

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
<b>Arts, Community and Events</b>											
2571	CS: ACE: Arts & Culture	Community Art Programmes	Develop a range of arts and culture programming initiatives to be delivered across the Upper Harbour Local Board area.	Q1; Q2; Q3; Q4	Currently unfunded	\$ -	Cancelled	Red	No projects were tabled with the local board for consideration and funding in FY16/17.	No	No projects were tabled with the local board for consideration and funding in FY16/17.
2379	CS: ACE: Community Empowerment	Children and Young People - Youth Engagement and Capacity Building	Work with key community partners including the Upper Harbour Youth Caucus to develop and support youth engagement, youth initiatives and build youth capacity. Budget: - Youth Programmes \$25,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 25,000	In progress	Green	Highlights for HEY/the Upper Harbour Youth Caucus this quarter include: - April - online engagement survey - on topics relating to the draft local board plan - findings were compiled and presented to the local board - Youth Week event – Albany Junior High School June 2017 aligned with the theme of Youth Week 2017 “Our voices count; count our voices” and. as attended by 25 young people and the youth caucus are currently processing the feedback - Planning for a second photography competition to be open in the July school holidays - proposed theme - hidden treasures’ to encourage youth views on the ‘hidden gems’ in the local area. - Initial planning is underway for a youth night market, If feasible, the caucus would like it to happen in the school holidays, - Initial planning is also underway to explore the delivery of a youth-led community grants scheme. - Funding of \$2350 has been provided to Greenhithe Community Trust for three youth initiatives. The trust (with Hobsonville Community Trust) are providing youth feedback on the draft local board plan.	No	Youthline have supported the Upper Harbour Youth Caucus. The caucus have been working on the following activities: - recruitment for new members - regularly attending local board community forum meetings - conducting a survey to gather the perspectives of local youth to input into the development of the local board plan - liaising with the Engagement Advisor - planning community events including a spoken word event during Youth Week 2017 - developing stronger links with Upper Harbour communities. The focus for Q4 will be on Youth Week 2017 activities.
2311	CS: ACE: Community Empowerment	Community grants (UH)	Funding to support local community groups through contestable grant funding.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 118,000	In progress	Green	UH/2017/45 - Upper Harbour completed Quick Response Round Three, allocating a total of \$29,780, leaving a balance of \$28,920. Upper Harbour reallocated \$20,172 from the civic events budget, and \$5,890 from the Movies in the Parks budget bringing the total to be allocated to \$54,982 for community grants. UH/2017/64 - Upper Harbour allocated \$54,982 to Quick Response Round Four, leaving a balance of \$0.	No	Upper Harbour funded an extraordinary discretionary grant for Harbour Sport \$3,000. Leaving a balance of \$58,700 through two quick response grant rounds in Q4.
2409	CS: ACE: Community Empowerment	Implementation of the empowered communities approach (UH)	The strategic broker and practice hub staff provide strategic and local brokering advice to connect the community to council activities. e.g. connecting community to Spatial Priority Areas planning.	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	In progress	Green	In Q4 the strategic broker: -provided support to a proposed initiative, by students at the local high school, to install solar lighting along the boardwalk, which is part of the Te Manawa walkway. This will now be progressed in 2017/2018 - continued to support the establishment of St Marks Memorial Garden, and progress work for completing regulatory requirements for the Hobsonville Point Community Garden group - contributed to discussion and negotiation for development of Engine Testing Bay and future management of the Rifle Range - worked in partnership with Community Places in the development and proposed activation of the new Albany Community Hub - liaised with local contractors to progress on-going difficulties with the septic tank at the local hall in Whenuapai, liaising with other areas of council and contractors to address concerns and providing support for local board members also dealing with the situation.	No	The strategic broker has been working with Hobsonville Land Company and a small group of local residents to re- instate a memorial garden established on the grounds of St Michaels chapel. The strategic broker continues to provide support to Kaipatiki Restoration Trust in the development of a permanent site for their nursery and construction of new facilities at Engine Testing Bay.

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2383	CS: ACE: Community Empowerment	Inclusion & Diversity: Older Adults Engagement	Co-design and deliver a planning and visioning process to make the board area age friendly (\$10,000)	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	CEU partnered with Age Concern Northshore to assess how age friendly Upper Harbour Local Board area is. Age Concern Northshore distributed surveys to seniors living in the Upper Harbour area, inquiring about how age friendly they find the outdoor spaces and buildings and how they rate respect, social participation and inclusion of seniors in their communities. Over 100 surveys returned. The feedback collected will be used to shape recommendations on specific actions to make Upper Harbour age friendly.	No	The specialist advisor has continued to meet with key community organisations providing senior support services to the area. To ensure the views and experiences of a wide range of older people are canvassed, Age Concern is being engaged to collaborate on an age friendly approach for the board area.
3551	CS: ACE: Community Empowerment	Inclusion & Diversity: Programme and Development of Upper Harbour Newcomers Network	Support the Newcomers Network to identify needs in the local community and develop a programme of action Budget - Newcomers network \$12,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 12,000	In progress	Green	In Q4 the strategic broker has maintained a strong working relationship with the network co-ordinator, provided on-going support through concerns with Albany CoCo Inc, including contracting, funding-holding and programme delivery. A mutually agreed outcome has now been achieved An initial action plan has been scoped for the 2017/2018 year and the work schedule will be finalised in the next quarter, as the network coordinator is currently on sabbatical leave.	No	The agreement for the Newcomers Network is completed. The network co-ordinator presented to the local board on a very strong programme of activities and further reporting on the development of the network will be completed in Q4. The strategic broker has continued to provide support to the network to achieve greater financial sustainability.
2362	CS: ACE: Community Empowerment	Placemaking: Albany CoCo Inc work programme	Provide funding to Albany CoCo Inc to deliver a range of neighbourhood based, community wide, programmes, events and activities. Budget: - Grant to the Albany Community Coordinator • \$50,000 to deliver a range of neighbourhood based, community wide, programmes and activities • \$25,000 to deliver a range of events.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 75,000	In progress	Green	In Q4 the strategic broker met on a number of occasions with the community co-ordinator, committee chair and members regarding impact of the new hub development adjacent to the currently leased facilities. There were further meetings to discuss concerns with the 2016/2017 year work schedule and, more recently, funding allocations for 2017/2018. The strategic broker is now working with the chair and committee to determine how accountability will be addressed and how the 2017/2018 work schedule is to be developed.	No	The strategic broker completed all funding agreements for Albany CoCo Inc. Albany CoCo will provide an update to the local board in Q4 on the outcomes of the work schedule to date. In Q4, the strategic broker will work with Albany CoCo Inc to develop the work schedule for 2017/2018.
2367	CS: ACE: Community Empowerment	Placemaking: Greenhithe Community Trust programme schedule	Provide funding to Greenhithe Community Trust to deliver a range of neighbourhood based, community wide programmes, events and activities, in response to identified community needs and aspirations with a particular focus on the Greenhithe area. Budget: - Placemaking \$30,000 • \$20,000 to deliver a range of neighbourhood based, community wide programmes and activities in the Greenhithe area. • \$5,000 to deliver a range of neighbourhood events in the Greenhithe area. • \$5,000 to deliver community gardens within the Upper Harbour Local Board area.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 30,000	In progress	Green	In Q4 the strategic broker met with the trust chair to discuss successes achieved over the 2016/2017 year, aspirations and funding allocations for 2017/2018. An initial draft work schedule has been completed and will be finalised in the next few weeks. Greenhithe Community Trust continues to effectively deliver a range of events and services in response to local community needs.	No	The Greenhithe Community Trust has continued to co-ordinate functions for the Upper Harbour Strategy Group. They also provide on-going support to the Upper Harbour Community Garden Network. In Q3, the strategic broker liaised with the Trust to provide volunteer support for Movies in the Parks and engagement opportunities for the local board planning process.

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2370	CS: ACE: Community Empowerment	Placemaking: Hobsonville Point Community Trust programme	Provide funding to Hobsonville Trust to deliver a range of neighbourhood based, community wide programmes, events and activities. Budget: - Placemaking \$30,000 • \$20,000 to deliver a range of neighbourhood based, community wide programmes and activities within the greater Hobsonville Point area. • \$5,000 to deliver a range of neighbourhood events in the greater Hobsonville Point area. • \$5,000 to deliver youth programmes within the greater Hobsonville Point area.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 30,000	In progress	Green	In Q4 the Hobsonville Point Community Trust completed a very comprehensive Youth Sport and Recreational Study, as part of their 2016/2017 work schedule, and presented findings from this to the local board. The strategic broker has met with the co-ordinator to discuss other successes achieved over the 2016/2017 year, additional reporting and funding allocations for 2017/2018. An initial draft work schedule has been completed and will be finalised in the next few weeks. Hobsonville Community Trust continues to effectively deliver a range of events and services in response to local community needs, with a strong focus on working with youth.	No	The Hobsonville Community Trust has continued to provide a strong presence in the local Hobsonville Point community, in particular working with youth through the high school. The Trust has had a key role in the activation of the Rifle Range facilities.
2373	CS: ACE: Community Empowerment	Placemaking: Whenuapai Village	Develop the capacity of the local community in Whenuapai to organise, plan, and effectively contribute to the proposed development in their local area. Budget: - Placemaking \$10,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	In Q4 the strategic broker worked with the Residents and Ratepayers group to host a community Easter event at the Whenuapai Village Hall, as part of the place-making work plan for the local area. Creative facilitators Open Fort ran a successful engagement activity over the event to discover key identifiers for residents. Open Fort also presented to the local board on the range of events and activities they have been delivering in the Upper Harbour area and have been contracted to continue working with the Whenuapai community, with a new focus on the western commercial hub and Oyster Capital development area.	No	The strategic broker worked with the Residents and Ratepayers group to co-ordinate an Easter event. This will be delivered in Q4 at the Whenuapai Village Hall. This is part of the place-making work plan for the local area. The strategic broker met with the director of Capital Oyster, to begin establishing a relationship for joint engagement in the new communities being built by the company. In Q4, the strategic broker will follow up with the director and scope the possibility of further involvement in initiatives in the stage one and two of the new developments.
2642	CS: ACE: Community Empowerment	Spatial Priority Areas - NORSGA	Participate in inter- departmental planning for the spatial priority area. Influence coordinated engagement with mana whenua and "hard to reach" diverse communities As required: - Identify opportunities for community led or co designed projects - Identify local community outcomes aligned with social wellbeing, social procurement/social enterprise/employment and training - Identify connection pathways with community and council stakeholders.	Q1; Q2; Q3; Q4	Currently unfunded	\$ -	In progress	Green	The strategic broker and specialist advisor continue to participate in a cross council steering group focused on development in the area. Staff identified opportunities for the community to influence decision-making through planning processes e.g. development of structure plans and subdivision master plans. In 2017/2018, the steering group will focus on information sharing that will support council collaboration and community involvement in a number of housing and infrastructure developments that will span the next decade.	No	The strategic broker met with the Director of Oyster Capital (property development company). This is the first step in establishing a relationship with the company and an avenue to flag possible partnering opportunities in the near future. This may include place making and community development initiatives as new communities are built in the North West spatial priority area.
3582	CS: ACE: Community Empowerment	Placemaking: Albany Coco	CEU will manage the funding agreement and the relationship with Albany House	Q1; Q2; Q3; Q4	ABS: Opex	\$ 20,000	In progress	Green	In Q4 the strategic broker has continued to work with and provide support for the Community Places team to manage circumstances with the development of a new community hub beside Albany House. A house manager has been employed and is now also covering the Community Co-ordinators position which is currently vacant.	No	The agreement for the House Managers role was completed. The strategic broker provided information and advice to the Chair of Albany CoCo Inc regarding the future of this role. The strategic broker has worked closely with the Community Places team in the development of the new Albany Hub.

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2334	CS: ACE: Community Empowerment	REGIONAL: Graffiti Vandalism Prevention (UH)	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	\$ -	Completed	Green	There were 1070 graffiti incidents in the Upper Harbour Local Board area between 1 July 2016 to 30 June 2017. This is a 16 per cent increase compared to the number of incidents recorded in 2015/2016. The number of RFS (Requests for Service) graffiti decreased by 46 per cent, with all 22 being removed within the 24 hour target time (KPI). Upper Harbour achieved 97 out of 100 in the March ambient survey, which measures how much of the city is graffiti free. This result is consistent with the previous survey carried out in September 2016 and gives the local board an average final score of 97 for 2016/2017. This score is well above the overall Council average of 94 per cent.	No	There were 918 graffiti incidents in the Upper Harbour Local Board area between 1 July 2016 to 31 March 2017. This is a 26 per cent increase compared to the same period last year. The number of RFS (Requests for Service) graffiti decreased by 42 per cent, with all 21 being removed within the 24 hour target time (KPI). The graffiti prevention team continue to monitor trends in the local board area.
2205	CS: ACE: Community Places	Funding Agreement - Meadowood Community House	Administer and support the funding agreement for Meadowood House Inc. to deliver funding agreement requirements.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 52,240	Completed	Green	The bi-annual Community-led hui/mix n mingle with our community partners was held at the Mt. Albert War Memorial Hall (2 June 2017). Approximately 60 centre/houses/hubs representatives from across the region were in attendance. Topic's covered included; From rural halls to urban counterparts; What you need to know about event facilitation ; Empowered communities approach; Funding agreement update and more. The next hui is scheduled for Q2/2017.	No	During Q3 the work plan for Meadowood Community House has been developed with the local board to approve in April.
2210	CS: ACE: Community Places	Plan to operate Albany Hub	Develop an operational plan to guide service provision for when the facility opens.	Q4	ABS: Opex	\$ -	In progress	Green	Construction is due for completion by the 30th June 2017. The Local Board is facilitating the opening which is scheduled for the 6th July 2017. A Programme Coordinator role has been assigned and recruited to the Hub for the first 18mths of operation, while a Community Group is selected through an EOI process to manage and run the facility. Hire rates for 2017/2018 have been approved by the Local Board for the Hub	No	Report was received and approved by the Upper Harbour Local Board on the operational model. It was agreed that council will operate the facility for the first 18 months while building the capacity of a suitable community group. Construction is on track and scheduled to be completed and open by July 2017.
2101	CS: ACE: Community Places	REGIONAL Social Housing - UH	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	\$ -	Completed	Green	The Joint Venture will be operational in July 2017. Transition planning and delivery have been finalised through Q4 of 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.

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2035	CS: ACE: Community Places	Venue hire service delivery - UH	Provide and manage (directly and indirectly) venues for hire and the activities and opportunities they offer by: - Implementing a 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	In Q4 staff have begun to look into 'real time' survey options that will give hirers the ability to comment about their experience of our service. This 'real time' feedback will allow staff to investigate improvement opportunities for all who hire and experience programmes and activities at our community venues. Staff have also been promoting community venues through increased online channels which has been a contributor to an increase in online traffic.	No	During Q3 staff have improved amendment and cancellation 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.
1426	CS: ACE: Events	Anzac Services - Upper Harbour	Support and/or deliver Anzac services and parades within the local board area. Including provision for wreath at Greenhithe service and for support to the Hobsonville Anzac Service.	Q4	LDI: Opex	\$ 10,000	Completed	Green	Anzac Day was a huge success throughout the region with increased attendance numbers at all services.		Plans and requirements for Anzac services have been confirmed. Activity is currently focussed on operational arrangements for the day.
1428	CS: ACE: Events	Empowered Events Activities - Upper Harbour	Delivery of community focused programme of activities to support capacity and capability of community groups and organisations in the events space.	Q2; Q3	LDI: Opex	\$ 5,000	Completed	Green	One workshop was held in Q4 and unfortunately due to weather was poorly attended. Those who did attend however found it very useful and appreciated the opportunity to talk with council staff about the regulatory aspects of events and for the opportunities the workshop afforded to meet new people and establish networks. Follow up and one-to-one sessions with those who requested them are continuing.	No	One workshop was held in this quarter and received good support from local groups and organisations. Feedback received post the workshop has been very supportive of the value of the programme and of the opportunities attendees received for one to one support from event facilitators and their opportunities to network with others in the community running similar programmes.
1427	CS: ACE: Events	Event Partnership Fund - Upper Harbour	Funding to support community events through a non-contestable process. - Mud Rush (Sport North Harbour) \$3,000 - Greenhithe Christmas Parade (Harcourts Cooper & Co) \$3,500 - Pascoe NZ Tennis Open (Tennis Northern) \$6,000 - Albany Lakes Summer Series (Running Events) \$6,000 Total = \$18,500	Q1; Q2; Q3; Q4	LDI: Opex	\$ 18,500	Completed	Green	All accountability reports for grants via the event partnership fund were received and distributed to the local board during Q4. No risks or issues were identified through the accountability process.	No	The fund has been fully paid out and accountability reports are now being received. This will be presented to the local board in the 4th quarter when a critical mass of information received has been achieved.
2873	CS: ACE: Events	Local Civic Events - Upper Harbour	Delivering and/or supporting civic events within the local board area. Opening of, Albany Pool, Albany Hub and Hobsonville Point HQ Building. Scoping documents and budgets to be prepared for consideration by local board.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 50,000	Completed	Green	On the 17th June at Albany Pool Upon a Pond and Drop a Loop were unveiled. Over 70 people attended the event and enjoyed a light morning tea. Budget for the year was underspent due to delays in the Albany Hub opening and the Headquarters opening.	No	No local civic events were delivered during Q3.
1429	CS: ACE: Events	Movies in Parks - Upper Harbour	Programming and delivery of a regional Movies in Parks series event. 3 movie events at total cost of \$36,000. (Rosedale Park, Collins Park, Luckens Reserve)	Q3	LDI: Opex	\$ 36,000	Completed	Green	An event debrief report along with final event costs has been provided to the local board with recommendations for 2017/2018 events.	No	"The Good Dinosaur" was screened at Collins Park, Greenhithe on Saturday 4 March 2017, "Eddie the Eagle" at Luckens Reserve, West Harbour on Friday 3 February 2017 and "Zootopia" at Rosedale Park, Albany on Saturday 25 March 2017. Approx 6200 people attended the events. All three events included two hours of pre-movie entertainment. Greenhithe and Albany movies experienced noise and disruption from large youth groups. Additional security and police were in assistance at Albany to limit risk of harm.

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1425	CS: ACE: Events	Citizenship Ceremonies - Upper Harbour	Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 25,000	Completed	Green	The Civic Events team delivered citizenship ceremonies on two occasions during Q4		The Civic Events team delivered citizenship ceremonies on two occasions during Q3.
<b>Libraries</b>											
878	CS: Lib & Info	Library hours of service - Upper Harbour	Provide library service at Albany Village Library for 56 hours over 7 days per week.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 461,944	Completed	Green	Library visits have increased by 2% compared to the same quarter last year. There were a total of 40,284 visits in this quarter.		The number of visits to Albany Library remain unchanged when compared to the same quarter last year. Visits region-wide have increased by one percent.
888	CS: Lib & Info	Celebrating cultural diversity - Upper Harbour	Celebrate cultural diversity with displays and events including regionally coordinated and promoted programmes: Christmas, Diwali, Lunar New Year, Māori Language Week, Matariki, Waitangi. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	Auckland War Memorial Museum visited the library and delivered a very exciting Matariki programme to three classes from Albany Primary School. Displays this quarter have included Chinese watercolour painting; Easter pictures from Lollipops preschool; America's Cup; Crime fiction; St Patrick's Day; Anzac Day; and Keeping Fit.		Highlights this quarter included the celebration of Lunar New Year which attracted 65 people of all ethnicities and included tai-chi, dancing, singing and dumpling making. Saturday morning Russian storytimes continue to be well attended. Other storytimes have been themed around Pride and Pasifika.
887	CS: Lib & Info	Celebrating local places and people - Upper Harbour	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, collaborate with Albany Memorial Library. Participate in an event that celebrates the local area - Our Amazing Place. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	We have had the Cenotaph digitisation and family history unit on loan from the Auckland War Memorial Museum for the past two months. Customers are able to search for ancestors who have served in any wars through the Cenotaph database, and upload any photographs they may have to this database. It has generated considerable interest with both adults and children, particularly around Anzac Day.		The library joined with Albany House to deliver 'Summer Fun' with a range of activities including storytelling and craft in Kell Park. Use of our local history collection has increased in this period because of interest and requests from the local history group at Settlers Retirement Village, descendants of founding Albany settlers and local high schools. The Neighbourhood TV programme filmed our Russian Storytime and interviewed the Children's Librarian Lana about Russian traditions and the community in Albany. It is set to go to air in April.
886	CS: Lib & Info	Digital literacy support - Upper Harbour	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 - Upper Harbour")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	This quarter there were 16,225 Wi-Fi and PC sessions. This is a decrease of 20% as compared to the last quarter and is higher than the regional figure. Staff continue to engage daily with customers using our PC and Wi-Fi to increase competency accessing information online. We also have a good relationship with Te Wananga o Aotearoa staff, who visit the library every two months to promote their free courses in computing, te reo Maori and other skills.		This quarter there was a decrease of two per cent in Wi-Fi and PC sessions compared to the same quarter last year. Staff continue to engage daily with customers using our PC and Wi-Fi to increase competency accessing information online.
879	CS: Lib & Info	Information and lending services - Upper Harbour	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	Issues have increased by 3% which seems favourable as compared to overall regional trend which has a decrease of 3% in issues. We have separated our Early Readers collection to align with the Reading Steps approach - Step 1 being Beginning Readers and Step 4 being Early Chapter Books, marking the transition to more complex fiction (Steps 5 and 6). Step 4 books have been moved to the start of the Junior Fiction area to increase visibility.		The number of library items borrowed from the Albany Library increased five per cent compared to the same quarter last year. This is higher than regionally which decreased by two percent. The number of eBook and eMagazine issues continue to increase at a regional level and now make up 11 per cent borrowed regionally. Changes made to the layout of the physical collections have resulted in increased circulation of Maori material for both children and adults.

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885	CS: Lib & Info	Learning and Literacy programming - Upper Harbour	Provide learning programmes and events throughout the year including: On demand learning classes, Book a Librarian service. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	Four Book a Librarian sessions have been recorded in Q4 but in fact most BAL sessions are done informally when customers come in for help with their devices. In partnership with Careers New Zealand, 7 CV and interview sessions for individual skilled migrants have been held in the library, a total of 35 people. Our public PCs are well-used at all times.		Book a Librarian one-on-one technology learning sessions numbered 45 this quarter. In partnership with Careers NZ, four employment workshops for groups of skilled migrants have been held with 15 attendees. Further individual sessions for presentation and interview skills continue to be offered. Also appreciated by this group and other learners in the library space has been the promotion of Lynda.com, a database purchased by Auckland Libraries for members. It offers thousands of on-line learning opportunities covering business, web development, design and more for the beginner and more advanced.
880	CS: Lib & Info	Preschool programming - Upper Harbour	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their childrens' early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Storytime, Bilingual Storytime. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	Demand for preschool programming remains high. Q4 has attracted 459 adults and 494 children to these programmes. Te Whanau Marama is currently delivering a four-week programme in the library to 12 - 14 Chinese parents on a range of topics. 4 outreach visits have been made to local ECEs/Kindergartens - one about Anzac Day, one about Easter and one about Matariki, as well as a Teddy Bears Picnic at Albany House.		Programming for pre-schoolers this quarter has seen 620 participants in 27 Wriggle and Rhyme, Storytime and Russian Storytime sessions. Two local pre-schools have visited for interactive story-time sessions.
883	CS: Lib & Info	School engagement and Afterschool programming - Upper Harbour	Engage directly with local schools in the board area. Provide creative learning opportunities for children in afterschool hours. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	Albany Library hosted Ridgeview School for a Matariki storytime and craft session (39 children, 6 adults). We have purchased two large floor mats of snakes and ladders and draughts, which are popular after school, as is the box of Lego and colouring-in sheets. The Saturday Code Club is very popular (85 children this quarter).		The Saturday code club continues to be popular with 58 children taking part in 5 coding sessions.
881	CS: Lib & Info	School holiday programming - Upper Harbour	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 - Upper Harbour")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	The April school holiday programme on the theme of "Building Wizards" was well attended. Activities included making Hobbit Houses with sliced bread and grass (18 children); 'Albany in 3D' construction of paper houses on a map of the area (16 children); and two movie afternoons (29 children, 14 adults). Planning is underway for the July school holidays, for which the theme is "What lies beneath".		We are at present planning events and activities for the upcoming school holidays with the theme of 'Construction Wizard'.
882	CS: Lib & Info	Summer reading programme - Upper Harbour	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 - Upper Harbour")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	Planning for next year		146 children signed up for Kia Maia te Whai running through December/January. Feedback from parents showed that the reason they wanted their children to be part of the programme was to encourage reading over the break. They also appreciated the range of activities offered, particularly the challenge and goal achievement aspect of them, the bi-lingual focus and ' the passion for reading and books that underpinned the programme'. 91 children and adults attended the finale party held in Kell Park entertained by well-known storyteller and children's author Tanya Batt.

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
884	CS: Lib & Info	Supporting customer and community connection - Upper Harbour	Provide programmes that facilitate customer connection with the library and community including themed clubs and special events: Book club, Coding club, Chinese book chat, Massey University Orientation Week, Summer Fun in Kell Park, Community House collaboration, Business Association participation. (Funded within ABS Opex budget activity: "Library hours of service - Upper Harbour")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	Staff will attend Massey University's second semester Orientation Week in July to promote our services. We were pleased to be asked to be the venue for a Future Urban Land Supply Strategy meeting, which drew 35 attendees. Our weekly ESL group for Chinese speakers continues to be well attended with 161 people in Q4, as does the monthly MandarinTea and Topics (75 attendees over 2 sessions this quarter), and our weekly Chinese craft club has a core group of around 8 adults and 3 children. The Albany Village Business Association meets monthly in the library, and our monthly Bookchat group now has 12 members.		The Library took part in Massey University's Orientation Week to great effect as it resulted in 35 new library memberships. The Mandarin monthly bookchats and talks have seen 45 participants attending 2 sessions. Talks and activities have included Chinese watercolour painting and an Asian Health Network talk on healthy lifestyle and cancer prevention. The Compost Collective held a recycling and composting workshop with practical advice for attendees.
<b>Local Parks</b>											
628	CF: Operations	Additional Parks Maintenance	RB funded increased levels of service for garden maintenance	Q4	LDI: Opex	\$ 20,000	In progress	Green	Money reallocated to Parks Response Fund for project delivery	No	Money reallocated to Parks Response Fund for project delivery
631	CF: Operations	Local parks art work maintenance	Artwork maintenance	Q4	LDI: Opex	\$ 8,000	In progress	Green	Money reallocated to Parks Response Fund for project delivery	No	Money reallocated to Parks Response Fund for project delivery
633	CF: Operations	PSR response fund - Upper Harbour	Parks sport and recreation response fund	Q1; Q2; Q3; Q4	LDI: Opex	\$ 103,000	Completed	Green	Candidate projects agreed with local board.	No	Programme discussion still to be held with local board
1371	CF: Project Delivery	3 on 3 Basketball Court - Unsworth Heights	Provision of 3 on 3 basketball court - Unsworth Heights	Q1; Q2; Q3; Q4	LDI: Capex	\$ 20,000	Deferred	Red	Issues/Risks: current budget insufficient to deliver full scope of the project. Current status: design options and cost estimates have been investigated to provide the required scope. Next steps: local board to decide which option to proceed with and to allocate additional funding to match.	No	Current status: design options and cost estimates have been investigated to provide the required scope. Next steps: local board to decide which option to proceed with and to allocate additional funding to match.
1370	CF: Project Delivery	Glen Bay Close Reserve Playground Upgrade	Upgrade of playground - Hugh Green Drive area	Q1; Q2; Q3; Q4	LDI: Capex	\$ 60,000	In progress	Green	This project has been bundled with three other projects and the budget has not yet been split. Staff are currently verifying actual spent during the FY16/17 period. The budget of \$60,000 is correct with the majority of this to be spent in FY17/18 Current status: the design has been finalised and the need for resource consent is currently under review. Next steps: initiate the procurement process for works on site.	No	Current status: concept design and consultation expected to finish 10 April. Next steps: developed design and resource consent phase is expected to finish on 16 June 2017.
3425	CF: Project Delivery	Limeburners Bay Walkway GD	Local park development including internal paths, seating, signage and landscaping. Starting at Limeburners Heritage Reserve, going through Wisely Esplanade and Burneckers Landing to West Harbour Marina.	Not scheduled	Growth	\$ -	Cancelled	Red	Issues/ Risks: project has been cancelled as there is no budget and inadequate scoping. Current status: inadequate scoping. Project has been cancelled as there is no budget. Next steps: discussion with local board, regarding scope and priority.		Current status: inadequate scoping - deferred. Next steps: discussion with local board, regarding scope and priority.
3424	CF: Project Delivery	Linear Park Toilet - GD	Local park development public toilet provision	Q1; Q2; Q3; Q4	Growth	\$ 200,000	In progress	Green	Current status: physical works are underway. The toilet block is being manufactured off site. Next steps: installation of toilet block late July 2017.		Current status: resource consent has been granted. Building consent lodgement is waiting on design from consultant and supplier. Next steps: building consent application and physical works procurement; expected finish is 22 May

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
3423	CF: Project Delivery	Scott Point Park - local park development GD	Local park development including internal paths, seating, signage and landscaping.	Not scheduled	Growth	\$ 50,000	Cancelled	Red	Issues/ Risks: project record cancelled and merged with Hobsonville Point-Scott's Road - develop sports field and develop local park. Please refer to SharePoint record 3422 for further information. Project is a duplicate.		Project record cancelled and incorporated into Sentient ID 16182 Hobsonville Point/Scott's Road SHA SID & local park development GD. Please refer to SharePoint ID SP ID: 3422.
629	CS: PSR: Local Parks	Albany Heights Playground	Playground Development	Not scheduled	LDI: Opex	\$ -	Cancelled	Red	Historical project. Development contributions which were anticipated did not in fact eventuate.	No	Historical project. Development contributions which were anticipated did not in fact eventuate.
632	CS: PSR: Local Parks	Upper Harbour Parks volunteers programme	Volunteer - planting in reserves and pest and animal control programme for local parks	Q1; Q2; Q3; Q4	LDI: Opex	\$ 30,000	Completed	Green	Support provided to volunteer ecological restoration projects, animal and plant pest management. Green waste and rubbish removal services supplied (as required) through contractor support. Total volunteer hours for the quarter: 450 hours. The 2017 planting season has commenced. Pre-planting site preparation completed at Sanders Reserve, Rosedale Park, Parkhead Reserve, Herald Island Domain, Te Kawau Pass/Taihinui Reserve, Alexandra Stream and Waimarie Beach Reserve. Volunteer plantings that have taken place this quarter include Alexandra Stream (200 plants) and Taihinui Reserve/Te Kawau (150 plants). Other events of note this quarter include two park educational walks and talks around Hobsonville Point with year 10 students from Hobsonville Point Secondary School. On 11/05/17 the community ranger attended a volunteer day promotion event for students at Massey University.		On-going support provided to volunteers. Pest control, green waste and rubbish removal services supplied (as required) through contractor support. Ecological network meetings are productive and establishing a vision for project areas. Total volunteer hours for the quarter: 350 hours. The Greenhithe Community Trust is collaborating with the community and Auckland Council (Parks and BioSecurity) to develop an animal pest control plan focusing on the southern side of Upper Harbour Highway. Planning is underway for the 2017 planting season. Preparation underway for the delivery of a guided walk programme in reserves (potential sites: Fernhill Escarpment, Sanders Reserve and Paremoremo Scenic Reserve).
<b>Sports Parks</b>											
3422	CF: Project Delivery	Scott Point Park Sportfield - Development SID	Earthworks for new park.	Q1; Q2; Q3; Q4	Growth	\$ 100,000	In progress	Green	Detailed design underway Current status: work is currently underway on producing a detailed project plan for both Sport Field Development and Passive Development. Next steps: workshop draft concept plans with local board and internal stakeholders prior to public open day.	No	Current status: work is currently underway on producing a detailed project plan for both sport field development and passive development Next steps: geotech and survey work to continue
634	CF: Project Delivery	Scotts Point Park Sportsfield - replacement	Sportsfield replacement and development at Hobsonville Point	Q1; Q2; Q3; Q4	ABS: Capex	\$ -	In progress	Green	Current status: work is currently underway on producing a detailed project plan for both Sport Field Development and Passive Development. Next steps: workshop draft concept plans with local board and internal stakeholders prior to public open day.	No	Current status: work is currently underway on producing a detailed project plan for both sport field development and passive development Next steps: geotech and survey work to continue
<b>Sport and Recreation</b>											
2819	CS: PSR: Sport & Rec	Operational Grant Tennis Northern (KT)	Providing an operating grant to Tennis Northern for Albany Tennis Park	Q1; Q2; Q3; Q4	LDI: Opex	\$ 30,000	Completed	Green	Community access provision continues. Booking system has been upgraded to allow identification of participants/members by local board area. Annual report on 16/17 financial year to be provided September 2017.	No	Community access provision continues. Tennis Northern focus on improving booking and reporting systems to increase participation. Annual report on 16/17 financial year to be provided September 2017.
2620	CS: PSR: Sport & Rec	Boroughs Basketball Court (UH)	Development and activation of a new basketball court at Hooton Reserve	Q1; Q2; Q3	External funding	\$ -	Completed	Green	Project complete.	No	Project complete. Opening event held and attended by over 200 people.
2619	CS: PSR: Sport & Rec	Community Access Sovereign Stadium (UH)	Providing community access to Sovereign Stadium. \$58,994	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	The provision of community access continued. Annual report to be submitted July 2017.		Community access for 2016/2017 summer completed and report to be progressed.

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
2617	CS: PSR: Sport & Rec	Facility Development 2013 Community Sports Village (UH)	Facility partnership for scoping of possibilities for indoor facility for Racquet Sports. \$240,000 facility partnership grant.	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Red	Project is currently being rescoped from original purpose. Local board approved staff to investigate sustainable and viable multi-sport business model and master plan for Albany Tennis Park. Draft partnership agreement has been provided to tennis stakeholders for consideration.	No	Auckland Council staff are working with the Tennis Charitable Trust to establish options for the development of Albany Tennis Park which incorporate opportunities arising from the Northern Corridor Improvement Project.
<b>Development Projects</b>											
4247	CF: Project Delivery	Gills Reserve - Concrete Walkway	Gills Reserve - Concrete Walkway Renewal	Not scheduled	LDI: Capex	\$ 7,000	Deferred	Red	Risks/Issues: inadequate scoping and allocation of budget. Current status: Community Services is undertaking a strategic assessment. Next steps: scope to then be confirmed and the additional budget required taken back to the local board for approval.	No	Current status: scope to be re-defined with the local board. Next steps: discussion with the local board for budget reallocation and its not required as part of the current Gills walkway project.
1487	CF: Project Delivery	Hobsonville Headquarters and Sunderland Lounge Redevelopment	To redevelop the recently aquired Hobsonville Headquarters building to function as a multipurpose community facility.	Q4	LDI: Capex	\$ 1,200,000	In progress	Green	Current status: projects are generally progressing well. Tenders being assessed for HQ building, although slight delay due to discovery of lead based paints. Sunderland Lounge concepts are being progressed. Concept design completed for landscaping. Next steps: agreement with the building contractor to construct car park as additional works to roading contract almost complete. Project will carried over into next financial year.	No	Current status: note consolidated scope now includes Hobsonville Headquarters redevelopment, Sunderland Lounge refurbishment, landscaping and car park construction. Projects are generally progressing well. Building consent has been lodged for headquarters building and procurement expected Feb-Mar 2017. Concept design completed for landscaping. Next steps: Sunderland Lounge concepts are being progressed. Agreement being prepared with Hobsonville Land Company to construct carpark as additional works to roading contract.
1488	CF: Project Delivery	Albany Community Hub Development	To construct a purpose built community facility in Albany	Q1; Q2; Q3; Q4	ABS: Capex	\$ 1,800,000	In progress	Green	Current status: physical works underway. Next steps: complete physical works.	No	Current status: physical works underway Next steps: complete physical works
635	CF: Project Delivery	Stadium Pool (Albany)	Aquatic and recreation facilities - upgrades and new facilities	Q1; Q2	ABS: Capex	\$ 9,541,801	Completed	Red	Issues/ Risks: final cost is expected to exceed budget. Current status: the facility is open and both public artworks ("Upon a Pond" and "Drop a Loop") have now been installed. Landscaping works are in progress and expected to be completed in June 2017. Next steps: continue to address defects and undertake post- contract works. Settle contractor's final account. Complete final building consent inspection and obtain a code compliance certificate.	No	Current status: facility is open to the public. Practical completion has yet to be awarded as some documentation is outstanding, but is expected to be backdated to 20 January 2017 when the facility was handed over. Facility is operating under a Certificate for Public Use. Next steps: continue to address defects and post- contract works. Settle final account. Obtain documentation required for Practical Completion and Code Compliance Certificate.
357	CF: Project Delivery	Upper Harbour FY17 Community Leases capital works	Herald Island Fire Station - Internal upgrade and roof repaint	Q1; Q2	LDI: Capex	\$ 17,325	On Hold	Red	Current status: project currently on hold due to misinterpretation of works to be conducted. Next steps: redefine scope of works with guidance from the local board	No	Current status: project currently on hold due to misinterpretation of works to be conducted. Next steps: follow up with the renewals team on what the requirements are.
<b>Community Facilities: Renewals</b>											
3044	CF: Project Delivery	Albany Domain court renewal	Albany Domain Reserve Court Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 20,000	In progress	Green	Current status: resource consent has been granted. Tender documentation to procure physical works is being prepared. Next steps: procure physical works once tender documentation is complete.		Current status: concept design phase and consultation is expected to finish on 24 March. Next steps: developed design phase is expected to finish on 7 April.
3031	CF: Project Delivery	Albany Domain-Tennis court side-Carprak renewals (P1)	Albany Domain Carpark Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 20,000	In progress	Green	Current status: resource consent has been granted. Tender documentation to procure physical works is being prepared. Next steps: procure physical works once tender documentation is complete.		Current status: concept design phase and consultation is expected to finish late March. Next steps: developed design phase is expected to finish on 7 April.

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
4245	CF: Project Delivery	Bay City Park No.1 - Stage 1 (Drainage Renewal)	Bay City Park No.1 - Stage 1 (Drainage Renewal)	Q3	ABS: Capex	\$ 3,000	Completed	Green	Project completed.		Project completed.
3028	CF: Project Delivery	Bay City renewals stage 2 (the Sand carpet and signage)	Bay City Park Irrigation and Signage Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: physical work procurement phase to take place June 2017. Next steps: physical works to start 21 November 2017 and be completed by 30 January 2018, with the fields open for play by 14 March 2018.		Current status: developed design phase; expected finish date was 2 March, however the lead consultant is yet to issue final drawings. Next steps: consent phase.
3032	CF: Project Delivery	Christmas Beach Coastal renewals (P1)	Christmas Beach Seawall Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: resource consent granted and finalising tender document Next steps: request tender price for physical works.		Current status: concept design and consultation is expected to finish on 23 March. Next steps: developed design is expected to finish on 13 April.
3033	CF: Project Delivery	Coastal assets removal (Attwood Reserve ) P5	Attwood Reserve Renewal- a request was received from the project team in March specifically requesting the removal of this renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 5,000	In progress	Green	Current status: resource consent granted and finalising tender document. Next steps: request tender price for physical works.	No	Current status: concept design and consultation is expected to finish on 23 March. Next steps: developed design is expected to finish on 13 April.
3034	CF: Project Delivery	Connemara court renewal (P2)	Connemara Reserve Court Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 20,000	In progress	Green	Current status: resource consent granted. Next steps: physical work procurement.		Current status: concept design phase and consultation is expected to finish on 24 March. Next steps: developed design phase is expected to finish on 7 April.
3035	CF: Project Delivery	Da Vinci Park Play renewals (P1)	Da Vinci Park Playgorund Edging Renewal	Q1; Q2; Q3	ABS: Capex	\$ 15,000	Completed	Green	Project completed.		Project completed.
4246	CF: Project Delivery	Fernhill Escarpment Footbridge Renewal	Fernhill Escarpment Footbridge Renewal	Q4	ABS: Capex	\$ 11,000	In progress	Green	Current status: operations have made safe, requirements and scope assessment to be undertaken. Next steps: dependant on outcome of scope and requirements assessment.		Current status: A review is underway to understand usage and associated requirements is complete. Next steps: dependant on outcome of requirements assessment
3029	CF: Project Delivery	Gills Road Reserve Walkway	Gills Reserve Boardwalk, Path and Tables Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 30,000	In progress	Green	Current status: the work on the walkway is underway and is expected to be completed by mid July 2017. Next steps: complete the works on the walkway and close the project.		Current status: physical works is estimated to finish on 21 April 2017. Next steps: practical completion.
4248	CF: Project Delivery	Greenhithe War Memorial Park 1 sports field construction and landscaping	Greenhithe War Memorial Park 1 sports field construction and landscaping	Q4	ABS: Capex	\$ -	Completed	Green	Current status: gravel banding complete. Next steps: handover and closure.	No	Current status: gravel banding complete Next steps: handover and closure
4249	CF: Project Delivery	Harrowglen Playground, Oteha Valley	Harrowglen Playground, Oteha Valley	Q4	ABS: Capex	\$ 51,173	Completed	Green	Project completed	No	Current status: handover Next steps: project closure
4250	CF: Project Delivery	Hobsonville War Memorial Domain Grass Cricket Wicket	Hobsonville War Memorial Domain Grass Cricket Wicket	Q1; Q2; Q3; Q4	ABS: Capex	\$ 77,789	Completed	Green	Project completed	No	Project completed.

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
4251	CF: Project Delivery	Hosking Reserve Development - Lower Chicken Shed Demolition	Hosking Reserve Development - Lower Chicken Shed Demolition	Q1; Q2	ABS: Capex	\$ 121,605	On Hold	Red	Works on hold until ground conditions have improved. Current status: demolition of the chicken shed has been completed. During practical completion asbestos contamination of the land surrounding the chicken shed was identified as a potential risk. To mitigate this risk a cover will be placed over the top of the existing soil, which will then have top soil laid over it and grassed. The site is too wet for this works to be carried out, and will be completed in summer when the ground is firmer. Next steps: practical completion will be achieved following the mitigation works.	No	Current status: physical works is expected to finish on 20 April. Next steps: practical completion
4252	CF: Project Delivery	Kell Park/ The Landing Footbridge Renewal	Kell Park/ The Landing Footbridge Renewal	Q4	ABS: Capex	\$ 23,000	In progress	Green	Current status: detailed design completed and currently tendering the construction contract. Next steps: appoint contractors and schedule physical works.	No	Current status: concept design for new handrail base Next steps: initiate project and concept design through professional services appointment
3036	CF: Project Delivery	Landing Reserve Boatramp renewals (P2)	Landing Reserve Boatramp Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 5,000	In progress	Green	Current status: resource consent granted and finalising tender document. Next steps: request tender price for physical works.		Current status: concept design and consultation is expected to finish on 23 March. Next steps: developed design is expected to finish on 13 April.
3037	CF: Project Delivery	Luckens Reserve Bollard fence renewals (P2)	Luckens Reserve Fence Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 5,000	In progress	Green	Current status: physical works contractor has been selected and works is due for completion by 31 August 2017. Next steps: inspect works once completed.		Current status: defining scope of works Next steps: business case approval
3038	CF: Project Delivery	Meadowood Carpark renewals (P3)	Meadowood Reserve Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 20,000	In progress	Green	Current status: resource consent has been granted. Tender documentation to procure physical works is being prepared. Next steps: procure physical works once tender documentation is complete.	No	Current status: concept design phase and consultation is expected to finish on 24 March. Next steps: developed design phase is expected to finish on 7 April.
3039	CF: Project Delivery	Rame Reserve seawall renewal (P3)	Rame Reserve Seawall Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 5,000	In progress	Green	Current status: resource consent granted and finalising tender document. Next steps: hold this project until FY 2019 due to lack of available budget. Physical work planned on FY 2019.	No	Current status: concept design and consultation is expected to finish on 23 March. Next steps: developed design is expected to finish on 13 April.
4254	CF: Project Delivery	Rosedale Park 3 4 Sport Field Renewal	Rosedale Park 3 4 Sport Field Renewal	Not scheduled	ABS: Capex	\$ -	Deferred	Red	Deferred. Current status: deferred . Next steps: secure budget in future programme and confirm concept.		Current status: deferred Next steps: identify budget and confirm concept
4467	CF: Project Delivery	Rosedale Park - replace wastewater pump	The wastewater pump at the public toilets needs replacing as a matter of urgency - H&S Critical Works	Q3; Q4	ABS: Capex	\$ 30,030	Completed	Green	Project completed.	No	Current status: the quote was received and the purchase order will be issued on 17/20 March. Final arrival dates of the required pumps are expected within two to two and a half weeks. Next steps: confirm the installation date of the new sewage pumps.
3040	CF: Project Delivery	Rosedale Park Furniture Renewals (P1)	Rosedale Park Fence, Rubbish Bin and Tables Renewals	Not scheduled	ABS: Capex	\$ 5,000	Cancelled	Red	Issues/Risks: inadequate scope; supplementary budget not secured and timeframes unlikely to be met. Project cancelled Nov 2016		Project cancelled Nov 2016
3027	CF: Project Delivery	Shelter Reserve Playground Renewals	Shelter Reserve Playground, Seats, Tables and Rubbish Bin Renewals. Existing Renewal Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 80,000	Completed	Green	Current status: the works on the playground have been completed. Next steps: no more physical works scheduled.	No	Current status: physical work is expected to finish 10 April 2017 Next steps: practical completion

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
3041	CF: Project Delivery	Tornado Reserve play space renewals (P2)	Tornado Reserve Play Equipment Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 15,000	In progress	Green	Current status: the design has been finalised and the need for resource consent is currently under review. Next steps: initiate the procurement process for works on site.		Current status: concept design and consultation is expected to finish on 10 April. Next steps: developed design and resource consent phase is expected to finish on 16 June.
3042	CF: Project Delivery	Unsworth Reserve playspace renewals (P3)	Unsworth Reserve Play Equipment Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 15,000	In progress	Green	Current status: the design has been finalised and the need for resource consent is currently under review. Next steps: initiate the procurement process for works on site.		Current status: concept design and consultation is expected to finish on 10 April. Next steps: developed design and resource consent phase is expected to finish on 16 June.
3030	CF: Project Delivery	Upper Harbour Fixture and Furniture Renewals	Renew fixtures and furniture throughout the Upper Harbour Local Board area. Albany Cemetery, Albany Domain, Awatahi Reserve, Bass Reserve, Bay City Park, Centorian Reserve, Churchouse Esplanade Reserve, Clear Reserve, Crimson Park, Devonshire Reserve, Fairview Reserve, Gills Reserve, Greenhithe War Memorial Park, Herald Island Domain, Hobsonville War Memorial, Hooton Reserve, Kell Park, Lucas Esplanade Reserve, Malcolm Hahn Memorial Reserve, Marae Reserve, Marina Esplanade, Meadowood Reserve, Orchard Reserve - Greenhithe, Pahiki Reserve, Picasso Reserve, Rahui Reserve, Rame Esplanade Reserve, Rame Reserve, Redfern Nature Reserve, Remu Reserve, Saunders Reserve - Rosedale, Tawa Reserve, The Knoll, Wainoni Park North, Wharf Reserve - Albany, Windsor Park, Wiseley Reserve.	Q3; Q4	ABS: Capex	\$ 5,000	In progress	Green	Current status: tender documentation has been prepared for the physical works. Next steps: procurement to engage a physical works contractor.	No	Current status: business case has been developed, awaiting sign off from business owner. Next steps: to assign a project manager for delivery.
3730	CF: Project Delivery	Upper Harbour FY17 Albany Memorial Library renewal	Albany Memorial Library - renew stained glass windows. NOTE: This item & item 3731 replace ID358.	Q1; Q2	ABS: Capex	\$ 14,000	Completed	Green	Project completed.		Project completed.
3731	CF: Project Delivery	Upper Harbour FY17 Albany Village Hall renewal	Albany Village Hall - refurbishment. NOTE: This item & item 3730 replace ID358.	Q1; Q2; Q3	ABS: Capex	\$ 75,000	In progress	Green	Current status: the heritage impact report is underway. The report is expected on 22 June 2017. Positions for the heat pump outdoor units were finalised and agreed on. Next steps: submit the resource consent application once the report is complete.	No	Current status: a consultant was appointed to write an impact study/report for the installation of the outdoor units for the air conditioning (Heritage building), the report is expected to be complete by mid-end of April. Staff are still waiting on one quote for the air conditioning, once that is received we can adjudicate and appoint the preferred supplier. Next steps: submit the resource consent application once the report is complete.
360	CF: Project Delivery	Upper Harbour FY17 Libraries renewals	Albany Village Library - Install CCTV system.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 17,705	Completed	Green	Project Completed.	No	Current status: installation has now been completed, cameras are operational. A couple of minor cosmetic items need to be tidied up. To be completed by 7 April 2017 Next steps: quality assurance and handover

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
359	CF: Project Delivery	Upper Harbour FY17, FY18 Sunderland Lounge renewals	Sunderland Lounge - exterior & interior renewal	Q2; Q3; Q4	ABS: Capex	\$ 125,000	In progress	Green	Current status: project has been handed over to Investigation and Design team. A building condition report of exterior has been undertaken and scope of works can be defined using this report. Interior design has progressed to detailed design. Next steps: complete and sign off interior renewal business case once detailed design is received. write business case for exterior works according to condition report recommendations.		Current status: two quotes received for design part of the refurbishment. Design contract awarded. Design is in progress. Next steps: to visit site and brief contractors for the exterior repaint and cladding repairs part of the project.
3043	CF: Project Delivery	Waimarie Beach seawall renewal (P4)	Waimarie Beach Seawall Renewal	Q1; Q2; Q3; Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: resource consent granted and finalising tender document. Next steps: request tender price for physical works.		Current status: concept design and consultation is expected to finish on 23 March. Next steps: developed design is expected to finish on 13 April.
4256	CF: Project Delivery	Windsor Park Cricket Block Renewal	Windsor Park Cricket Block Renewal	Q1; Q2; Q3	ABS: Capex	\$ 24,000	Completed	Green	Current status: defects liability period. Next steps: final inspection to be held on 23 September 2017.		Project completed.
<b>Community Facilities: Operational Management and Maintenance</b>											
3842	CF: Operations	Upper Harbour Arboriculture Contracts	Covers tree maintenance	Q1; Q2; Q3; Q4	ABS: Opex	\$ 384,045	In progress	Green	Treescape continued to perform well with a quarterly average of 99 percent for quality. The fourth quarter focus has been towards street tree maintenance and trimming for the clearance of electrical conductors with weather conditions limiting access to open space areas. There has also been an emphasis on ensuring customer responses are completed prior to the commencement of the new contracts on 1 July 2017. It is anticipated a small volume might need to be passed to the new contractor for the area where the scale of works has not allowed completion before contract end. The winter replacement planting programme is well under way. There has been a focus on our street tree stock increasing the native diversity and overall tree cover with appropriate tree species.	No	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.

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 High light	Q3 Commentary
3841	CF: Operations	Upper Harbour Ecological Restoration Contracts	Covers areas of special ecological significance; and pest species control	Q1; Q2; Q3; Q4	ABS: Opex	\$ 183,586	In progress	Green	NZ Biosecurity Services continue to perform well with a quarterly average of 97 percent for quality. The fourth quarter has seen a continued focus on animal pest control of high value sites with moderate rat bait take across the region. A reduction in bait take towards the end of the baiting programme can be symptomatic of either success in the control programmes or a seasonal decrease in activity as animal pests are not as mobile or breeding. Plant pest control has focused on high value reserves with an emphasis on controlling seed source pest plants. Following the trend from the third quarter, wasps continue to be reported in low numbers. All sites scheduled for planting have been scoped to ensure they are free of pest plants and ready for the planting. Selection of suitable plant species was undertaken factoring in conditions such as soil type, shade and moisture levels. Animal pest control has seen an increase in the number of possums trapped. This is common at this time of year as animals become transient exploring new territory. This rise is associated with lack of food source available to possums forcing them to explore other options.	No	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.
3840	CF: Operations	Upper Harbour 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	\$ 3,079,570	In progress	Green	Recreational Services have had an average performance of 97.6% this quarter. This is a positive result given the challenges of recent wet weather conditions mixed with warmer days which has seen grass growth continue to occur at an above average rate for this time of year. These climate conditions, combined with the drop to three weekly mowing frequencies in winter has resulted in a few customer complaints. However, sports cancellations were kept to a minimum and the sports clubs overall have been very satisfied with our service delivery. All recent storm damage, particularly surrounding slips and erosion have been assessed by the coastal and geotechnical services team and Community Facilities has dedicated a senior project manager to ensure a consistent procurement approach to settling these regionally. Our operations team has been working hard with outgoing suppliers to ensure a smooth handover to incoming suppliers for the new contracts commencing 1 July.		Recreation Services have had a consistent performance at 98% for December, 97% for January and 96% in February. 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.
<b>Infrastructure and Environmental Services</b>											
1999	I&ES: DPO	Reserves one, two and three PC14 Hobsonville Corridor Rawiri Stream Restoration and reserve	Stream restoration, riparian planting and reserve development. Plus associated acquisitions.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 1,171,000	In progress	Green	Acquisitions for Rawiri Stream restoration project are progressing with one acquisition still under negotiation.	No	The acquisition of 98 Hobsonville Road for the riparian margin has been settled; one acquisition is remaining. Healthy Waters have now taken over the delivery of the restoration project.
1998	I&ES: DPO	Stormwater PC14 Hobsonville Corridor Waiarohia Ponds	Construction of stormwater management infrastructure and land acquisition for stormwater management	Q1; Q2; Q3; Q4	ABS: Capex	\$ 231,000	In progress	Green	Ponds W3 and W5 are operational and in maintenance period. Ponds W1 and W2 are to be removed from the programme in favour of private developments providing water sensitive devices, as required under the Unitary Plan stormwater management rules.	No	Pond W3 construction is complete and final payments made.

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
2116	I&ES: Environmental services	North West Wildlink Assistance Programme – Upper Harbour	Assist and grow community initiatives and landowners contribution to safe, healthy and connected habitat in priority areas across the North West Wildlink through providing technical advice, practical support and facilitation to private landowners and community groups to undertake restoration actions that improve biodiversity values and native habitat linkages across the local board area. Feedback from the Upper Harbour Ecology Network and local board will be used to shape the approach to delivery of this assistance programme. The assistance programme will continue to build on community-led restoration activities aiming to engage and encourage more people and groups to take action across the whole local board area.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 39,000	Completed	Green	The Upper Harbour Ecology Network are continuing to meet monthly and provide collective updates on progress through the funding agreements. Representatives for the network are scheduled to present to the board on 6 July 2017. Presentations will cover this years work and discuss work plans for the coming year. All groups that have received funding agreements are progressing well or completed. Materials and educational resources have been completed and shared within the network and community and are now being used as core part of communications and advocacy in local communities.	No	Following discussions regarding the needs of the North- West Wildlink in the Upper Harbour area, network members put forward eight projects. Each project has a lead group with others contributing. Funds have been allocated and projects are progressing. Projects include engagement and restoration efforts in Whenuapai, Herald Island and Paremoremo, an eco fun day, plant supplies for projects, an information pack and engagement and educational experiences assisting the significant Chinese community in Upper Harbour to understand and engage with the above projects.
2692	I&ES: Healthy waters	Septic tank pumpout programme for Upper Harbour Local Board	This programme manages the triennial pumpout of septic tanks within the former Waitākere City Council area. Properties within this area pay a targeted rate for the pump out, cleaning and inspection of on-site wastewater treatment systems including septic tanks, long drops, grease traps and grey water systems. Within the local board area, there are an estimated 221 households that pay a targeted rate for maintenance of rural sewage systems.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 104,879	Completed	Green	There were 21 scheduled pump-outs and one unscheduled pump-out in the local board area in the period April to June 2017. Unscheduled pump-outs are carried out in response to a problematic situation such as a risk of overflow.	No	There were no scheduled pumpouts in the January 2017 to February 2017 period for this area. March results will be available for the quarter four update.
<b>Business Improvement District Local Economic Development Initiatives</b>											
1372	GOV: Ext P'ships	Albany Business Association development	Work with Albany Business Association towards development as a sustainable business association. A primary focus of 16_17 would be to organise research on the local business community that could develop into a business improvement district	Q3	LDI: Opex	\$ 20,000	Completed	Green	Albany Village Business Association (AVBA) have engaged Business North Harbour (BNH) to undertake the business survey. BNH have provided a quote and project brief. The BHN invoice has been paid with the funds. The project is underway and due for completion in August. A report on the project will be presented to AVBA at a scheduled association network meeting in September 2017. An information report on the finished project will be included in the Upper Harbour Local Board September meeting agenda.		Albany Village Business Association (AVBA) have identified a provider to undertake the survey. Business North Harbour (BNH) has confirmed their interest in undertaking this project. A MOU between AVBA and BNH and project brief will be developed. Expect the survey to start in April with a report and presentation in June.

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
<b>Local Economic Development: ATEED</b>											
2237	CCO: ATEED	Sports Cluster Development	The Upper Harbour LED Action plan contains action in relation to development of the "sports cluster" in the Upper Harbour local board area, which is identified by ATEED as one of two sports clusters in Auckland that are being researched and developed. There is the potential for the local board to support or host a meeting or event for sport sector businesses (sports science, technology, medicine) by way of taking initial steps to development of a sports sector incubator or cluster that builds on the concentration of expertise in and around the major facilities and tertiary education provision that exist in the area.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	Completed	Green	This activity is complete. A highly successful High Performance Sports Forum was held in April 2017 to coincide with the World Masters Games. ATEED is progressing follow-on activity exploring the viability of establishing a high-performance sports hub in the area with a business case currently under preparation and due for completion in August. The LB will be apprised of the outcome.	No	Business Lab contracted to profile sports sector businesses in the Upper Harbour Local Board area and to provide copy to be uploaded on the High Performance Sports Forum website and distributed to attendees. This will highlight the benefits of businesses locating in the area.
2066	CCO: ATEED	World Masters Games and Lions Tour Leverage	Upper Harbour's excellent sporting infrastructure is identified as a key asset in the Upper Harbour Local Economic Development Action Plan. Building on that this project will 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 and visitors coming for the Lions Tour. 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 board will support development and distribution of printed material for competitors detailing eating and leisure opportunities in the Local Board Area.	Q2; Q3; Q4	LDI: Opex	\$ 10,000	Not Delivered	Red	The level of information / numbers coming out of the WMG survey of competitors with business interests has been lower than hoped making it difficult to develop a project where Business North Harbour can supplement the ATEED run business leverage project (which is Auckland CBD focused). This activity did not proceed due to insufficient competitor data and which was highlighted as a risk in a previous update. i.e That the level of information / numbers coming out of the WMG survey of competitors with business interests has been lower than hoped making it difficult to develop a project where Business North Harbour can supplement the ATEED run business leverage project (which is Auckland CBD focused).	No	A lack of information from the WMG2017 survey of competitors with business interests on the type of business leverage activity that would best meet the interests of competitors has made it difficult to develop an event. It is highly unlikely this will take place.
1925	CCO: ATEED	Young enterprise Scheme (UH)	ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of 10 sub-regional events across Auckland (5x Dragon's Den and 5x Regional Awards).	Q3	LDI: Opex	\$ 1,000	Completed	Green	Following delivery of the E-days in February the funds allocated by the local board were transferred to ATEED in May 2017.	No	The E-days have been held and the funding has been used.

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	Q4 Commentary	Q4 Highlight	Q3 Commentary
<b>Community Facilities: Community Leases</b>												
1856	CF: Community Leases	Albany Coronation Hall	New lease for 321 Library Lane, Albany	Q4	10/10/2013			In progress	Green	Waiting on options to monitor and maintain car park before reporting Q1 2017 on the new lease.	No	No action this quarter. Plans for car park upgrade approved. Will confirm management of car park with tenant prior to reporting to local board regarding the proposed lease. Report for consideration by local board will be prepared in quarter 4.
1858	CF: Community Leases	East Coast Bays Association Football Club Incorporated	New lease for 54 Andersons Road, Albany	Q4	31/08/2016	\$ 1.00	\$ 1.00	In progress	Green	Application received . Site visit arranged 5 July 2017.	No	Waiting on completed application form from Lessee. Anticipate report will be prepared for consideration by local board in quarter 4.
1855	CF: Community Leases	North Harbour BMX Association Incorporated	Renewal lease for 169 Bush Road, Albany	Q3	31/12/2015	\$ 1.00	\$ 1.00	Completed	Green	Possible relocation of BMX facility as part of Northern Corridor Improvements Project. This will carry forward to 2017 Work Programme	No	Renewal of existing lease completed. Discussions regarding relocation on-going
1857	CF: Community Leases	North Shore Playcentre Association - Collins Park	New lease for 15A Greenhithe Road, Greenhithe	Q4	30/09/2015	\$ 1.00	\$ 1.00	In progress	Green	Report seeking authority to publicly notify lease of the site occupied by the Greenhithe Playcentre will be presented to local board for consideration Q1 2017.	No	Iwi engagement completed. Public notification of proposed lease will be undertaken in quarter 4.
1859	CF: Community Leases	Royal New Zealand Plunket Society Incorporated	New lease for Kell Drive, Albany	Q4	30/06/2019	\$ 1.00	\$ 1.00	In progress	Green	Progress with Plunket leases is subject to Plunket completing transfer and assignment of its interests in the leases to its new entities	No	Awaiting information from Lessee. This site will be included in discussions with Plunket on proposed multi premise lease.