

Work Programmes 2016/17 Q4 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
Arts, Community and Events											
2651	CS: ACE: Arts & Culture	Art on the Beach- LDI Art on the Beach Contract	Develop and execute art activation on the beach that is family friendly and celebrates creativity of the Local Board Area.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 12,000	Completed		This project was completed in Q3. A full report on the Festival was submitted to the Arts Advisor in Q4.	No	The West Coast Art Festival took place on Sunday 19 February on Piha Beach and attracted 2300 attendees. 72 performers were involved in the event and 60 participants took part in the sand sculpture competition. The event opened with a kapa haka performance by Oratia High School and involved collaborations with local organisations including Piha Skate Park.
2648	CS: ACE: Arts & Culture	Community arts Programmes- LDI Open Studio Weekend	Administer a contract for the further development, project management and execution of Open Studio Waitākere (OSW).	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	Completed		This project was completed in Q2 and an event report submitted to staff in Q3.	No	This project was completed in Q2 and an event report submitted to staff in Q3.
2649	CS: ACE: Arts & Culture	Community arts Programmes- LDI Digital companion project to Open Studio Waitakere	Create a digital companion project to Open Studios Waitakere that increases awareness of the creative industry in the Local Board area and encourages local economic development.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	Completed		This project was completed in Q2.	No	This project was completed in Q2.
2650	CS: ACE: Arts & Culture	Community arts Programmes- LDI Operational Expenses	Develop and support a range of arts and culture initiatives and activations to be delivered across the local board area.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 12,000	Completed		In Q4, the local board allocated the remaining Community Arts Programmes budget to the Lopdell Trust to support a research project on the Titirangi Hotel (now Lopdell House) architect William Bloomfield.	No	In Q3, the local board allocated \$8,000 from the Community Arts Programmes budget to the Arataki Visitors Centre to support a Matariki event. A proposal for the remainder of the budget will be shared with the local board in Q4.
2652	CS: ACE: Arts & Culture	Going West Festival- LDI Going West Trust	Administer a funding agreement with Going West Trust to deliver a literary festival.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 60,000	Completed		This project was completed in Q1. A full report for the 2016 Festival was submitted in Q4.	No	This project was completed in Q1. A report on the Pacific programmes funded for the 2016 Festival was submitted at the end of Q3.
2814	CS: ACE: Arts & Culture	Glen Eden Playhouse- ABS Glen Eden Playhouse	To respond to the establishment needs of asset based service provision at the Glen Eden Playhouse.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 17,449	On Hold		Previous grant acquittal requirements have not been met. The funding agreement is on hold at the local board's discretion. The Glen Eden Playhouse did not receive funding for FY16/17 at the Local Board's discretion.	No	The funding agreement with Glen Eden Playhouse is on hold at the Local Board's discretion.
2522	CS: ACE: Arts & Culture	Lopdell Precinct- ABS Operational Expenditure	Provide precinct site management and rent for community arts partners.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 151,950	Completed		In Q4, Lopdell Precinct attracted 3,970 visitors and delivered seven programmes. Highlights during this quarter included three school holiday film screenings, a four-day film festival, and 10 performances of Titirangi Theatre's production of 'Ghosts' by Henrik Ibsen.	No	In Q3, Lopdell Precinct attracted 2576 visitors and delivered five programmes including a community film night. Highlights during this quarter included the Titirangi Theatre's production of 'The Vicar of Dibley', and the Seaweed Film Festival which included free screenings of environmental films and a music event 'Tunes for Trees' on the rooftop terrace.
2523	CS: ACE: Arts & Culture	McCahon House- ABS McCahon House Trust Operational Grant	Administer a funding agreement with McCahon House Trust for: facilities management of the house as an artist's residence, providing residencies and exhibitions.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 20,887	Completed		In Q4, the McCahon House Trust attracted 242 visitors to the museum. During this period the artist Oliver Perkins commenced his residency at the studio, and an artist talk was held at Auckland Art Gallery with alumni artist Sarah Smuts-Kennedy discussing her residency experience.	No	In Q3, the McCahon House Trust attracted 489 visitors to the museum. The artist Imogen Taylor commenced her residency at the house in January. The trust collaborated with Auckland Art Gallery on two public events during Q3 including an artist talk with Imogen Taylor titled 'Lost in the Bush – Cubism in the Waitakere'.
2813	CS: ACE: Arts & Culture	Shadbolt House- ABS 35 Arapito Rd development	To respond to the establishment needs of asset based service provision at 35 Arapito Road.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 10,000	Completed		In Q4, the cost estimate for works at Shadbolt House was presented by Tattico Ltd and staff to the Local Board. A funding agreement for \$27,588 was executed with the Going West Trust towards the restoration project, and to fund the development of an operational model to run a Writers Residency at the property.	No	During Q3, Tattico Ltd and staff received the cost estimate for works at Shadbolt House from the Quantity Surveyors. A workshop is scheduled for Q4 to present the cost estimate to the Local Board for discussion.

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2645	CS: ACE: Arts & Culture	Te Uru (Lopdell Gallery)- ABS Te Uru Waitakere Contemporary Gallery Inc Operational Grant	Administer a funding agreement with Te Uru Waitakere Contemporary Gallery Inc for: operations of Te Uru. - a 'destination' arts facility that develops and attracts exhibitions of local and regional significance.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 619,938	Completed		During Q4, the Te Uru Waitākere Contemporary Gallery attracted a total of 12,797 visitors and monthly numbers have continued to show growth in comparison to the previous year's. Exhibitions during this period included a Matariki exhibition 'Relative Reciprocity' by Lonnie Hutchinson and Reuben Paterson, and 'Project Kai' an exhibition of photography from Kelston Girls' College.	No	In Q3, the Te Uru Waitākere Contemporary Gallery attracted 13,173 visitors. During this period the gallery hosted 'HEAT: Solar Revolutions' a programme of 14 events and activities highlighting climate-change, and opened the exhibition 'Picturing Asia: Double Take' which places the work of local photographer Brian Brake alongside work by the American photographer Steve McCurry and is co-presented with the Auckland Arts Festival.
2646	CS: ACE: Arts & Culture	Titirangi Community Arts Council- ABS Upstairs Gallery Operational Grant	Administer a funding agreement with Titirangi Community Arts Council to operate the Upstairs Art Gallery.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 46,720	Completed		The Titirangi Community Arts Council hosted three exhibitions in Q4, including 'Quantum' the first exhibition of paintings by the 97 year old artist Shirley Collinson, and 'Nga Puawai o Te Waitakere' by Titirangi based painter Don Lever. During this period the gallery attracted a total of 2,711 visitors.	No	In Q3, the Titirangi Community Arts Council attracted 2,211 visitors to the Upstairs Gallery. The gallery hosted three exhibitions during this period, including a collection of paintings of West Auckland landscapes by local artist Jill Perrot in the exhibition 'West'.
2647	CS: ACE: Arts & Culture	West Coast Gallery- ABS West Coast Community Arts Trust Operational Grant	Administer a funding agreement with West Coast Community Arts Trust for operations of the West Coast Gallery including programmes /workshops and exhibitions.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 14,456	Completed		During Q4 the West Coast Gallery held three exhibitions, including the exhibition 'Manukau to Muriwai' featuring paintings by Jill Perrott, and an exhibition of work by guest artist Dean Buchanan. The gallery attracted 2,917 visitors during Q4.	No	The West Coast Gallery held three exhibitions in Q3, including the exhibition 'Reflections' featuring paintings and glass art by Stefanie Kroeger and Sofia Anthineou. The gallery attracted a total of 4888 visitors during Q3.
2473	CS: ACE: Community Empowerment	Community Capacity Building	Develop capacity of community groups to organise, plan, fund-raise and connect with others, such as communities of place, ethnic groups, Hoani Waititi Marae, mana whenua, Pasifika groups, disability groups. 1. Partner with Community Waitakere to deliver capacity development services for community groups (\$88,000), including: - support to neighbourhood development plans in 2-3 neighbourhoods around the Parris Park and Hoani Waititi Marae area. - leadership training programme for emerging community leaders from the Local Board area. - access to resource material, meeting rooms, networking, training and administration/management support based at the Community Waitakere Resource Centre. 2. Support the capacity of marae and iwi organisations to plan and implement initiatives that address Maori needs and achieve Maori outcomes. Support the capacity of community groups from the Local Board area to plan and implement projects identified through neighbourhood plans, Local Area Plans, or other community-led planning processes. (\$15,000) 3. Support the capacity of Pasifika and other	Q1; Q2; Q3; Q4	LDI: Opex	\$ 120,000	In progress		Community Waitakere work programme: a local community group (Albionvale/Tuck Nathan area) created and installed road safety signage and submitted a proposal to Waititi Marae Board for a joint community garden. This group now has the confidence to inspire others and hosted Inspiring Communities Activate Conference participants. Community Waitakere delivered the Leading in Communities programme to 22 participants in 3 West Auckland locations, including the community room at Prospect School, Glen Eden. Other training opportunities were available at the Resource Centre throughout the quarter. An Open Door Day was organised at the Glen Eden Community House. West Auckland Pasifika Forum in collaboration with the three West local boards and CEU, hosted a Have Your Say event with Pasifika communities on 29 June as part of the 2017 Local Board Plan consultation. The Te Henga Swimmable Waterways group received funding for design, project management and implementation of an information and interpretation feature at the entrance to Te Henga (Bethells Beach). This is an action in the Local Area Plan and will be implemented in the next 12 months.	No	1. Community Waitakere working with key other stakeholders supported resident groups' initiatives in the Parris Park area to organise neighbourhood events, create road safety signage and work with Hoani Waititi marae on a community gardening project. 2. CEU staff supported the three west local boards' community engagement at the Waitangi Day event at Hoani Waititi Marae. CEU staff also supported engagement on Auckland Council's 2017 strategic planning at a hui at Hoani Waititi on 14 March. These were opportunities to capture feedback about how the council can better respond to Maori people's needs and aspirations. 3. West Auckland Pasifika Forum held the inaugural West Auckland Pacific Providers Network meeting at Kelston Community Centre. Representatives came from Sport Waitakere, Kelston Community Hub, Avondale, Waitakere and Liston Colleges, Village Trust, Te Whānau o Waipareira, McLaren Park Henderson South, The Fono and government agencies.
2313	CS: ACE: Community Empowerment	Community Grants (WTK)	Community Grants, funding to support local community groups through (all types of) contestable grants funding: Resolution number WTK/2016/66: To consolidate line 1440 into line 2313: Community Grants: \$31,500 Local Contestable Events Fund: \$43,500	Q1; Q2; Q3; Q4	LDI: Opex	\$ 75,000	In progress		Waitakere Ranges completed Local grants Round Two and Quick Response Round Three and Four allocating the full community grants budget of \$74,500 with an overspend of \$58,389, which was offset by other available budget lines in the LDI.	No	Waitākere Ranges has not completed any further community grant round allocations since Q2.

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2477	CS: ACE: Community Empowerment	Community Safety	Support the planning and delivery of safety initiatives including the Glen Eden hub.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 36,000	In progress		<p>The Business Improvement District Association organised the Wheels Out West event in Glen Eden Town Centre on 1 April 2017. This was a well attended, family friendly event.</p> <p>The Business Improvement District Association and Auckland Council are collaborating to consolidate the CCTV system in Glen Eden Town Centre and allow easier access to information by NZ Police.</p> <p>This initiative will continue during 2017/2018 - ID 556.</p>	No	<p>The strategic broker and specialist advisor worked with the Glen Eden Business Association to organise funding for initiatives that will contribute to increasing perceptions of safety in the town centre. This includes contributions to the expansion of CCTV coverage in the town centre, and to the organisation of the Wheels Out West event in Q3.</p> <p>In addition staff provided advice to the board on a proposed safety approach for 2017/2018.</p>
3562	CS: ACE: Community Empowerment	Discretionary Funds	Discretionary fund to support community projects that are not able to be funded through the grants programme, from the Community Response Fund budget line.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress		<p>Connected Media was granted \$1,600 funding for a film-making workshop with local youth. This is part of a series of one-day sustainability film-making workshops nationwide each year. The workshops are delivered as part of The Outlook for Someday film project for young people and aim to raise awareness around sustainability issues.</p>	No	<p>The strategic broker worked with the New Zealand Association for Environmental Education to organise funding for events as part of Seaweed. This is an annual national initiative of environmental education about the sea. This included film screenings in Titirangi and a beach clean-up, education and children's activities at Cornwallis in late February and early March.</p> <p>Further opportunities to support placemaking initiatives led by community groups will be presented to the board in Q4.</p>
2474	CS: ACE: Community Empowerment	Neighbours Day	<p>Support for community events to celebrate Neighbours Day.</p> <p>Recommend Local Board fund from Community Response fund. Delivery dependent upon funding being confirmed.</p> <p>Budget: \$4,000 Community Response Fund (as per LB res: WTK/2016/66)</p>	Q2; Q3; Q4	LDI: Opex	\$ 4,000	In progress		<p>Community Waitakere delivered the Neighbours Day programme in collaboration with CEU and Communications staff - 35 applicants received Neighbours Day grants. The total budget allocated to events was \$5500, including support for sign language translators for one event.</p> <p>There was an overall increase in applications (from 2016) received from urban areas, Glen Eden and Swanson in particular, and also from other areas who didn't participate in 2016, e.g. Bethells, Huia, Laingholm. The events were opportunities for neighbours to get to know each other, discuss local matters or mark a celebration, contributing to more connected and resilient neighbourhoods.</p> <p>This activity will continue during 2017/2018 - ID 553.</p>	No	<p>The Neighbours Day small grant funding round was organised in February and March and administered by Community Waitakere. Thirty six applications were received, doubling the number from last year. The strategic broker, specialist advisor, local board communications and services teams and Community Waitakere worked together to produce media advertisements and distribute them through various communication channels to encourage people to celebrate Neighbours Day. More details on the outcomes of the programme will be reported in Q4.</p>

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2475	CS: ACE: Community Empowerment	Youth Capacity Building	<p>Develop and support young people to have a say on matters of importance to them, and develop young people skills and pathways to employment.</p> <p>1. Develop and support young people in the Local Board area to:</p> <ul style="list-style-type: none"> - have their collective voice heard, and provide input into local board decision-making on issues that affect young people (\$6,000) - implement youth-led projects and events (\$11,000 held by Glen Eden Community House) <p>2. Deliver a leadership training programme for Pasifika youth over the 2017 academic year, in partnership with West Auckland Pasifika Forum.</p> <p>3. Develop the capacity of local youth services providers to run programmes that assist young people to develop their skills and pathways to employment, in partnership with Youth Connections (\$17,000).</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 23,000	In progress		<p>Youth Connections programme:</p> <ul style="list-style-type: none"> - Youth Worx registered a total of 80 young people, of which 21 completed the First Gear programme and passed their learner's driving licence. - Two grants totalling \$1200 were awarded in first round of the Waitakere Ranges Youth Fund. - Over 40 students completed eight modules of the Tula'i Pasifika Youth Leadership programme, which were delivered from March to June, as well as a community service day. Graduates have been asked to provide professional guidance to Rape Prevention educators on how best to engage with Pacific young people. - Sport Waitakere was granted funding for resources for their park activation programme in Glen Eden, which will support youth leadership development. - Connected Media delivered a film-making workshop at Ceramco Park. 16 participants, including young people aged 11 to 18 and educators, explored concepts of sustainability from a Pacific perspective and created four short films. <p>This activity met delivery expectations during 2016/2017, including budget spend and will continue during 2017/2018 - ID 551.</p>	No	<p>The Youth Worx project had 22 young people registered by end February. Five of these young people completed the First Gear programme and passed their learner licence. The programme has received referrals from local youth training and education providers, and Work and Income New Zealand.</p> <p>CEU staff worked in partnership with Glen Eden Community House and members of the Glen Eden Youth Providers Network to organise a Youth Fund to support youth-led projects. A panel will meet in Q4 to review applications and process successful applicants.</p> <p>The Tula'i Pasifika Youth Leadership Programme 2017 began with 74 students from seven schools attending the Tula'i Youth Summit at Kelston Community Centre. In Q3, parents, caregivers and students attended the Tula'i Family Information Evening at the Henderson Police Station. A group of eight Tula'i graduates, from 2015/2016, are co-developing and co-delivering Tula'i events and modules, with members of the West Auckland Pasifika Forum.</p>
2701	CS: ACE: Community Empowerment	REGIONAL: Community Safety (WTK)	Fund community groups to deliver safety initiatives including voluntary community patrols, Neighbourhood Support and Operation Speedo.	Q1; Q2; Q3; Q4	External funding	\$ -	In progress		<p>A collective overview summary and feedback from the police and key stakeholders on operation speedo 2016/2017 was completed.</p> <p>The specialist advisor continued to have oversight and maintain relationships with each of the funded safety voluntary community groups. The groups continued to be coordinated by the police as part of an overall deployment plan adding value by improving community safety within the community and town centres.</p> <p>The quarterly safety forum, which safety groups are members of, was also held during the quarter. This provided an opportunity to share information and discuss effective ways of working together. Members from each group participated in the Waitemata Police Pay Parade on June 23, 2017.</p> <p>This initiative will continue during 2017/2018 - ID 757.</p>	No	<p>The specialist advisor facilitated and coordinated the delivery of Operation Speedo. Regular updates were provided to the board throughout the campaign.</p> <p>Funding agreements were completed for Neighbourhood Support Waitakere (across the three west local boards), Waitakere Pacific Wardens (across the three west local boards), Waitakere Bluelight (across the three west local boards), Pacific Wardens Glen Eden, Glen Eden Community Patrol and Waitatarua Community Patrol.</p>

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2412	CS: ACE: Community Empowerment	Implementation of the empowered communities approach (WTK)	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	Currently unfunded	\$ -	In progress		<ul style="list-style-type: none"> •Facilitating the development of agreements between South Tairāngi Neighbourhood Network and Auckland Council and Auckland Transport units involved in pest management on public land. This is a collaborative approach to support South Tairāngi Neighbourhood Network's long term pest-free vision for this area. Memoranda of Understanding are expected to be developed in the next quarter. •Collated information for the 2018 Waitakere Ranges Heritage Area Monitoring report relating to community stewardship initiatives, with support from Waitakere Ranges Conservation Network. This information will be mapped on GIS in the next quarter and become a resource for community groups and Auckland Council to help support more collaborative and coordinated approaches. •Auckland Transport has approved the concept design for a roadside walking trail proposed by the Waitakere Valley Trail group at Te Henga (Bethells Beach). The project aligns with the Local Area Plan for the area and is facilitated by CEU and North West Planning. <p>This activity will continue during 2017/2018 - ID 662.</p>	No	<ul style="list-style-type: none"> - Progressed discussions on options for a waka ama facility with stakeholders at French Bay in collaboration with the Community Lease Advisor and Sports and Recreation Advisor - Engaged with Community Facilities and Park Services to progress community initiatives on local parks - Contributed to the planning of community engagement for the Glen Eden town square development with Community Facilities - Facilitated a site visit and assessment by PhD students to Glen Eden town centre, as part of a research cafe on Universal Access to Public Transport, organised by the University of Auckland - Connected community organisations with other groups, Auckland Council or Auckland Transport services that can add value to or support their initiatives: e.g. Wheels Out West event, Glen Eden Community House Neighbours Day, Swimmable Waterways Te Henga initiative, South Tairāngi Neighbourhood Network ecological restoration plans - Gave advice on quick response grant applications - Participated in community engagement activities relating to neighbourhood development at the Glen Eden Whanau Day Out in collaboration with Sport Waitakere and Community Waitakere.
2336	CS: ACE: Community Empowerment	REGIONAL: Graffiti Vandalism Prevention (WTK)	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		There were 2570 graffiti incidents in the Waitākere Ranges Local Board area between 1 July 2016 to 30 June 2017. This is a 29 per cent decrease compared to the number of incidents recorded in 2015/2016. The number of RFS (Requests for Service) graffiti decreased by 43 per cent, with all 52 being removed within the 24 hour target time (KPI). Waitākere Ranges achieved 97 out of 100 in the March ambient survey, which measures how much of the city is graffiti free. This represents a two points decrease on the previous September 2016 survey and gives the local board an average final score of 98 for 2016/2017. This score is well above the overall Council average of 94 per cent.	No	There were 2097 graffiti incidents in the Waitākere Ranges Local Board area between 1 July 2016 to 31 March 2017. This is a 22 per cent decrease compared to the same period last year. The number of RFS (Requests for Service) graffiti decreased by 29 per cent, with all 46 being removed within the 24 hour target time (KPI). The graffiti prevention team continue to monitor trends in the local board area.
2856	CS: ACE: Community Places	Community Halls Fund	Administer grant funding to support the operation of community led halls.	Q1; Q2	LDI: Opex	\$ 42,000	In progress		The community halls have been paid except for two halls, the grant recipient has queried a clause in the Funding agreement which is currently being looked at by Legal, anticipate this will be resolved in Q1 of the 2017/2018 year. .	No	Waitakere Ranges Community Halls Fund report was written / approved in Q3 for local board business meeting. The report was subsequently rescheduled to the 27 April 2017 meeting.
2845	CS: ACE: Community Places	Funding Agreement- Hoani Waititi Marae Trust	Support Hoani Waititi Marae Trust to deliver Funding Agreement accountabilities.	Q1	ABS: Opex	\$ 65,641	Completed		Funding Agreement has been signed and payments completed in Q2	No	Funding Agreement has been signed and payments completed in Q2

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2091	CS: ACE: Community Places	Funding Agreement- Titirangi Community House and Glen Eden Community House.	Support Titirangi Community House and Glen Eden Community House to deliver Funding Agreement accountabilities.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 76,580	Completed		The bi-annual Community-led hui/mix and 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 attended the session. Titirangi Community House participated at the Hui. 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	Work Programme for 2017/2018 is complete for both Glen Eden and Titirangi Community Houses. Programme focus areas in alignment with the local board outcomes are; 1) Bookable activities programme, 2) Centre led activities and programme 3) Partnership programme/s with internal and external stakeholders. Matters pertaining to License to Occupy and Manage for Glen Eden Community House have now been resolved. The new license will be issued for Glen Eden to sign.
2102	CS: ACE: Community Places	REGIONAL Social Housing - WTR	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		The Joint Venture will be operational in July 2017. Transition planning and delivery have been finalised through Q4 of FY17.	No	The Joint Venture will be operational in July 2017. Transition planning and delivery will continue throughout FY17.
2037	CS: ACE: Community Places	Venue hire service delivery - WTK	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		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. Visitation and utilisation remains steady compared to the same period last year with visitation performance exceeding the target.	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.
1437	CS: ACE: Events	Anzac Services - Waitakere Ranges	Support and/or deliver Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 41,000	Completed		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.

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1441	CS: ACE: Events	Delivered Events - Waitakere Ranges	<p>Deliver community events within the local board area:</p> <ul style="list-style-type: none"> - Movies in Parks \$12,000 - Kauri Karnival \$25,000 - Disco for Youth with Disabilities \$3,500 <p>Total = \$40,500</p>	Q1; Q2; Q3	LDI: Opex	\$ 40,500	Completed		Event debrief reports along with final event costs have been provided to the local board with recommendations for 2017/2018 events.	No	<p>Movies in Parks</p> <ul style="list-style-type: none"> - "Ice Age: Collision Course" was screened at Hoani Waititi Marae, Friday 24th March 2017. The event included pre-entertainment by Sport Waitakere and was attended by approx 1300 people. A debrief report and break-down budget will be provided at the end of the season. <p>Kauri Karnival</p> <ul style="list-style-type: none"> - Held on Sunday 5 March at Parris Park. Building on the previous two annual events, the crowds attending seemed to enjoy themselves and were aware of what to expect from the event. An estimated 2000 attended throughout the day. A debrief report will be available in early April.
1439	CS: ACE: Events	Event Partnership Fund - Waitakere Ranges	<p>Funding to support community events through a non-contestable process.</p> <ul style="list-style-type: none"> - Glen Eden Christmas Parade (Glen Eden Protection Society) \$20,000 - Titirangi Festival of Music (Titirangi Music Festival Trust) \$20,000 - Waitangi Day (Hoani Waititi Marae) \$10,000 - Luke Tipene Day (Glenora Bears Rugby League Club) \$4,000 - Te Henga Community Day (Te Henga Community Group) \$2,500 - Karekare Beach Races (Karekare Beach Race Committee) \$2,500 - Glow Festival - Christmas Lights \$5,000 <p>Total = \$64,000</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 64,000	Completed		<p>All funding has now been paid out with the final grant to the Bethells Beach Community paid in May.</p> <p>Accountability reports received to date have been forwarded to the local board. There are no overdue reports and those still to provide accountability reports have until 30 July to do so. These reports, once received, will also be sent to the local board.</p> <p>There have been no risks or issues identified in accountability reports received to date.</p>	No	<p>All funding except for the \$2500 for the Te Henga Community Day has been paid out. Staff are continuing their efforts to contact the event organisers and provide them with opportunities to complete the simple on-line form to release the payment.</p> <p>Accountability for funding is now starting to arrive and this will be reported to the local board in the 4th quarter, when a critical mass of information has been received.</p>
1436	CS: ACE: Events	Local Civic Events - Waitakere Ranges	<p>Deliver and/or support civic events within the local board area.</p> <p>Includes:</p> <ul style="list-style-type: none"> - Conservation Week - Volunteer Day - International Children's Day - Conferences <p>A planning/scoping document to be prepared outlining how funding is to be spent.</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 8,000	Completed		<p>No local civic events were delivered during Q4.</p> <p>Unspent funding has been reallocated from this fund to support other local board activities.</p>	No	No local civic events were delivered during Q3.
1442	CS: ACE: Events	WW1 Commemorations & Heritage - Waitakere Ranges	<p>Funding to support community led programmes and events with a heritage or WW1 focus.</p> <ul style="list-style-type: none"> - Artillery Band Concert 	Q1; Q2	LDI: Opex	\$ 23,000	Completed		<p>Unspent funding has been reallocated from this fund to support other local board activities.</p> <p>Planning has now commenced for the annual artillery band concert and the Waitakere Ranges Heritage Conference, both events due to be delivered in Q1 and Q2 of the 2017/2018 year.</p>	No	Unspent funding has been reallocated to other activities through the local grants fund.
1435	CS: ACE: Events	Citizenship Ceremonies - Waitakere Ranges	<p>Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.</p>	Q1; Q2; Q3; Q4	ABS: Opex	\$ 23,000	Completed		The Civic Events team delivered citizenship ceremonies on nine occasions during Q4.		The Civic Events team delivered citizenship ceremonies on two occasions during Q3.

Work Programmes 2016/17 Q4 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
Libraries											
900	CS: Lib & Info	Library of library service - Waitākere Ranges	Provide library service at Glen Eden Library for 52 hours over 6 days per week, Monday to Saturday. (\$565,346 - FY16/17) Provide library service at Titirangi Library for 52 hours over 6 days per week, Monday to Saturday. (\$420,652 - FY16/17)	Q1; Q2; Q3; Q4	ABS: Opex	\$ 985,998	Completed		Compared to the same quarter last year, library visits in Waitākere Ranges have decreased by 5%. This is a higher decrease than the regional average of 3% decrease. Due to an internal upgrade, Titirangi Library will be closed to the public in Q1 2017/18 from Monday 31st July until Friday 29th September. the library will re-open in time for the October school holidays. The project is being managed by Community Facilities and a series of public and stakeholder communications have been initiated.		Compared to the same quarter last year, library visits in Waitakere Ranges have remained constant.
910	CS: Lib & Info	Celebrating cultural diversity - Waitākere Ranges	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 - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		Both libraries hosted Auckland War Memorial Museum teachers for Matariki themed activities. 156 students and teachers from Glen Eden and Titirangi Primaries attended. A Matariki Rhymetime will be held at Glen Eden and a Matariki Wriggle & Rhyme at Titirangi. May was New Zealand Music month. 40 people attended free Ukele lessons at Glen Eden and Titirangi hosted musicians from Green Bay Highschool each late night throughout May with 103 attendees.		Pasifika displays and storytimes were held at both libraries and at Glen Eden library there were musical performances from local Samoan pre-schools, Lupesina and Arga Savalasi. These were enjoyed by visiting public and regular pre-school programme attendees. Our Waitangi Day promotion included sourced heritage items to raise public awareness of the day's importance. To celebrate Lunar New Year 37 adults and children attended a dumpling making workshop.
909	CS: Lib & Info	Celebrating local places and people - Waitākere Ranges	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 Going West Book Festival, WW1 centennial. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		Glen Eden had a photography exhibition to celebrate Auckland Photography month with displays in the art windows. Both libraries support the 30th Anniversary of Aotearoa New Zealand's nuclear-free zone, with Titirangi also hosting a celebration and community discussion which included guest speaker Local Board chair Greg Presland and music by Heart Strings. Glen Eden collaborated with the Whau libraries with a stall at the Eco West Festival in April with library giveaways. Titirangi hosted a Kauri Dieback display which includes a sign up sheet for testing. Love Titirangi is using the library as a collection point for materials & shopping bags for the 'Keep Titirangi Plastic Bag free' initiative.		Titirangi Poets held two events with 50 people attending both. Sir Bob Harvey was one of the guest poets. Both libraries supported the EcoWest Festival throughout March with displays and promotion.
908	CS: Lib & Info	Digital literacy support - Waitākere Ranges	Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices. Promote Teen E reading room and resources to High Schools. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		This quarter there were 38,972 Wi-Fi and PC sessions.		This quarter there were 38,615 Wi-Fi and PC sessions. This is an increase of two per cent compared to the same period last year. Staff continue to engage daily with customers using our PC and Wi-Fi to increase competency accessing information online and to assist them with using their own devices.
901	CS: Lib & Info	Information and lending services - Waitākere Ranges	Provide information, Readers Advisory and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		Compared to the same quarter last year, the number of library items borrowed from the libraries in Waitākere Ranges have decreased by 7%. This is higher than the regional 3 per cent decrease. The number of eBook and eMagazine issues continue to increase at a regional level and now make up 11.8 per cent of items borrowed.		Compared to the same quarter last year, the number of library items borrowed from the libraries in Waitakere Ranges has decreased by four per cent. This is higher than the regional two per cent decrease. The number of eBook and eMagazine issues continue to increase at a regional level and now make up 11 per cent of items borrowed.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
907	CS: Lib & Info	Learning and Literacy programming - Waitākere Ranges	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, Mad Scientist Mathematics. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		After school & Saturday programming including Makerspaces, Minecraft, Saturday family craft space, knitting & chess clubs reached 961 people.		Glen Eden staff ran a series of four 'Circle Maths' classes in February and March which saw 54 older students and adults taking part in introductory speed long division and negative numbers maths. A small group from 'Education Action' Glen Eden was included. Book a Librarian requests numbered 24 for one-on-one learning.
902	CS: Lib & Info	Preschool programming - Waitākere Ranges	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their children's early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Rhymetime and Storytime. Outreach visits to preschools and kindergartens. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		Demand for preschool programming has increased this quarter with 2,366 participants to in-house and outreach programming. Two new preschools were reached by Glen Eden - Learning Edge Montessor and Glendene Playgroup. A new Rhymetime session was added to Titirangi programming		Pre-school programming this quarter catered for 1633 participants in 40 sessions. Pasifika music and storytime sessions were highlights and regular outreach sessions to pre-schools continue to be popular.
905	CS: Lib & Info	School engagement and Afterschool programming - Waitākere Ranges	Engage directly with local schools in the board area. Provide creative learning opportunities for children in afterschool hours including Makerspace and chess clubs. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		Glen Eden has made weekly teaching visits to Prospect Primary during term 2. A giant Korowai with feathers decorated by the students, is being created to celebrate, Matariki, the school and library. This will be displayed at the library and then will be blessed and displayed at the school. Primary school outreaches were also made to Glen Eden and Konini schools reaching a total of 473 children and adults. Titirangi collaborated with Te Uru Gallery education teacher to present Matariki sessions for classes from Ponsonby Primary School with 90 attendees.		Through an active partnership with Prospect Primary, new families joined the library by participating in the school's 'Meet the teacher' evening. This school visits Glen Eden Library weekly; Regular after school activities continue to be well attended. In February/March there were 377 participants in Makerspace sessions, chess club and Minecraft. Popular hands-on learning activities included paper and copper circuits, holograms, polymorph and luminescence.
903	CS: Lib & Info	School holiday programming - Waitākere Ranges	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 - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		July school holiday's theme was Construction Wizards and despite statutory closure of Easter the programmes reached 367 participants. Highlights included icecream making and pet rocks at Glen Eden. Titirangi highlights were the creation of a cardboard city and drawing a colourful city on the big library windows.		We are at present planning events and activities for the upcoming school holidays with the theme of 'Construction Wizard'.
904	CS: Lib & Info	Summer reading programme - Waitākere Ranges	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 - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		Planning for this is underway		375 children signed up for Kia Maia te Whai running through December/January. Evaluation of the programme in Waitakere Ranges showed that it partially met, met or exceeded 91% of the expectations of respondents. Most parents reported that the reason they wanted their children to be part of the programme was to encourage reading over the break. They appreciated the range of activities offered, particularly the research and learning elements, cultural knowledge, art and crafts, goal achievement and personal contact with the library staff. 161 people attended parties held at both libraries and the Bubble Man and Magician were enthusiastically received.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
906	CS: Lib & Info	Supporting customer and community connection - Waitākere Ranges	Provide programmes that facilitate customer connection with the library and community including themed clubs and special events . Pop up Library at community events, e.g. Oratia markets. Housebound services for customers with access issues. Provide community space for hire at Glen Eden Library. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		Glen Eden hosted a popular Thomas the Tank Engine model train display over two days in May reaching 325 people. This was a community led event. Glen Eden participated in the Wheels Out West event by running a badge making table outside the library. Titirangi Poets continue to use the Titirangi Library space attracting up to 50 regular participants across the quarter. Titirangi display space continues to be used by local businesses and community groups.		The Titirangi Library deck was completed in early March and made available for public use. Project completion was delayed because of weather and later necessary design changes. The response from the public has been overwhelmingly positive. A small celebratory opening event is planned for Thursday April 13th. Glen Eden Library 'popped up' at the Glen Eden family Fun day at Sunvue Park and staff also visited Oratia Markets jointly with Henderson Library to promote services. Art windows and cabinets have been put to use in both libraries for local artists and a display of miniature models by local enthusiasts was much enjoyed.
Local Parks											
4531	CF: Project Delivery	Piha Beach Dune and accessway lowering	Lower the dunes either side of the access way in front of the surf lifesaving club and to realign the access way slightly to lessen the amount of sand building up on the sand dunes that is currently causing artificially high dunes.	Q3; Q4	ABS: Opex	\$ 53,325	In progress		Current status: Resource consent lodged. Following up with the planning team on their request for additional information. Next steps: Awaiting approval of resource consent. Once approved, tender for physical work	No	Current status: Consent lodged Next Steps: Awaiting for consent approval
644	CF: Project Delivery	Walkway development	Continuation of foothills walkway. Little Muddy Creek walkway development, between Rimutaka Place and Huia Road.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 336,416	In progress		Current status: physical works close to completion including planting Next Step: Signing off Physical works planned for July 2017.		Current status: physical works underway. Next step: physical works to complete June 2017.
642	CS: PSR: Local Parks	Programmes and events-Local Parks	Providing events for openings and celebrations	Q1; Q2; Q3; Q4	LDI: Opex	\$ 15,000	In progress		The Waitakere Ranges Local Board has reallocated the unspent parks events funding to complete preliminary planning for a newly acquired park on Sunnyvale Road, Waitakere. This includes a traffic report, ecological assessment and a high level concept plan.	No	Likely to be a budget underspend of \$12,500. Waitakere Ranges Local Board to advise on reallocation.
643	CS: PSR: Local Parks	Volunteers Local parks	Pest control, planting and restoration involving volunteers. Programme to be agreed with local board.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 32,000	Completed		The MOU for The Friends of Armour Bay is still being transitioned to community facilities, for next financial year operation. The South Titirangi Neighbourhood Network MOU document is being updated completed by the strategic broker to combine community facilities, community services and regional parks for a collaborative approach to support the local community ecological restoration in Titrangi reserves. The Little Muddy Creek planting in Laingholm has been completed successfully. Stage one of the streamside planting project has successfully been delivered at Glucina Reserve with Glen Eden Intermediate School, Stage two will start in the new financial year.	No	A group to replace the Perris Road volunteer group can not be found. The funds that were to be applied to the Perris Road volunteer track building project are planned to be put into extending restoration planting at Little Muddy Creek an existing project area near Gill Esplanade off Landing Road. The Friends of Armour Bay MOU for reserve maintenance has been delayed while responsibility for maintenance MOU's are transitioned to the community facilities team from PSR.
Sport and Recreation											
2834	CS: PSR: Sport & Rec	Sport and Recreation participation (WTK)	Small parks activation programme	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	Completed		Programme delivery completed and substantive report to local board provided by Sport Waitakere in May 2017. Final report due 30 June 2017.		Small parks activation programme including the Glen Eden Park to Park summer series and Whanau Day Out in February 2017. A report evaluating the activation programme is due 31 March 2017, which will be work shopped with the board in April 2017.
2691	CS: PSR: Sport & Rec	Facility Partnership 2014 Titirangi Waka Ama (WTK)	Facility Partnership grant \$10,000 and LDI Opex \$5,125 for feasibility study into siting a waka ama facility on Manukau harbour coastline.	Q1	ABS: Opex; LDI: Opex	\$ -	Completed		Project complete		Project completed. Strategic broker and lease advisor are supporting the waka ama group discussions with existing leases at French Bay.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
2690	CS: PSR: Sport & Rec	Facility Partnership 2012 Waitemata Table Tennis (WTK)	Facility Partnership grant \$290,000 towards cost of developing a new table tennis facility on Parrs Park	Not scheduled	ABS: Opex	\$ -	In progress		Recipient has re-scoped its project and presented a project plan which is sufficiently sound to justify extending this funding. Variation agreement to be signed before 30 June 2017.	No	Recipient is on notice that funding will expire 30 June 2017 unless satisfactory progress is shown. Recipient is now receiving active support from the New Zealand Table Tennis Association.
Development Projects											
4434	CF: Project Delivery	Glen Eden Town Square	Glen Eden Town Centre Urban Design Framework (2010) and Implementation Plan (2013) provide a high level vision for creating an attractive and vibrant retail shopping and business centre that is a much-loved and used neighbourhood town centre.	Q4	ABS: Capex; External funding	\$ 617,000	In progress		Current Status: The concept plan was presented to the local board and received positive feedback. The quantity surveyor has provided cost estimates allowing us to establish how much the project will potentially cost. Next steps: The business case is to be written capturing the need for the investment. Clarification regarding the source(s) of funding needs to be confirmed.	No	Current status: The concept plan was presented to the local board and received positive feedback. The quantity surveyor has provided cost estimates allowing us to establish how much the project will potentially cost. Next steps: The business case is to be written capturing the need for the investment. Clarification regarding the source(s) of funding needs to be confirmed.
Community Facilities: Renewals											
4265	CF: Project Delivery	Alex Jenkins Memorial Toilet renewal	Alex Jenkins Memorial Toilet renewal	Q4	ABS: Capex	\$ 160,000	In progress		Current status: scope finalised and ready to physical works to begin. Next steps: physical work will be undertaken early in 2017/2018.		Current status: finalising the scope of works Next steps: reviewing the scope of works and assign a project manager for delivery
4266	CF: Project Delivery	Armour Bay Refurbish toilet block	Armour Bay Refurbish toilet block	Q1; Q2	ABS: Capex	\$ 321,024	Completed		Current status: the project is complete.		Current status: complete
4267	CF: Project Delivery	Duck park Sports field flood lighting renewal	Duck park Sports field flood lighting renewal	Q3	ABS: Capex	\$ 2,560	Completed		Current status: the project is complete.		Current status: complete
4268	CF: Project Delivery	Glen Eden Library - Design & install new front entrance way	Glen Eden Library - Design & install new front entrance way	Q1	ABS: Capex	\$ 153,570	Completed		Current status: project completed.		Current status: complete
4421	CF: Project Delivery	Glen Eden Picnic Ground Renew amenity lighting	Improve existing lighting within park along footpath	Q4	ABS: Capex	\$ 36,000	In progress		Current status: The physical works contract has been awarded. Next Steps: The physical works are due to begin once a pre-start meeting with the contractor has been held late June, project will be carried over into the new financial year.	No	Current status: Application for a resource consent Next Steps Complete design
3132	CF: Project Delivery	Glen Eden Town Centre Toilet Renewal	Glen Eden Town Centre Toilet Renewal	Not scheduled	ABS: Capex	\$ 10,000	In progress		This is a 2017/2018 project, reporting will commence in the new financial year.		Current status: this is in 2017/2018 financial year pipeline under Glen Eden Town Centre Toilet renewal.
4269	CF: Project Delivery	Henderson Valley Scenic Reserve - Seibel Road development	Henderson Valley Scenic Reserve - Seibel Road development	Q1; Q2; Q3; Q4	ABS: Capex	\$ 138,783	In progress		Current status: physical works contract awarded. Next Steps: starting physical works end of June 2017, works planned to complete August 2017.	No	Seibel Reserve Stream Crossing Upgrade Works - Current status: Works completed. Next steps: Defect Liability till end of March 2017. Henderson Valley Scenic Reserve Track Upgrade, Candia Road to Vineyard Road Current status: specifications and plans completed. No submissions received for physical works tender. Next steps: send out the tender second time closing end of March 2017.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
3126	CF: Project Delivery	Huia Domain coastal structure renewal	Huia Domain Retaining Wall Renewal. Existing Renewal Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 720,297	Deferred		<p>Issues/ Risks: Works within coastal area, working with project stakeholders, site considerations (protected trees, archaeological and cultural values). Resource consent application still pending. If a notified consent is requested by Duty Commissioner, then this will result in additional project cost and impact on the project programme.</p> <p>Current status: the resource consent application has been lodged, queries from the planner reviewing the application have been responded to.</p> <p>Next steps: receive approved resource consent and award physical works contract. Project will be carried over into new financial year</p>	No	Current status: resource consent lodged. Next steps: request for tender physical works
4270	CF: Project Delivery	Kaurilands Hall - Floor replacement & polyurethane	Kaurilands Hall - Floor replacement & polyurethane	Q1; Q2; Q3; Q4	ABS: Capex	\$ 40,757	Completed		Project completed.		Current status: Complete
4425	CF: Project Delivery	Kawaka Reserve Track Renewal	Carry forward from FY16	Q4	ABS: Capex	\$ 28,000	In progress		Current status: Commence physical works when weather conditions permit for concrete placement. Next steps: Commence and complete physical works by June 2017.	No	Current status: Finalising consents. Next steps: Commence and complete physical works by June 2017.
4271	CF: Project Delivery	Les Waygood Toilet - Install telemetry system	Les Waygood Toilet - Install telemetry system	Q4	ABS: Capex	\$ -	In progress		Current status: awaiting response from contractor to provide a price for the telemetry installation. Next steps: evaluate price and proceed with installation.		Current status: business case to be reviewed Next steps: planning
4433	CF: Project Delivery	Lopdell House - Replace Emergency Lighting	The current emergency light fittings are failing in large numbers because of the design of the fittings and the testing regime not being suitable. The current fittings are not coping with regular testing and do not have serviceable components available. It is recommended to start replacing with more standard fittings that are easily serviceable.	Q3	ABS: Capex	\$ 13,230	Completed		Current status: The project is complete. Next Steps: No further works are required.		Project complete
4272	CF: Project Delivery	LPWCR - WR - Les Waygood Park - Camp Ground Effluent	LPWCR - WR - Les Waygood Park - Camp Ground Effluent	Q3	ABS: Capex	\$ 20,000	Completed		Current status: The project is complete. Next Steps: No further physical work is required.		Current status: complete.
4273	CF: Project Delivery	Opanuku Marginal Renew Pedestrian Bridge	Opanuku Marginal Renew Pedestrian Bridge	Q4	ABS: Capex	\$ 37,005	In progress		Current status: No physical work will be undertaken except installation of signage. Next Steps: Install sign and monitor condition of bridge.		Current status: consultation with local residents Next steps: Develop business case
3127	CF: Project Delivery	Parrs Park Building renewal	Parrs Park Toilet Renewal. Existing Renewal Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 300,000	In progress		Current status: physical works commenced on site May 17. Next steps: monitor physical works. Completion August 17.		Current status: physical works contract has been awarded. Building consent has been lodged. Next Steps: Commence physical works once building consent approval has been approved.
3128	CF: Project Delivery	Parrs Park Carpark Renewals	Parrs Park Carpark Renewal	Q1	ABS: Capex	\$ 6,500	Completed		Current status: the project is complete. Next Steps: No further physical work is required.		Current status: complete
4274	CF: Project Delivery	Parrs Park Install lighting on no 2 sports field	Parrs Park Install lighting on no 2 sports field	Q1; Q2; Q3	ABS: Capex	\$ -	Completed		Current status: The project is complete. Next steps: No further physical work is required.		Current status: practical completion issued Next step: Defects liability period
4275	CF: Project Delivery	Parrs Park Renewal of No 2 sports field	Parrs Park Renewal of No 2 sports field	Q1; Q2; Q3	ABS: Capex	\$ 11,200	Completed		Current status: The project is complete. Next Steps: No further physical work is required.		Current status: Complete

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
4276	CF: Project Delivery	Parrs Park Table Tennis Carpark Renewals	Parrs Park Table Tennis Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 6,500	In progress		Current status: Consultants are appointed to undertake further geotechnical investigation to address margin subsidence and provide an options assessment. Next steps: Receive and review geotechnical report and options assessment to determine approach for the project.		Current status: Preliminary report received. Initial recommendations approved. Next steps: Receive final report and engineer's estimate. Undertake further detailed design. Obtain geotechnical report.
4332	CF: Project Delivery	Piha Domain-Supply and install effluent recycling alkalinity dosing system	H & S Reactive Renewals, Piha Domain-Supply and install effluent recycling alkalinity dosing system	Q4	ABS: Capex	\$ 44,100	In progress		Current status: The location for a shed to house the dosing system has been identified. Documentation for pricing of the works has been prepared. Next steps: Procure physical works contractor and start installation.		Current status: Enter planning phase. Next step: Plan required works.
4277	CF: Project Delivery	Swanson Oaks Renew lighting	Swanson Oaks Renew lighting	Q3	ABS: Capex	\$ -	Completed		Current status: The project is complete.		Current status: Complete
4278	CF: Project Delivery	Takaranga Reserve Playground renewal	Takaranga Reserve Playground renewal	Q1	ABS: Capex	\$ 33,210	Completed		Current status: The project is complete.		Current status: Complete
4279	CF: Project Delivery	Tamariki Reserve Track Renewal	Tamariki Reserve Track Renewal	Q1; Q2	ABS: Capex	\$ 20,683	Completed		Project completed.		Current status: Complete
4280	CF: Project Delivery	Taumatarea Esplanade Renew track	Taumatarea Esplanade Renew track	Q1; Q2	ABS: Capex	\$ 26,016	Completed		Project completed.		Current status: Complete
4281	CF: Project Delivery	TFB - WR - French Bay Esplanade Toilet/changing room renewal	TFB - WR - French Bay Esplanade Toilet/changing room renewal	Q1	ABS: Capex	\$ 2,131	Completed		Description of work: Renewal of existing toilet/changing block. Current status: The project is complete. Next Steps: No further physical work is required.		Current status: Complete
4358	CF: Project Delivery	Titirangi Library - Asbestos Testing - Roof, Ceiling & Vinyl	Health & Safety Critical Works	Q4	ABS: Capex	\$ 25,000	In progress		Current status: Consultant carrying out detailed design of ceiling and lighting. Next steps: Issue tender document to the tenderer for tender price and carry out physical work.	No	Current status: Waiting for final costs from contractor Next steps: Assign a Project Manager for delivery.
4282	CF: Project Delivery	Titirangi Library - Construct reading deck	Titirangi Library - Construct reading deck	Q1; Q2; Q3	ABS: Capex	\$ 125,000	Completed		Current status: Physical works completed.		Current status: Project completed March 2017
3129	CF: Project Delivery	Titirangi War Memorial Retaining wall Renewals	Titirangi War Memorial Wall Renewal	Q1; Q2; Q3	ABS: Capex	\$ 2,700	Completed		Current Status: Engineer's report identified that the structure only requires on going monitoring and minor maintenance, therefore the project is complete. Next Steps: No further works are required		Current status: complete
3130	CF: Project Delivery	Waitākere Ranges Building renewal FY17-18	Piha South Road Reserve Toilet Renewal	Q4	ABS: Capex	\$ 8,500	Not Delivered		Issues/ Risks: In concept/business stage, Scoping is currently done by Investigation and Design team Current Status: In concept/business case stage, Scoping is currently done by Investigation and Design team.		Current status: project scoping
3131	CF: Project Delivery	Waitākere Ranges Footpath renewal FY17-18	Foster Ave Walkway, Glen Eden Picnic Ground, Harold Moody Reserve Soldiers Memorial Reserve Path Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 8,000	Completed		. Current status: design for the staircase at Foster Ave, and potential alignment for the new path at Harold Moody Park are being investigated and due for completion at the end of July 2017. Next steps: procurement for construction will commence once the design work is completed.		Current status: project completed March 2017
3703	CF: Project Delivery	Waitākere Ranges FY17 Glen Eden Hall renewals	Glen Eden Hall - Recoat floor. Note this item replaces SP ID: 381	Q2; Q3; Q4	ABS: Capex	\$ 36,214	In progress		Current status: the floor coating has been completed along with a minor floor repair, the hall is now open for full use. Next steps: hand over with operations staff		Current status: obtaining quotes for renew work. Next steps: award the works to a contractor.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
3711	CF: Project Delivery	Waitākere Ranges FY17 Kaurilands Hall renewals	Kaurilands Hall - Metal airbrick replacement and installation of a diversion. Existing vent covers (in the external walls in the subfloor area) & are restricting the airflow. Replacing the vent covers will allow maximum venting capability underneath the building. Restricting the voids to less than 13mm will prevent vermin entry. Note: this item replaces SP ID: 381	Q2	ABS: Capex	\$ 19,635	Completed		Project complete		Current status: Complete
382	CF: Project Delivery	Waitākere Ranges FY17 Titirangi War Memorial Hall renewals	Titirangi War Memorial Hall - upgrade back stage & main hall floor	Q3; Q4	ABS: Capex	\$ 125,500	In progress		Current Status: Project is in progress, with completion in early July, extract fans installed in each toilet on a regular timer to ensure that air movement precludes build up of moisture and mould. Basement and theatre switchboards are also being made compliant. Next Steps: Handover of completed works to operations in mid July		Current status: scope is being formalised Next steps: procurement documentation upon formalisation of project scope.
4359	CF: Project Delivery	Woodlands Park Kindergarten - Drainage	Health & Safety Critical Works	Q4	ABS: Capex	\$ 12,000	Completed		Current status: The project is complete. Next steps: No further physical work is required.	No	Current status: Detailed design approved Next steps: Request for quote for physical works
Community Facilities: Operational Management and Maintenance											
3848	CF: Operations	Arboriculture Contracts	Covers tree maintenance	Q1; Q2; Q3; Q4	ABS: Opex	\$ 303,322	In progress		<p>Treescape continue to perform well with a quarterly average of 99% 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.</p> <p>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.</p> <p>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.</p>	No	<p>Treescape continue to perform well with a quarterly average of 99% for quality</p> <p>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.</p>

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
3847	CF: Operations	Waitākere Ranges Ecological Restoration Contracts	Covers areas of special ecological significance; and pest species control	Q1; Q2; Q3; Q4	ABS: Opex	\$ 287,351	In progress		<p>New Zealand Biosecurity Services continue to perform well with a quarterly average of 97 per cent for quality. The fourth quarter has seen a continued focus on animal pest control of high value sites with moderate rat bait taken across the region. A reduction in bait taken 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.</p> <p>Plant pest control has focused on high value reserves with an emphasis on controlling seed source pest plants.</p> <p>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.</p> <p>Animal pest control has seen an increase in the amount 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.</p>	No	The number of pest plant request for services have increased compared with last quarter which is expected for the season. The 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.
3846	CF: Operations	Waitākere Ranges Full Facilities Maintenance Contracts	Covers grounds, open spaces maintenance, parks amenities maintenance and includes cleaning of public toilets on parks.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 1,706,385	In progress		<p>Citycare Limited have had an average performance of 99 per cent 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 the year. These climate conditions combined with the drop to three weekly mowing frequencies in winter has resulted in a few more 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 2017.</p>		The Piha Community Summer Ranger services have been completed for the year. Bethells Community Summer Ranger service continues on weekends until Easter. Sports field preparation for the winter codes is underway, as are Anzac preparations. End of season maintenance on gravel carparks is also underway. Storm damage from early March flooding is still being assessed and has caused closure of some access ways. All non-essential irrigation is on hold and water features have been turned off in support of Watercare's water saving initiative.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
Infrastructure and Environmental Services											
1958	I&ES: Environmental services	Coastal and Marine Environment Project	<p>An information report / resource which sets out the current state of the Waitākere Ranges marine and coastal environments.</p> <p>The report will be an accessible, authoritative but not restrictively academic, information report that:</p> <ul style="list-style-type: none"> • Gathers existing data and information for the Waitākere Ranges marine and coastal area, focusing on the local but placing it within the wider regional context and the Waitākere Ranges Heritage Area context; • Educates people; • Provides a discussion point; • Highlights potential areas for action; • Draws some recommendations, relevant both to the local board's sphere of influence, and also to inform regional advocacy; • Includes coastal, shore, nearshore and offshore zones, within the local board boundaries (both West Coast and Manukau Harbour); • Includes fish and shellfish resources, fauna and flora, especially birds, activity such as fishing, filming, sand mining and petroleum drilling, sea level rise. 	Q1; Q2; Q3	LDI: Opex	\$ 57,000	Deferred		<p>Final draft provided to council staff and local board in April 2017. Workshop with local board on 1 June 2017. Some questions around detail, coverage and scope of report. Delegated feedback provided by two board members in late June. Publication of the report deferred for this financial year in favour of incorporating members' feedback, and undertaking a technical review by experts as requested by the board. A further \$50,000 of funding has been provided in 17/18 to continue the wider Coastal and Marine work programme.</p>	No	The supplier presented draft concepts for the report to one of the Waitākere Ranges Local Board environmental leads in February 2017. The final report is expected in early June 2017.
2916	I&ES: Environmental services	Community Nurseries	To fund EcoMatters to support the establishment of community nurseries and advice is provided to the community on how best to establish and maintain these.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	Completed		<p>Volunteers at EcoMatters nursery for April-June 2017:</p> <ul style="list-style-type: none"> • 38 individual volunteers undertook a combined total of 119 hours • 3,000 native plants potted for the quarter (mainly seedlings) <p>Other community workshops:</p> <ul style="list-style-type: none"> • March 2017- Kauri Karnival, Parrs Park. Teaching local people about native plant propagation and getting them to pot up plants. • April 2017 – Native Plant Propagation workshop in collaboration with Project Twin Streams and Glen Eden Transition Town. This workshop was held alongside a maintenance session on the Glen Eden Sprayfree Cycleway project and involved members of Glen Eden Transition Town and the local community. This workshop covered sowing from seed and potting up smaller plants. • May 2017 – Staff from Treasury Estate (Matua Wines) and Auckland Council Call Centre staff used their community volunteer days to assist at EcoMatters Nursery. <p>A potting up session of native seedlings was held at Kaurilands Reserve with 25 students from Glen Eden Intermediate.</p> <ul style="list-style-type: none"> • June 2017 - Glen Eden Primary School workshop where 150 native plants were potted up by 100 students. 	No	Plant production at the EcoMatters site is progressing as planned, with the plants well cared for over the summer months. As per the quarter two update, more than 2,500 eco-sourced plants will be available to support community initiatives in winter 2017, and a further 2,500 plants will be ready for community planting in 2018. Further development of the nursery area adjacent to the visitor centre has been completed as planned. In quarter four, the best mechanism for allocating and distributing plants to community groups will be determined, so they can be used for community planting in winter 2017.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
2002	I&ES: Environmental services	EcoMatters Environment Centre and Sustainability Hub	To fund the operation of EcoMatters Environment Centre, including staffing and associated education programmes.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 35,000	Completed		<p>Over the last quarter the Environment Centre was open to the public on Mondays-Saturdays for a total of 33 hours per week. The cycle hub further extended the engagement hours as it is staffed from Thursday to Sunday, adding an additional 8 hours of public facing time.</p> <p>April workshops held at the Visitors Centre included All About Ebikes - Further, Fitter, Faster; Dream Weaving (for children); Compost Systems and Compost Teas with Compost Collective; Solar Power or Solar Hot Water; and Hidden Gems of Waitākere bush walk (leaving from Arataki Visitors Centre).</p> <p>Free EcoDay workshops in April included DIY Bokashi (Compost Collective); Autumn Edible Garden; Urban Chooks; Sustainable Homes; and a Sustainable Transport panel with Councillor Penny Hulse, Julie Ann Genter Green MP and urban planner, and Phil Jones from the Sustainable Business Network.</p> <p>During the last quarter EcoMatters began delivery of its social enterprise business incubator programme "Co-Starters for Causes", delivered in association with AUT. Co-Starters enables participants to develop a comprehensive business and marketing plan for social and environmental ventures. There have been six workshops in the quarter. There are 12 people enrolled in the course.</p>	No	In quarter three, the environment centre achieved its target of opening to the public for at least 30 hours each week. Planning of workshops and the recruitment of tutors began in December 2016 and continued until February 2017, in time to be included in the EcoWest Festival programme for March and April 2017. Nine workshops were scheduled to coincide with EcoWest with a wide range of subjects to engage and educate. These included Waste Matters; Sharing Responsibility (product stewardship); DIY Rainwater Harvesting; DIY Pads; Geckos, Lizards and Skinks of Aotearoa; All About Ebikes - Further, Fitter, Faster; Hidden Gems of Waitākere; Solar Power or Solar Hot Water. EcoDay workshops have also been planned and tutors have been recruited. Subjects include: Tiny House; DIY Bokashi (Compost Collective); Autumn Edible Garden; Urban Chooks; Sustainable Homes; and a Sustainable Transport Panel.
1959	I&ES: Environmental services	Kauri Dieback Co-ordinator	To co-ordinate a comprehensive community engagement project in the Waitākere Ranges Heritage Areas, and to support the Auckland Council kauri dieback programme.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 48,000	Completed		<p>The kauri dieback community co-ordinator has continued to maintain and support active relationships with existing kauri advocates, tramping groups, South Titirangi Sustainable Neighbourhood Group, Woodlands Park / Waima Sustainable Neighbourhoods Group, ratepayer groups, as well as schools, providing important support to community responses to kauri dieback disease. She has also provided advice to private landowners in the Waitākere Ranges Local Board area about areas of infection, and responsibilities for managing the disease on their properties. A more detailed report was provided to the local board in May 2017.</p>	No	<p>As per quarter two, the kauri dieback community co-ordinator has continued to maintain and support active relationships with existing kauri advocates, tramping groups, 'Sustainable Neighbourhood' groups, ratepayer groups, as well as schools, providing important support to community responses to kauri dieback disease. She has also provided advice to private landowners in the Waitākere Ranges Local Board area about areas of infection, and responsibilities for managing the disease on their properties.</p> <p>In addition, she has coordinated the six kauri ambassadors, who have talked to over 25,000 park users over the late summer. The kauri dieback advocacy trailer has been well received at events and in visitor hotspots on weekends. Quarter four will continue the work from the previous two quarters, although the ambassadors will be finishing up and there will be fewer events at which to promote kauri dieback.</p>

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
2006	I&ES: Environmental services	Love Your Place	To fund EcoMatters to provide rapid response funding of up to \$500 to support volunteer-driven practical environmental initiatives (for instance, not-for-profit preschools, environmental clean ups and restoration, community planting and food growing).	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	Completed		Three Love Your Place applications were supported in quarter four, bringing the total number of applications to 17. This quarter's applications include a school, a residents and rate payers group and a local film maker. The funded projects range from a community inorganic collection, a kindergarten bush garden and a film workshop to spread the word about kauri dieback across schools. The value of assistance provided in quarter four (as reported on 23 June) was \$1,500, bringing the total value to date for 2016/2017 to \$7,844.98. How the remainder funding amount of \$2,155.02 has been spent, will be reported on at ecoMatters' annual report back workshop with the board on 21 September.	No	'Love Your Place' assistance was promoted extensively during quarter three, and six applications were received. The total value of the assistance provided in quarter three was \$3,100. Further promotion of the 'Love Your Place' assistance will be undertaken in quarter four.
2915	I&ES: Environmental services	Love Your Place Awards	To fund EcoMatters to support an environmental champion recognition awards that will specifically be for board constituents. The awards will recognise volunteer work in the environment.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 5,000	Completed		Planning for the next Love Your Place Awards continued in quarter four, which included agreement from the board that holding the awards ceremony every second year would be the best option for the future. The next awards ceremony will be held in September 2018, with the bulk of the planning and process for selecting awards recipients to be carried out in the 2017/2018 year.	No	Planning for the 2017 Love Your Place Awards commenced in the third quarter. This planning included a meeting with a Waitākere Ranges Local Board environment lead to discuss options for future refinements. Detailed planning for the awards will continue in quarter four based on direction from the local board.
2005	I&ES: Environmental services	Plastic Bag Campaign	EcoMatters are to engage and support individuals, businesses, schools, and community groups to adopt alternatives to plastic bags. This project will work cooperatively with existing community initiatives.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 5,000	Completed		EcoMatters supported the Love Titirangi Community Group to organise a day of action as part of Plastic Free July. The event will be held on 2 July 2017 with the following activities: <ul style="list-style-type: none"> - Display stands outside Supervalve and Glovers - Titirangi Pippins selling some of the 500 co-branded Waitākere Ranges Local Board, EcoMatters, Love Titirangi nylon bags for a gold coin donation (of which they get to keep a portion) - Fabric hand made "boomerang" bags (all made by volunteers prior to the event) will be on display (and available to use) with volunteers available to explain the system. The bags will be available in many Titirangi village retail outlets on a take-and-replace basis - A sausage sizzle, for which Supervalve have kindly offered to supply the food - Demonstrations of how to line a rubbish bin with newspaper - An opportunity to make a t-shirt bag - Posters in retailers' windows and information at point of sale outlining their plastic bag policy - Local band 'The Fringe Ukes' playing - Raffle and spot prizes - Whiteboards for people to make plastic bag free statements Davian Lorson will also be making two short social media films for use to promote the event and enable	No	A meeting with the Waitākere Ranges Local Board environmental leads was held on 21 March 2017 to finalise the priorities for this initiative. The campaign will be delivered in quarter four.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
2008	I&ES: Environmental services	Waitākere Ranges EcoWest Festival support	To fund EcoMatters to support the running of EcoWest Festival which will run from from March-April 2017.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	Completed		EcoWest Festival 2017 had a total of 114 events on offer, a significant increase from the 60+ events in 2016. More than 10,000 people attended an event during the month-long festival. The events took place all across the three Western Local Board areas, with 31 events in the Waitākere Ranges, 30 events in Henderson-Massey and 53 events in the Whau local board areas. There was a diverse programme of events on offer, weaving together social, cultural, economic, and environmental aspects of sustainability. There was a range of new organisations and businesses involved, as well as repeated events that were successful in 2016/2017. Almost all events were free or low cost and the majority were suitable for all ages. A summary report has been prepared by EcoMatters, outlining all the action, an evaluation based on survey results and informal feedback, as well as recommendations for the festival moving forward. EcoWest Festival continues to deliver great benefits to Aucklanders, including increasing knowledge and skills for sustainable living, providing an opportunity to make new connections, and raising awareness of opportunities to get involved with caring for our natural environment. It presents sustainable living as an approachable matter combining fun with learning and connection.	No	The festival programme was finalised in quarter three, with a record number of registered events. Thirty events took place in the Waitākere Ranges Local Board area, with most of the events free or low cost. Feedback has been collected from both the participants and the event hosts at as many events as possible. A report summarising this feedback will be developed in quarter four.
2007	I&ES: Environmental services	Waitākere Ranges Project HomeWise	EcoMatters are to hold a minimum of three workshops to be provided to ethnic communities on topics such as: <ul style="list-style-type: none"> • Waste minimisation (how to sort your household rubbish, including home composting, options and demonstration); • Water saving (how to reduce your water consumption and bills); • Energy efficiency (cut your power bill). 	Q1; Q2; Q3; Q4	LDI: Opex	\$ 5,000	Completed		One workshop was held in quarter four at Glen Eden Community House, which was a general public workshop with six attendees. This brings the total number of HomeWise workshops provided for the year to six, which exceeded the target of three workshops. Workshop participants received LED lightbulbs and other products to enhance sustainable living. The board will receive a summary of results for the HomeWise workshops initiative by the end of August 2017 covering the total number of people engaged, participant satisfaction, and percentage of participants that adopted improved sustainable living practices.	No	The Glen Eden Community House playgroup hosted a further HomeWise workshop, so that those who missed the previous workshop could participate. The VisionWest Mahi Ora class hosted a HomeWise workshop in the last week of March 2017. Workshop scheduling for quarter four is in progress.
2003	I&ES: Environmental services	Waitākere Ranges War on Weeds	A campaign to be run by EcoMatters during the month of March 2017, where jumbo bins are provided at key sites in the local board area for community disposal of weeds.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 23,000	Completed		The War on Weeds campaign, completed in quarter three, resulted in a total of 143 tonnes of weeds collected in the bins and 73 weed bin exchanges across the 13 locations within the local board area. Overall the War on Weeds campaign generated a total of 89 weed bin exchanges across the Waitākere Ranges and Henderson-Massey local board areas which compares favourably with last year's result where a total of 52 bin exchanges was achieved.	No	The campaign went ahead as planned in February 2017, and was delivered throughout March 2017. Campaign results will be reported to the Waitākere Ranges Local Board in quarter four.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
2011	I&ES: Environmental services	Weed Management Project	<p>To continue the climbing asparagus weed management project in Huia and Piha. The project engages local communities in an effort to control climbing asparagus. The project in 2016/17 will involve:</p> <ul style="list-style-type: none"> Continuing to engage (door knocking etc) with residents at Huia and Piha in an effort to control climbing asparagus; Conducting surveys of landowner properties (when permission given) to establish the presence of climbing asparagus; Control by contractors once the weed is identified as well as a follow up round of weed control. <p>The project will also look to expand into new target areas such as Karekare and may also look to target new weeds.</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 100,000	In progress		<p>The third period of control work commenced in May 2017 following issues with contractor availability. Contractor has now subcontracted the remainder of the work out and this is continuing. We are including some manual control work to accommodate people uncertain about the use of herbicides. Surveying work wraps up in June 2017 and has focussed on properties in Karekare and Huia. Unfortunately one property in Karekare has been found to have climbing asparagus albeit in very low levels. Engagement has been completed this year with EcoMatters mainly focussed on organising control and survey work with the contractors. A four page project update for the community at Piha will be presented to the board for approval, before it is shared with the community in July 2017. A more comprehensive report will be sent to the board at the end of July/beginning of August 2017.</p>	No	<p>The second period of control work was completed at the end of February 2017. This included a follow-up at 27 properties that received control last season and new control at four properties. Numerous properties in Glen Esk Road in Piha have reported extensive ginger infestations. Survey work is ongoing in all three target areas. No climbing asparagus has been found in the Karekare target areas yet, however ginger has been found. Target area seven in Piha has reached 65 per cent engagement. Twenty-two properties (33 per cent) in target area seven have no climbing asparagus.</p>
3585	I&ES: Environmental services	Waitākere Ranges Heritage Area Act Work Programme	<p>The Waitākere Ranges Heritage Area Act work programme budget is a regional budget held by the North West Planning Team. The biosecurity team and biodiversity team within Infrastructure and Environmental Services are delivering two projects as part of the work programme for the north-west planning team. The two projects are the Community Weed Bins – \$90,000 and the Long Tailed Bat research, protection and recovery – \$5,000. In order for Infrastructure and Environmental Services to report on progress for these two projects to the local board a Sharepoint entry has been created for the environmental work programme quarterly update.</p>	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed		<p>Monitoring field work completed. Long-tailed bat monitoring 2017 draft report received. Final report changes to be made by end of June 2017 before submission to the local board. Media release to be prepared around results in conjunction with local board.</p>	No	<p>The long-tailed bat monitoring field work component is now almost complete with bat recorders now being pulled in for analysis. A detailed memo will soon be sent to the local board, which will provide an update of the current bat research in the Waitākere Ranges.</p> <p>The change to monthly weed bin availability in Oratia and Glen Eden in October 2016 had no reported adverse effects. There were also no reported complaints or abuse of the four remaining permanent bins at the Piha, Huia, Laingholm or Mountain Road sites. As per the RAG explanation of this update, this project is currently tracking above budget, and if the current weed amounts continue, an additional \$10,000 will be required to maintain the current service levels.</p>
1949	I&ES: Healthy waters	Waitākere Ranges Manukau Harbour Support	<p>To contribute funding to support implementation of the Manukau Harbour work programme.</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 8,000	Completed		<p>Approximately 150 people attended the Manukau Harbour Symposium held on Friday, 19 May. Mainfeeds in Wiri hosted the third flagship sites event in early May. The final event was held at Visy Recycling in Onehunga at the end of June 2017. Staff have commenced development of a new three year work programme for discussion with the forum.</p>	No	<p>Contracts are being awarded for the communications and delivery of the Manukau Harbour symposium which has been scheduled for 19 May 2017 at the Māngere Arts Centre. The second flagship site event was delivered at Flint Group in Penrose on 22 February 2017, and 18 people attended. The next flagship site event is being organised and expected to be held at the Mainfeeds in Wiri at the end of April 2017.</p>

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
2009	I&ES: Healthy waters	West Coast Lagoons septic tank subsidy scheme	<p>To administer a \$75,000 grant fund to encourage septic tank owners in the west coast lagoons catchment to upgrade their systems.</p> <ul style="list-style-type: none"> Property owners in the lagoon catchments can apply for a subsidy for 50 per cent of the cost of any significant improvement of their septic system, up to a maximum of \$5,000. The definition of 'significant upgrade' should be consistent with those developed for the voluntary targeted rate pilot. The subsidy should be open until the 30 November 2016. This will create time pressure for people to take up the offer, should encourage upgrades of systems over the summer swimming season and will allow plenty of time to reallocate the funding if uptake continues to be low. 	Q1; Q2; Q3; Q4	LDI: Opex	\$ 75,000	In progress		<p>From grants funding available in 2015/2016, \$25,000 was carried forward into 2016/2017. Some applicants chose not to upgrade their systems because the cost had increased since their application. In 2016/2017, 10 applications were received for the subsidy. Two of those applications successfully submitted Code of Compliance certificates and were reimbursed \$10,000. \$40,000 from the 2016/2017 budget has been accrued to the 2017/2018 budget, in anticipation of those who have submitted grant applications in 2016/2017 taking up these funds by the deadline of December 2017. Council is working to improve follow-up with applicants to ensure these accrued funds are taken up by the end of 2017.</p> <p>At this stage, there has been no visible change in the E. Coli levels at the West Coast lagoons. However, long-term water quality improvements take some time, and as this is only the second year of the subsidy scheme, this is not unexpected. Positive improvements would be more apparent in the longer term. The programme has been a success in that it has raised awareness of onsite wastewater issues with an increase from six applications in 2015/2016, to 11 in 2016/2017, and in a shorter timeframe.</p>	No	Ten successful applications of \$5,000 each prior to Christmas 2016, meant that the full programme fund of \$50,000 was allocated. The subsidy is paid via a reimbursement process with payment released upon receipt of proof of a code compliance certificate for the new system. This incentive is now closed for the 2016/2017 financial year.
2010	I&ES: Healthy waters	Septic tank pumpout programme for Waitakere Ranges Local Board	To manage the triennial pumpout of septic tanks within the former Waitākere City Council area.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 602,868	Completed		<p>There were 223 scheduled pump-outs and fourteen unscheduled pump-outs in the period April to June 2017 which were completed in this local board area. Unscheduled pump-outs are carried out in response to a problematic situation such as a risk of overflow.</p>	No	Over January and February 2017, 220 scheduled pump-outs and seven unscheduled pump-outs were completed in the Waitākere Ranges Local Board area. Unscheduled pump-outs are carried out in response to a problematic situation such as a risk of overflow.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
Local Economic Development: ATEED											
1966	CCO: ATEED	Glen Eden Value Proposition	<p>Glen Eden's current retail mix is low value and does little to attract people in to the centre. At the same time electrification of the rail line and improved journey times once the CRL is complete will make Glen Eden a more attractive suburb.</p> <p>This project will develop a Glen Eden Value proposition and, working in partnership with the Glen Eden BID, articulate the Glen Eden offer to a range of investors and developers. The aim is to showcase the opportunities that there are for investing or setting up a business in Glen Eden in order to capitalise on the Proposed Unitary Plan zonings and forthcoming road and rail improvements that will make Glen Eden much more readily connected to central Auckland.</p> <p>A strategy for targeting the messages to desired target audiences will also be developed. This may involve the development of a prospectus outlining the opportunities there are for high quality business and investment in Glen Eden.</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	Completed		This activity was completed with the delivery to the LB of an investment prospectus in May. The prospectus met the expectations of the LB steering group and is scheduled to be formally launched at an event in late July. A next stage investment attraction plan is current under development for 2017/18.	No	Project underway with Glen Eden Summit planned for 29 March and finalisation of prospectus content in April 2017.
1926	CCO: ATEED	Young Enterprise Scheme (WTK)	<p>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).</p>	Q3	LDI: Opex	\$ 500	Completed		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.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Lease Expiry Date	CL: Annual Opex Fee (excluding GST)	CL: Annual Rent Amount (excluding GST)	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
Community Facilities: Renewals												
1878	CF: Community Leases	French Bay Yacht Club Incorporated	Proposed new build of shed at French Bay Esplanade Reserve, 52 Valley Road, Titirangi	Q4		\$ 250.00	\$ 250.00	Deferred		This item will be transferred to the 2017/2018 Work Programme for completion. Cancellation of the resource consent, building consent and landlord approval from Titirangi Coastguard was due this quarter as referred to in quarter three commentary. The Coastguard have advised that the cancellation needs to be signed off by its committee before submitting this to Auckland Council.	No	Titirangi Coastguard advises that it will cancel its resource consent, building consent and landlord approval for its proposed build of the a new boat shed on the southern end of French Bay Esplanade Reserve. There is now no requirement for French Bay Yacht Club to surrender part of its lease over that portion of the reserve. Cancellation of the consents is due in quarter four.
1873	CF: Community Leases	Glenora Eagles Softball Club	New lease for Harold Moody Reserve, 44 Glendale Road, Glen Eden	Q3				In progress		A report recommending a lease is on the agenda for the Waitakere Ranges Local Board business meeting on the 22 June 2017.	No	Project started with site visit undertaken. Waiting for further information from Lessee. Reporting expected in quarter four.
1871	CF: Community Leases	Harbour City Rod Club	Renewal of lease for Singer Park	Q3	30/03/2017		\$ 200.00	Completed		Completed		Completed
1872	CF: Community Leases	Piha Tennis Club Incorporated	New lease for Piha Domain, 21 Seaview Road, Piha	Q1	31/05/2026	\$ -	\$ 1.00	Completed		Completed		Completed
1880	CF: Community Leases	Swanson Railway Station Trust	New lease for Swanson Station Park, 760 Swanson Road, Swanson	Q4	30/11/2015	\$ 250.00	\$ 250.00	In progress		A workshop with the Waitakere Ranges Local Board is scheduled for the 15 June 2017.	No	This project is proposed to start in quarter four.
1877	CF: Community Leases	Te Kawerau a Maki Tribal Iwi Authority	Proposed new build of a marae and papakainga for 240A Bethells Road, Te Henga	Q4				In progress		This project has been transferred to the 2017/2018 Work Programme to enable the applicant time to consider its proposal.	No	This project is proposed to start in quarter four.
3587	CF: Community Leases	The Bethells Beach Surf Lifesaving Patrol Incorporated	New lease for part of Te Henga Park, Bethells Beach	Q3	31/08/2020		\$ 1.00	Completed		Completed Resolution number: WTK/2017/28	No	New community lease approved 23 March 2017 for a term up to 31 August 2020. Resolution number to be advised.
1874	CF: Community Leases	The Roundabout Society Incorporated	New lease for Laingholm Hall Reserve, 4 Lookout Drive, Laingholm	Q1		\$ 1.00	\$ 1.00	Completed		Completed		Lease approved
1876	CF: Community Leases	The Royal New Zealand Plunket Society Waitematā Area Incorporated – Titirangi	New lease for Titirangi War Memorial Park, 500 South Titirangi Road, Titirangi	Q1	27/08/2018	\$ 841.75	\$ 1.00	In progress		Progress with Plunket leases is subject to Plunket completing transfer and assignment of its interests in the leases to its new entities.	No	Completed
1879	CF: Community Leases	Titirangi Volunteer Coastguard Incorporated	Proposed new build of shed at French Bay Esplanade Reserve, 52 Valley Road, Titirangi	Q4				Deferred		This item will be transferred to the 2017/2018 Work Programme for completion. Cancellation of the resource consent, building consent and landlord approval from Titirangi Coastguard was due this quarter as referred to in quarter three commentary. The Coastguard have advised that the cancellation needs to be signed off by its committee before submitting this to council.	No	Titirangi Coastguard advises that it will cancel its resource consent, building consent and landlord approval for its proposed build of the a new boat shed on the southern end of French Bay Esplanade Reserve. Cancellation of the consents is due in quarter four.
1875	CF: Community Leases	Waitākere Citizens Advice Bureaux Inc - Glen Eden	New lease for part of Glen Eden Library, 12-32 Glendale Road, Glen Eden	Q1	30/06/2018		\$ 1.00	Completed		Completed		Completed
1881	CF: Community Leases	Waitākere Residents and Ratepayers Association	New lease for Waitākere War Memorial Park, 13 Bethells Road, Waitākere	Q1; Q2; Q3; Q4	30/04/2023	\$ -	\$ -	In progress		A workshop has been scheduled with the Waitakere Ranges Local Board for 15 June 2017.	No	Report due in April 2017 as per resolution WTK/2016/148 dated 24 November 2016. This is referred to in Q2 commentary.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Lease Expiry Date	CL: Annual Opex Fee (excluding GST)	CL: Annual Rent Amount (excluding GST)	Activity Status	RAG	Q4 Commentary	Q4 Highlight	Q3 Commentary
1882	CF: Community Leases	Waitākere Volunteer Rural Fire Force	New lease for 10-14 Township Road, Waitākere Township	Q4				Deferred		This project will be transferred to the 2017/2018 Work Programme. Rural Fire New Zealand and the New Zealand Fire Service are merging with the new entity name of Fire and Emergency New Zealand coming into force on 1 July 2017. With the new Fire Service Act being passed by Parliament in mid May 2017 Auckland Council is working through the changes required by this legislation.	No	This project is proposed to start in quarter four
1870	CF: Community Leases	Waterhole Swimming Centre	Renewal of lease for Parrs Park, 471-479 West Coast Road, Glen Eden	Q3	30/09/2015		\$ 5.00	Completed		Renewal and variation of lease approved for a term of 33 years commencing 1 October 2015. Completed	No	This project has commenced with a workshop held with the local board on 2 March 2017. Site visit booked. Expecting to report in quarter four.
4556	CF: Investigation and Design	Titirangi War Memorial Park, Titirangi Play centre - renew power supply	Renew power supply, upgrade the mains and install three phase power supply to spread the load.	Q4				Deferred		This is a future year project. Work will not commence in this financial year.	No	NA