	Fisher Parade Esplanade Reserve Seawall Renewal. Existing Renewals Project	Q3	ABS: Capex	\$ 80,000	Completed	Green	Current status: Complete	No	Description of the work: Foreshore protection Current status: Physical works Next steps: Works completion Issues: Coastal works - access, maintaining public access to Rotary Walkway during works
3656	CF: Project Delivery	Howick Furniture Renewal FY17-18	Beechdale Park, Blanche Park, Blundell Park, Bucklands Beach Domain, Galloway Park, Glennandrew Park, Highland Park, Kilkenny Park, Marrendallas Park, Mission Heights Reserve, Salford Park, Stanniland Park, Ti Rakau Park Furniture Renewals. Note this item replaces items 2978 and 2970.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 19,933	In progress	Green	Current status: Negotiating tender price for physical works Next steps: Physical Works to commence May 2017	No	Description of works: Renewal of furniture on playground. Current status: Planning. Next steps: Tender physical works. Risks/ Issues: Nil
207	CF: Project Delivery	Howick FY17 & FY18 Lloyd Elsmore Park Leisure Centre renewals	Lloyd Elsmore Park Leisure Centre - Comprehensive upgrade	Q1; Q2; Q3; Q4	ABS: Capex	\$ 1,523,810	In progress	Amber	Programme has been fast-tracked by separation into multiple stages to achieve critical works (Physical Works Stage 2) in Term 2 (May - August 2017). Current budget is anticipated to be inadequate to undertake all works required of Design Stages 3 and 4 / Physical Works Stage 2. Current status: Design of stage 1 of leisure pool roof repairs and teaching pool toilet investigation; and stage 2, documentation of leisure pool roof repairs; mechanical services upgrades, steam room refurbishment and sauna door replacement have been completed. Physical works on stage 1 of leisure pool roof replacement; mechanical services upgrade; steam room re-lining; sauna door replacement; changing rooms seating upgrade has been cost-checked and documentation finalised for tender in April 2017. Priority list has been prepared from the remaining scope items which are proposed to be progressed during design stages 3 and 4 if budget permits. Next steps: Tender physical works stage 1, with the intention to undertake works between May-August 2017; Review budget post-tender and prepare business case, if further budget is required to execute design stages 3 and 4. Physical works stage 2 to commence May-August 2018.	No	Description of the work: Facility upgrade encompassing leisure pool roof renewal, air conditioning replacements, carpet replacements and spa pool modifications. Current status: A design team has been engaged for investigation, feasibility and concept design works for the leisure pool roof replacement and teaching pool toilet. Fee proposals have been received for the documentation and specification of the fitness centre carpet and evaluation is in progress. Next steps: Complete investigation, feasibility and concept design prior to end of December 2016. Budget check and review of additional scope items. Finalise business case. Continue design with the intent to commence physical works in Term 2 (May - July 2017). Risks/ Issues: Physical works are required to be undertaken in Term 2 (May - July 2017), but design work has yet to start so programme will need to be accelerated once design team has been engaged. "
204	CF: Project Delivery	Howick FY17 Botany Library renewals	Botany Library - Internal refresh, update audiovisual equipment, and replace air conditioning.	Q2; Q3; Q4	ABS: Capex	\$ 534,225	In progress	Green	Current Status: Finalised scope of work and issued tender. Review contractor's quotes and issue a contract for this work Next Step: Monitor the project to completion. Estimated finish date is 30 June 2017	No	Description of works: Botany Library - internal refresh, update audio-visual equipment and replace air conditioning. Current Status: Finalise scope of work, request quotes, review contractor's quotes and issue a contract for this work. Next Step: Monitor the project to completion. Estimated finish date is 30 June 2017. Issues/Risks: Nil
3642	CF: Project Delivery	Howick FY17 Glen House renewals	Glen House - Heating and windows upgrade. Note this item and items 3643 and 3645 replace ID 203.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 14,000	In progress	Green	Current status: in planning. Next steps: obtain quotes from contractors.	No	Description of the work: Replacement of high-level windows and heaters. Current status: In planning. Next steps: Obtain quotes from contractors. Issues/Risks: None.

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
205	CF: Project Delivery	Howick FY17 Libraries FF&E renewals	Botany Library - FF&E renewals. Highland Park Library - FF&E renewals.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 186,561	In progress	Green	Current Status: The new interior layout plans for the libraries are being finalised. Library staff and specialists are finalising furnishing requirements. Next Steps: Confirm requirements, obtain quotes and place orders.	No	Description of works: Change in layout, new furnishings and the provision of study desks with access to power points. Current Status: Preliminary layout plans in progress. Furniture selection in progress. Highland Park have identified they would like to install the study bench first, relocate some shelves which will help finalise layout for some area's. Next Steps: Finalise layout changes. Get quotes for replacement items. Risks / Issues: Nil
206	CF: Project Delivery	Howick FY17 Libraries renewals	Highland Park Library - Replacement air conditioning.	Q2; Q3	ABS: Capex	\$ 49,552	In progress	Green	Current Status: Request and review contractor's quote; and issue a contract for this work Next Step: Monitor the project to completion. Estimate completion date is 19 May 2017	No	Description of works: Replace air conditioning at Highland Park Library Current Status: Request and review contractor's quote and issue a contract for this work. Next Step: Monitor the project to completion. Estimate start and finish dates are 23 January 2017 to 31 March 2017. Risks / Issues: Nil
208	CF: Project Delivery	Howick FY17 Pools & Leisure renewals	Howick Recreation Centre - Repair replace exterior stairwells and rails.	Q1; Q2	ABS: Capex	\$ 10,049	Completed	Green	Current status: Complete	No	Description of the work: Repair, replace exterior stairwells and rails at the Howick Recreation Centre Current Status: Contractor has commenced work on site Next Step: Monitor the project to completion. Estimate completion is 30 December 2016 Risks / Issues: none
3643	CF: Project Delivery	Howick FY17 Save The Children Shop renewals	Save the Children Shop - make fit for purpose. Note this item and items 3642 and 3645 replace ID 203.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 12,200	In progress	Green	Current status: quote received from contractor, works delayed until July 2017 to accommodate short-term lease that ends June 2017. Next steps: engage contractor, programme work for July.	No	Description of the work: Interior redecoration to make building fit for purpose Current status: quote received from contractor, and establishing best times to programme the work. Next steps: engage contractor, and complete work. Issues/Risks: None
3645	CF: Project Delivery	Howick FY17 The Depot Lloyd Elsmore Park renewal	The Depot, Lloyd Elsmore Park - Replace vinyl flooring. Note this item and items 3642 and 3643 replace ID 203.	Q1; Q2; Q3	ABS: Capex	\$ 21,131	Completed	Green	Current status: Complete	No	Description of the work: Replacement of vinyl floor coverings. Current status: Quote received and accepted, and contractor has been engaged. Next steps: Programme the work to fit around the holidays and the users. Issues/Risks: None.
3649	CF: Project Delivery	Howick Paving Renewal FY17-18	Bard Place Reserve, Barry Curtis Park, Beechdale Park, Bell Reserve, Cascade Walkway No 3 (Gosford), Cascade Walkway No 4 (Kookaburra), Cascade Walkway No 5 (Millhouse), Clydesdale Park, Cockle Bay Domain, Glenmore Road Tennis Courts, Half Moon Bay Walkways, Highland Park, John Gill Park, Kaniere Park, Kellaway Drive Reserve, Kilkenny Park, Logan Carr Reserve, Mattson Road Esplanade Reserve, Millhouse Park, Neil Morrison Park, Oranwood Park (Northpark Ave), Rogers Park, Santa Cruz Park (cnr Santa Ana), Somerville Park, Tarnica Park (Bowscale Place Reserve), Ti Rakau Park, Waka Aranga Creek Reserve, Whaka Maumahara Path, Blue Gum Park, Blundell Park, Bowscale Place Reserve Walkway, Caithness Park, Clydesdale Park, Corta Bella Place Reserve, Edendale Park, Murvale Reserve Path Renewals. NOTE: This item replaces items 2979 and 2980.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 110,292	In progress	Green	Current status: Physical works tender in progress. This will be received by 31 March 2017. Next step: Physical works on site.	No	Description of the work: Howick paving renewals for 2017 Current status: Professional service engaged. Next step: Physical works. Issues: None
2981	CF: Project Delivery	Howick Play Renewals FY17	Armoy Park (Amylynn Place Reserve), Barry Curtis Park, Beechdale Park, Blue Gum Park, Redcastle Park Play Renewals	Q2; Q3; Q4	ABS: Capex	\$ 50,706	Completed	Green	Current status: Complete	No	Description of the work: Play asset renewals for the following parks in Howick - Barry Curtis Park, Armoy Park (Amylynn Place Reserve), Beechdale Park, Blue Gum Park, Redcastle Park Current Status: Physical works Next Steps: Handover of asset Issues: None known

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
3658	CF: Project Delivery	Howick Play Renewals FY17-18	Robin Brooke Park, Bucklands Beach and Megan Park Playspace & Equipment Renewal. This item replaces items 2982 and 2985.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 17,780	In progress	Green	Current status: Playground equipment is being ordered Next steps: Site works tender documentations to be prepared	No	Description of the work: Playground playspace and equipment renewal Current status: Planning Next steps: Design Risks/Issues: None
2983	CF: Project Delivery	Howick Play Renewals FY18-19	Cockle Bay Reserve Play Equipment Renewal	Not scheduled	ABS: Capex	\$ -	Proposed	Green	This project is not scheduled to begin in this financial year 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	Current Status: Work being scoped. Next Steps: Present to local board for approval Risks/Issues: None identified
2984	CF: Project Delivery	Howick Play Space Renewals FY17	Barry Curtis Park, Blundell Park, Bramley Drive Reserve, Bucklands Beach Domain, Howick Domain, Logan Carr Reserve Play Space Renewals	Not scheduled	ABS: Capex	\$ 163,600	Approved	Green	Current Status: Scope is being developed by the Investigation and Design team. Next Steps: Assign project manager to start delivery	No	Description of the work: Play space renewals for the following areas Barry Curtis Park, Blundell Park, Bramley Drive Reserve, Bucklands Beach Domain, Howick Domain and Logan Carr Reserve Current Status: Awaiting scope of work Next Steps: Review scope and plan work Issues: None known
4048	CF: Project Delivery	Howick Recreation & Leisure - Replace Sandpit Covers & Reduce Size	Howick Recreation & Leisure - Replace Sandpit Covers & Reduce Size	Q3	ABS: Capex	\$ 12,730	Completed	Green	Current status: Complete	No	Description of the work: Reduce the sandpit size and replace the covers Current status: the contractor has completed the work on the sandpit. Next Step: Council has paid the contractor. Close the project Risks / Issues: none
4364	CF: Project Delivery	Howick Recreation Centre - Comprehensive Upgrade - Stage I	Howick Recreation Centre - Comprehensive Upgrade - Investigation & Design/Planning phase	Q2; Q3; Q4	ABS: Capex	\$ 180,000	Proposed	Green	Current status: Fee proposals have been obtained for design services for the investigation, feasibility and concept stage of the project and evaluation is in progress. Next steps: Confirm engagement of a design team to undertake investigation, feasibility and concept design.	No	Description of the work: Replacement of recreation centre roof. Current status: Fee proposals have been obtained for design services for the investigation, feasibility and concept stage of the project and evaluation is in progress. Next steps: Confirm engagement of a design team to undertake investigation, feasibility and concept design. Budget check. Risks / Issues: None
4049	CF: Project Delivery	Howick Recreation Centre - Recarpet foyers and gym	Health & Safety Critical Works Trip hazard with creases and holes in current carpet	Q1; Q2; Q3	ABS: Capex	\$ 31,916	In progress	Green	Current Status: Contractor has completed work on site. Next Step: Pay contractor and close project	No	Description of the work: Re-carpet foyers and gym at the Howick Recreation Centre Current Status: Contract has been issued to the contractor. Estimate completion date is end of December 2016. Next Step: Monitor project to completion. Issues/Risks: none
4360	CF: Project Delivery	Howick Recreation Centre - Replace Sandpit Covers & Reduce Size	Health & Safety Critical Works	Q3	ABS: Capex	\$ 26,765	Completed	Green	Current status: Complete	No	Description of the work: current sandpit is too large. Reduce the sandpit size and replace the covers Current status: The contractor has completed the work on the sandpit. Next Step: Council has paid the contractor. Close the project Risks / Issues: None
2986	CF: Project Delivery	Howick Sign Renewals	Blanche Park and Meadowland Park Sign Renewals	Not scheduled	ABS: Capex	\$ -	Proposed	Green	This project is not scheduled to begin in this financial year 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	Current Status: Work being scoped. Next Steps: Present to local board for approval Risks/Issues: None identified
3652	CF: Project Delivery	Howick Structure Renewal FY17-19	Howick Recreation Centre, Murvale Reserve, Pandora Pak, Sheffield Place Reserve Step and Wall, Howick Beach, Howick Domain, Kaniere Park, Mclay Reserve, Pakuranga Town Centre and Library, Whaka Maumahara Bridge and Wall, Corta Bella Place Reserve, Galloway Park, Glenlea Park, Highland Park Library, Marrott Court HFTE Village, Murphys Bush Reserve, Springs Road Reserve Wall, Barrier and Bridge Renewals. Note this item replaces items 2987, 2988 and 2989.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 36,242	In progress	Green	Current status: Physical works tender in progress Next step: Physical works on site.	No	Description: Howick Structure Renewals Financial Year 2017-19. Current status: Professional service engaged. Next step: Finalise designs and physical work estimates. Risks/ Issues: Nil

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
2990	CF: Project Delivery	Howick Toilet Renewals FY18-19	Bramley Drive Reserve and Mellons Bay Toilet Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 70,000	In progress	Green	Current status: The design and site work has been undertaken. Tendering documentation work are being prepared Next steps: Apply for consent	No	Description of works: Toilet blocks. Bramley Drive Reserve and Mellons Bay toilet renewals Current status: Planning Next steps: Design Issues: None
2991	CF: Project Delivery	Kilimanjaro Park Play Renewal	Kilimanjaro Park Whole Playground Renewal	Not scheduled	ABS: Capex	\$ 5,780	Cancelled	Red	This project has already been completed in prior years. Current Status: Cancelled project. This project was completed in previous years and there is no need to renew.	No	Description of works: Play renewal at Kilimanjaro park. Current Status: Awaiting scope of work. Next Step: Design Risks/ Issues: Nil
4050	CF: Project Delivery	LEP- skate park renewal phased- Stage 1: design	LEP- skate park renewal phased- Stage 1: design	Q3; Q4	ABS: Capex	\$ 11,500	In progress	Green	Current Status: Physical works contractor engaged. The start date is 17 April 2017. Next steps: Physical works to be completed on site.	No	Description of the work: renewal improvements to skate park, to attract better use from the out of date asset. Current status: design completed. Next steps: Works to be tendered Issues: Skate park construction market has limited availability. Physical works to commence March / April 2017
2992	CF: Project Delivery	Lloyd Elsmore Renewals	Lloyd Elsmore Park Basecourse, Carpark Surface, Cricket Net, Paths, Play Equipment, Wall, Rubbish Bin, Skatepark and Sportsfield Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 288,220	In progress	Green	Current status: Professional service engaged. Consent application in progress Next step: Physical works tender	No	Description of the work : Lloyd Elsmore renewals - basecourse, carpark surface, cricket net, paths, play equipment, wall, rubbish bin, skatepark and sportsfield renewals Current status: Professional service engaged - design in progress Next step: Finalize designs - initiate physical works tender. Issues: None
4327	CF: Project Delivery	Logan Carr bridge handrail & pile renewals	H & S Reactive Renewals, Logan Carr bridge handrail & pile renewals	Q2; Q3	ABS: Capex	\$ 30,000	Completed	Green	Current status: Complete	No	Description of the work: Logan Carr bridge handrail and pile renewal Current status: Physical works contract awarded Next step: Work in progress Issues: none
2993	CF: Project Delivery	Logan Carr Reserve	Logan Carr Reserve Fitness Station Renewal	Q1; Q2	ABS: Capex	\$ -	Completed	Green	Current status: Complete	No	Description of the work: Fitness station renewal Current status: completed Next steps: handover asset Issues: none
2994	CF: Project Delivery	Macleans Park Renewals	Macleans Park Carpark Surface Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 9,960	In progress	Green	Current status: Design and site work being undertaken. Tendering Documentation being prepared Next steps: Tendering for site works	No	Description of the work: Pathway renewal at Macleans Park Current status: Tendering for physical works Next steps: Physical works Issues: none
4052	CF: Project Delivery	Marble Playground Sign Structure Renewals	Marble Playground Sign Structure Renewals	Q1; Q2; Q3	ABS: Capex	\$ 7,100	In progress	Green	Current status: Physical works contract awarded. Next step: Physical works	No	Description of the work: Marble playground sign structure renewals Current status: Designs received - arranging combined physical works tender. Next step: award physical works contract. Issues: None
2995	CF: Project Delivery	Marine Parade Esp Renewals (Structure and Furniture)	Marine Parade Esplanade Reserve Fence and Stair Renewal	Q3	ABS: Capex	\$ 21,735	In progress	Green	Current status: Geotechnical investigation and detailed design in progress Next Steps: Obtain quotes for physical works	No	Description of the work: Marine Parade esplanade reserve fence and stair renewal Current status: Concept Next Steps: Planning Issues: scope of work required
2996	CF: Project Delivery	Mellons Bay Coastal Structure Renewals	Mellons Bay and Mellons Bay Bush Reserve Structure Renewals	Q2; Q3; Q4	ABS: Capex	\$ 34,283	Completed	Green	Current status: Complete	No	Description of the work: Renewal of sea wall at Mellons Bay Current status: Complete Next Steps: None Issues: None
2997	CF: Project Delivery	Millen Avenue Esplanade Coastal renewals	Millen Avenue Esplanade Reserve Wharf Renewal	Q3	ABS: Capex	\$ 13,440	Completed	Green	Current status: Complete	No	Description of the work: Renewal of jetty Current status: Concept Next Steps: Design Issues None
4053	CF: Project Delivery	Murvale Reserve Track renewals	Murvale Reserve Track renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 10,577	In progress	Green	Current status: Physical works tender in progress Next step: Physical works	No	Description of the work: Murvale Reserve track renewals Current status: design and assessment received Next step: consenting checks Issues: none

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
4054	CF: Project Delivery	Nixon Centennial Park renewal-carpark renewal	Nixon Centennial Park renewal-carpark renewal	Not scheduled	ABS: Capex	\$ -	Cancelled	Green	Current Status: This is a confirmed duplicate of Howick Car park renewals (ID 2976).	No	Description of the work: Nixon Centennial Park renewal-carpark renewal, minor works. Current Status: The project scoping is being written Next Steps: Assigning a project manager Issues/ Risks: None
4055	CF: Project Delivery	Ostrich Farm design and consenting	Ostrich Farm design and consenting	Q1; Q2; Q3; Q4	ABS: Capex	\$ 128,054	In progress	Amber	Timing of works may be impacted relating to surrounding developments and release of infrastructure Current Status: Site integration with wider subdivisions in progress planning. Next steps: Progress developed design of sports field and park layout.	No	Description of the work: Development of the Ostrich Farm sportsfields, with associated infrastructure such as car parking and walkway networks. Current Status: Review of concept plan to integrate project as part of wider subdivision infrastructure in progress. Next steps: Progress developed design of sportsfield and park layout. Risks/ Issues: Potential issue around timing of works to coordinate with adjoining development such as neighbourhood centres and school infrastructure.
4056	CF: Project Delivery	Pakuranga Recreation Centre - Exterior refurbishment	Pakuranga Recreation Centre - Exterior refurbishment	Q2; Q3	ABS: Capex	\$ 26,119	Proposed	Green	Current Status: Contractor has completed work on site Next Step: Pay contractor and close project	No	Description of the work: Pakuranga Recreation Centre exterior refurbishment Current Status: Project Manager has reviewed contractor's quote and issued a contract for this work Next Step: Monitor the project to completion. Estimated finish date is 31 January 2017 Issues/Risks: None
2998	CF: Project Delivery	Pakuranga Sailing Club renewal	Bramley Drive Reserve Boatramp, Fence, Fitness Station, Bridge, Seawall and Step Renewal	Q2; Q3; Q4	ABS: Capex	\$ 198,083	In progress	Green	Current Status: Site scoping and negotiation completed with preferred consultant Next Steps: Review and design	No	Description of works: Renewal of Pakuranga Sailing club Current Status: Awaiting for scope of work Next Steps: Review and design Issues: None known
4057	CF: Project Delivery	Panmure Bridge to Highbrook walkway development	Panmure Bridge to Highbrook walkway development	Q1; Q2; Q3; Q4	ABS: Capex	\$ 154,205	In progress	Green	Current status: Building consent application is underway and is expected to be granted by 14 April 2017. Next steps: Tender for physical works and expected to finish 27 April 2017.	No	Description of the work: Walkway development Current status: Consent granted - awaiting further direction Next steps: This project is for planning only - no budget or direction to proceed beyond this. Issues: none
2999	CF: Project Delivery	Tamaki Bay Drive Reserve Renewal	Riverina Place Esplanade Reserve Wheel Stop and Tamaki Bay Drive Reserve Basecourse and Seawall Renewal	Q2; Q3; Q4	ABS: Capex	\$ 114,300	In progress	Green	Current Status: Physical works on seawall is completed. Car park renewal is being quoted Next Steps: Physical works on car park	No	Description of the work: Riverina Place esplanade reserve wheel stop and Tamaki Bay Drive reserve basecourse and seawall renewal Current Status: Planning Next Steps: Obtain quotes Risks/Issues: Project in the coastal environment
3000	CF: Project Delivery	Ti Rakau Park Renewal	Ti Rakau Park Whole Playground Renewal	Not scheduled	ABS: Capex	\$ -	Proposed	Green	The project will not start in this financial year. 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	Current Status: Work being scoped. Next Steps: Present to local board for approval Risks/Issues: None identified
3001	CF: Project Delivery	Tiraumea Park Coast Asset Renewal	Tiraumea Park Seawall and Sign	Q2; Q3; Q4	ABS: Capex	\$ 91,560	In progress	Green	Current Status: Stage 1 will be completed at the end of April. Next Steps: Commence stage 2, engineering assessment to be undertaken and determine the total needed renewal.	No	Description of the work: Renewal of sea wall Current Status: Planning Next Steps: Put out for tender Risks/ issues: Project in marine environment
4059	CF: Project Delivery	Valderama Reserve play space	Valderama Reserve play space	Q2; Q3; Q4	ABS: Capex	\$ 183,900	In progress	Green	Current status: Site works on-going to be completed by 30 June 2017 Next steps: Handover and closure of project	No	Description of the work: Waikitiroa fence renewal Current Status: Scoping work Next Steps: Plan Risks/Issues: none
4328	CF: Project Delivery	Waikitiroa Reserve Fence Renewals	H & S Reactive Renewals, Waikitiroa Reserve Fence Renewals	Q2; Q3	ABS: Capex	\$ 10,000	In progress	Green	Current Status : Physical works in progress. Next Step: Final sign off.	No	Description of the work: Waikitiroa Reserve fence renewals Current status: Business case is being reviewed Next steps: Planning Issues: None

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
Community Facilities: Operational Management and Maintenance											
3812	CF: Operations	Howick Arboriculture Contracts	Covers tree maintenance	Q1; Q2; Q3; Q4	ABS: Opex	\$ 606,158	In progress	Green	Treescape continue to perform well with a quarterly average of 99% 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.
3811	CF: Operations	Howick Ecological Restoration Contracts	Covers areas of special ecological significance; and pest species control	Q1; Q2; Q3; Q4	ABS: Opex	\$ 206,801	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.
3810	CF: Operations	Howick 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	\$ 4,726,901	In progress	Green	Downer have performed to expectation during this period with the following KPI results recorded – December 98%, January 98% and February 97%. 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.	No	Downer Ltd has performed to expectation during this period with the following KPI results recorded – September 99% - October 94% - 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											
2305	I&ES: DPO	Flat Bush water quality ponds	Land acquisition for the development of stormwater management infrastructure	Q1	ABS: Capex	\$ 3,590,294	In progress	Green	Infrastructure Funding Agreement (IFA) for 411 Ormiston Road, Flat Bush is complete. IFA covering 460 Ormiston Road, Flat Bush works completion due in April 2017. Acquisition for Rowan Block Stage 3 is progressing.	No	Infrastructure Funding Agreements are under negotiation with developers to enable infrastructure development.
2933	I&ES: Environmental services	Planting on golf course at Musick Point	To undertake planting on the golf course part of Musick Point as this is a prominent headland with significant potential to improve biodiversity.	Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	Discussions with iwi have been progressed this quarter. Iwi have indicated a preference to support pest control and revegetation on the coastal cliffs (esplanade reserve) where erosion is an ongoing risk over revegetation on the golf course as originally planned. A contractor will be engaged to work alongside iwi kaitiaki in pest control and restoration initiatives on this peninsula which is a sacred site to them.	No	The focus this quarter has been to seek formal endorsement and approval from iwi (Ngai Tai ki Tamaki Tribal Trust) as new landowners of the Howick Golf Course. Initial conversations have been had but a formal hui with iwi kaumatua is planned for the new year. Planting will be undertaken during the next planting season.

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
1461	I&ES: Environmental services	Weed Management Programme - Howick	To undertake weed control in two reserves, and to continue the community campaign encouraging residents to control rhamnus and moth plant. Note that it is proposed to spend \$12,000 on the community campaign, with weed control at Hayley Lane Reserve and in Cockle and Mellons Bay the remaining amount.	Q2; Q3; Q4	LDI: Opex	\$ 47,000	In progress	Green	Mangemangeroa extension pest plant control has now been completed with control of virtually all of the pest plants within this reserve. Iwi has granted permission to complete a maintenance run on Te Naupata Musick Point; as well as the golf course. This is being scheduled for April to June. A weed swap is being planned for 22 April 2017. Plants have been selected and ordered. Weed disposal bins will be placed at Lloyd Elsmore Park from 13 April to 24 April 2017.	No	Procurement for control work at Hayley Lane Reserve has been completed. As well as Hayley Lane, staff will be talking to iwi in November in regards to a follow up control on Musick Point and the golf course to ensure that previous work is maintained to a high standard. Plants have been ordered for the weed swap event planned for March 2017 as well as associated collateral and brochures.
1460	I&ES: Healthy waters	Industry Pollution Prevention Programme - Howick	To support prevention of pollution at source through a proactive educational programme, targeting business and industry in East Tāmaki, and around Ben Lomand Road and Cascade Drive	Q2; Q3; Q4	LDI: Opex	\$ 20,000	Approved	Green	Works are complete on this project. Final report is due to be provided in April 2017.	No	The project is scheduled to commence in December 2016 with completion by February 2017.
1938	I&ES: Waste solutions	Resource Recovery - Howick	To develop the resource recovery network in the south.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	Approved	Green	The Chinese Conservation and Education Trust is receiving mentoring from Envision New Zealand to support them in establishing a trial upcycling project for reusable goods in Pakuranga. This initiative has received additional local board support.	No	Envision NZ has been contracted to undertake the capacity building programme for groups interested in resource recovery initiatives. Subject specific master class workshops are being organised with Akina Foundation and will be run from February to July 2017. Individual meetings and mentoring with groups is occurring across the four local board areas. There is also a focus on brokering potential collaborations, e.g. with Auckland Airport and also investigating options for shared work spaces.
Business Improvement District Local Economic Development Initiatives											
1373	GOV: Ext P'ships	Financial Top Up - Business Improvement Districts	An annual 'top up' provided (via legacy resolution from Manukau City Council) for the two Business Improvement Districts which operate within the local board area - Howick and a half proportion of Greater East Tāmaki	Q3	LDI: Opex	\$ 45,000	In progress	Green	Officers are finalising a methodology relating to accountability for the top-up funding for 2016-2017.	No	Officers are finalising a methodology relating to accountability for the top-up funding for 2016-2017.
Local Economic Development: ATEED											
2827	CCO: ATEED	Howick Tourism Plan Implementation	Implement Howick Tourism Plan adopted in May 2016 to improve connectivity and promote Howick as a visitor destination	Q3; Q4	LDI: Opex	\$ 10,000	In progress	Amber	Progresses have made in the tourism development in 2017. However, there is an outstanding \$40k left over from 2016 LED budget. ATEED produced an interim report on Howick Tourism Plan implementation. The report was presented to the local board in February. Howick Tourism Inc is going to present a revised tourism proposal with detailed project descriptions.	No	Staff have been in contact with Howick Business Association and Howick Tourism Inc regarding the tourism plan implementation. Staff will prepare a report which will provide information on tourism initiatives occurred in the second half of 2016.
2719	CCO: ATEED	World Masters Games Leverage activity in Howick	Work with business associations and other local businesses to maximise the benefits of the high number of competitors and their families in Auckland for the 2017 World Masters Games. Activity could involve development of promotional offers to encourage competitors and their families to stay and eat in the local board area and to visit local attractions. Activation / entertainment and short term visual improvements / artworks in local centres could be implemented to make the centres more attractive and give competitors and their families reason to visit, stay longer and spend in the local area. Local businesses will be expected to contribute to any prizes, incentives, discounts offered.	Q3; Q4	LDI: Opex	\$ 10,000	In progress	Red	WMG will be held in April 2017. A proposal is yet to be approved by the local board. If no approval is approved by the local board by March 2017, the fund can be drawn down to enhance the city dressing package for all town centres. A lack of information from the WMG2017 with competitors interests and contact information has made it difficult to develop an event or leveraging activities in Howick. Howick BID has not yet submitted a proposal. It is highly unlikely the funding will be spent.	No	World Master Game will be held in April 2017. ATEED have promoted that local activities be developed and managed by Business Associations for each area. The Howick BID is working on a proposal which will be submitted to the Local Board for approval for the use of the \$10,000 in March 2017 Alternatively, the local board fund can be draw down to enhance the city dressing package for all town centres which will be made available via ATEED.

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
1914	CCO: ATEED	Young Enterprise Scheme (HW)	ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of 10 sub-regional events across Auckland (5x Dragon's Den and 5x Regional Awards).	Q3	LDI: Opex	\$ 3,500	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.

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
Community Facilities: Renewals												
1644	CF: Community Leases	115 Picton Street EOI Process 16/17	Grant temporary lease for 115 Picton St, Howick	Q1; Q2; Q3	14/06/2017		\$ 1.00	In progress	Green	Group has moved into building on a six month lease. Expression of interest to advertise have been placed on hold.	No	6-month lease for the room approved 12 December 2016 for mosaic project.
1647	CF: Community Leases	Eastgate Community Trust	New lease for extended land area at 427 Pakuranga Road	Q1	11/05/2026	\$ -	\$ 1.00	Completed	Green	Completed	No	Completed
1648	CF: Community Leases	Howick Art Group	New lease for Hawthorden Reserve 66 Cook Street - Previously reported in Work Plan Year 2014/2015	Q1	12/08/2011	\$ 500.00	\$ 500.00	Approved	Green	Site visit arranged for 10 April 2017	No	Application for new lease received. Site visit to be arranged for quarter 3.
1649	CF: Community Leases	Howick Brass Incorporated	New lease for Howick Domain 90R Wellington Street - Previously reported in Work Plan Year 2014/2015	Q1; Q2; Q3	31/12/2013	\$ 0.10	\$ 0.10	Approved	Green	Site visit completed	No	Application for new lease received, site visit to be arranged for quarter 3.
1650	CF: Community Leases	Howick Children's & Youth Theatre	New lease for Star of the Sea Reserve 29 Granger Road	Q1; Q2; Q3	04/05/2011	\$ 0.10	\$ 0.10	Approved	Green	Contact made to confirm time for site visit	No	Application for new lease received, awaiting confirmation of site visit
1645	CF: Community Leases	Howick Local Board Accommodation Project	7 Aylesbury Street	Not scheduled	30/06/2018	\$ 3,000.00	\$ 1.00	Approved	Amber	To be progressed in quarter 4. Not scheduled yet.	No	Not scheduled.
1646	CF: Community Leases	Howick Men's Shed Project	Howick Men's Shed Project	Not scheduled				Approved	Green	Contact with the group to discuss alternative options for activity. Interest expressed to apply for building during the expression of interest process	No	Group have viewed building at 'The Depot' Lloyd Elsmore Park during EOI process
1651	CF: Community Leases	Howick Pakuranga Netball Assn Incorporated	New lease for Lloyd Elsmore Park 2R Bells Road	Q2; Q3	31/10/2016	\$ 0.10	\$ 0.10	Approved	Green	Application recieved. Confirmed site visit April 2017	No	Application form sent, to be returned by 31 January 2017.
1652	CF: Community Leases	Howick Sailing Club Inc.	New lease for Howick Beach 4R Granger Road - Previously reported in Work Plan Year 2014/2015	Q2; Q3	31/03/2012	\$ 0.10	\$ 0.10	Approved	Green	Application recieved	No	Application form sent, to be returned by 17 February 2017.
1653	CF: Community Leases	Howick Sub-centre of the St John Ambulance Association	New lease for William Green Domain 600R Pakuranga Road - Previously reported in Work Plan Year 2014/2015	Q2; Q3	30/03/2011	\$ 0.10	\$ 0.10	Approved	Green	Site visit completed. Application form provided for completion.	No	Application form sent, to be returned by 17 February 2017.
1654	CF: Community Leases	Lions Club of Howick Inc.	New lease for The Depot, Lloyd Elsmore Park 2R Bells Road	Q1; Q2; Q3	31/03/2013	\$ 500.00	\$ 500.00	In progress	Green	Staff have contacted the group and will meet onsite to discuss further. Currently space is utilised for storage	No	Awaiting return of draft community outcomes plan from the group.
1655	CF: Community Leases	Meadowlands Multi-sport and Community Trust	New lease for Meadowlands Park 41R Meadowlands Drive	Q4				In progress	Amber	To be progressed No action taken in this quarter.	No	No action taken this quarter.
1656	CF: Community Leases	NZ Association of CAB Pakuranga (Northern Region)	Group have vacated this building 7 Aylesbury Street - Previously reported in Work Plan Year 2014/2015	Q1; Q2; Q3; Q4	30/06/2011	\$ 500.00	\$ 500.00	Approved	Green	Multi lease under negotiations	No	Community Outcomes Plan to be agreed with Pakuranga Citizens Advice Bureau.
1659	CF: Community Leases	Pakuranga and Howick Budgeting Service Inc.	7 Aylesbury Street	Not scheduled		\$ 0.10	\$ 0.10	Approved	Green	Application sent to group due to expired lease	No	No action taken this quarter.
1657	CF: Community Leases	Pakuranga Athletics Club	Planning for new building underway, application yet to be received for Lloyd Elsmore Park 2R Bells Road	Not scheduled				Approved	Green	No application has been received for the proposed new building.	No	No application has been received for the proposed new building.
1658	CF: Community Leases	Pakuranga Bowling Club	Lloyd Elsmore Park 2R Bells Road - Approval of sub-lease	Q2; Q3; Q4		\$ 0.10	\$ 0.10	Approved	Amber	Negotiations occurring with Parks, Sport and Recreation staff about the utilisation of the grounds Visited site December 2016. Grounds appear to be underutilised	No	No action taken this quarter.
1660	CF: Community Leases	Revill's Boxing Gym	Eol to be called for this space in The Depot, Lloyd Elsmore Park 2R Bells Road - Previously reported in Work Plan Year 2014/2015	Q1; Q2; Q3; Q4	30/06/2013	\$ 500.00	\$ 500.00	In progress	Green	Process has started with expression of interest. Advertisement has been arranged for mid February in Eastern Courier. Staff are also in the process of classifying land	No	Tenant has been advised that expressions of interest will be called for in early 2017.
1661	CF: Community Leases	Stancombe Cottage	New lease for Stancombe Cottage Cranford Drive, Flat Bush	Q1; Q2; Q3; Q4				Completed	Green	Unsuccessful groups have been advised. Group have been contacted and in process of granting access to the group	No	Lease granted to Korean Positive Ageing Community Trust at the 12 December 2016 meeting.
1662	CF: Community Leases	The Girl Guides Assn of NZ – Glenmore Road	New lease for 57 Glenmore Road	Q3	30/04/2013			Approved	Green	Application recieved and completed for processing	No	Partial application received from The Girl Guides Association of New Zealand head office, sent to local branch for completion.
1663	CF: Community Leases	The Scout Assn of NZ – Cockle Bay	New lease for Cockle Bay Domain 47R Shelly Beach Parade - Previously reported in Work Plan Year 2014/2015	Q4	31/07/2012	\$ 0.10	\$ 0.10	Approved	Amber	Currently negotiating multi-premise lease No action taken this quarter.	No	No action taken this quarter.
1664	CF: Community Leases	The Scout Assn of NZ – Minerva	New lease for Howick Community Reserve 563R Pakuranga Road - Previously reported in Work Plan Year 2014/2015	Q3; Q4	28/02/2013	\$ 0.10	\$ 0.10	In progress	Green	Contacted and emailed The Scout Association of New Zealand for completion of application of lease	No	Reminder sent to The Scout Association of New Zealand for application for new lease.

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
1665	CF: Community Leases	Uxbridge Community Projects Incorporated	New lease for 31-37 Uxbridge Road, Howick	Q1				In progress	Green	Currently in consultation with Uxbridge regarding the sublease. Working through land classification	No	Agreement to lease and lease granted, approval for entering into a sub-lease approved by Howick Local Board. Currently in consultation to finalise sublease
4469	CF: Project Delivery	Pakuranga United Rugby Club Shower Boiler Renewal	Health and Safety Urgent renewals. The shower boiler at this rugby club has failed and requires replacement	Q3; Q4				In progress	Green	Current Status: Procurement phase underway Next steps: Engage Contractor	No	n/a