

## 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>									
459	CS: ACE: Events	Anzac Services - Howick	Supporting and/or delivering Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 23,000	Approved	Green	Scheduled for Q4, planning will commence in Q2.
658	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (HW)	<p>Broker strategic collaborative relationships and resources within the community.</p> <p>This includes three key activity areas:</p> <ol style="list-style-type: none"> <li>1. Engaging communities – reaching out to less accessible and diverse groups - focussing on capacity building and inclusion.</li> <li>2. Enabling council – ensuring that groups have access to operational and technical expertise and identify and address barriers to community empowerment.</li> <li>3. Reporting back - to local board members on progress in activity areas 1 and 2.</li> </ol> <p>Includes responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	Staff worked with other council departments and the community around Cockle Bay Domain which culminated in a planting day. Students and residents were all involved in clearing the domain and planting. This project now includes the three schools in the area and residents Staff are working with community organisations on partnering opportunities with the local board, particularly around providing community spaces for the wider community use.
589	CS: ACE: Community Empowerment	Build capacity: Social innovation and enterprise	Build local organisations' capacity to develop and deliver projects to support Healthy Howick outcomes. (E.g. social innovation, environmental and enterprise projects.) Engage with local marae to identify opportunities for social enterprise activity.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Staff will develop options and present to the local board for consideration in Q2.
590	CS: ACE: Community Empowerment	Build capacity: Youth participation in council decision making and youth-led initiatives	<p>Fund a local youth mentor to develop and support Howick youth to have their collective voice heard and provide input into local board decision-making.</p> <p>Provide training and guidance to:</p> <ul style="list-style-type: none"> <li>- implement youth-led projects and events such as youth week activities</li> <li>- implement recommendations from the 2016/2017 youth-focussed feasibility study.</li> </ul> <p>Note budget breakdown as follows: \$20k for youth-led initiatives \$30k for implementing recommendations from the youth focussed facility feasibility study.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	Howick Youth Council are working with their mentor, Catherine Cooper, on developing a plan for the coming year. This will be presented to the local board in Q2. The Youth Council have formed a sub-group to work on the implementation of the youth facility feasibility study's recommendations from 2016/2017. Once all options have been explored, the Youth Council will present their preferred way forward to the local board for consideration.
593	CS: ACE: Community Empowerment	Capacity building: Healthy Howick	<p>Promote community health and wellbeing through social connectedness and encouraging healthy lifestyles. (Note: Guidance to activities is provided under the Healthy Howick framework.)</p> <p>Partner with community and community organisations to implement projects to support the Healthy Howick framework.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	The 2016/2017 Fruit Trees in Schools programme concluded with 25 schools receiving fruit trees. Teachers and students from seven schools attended the launch at Farm Cove Intermediate School. The 2017/2018 programme will be further developed in Q2.

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591	CS: ACE: Community Empowerment	Capacity building: Resilient communities	Fund community groups to promote neighbourhood and town centre connectedness. Coordinate activities that assist newer communities to build connections and resilience.  Fund Howick Coastguard to deliver sea rescue services and education and training joint initiatives.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 77,000	In progress	Green	1. Staff will develop options and present to the local board for consideration in Q2. 2. Funding agreement for the Howick coastguard will be completed in Q2.
452	CS: ACE: Events	Citizenship Ceremonies - Howick	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 27,900	In progress	Green	Staff delivered five citizenship ceremonies over three occasions during Q1.
230	CS: ACE: Arts & Culture	Community Arts Programmes- LDI Operational Expense	Develop a range of arts and culture programming initiatives to be delivered across the Howick Local Board area (\$38,000)  Includes carry-forward \$3,000 from FY17	Q1;Q2;Q3;Q4	LDI: Opex	\$ 41,000	In progress	Green	The funding will be used for Phase Two of Arts Out East. Capacity building activities and planning on the festival strategy are underway and the local board will be updated in Q2. Carry-forward was confirmed in September 2017.
316	CS: ACE: Community Empowerment	Community grants (HW)	Funding to support local community groups through contestable grant funding.  Budget: - Local Community Grants \$395,000  Note: the 2017/2018 budget figure shown for this activity line item includes an additional \$183,362 deferral from 2016/2017.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 578,362	In progress	Green	The Howick Local Board has allocated \$107,343 for Local Grants Round One 2017/2018 leaving a balance of \$287,657 for two local grant and two quick response rounds.  Note that an additional \$183,362 deferral from 2016/2017 was added to this activity line item in Q1.
2176	CS: ACE: Advisory	Community Response Fund - Howick	Discretionary fund to respond to community issues as they arise during the year	Q1;Q2;Q3;Q4	LDI: Opex	\$ 42,500	In progress	Green	No allocations in Q1
394	CS: ACE: Community Places	Community Venues HW - 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 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.
656	CS: ACE: Community Empowerment	Community-led placemaking: (Flatbush) Spatial Priority Area	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	\$ -	Approved	Green	The Flatbush Spatial Priority Area (SPA) group has not met in Q1. Staff have been working with the local police in the area who have raised community safety concerns within the SPA area. The police are connected to the SPA group so that these issues can be considered by the wider group.
1968	CS: ACE: Arts & Culture	Estuary Art Awards	Artists are invited to research and respond to the Tāmaki Estuary, to underscore the ecological value of this vital waterway and encourage action against its pollution.	Q4	LDI: Opex	\$ 10,000	In progress	Green	A funding agreement will be executed with Uxbridge in Q2 and the event will take place in Q4.

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227	CS: ACE: Events	Event Partnership Fund - Howick (Empowered Events Workshops)	<p>Deliver a community focused programme of activities to support capacity and capability of community groups and organisations in the events space.</p> <p>Deliver at least two empowered event workshops with local event organisers to assist them in up-skilling in delivery of their events.</p> <p>Funding to support this programme is a line item taken from Event Partnerships Fund (non-contestable) for up to \$5,000.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	Approved	Green	Planning will commence in Q2 for workshops to be held in Q3 and Q4.
223	CS: ACE: Events	Event Partnership Fund - Howick (Externally Delivered Events)	<p>Funding to support community events through a non-contestable process.</p> <ul style="list-style-type: none"> <li>- Fencible Walk &amp; Christmas Lights \$12,000 (Howick Village Light Trust)</li> <li>- Christmas in Burswood \$2,250 (Life &amp; Growth Community Trust)</li> <li>- Botany Community Day \$5,000 (Botany Life Community Trust)</li> <li>- Koanga Spring Festival \$4,000 (Buckland's Beach Intermediate)</li> <li>- Christmas Walk Through \$5,000 (Eastgate Christian Centre)</li> <li>- Howick Lions Water Safety Picnic \$1,400 (Lions Club of Howick)</li> <li>- Neighbours Day \$400 (Huntington Park Residents &amp; Ratepayers Association)</li> <li>- Howick Fun Run \$2,250 (The Rotary Club of Howick)</li> <li>- Eye on Nature \$12,000 (Manukau Beautification Trust)</li> </ul> <p>Total \$44,300 (Budget difference of \$21,050 to be drawn from grants budget)</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 44,300	In progress	Green	Funding agreements have been completed for six events in this fund with \$26,900 either been paid out or currently awaiting payment. The remaining three agreements and payment of \$17,400 is expected to be completed in Q2.
225	CS: ACE: Events	Event Partnership Fund - Howick (Movies in Parks)	<p>Programming and delivery of a Regional Movies in Parks series event. Funded as a line item from Events Partnership fund (non-contestable) up to \$12,000</p>	Q3;Q4	LDI: Opex	\$ 12,000	In progress	Green	Planning for the Movies in Parks series is on track. Event space within Lloyd Elsomore has been booked for Saturday 17 March. Public screening licence for "Trolls" has been approved. Regional sponsorship will be confirmed in October. Regional marketing will commence in November with specific event advertising starting three weeks prior to each event. Operational costs have increased to provide more toilets, security, waste and improve parking due to growing attendance.

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326	CS: ACE: Community Places	Funding agreement - Anchorage Park Community House and Highland Park Community House	A three year term agreement with Howick and Pakuranga Community House Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Anchorage Park Community House and Highland Park Community House for the years 2017-2020, commencing 1 July 2017 and terminating 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	\$ 81,710	In progress	Green	During Q1 payment was made to Anchorage Park and Highland Park Community House. Staff will commence planning for the regional hui in Q2.
398	CS: ACE: Community Places	Hire fee subsidy - HW	Administer further fee subsidy of hire fee to specific groups funded by LDI.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 25,000	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.
1913	CS: ACE: Events	Howick Celebrated Citizens	Deliver an event acknowledging contribution and commitment to serve the Howick area.	Not scheduled	LDI: Opex	\$ -	Approved	Green	Scheduling of this event has yet to be confirmed with the local board.
215	CS: ACE: Arts & Culture	Howick Children's and Youth Theatre- ABS Howick Children and Youth Theatre Incorporated Operational Support Grant	Administer a funding agreement with Howick Children and Youth Theatre Incorporated to provide rehearsal/classes/workshops, school holiday programmes, productions and a venue for hire. Howick Children's and Youth Theatre Inc will provide, through social and creative drama, an enjoyable activity for young people to develop their confidence, self-esteem, sense of community and their skills in communication and theatre.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 69,390	In progress	Green	The funding agreement with the Howick Childrens and Youth Theatre for FY2018 has been executed. In Q1, they had a total of 10,112 visitors, delivered 345 programmes with 6705 participants, and staged nine performances to 851 attendees. Highlights included performances of Oliver and the cushion theatre performances.
217	CS: ACE: Arts & Culture	Howick Historical Village- ABS Howick & Districts Historical Society Incorporated Operational Support Grant	Administer a funding agreement with Howick and Districts Historical Society Incorporated to provide an exhibition programme, public programmes and public off site lectures. The Howick and Districts Historical Society Incorporated will provide professional museum services to the community through the operation of The Howick Historical Village, a cultural heritage site and open air museum situated in the Lloyd Elsmore Park in Pakuranga.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 320,260	In progress	Green	Staff executed a funding agreement with the Howick Historical Village for FY2018 has been executed. Howick Historical Village delivered eight public programmes to 111 participants, and had a total of 17,267 visitors. The number of visitors and participants is up compared to Q1 in 2016.
517	CS: ACE: Community Places	Howick information Service review and improvement plan	Engage an external provider to undertake a review (strategic / operational) of Howick Information Service and develop an improvement plan for further consideration, decision making and investment.	Q2;Q3;Q4	ABS: Opex	\$ 20,000	In progress	Green	Staff have engaged an external contractor to undertake the review and is well underway with research. They have meet with numerous stakeholders including the local board and undertaken a desk top review of relevant plans and policies. A workshop is set in October with the local board to discuss the findings and gain their feedback.
375	CS: ACE: Community Places	Howick Information Service work programme delivery	Deliver the work programme of activities at the Howick Information Service with a focus on providing legal, social and community services for the seniors, youth, ethnic and wider communities. The work programme also includes the provision of information and directional services to tourists, visitors and locals and administrative costs of running a volunteer programme.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 3,600	In progress	Green	This quarter staff have been focusing on ways to increase activation at the centre. Another Justice of the Peace has been included to meet the demand for this service. The free legal service is also very popular.

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219	CS: ACE: Arts & Culture	Howick Little Theatre-ABS Howick Little Theatre Incorporated Operational Support Grant	Administer a funding agreement with Howick Little Theatre Incorporated to provide productions, drama classes for children and adults, mentoring programme for emerging artist/s, workshops and a theatre venue for hire. Howick Little Theatre Incorporated will provide quality live theatre to the Howick and wider community at Howick Little Theatre (HLT).	Q1;Q2;Q3;Q4	ABS: Opex	\$ 21,351	In progress	Green	Staff have executed a funding agreement with Howick Little Theatre for FY2018. In Q1, the Howick Little Theatre had a total of 4867 visitors, delivered 116 programmes with 1807 participants, and staged 32 performances to 2740 attendees. Highlights included the completion of "The Great Gatsby" season and the opening of "Dial M for Murder".
228	CS: ACE: Events	Howick Pride of Place (Tamaki River Festival)	Delivery of Tamaki River Festival 2017	Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	Staff are supporting the local board to investigate transitioning this event to community delivery. If successful funding will be provided to the community group as a non-contestable grant in Q2.
592	CS: ACE: Community Empowerment	Increase diverse participation: Social inclusion and equity	Engage with diverse and newly developed communities: - to identify their needs and aspirations to enable greater social connectedness - to build their capacity to enable participation in civil society and decision-making. Engage with local marae to: - identify their needs and aspirations - build their capacity to connect with other community groups and facilitate collaboration.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Staff have been designing the process for rebuilding the Howick Ethnic Committee. A design group made up of community members has been formed. The group will design and run an inclusive process for the creation of the ethnic committee. Staff are also working with Manukau East Council of Social Services and the Te Tahawai Marae to support the development of their organisations strategic plans. This support will continue in Q2.
352	CS: ACE: Community Places	Licence to Occupy and Manage - Anchorage Park Community House and Highland Park Community House	A three year term with Howick and Pakuranga Community House Incorporated for operation of the Anchorage Park Community House:  16S Swan Crescent, Pakuranga being Part Lots 235-238 DP49975 and Part Lot 63 DP 51944. Highland Park Community House 47R Aviemore Drive being Part Lot 527 DP 131513 and Lot 531 DP 117711 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 staff executed the licence to occupy and manage; a quarter earlier than anticipated.
3384	CS: ACE: Arts & Culture	Local Arts Grants - Howick	Includes carry-forward \$25,000 from FY17	Q1;Q2;Q3;Q4	LDI: Opex	\$ 25,000	Approved	Green	Carry-forward was confirmed in September 2017
226	CS: ACE: Arts & Culture	Local Arts Grants- LDI City of Manukau Pipes and Drums Inc.	Administer a funding agreement with the City of Manukau Pipes and Drums Inc. to provide public performances and training/tuition for emerging musicians.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 11,000	In progress	Green	The funding agreement with Manukau Pipes and Drums Incorporated for FY2018 has been executed. In Q1, they delivered three programmes with 27 participants, and staged three performances to 500 attendees. Highlights included three performances at the Howick Historical Village.

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224	CS: ACE: Arts & Culture	Local Arts Grants- LDI Howick Brass Inc. Operational Support Grant	Administer a funding agreement with Howick Brass Inc. to provide community performances.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 13,000	In progress	Green	Staff executed a funding agreement with the Howick Brass Incorporated for FY2018. In Q1, the Howick Brass Band delivered 18 programmes with 505 participants, and staged three performances to 1000 attendees. Highlights included the workshop and combined concert with Dilworth College students in July; the performance at All Saints Church, Howick, of a major new composition by Anthony Young called "von Tempsky" in August 2017; and the band competed in Auckland Band Association's Annual Contest at The Hawkins Centre Papakura in September.
222	CS: ACE: Arts & Culture	Local Arts Grants- LDI Manukau City Band Inc. Operational Support Grant	Administer a funding agreement with Manukau City Band Inc. to provide public performances, a kids' concert and instruments to five players per year.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 11,000	In progress	Green	The funding agreement with Manukau City Band Incorporated for FY18 has been executed. In Q1, the Manukau City Band delivered 18 programmes with 551 participants, and conducted 2 performances to 474 attendees. Highlights included a pre-festival concert which was held in July at the Picton Centre in Howick and the 2017 National Concert Band Festival which was held 3-6 August in Whangarei. Performances were live streamed through brassedbanned.com. Manukau City Band achieved a Gold award for its performance. Ensembles were awarded Gold and Silver awards, Morgan Lacey received a Gold award for his solo performance on Clarinet and was also the recipient for Best solo performance in the High School/college category. The Academy Band received a Bronze award for their first festival appearance, Donnelle Balinge-Taylor received a Bronze for her solo performance on Trombone and the ensemble group also received a Bronze for their performance.
484	CS: ACE: Events	Local Civic Events - Howick	Delivering and/or supporting civic events within the local board area	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	In progress	Green	The Splash Pad Lloyd Elsmore Park sod turning took place on 9 August. This is a new project sponsored by ANZ Bank. Approximately 30 people attended the event, including ANZ management, ward councillors, local board members, and others.
665	CS: ACE: Community Empowerment	Local Māori Responsiveness Action Plan (HW)	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> <p>Note: budget to develop the Māori responsiveness plan to be allocated from line item 592 - increase diverse participation.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	Staff are working with Te Tahawai Marae to better understand their aspirations through the development of a strategic plan. This will be completed in Q3 and will enable staff to prioritise future actions to support the marae.
1916	CS: ACE: Events	Music Concert - Howick	Deliver a free music concert for local board residents	Not scheduled	LDI: Opex	\$ 35,000	In progress	Green	The Open Air Orchestra, a Music in Parks Featured event, will be held on Saturday 24 March. The event will feature a 20 piece orchestra and pop vocalists who will be confirmed by end of October. Music in Parks concerts all feature emerging artists and the programmer is searching for local talent for the opening act. Regional marketing will commence in November, with local event advertising three weeks prior to the event. The Breeze and More FM have agreed to sponsor the event with radio advertising.

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231	CS: ACE: Events	Pride of Place (Howick Chinese New Year Celebration)	Delivery of a Howick Chinese New Year Celebration event.	Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	The Pakuranga Chinese Association and the local board are co-creating the event. The Chinese Association will have decision-making on the event design and programming with the Event Delivery team assisting in all operational planning. The proposed format is to deliver two events - Saturday 17 February in Botany Town Centre and Sunday 18 February in Aylesbury Street Pakuranga. Planning will take place in Q2 and Q3.
1915	CS: ACE: Events	Stockade Hill & Mainstreet Lights - Howick	Deliver an annual event to celebrate the lighting of the Stockade Hill Christmas tree lights. Includes musical entertainment from the local community. This event coincides with the Howick Village Business Association annual Midnight Madness in Picton Street.	Q2	LDI: Opex	\$ 35,000	In progress	Green	Planning commenced in Q1 with delivery scheduled for Q2.
220	CS: ACE: Arts & Culture	Uxbridge Centre- ABS Uxbridge Community Projects Inc. Operational Support Grant	Administer a funding agreement with Uxbridge Community Projects Inc. to provide art classes, performances, an exhibition programme and a piece of public art in the community.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 309,065	In progress	Green	In Q1, Uxbridge had a total of 30,405 visitors, delivered 645 programmes with 6821 participants, and staged 15 performances to 1522 attendees. They also had 82 outreach programme participants and had 13 programmes that met Maori outcomes. Highlights included the opening of three new exhibitions in the gallery and adjoining space and three sold out shows in the theatre.
396	CS: ACE: Community Places	Venue Hire Service Delivery - HW	Provide and manage venues for hire and the activities and opportunities they offer by: 1. managing the customer centric booking and access process 2. aligning activity to local board priorities through management of the fees and charges framework. These include whether: - activities contribute to community outcomes offered by not-for-profit and community groups, and/or - 50% of the activity participants are from the local board area, and/or - the activity is of religious ministry, and/or - the charge to participants is greater than \$5.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Staff identified the need and value of understanding hirer satisfaction and experiences. Staff developed a survey on customers experience with council-managed venues which will be sent out monthly to causal and regular hirers in Q2. Visitor numbers are steady compared to last year.
1914	CS: ACE: Events	Volunteer Recognition - Howick	Deliver a biennial event which recognises and honours contributions of volunteers to the local community. To be held in 2017/2018.	Not scheduled	LDI: Opex	\$ 11,000	Approved	Green	Scheduled for Q4. Planning will commence in Q3.
<b>Community Facilities: Build Maintain Renew</b>									
2521	CF: Investigation and Design	24R William Roberts Rd, Pakuranga - redecorate interior	Redecorate the interior of the facility to ensure the facility remains fit for purpose Occupier: Alzheimers Centre	Q2;Q3;Q4	ABS: Capex	\$ 20,000	In progress	Green	Current status: Scoping interior for redecoration, works to be planned in conjunction with tenant. Next steps: Procure physical works
2891	CF: Investigation and Design	310 Te Irirangi Drive, Howick - develop dog park	This project is carried forward from the 2016/2017 work programme, previous ID 4407	Q4	LDI: Capex	\$ 67,423	In progress	Amber	Risks/issues Project cost estimate higher than budget given. To be reviewed with the board.  Current status: High level cost estimate complete. Workshopped with the local board on 21 September. Identifying significant site constraints around public access to the site.  Next steps: Have agreed with the local board to continue to work on resolving those access issues as the project remains supported by the local board. Will report back to the local board in October.
2522	CF: Investigation and Design	690 Pakuranga Highway, Highland Park - replace fence and gate	Security breaches stipulate a more practical solution with the gate and fence at this site.	Q3;Q4	ABS: Capex	\$ 7,000	Approved	Green	Current status: Business case is underway. Next steps: Planning phase will begin and a project plan will be created.

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2825	CF: Project Delivery	Barry Curtis Park - implement Master Plan	Delivery of Barry Curtis Park Master Plan. Install lights on field 6 - football relocation. Renew skate park. Install artificial turf with lights on field 7. This project is a continuation from the 2016/2017 programme (previous ID 2776). This item replaces items 2526, 2525 and 2523.	Q4	ABS: Capex	\$ 2,200,000	In progress	Green	<p>1. John Walker Promenade along Chapel Road - southern end Current status: Physical works tender evaluation completed. Next steps: Awarding physical works contract. Works planned to be completed by July 2018</p> <p>2. Flatbush School Road - sport fields toilet and change rooms Current status: Physical works underway. Next steps: Physical works to be complete end of November 2017.</p> <p>3. John Walker Promenade along Flatbush School Road - southern end Current status: 12 month defect liability period. Next Steps: Defect liability to be signed off by end of November 2017.</p> <p>4. Southern John Walker Promenade Development along Link Road / Stancombe Road and bridge Current status: Detail design works in progress with Auckland Transport. Next steps: Finalise physical works tender documents with Auckland Transport to be tender out October 2017.</p> <p>5. Sport fields, Park Road and main walkways lighting Current status: Detail design works in progress. Next steps: Installing sport fields lights in summer 2017.</p> <p>6. Road berm path along Flat Bush School Road: Current status: Liaising with Auckland Transport regarding alignment and possible bus shelter installation. Next steps: Finalise alignment and undertake construction.</p>
2527	CF: Project Delivery	Blyton Lane - renew playspace	Blyton Lane Reserve play equipment renewal. This project is a continuation from the 2016/2017 programme (previous ID 2969).	Q1	ABS: Capex	\$ 94,000	Completed	Green	Project complete.
2932	CF: Project Delivery	Botany Library - renew interior, upgrade AV system and replace air con	Botany Library - Internal refresh, update audio-visual equipment, and replace air conditioning This project is carried forward from the 2016/2017 work programme, previous ID 204	Q1	ABS: Capex	\$ 20,000	Completed	Amber	<p>Issues/Risks The library interior refurbishment was completed, however the HVAC upgrade will not be going ahead</p> <p>Current status: Contractor has completed work.</p> <p>Next step: Finalise defects items.</p>
2935	CF: Investigation and Design	Bramley Reserve - install BBQ area	Purchase and installation of an electric BBQ. A partnership project with Rotary. This project is carried forward from the 2016/2017 work programme, previous ID 4406	Q1	LDI: Capex	\$ 32,000	Completed	Green	Project completed.



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2936	CF: Investigation and Design	Bucklands Beach - develop walkway	Bucklands Beach Walkway Development This project is carried forward from the 2016/2017 work programme, previous ID 4037	Q4	Growth	\$ 70,000	On Hold	Amber	Risk/issues Local board has approved in principle the development of a one-way road layout through Little Bucklands Beach and have requested Auckland Transport provide plans for consultation purposes. This process needs to be complete before the project can proceed with development of walkway options.  Current status: Physical works for safety improvements to Little Bucklands Beach.  Next steps: Auckland Transport development of one-way system plans for consultation.
3291	CF: Investigation and Design	Burswood Esplanade - develop walkway - stage 2	Create a 10-15 kilometre network of shared paths along the edge of the Tamaki Inlet which once complete will link to the Rotary Walkway. Project brought forward for delivery from financial year 2019 as part of the risk-adjusted programme.	Q1;Q2;Q3;Q4	Growth	\$ -	In progress	Green	Current status: Seeking professional services to complete tender documentation for tendering in November.  Next steps: Engage contractor for physical works.
2937	CF: Investigation and Design	Burswood Park - install bollards	This project is carried forward from the 2016/2017 work programme, previous ID 4501	Q2	LDI: Capex	\$ 30,000	In progress	Green	Current status: Additional funding granted. Physical works pricing received.  Next steps: Works to be completed after the current Burswood Park playground and drainage renewal project is finished.
2938	CF: Project Delivery	Burswood Park - renew footpath, playground and drainage	Renewal of Playground and remedy drainage issues This project is carried forward from the 2016/2017 work programme, previous ID 2971	Q1;Q2;Q3;Q4	ABS: Capex	\$ 319,977	In progress	Green	Current status: Site is currently being monitored by the contractors and once the weather conditions improve, contractor will start construction.  Next steps: Physical works to be completed.
2939	CF: Investigation and Design	Burswood Park- install fitness stations	This project is carried forward from the 2016/2017 work programme, previous ID 4502	Q1;Q2;Q3;Q4	LDI: Capex	\$ 25,000	In progress	Green	Current status: Equipment ordered.  Next steps: Installation phase.
2528	CF: Project Delivery	Cascade Walkway renewals	Cascade Walkway No. 3 (Gosford), Cascade Walkway No. 7 (Orinda Cr) bridge, play equipment and wall renewal. This project is a continuation from the 2016/2017 programme (previous ID 2972).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 90,000	In progress	Green	Current status: A consultant has been appointed to supervise the work.  Next steps: Prepare documents for the procurement of physical works.
2529	CF: Investigation and Design	Development (Styak-Lushington park)	New park development - \$332,481 (ABS Capex). Styak Lushington Park: Greenmount development project, develop public access - \$90,000 (Growth funding).	Q1;Q2;Q3;Q4	ABS: Capex;#Growth	\$ 422,481	In progress	Green	Current status: Landfill closure plan, land vestment and consenting are underway. Next steps: Detailed design.
2530	CF: Project Delivery	Eastern Beach - renew playspace	Eastern Beach Playground Park play equipment renewals. This project is a continuation from the 2016/2017 programme (previous ID 2974).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 170,000	In progress	Green	Current status: Options for playground concept design are being finalised for local board approval in late October 2017.  Next steps: Complete concept design and public consultation.
2828	CF: Investigation and Design	Elm Park - install irrigation meters	Install irrigation meters on fields to reduce waste water charges	Q2;Q3;Q4	Growth	\$ 90,000	Approved	Green	Current Status: Scope of this project is to install a separate water meter at Elm Park to reduce the wastewater charges being incurred. A new water meter application for Elm Park have been lodged with Watercare. Next steps: Once water meter applications are approved start scoping the location for the new water meters and new pipework. Local board will be consulted in order to obtain landowner approval.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
2972	CF: Investigation and Design	Fencible Walk Park - install chess table	This project is carried forward from the 2016/2017 work programme, previous ID 4504	Q1	LDI: Capex	\$ 5,000	In progress	Green	Current status: Collecting table options and quotes. Next steps: Installation due next quarter.
2532	CF: Project Delivery	Flat Bush - develop multi-purpose facility	Design and construction of new library and multi-use community facility. This project is a continuation from the 2016/2017 programme (previous ID 1936).	Q1	ABS: Capex	\$ 481,854	Approved	Amber	Additional funds are likely to be required to deliver the current project scope. Business case to be finalised and approvals required.  Current status: Updated concept design is almost complete. However, it is estimated to exceed the available budget and as a consequence requires the overall scope to be revisited.  Next steps: Staff will work with the local community and local board to ensure the requirements for the centre are properly understood and weighted. When completed this will enable the concept design to be modified.
2531	CF: Project Delivery	Flat Bush - develop walkway and cycleway paths	Create a 32 kilometre network of shared walk and cycleways throughout the Flat Bush area. This project is a continuation from the 2016/2017 programme (previous ID 519).	Q4	ABS: Capex	\$ 335,900	In progress	Green	Current status: Allocated section has been completed. Next steps: A number of other sections of the network, in conjunction with wider subdivision development, planned to commence in summer 2017/2018.
2554	CF: Project Delivery	Flatbush Playspace Development	Development of new playgrounds in Flatbush area. This is allocated to the development of Dunkineely Reserve. This project is a continuation from the 2016/2017 programme (previous ID 2810).	Q1	ABS: Capex	\$ 112,096	In progress	Green	Current status: Concept plan accepted by the local board. Auckland Council to seek approval by October 2017. Next steps: Detail design to start November 2017.
2994	CF: Investigation and Design	Glen House - renew heating and windows	Description of the work replacement of high-level windows and heaters. This project is carried forward from the 2016/2017 work programme, previous ID 3642	Q2	ABS: Capex	\$ 28,300	In progress	Green	Current status: Scope of work has been send to vendors for pricing. Next steps: Appoint contractor and schedule physical works.
2533	CF: Project Delivery	Glenlea Park - renew assets	Glenlea Park wall and wheel stop renewal. This project is a continuation from the 2016/2017 programme (previous ID 2975).	Q4	ABS: Capex	\$ 112,000	In progress	Green	Current status: Physical works in progress. Next steps: Handover.
2534	CF: Investigation and Design	Howick - FY18 renew libraries furniture, fittings and equipment	Renewal of the furniture, fittings and equipment in the Howick Library	Q2;Q3;Q4	ABS: Capex	\$ 83,000	Approved	Green	Current status: Planning has begun to scope the library's requirements. Next steps: Confirm and finalise what the library requires for their refurbishment and engage consultants for the preliminary design.
2535	CF: Investigation and Design	Howick - renew park paths and culverts 2017-18	Renew park paths and culverts in Mcleans Park	Q2;Q3;Q4	ABS: Capex	\$ 300,000	In progress	Green	Current status: Scoping minor drainage and path damage and any potential resource consent implications. Next steps: Works planned for March next year.
3018	CF: Project Delivery	Howick - renew car park	Car park renewals at Murphy's Bush Reserve & Nixon Centennial Park & Riverhills Park & Star Of The Sea Reserve & Ti Rakau Park This project is carried forward from the 2016/2017 work programme, previous ID 2976	Q4	ABS: Capex	\$ 60,000	In progress	Green	Current status: Riverhills park hard surface renewal complete. Minor works at Nixon Centennial and Ti Rakau Parks planned for this summer. Next steps: Complete remaining 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
2537	CF: Project Delivery	Howick - renew furniture FY17-18	Beechdale Park, Blanche Park, Blundell Park, Bucklands Beach Domain, Galloway Park, Glennandrew Park, Highland Park, Kilkenny Park, Marrendallas Park, Mission Heights Reserve, Salford Park, Stanniland Park, Ti Rakau Park Furniture Renewals. Note this item replaces items 2978 and 2970. This project is a continuation from the 2016/2017 programme (previous ID 3656).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 48,833	In progress	Green	Current status: Physical works to be completed by October 2017.  Next steps: Handover.
2536	CF: Investigation and Design	Howick - renew park structures 2017-18 & 2018-19	Corta Bella Place Res, Galloway Park, Glenlea Park, Highland Park Library, Murphys Bush Res, Springs Road Res	Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current status: Consultants will be engaged to design and apply for consent if required. Next steps: Planning phase and creating a project plan.
2538	CF: Project Delivery	Howick - renew paving FY17	Bard Place Reserve, Barry Curtis Park, Beechdale Park, Bell Reserve, Cascade Walkway No 3 (Gosford), Cascade Walkway No 4 (Kookaburra), Cascade Walkway No 5 (Millhouse), Clydesdale Park, Cockle Bay Domain, Glenmore Road Tennis Courts, Half Moon Bay Walkways, Highland Park, John Gill Park, Kaniere Park, Kellaway Drive Reserve, Kilkenny Park, Logan Carr Reserve, Mattson Road Esplanade Reserve, Millhouse Park, Neil Morrison Park, Orangewood Park (Northpark Ave), Rogers Park, Santa Cruz Park (cnr Santa Ana), Somerville Park, Tarnica Park (Bowscale Place Reserve), Ti Rakau Park, Waka Aranga Creek Reserve, Whaka Maumahara Path, Blue Gum Park, Blundell Park, Bowscale Place Reserve Walkway, Caithness Park, Clydesdale Park, Corta Bella Place Reserve, Edendale Park, Murvale Reserve Path Renewals. NOTE: This item replaces items 2979 and 2980. This project is a continuation from the 2016/2017 programme (previous ID 3649).	Q1	ABS: Capex	\$ 52,328	In progress	Green	Current status: Physical works in progress.  Next step: Handover.
3019	CF: Project Delivery	Howick - renew play space FY17	Various Play renewals in Howick This project is carried forward from the 2016/2017 work programme, previous ID 2984	Q1;Q2;Q3;Q4	ABS: Capex	\$ 161,000	In progress	Green	Current status: The designs for the Blundell Park playground and Bramley Drive Reserve fitness equipment are being developed.  Next steps: Commence consultation for the design of the Blundell Park Playground.
2539	CF: Project Delivery	Howick - renew playspace FY17-18	Robin Brooke Park, Bucklands Beach and Megan Park playspace & equipment renewal. This project is a continuation from the 2016/2017 programme (previous ID 3658).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 180,000	In progress	Green	Current status: Bucklands Beach Domain play space project completed and Megan Park physical works to start once weather conditions improve. Site is currently being monitored by contractors.  Next steps: Physical works to be completed.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
2541	CF: Project Delivery	Howick - renew structures FY17-19	Howick Recreation Centre, Murvale Reserve, Pandora Pak, Sheffield Place Reserve Step and Wall, Howick Beach, Howick Domain, Kaniere Park, Mcleay Reserve, Pakuranga Town Centre and Library, Whaka Maumahara Bridge and Wall, Corta Bella Place Reserve, Galloway Park, Glenlea Park, Highland Park Library, Marrott Court Village, Murphys Bush Reserve, Springs Road Reserve Wall, Barrier and Bridge Renewals. Note this item replaces items 2987, 2988 and 2989. This project is a continuation from the 2016/2017 programme (previous ID 3652).	Q2	ABS: Capex	\$ 79,388	In progress	Green	Current status: Physical works in progress.  Next step: Handover.
2542	CF: Project Delivery	Howick - renew toilets FY17-19	Bramley Drive Reserve and Mellons Bay toilet renewals. This project is a continuation from the 2016/2017 programme (previous ID 2990).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 405,710	In progress	Green	Current status: The contract for the Bramley Drive Reserve toilet block has been awarded. The Mellons Bay tender documentation is being prepared for release to the the market.  Next steps: Confirm the date for the installation of the toilet block at Bramley Drive Reserve and award the tender for the Mellons Bay toilet block.
2851	CF: Investigation and Design	Howick Beach - renew boat ramp for coastguard FY18	Renew boat ramp - FY18 project.	Q2;Q3;Q4	ABS: Capex	\$ 56,000	In progress	Green	Current status: Scope of works has been submitted for pricing  Next steps: Appoint contractor and schedule physical works.
3021	CF: Project Delivery	Howick Domain - install fitness equipment	This project is carried forward from the 2016/2017 work programme, previous ID 4509	Q1;Q2;Q3;Q4	ABS: Capex	\$ 6,000	Completed	Green	Project completed.
3310	CF: Investigation and Design	Howick LDI - Heritage - install interpretative signage	Install interpretative signage. This project is carried-over from the 2016/17 programme.	Q1;Q2;Q3;Q4	LDI: Capex	\$ 20,000	Approved	Green	Current status: The local board have directly engaged an external project manager to manage this project. They will provide updates on status direct to the local board.
1634	CF: Operations	Howick 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. The contractor has been proactive in edging pathways, maintaining playgrounds and mowing sports fields. The relatively high rainfall (e.g. July 120-149 per cent of norm) has presented some challenges, including preparing for the summer sports season. There has also been some ongoing challenges with security gates and litter bins, which staff are focusing on resolving. No significant operational building issues. 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.
2540	CF: Project Delivery	Howick Recreation Centre - comprehensive renewal	Comprehensive upgrade of facility. Year one design and consent and year two is physical works. This project is a continuation from the 2016/2017 programme (previous ID 4364).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 440,000	In progress	Green	Current status: Project manager has been assigned for this project to be delivered.  Next steps: Prepare all tender documentation.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
3022	CF: Project Delivery	Howick Snakes and Ladders Park - renew slide	This project is carried forward from the 2016/2017 work programme	Q1	ABS: Capex	\$ 30,000	In progress	Green	Current status: The repairs to the playground equipment have been completed.  Next steps: Repair the fire damage to the surrounding planting.
3057	CF: Project Delivery	Lloyd Elsmore Park - renew skate park	Renewal improvements to skate park, to attract better use from out of date asset. This project is carried forward from the 2016/2017 work programme, previous ID 4050	Q1;Q2;Q3;Q4	ABS: Capex	\$ 20,000	Completed	Green	Project completed.
2544	CF: Project Delivery	Lloyd Elsmore Park - renewals	Lloyd Elsmore Park Basecourse, car park surface, cricket nets, paths, play equipment, wall, rubbish bin, skatepark and sportsfield renewals. This project is a continuation from the 2016/2017 programme (previous ID 2992).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 400,000	In progress	Green	Current status: Physical works in progress.  Next step: Handover.
2543	CF: Project Delivery	Lloyd Elsmore Park Leisure Centre - comprehensive renewal	Upgrade of Hiwall air-conditioning in group fitness studio; upgrade of poolside mens, womans and family changing rooms; LED upgrade replacing many of the lights throughout the facility; complete tiling of steam room; renew spa inlet jet pipework; renew splash pool leak; replace skylights in the main pool hall; repaint bleachers; replace three variable speed drives units; replace diatomaceous earth socks; replace gym carpets; refit gym changing rooms; renew membrane roof on main pool hall; back up plant room pumps and renew spin studio carpet. This project is a continuation from the 2016/2017 programme (previous ID 207).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 317,857	In progress	Amber	Scope has been tendered, but requires final negotiation and agreement, with the scope now to be undertaken in July August 2017 period with certain works including roofing now; needs to be moved to May 2018.  Current status: Physical works are currently underway with the only exclusion of the replacement of the sky light, this will be done as programmed in May 2018.  Next steps: Close and handover of project.
3064	CF: Investigation and Design	Macleans Park - development stage 2	This project is carried forward from the 2016/2017 work programme, previous ID 4408	Q2	LDI: Capex	\$ 100,000	In progress	Green	Current status: The works have gone out to tender.  Next steps: Award the contract and complete the work by the end of December 2017.
3065	CF: Project Delivery	Macleans Park - renew assets	Macleans Park footpath Renewals This project is carried forward from the 2016/2017 work programme, previous ID 2994	Q1;Q2;Q3;Q4	ABS: Capex	\$ 14,600	Cancelled	Red	This project has been merged with Howick renew furniture. Please refer to SharePoint ID 2537 for an update/ commentary.  Current status: This project record has been cancelled as the project has been merged with Howick renew furniture. Please refer to SharePoint ID 2537 for an update/ commentary. Next steps: None
2545	CF: Investigation and Design	Mangemangeroa and Pt View - renew walkway and car park	Due to recent slips walkway and car park must be renewed	Q2;Q3;Q4	ABS: Capex	\$ 150,000	In progress	Green	Current status: Planning for the renewal of the walkway from the top of the carpark down to the esplanade and minor renewal of the main car park. Next steps: Procure physical works
2546	CF: Project Delivery	Marine Parade Esp - renew structure and furniture	Marine Parade Esplanade Reserve fence and stair renewal. This project is a continuation from the 2016/2017 programme (previous ID 2995).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 41,000	In progress	Green	Current status: A consultant has been engaged to supervise the development of the design for the renewal.  Next steps: Obtain consent for the work.
3101	CF: Project Delivery	Moore Street - renew toilet block	demolition of existing brick toilets, and installation of a new Exeloo toilet on the site of the old building. This project is carried forward from the 2016/2017 work programme, previous ID 4522	Q2	ABS: Capex	\$ 216,680	In progress	Green	Current status: New foundations are being constructed.  Next steps: Complete foundations and install new toilet.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
2547	CF: Project Delivery	Murphys Bush Reserve - develop park	General park development to support subdivision growth	Q1;Q2;Q3;Q4	Growth	\$ 500,000	In progress	Green	Current status: Design and planning in progress to align with wider surrounding subdivision development.  Next steps: Finalise concept plans for consultation with stakeholders and phasing of works with subdivision development.
2548	CF: Project Delivery	Murvale Reserve - renew track	Murvale Reserve track renewals. This project is a continuation from the 2016/2017 programme (previous ID 4053).	Q1	ABS: Capex	\$ 35,256	Completed	Green	Project completed.
2549	CF: Investigation and Design	Ormiston College - new hockey turf with lights	Hockey artificial turf drainage irrigation lights	Not scheduled	Growth	\$ 50,000	Deferred	Red	Risks/issues This project has been deferred to future years as there was insufficient budget to deliver this project within this financial year. Following the local board's approval of the work programme, all projects were assessed and re-prioritised to align within local board budget. Low priority projects have subsequently been deferred to next years' work programme. We will still try to deliver them earlier if it's possible under the Risk Adjusted programme  This project is in the very early stages, scoping is yet to be defined.
2550	CF: Project Delivery	Ostrich Farm - sand slits, drainage and irrigation - design and consent	Sand slits, drainage, irrigation and lights. This project is a continuation from the 2016/2017 programme (previous ID 1483).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 151,925	In progress	Amber	Risks/issues Timing of works may be impacted relating to surrounding developments and release of infrastructure  Current status: Site integration with wider subdivisions in progress.  Next steps: Progress developed design of sports field and park layout.
2551	CF: Investigation and Design	Pakuranga Recreation and Youth Centre - replace lounge sliding doors	Replace the sliding door in the lounge area.	Q2;Q3;Q4	ABS: Capex	\$ 8,000	In progress	Green	Current status: Scope replacement sliding doors. Next steps: Seek supply and install to complete works.
2552	CF: Project Delivery	Pakuranga Sailing Club renewal	Bramley Drive Reserve boat ramp, fence, fitness station, bridge, seawall and step renewal. This project is a continuation from the 2016/2017 programme (previous ID 2998).	Q4	ABS: Capex	\$ 325,000	In progress	Green	Current status: Assessment and design of sea wall to commence. Next steps: Engage coastal engineers to do the scoping and consent work. Other works are being investigated and will be reported on in quarter two.
2553	CF: Project Delivery	Panmure Bridge to Highbrook - develop walkway	Part of the Howick coastal walkway development. This project is a continuation from the 2016/2017 programme (previous ID 4057).	Q4	Growth	\$ 580,000	In progress	Green	Due to wet weather all works has been stopped until ground conditions improve. No cost or time implication have been predicted at this time.  Current status: Physical works started 8 July 2017. However, due to wet weather works have been delayed. Next steps: Progress physical works once ground conditions improve.
3184	CF: Investigation and Design	Save the Children Shop - Make fit for purpose	Save the Children Shop minor upgrade This project is carried forward from the 2016/2017 work programme, previous ID 3643	Q3;Q4	ABS: Capex	\$ 11,860	Approved	Green	Current status: Business case is underway. Next steps: Planning phase, creating a project plan.plan.
2524	CF: Project Delivery	Sportsfield Turf Farming	Couch grass trials for use in sport parks across the region.	Q4	Growth	\$ 36,000	In progress	Green	Current Status: Full facilities contractors will be maintaining the sports fields until turf is removed for projects. Next Steps: Once turf is removed full facility contractors will repair site and grow turf in ready for winter.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
3197	CF: Project Delivery	Stancombe Cottage - development	The main objectives for this project are to complete the construction of visitors' car park and waste water connection so the cottage building could be signed off and put into use as a community lease space. This project is carried forward from the 2016/2017 work programme, previous ID 4409	Q1	ABS: Capex	\$ 14,000	In progress	Green	Current status: Physical work complete. Code compliance certificate application has been lodged  Next step: Obtain code compliance certificate.
2555	CF: Project Delivery	Tamaki Bay Drive Reserve - renewal	Riverina Place Esplanade Reserve wheel stop and Tamaki Bay Drive Reserve basecourse and seawall renewal. This project is a continuation from the 2016/2017 programme (previous ID 2999).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 190,000	In progress	Green	Current status: Physical works on seawall are complete. Engage contractor for physical works on car park.  Next steps: Physical works to progress on car park.
2556	CF: Investigation and Design	Ti Rakau Park - renew playground	Ti Rakau Park whole playground renewal. This project is carried-over from the 2016/2017 programme (previous ID 3000).	Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current status: Consultant engaged, scope has been received. Next step: Awaiting purchase order to be issued.
2557	CF: Project Delivery	Tiraumea Park - renew coastal asset	Tiraumea Park seawall and sign. This project is a continuation from the 2016/2017 programme (previous ID 3001).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 454,000	In progress	Green	Current status: Stage two - engineer assessment still to be undertaken to determine the state of the existing wall and identify work required.  Next steps: Engage consultant for work required.
3233	CF: Project Delivery	Uxbridge Arts and Culture Centre Redevelopment	The Uxbridge redevelopment consists of several components:  - Demolish Keall House;  - Build new café, administration, storage, gallery, lounge, studios and courtyard;  - Upgrade existing hall and theatre. This project is carried forward from the 2016/2017 work programme, previous ID 4058	Q1	ABS: Capex	\$ 302,663	Completed	Green	Project completed.
3234	CF: Project Delivery	Valderama Reserve - renew play space	Valdermana Reserve Play space development This project is carried forward from the 2016/2017 work programme, previous ID 4059	Q2	ABS: Capex	\$ 23,700	Completed	Green	Project completed.
<b>Infrastructure and Environmental Services</b>									
35	I&ES: Healthy Waters	Adopt a Spot - Howick	To engage community or business groups to adopt and care for their local creek. Local funding and support will allow groups to undertake weed control, planting and rubbish removal. A co-ordinator is also proposed to assist the groups and advise on best plant species and locations where required.	Q3;Q4	LDI: Opex	\$ 16,000	In progress	Green	This project will commence in quarter two. The Adopt a Spot project will run alongside the similar project being undertaken in the neighbouring Ōtara-Papatoetoe Local Board to ensure a consistent approach to protecting the Ōtara waterways.
266	I&ES: DPO	Flat Bush water quality ponds	Land acquisition for the development of stormwater management infrastructure.	Q1;Q2;Q3;Q4	LDI: Capex	\$ 3,759,783	In progress	Green	Ponds continue to be delivered through Infrastructure Funding Agreements with developers, and land acquisitions are continuing in accordance with the overall catchment plan.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
48	I&ES: Environmental Services	Howick Weed Management Programme	To undertake weed control in various areas of specific ecological and public interest, and to continue the community campaign encouraging residents to control weeds, in particular targeting rhamnus and moth plant. Te Naupata Musick Point forms part of a biodiversity link that encourages various native species, particularly birds, to navigate between the Hauraki Gulf islands and the mainland through to the Hunua Ranges.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 42,000	In progress	Green	Planning commenced this quarter for the rhamnus enable control work at Musick Point commencing in quarter two, and for the engagement work planned for early 2018. Contracted weed control works will focus on the first stage of abseiling at Musick Point and follow up around the golf course. An animal pest trapping network will be established around Musick Point in conjunction with iwi and Hayleys Lane. A hui was held with iwi in September 2017. Mana whenua kaitiaki representatives will manage an intensive network of bait stations and possum traps across Musick Point Peninsula to keep pest animals low. The community engagement programme includes a weed swap event, skip bins for people to dump weeds, promotion in a variety of forums and the provision of herbicide gel for the community to use. It is recommended that a small portion of this budget be re-directed towards community engagement around Chinese knotweed.
465	I&ES: Healthy Waters	Industry Pollution Prevention Programme (Howick)	To support improvements to waterways through a proactive programme supporting and encouraging businesses to be more aware of how their practices can impact on local waterways. The location has yet to be identified but could be a revisit to an area to identify if recommendations from previous visits have been adopted.	Not scheduled	LDI: Opex	\$ 20,000	In progress	Green	This project is scheduled to commence in quarter three. A report summarising sites visited and any corrective actions suggested will be provided to the board upon completion.
34	I&ES: Healthy Waters	Small Building Sites Ambassador - Howick	To engage an ambassador to work with and support council's compliance team to reduce the amount of sedimentation, run off and litter produced from small building sites entering waterways. This project will be focused on the Flat Bush area.	Q1	LDI: Opex	\$ 20,000	In progress	Green	The small sites ambassador commenced educational focussed site visits in quarter one. This pilot project is scheduled for completion in December 2017. An evaluation of the project will be presented to the board early in 2018.
2026	I&ES: Healthy Waters	Tāmaki Estuary Environmental Forum (Howick)	To develop the Tāmaki Estuary Action Plan in collaboration with the Tāmaki Estuary Environmental Forum (TEEF).	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	In progress	Green	The first Tāmaki Estuary Environmental Forum will be held on Thursday, 6 October at the Anchorage Community Hall, Pakuranga. At this meeting, a facilitator will work with the forum to help identify its direction, and how the local funding can support achievement of the forum's objective.
<b>Libraries</b>									
882	CS: Libraries & Information	Celebrating cultural diversity and local communities - Howick	Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Heritage Week, Matariki, Maori Language Week, Pasifika, Diwali, Lunar New Year, Christmas celebrations and local board events. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	During August the Howick local libraries celebrated Local History Month with book displays of materials of local interest, discussions and guest speakers. Robyn Williams from the New Zealand Society of Genealogist gave a talk on 'Effective Genealogy searching techniques' which was attended by 25 people and more than 26 people took advantage of Ancestry tutorials, Find My Past, Cenotaph tips and tricks, Footprints and other Heritage data base sessions offered by skilled library staff.
880	CS: Libraries & Information	Celebrating Te Ao Māori and strengthening responsiveness to Māori - Howick	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. Including partnering with Auckland War Memorial Museum with sessions on te ao Maori for local schools. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Our Libraries celebrated Matariki with special bi-lingual pre-school storytime sessions held in the library and at local pre-schools. These sessions gave children, parents and teachers the opportunity to browse, and borrow, the libraries wide range of Māori publications written in both Māori and English.



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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
877	CS: Libraries & Information	Children and Youth engagement - Howick	Provide children and youth activities and programming, including a programme of children's activities during school holidays, which encourage learning and literacy including youth hour, minecraft, coding club, homework help. 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 - Howick")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Fifty-three school holiday activities based around the theme " What lies beneath" were offered during the July School Holidays. Children were encouraged to explore the living world with arts, technology science and literature by participating in activities including creating marine animals, Minecraft, Memory Games, exploring the world beneath the ground,beneath your skin and behind computer software. Activities attracted more than 1696 children and their parents.
874	CS: Libraries & Information	Extended hours - Howick	4.5 additional opening hours at Botany Library. 2.5 additional opening hours at Highland Park Library. 2.5 additional opening hours at Howick Library. 2.5 additional opening hours at Pakuranga Library.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 75,000	In progress	Green	Library customers continue to provide positive feedback about the ease of access to their local libraries and the range of services that are on offer. Tertiary students have enjoyed; the option of using our libraries for study purposes on a daily basis.
875	CS: Libraries & Information	Information and lending services - Howick	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Issues of library has decreased slightly (three per cent) compared to last year, although interest in joining the library has increased as residents become more aware that a membership card provides ease of access to both hard copy and digital collections as well as use of the public computers.
881	CS: Libraries & Information	Learning and Literacy programming and digital literacy support - Howick	Provide learning programmes and events throughout the year including: classes, Book a Librarian sessions, ESOL programmes, conversation corner, digital programming, beginners IPAD and digital drop ins. Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices.(Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	There is considerable interest in the variety of classes that our local libraries offer to support English as a second language speakers. Classes are held weekly, during school term time and offer conversational English, Community Awareness, Managing every day life in New Zealand and discussion about what your local Council or Government office does. An average of 24 people regularly attended the 60 sessions held in libraries throughout this quarter.
872	CS: Libraries & Information	Library hours of service - Howick	Provide library service at Botany Library for 56 hours over 7 days per week. (\$784,620 - FY17/18) Provide library service at Highland Park Library for 56 hours over 7 days per week. (\$761,478 - FY17/18) Provide library service at Howick Library for 56 hours over 7 days per week. (\$719,739 - FY17/18) Provide library service at Pakuranga Library for 56 hours over 7 days per week. (\$673,823 - FY17/18)	Q1;Q2;Q3;Q4	ABS: Opex	\$ 2,974,720	In progress	Green	There has been a slight increase in visits to the libraries during this quarter, when compared to the same quarter of the last financial year. Two of the local board libraries Howick and Highland Park provided space to Elections NZ for Advance voting on a number of days leading up to the 2017 Elections.
876	CS: Libraries & Information	Preschool programming - Howick	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, and special storytimes to celebrate cultural festivals. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	More than 10,000 children and parents attended Wriggle and Rhyme sessions for young babies, storytimes, Jump, Jiggle and Jive and rhymetime sessions with increasing numbers of new parents and babies attending the Wriggle and Rhyme sessions. Library staff also visited a number of Recreation Centres, Kindergartens and Pre-Schools to provide special storytime and rhymetime sessions to children who might not always be able to visit the library.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
878	CS: Libraries & Information	Summer reading programme - Howick	Provide a language- and literacy-building programme that runs during the summer school holidays for 5-13 year olds. Developed and promoted regionally and delivered locally with activities and events designed to meet the needs and interests of local communities. (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q2;Q3	ABS: Opex	\$ -	In progress	Green	Teams at our local libraries are currently planning activities and events that will highlight the bi-lingual Kia Māia te Whai : Dare to Explore Summer Reading Programme which commences in early December 2017. This year's programme is themed around "Get wild about reading" and will include a series of eight challenges aimed at encouraging children to have fun and maintain their reading and learning skills during the summer holiday period.
879	CS: Libraries & Information	Supporting customer and community connection - Howick	Provide programmes that facilitate customer connection with the library and community including Tamaki River Festival, book groups, Saturday showcases, guest speakers, health talks. Provide community space for hire at Howick and Botany Libraries (Funded within ABS Opex budget activity: "Library hours of service - Howick")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Howick Local Board Libraries hosted a variety of activities for more than 1100 people which included Adult Colouring sessions, Yoga classes, Knitting in Public which meets in each of our libraries on a monthly basis, a Waste free parenting workshop taken by Kate Meads, Tani Talks, Shakespeare Aloud, Mandarin and Arabic Book Clubs and a number of regular Book club meetings which attract people with reading interests in a number of our fiction genres. Staff provided book loans and Book Chats to local Rest Home residents who are often not well enough to visit their library on a regular basis.
<b>Local Economic Development: ATEED</b>									
677	ATEED: Local Economic Growth	Howick Tourism Development	Assist local tourism operators and business association to implement the Howick Tourism Plan.	Not scheduled	LDI: Opex	\$ 50,000	In progress	Green	A funding agreement has been signed by Howick Tourism Inc and approved by the local board. The grant will be paid to Howick Tourism Inc once the application is processed. Howick Tourism Inc will provide a further update in Q2.
1109	ATEED: Local Economic Growth	Young Enterprise Scheme (HW)	ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss.  The funding from the local board will support the delivery of 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.	Q3	LDI: Opex	\$ 3,500	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.
<b>Parks, Sport and Recreation</b>									
942	CS: PSR: Park Services	Howick local parks: Events in parks programme 2017-2018	Develop a programme of initiatives which utilise parks facilities and open spaces and which encourage increased participation in active recreation and sporting related activities. This could include the delivery of the Out and About Programme.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 80,000	In progress	Green	23 activations delivered for Q1: One Give it a go sports; One Kite day; One Amazing race; Six Doggy day walks, Fourteen Park runs. Planning 40 activations scheduled for 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
1085	CS: PSR: Park Services	Howick: Addressing Erosion	Priority Areas could include: sand replenishment at Bucklands beach, Eastern Beach, Cockle Bay. Description to be confirmed following work-shopping with Local Board about their desired role in Coastal Erosion. Provision could be made in the FY17/18 work programme for advocacy to governing body, planning work to be undertaken to better understand the nature and scale of the issue in Howick, priority areas and options for addressing it, and / or capital expenditure to address the area wide issue.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 106,000	Approved	Green	The Regional Coastal Management Plan and Howick area report have been completed and discussed with the Local Board. \$60,000 has subsequently been ring fenced to fund further investigation into the four priority areas identified in the Howick board area, which are Bucklands and Little Bucklands Beach, Cockle and Eastern Beach. This work is underway and further discussion with the Local Board and community is planned for October.
1128	CS: PSR: Active Recreation	Howick: Facility Partnership 2016 Howick Gymsports	A facility partnership grant from 2015/16 \$250,580 to progress the Howick Gymsport project to the next stage of planning and development	Not scheduled	LDI: Opex	\$ 60,000	In progress	Green	Gymsports ready to proceed to business case but project partners as yet confirmed. Gymsports NZ yet to finalise Auckland facility development priorities. Auckland Bowls organising a meeting of all Howick clubs to discuss the future of the sport, covered court opportunities and tenure on existing sites including LEP. Working with Jane Aickin to understand implications of Maunga authority on Pakuranga Tennis Club (lease cost and tenure) to see if they will need to relocate/amalgamate or, have a sustainable model that will allow them to stay in that location. Impact on LEP as potential partner for gymsports. The BMX \$125k is to provide toilet facilities and other amenities the clubs requires. It is adjacent to proposed location for the Gymnastics building, which will take a few more years to fundraise for and to build.
3358	CS: PSR: Active Recreation	Howick: Facility Partnership 2016 Howick Gymsports deferral	See #1128	Q1;Q2;Q3;Q4	LDI: Opex	\$ 330,000	In progress	Green	See #1128 for FY18 activity updates.
1126	CS: PSR: Active Recreation	Howick: Facility Partnership Fund 2017/18 (HW)	A fund the Local Board can use to support sport and recreation organisations with facility partnerships including needs assessments, feasibility studies, design, planning and capital investment.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 600,000	In progress	Amber	Due to the large amount of funding available and a lack of staff resource, advice will now be provided in Q2  Advice will outline a process to fairly allocate this funding to groups within the Howick Board area. Part of this process will involve updating the Howick Sport and Recreation Plan so that the areas of priority are understood and decisions on allocation of funding are made based on up to date data about the sport and recreation need in the Howick Local Board area. Mountain Raiders BMX - \$125k. Club continue to investigate options to deliver this project. Connection charges and site access (for containers) have been more challenging than anticipated. Additional (non-council) funding will likely be required to complete this project. A focus on track maintenance (in lead up to summer season) has taken up volunteer time, meaning this project will now be delivered in 2018. Council staff will continue to support the club to deliver the project.
1095	CS: PSR: Park Services	Howick: Greenways and Coastal Walkways Network Plan	Prepare and prioritise a Howick area Pathways Plan	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Amber	Local Board to resolve funding allocation.  \$25,000 has been allocated from the Local Boards LDI discretionary opex to fund this activity. Staff will include this in the Pathways Programme from Q2 onwards and consult with the local board on the joint activities.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
1067	CS: PSR: Active Recreation	Howick: Leisure facilities operation programme FY17/18	Operate Howick Leisure Centre; Lloyd Elsmore Pool and Leisure Centre; Pakuranga Leisure Centre and Marina Fitness, in a safe and sustainable manner. 2. Deliver a variety of accessible programmes and services that get the local community active.3. 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	Amber	Howick Early Childhood Education (ECE) is not on track to meet budget due to a decrease in occupancy which has also had a ripple effect in a decrease of MoE funding levels. This is a result of increased ECE competition within this region. A plan has been put in place however to undertake a digitally targeted marketing initiative to attract new ECE customers in the Howick area.  Howick Leisure Centre is on track to meet local board objectives for Q1. Fitness is on track to exceed last year's membership numbers (estimated 630, compared to 582 last year). Member and Recreation visits are on track to meet local board objectives. Howick Leisure Centre won the 'Centre of the Year' in Auckland Council's Leisure 'Be Inspired Awards'. Howick Leisure's Recreation Team Leader Amy Yeoman won the 'Inspiring Leadership' award.
1127	CS: PSR: Active Recreation	Howick: Sport and Recreation initiatives (HW)	Investment in sport and recreation participation initiatives and sector development responding to identified needs in the local board area.	Q1;Q4	ABS: Opex	\$ 105,000	In progress	Green	The existing contract with Counties Manukau Sports Foundation (CMS) to deliver various initiatives including the Howick Sports Forum, Coaches Club, Have-a-go days, Howick Sports Awards, BMX holiday programmes has been renewed, in part, for this year. Given that CMS are now on longer a delivery agent of Aktive, an opportunity exists to review the potential delivery models for sport and recreation initiatives within Howick Local Board. Further information on the options available to the Local Board will be provided in Q2.
944	CF: Operations	Howick: Tree and green asset planting programme FY17/18	Continuation of planting initiatives in Huntington Park	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	Approved	Green	This includes 40,000 deferral from 2016/17. A programme of planting initiatives will be workshopped with the local board in quarter two.
954	CS: PSR: Park Services	HW local parks: Ecological volunteer programme 2017-2018	Programme of activity supporting volunteer groups to carryout ecological restoration and environmental programmes in local parks including: •Community planting events •Plant and animal pest eradication	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	Approved	Green	"Volunteer activities in Howick Local Parks this quarter: • Ongoing work by the Friends of Mangemangeroa Reserve; • Community and corporate plantings at Cockle Bay Domain; • Weed control and clean-ups at Cockle Bay Domain; • Animal pest control training at Cockle Bay Domain.
1168	CS: PSR: Park Services	HW: 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. .
943	CS: PSR: Park Services	HW: Environmental planting and educational programme FY17/18	Deliver planting programmes and education in local parks which will increase usage of the parks and provide information about the biodiversity in the parks, particularly for 1-2 local schools. Deliver ranger walks in local parks, particularly those in areas of high growth	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	Approved	Green	Programme to be presented and agreed with the Local Board 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
1062	CS: PSR: Active Recreation	HW: Parks, Sport and Recreation Response Programme 2017-2018	A programme of activity to respond and enable: The review and development of strategic planning documentation, including, master planning and development of concept plans for priority areas including: Lloyd Elsmere Park; update Barry Curtis Master-Plan. The review and prioritisation of projects for delivery to be scoped and captured in implementation plans and business cases. Creation of new master plans for priority or focus areas, including, but not limited to Flatbush area. Development of network planning including: open space; Greenways and coastal walkways; play spaces.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 55,000	In progress	Green	Following discussion with the Local Board, \$40,000 has been allocated to the Mangamangaroa work programme line item #1068, which is in the approved PSR work programme, but did not previously have any funding attached to it. The \$40,000 will be used to develop a plan that addresses the current state of the reserve, including the erosion and access issues and propose a medium and long term plan to ensure the appropriate level of service is provided to the community. A more detailed scope of the work will be workshopped with the Local Board in Q2.
1129	CS: PSR: Active Recreation	HW: Skate Park Custodians	Engage a contractor to provide custodian services for Sir Barry Curtis Park skatepark to perform the role of caretaker, advisor, programme and event planner and coach to provide positive skate park environment.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 51,000	In progress	Amber	Awaiting scope and/or documentation following workshop in August 2017.  The existing contractor has a new draft agreement ready for signing. This will be completed in October.
1068	CS: PSR: Park Services	Mangemangeroa Reserve: Service review and planning	Development of a strategy for addressing the erosion and providing for the pathway repair and upgrade, so as to leverage off existing renewals budgets (and potentially others), but also to ensure that a comprehensive long term solution for the area is developed that is cognisant of Akl Pathways and Open Space Network Planning.	Q1;Q2	ABS: Opex	\$ -	Approved	Amber	Local Board to resolve funding allocation.  The scope of this work will be confirmed in a workshop with the Local Board in Q2. It is proposed to allocate \$40,000 to this work programme item, from the Response Fund; work programme line item 1062.
1920	CS: PSR: Active Recreation	Pakuranga Athletics Charitable Trust: Facility Partnership 2014	A facility partnership into the pavilion and grandstand development at Lloyd Elsmore Park. \$100,000 facility partnership grant	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	Officers are continuing to support the club, the \$220K expires in June. Staff will continue to work the club and trust to advance planning.
<b>Plans and Places</b>									
1921	CPO: Plans and Places	Implementaion of Howick Heritage Plan	Through the Howick Heritage Plan a number of initiatives are proposed. These are discussed further under 'Milestones'.	Not scheduled	Currently unfunded	\$ -	Proposed	Red	No budget assigned

## 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>										
1582	CF: Community Leases	Auckland Kindergarten Association - Cascades	New lease for Lloyd Elsmore Park. 2R Bells Road, Pakuranga	Q4	31/03/2018	\$ 0.10	\$ -	In progress	Green	Awaiting response from Auckland Kindergarten Association solicitors regarding multi-premise lease.
1583	CF: Community Leases	Eastgate Community Trust	Renewal for Lloyd Elsmore Park, 427 Pakuranga Road	Q3	31/12/2027	\$ 0.10	\$ -	In progress	Green	Lease agreement is being prepared for review and approval before sending it out to the tenants for signing.
1584	CF: Community Leases	Howick Hornets Rugby League Club	Renewal lease for 52R Paparua Road , Howick	Q3	31/07/2027	\$ 0.10	\$ -	In progress	Green	A site visit was completed 24 July 2017. A report and memo are being drafted for workshop with the local board before October 2017.
1585	CF: Community Leases	Frith Jenkins		Q4		\$ 1.00	\$ -	Deferred	Amber	Expression of interest placed on hold due to progressing needs assessment being done for the premises. This is expected to be completed by the end of the year.  Frith Jenkins does not seek to apply for a new lease at 115 Picton Street. She is ready to move out once the expressions of interest process is started following completion of the needs assessment currently being undertaken by Council contractors.
1586	CF: Community Leases	Glen House Society Inc	Grant new lease for Glenhouse Reserve. 6R Glen house Reserve	Q4	31/03/2018	\$ 0.10	\$ -	Approved	Green	Lease does not expire until 31 March 2018. Application form to be sent out to tenants before quarter two. Site visit will be done before quarter three. A discussion will be held with the board as to whether an expressions of interest process should be undertaken.
1588	CF: Community Leases	Howick Local Board Accommodation Project	7 Aylesbury Street	Q4		\$ 1.00	\$ 3,000.00	In progress	Green	Local board would like to move and expand their premises to the library building. Progress of this project is being followed up by local board services as it has been placed on hold for a while.
1589	CF: Community Leases	Howick Men's Shed Project	Howick Men's Shed Project	Q4				Approved	Green	Men's Shed is searching for premises to operate their activities from.
1590	CF: Community Leases	Howick Art Group	New lease for Hawthorden Reserve 66 Cook Street - Previously reported in Work Plan Year 2014/2015	Q4		\$ 500.00	\$ 500.00	Approved	Green	Site visit to be undertaken and community outcomes plan discussed with tenant by quarter two. After this discussion a draft report will be workshopped with the local board.
1591	CF: Community Leases	Howick Brass Inc	Renewal lease for Howick Domain 90R Wellington Street - Previously reported in Work Plan Year 2014/2015	Q4	31/12/2024	\$ 0.10	\$ 0.10	In progress	Green	Site visit was completed 24 July 2017. Building is in need of maintenance and an asset assessment is needed. Options for the new lease will be discussed with the local board at a workshop prior to the end of quarter two.
1592	CF: Community Leases	Howick Children's & Youth Theatre	New lease for Star of the Sea Reserve 29 Granger Road	Q4	4/05/2011	\$ 0.10	\$ 0.10	In progress	Green	The Community Outcomes Plan has been discussed and finalised with tenants. A site visit was completed on 12 September 2017. An asset assessment is being completed and building maintenance works required. This will be workshopped with local board prior to iwi engagement being undertaken.
1593	CF: Community Leases	Howick Pakuranga Netball Association Inc	New lease for Lloyd Elsmore Park 2R Bells Road	Q4	31/10/2016	\$ 0.10	\$ 0.10	Approved	Green	A site visit is to be completed and Community Outcomes Plan to be discussed with tenant before quarter two. After this discussion a draft report will be workshopped with the local board.
1594	CF: Community Leases	Howick Sailing Club Inc.	New lease for Howick Beach 4R Granger Road - Previously reported in Work Plan Year 2014/2015	Q4	31/03/2012	\$ 0.10	\$ 0.10	Approved	Green	Site visit and Community Outcomes Plan to be discussed with tenant before the end of quarter two. After this discussion a draft report will be workshopped with the local board.
1595	CF: Community Leases	Howick Sub-centre of the St John Ambulance Association	New lease for William Green Domain 600R Pakuranga Road - Previously reported in Work Plan Year 2014/2015	Q4	30/03/2011	\$ 0.10	\$ 0.10	In progress	Green	Site visit was completed 25 August 2017. Community Outcomes Plan will be discussed with the tenants by quarter two before submitting a draft report to workshop with the local board.

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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
1596	CF: Community Leases	Lions Club of Howick Inc.	New lease for The Depot, Lloyd Elsmore Park 2R Bells Road	Q4	30/04/2013	\$ 500.00	\$ 500.00	Approved	Green	Lease has expired. Options for the new lease will be workshopped with the local board by quarter three.
1597	CF: Community Leases	Meadowlands Multi-sport and Community Trust.Meadowland Park 41R Meadowland Drive	New lease for Meadowlands Park 41R Meadowlands Drive	Q4	30/07/2013			Approved	Green	Site visit to be arranged with tenants and Community Outcomes Plan to be discussed by quarter three. After this discussion a draft report will be workshopped with the local board.
1598	CF: Community Leases	NZ Association of Citizen's Advice Bureau Pakuranga (Northern Region)	Group have vacated this building 7 Aylesbury Street - Previously reported in Work Plan Year 2014/2015	Q4	30/06/2006	\$ 500.00	\$ 500.00	In progress	Green	Multi premises lease has been drafted and provided to Auckland Citizens Advice Bureau, the umbrella for Citizens Advice Bureaus across the region. This was sent 11 July 2017 and is for their review and, if in order, execution. Staff await their response.
1600	CF: Community Leases	Pakuranga Athletics Club	Planning for new building underway, application yet to be received for Lloyd Elsmore Park 2R Bells Road	Not scheduled	31/05/2020			Deferred	Amber	Lease does not expire until 31 May 2020. This item will be deferred to FY 2019/2020.
1601	CF: Community Leases	Pakuranga Bowling Club	Lloyd Elsmore Park 2R Bells Road - Approval of sub-lease	Not scheduled	1/03/2020	\$ 0.10	\$ 0.10	Deferred	Amber	Lease does not expire until 2020. This item will be deferred to FY2019/2020.
1602	CF: Community Leases	Pakuranga and Howick Budgeting Service Inc.	7 Aylesbury Street	Q4	1/04/2005	\$ 0.10	\$ 0.10	On Hold	Red	On hold due to potential development of the building.  Site visit was completed on 25 August 2017. Community Outcomes Plan to be discussed with the tenant and finalised before quarter two. Workshopped this with the local board 21 September 2017. Leasing process is placed on hold due to potential development of the building.
1603	CF: Community Leases	Revill's Boxing Gym	Currently expressions of interest in this space in The Depot, Lloyd Elsmore Park 2R Bells Road - Previously reported in Work Plan Year 2014/2015	Q3	1/07/2008	\$ 500.00	\$ 500.00	In progress	Green	A report is being drafted and will be presented at the local board business meeting on 16 October 2017.
1605	CF: Community Leases	The Girl Guides Association of NZ – Glenmore Road	New lease for 57 Glenmore Road	Q3	30/04/2013			In progress	Green	Site visit completed 24 July 2017. Community Occupancy Guidelines finalised with tenant. Iwi engagement to be undertaken prior to presenting report at a local board business meeting.
1606	CF: Community Leases	The Scout Association of NZ – Cockle Bay	New lease for Cockle Bay Domain 47R Shelly Beach Parade - Previously reported in Work Plan Year 2014/2015	Q4	31/07/2012	\$ 0.10	\$ 0.10	Approved	Amber	The matter has been delayed as staff attempt to arrange a meeting with Scout Association to discuss the multi-premises lease.  Lease has been delayed.
1607	CF: Community Leases	The Scout Association of NZ – Minerva	New lease for Howick Community Reserve 563R Pakuranga Road - Previously reported in Work Plan Year 2014/2015	Q4	31/03/2013	\$ 0.10	\$ 0.10	Approved	Amber	The matter has been delayed as staff attempt to arrange a meeting with Scout Association to discuss the multi-premises lease.  Lease has been delayed.
1608	CF: Community Leases	RNZ Plunket Society - Howick	Lease for 115 Picton Street, Howick.	Q4	14/12/2036	\$ 500.00	\$ -	In progress	Green	Staff have liaised with tenant on 13 September 2017. The tenant currently has an unsigned lease renewal document from Manukau City Council. Staff are investigating the unsigned agreement. Once details of the agreement are clear, staff will bring options to the local board on how to proceed.