

## Work Programme 2017/2018 Q1 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
<b>Arts, Community and Events</b>									
174	CS: ACE: Events	Anzac Services - Henderson-Massey	Support and/or deliver Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 15,000	Approved	Green	Scheduled for Q4. Staff will commence planning in Q2.
717	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (HM)	Broker strategic collaborative relationships and resources within the community. This includes three key activity areas: 1. Engage communities – reach out to less accessible and diverse groups - focus on capacity building and inclusion 2. Enabling council – ensure that groups have access to operational and technical expertise and identify and address barriers to community empowerment 3. Report back - to local board members on progress in activity areas 1 and 2. Includes responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations.	Q1	LDI: Opex	\$ -	In progress	Green	The negotiations to finalise a relationship agreement with Mana Whenua for Te Kawerau o Maki are completed. Funding agreements to the local community groups outlined in this work programme were completed in July 2017. The funding agreements allow local neighbourhood groups to undertake agreed community programmes that align with local board priorities. Staff have brokered cross council community projects to allow community groups to install improvements in local parks, e.g. Riverside Park exercise equipment and Triangle Park.
863	CS: ACE: Community Empowerment	Build capacity - West Means Business (WMB)	Fund West Means Business to: • deliver a west Auckland online employment register for both local employers and job seekers • support people into self-employment and promote vacancies on WMB website • deliver employment related workshops and seminars.	Q1	LDI: Opex	\$ 20,000	In progress	Green	The funding agreement for West Means Business was completed in Q1. West Means Business delivered the following: - two workshops attended by 27 people - one satellite workshop held at Te Atatu Peninsular -12 one-on-one support sessions provided to start up businesses. West Means Business also supported Job Fest planning through the networks of West Means Business network and Youth Employment Providers.
869	CS: ACE: Community Empowerment	Build capacity(HM): Massey Matters work programme	Fund Massey Matters to deliver capacity building services and engage communities in neighbourhood development activities. Massey Matters is a community led hub that : • builds capacity of the local community to respond to local issues in its own way • provides a professional information sharing network • supports community led place making activities.	Q1	LDI: Opex	\$ 110,000	In progress	Green	The funding agreement for Massey Matters was completed. In Q1, Massey Matters: -completed three monthly network meetings focusing on food matters -completed community consultation on how to progress food concepts into an integrated Massey project over the next 12 months -completed the Massey residents forum for Royal Road Shopping Centre - distributed Massey "Community Pulse"; Spring edition (community magazine) to over 8000 homes and businesses - completed community consultation on Royal Rd playground upgrade.
852	CS: ACE: Community Empowerment	Build capacity: community support hub	Fund a project led by local community leaders that supports local groups to have appropriate day to day operational practices.  This will include good principles for accounting, human resources, administrative and legal.	Q1	LDI: Opex	\$ 75,000	In progress	Green	McLaren Park Henderson South and Sport Waitakere delivered five workshops to local Henderson-Massey organisations that were enrolled in the Community Business Hub programme. This work will continue in Q2.
868	CS: ACE: Community Empowerment	Build capacity: Community Waitakere work programme	Fund Community Waitakere to engage community to build capacity and participate in neighbourhood placemaking.  This includes provision of training programmes, affordable working and networking space, and anchor support for community groups seeking mentoring support.	Q1	LDI: Opex	\$ 33,000	In progress	Green	Funding agreement for Community Waitakere was completed. In this quarter Community Waitakere delivered the following: - two Open Door Days in partnership with Healthy Families and Te Whanau o Waipareira - five training sessions in facilitation skills, funding, reporting standards, conflict resolution and collaboration. This training attracted 62 participants -one community breakfast with Max Rashbrooke as the guest speaker. The discussion concentrated on suicide awareness and inequality. The breakfast attracted over 30 participants.

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910	CS: ACE: Community Empowerment	Build capacity: Massey neighbourhood development	Undertake a range of community programmes and initiatives to enable the development of Massey's neighbourhoods. The following initiatives will occur: <ul style="list-style-type: none"> <li>• a free youth event organised by youth</li> <li>• continued co-lab local youth involvement with YMCA and Raise Up</li> <li>• neighbourhood exercise in parks over the summer and autumn months for families</li> <li>• street BBQs to generate neighbourly participation</li> <li>• linking with local school hubs to extend community programmes and activities</li> <li>• resident led initiatives, such as local clean ups</li> <li>• developing opportunities to partner with mana whenua and mataawaka</li> <li>• local business support for prizes and community acknowledgement</li> <li>• youth speak outs</li> <li>• local events such as the Massey Christmas party.</li> </ul>	Q1	LDI: Opex	\$ 45,000	In progress	Green	The funding for neighbourhood development in Massey Matters was completed in Q1. The children's garden was approved (Massey Matters has oversight of this) and negotiations have commenced between Massey Matters and the Men's Shed in Massey to build seating for this garden.
856	CS: ACE: Community Empowerment	Build capacity: strong governance support	Fund MPHS to deliver stage two of the governance support programme for community programmes and groups. Support and monitor the contract delivery.	Q1	LDI: Opex	\$ 70,000	In progress	Green	Staff distributed funding to McLaren Park Henderson South (MPHS) for a governance training programme for community groups. MPHS redesigned the governance project and one workshop was delivered. Two organisations received on-going mentoring services. This work will continue in Q2.
911	CS: ACE: Community Empowerment	Building capacity: Match fund	Provide match funding to allow local residents to apply to Massey Matters for small grants to further local neighbourhood initiatives. Grants of up to \$1,000 can be given under the new framework that has been developed for a resident led programme. Supported workshops are available for successful candidates. Celebration events will be attached to this programme of work.	Q1	LDI: Opex	\$ 5,000	In progress	Green	In Quarter 1, the following allocations of \$1000 each were made to: The Massey Men's Shed for Kids Workshop series My Backyard Garden for Massey family gardens. In addition to the above, Massey Matters held three public information sessions about match funding.
173	CS: ACE: Events	Citizenship Ceremonies - Henderson-Massey	Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 13,328	In progress	Green	Staff delivered combined Western Cluster citizenship ceremonies on two occasions during Q1 with 814 people becoming new citizens.
221	CS: ACE: Arts & Culture	Community Arts programmes - LDI Henderson-Massey Wayfinding Project, Phase three	Implement phase three of the Henderson-Massey Wayfinding Project (Outside the Square). Develop creative programmes and projects based on the written works and projects delivered in the previous two phases.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 18,000	In progress	Green	A launch event for "Outside the Square" was held at Corban Estate Arts Centre. The event was attended by 70 people and included readings and a panel discussion with the four commissioned writers. The written works have since been distributed in purpose built book boxes placed around Henderson. A full report on the second phase of the project and a proposal for phase three will be presented to the local board in Q2.
186	CS: ACE: Community Empowerment	Community grants (HM)	Funding to support local community groups through contestable grant funding	Q1;Q2;Q3;Q4	LDI: Opex	\$ 124,000	In progress	Green	The board allocated \$13,078 in the Quick Response, Round One (HM/2017/132). The remaining budget is \$110,922.
2175	CS: ACE: Advisory	Community Response Fund - Henderson-Massey	Discretionary fund to respond to community issues as they arise during the year	Q1;Q2;Q3;Q4	LDI: Opex	\$ 72,000	In progress	Green	No allocations in Q1

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383	CS: ACE: Community Places	Community Venues HM- participation increase	Develop a network wide marketing strategy to increase participation within community venues in the Local Board area based on relevant and current research.	Q1;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Staff considered insights from research undertaken on non-users of venues for hire across the network. Key opportunities for further investigation include: -Capitalise on strengths in positioning – family friendly, local and convenient, affordable - Improve the condition and amenities of venues to meet expectations - Develop our offer and tailor to meet distinct interests - Provide easy event package options -Improve visibility of centre activities that will enable participation - Develop a digital solution to promote both venues and activities - Drive repeat business, share experiences, satisfaction and reach new customers. Staff will develop an improvement plan in Q2 and Q3.
871	CS: ACE: Community Empowerment	Community-led place making: Neighbours Day	Promote and engage communities in neighbourhood activities on Neighbours day.	Q1	LDI: Opex	\$ 20,000	In progress	Green	The funding for this programme of work was allocated to Massey Matters, Ranui Action Project, and McLaren Park Henderson South in July 2017 to use for neighbourliness activities and to promote Neighbours Day . Community Waitakere will distribute funding to residents in Neighbours Week for street celebrations. Community Waitakere are beginning to raise the awareness of the event to potential partners.
900	CS: ACE: Community Empowerment	Community-led place making: Ranui neighbourhood development	Fund Ranui Action Project to undertake a range of community programmes that support place-making activation, community led initiatives safety, youth and migrant activities that enhance a strong sense of community pride and ownership. The Ranui Empowerment Coordinator activates community place making in areas. Budget: Ranui Neighbourhood development \$30,000 Ranui Empowerment coordinator \$10,000 (from safety budget)	Q1	LDI: Opex	\$ 40,000	In progress	Green	The funding agreement for Ranui Action Project (RAP) was completed in Q1. RAP has delivered the following: - a finalised plan to increase the visibility of Te Ao Maori in Ranui through artwork from a local artist - two craft sessions held with local migrant refugee women -weekly volunteering sessions in the local community garden. The Ranui Empowerment Coordinator is working in collaboration with Ranui 135 and the youth leadership team to finalise a new media channel Buzzfeed which will operate from Corbans Art Estate from 16 October
901	CS: ACE: Community Empowerment	Community-led placemaking - CCTV monitoring (HM)	Fund and partner with local community and business organisations to make Henderson a safe, vibrant and prosperous centre. Activities include: • identifying local community or business organisations and building their capacity and capability, through partnerships, to support local decision making regarding safety and economic development • improving perceptions of safety in the town centre through community-led placemaking activities and encouraging collaboration of key stakeholders • enabling identified organisations to manage council's safety camera system in Henderson.	Q1	LDI: Opex	\$ 30,000	In progress	Green	The board approved further funding support extending the 20-hour weekly monitoring guard based in the Henderson CCTV control room for 2017/2018. CCTV signage is ready for installation around the Henderson CBD. Approval of locations for CCTV signage will be sought through the local board. It is anticipated that all signage will be installed in Q2. The police confirmed a significant drop in reported offences from the Henderson CBD and continue to attribute this to the CCTV project. There is a strong network and collaboration by stakeholders through the Henderson police safety panel.
755	CS: ACE: Community Empowerment	Community-led placemaking: (NorthWest (NorSGA)) Spatial Priority Area (HM)	Engage and empower communities to ensure that they influence decision-making on spatial priority area (SPA) planning and implementation. Strengthen community-led placemaking and planning initiatives within the SPA area. Develop innovative ways to engage with communities that have not traditionally participated in council decision-making.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	No significant opportunities for engagement or community-led development in this quarter. Staff continue to explore opportunities to support community-led development and engagement as housing developments progress in the Spatial Priority Area.

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1007	CS: ACE: Community Empowerment	Community-led placemaking: activating places and connections for older people	<p>Activate neighbourhood led responses for older people that are coordinated through community hubs of Ranui Action Project, MPHS and Massey Matters so that older peoples' networks are extended, and isolation of the elderly is reduced.</p> <p>Build capacity for agencies working with older people in the local baord area.</p> <p>Support and strengthen community agencies and groups who already network and link with older people so that local responses to Maori, Pacific, Asian and other older people.</p> <p>Develop and supply tools within council and externally, such as local retirement villages, Age Concern, marae, the Fono to enable community led support for progammes for older people.</p>	Q1	LDI: Opex	\$ 10,000	In progress	Green	Initial discussions across various departments of Auckland Council to assess the current level of interaction available for those over 65 years are completed. Census information on older people in the Henderson-Massey Local Board area has been collated. It is intended that all information will identify opportunities to be developed for an Older Persons Action Plan by November 2017. A workshop with the local board to present possible options is scheduled in Q2.
902	CS: ACE: Community Empowerment	Community-led placemaking: activation of neighbourhood connections and spaces	<p>Activating neighbourhood-led responses to safety issues through a variety of place-making initiatives that are coordinated and implemented through local community hubs.</p> <p>Supporting local community in community building activities. Examples include neighbourhood tidy ups of streets, karaoke music in public places and the implementation of a community project to refit a caravan for the youth team in Ranui.</p> <p>Developing and supplying tools to enable and support community led place making so that hubs can be agile in responding to local need as they arise.</p> <p>This allocation supports community hubs to build their capacity and be able to respond flexibly to any local safety issues.</p>	Q1	LDI: Opex	\$ 80,000	In progress	Green	The funding for this project was distributed to four community agencies in Q1. These include Ranui Action Project, McLaren Park Henderson South (MPHS) Community Hub, Massey Mattes and Kakano Youth Arts Collective. The funding will enable community groups to deliver programmes that enhance local participation and encourage pride of place amongst residents. Kakano Youth Arts Collective delivered the following in this quarter: -painted two walls depicting native birds heads in the Henderson Town Centre - sent five different designs for Catherine Plaza, in the town centre, to the local board and are awaiting feedback. >Ranui Action Project is also working with youth to complete two murals by Christmas 2017. The mural designs are currently underway. Massey Matters undertook community consultation for Triangle Park and possible developments MPHS completed one street clean up followed by a residents' celebration.
906	CS: ACE: Community Empowerment	Community-led placemaking: Pomaria/Lincoln Rds Neighbourhood development	<p>Fund Community Waitakere to develop connected neighbourhoods in the Lincoln North/Pomaria area by:</p> <ul style="list-style-type: none"> <li>• facilitating resident engagement through neighbourhood events</li> <li>• encouraging resident led neighbourhood planning and implementation of neighbourhood activities</li> <li>• strengthening linkages with local neighbourhood networks to increase neighbourhood participation e.g. Hippy</li> <li>• launching local events to support national initiatives such as White Ribbon Day</li> <li>• collating and sharing information with local residents on local community assets that are available to support neighbours getting together.</li> </ul>	Q1	LDI: Opex	\$ 45,000	In progress	Green	The funding agreement was completed in Q1 and Community Waitakere have: -delivered the In Case of Emergency (ICE) workshop that involved local residents, Civil Defence, Neighbourhood Watch and Community Waitakere. This workshop builds resilience at family, street and neighbourhood levels. -established the community radio at Pomaria School which connects the specific community around the school. community arts projects from the community hub at Pomaria School continue on an on-going basis.

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177	CS: ACE: Events	Delivered Events - Henderson-Massey	Deliver community events within the local board area: - Movies in Parks (\$12,500) - Kite Day (\$16,000) - Henderson Christmas Festival (\$35,000) - Snow in the Park (\$40,000) - Brass at the Falls (\$10,000) - Busking on the Bridge (\$10,000) Total = \$123,500	Q2;Q3	LDI: Opex	\$ 123,500	In progress	Green	The Henderson Christmas Festival will be on Saturday 25 November at Henderson Park. The event will feature stage programming, amusement rides, interactive activities and Santa. Programming to be complete by end of October. Operational suppliers are booked. Sport Waitakere are coordinating Health Families food stalls and water station. This event will be zero waste. Marketing will commence approximately three weeks prior to the event. Planning for the Movies in Parks series is on track. Henderson Park has been booked for Friday 23 February. A public screening licence for "The Lego Batman Movie" has been submitted, approval/rejection pending as film still playing in cinemas. Regional sponsorship will be confirmed in October. Regional marketing will commence in November with specific event advertising starting three weeks prior to each event. Snow in the Park planning will commence in Q3. Come Fly a Kite planning and Busking on the Bridge planning will commence in Q2. Brass at the Falls - three concerts will be held in March at Falls Parks. Concert bands are confirmed as follows: Sunday 11 March - Waitakere Auckland Brass Band, Sunday 18 March, Royal New Zealand Air Force Band, and Sunday 25 March Band of the Royal Regiment of New Zealand Artillery. Operational planning will commence in Q3.
380	CS: ACE: Community Places	Evaluation of Te Atatu Peninsula, Te Atatu South and Kelston Community Centres work programme	Evaluate the work programmes of Te Atatu Peninsula, Te Atatu South and Kelston Community Centres to understand whether the centres are delivering the outcomes agreed, and what other impacts the programmes might be having.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Evaluations on a range of programmes are underway. This included activities in the Creative Lab, Crafters group at Te Atatu Peninsula Community Centre and the Matua Pasifika group at Kelston Community Centre. Staff will continue to rollout surveys in Q2 and will be able to analyse data from programmes already evaluated.
176	CS: ACE: Events	Event Partnership Fund - Henderson-Massey	Non-contestable core funding for community events: - Elvis in the Park (Memories of Elvis Fan Club) \$3,000 - Westgate Christmas Parade (Henderson Rotary Club) \$5,000 - Te Atatu Peninsula Christmas Parade (Te Atatu Parade Committee) \$5,000 - Love Hendo (Corban Estate Arts Centre) \$8,000 - Diwali& Holi Festivals (Waitākere Indian Association) \$20,000 - Toddler Day Out (Violence Free Waitākere) \$10,000 - Te Atatu Spring Festival (Margaret Lowe on behalf of the Te Atatu Spring Festival) \$5,000 - Te Atatu South Community Day (Heart of Te Atatu South/HOTAS) \$5,000 - Massey Events (Massey Matters) \$20,000 - Ranui Events (Ranui Action Project) \$15,000 - Waitangi Day (Te Whanau O Waipareira Trust) \$5,000 - Humans of Hendo (Toi Ora) \$10,000 - McLaren Park Events (MPHS) \$20,000 - Matariki Celebrations (Te Atatu Marae Committee) \$5,000 - Unallocated Funding \$10,500 Total = \$146,500	Q2;Q3;Q4	LDI: Opex	\$ 146,500	In progress	Green	Nine grants with a value of \$73,000 have been paid. The \$10,000 funding grant to Toi Ora for Humans of Hendo project will not be spent in this financial year (2017/2018) due to resourcing issues at Toi Ora. This funding is now available for reallocation. Staff will report back to the local board on funding grants in Q4.

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192	CS: ACE: Community Places	Funding Agreement - Glendene Community Hub	A one year term agreement with Glendene Community Society Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Glendene Community Hub for the 2017/2018 year, commencing 1 July 2017 and terminating on 30 June 2018.  <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 57,689	In progress	Green	Payment was made to the Glendene Community Hub. Staff will commence planning for the regional hui in Q2.
190	CS: ACE: Community Places	Funding Agreement - Henderson Youth Facility	A five year term agreement with Zeal Education Trust to facilitate and deliver work plan outcomes, including activities and programmes at Henderson Youth Facility for the years 2017-2022, commencing 1 July 2017 and terminating on 30 June 2022.  <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 160,760	In progress	Green	Payment was made to the Henderson Youth Facility. Staff will commence planning for the regional hui in Q2.
514	CS: ACE: Community Places	Funding Agreement - Massey Community Hub	A three year term agreement with Massey Matters Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Massey Community Hub for the years 2017-2020, commencing 1 July 2017 and terminating on 30 June 2020.  <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 52,000	In progress	Green	During Q1 payment was made to the Massey Community Hub. Staff will commence planning for the regional hui in Q2.
189	CS: ACE: Community Places	Funding Agreement - Sturges West Community House	A three year term agreement with Sturges West Community House Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Sturges West Community House for the years 2017-2020, commencing 1 July 2017 and terminating on 30 June 2020.  <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 38,597	In progress	Green	Payment was made to the Sturges West Community House. Staff will commence planning for the regional hui in Q2.
385	CS: ACE: Community Places	Hire fee subsidy - HM	Administer further subsidy of hire fee \$505 for specific groups funded by LDI.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 505	In progress	Green	Staff have administered the additional subsidised rates as approved by the board. Each group has been notified and are aware of their charges for this financial year.

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861	CS: ACE: Community Empowerment	Increase diverse participation: children and young people	<p>Fund MPHS to deliver community-led play days for children under 5 years in Henderson South.</p> <p>All tools available for early childhood education are utilised in these play days and provide local support for a strong community-led early childhood focus.</p> <p>Budget is \$25,000.</p> <p>Child friendly programmes for 7 to 10 year olds in Henderson South are also programmed - budget \$7,000.</p>	Q1	LDI: Opex	\$ 32,000	In progress	Green	Staff distributed funding to McLaren Park Henderson South for the Child Friendly After School programmes for 7-10 year olds and the community-led play days for families of children under 5 years. A new local whanau was attracted to the community-led play-day group. The afterschool programme for seven to 10 year olds is underway and is held one day a week during term times.
979	CS: ACE: Community Empowerment	Increase diverse participation: West Auckland Enterprise and Skills Training (WEST) work programme	<p>Fund WEST to deliver economic development services in the West including services for under 25 years and over 25 year old people via the West Work Ready programmes to:</p> <ul style="list-style-type: none"> <li>• assist people into part time and full time employment in west Auckland</li> <li>• provide training courses that cover a wide variety of topics that allow people to be work ready</li> <li>• support applicants throughout their employment journey so that they succeed</li> <li>• coordinate quarterly meetings for the youth employment providers network</li> <li>• provide the online network directory for all</li> <li>• provide first aid training and training in fork lift certification, passenger service , heavy licensing</li> <li>• work in partnership with other organisations.</li> </ul>	Q1	ABS: Opex	\$ 28,309	In progress	Green	The funding agreement for WEST was completed. WEST delivered eight courses covering a wide spectrum of topics were completed with more than 50 participants attending the courses WEST also hosted the Adult Learners Week Awards that were held in Te Atatu in September 2017 WEST sponsored a Festival of Learning event in Te Atatu in September 2017.
903	CS: ACE: Community Empowerment	Increase diverse participation: youth voice, youth-led initiatives, and Tula'i Youth Leadership – (West Auckland Pasifika Forum)	<p>Develop three neighbourhood youth voice programmes in Henderson, Ranui and Massey that encourage and support young people to give their views to influence local board work priorities and provide input into local board decision-making on issues that affect young people.</p> <p>Link this neighbourhood process with the programmes and services operating from Zeal (a national youth service) to ensure a wide coverage of youth input.</p> <p>Implement youth-led projects and events such as Youth Week which will be planned, organised and run by youth Tula'i Youth Leadership Pasifika programme (West Auckland Pasifika Forum)</p> <p>Budget:            \$12,000 to Tula'i Youth Leadership Pasifika programme            \$5,000 - youth week            \$11,000 split between three neighbourhood hubs to develop neighbourhood youth voice</p>	Q1	LDI: Opex	\$ 28,000	In progress	Green	Funding agreements for youth voice were completed for Ranui, Massey and McLaren Park Henderson South in Q1. In August 2017, MPHS, together with Zeal, organised a youth retreat with 25 young people from the Henderson-Massey Local Board area attending. This was a collaborative project, establishing their own youth brand. The Tula'i programme had an independent review, which is currently being finalised. Initial planning for the 2018 programme is underway. Staff have secured a venue for the modules. A funding agreement is being progressed with Youth Horizons, as the fund holder for Tula'i, with the local board approving three years of funding.

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193	CS: ACE: Community Places	Licence to Occupy and Manage - Glendene Community Hub	A one year term with Glendene Community Society Incorporated for operation of the Glendene Community Hub: 82 Hepburn Road, Glendene being part of Lot 41 DP 48056 contained in NA 1925/33 for the 2017/2018 year, commencing 1 July 2017 and terminating on 30 June 2018.  i)Rent- \$1.00 plus GST per term if requested. ii) All other terms and conditions in accordance with the Auckland Council Community Occupancy Guidelines July 2012.	Q2;Q3	ABS: Opex	\$ -	In progress	Green	No update is required for Q1, an update will be provided in Q2.
191	CS: ACE: Community Places	Licence to Occupy and Manage - Henderson Youth Facility	A five year term with Zeal Education Trust for operation of Henderson Youth Facility: 20 Alderman Drive, Henderson being Lot 6 DP 1467 and part Lot 7, DP 2251 including the Suss It room for the years 2017-2022, commencing 1 July 2017 and terminating on 30 June 2022.  i)Rent- \$1.00 plus GST per term if requested ii) All other terms and conditions in accordance with the Auckland Council Community Occupancy Guidelines July 2012	Q2	ABS: Opex	\$ -	Completed	Green	The licence to occupy and manage was executed, a quarter earlier than anticipated.
194	CS: ACE: Community Places	Licence to Occupy and Manage - Manutewhau Community Hub (West Harbour Community Hub)	A two year term with Massey Matters Incorporated for operation of the Manutewhau Community Hub (West Harbour Community Hub): 74 Oreil Avenue, West Harbour being Lot 326 DP 88755 contained NA43C/386 for the years 2017-2019, commencing 1 July 2017 and terminating on 30 June 2019.  i)Rent- \$1.00 plus GST per term if requested. ii) All other terms and conditions in accordance with the Auckland Council Community Occupancy Guidelines July 2012.	Q2	ABS: Opex	\$ -	In progress	Green	No update is required for Q1, update will be provided in Q2.
516	CS: ACE: Community Places	Licence to Occupy and Manage - Massey Community Hub	A three year term with Massey Matters Incorporated for operation the Massey Community Hub: 385 Don Buck Drive, being Pt Lot 3 DP 24459 for the years 2017-2020, commencing 1 July 2017 and terminating on 30 June 2020.  i)Rent- \$1.00 plus GST per term if requested. ii) All other terms and conditions in accordance with the Auckland Council Community Occupancy Guidelines July 2012.	Q2	ABS: Opex	\$ -	Completed	Green	During Q1 the licence to occupy and manage was executed, a quarter earlier than anticipated.
175	CS: ACE: Events	Local Civic Events - Henderson-Massey	Deliver and/or support civic events within the local board area. Activities may include: - Unlock Henderson - New Westgate Multipurpose Facility - Moire Road Playground Upgrade - Royal Reserve Playground Upgrade	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	The Kakogawa Japanese Delegation visited the Local Board on Sunday 10 August 2017, with 30 people attending.



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722	CS: ACE: Community Empowerment	Local Māori Responsiveness Action Plan (HM)	Work with mana whenua and mataawaka to create a local responsiveness action plan which includes the following: <ul style="list-style-type: none"> <li>• key aspirations and priorities for Māori in the area</li> <li>• opportunities to work together</li> <li>• a plan for building strong relationships and sharing information with Māori</li> </ul>	Q1	LDI: Opex	\$ 30,000	In progress	Green	In May 2017, Kim Penitito was contracted to complete mapping research of Maori stakeholders and their aspirations for Henderson-Massey Local Board. This research is completed and was workshopped with the local board on 26 September 2017. Negotiations are completed with Mana Whenua group, Te Kawerau o Maki for the Relationship Agreement with the Henderson-Massey Local Board.
210	CS: ACE: Arts & Culture	Pacifica Arts Centre at Corban Estate - ABS Pacifica Mamas Arts and Cultural Trust Operational Support Grant	Administer funding agreement with Pacific Mamas Arts and Cultural Trust for Pacific cultural services, activities and programmes including: <ul style="list-style-type: none"> <li>- performing arts</li> <li>- language and visual arts</li> <li>- Pacific "living art" experiences for the community</li> <li>- exhibition opportunities for local Pacific artists</li> <li>- Pacific arts</li> <li>- cultural outreach to the wider Auckland region.</li> </ul>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 148,807	In progress	Green	The funding agreement with Pacifica Mamas Arts and Cultural Trust for FY2018 has been executed. The centre delivered 173 programmes to 5982 participants, including interactive storytelling sessions at Te Atatu Peninsula Library and Waitakere Central Library, and a Pacific storytelling workshop at Edmonton Meadows Rest Home. The centre also hosted a series of workshops for indigenous women focused on leadership and mentoring. The centre attracted 9365 visitors to Corban Estate.
765	CS: ACE: Community Empowerment	REGIONAL: Improve safety through community-led place making (HM)	Fund and partner with local organisations such as voluntary community patrols and Neighbourhood Support to deliver initiatives that will make the area feel safe and vibrant. Activities: <ul style="list-style-type: none"> <li>• build local organisation capacity and capability to respond flexibly to any local safety issues</li> <li>• activate community-led responses, through a variety of place-making activities that increase the sense of community belonging and safety in their communities.</li> </ul>	Q1;Q2;Q3;Q4	Regional	\$ -	In progress	Green	In Q1, funding agreements were drafted to deliver safety programmes across 3-west local boards, including high visibility patrols, and educational initiatives, such as Bluelight discos within primary schools. This includes draft agreements with: - Pacific Wardens Glen Eden - Community Patrols - Waitakere Pacific Wardens - Neighbourhood Support Waitakere - Waitakere Bluelight. All funding agreements will be completed in Q2.
866	CS: ACE: Community Empowerment	Respond to Maori aspirations: working with Local Maori Youth – Ngā Kawa o Tangaroa Tikanga	Fund Te Whanau o Waipareira Trust to deliver the Ngā Kawa o Tangaroa Tikanga Programme reconnecting rangitahi to their culture. This is a youth development programme that focusses on diving and collecting kai moana (shellfish) whilst strengthening whanau ties through the activities.	Q1	LDI: Opex	\$ 15,000	In progress	Green	The funding agreement to enable Te Whanau o Waipareira Trust to deliver the Nga Kawa o Tangaroa (a dive programme for rangitahi) programme was completed in Q1. Te Whanau o Waipareira updated the local board on the achievement of the 2016/2017 Nga Kawa o Tangaroa Tikanga programme. The selection of rangitahi for the course got underway. Those selected come from a variety of backgrounds across the Henderson-Massey Local Board area.
393	CS: ACE: Community Places	Te Atatu Peninsula, Te Atatu South and Kelston Community Centres programme delivery	Deliver the work programme of activities at the Te Atatu Peninsula, Te Atatu South and Kelston Community Centres with a focus on fostering creativity, building community capability, encouraging participation and providing recreational experiences for young and old.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 187,376	In progress	Green	Te Atatu Peninsula Community Centre: Q1 focused on building community engagement through greater presence at the centre, dedicated office hours, facilitation of Te Atatu Community Network meetings, capturing feedback from centre visitors along with the new Te Atatu Youth Voice group. A new programme of afterschool activities will be launched in Q2 including badminton. Te Atatu South Community Centre: Q1 continued to deliver programmes in partnership with Heart of Te Atatu South (HoTAS) and plans are being made for new programmes starting Q3. The refurbishment dates have been confirmed and the centre will be closed in Q2. Waitakere Cadets programme relocated to Henderson High School as they needed office and storage space. Kelston Community Centre: Q1 programmes delivered and a workshop with the local board in September raised concerns about the centre which is in need of a refurbishment.

## Work Programme 2017/2018 Q1 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
384	CS: ACE: Community Places	Venue Hire Service Delivery - HM	Provide and manage venues for hire and the activities and opportunities they offer as follows: - manage the customer centric booking and access process - align activity to local board priorities through management of the fees and charges framework. This includes activities contributing to community outcomes offered by not-for-profit and community groups and whether the activity is of religious ministry.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Staff have identified the need and value of understanding hirer satisfaction and experiences. Staff have developed a survey which will be sent out monthly to both casual and regular hirers in Q2 to gain insights from customers experience with council managed venues. Q1 statistics are based on the first two months of FY2018 and one month of estimates. Visitor numbers are steady compared to last year.
214	CS: ACE: Arts & Culture	Waitākere Arts and Cultural Development Trust - ABS Waitākere Arts and Cultural Dev Trust (Corban Estate) Operational Support Grant	Administer a funding agreement with the Waitākere Arts and Culture Development Trust for exhibitions, public programmes, short-term artist residencies on site, educational programmes, and provision of a venue for hire for performances and events.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 553,498	In progress	Green	The funding agreement with Waitakere Arts & Cultural Development Trust (Corban Estate Arts Centre) for FY2018 has been executed. In Q1 the centre attracted 16,714 visitors to the estate. During this period 140 young people participated in the centre's school holiday programme, and 114 people attended "Word Up!" a word based performance competition for young people.
216	CS: ACE: Arts & Culture	Waitākere Central Community Arts Council - ABS Waitākere Central Community Arts Council (WCCAC) Operational Support Grant	Administer funding agreement with Waitākere Central Community Arts Council for visual arts education programmes, open studio space for artists and a programme of exhibitions. Waitākere Central Community Arts Council (the Recipient) will provide development opportunities for artists and crafts people, fostering creative entrepreneurship for artists to develop a sustainable practice. • The Recipient will provide services, activities and programmes that "generates an environment that encourages creativity" and develops a flourishing arts environment accommodating all genres and cultures.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 47,094	In progress	Green	The funding agreement with Waitakere Central Community Arts Council (WCCAC) for FY2018 has been executed. In Q1 the studio had a total of 1120 users. Highlights during this period included a workshop on abstract painting with the artist Ken Padgett, and outings for members to the Auckland Museum, Pah Homestead and a sculpture trail in Matakana.
521	CS: ACE: Community Places	Westgate Operational planning	Develop and confirm an operational delivery plan for the Westgate Centre to guide service provision for when the facility opens.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 10,000	In progress	Green	In quarter one operational planning for Westgate commenced with: Executive Lead Team endorsement of the Colocated/Integrated services framework being applied to the organisational planning for Westgate in July. Local Board endorsed the Colocated/Integrated services approach for operational planning for Westgate at a workshop held in August. The first series of staff worksops to develop culture and practice for the operational model were completed in September.
198	CS: ACE: Community Places	Year 2 of 3 year term grant: Funding agreement - Manutewhau Community Hub (West Harbour Community Hub)	Massey Matters Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Manutewhau Community Hub for the years 2016-2019, commenced 1 July 2016 and terminating 30 June 2019.  <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 57,746	In progress	Green	Payment was made on year two of the three-year funding agreement to the Manutewhau Community Hub (West Harbour Community Hub). Planning for the regional hui will commence in Q2.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
197	CS: ACE: Community Places	Year 2 of 3 year term grant: Funding agreement - Ranui Community House	Ranui Community House Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Ranui Community House for the years 2016-2019, commenced 1 July 2016 and terminating 30 June 2019.  <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 51,559	In progress	Green	During Q1 payment was made on year two of the three year funding agreement to the Ranui Community Centre. The sudden departure of the new centre manager resulted in some financial and staffing problems for the centre. The previous centre manager was able to step in to address some of the problems and recruitment has started for a new manager. Staff will commence planning for the regional hui in Q2.
196	CS: ACE: Community Places	Year 2 of 5 year term grant: Funding agreement - Hub West McLaren Park Community House	MPHS Community Trust to facilitate and deliver work plan outcomes, including activities and programmes at Hub West McLaren Park Community House for the years 2016-2021, commenced 1 July 2016 and terminating 30 June 2021.  <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 89,712	In progress	Green	Payment was made on year two of the five year funding agreement to the Hub West McLaren Park Community House. Staff will commence planning for the regional hui in Q2.
904	CS: ACE: Community Empowerment	Youth Connections (HM)	Collaborate with multiple sectors to support youth from secondary education through pathways to employment and or entrepreneurships. Closing the gap between youth and business, through work readiness with local Rangitahi and sharing learnings and insights to enable youth ready business. Providing local opportunities to improve social and economic outcomes. Aiming for all youth to be meaningfully engaged in education, employment or training and have clear and viable employment pathways.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	The Future Ready Summit was held in Q1 with over 200 business representatives across Auckland attending. >The Youth Employer Pledge has 70 business partners, with the Waitemata, Auckland and Counties-Manukau District Health Boards being the most recent to commit to the pledge. Youth Connections supported Aspire Mentoring and West Work Ready to initiate two work readiness programmes: Bridging Pathways and Forkhoist Training, supporting a total of 40 young people to become work ready. These programmes include work experience, industry relevant qualifications and connecting to employment opportunities. Both programmes are supported and tracked via YouthFull.  In addition, the Auckland Transport online driver licensing course (Road to Work) was also launched on the YouthFull website.  In Q2, JobFest will be held at The Trusts Stadium. Youth Connections have developed a pilot programme with Youth Service West to engage, train and support young people so that they are best placed to benefit from all of the opportunities JobFest has to offer.
<b>Community Facilities: Build Maintain Renew</b>									
2954	CF: Project Delivery	Corbans Estate Arts Centre - refurbish exterior - villa, garage and Waitakere Arts	Exterior refurb to Villa/Garage buildings and Waitakere Arts Building. This project is carried forward from the 2016/2017 work programme, previous ID 171	Q1	ABS: Capex	\$ 125,000	Completed	Green	Current Status: Project complete.
2663	CF: Project Delivery	Fred Taylor Park - renew sports field	Fred Taylor Park sports field renewal. This project is a continuation of the 2017/2018 programme (previous ID 3297)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 184,500	In progress	Green	Current Status: design documentation is complete. Works will be undertaken in 2018/2019 due to current market capacity to deliver.  Next Steps:Tender works in 2018 for delivery during the summer season 2018/2019.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
3318	CF: Project Delivery	Harbourview-Orangihina - renew car park	Renew wheel stops. Project brought forward for delivery from financial year 2019 as part of the risk-adjusted programme	Q1;Q2;Q3;Q4	ABS: Capex	\$ -	In progress	Green	Current Status: Tender for physical works is underway. Next Steps: Award contract and receive construction programme.
3294	CF: Project Delivery	Henderson Bowling Club - Renew roof	Number of problems with this roof due to deterioration and weather tightness issues. Existing roof consists of three elements, all of which are showing signs of decay due to age and weathering. Main pitched roof - asbestos sheeting - going brittle; brown-built metal roof is deteriorating - rust spots showing. dorma butanol flat roof is deteriorating.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	In progress	Green	Current Status: Preparing scope of work. Next Steps: Planning.
1116	CF: Operations	Henderson fairy lights maintenance consequential opex 2017/2018	Annual maintenance on Henderson fairy lights in Henderson and Te Atatu.  Consequential operational expenses are required to be funded by the Henderson-Massey Local Board because the purchase of the fairy lights was funded from Parks events LDI opex.	Not scheduled	LDI: Opex	\$ 4,400	Approved	Green	Current status: Maintenance to be undertaken prior to Christmas. Next steps: Monitor and ensure in programme for next financial year.
2664	CF: Project Delivery	Henderson Park - renew car park and bollards	Renewal of car park surface and surrounding bollards. This project is a continuation of the 2017/2018 programme (previous ID 3299)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 200,000	In progress	Green	Current Status: The physical works are underway Next Steps: Complete the physical works
2665	CF: Project Delivery	Henderson Valley Green - renew structure	Renew footbridge surface. This project is a continuation of the 2017/2018 programme (previous ID 3300)	Q2;Q3;Q4	ABS: Capex	\$ 23,850	In progress	Green	Current Status: review quotes and award contract. Next Steps: start physical works in summer 2017
3006	CF: Project Delivery	Henderson Youth Facility - replace sliding doors	Renew existing manual sliding door at the Zeal office with an automated system. This project is carried forward from the 2016/2017 work programme, previous ID 4455	Q1	ABS: Capex	\$ 1,000	Completed	Green	Current Status: Project complete.
2667	CF: Investigation and Design	Henderson-Massey - FY18 renew park furniture	Don Buck Corner, Featherstone Park, Kayle Glen Walk, Kelvin Strand, Realm Esplanade, Te Rangī Hiroa/Birdwood Winery, Zita Maria Park	Q2;Q3;Q4	ABS: Capex	\$ 29,600	Approved	Green	Current Status: Writing business case and finalising furniture to install. Next step: wrte business case.
2668	CF: Investigation and Design	Henderson-Massey - FY18 renew park signs	Bridge Avenue Reserve, Jack Pringle Village Green, Roberts Green, Sherwood Park, Te Rangī Hiroa/Birdwood Winery, The Concourse Strand, Waimanu Bay Reserve, Zita Maria Park	Q2;Q3;Q4	ABS: Capex	\$ 26,500	In progress	Green	Current Status:The signage supply contract has been awarded and the tender for installation of the signs is underway. Next steps: Award contract for signage installation and agree delivery timeframe.
2669	CF: Investigation and Design	Henderson-Massey - FY18-FY19 renew coastal assets	Chapman Strand, Dawnhaven Esplanade, Waimanu Bay Reserve	Q2;Q3;Q4	ABS: Capex	\$ 18,500	Approved	Green	Current Status: Investigation and design will be done this financial year. Next step: Prepare business case.
2670	CF: Investigation and Design	Henderson-Massey - FY18-FY19 renew park lighting	Massey Leisure Centre and Library, Moire Park, Riverpark Reserve	Q2;Q3;Q4	ABS: Capex	\$ 10,000	Approved	Green	Current Status: Investigation and design will be done this financial year. Next step: Prepare business case.
2671	CF: Investigation and Design	Henderson-Massey - FY18-FY19 renew park structures	Coletta Esplanade, Cranwell Park, Dawnhaven Esplanade, Gloria Park, Harbourview-Orangihina, Moire Park, Riverpark Reserve	Q2;Q3;Q4	ABS: Capex	\$ 20,700	Approved	Green	Current Status: Investigation and design will be done this financial year. Next step: Prepare business case
2672	CF: Investigation and Design	Henderson-Massey - FY18-FY19 renew play spaces	Spargo Reserve, Te Atatu Peninsula Park	Q2;Q3;Q4	ABS: Capex	\$ 9,000	Approved	Green	Current Status: Investigation and design this financial year. Next step: Prepare business case.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
2673	CF: Investigation and Design	Henderson-Massey - FY18-FY19 renew walkways and paths	Corban Reserve, Cranwell Park, Dawnhaven Esplanade, Don Buck Corner, Henderson Valley Park, Lloyd Morgan Lions Club Park, Lydford Green, Marlene Glade, McCormick Green, Moire Park, Pooks Reserve, Renata Esplanade, Springbank Esplanade, Taipari Strand, Te Atatu Peninsula Park, Te Atatu South Park, Vitasovich Esplanade, Wakeling Park	Q2;Q3;Q4	ABS: Capex	\$ 18,700	Approved	Green	Current Status: Investigation and design will be done this financial year. Next step: Prepare business case
2682	CF: Project Delivery	Henderson-Massey - renew amenity lighting FY17	Cellarmans Corner, Coroglen Reserve, Kaumatua Reserve, Lloyd Morgan Lions Club Park, Paremuka Lakeside lighting renewals. This project is a continuation of the 2017/2018 programme (previous ID 3301)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 107,800	In progress	Green	Current Status: The physical works are underway. Next Steps:Completion of physical works.
3007	CF: Project Delivery	Henderson-Massey - renew building FY17	This project is carried forward from the 2016/2017 work programme, previous ID 3302	Q1;Q2;Q3;Q4	ABS: Capex	\$ 60,000	In progress	Green	Current Status: Works has been scoped and is to be taken to the contractor for pricing. Next Steps:Engage contractor once price has been received and accepted.
2683	CF: Project Delivery	Henderson-Massey - renew building FY17-18	Falls Park Shelter and Moire Park toilet renewals. This project is a continuation of the 2017/2018 programme (previous ID 3303)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 66,600	In progress	Green	Current Status: Clarification has been requested on the contractors pricing submission. Awaiting response from contractor. Next Steps:Award contract and undertake the physical works once clarification responses have been received.
2696	CF: Project Delivery	Henderson-Massey - renew car park FY17	Taipari Strand car park renewal. This project is a continuation of the 2017/2018 programme (previous ID 3304)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 100,000	In progress	Green	Current Status: The physical works are underway Next Steps: Awaiting completion of the physical works
2684	CF: Project Delivery	Henderson-Massey - renew car park FY17-18	Awaroa Park and Ranui Domain carpark renewals. This project is a continuation of the 2017/2018 programme (previous ID 3305)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 325,000	In progress	Green	Current Status: Tender documentation is completed and is ready for tender. Next Steps:Issue construction works tender.
2685	CF: Project Delivery	Henderson-Massey - renew coastal structure FY17-19	Harbourview/Orangihina, Kelvin Strand and Spinnaker Strand wall renewals. This project is a continuation of the 2017/2018 programme (previous ID 3306)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 133,200	In progress	Amber	Proposed staged project in FY18-20. Additional budget required in FY19 and FY20 to complete the project. Current Status: Project planning is underway. Next Steps:Appoint professional services consultants through a request for quotation.
2678	CF: Project Delivery	Henderson-Massey - renew footpaths FY17	Flaunty Reserve, Harbourview-Orangihina, Manutewhau. This project is a continuation of the 2017/2018 programme (previous ID 3308)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 148,000	In progress	Green	Current Status: Physical works are currently underway. Next Steps:Completion of the physical works.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
2666	CF: Project Delivery	Henderson-Massey - renew footpaths FY17-18	Cron Reserve, Hart Domain, Kaurilands Domain, Paremuka Esplanade, Paremuka Lakeside Path renewals. This project is a continuation of the 2017/2018 programme (previous ID 3309)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 176,850	In progress	Green	Current Status: Physical works are currently underway. Next Steps: Completion of the physical works.
2823	CF: Project Delivery	Henderson-Massey - renew park furniture FY17	Chapman Strand, Harvest Reserve, Wainamu Bay Reserve furniture renewals. Bosun Walk fence renewal. This project is a continuation of the 2017/2018 programme (previous ID 3312). This item replaces items 2675 and 2662.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 8,700	In progress	Green	Current Status: The furniture has been ordered. Next Steps: The installation of furniture is due to commence end of September / early October 2017.
2679	CF: Project Delivery	Henderson-Massey - renew park furniture FY18	Lloyd Morgan Lions Club Park, Te Atatu Peninsula Park furniture renewals. This project is a continuation of the 2017/2018 programme (previous ID 3316)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 4,500	Cancelled	Red	Risks/ issues This project was merged with Henderson-Massey renew park furniture FY17, please refer to SharePoint ID 2823 for an update/ commentary.  Current status: This project was merged with Henderson-Massey renew park furniture FY17, please refer to SharePoint ID 2823 for an update/ commentary.
2676	CF: Project Delivery	Henderson-Massey - renew park signage FY17-FY18	Alan Reserve, Cranwell Esplanade, Cranwell Park, Emerald Valley Park, Ferngrove Park, Flaunty Reserve, Forest Hill Park, Fred Taylor Park, Gloria Park, Jack Colvin Park, Jack Pringle Sports Park, Kaumatua Reserve, Kingdale Reserve, Lloyd Morgan Lions Club Park, Moire Park, Murillo Reserve, Pahi Park, Ramlea Park, Realm Esplanade, Royal Reserve, Starling Park, Taipari Strand, Te Atatu South Park, West Harbour Reserve. This project is a continuation of the 2017/2018 programme (previous ID 3313)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 46,681	Completed	Green	Current Status: The project was completed in August 2017. Project closure process underway.
2677	CF: Project Delivery	Henderson-Massey - renew playground FY17-18	Bridge Avenue, McClintock Reserve, Paremuka Lakeside playground renewals. This project is a continuation of the 2017/2018 programme (previous ID 3315)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 297,000	In progress	Green	Current Status: A tender for the physical works is underway. Next Steps: Receive and award tender. The playground renewal works planned to commence in February 2018.
2686	CF: Project Delivery	Henderson-Massey - renew structure FY17-18	Coletta esplanade, Cranwell Park, Falls park, Henderson valley green, Jack Colvin Park, Jack Pringle Village Green, Paremuka Esplanade structure renewals. This project is a continuation of the 2017/2018 programme (previous ID 3317)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 108,000	In progress	Green	Current Status: Tender out construction works and award contract. Next Steps: Start construction works in summer 2017.
2680	CF: Investigation and Design	Henderson-Massey - renewal of facility signage across multiple sites	Details of signage and sites to be reported once the investigation of the sites and the business case has been completed including Corbans Park and Dog Agility Course signage.	Q2;Q3;Q4	ABS: Capex	\$ 10,000	Approved	Green	Current Status: Investigating the sites for renewal. Preparing business case. Next step: Handover to project delivery for implementation.
2681	CF: Investigation and Design	Henderson-Massey Active Recreation facilities - renew ID signage	Renew facilities signage to Auckland Council guideline.	Q2;Q3;Q4	ABS: Capex	\$ 12,000	Approved	Green	Current Status: Investigating the sites for renewal. Preparing business case. Next step: Handover to project delivery for implementation.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
1624	CF: Operations	Henderson-Massey Maintenance Contracts	The maintenance contracts include all buildings, parks and open space assets, sports fields, tree management and maintenance, ecological restoration, pest management, riparian planting, coastal management and storm damage. The budget for these contracts is determined by the Governing Body.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	Approved	Green	The new full facilities contract started on 1 July 2017. Higher than normal precipitation has resulted in saturated ground conditions, which has presented a challenge for mower operations, including preparing for the summer sports season. There have also been some on-going challenges with security gates and loose litter, which staff are focusing on resolving. In the building space, the main challenge has been the response timeframes for reactive maintenance, this will be addressed by increasing trades personnel by the contractor and the implementation of planned preventative maintenance. Highlights have been improved garden maintenance outcomes and the trial of bin sensors, which could potentially result in more efficient and improved on the ground service delivery. Arboriculture: The beginning of the first quarter saw mobilisation of new contracts. A priority was ensuring requests for service were effectively managed, particularly after hours emergency response. Replacement tree planting was completed over July/August. Annual inspections of street and park trees has commenced which will inform proactive programmes of tree maintenance. Ecological Restoration: A key focus of the first quarter has been the commencement of site assessments and the preparation of restoration plans for sites of ecological high value, working with other council departments and understanding volunteer activity on sites.
2687	CF: Project Delivery	Hilda Griffin Reserve - footpath renewal	Hilda Griffin Reserve footpath renewal. This project is a continuation of the 2017/2018 programme (previous ID 3319)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 16,000	Completed	Green	Current Status: Project complete
2688	CF: Investigation and Design	Kelston Community Centre - refurbish interior	Refurbish the interior of the centre	Q2;Q3;Q4	ABS: Capex	\$ 7,500	Approved	Green	Current Status: Investigation and design will be done this financial year. Next step: Prepare business case
3039	CF: Project Delivery	Kelston Community Centre - replace main hall entrance doors	Replace main hall entrance doors This project is carried forward from the 2016/2017 work programme, previous ID 3743	Q1;Q2;Q3;Q4	ABS: Capex	\$ 9,420	In progress	Green	Current status: Quotation has been received. Next step: Award contract and commence works.
2689	CF: Project Delivery	Lloyd Morgan Lions Club - park building renewal	Lloyd Morgan Lions Club Park toilet renewal. This project is a continuation of the 2017/2018 programme (previous ID 3321)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 13,555	Completed	Green	Current Status: Project complete
3080	CF: Project Delivery	Massey Domain - develop sports and infrastructure	Artificial turf in Massey Domain This project is carried forward from the 2016/2017 work programme, previous ID 3365	Q1;Q2;Q3;Q4	ABS: Capex	\$ 1,843,800	In progress	Green	Current Status: Physical works underway with contractor onsite installing light pole foundations. Next Steps: Complete physical works
3081	CF: Project Delivery	Massey Leisure Centre - renew carpet	This project is carried forward from the 2016/2017 work programme, previous ID 4516	Q1	ABS: Capex	\$ 1,000	Completed	Green	Current Status: Project complete.
2690	CF: Project Delivery	McLeod Park - sports field renewal	McLeod Park sports field renewal. This project is a continuation of the 2017/2018 programme (previous ID 3323)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 368,100	In progress	Green	Current Status: Tender physical works contract Next Steps: Award of physical works contract
2824	CF: Project Delivery	Moire Park development	Install sand field, irrigation and lighting on field 3 & 4. This project is a continuation of the 2017/2018 programme (previous ID 3366). This item replaces items 2691, 2692, 2693 and 2694.	Q1;Q2;Q3;Q4	Growth	\$ 830,000	In progress	Green	Current status: Construction works are out for tender. Next steps: Receive physical works tenders, evaluate submissions and award contract.

## Work Programme 2017/2018 Q1 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
3114	CF: Project Delivery	Murillo Reserve and Henderson Valley Park - install furniture	Installation of bench seat at Henderson Valley Park and a picnic table and seat at Murillo Reserve This project is carried forward from the 2016/2017 work programme, previous ID 4484	Q1	ABS: Capex	\$ 13,000	Completed	Green	Current Status: Project complete.
2695	CF: Investigation and Design	Realm Esplanade - renew park furniture	Renew park furniture and fixtures	Not scheduled	ABS: Capex	\$ 1,200	Cancelled	Red	Risks/ issues This project was merged with Henderson-Massey renew park furniture, please refer to SharePoint ID 2667 for an update/ commentary.  This project was merged with the Henderson-Massey renew park furniture, please refer to SharePoint ID 2667 for an update and commentary.
3182	CF: Project Delivery	Royal Reserve - develop park	Upgrade of park with playground, footpaths, fitness equipment and additional parking This project is carried forward from the 2016/2017 work programme, previous ID 3739	Q1;Q2;Q3;Q4	ABS: Capex	\$ 3,586,000	In progress	Green	Current Status: Physical works commenced mid April and are going according to program, apart from set backs with weather.  Next Steps: Continue physical works and monitor fortnightly.
2697	CF: Investigation and Design	Te Atatu Peninsula Park - renew cricket nets	Renew existing cricket nets	Q2;Q3;Q4	ABS: Capex	\$ 50,000	In progress	Green	Tender out construction works after quantity surveyor has reviewed pricing schedule.
2698	CF: Investigation and Design	Te Atatu South Community Centre - Kindergarten - replace stormwater piping and relay flooring	This project will install vinyl and rodweld with the aim to water proof an eight metre section of the wall just before the stairway. Staff will then lay a Novacoil drain with scoria trench next to wall and connect to the existing Novacoil.	Q2;Q3;Q4	ABS: Capex	\$ 40,000	In progress	Green	Current Status: Preparation of tender documents for pricing. Next steps: Request tender price and select contractor.
3218	CF: Project Delivery	Te Atatu South Community Centre - refurbish toilets, main hall, heating and upgrade switchboard	Refurbish toilets & main hall Upgrade electrical D/B in main hall as per Downer quote 25 May. Supply/install 5 x heat pumps and remove old heaters as per Flocon quote 11 May. Full work scope to be available in due course but generally includes new entrance with complying ramp, ablutions upgrade, new storage, carpet replacement, new lighting, heating, new disabled ramp to stage, stage impts, main hall floor, new window in ex library space. This project is carried forward from the 2016/2017 work programme, previous ID 3746	Q1;Q2;Q3;Q4	ABS: Capex	\$ 432,300	In progress	Green	Current Status: Tender prices have been received and the contract has been awarded.  Next Steps: Start of construction works.
2699	CF: Investigation and Design	Te Atatu South Community Centre - Waitakere Grey Power offices - replace vinyl	Replace vinyl in the Waitakere Grey Power offices.	Q2;Q3;Q4	ABS: Capex	\$ 6,000	In progress	Green	Project bundled with larger refurbishment works at Te Atatu South Community Centre. Next steps: Carry out the physical work soon once the contract is awarded to preferred contractor.
3219	CF: Project Delivery	Te Atatu Sth Park & Neville Power Mem Park - install path and fitness station	Construction of perimeter path through park along with installation of new fitness circuit equipment This project is carried forward from the 2016/2017 work programme, previous ID 3364	Q1;Q2;Q3;Q4	ABS: Capex	\$ 35,000	In progress	Green	Current Status: The physical works are continuing with the fitness equipment to be installed.  Next Steps: Completion of the physical works
2700	CF: Project Delivery	Te Pai Park - renew netball court	Te Pai Park netball court renewal. This project is a continuation of the 2017/2018 programme (previous ID 3326)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 797,200	In progress	Green	Current Status: First phase complete. Next Steps: Start second separable portion of work - acrylic layer in the summer of 2017/2018.
2701	CF: Investigation and Design	Te Pai Park Netball courts - increase light capacity	Netball Lights only	Q2;Q3;Q4	Growth	\$ 300,000	In progress	Green	Current Status: Procurement planning for physical works. Next Steps: Release tender documentation for physical works.



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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
3298	CF: Project Delivery	Te Rangi Hiroa Reserve - improve youth park	Various park improvements that include guttering, storm water connections, wet pour and access crossings	Q1	LDI: Capex	\$ 14,201	Completed	Green	Current Status: Project complete.
2702	CF: Project Delivery	Te Whau Pathway Stage 2a - develop boardwalk connections within Henderson-Massey Local Board area	Develop the Te Whau Pathway main pathway through Roberts Field. The Whau LB approval on stage 1B is WH/2016/60, we are seeking approval for the Henderson-Massey connections as stage 2a. This project is a continuation of the 2017/2018 programme (previous ID 3432)	Q1;Q2;Q3;Q4	Growth	\$ 102,000	Approved	Green	Current Status: Resource consent has been lodged. Requests from the consent team are being responded to. Next Step:Once consent has been granted, tenders will go out.
2703	CF: Investigation and Design	The Concourse Strand - renew car park	Renew car park	Q2;Q3;Q4	ABS: Capex	\$ 5,500	Approved	Green	Current Status: Investigation and design will be done this financial year. Next step: Prepare business case
3261	CF: Project Delivery	West Wave Aquatic Centre - renew HVAC units - lower fitness centre	Refurbishment / replacement of units (PRU1-03 and PRU1-04) that supply heating and cooling to the Lower Fitness Centre, Dry Dive Pit and Spin Room. This project is carried forward from the 2016/2017 work programme, previous ID 4468	Q1;Q2;Q3;Q4	ABS: Capex	\$ 532,000	Approved	Amber	Risks/ issues Documentation and budget-setting are proceeding but internal staff resource is stretched so process is slower than anticipated.  Current Status: Documentation for the replacement/refurbishment of units serving the lower fitness centre, martial arts room and lunchroom, recreation hall and the Zeal facility have been drafted. A budget is being developed for a business case. A roof cladding condition assessment and safe access provision is also to be investigated.  Next Steps: Finalise budget and business case. Order new air-handling units. Contractor procurement and replacement of air-conditioning units. Confirm availability of energy efficiency funding. Finalise design for roof replacement and access provision.
2704	CF: Investigation and Design	West Wave Aquatic Centre - comprehensive renewal	Leisure Pool renewal works during shut down	Q2;Q3;Q4	ABS: Capex	\$ 363,000	Approved	Amber	Risks/ issues Uncertainty of whether active recreation or investigation and design team should be leading investigation.  Current Status: Writing scopes for high priority issues and preparing business cases. Next step: Handover to project delivery for implementation.
3262	CF: Investigation and Design	West Wave Aquatic Centre - renew air conditioning unit in Plunket rooms	Replace air conditioning unit serving the Plunket Rooms This project is carried forward from the 2016/2017 work programme, previous ID 4548	Q1;Q2;Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: Now with the project delivery team. Coordinating with other West Wave air conditioning projects. Next steps: Planning and delivery of the project.
3263	CF: Project Delivery	West Wave Aquatic Centre - renew CCTV system	CCTV security system upgrade at West Wave This project is carried forward from the 2016/2017 work programme, previous ID 4464	Q1;Q2;Q3;Q4	ABS: Capex	\$ 58,000	Completed	Green	Current status: The project was completed in August with minor adjustments of the camera placement and software installation are currently underway.  Next Steps: Minor works to be completed and project closure process to be initiated.
3264	CF: Investigation and Design	West Wave Aquatic Centre - renew chlorine generation system	This project is carried forward from the 2016/2017 work programme, previous ID 4539	Q1;Q2;Q3;Q4	ABS: Capex	\$ 14,900	In progress	Green	Business case is being completed, with hand over to the delivery team expected to be in December 2017.
3265	CF: Investigation and Design	West Wave Aquatic Centre - renew facility extractor fan	Renew facility extractor fan This project is carried forward from the 2016/2017 work programme, previous ID 4547	Q1;Q2;Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Business case is complete. Hand over occurring in October.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
2705	CF: Project Delivery	Westgate - develop multipurpose facility and town square	New library (library and community facilities, CAB, public toilets, public arts - children's multipurpose area) and town square (soft and hard landscaping and traffic shared space) . This project is a continuation of the 2017/2018 programme (previous ID 1937)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 16,000,000	In progress	Amber	Risks/issues Enabling works to implement sediment control system have caused delays which have been agreed with contractor, further delays are possible due to large number of clarifications required by contractor however this is being addressed currently. Project level risk of car parking is still outstanding.  Current Status: physical works commenced on 6 March 2017 and are still underway.  Multipurpose facility anticipated to open to the public late 2018/early 2019.
2706	CF: Investigation and Design	Zita Maria Reserve - renew walkways and paths	Renew walkways and paths	Q2;Q3;Q4	ABS: Capex	\$ 12,000	Approved	Green	Current Status: Writing business case. Expected hand over to the project delivery team in November 2017.
<b>Infrastructure and Environmental Services</b>									
72	I&ES: Environmental Services	Bus subsidies for participation in education for sustainability - Henderson-Massey	To provide bus subsidies for 42 schools within the Henderson-Massey Local Board area to attend education for sustainability programmes at the Zero Waste Zone, and other experience centres. The Sustainable Schools team operates six experience centres around Auckland which offer hands-on education for sustainability experiences, inspiring children to make a difference for their environment. Staff are aware, from direct teacher feedback, that the cost of buses is restricting students from being able to attend these experience centres. As a guide, \$1,500 would allow 10 schools to attend an experience centre.	Not scheduled	LDI: Opex	\$ 2,100	In progress	Green	In quarter one marketing collateral was produced and distributed via email to principals and/or key sustainability teachers at decile 1-4 schools in the local board area. Funds will be awarded in quarters 2, 3 and 4 on a first-come-first-served basis to up to 14 schools. Schools arrange their own transport and funds are paid directly to the school following their visit.
118	I&ES: Environmental Services	EcoMatters Environment Centre and Sustainability Hub (EcoMatters)- Henderson-Massey	To provide funding to support the operation of EcoMatters Environment Centre and associated education programmes, as well as provide baseline funding for EcoMatters Trust. EcoMatters deliverables include: <ul style="list-style-type: none"> <li>• Managing the EcoMatters Environment Centre</li> <li>• Promoting service to the diversity of Henderson-Massey communities</li> <li>• Providing and promoting free or affordable meeting space to other environmentally focused community groups</li> <li>• Delivering a minimum of 26 sustainability-related seminars and workshops within the funding period, including a minimum of two seminars held in the Henderson-Massey Local Board area.</li> </ul>	Not scheduled	LDI: Opex	\$ 35,000	In progress	Green	In quarter one the Environment Centre was open to the public for 33 hours per week which is consistent with its operating target of being open at least 30 hours per week. EcoMatters is on track to achieve their target of delivering at least 26 sustainability-related seminars or workshops during the funding year. A total of 12 workshops were held in the first quarter covering zero waste, gardening, fruit preserving, making reusable food wraps, reusable bags and cleaning care products, and how to upgrade a computer. All of the workshops held in August 2017 had a waste minimisation theme. Evaluations were carried out for each workshop and in quarter one 7 per cent of participants rated the workshops as excellent, 26 per cent rated them as good and none rated them average/poor. On 22 July 2017 EcoMatters held a Kiwi Bottle drive event at the Centre to promote the potential of a 'container take back scheme' to the public. The workshop and events programme for quarter two was developed and distributed prior to the end of quarter one. Quarter two commences with a "Big Little Bike Day" (family fun day event) being held on 1 October 2017.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
117	I&ES: Environmental Services	EcoWest Festival (EcoMatters)-Henderson-Massey	To provide funding to support the EcoWest festival which will run from March-April 2018. EcoMatters deliverables include: <ul style="list-style-type: none"> <li>• Provide a community-based environmental festival with access to free public events</li> <li>• Design and deliver an event that provides information and practical ideas for making sustainable living easy</li> <li>• Market the festival to businesses, institutions and community groups acknowledging Henderson-Massey Local Board's funding</li> <li>• Promote the festival in ways that target the diversity and distribution of the population</li> <li>• Work collaboratively with other agencies who may be delivering similar events in the other sub-regions at the same time</li> </ul>	Not scheduled	LDI: Opex	\$ 9,000	In progress	Green	Funding applications were completed and submitted to The Trusts' Community Foundation (TTCF) for further financial support of the EcoWest Festival and the flagship EcoDay event. The outcome of the TTCF application is due in October 2017. In quarter two, recruitment for the EcoWest Festival delivery team will commence as well as a call for expressions of interest from event organisers to register their event(s).
121	I&ES: Environmental Services	Environmental Action Plan - Henderson-Massey	Use the information contained in the Henderson-Massey environmental action report to support a council and community dialogue to identify what council, community and stakeholders can do increase environmental action in the Henderson-Massey Local Board Area.	Not scheduled	LDI: Opex	\$ 9,900	In progress	Green	CoSynergy used the information contained in the Henderson-Massey Environmental Action Report (HEAR) to identify high level environmental themes and to develop a set of interview questions to support a dialogue with key council and community stakeholders to identify what council, the community and other stakeholders can do to take environmental action to the next level in the Henderson-Massey Local Board area. Interviews were conducted with 11 community stakeholders and 13 council stakeholders to identify their local environmental priority areas, current successes, challenges and potential opportunities, and interest in participating in collaborative action. The findings from these interviews were incorporated into a final report, which is being reviewed by Local Board Services to provide advice about how the recommendations align with major initiatives currently underway in the local board area, particularly the Panuku-led Unlock Henderson urban eco centre project. Feedback from Local Board Services will enable development of next steps and associated timings for this initiative.
113	I&ES: Environmental Services	Industry Pollution Prevention Programme (EcoMatters)-Henderson-Massey	To identify businesses in Henderson-Massey that could have the greatest impact on stream health, due to potential industrial discharges, contaminated storm water, or litter, and to provide pollution prevention advice to these businesses	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	In conjunction with the owner of the Sunnyvale Superette, work was carried out with Sunnyvale Primary School on a wall mural outside the Sunnyvale Shops on Sunnyside Road highlighting the importance of stream care and pollution prevention. Pollution prevention work was undertaken involving neighbours from three different properties bordering the Awaroa Stream in Sunnyvale. Industry engagement will progress in quarter two.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
114	I&ES: Environmental Services	Love Your Neighbourhood (EcoMatters) - Henderson-Massey	To provide rapid response assistance up to a value of \$500 to support volunteer-driven practical environmental initiatives (for example, environmental clean ups and restoration, community planting and food growing). This will include providing practical assistance to not-for-profit preschools to enable environmental education initiatives; in particular edible gardens and water saving and collection devices. The availability of the assistance will be promoted through appropriate networks across the Henderson-Massey Local Board area. This project responds to requests from the Henderson-Massey Local Board to support community action.	Not scheduled	LDI: Opex	\$ 11,000	In progress	Green	No applications were received in quarter one, which is consistent with the lag observed in the previous financial year between promotion of the programme and receipt of assistance applications. Promotion of the initiative is underway using Facebook and an improved poster and flyer is being developed to distribute at libraries and community centres early in quarter two. Also scheduled for quarter two is a mail out to schools, kindergartens and play centres.
87	I&ES: Environmental Services	Love Your Streams (EcoMatters) - Henderson-Massey	EcoMatters and Auckland Council's Healthy Waters department will work together to engage and support individuals, schools and community groups to adopt a proactive approach to pollution prevention of Henderson-Massey waterways. This project will involve events to promote stream stewardship and will enable community streamside weeding bees and planting at priority sites within the Henderson-Massey Local Board area, including continuing to support weeding bees and planting events along the Manutewhau Stream and in Sunnyvale.	Not scheduled	LDI: Opex	\$ 24,000	In progress	Green	In quarter one, weeding and planting of 450 plants was undertaken across three different properties that border the Awaroa Steam in Sunnyvale involving both landowners and their neighbours. Programming for quarter two is in progress.
145	I&ES: Healthy Waters	Nga Puna Manaaki Inanga Project - Henderson-Massey	Community Waitākere will work with the local community to identify potential inanga spawning habitat within the Henderson-Massey Local Board area. Once the areas have been identified Community Waitākere will work with the local community to identify threats and issues and propose restoration solutions to optimise spawning habitat.	Not scheduled	LDI: Opex	\$ 23,000	In progress	Green	Contract to be finalised by end of September 2017 and community engagement to begin in quarter two. Community Waitakere have taken Flanshaw Road School out to Sherwood Park and carried out fish surveying in a potential Inanga spawning site. A number of Inanga were caught in minnow traps. In Quarter two with the assistance of experts from the Whitebait Connection they will continue to engage students with field sessions at Sherwood park and other identified sites, mapping the saline wedge and recording fish species that are present include pest species. Sessions will also include pest monitoring to assist students in identifying threats and opportunities for Inanga spawning success. Findings from monitoring and engagement outcomes will populate the final report.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
120	I&ES: Environmental Services	Pā Harakeke - Kaitiaki Project - Henderson-Massey	Year three of a multi-year initiative to develop three pā harakeke (flax gardens) with Māori communities in the Henderson-Massey Local Board area. Focus will be on: <ul style="list-style-type: none"> <li>• Further developing the pā harakeke established at Harbourview-Orangihina</li> <li>• Completing a pā harakeke in Ranui</li> <li>• Working with Piringatahi Marae on pā harakeke-related planning</li> </ul>	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	Planning with Te Ukaipo continued during quarter one for the development of a pā harakeke (flax garden) in Ranui in conjunction with the Ranui branch of the Māori Women's Welfare League and local weavers. This included the drafting of a project plan with key milestones, which will be further refined in quarter two. A key action for quarter two is engagement between Te Ukaipo and the Corban Estate Weaving Circle to establish whether the harakeke (flax) for the Ranui pā harakeke can be sourced from the existing pā harakeke in Henderson Park. Engagement with council's Community Facilities and Parks Services teams will also progress to ensure suitability of the preferred site and to work through the permissions process. Refreshing the cracked and weathered signage in the Henderson Park pā harakeke is underway and installation of signage for the new pā harakeke at Harbourview-Orangihina is scheduled for quarter two.
116	I&ES: Environmental Services	Project HomeWise (EcoMatters) - Henderson-Massey	A minimum of six workshops will be provided to communities on topics such as: <ul style="list-style-type: none"> <li>• Waste minimisation (how to sort household rubbish, including home composting, options and demonstration)</li> <li>• Water saving (how to reduce water consumption and bills)</li> <li>• Energy efficiency (how to reduce power bills)</li> <li>• Sustainable living</li> </ul>	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	Healthy Home workshops were held on 15 and 16 August 2017 for two groups of year nine students from Waitakere College (60 students in total) participating in the Graeme Dingle Foundation. The workshops were part of their 'Community Project Day' and will result in them presenting their learnings to their peers. The organiser Tony Yuretich said "The students had a great time as well as learning a lot; school and I are very pleased with the results." Workshop scheduling for quarter two is underway.
111	I&ES: Healthy Waters	Septic Tank Pumpout Programme	This programme manages the triennial pumpout of septic tanks within the former Waitākere City Council area.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 47,716	In progress	Green	There are estimated 4301 private on-site wastewater treatment systems that need pumping out and cleaning. These are on a triennial cycle for this service and are spread across various local boards, based on the properties paying the targeted rural sewage rate. For the period from July to September 2017 there were 57 scheduled work orders (planned triennial pump out of properties) in the Henderson Massey area.
638	I&ES: DPO	Stormwater PC15 (Totara ponds)	To acquire land and construct stormwater ponds to allow the development of plan change 15. Ponds two, three, six and seven are complete and have been handed over to council. Pond four is almost complete and planting will be finished in the planting season (from April 2017). Pond one land acquisition negotiations are nearing completion and an infrastructure funding agreement for the pond construction is ready for execution.	Not scheduled	ABS: Capex	\$ 3,861,717	In progress	Green	Pond 4 is nearing completion. Pond 1 and open space land is likely to settle in October 2017. Negotiation continues on an Infrastructure Funding Agreement with the developer for Pond 1 and open space physical works.
115	I&ES: Environmental Services	War on weeds (EcoMatters) - Henderson-Massey	War on weeds is a campaign to be run in March 2018, where jumbo bins are provided at key sites in the local board area for a four week period for community disposal of weeds.	Not scheduled	LDI: Opex	\$ 8,000	In progress	Green	Activity is planned to occur from quarter two onwards for organising this public weeding campaign (to be delivered in March 2018). EcoMatters will provide jumbo bins at sites in the local board area throughout March 2018 for community disposal of weeds and to raise awareness of weed issues. The bin sites will be determined in conjunction with the board in quarter two, prior to promotion of the campaign, in targeted media in February 2018.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
<b>Libraries</b>									
1214	CS: Libraries & Information	Celebrating cultural diversity and local communities - Henderson-Massey	Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Local history exhibition, Matariki, Diwali, Lunar New Year, Pasifika, Origami, Chinese Calligraphy, Chinese Cultural Group. Collaborate with local groups and host events and displays such as Humans of Hendo, Waitakere City Arts Council, Massey Matters, Ranui Action Project. (Funded within ABS Opex budget activity: "Library hours of service - Henderson-Massey")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Local author Simone Butler spoke at Henderson Library about her book Double Edged Sword and her road to recovery. Ranui hosted a Matariki breakfast jointly with the Ranui Community Centre and the Ranui Action Project - Cafe Korero for local businesses as a networking opportunity. The Asian Network partnered with Massey and Henderson Libraries for talks about allergies and Te Atatu partnered with Southern Cross Education with a talk about the NZ exam structure for Mandarin speakers.& Family History Month workshops offered guidance, information and hands-on resource learning for genealogy enthusiasts the 'Chinese Family Workshop' was well attended and appreciated as a bi-lingual Mandarin/English session.
1212	CS: Libraries & Information	Celebrating Te Ao Māori and strengthening responsiveness to Māori - Henderson-Massey	Celebrating te ao Māori with events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with Iwi and Māori organisations. Increasing the use and visibility of te reo Māori. (Funded within ABS Opex budget activity: "Library hours of service - Henderson-Massey")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	To celebrate Te Wiki o te Reo Māori , displays and signs to encourage use of Māori words and phrases, particularly greetings were part of the offer in all libraries this quarter. In Henderson local personality Matua Wiremu led 3 'Learn te reo Māori ' sessions which focused on waiata, learning greetings, basic phrases and an introduction to pepeha/ mihimihi or how to introduce yourself. All sessions were well attended receiving great feedback. In Te Atatu Library children and adults enjoyed waiata and weaving putiputi.
1209	CS: Libraries & Information	Children and Youth engagement - Henderson-Massey	Provide children and youth activities and programming, including a programme of children's activities during school holidays, which encourage learning and literacy. Engage directly with local schools in the board area to support literacy and grow awareness of library resources . (Funded within ABS Opex budget activity: "Library hours of service - Henderson-Massey")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Visits out to schools and in-coming featured regularly and included primary through secondary levels. Massey Library offered an English Teacher's training session on teen reading trends for teachers. The July school holidays saw a variety of events being held with the theme 'What Lies Beneath'. 20 activity sessions were held with 1200 children and adults attending. The mask making sessions at Ranui and Te Atatu were inspired by Canadian artist Sandra Silberswage whose work had been studied at local schools. These sessions were a highlight with 133 participants. The artist picked up the posted artworks on Te Atatu's Facebook page and delighted, she shared it within her wider community. Other popular sessions included painting 'Westie' rocks at Massey, learning about worm farming and the 'Black Stacks' showing off their cup-stacking skills and inviting people to have a go. demonstration and the opportunity to have a go.
1207	CS: Libraries & Information	Information and lending services - Henderson-Massey	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Henderson-Massey")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The number of items borrowed from Henderson-Massey libraries this quarter has decreased by six per cent. E-issues are now 12 per cent of the regional total number of issues.
1213	CS: Libraries & Information	Learning and Literacy programming and digital literacy support - Henderson-Massey	Provide learning programmes and events throughout the year including: classes, Book a Librarian sessions, Senior computing classes, technology classes in local retirement villages, Minecraft clubs and ThinkLab/Maker clubs/activities. Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices. (Funded within ABS Opex budget activity: "Library hours of service - Henderson-Massey")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	PC & Wi-Fi sessions have increased by 15% in the Henderson-Massey Board libraries with a 21% increase Regular customers and tourists take advantage of the new web based and cloud printing technology on offer. Book a Librarian sessions for one-on-one learning numbered 107 this quarter. Older customers often make use of these, requiring support for downloading ebooks or connecting with family via Skype or Facebook.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
1206	CS: Libraries & Information	Library hours of service - Henderson-Massey	Provide library service at Massey Library for 56 hours over 7 days per week. (\$802,856 - FY17/18) Provide library service at Rānui Library for 56 hours over 7 days per week. (\$542,089 - FY17/18) Provide library service at Te Atatu Peninsula Library for 48 hours over 6 days per week, Monday to Saturday. (\$427,352 - FY17/18) Provide library service at Henderson Library for 56 hours over 7 days per week. (\$976,359 - FY17/18)	Q1;Q2;Q3;Q4	ABS: Opex	\$ 2,748,656	In progress	Green	Visits to Henderson-Massey Libraries have increased by three per cent compared to the same period last year.
1208	CS: Libraries & Information	Preschool programming - Henderson-Massey	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their childrens' early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Rhymetime, Storytime, Storytime in Community Languages (e.g. Mandarin), outreach to local ECE providers and language nests, pop up activities (Funded within ABS Opex budget activity: "Library hours of service - Henderson-Massey")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Pre-school programming continues to remain popular in all of the Henderson-Massey libraries. 160 sessions were delivered with 7,016 participants. In addition to the regular Wriggle & Rhyme, Storytime and Rhymetime sessions in English, storytime sessions in Mandarin have been offered. Special Pacific storytimes this quarter have included Cook Island Māori, Tongan and Tokelauan. The Pacific Mamas drew 70 people to their performance during Cook Island Language Week. There have been 26 outreach sessions to Early Childhood Education providers (ECEs) and visits in, this quarter which has included taking Mandarin Storytime out of the library to Loving Care Kindy.
1210	CS: Libraries & Information	Summer reading programme - Henderson-Massey	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 - Henderson-Massey")	Q2;Q3	ABS: Opex	\$ -	In progress	Green	Promotion is currently being scheduled for the fourth term with local schools for the 2017 Kia Māia te Whai regional summer reading programme.
1211	CS: Libraries & Information	Supporting customer and community connection - Henderson-Massey	Provide programmes that facilitate customer connection with the library and community including Craft clubs, Knitting Clubs, Zendoodle Club, Book club for local retirement homes, Chess Club. Provide community space for hire at Massey Library. (Funded within ABS Opex budget activity: "Library hours of service - Henderson-Massey")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Thinklab, digital, science and chess clubs were all well attended offering a range of learning activities to children and adults with some specific learning designed for older adults groups. Housebound Services have recruited volunteers and have begun to work across the Henderson-Massey Board area to deliver to our customers who cannot access our libraries. Specific outreach to retirement homes and this quarter has focused on digital learning of e-book use and what Auckland Libraries offers and digital device use. To promote community connection, planning is currently underway for creating a pop-up library space for reading and relaxing with a schedule of events and activities in collaboration with the North-West Plaza Centre management. This will be offered December through March and will happen in the green space behind where the new Library/Community Centre is being built. Marketing of this will be in partnership with Centre management.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
Local Economic Development: ATEED									
616	ATEED: Local Economic Growth	Henderson Value Proposition	The project will secure a resource to ensure that the Henderson Value Proposition work continues by providing a coordinator able to liaise with key stakeholders (council departments, Panuku, private developers, business association) to ensure activity is delivered in an integrated way and is consistent with the urban eco centre value proposition. The coordinator could be a part time short term resource to ensure momentum is not lost.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 40,000	Approved	Green	In discussions with Panuku Development Auckland as to what activity would best complement and support their approach to promoting development opportunities in Henderson.
615	ATEED: Local Economic Growth	Māori Youth Enterprise	<p>The program includes hands-on activities to identify opportunities for young Māori in the existing economy.</p> <p>Workshops provides the participants with tools and techniques for creative thinking, collaboration, leadership, and entrepreneurial logic which they can put into action to achieve their goals.</p> <p>Industry mentors and community leaders will be involved in the workshops.</p> <p>The program supports participants to formulate social entrepreneurial thinking and provides an opportunity to explore alternative values. Participants are motivated to start their own enterprise or social innovation initiative and briefed on the opportunities available for such ideas, keeping in mind the resources, impact and technical feasibility.</p> <p>Target audience for our initiative is Māori youth.</p> <p>The programme will run through collaboration with various communities, clubs and Youth centres.</p>	Not scheduled	LDI: Opex	\$ 5,000	Approved	Green	<p>Working to bring some clarity as to what this project will focus on. Keen to work closely with Waitakere Ranges who have a similar project to combine resources.</p> <p>Further discussion with ATEED Maori ED team to see how the project could align with their re-focused approach. Given limited funds available options are limited to i) a small scale pilot of an approach to providing access to entrepreneurship capacity building ii) research to better understand the barriers face by maori entrepreneurs or iii) work in with enterprise initiatives already planned to develop a Maori focused component e.g. the planned incubator kitchen in Henderson.</p>
1111	ATEED: Local Economic Growth	Young Enterprise Scheme	<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.</p> <p>The funding from the local board will support the delivery of the Young Enterprise Scheme Enterprise-Days in February 2018. The e-days are held in sub-regions (north, south, east, central/west) and are the first day students get to meet the Young Enterprise team, and find out about their 2018 year, what YES is all about, and what is in store for them.</p>	Q3	LDI: Opex	\$ 2,000	Approved	Green	The Young enterprise Scheme E (Enterprise) -days are scheduled for delivery in February 2018. The use of the funds will be drawn down in quarter three to support the E-days delivery. As a result there is no update for Q1 reporting as no activity has occurred.



## Work Programme 2017/2018 Q1 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
<b>Parks, Sport and Recreation</b>									
973	CS: PSR: Park Services	Harbourview-Orangihina: Prepare a Management Plan for Stage 2	Prepare a management plan for Harbourview-Orangihina Park including (but not limited to): issues and opportunities at the park community consultation description and evaluation of options technical information and reports as necessary a map showing indicative park developments a strategic evaluation of the Te Atatu Marae project and development of an action plan for the maraea prioritised list of projects that the Harbourview-Orangihina targeted rate reserve can be applied against Funding is for professional reports, mapping and the production of the final plan.	Q1;Q2;Q3;Q4	ABS: Opex;#Targeted rates	\$ -	In progress	Green	Project planning almost complete. Project introduction workshop held with in August with local board where staff received valuable information from board members to inform project planning. Engagement work and Mana Whenua and key stakeholder engagement due to commence late October 2017.
1002	CS: PSR: Active Recreation	Henderson-Massey equestrian investigations 2017/2018	Preparing advice to local board on provision for equestrian activities including ongoing investigation into feasibility of allocation and development options.	Q4	LDI: Opex	\$ 9,000	In progress	Green	Pony Club and Riding for Disabled negotiations on splitting lease progressed well, however discussions are still in progress on defining their respective lease areas and the implications for winter grazing. HMLB considered the issue in workshop and confirmed a position with respect to the lease split. This was communicated to HVPC and HRDA who accepted it constructively and participated in discussion of alternative solutions for the winter grazing problem. Ideas from this discussion are currently under investigation.
1938	CS: PSR: Park Services	Henderson-Massey Project Twin Streams community maintenance 2017-2018	Complete contracts with community organisations to maintain the Project Twin Streams areas in the Henderson-Massey local board area.  Enable and monitor delivery of Project Twin Streams maintenance by community organisations.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 47,042	In progress	Green	Funding agreements for FY18 have been signed. The Community Groups have been working hard. Community Waitakere 1208 plants. A Japanese delegation with the Mayor of Kakogawa, elected member Shane Henderson planted ten trees. Te Ukaipo have been running Rongoa walks along the stream in Ranui and Maclaren Park South (MPHS) ran a Rongoa workshop making Kawakawa Balm.
999	CS: PSR: Active Recreation	Henderson-Massey wide sport and recreation participation programme 2017/2018	Sport and recreation participation initiatives designed to get more residents active in Henderson-Massey to address low participation rates. Delivered via Sport Waitakere Community Recreation Broker.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 40,000	In progress	Green	Draft report received from Sport Waitakere 29 June 2017. Feedback provided and revised draft report is overdue. Sport & Rec Lead will follow up to finalise draft report.
980	CS: PSR: Active Recreation	Henderson-Massey: dance and badminton action plan 2017/2018	Develop an action plan for the provision of dance and badminton activities in the Henderson-Massey Local Board area, using the dance and badminton investigation as an evidence base. This project is based on the identification of dance by girls in the HM area as their main recreation activity and badminton by the HM ethnic community as their most popular recreation activity.	Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Draft reports received from Sport Waitakere in August and September 2017. Reports under review and formulating feedback to finalise the documents.
939	CS: PSR: Park Services	HM parks: Ecological volunteers and environmental programme 2017-2018	Programme of activity supporting volunteer groups to carry out ecological restoration and environmental programmes in local parks including: •Community planting events \$30,500 •Support of guided walks \$2,000 •Community nursery \$2,000 •Volunteer support \$5,500	Q1;Q2;Q3;Q4	LDI: Opex	\$ 39,000	In progress	Green	Two planting sessions were completed at Harbourview Reserve by local group. Five additional planting sessions were organised with a total of 500 plants in the ground with the local group and over 2500 through the Million Trees programme. Te Atatu nursery at a good functioning stage, in anticipation of next planting season. Planning underway for next year's community plantings and Plans to be finalised in Q2.

## Work Programme 2017/2018 Q1 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
1164	CS: PSR: Park Services	HM: Creating a Māori identity	Identifying opportunities for park and facility naming/renaming and engaging with Mana Whenua to develop Māori names and enhance Auckland's Māori identity and Māori heritage.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	Eight Local boards have committed funding to Māori naming of parks and facilities this financial year. An assessment of the status and background to current names in each of the local board area is currently being undertaken and mana whenua are providing direction on the methodology for Māori naming.
820	CS: PSR: Park Services	HM: Deliver park events programme 2017/2018	Deliver the following events:Royal Reserve: Snow in the Park (winter) \$10k contributionRoyal Reserve development: park opening (summer) \$5kTe Haururu Park opening (spring) \$5k	Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Brief discussed and endorsed by the Local Board at a workshop in Q1. Briefs for Civic event's completed and sent to Events team. Tentative dates for events are outlined below, subject to confirmation from the Events Team. - Te Haururu Park Opening : Nov/Dec 2017 - Royal Reserve Development Opening: Feb/Mar 2018 - Snow in the Park: Jun/Jul 2018
841	CS: PSR: Park Services	HM: Deliver park restoration SH16/20	Allocate final NZTA funding to communities affected by SH16/20 project when funding becomes available - expected 2017/2018.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 350,000	In progress	Green	Awaiting final compensation estimate before approving the final activity programme to be funded.
837	CS: PSR: Park Services	HM: Develop a strategic parks signage plan	Complete a strategic assessment of a project to identify parks which require signage for identification and wayfinding purposes.	Q4	LDI: Opex	\$ 25,000	In progress	Green	The project brief was discussed and endorsed by the Local Board at a workshop Q1. Professional services have been engaged to undertake the audit assessment on all park signage within the local board area. This assessment will provide condition ratings on existing signs, determine old signs that require removal, where new signs are required and where signs can be rationalised. Audit assessment will commence in Q2. The draft report will be presented to the Local Board in Q3.
1004	CS: PSR: Active Recreation	HM: Dive Auckland feasibility studies 2017/2018	Implement key recommendations from Dive Auckland feasibility studies for a potential Dive Centre of Excellence.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Auckland Community Diving Trust have received a report from consultants and is scheduled to report back to HMLB on 24 October 2017.
1063	CS: PSR: Active Recreation	HM: Leisure facilities operation programme FY17/18	Operate the West Wave Pool & Leisure Centre and the Massey Leisure Centre in a safe and sustainable manner. Deliver a variety of accessible programmes and services that get the local community active. These services include: fitness; group fitness; learn to swim; early childhood education; aquatic and recreation services. Along with core programmes that reflect the needs of the local community.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Westwave Pool and Leisure Centre is on track to meet Local Board objectives to increase visitation and customer satisfaction. Q1 visitor numbers increased 10% on Q1 last year to 261,638. Customer satisfaction (NPS score) increased 6.1 points on prior quarter to +14.7. However this quarter's performance has been impacted by ongoing planned and unplanned maintenance issues which have disrupted operations Massey Leisure Centre's Business Plan / KPI programming targets are on track to meet the local board objectives for the first quarter. The Halberg Trust completed training with 8 centre staff to be able to provide adaptive sports programming. This will allow staff to increase sports development across the wider community and provide specialist support for physically disabled children
977	CS: PSR: Park Services	Moire Rd SHA: assess for play provision	Complete a strategic assessment of a playground on open space at the Moire Rd SHA (funding by the developer for the playground construction to be confirmed). Include information to inform landowner consent in the strategic assessment.	Not scheduled	ABS: Opex	\$ -	In progress	Green	Project brief discussed and endorsed at a Local Board workshop in Q1. Information gathering currently underway to inform the strategic assessment. The draft assessment will be discussed with the Local Board at a workshop in November 2017.
995	CS: PSR: Park Services	Opanuku Park: Unlock Henderson Stage 2: Upgrade facilities	Complete a strategic assessment of an upgrade of Opanuku Park to meet the needs of residential intensification in Henderson.  Identify the benefits of upgrading Opanuku Park to guide future work on the project and to measure success.  Estimate the cost of the upgrade to inform future funding applications.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Project brief discussed and endorsed at a Local Board workshop in Q1. Information gathering is currently underway to inform the scope.

## Work Programme 2017/2018 Q1 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
1006	CS: PSR: Park Services	Te Atatu South Park: plan to upgrade facilities	Complete a strategic assessment of the Te Atatu South Park upgrade. The strategic assessment will develop a clear statement of the benefits of the Te Atatu South Park upgrade to guide future work on the project and measure its success.	Q1;Q2	LDI: Opex	\$ 15,000	In progress	Green	Brief discussed and endorsed at a Local Board workshop in Q1. Awaiting professional service proposal. Discussions with community group "The Heart of Te Atatu South" has commenced.
1003	CS: PSR: Active Recreation	Te Atatu waka ama strategic assessment 2017/2018	Complete a strategic assessment of the Te Atatu waka ama project. The Te Atatu waka ama club have requested the Henderson-Massey Local Board investigate solutions to provide for the growth of the waka ama club, including a review of possible new locations and solutions to storage issues.  The strategic assessment will develop a clear statement of the benefits of the Te Atatu waka ama project to guide future work on the project and measure its success.  Funding is necessary for professional reports into site proposals including geotech, engineering and planning feasibility reports	Q2;Q3;Q4	LDI: Opex	\$ 30,000	In progress	Green	Draft strategic assessment prepared and shared with WOCC to ensure it captures their aspirations appropriately.
1005	CS: PSR: Park Services	Te Rangi Hiroa: planning for nursery site remediation	Complete a strategic assessment of the Te Rangi Hiroa nursery site remediation plan The strategic assessment will develop a clear statement of the benefits of the Te Rangi Hiroa nursery site remediation plan to guide future work on the project and measure its success. Funding estimates: \$10,000 LDI:Opex to get project to consent, \$100,000 for site remediation works from growth or LDI:Capex.	Q1	LDI: Capex;#L DI: Opex	\$ 110,000	In progress	Green	Brief discussed and endorsed at a Local Board workshop in Q1. Cost estimate for reinstatement works is significantly higher than the Local Board expected. Alternative funding streams have been investigated and will be reported back to the Local Board at a workshop in Q2.
1001	CS: PSR: Active Recreation	Waitakere Regional Hockey Turf Trust Grants 2017/2018: Toilet and changing facilities	Continue to support Waitakere Regional Hockey Turf Trust towards completion of toilet & changing facilities for hockey turf at Henderson High School. Facility Partnership grants totalling \$217,000 to Waitakere Regional Hockey Turf Trust. LDI Opex not required - staff time only for 2017-18.	Not scheduled	ABS: Opex	\$ -	In progress	Green	WRHTT working on its fund-raising plan; has secured in-kind support from local businesses and is developing funding applications to 3rd party funders in accordance with funding rounds. WRHTT also working on quantity survey to establish total project cost. WRHTT has identified a Project Control Group - the first meeting is pencilled for October 2017.
1000	CS: PSR: Active Recreation	Waitemata Rugby Club partnership investigations 2017/2018	Continue to develop partnership opportunities with Waitemata Rugby Football Club to investigate potential to develop multi-sport facilities on Waitemata Rugby Football Club grounds in Henderson.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Sport & Rec Lead held discussions with Sport Waitakere, Auckland Rugby Union and Aktive as minimal or lack of progress on their capability development work is holding up the needs assessment. The mentioned organisations have gone back to WRFC and update to council is due early October 2017.

## Work Programme 2017/2018 Q1 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary
<b>Community Facilities: Community Leases</b>										
1555	CF: Community Leases	Leataata O Le Lumanai O Samoa Trust - Creche	New lease at Moire Park	Q3	31/10/2017	\$ 210.00	\$ -	In progress	Green	Agreement to lease and new lease granted for the new build. To draft lease documents for Leataata to sign by the next reporting period.
1556	CF: Community Leases	Waitakere City Association Football and Sports Club	Renewal of lease at Fred Taylor Park	Q4	31/03/2051	\$ 5.00	\$ -	Approved	Green	Re-send application for the renewal of lease for a further term of thirty-three years. A site visit to Fred Taylor Park will be undertaken in quarter two.
1557	CF: Community Leases	Kiwi Trikers Social Club Inc	New lease at Corban Reserve	Q4	31/03/2018	\$ 633.00	\$ -	Approved	Green	Lease expires 31 March 2018. The application to be sent and a site visit undertaken in quarter one.
1558	CF: Community Leases	Leataata O Le Lumanai O Samoa Trust - Hall	New lease at Moire Park	Q4	31/10/2025	\$ 500.00	\$ -	In progress	Green	Resolution number HM/2017/154 - Agreement to lease and new lease granted for the new build. To draft lease documents for Leataata to sign by the next reporting period.
1559	CF: Community Leases	Te Atatu Peninsula Bowling Club	New lease at Matipo Reserve	Q4	31/03/2018	\$ 300.00	\$ -	Approved	Green	Lease fully expires 31 March 2018. Application to be sent and site visit undertaken in quarter one.
1560	CF: Community Leases	Te Pai Park Tennis Club Inc	Renewal of lease at Te Pai Park	Q4	31/03/2051	\$ 5.00	\$ -	Approved	Green	Renewal of lease expires 31 March 2018. Renewal application and site visit to be undertaken in quarter two.
1562	CF: Community Leases	Tu Wahine Trust	New lease for 247 Edmonton Road, Te Atatu - Previously reported in Work Plan Year 2012/2013 for bottom floor	Q1	31/10/2005	\$ 520.00	\$ 520.00	Completed	Green	Resolution number HM/2017/134 - New community lease to Tu Wahine for downstairs area at 247 Edmonton Road. Surrender and new lease documents executed. Currently sitting with group for signing.
1563	CF: Community Leases	NZ Ethnic Social Services Trust	New lease for 56 Covil Avenue, Te Atatu - Previously reported in Work Plan Year 2014/2015	Q1	31/01/2015	\$ 500.00	\$ 500.00	Completed	Green	Resolution number HM/2017/52 - New community lease. Lease documents drafted and signed by the group.
1564	CF: Community Leases	The Order of St John Northern Regional Trust Building	New lease for 247 Edmonton Road, Te Atatu (Ambulance Station) Previously reported in Work Plan Year 2014/2015	Q1	30/06/2015	\$ 1.00	\$ 1.00	Approved	Green	HM/2017/97 - New community lease for ambulance station. Deeds have been drafted and sent to club. Currently sitting with club for signing.
1565	CF: Community Leases	Waitematā Māori Wardens Trust	New lease for Claude Brooks Drive, Henderson - Previously reported in Work Plan Year 2012/2013	Q1	1/08/2009	\$ 133.34	\$ 133.34	In progress	Red	Unable to contact group. Emails and phone calls to the group with no response.  The lease advisor has been unable to contact the group. Emails and phone calls to the group have been made with no response. The lease advisor will now liaise with the legal department as to how to move forward.
1566	CF: Community Leases	Te Akoranga Playcentre Association	New lease for 3-5 Sunpark Place Massey - Previously reported in Work Plan Year 2015/2016	Q1	31/03/2016	\$ 210.00	\$ 210.00	Completed	Green	Resolution number HM/2017/53 - New community lease granted. Lease documents signed and executed.
1567	CF: Community Leases	Ranui Action Project Inc	New lease for 20 Marinich Drive, Ranui - Previously reported in Work Plan Year 2015/2016	Q3	30/04/2016	\$ 150.00	\$ 150.00	Approved	Amber	Lease expired on the 30 April 2016. Application to be sent and site visit undertaken in quarter one.
1568	CF: Community Leases	Te Akoranga Playcentre Association Inc	New lease for 93 Rathgar Road, Henderson	Q2	31/12/2016	\$ 1.00	\$ 1.00	In progress	Green	Resolution HM/2017/98 - New community lease. Lease documents drafted and sent to the group. Currently sitting with the group to sign.

## Work Programme 2017/2018 Q1 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary
1569	CF: Community Leases	RNZ Plunket Society – Kelston Community Centre	New lease for 135 Awaroa Road, Kelston	Not scheduled		\$ -	\$ -	Cancelled	Red	Lease application as been cancelled as Plunket no longer requires the space.  Plunket Kelston has currently vacated space within the community centre. Plunket Kelston is currently occupying a space at the Glendene Community Centre. They no longer have a community lease.
1570	CF: Community Leases	NZ Plunket Society – Henderson	New lease for 5/20 Alderman Drive, Henderson	Q2	30/06/2015	\$ 10.00	\$ 10.00	Approved	Green	Plunket currently leasing space without a leasing agreement in place. Application to be sent and site visit to be undertaken in quarter two.
1571	CF: Community Leases	Waitākere Citizens Advice Bureau - Waitākere Central Library	New lease for 11 Trading Place, Henderson - Previously reported in Work Plan Year 2015/2016	Q1	15/01/2016	\$ 15,000.00	\$ 15,000.00	Approved	Green	Renewal is due 30 June 2018. Draft multi premises lease is with the Waitākere Citizens Advice Bureau for approval and execution.
1572	CF: Community Leases	NZ Plunket Society – Te Atatu Peninsula	New lease for 641 Te Atatu Road, Te Atatu	Not scheduled				Approved	Green	Lease is currently rolling over on a month by month basis. Working with the Auckland Council Service and Asset Planning team to put forward options to the local board on the future of the Te Atatu Peninsula Community House.
1573	CF: Community Leases	Te Atatu Rugby League & Sports Club Inc	Renewal of lease for 44 Titoki Street, Te Atatu Peninsula - Previously reported in Work Plan Year 2012/2013	Q2	31/03/2007	\$ 5.00	\$ 5.00	Completed	Green	Resolution HM/2017/54 - renewal of lease. Lease documents signed and executed.
1574	CF: Community Leases	Waitematā City Sports Club Inc	Renewal of lease for 200 McLeod Road, Te Atatu South - Previously reported in Work Plan Year 2012/2013	Q3	30/04/2043	\$ 5.00	\$ 5.00	Approved	Amber	Renewal application sent to the club numerous times over the last six months. No response from club to date. The lease advisor will liaise with the legal department to discuss next steps.
1575	CF: Community Leases	Henderson Croquet Club Inc	Renewal of lease for 17 Alderman Drive, Henderson - Previously reported in Work Plan Year 2012/2013	Q2;Q3	31/07/2026	\$ 1.00	\$ 1.00	Approved	Green	This renewal lease will be progressed in quarter two.
1576	CF: Community Leases	Western Districts Model Railway Club Inc	New lease for 103 Glen Road, Ranui - Previously reported in Work Plan Year 2012/2013	Q3;Q4		\$ -	\$ -	Approved	Green	Lease currently rolling over on a month by month basis. This lease will be progressed in quarter three.
1577	CF: Community Leases	West City Darts Association	New lease for 103 Glen Road, Ranui - Previously reported in Work Plan Year 2012/2013	Q3	30/06/2006	\$ 633.00	\$ 633.00	Approved	Green	Lease currently rolling over on a month by month basis. This lease will be progressed in quarter three.
1578	CF: Community Leases	Scouts New Zealand	New lease for 14 Bittern Place, Henderson	Q2		\$ 5.00	\$ 5.00	Approved	Green	The Scout Association NZ has 'gifted' Motuara (Waimauku) Scout Group the scout hall on River Park Reserve for relocation to Blomfield Reserve in the Rodney Local Board area. The group is responsible for consents and funding, relocation of the hall and getting it up to specification. The initial report on this proposal has gone to the Rodney Local Board and Auckland Council have engaged with iwi and publicly notified the proposal. Once the detailed drawings of the proposal have been received from the scout group a report will go to the Rodney Local Board recommending landowner approval and agreement to lease. A report will go before the Henderson-Massey Local Board recommending that the board formally terminate any lease agreement and council staff 'serve notice' to Scouts Association NZ to remove the building. This project will commence in quarter two.

**Work Programme 2017/2018 Q1 Report**

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary
1579	CF: Community Leases	Proposed new lease for facility at 247 Edmonton Road	Tu Wahine Inc to move from top floor to bottom floor	Q3		\$ 585.00	\$ -	In progress	Green	Resolution number HM/2017/134 - A new community lease to Tu Wahine to occupy the downstairs area at 247 Edmonton Road. Surrender and new lease documents executed. Currently sitting with the group for signing.