

## 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
Arts, Community and Events									
463	CS: ACE: Events	Anzac Services - Papakura	Support and/or deliver Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 11,000	Approved	Green	Scheduled for Q4. Staff will commence planning in Q2.
705	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (PPK)	Broker strategic collaborative relationships and resources within the community. This includes three key activity areas: 1. engaging communities – reaching out to less accessible and diverse groups - focussing on capacity building and inclusion 2. enabling council – ensuring that groups have access to operational and technical expertise and identify and address barriers to community empowerment 3. reporting back - to local board members on progress in activity areas one and two. Includes responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	Staff continued to support the development of quarterly community leaders Civil Defence huis, working with all stakeholders to develop a program and support with promotion - continued to attend the new immigrant network meetings for South Auckland alongside other central government agencies to look at how to meet the needs of migrants and how to collaborate to tackle larger issues such as education, employment and housing - used subject matter knowledge into the local community grants applications and continued to work with community groups on their understanding of the process and what funding they may be eligible for - continued to build relationships internally within council in order to enable the community to take the lead on projects and reducing barriers.
479	CS: ACE: Arts & Culture	Brass Band- LDI Papakura Brass Operational Support Grant	Administer a funding agreement with Papakura Brass to provide community performances, a major annual performance as part of a Papakura music event, large community concerts and training/tuition for learner musicians.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 12,000	In progress	Green	Staff executed a funding agreement with the Papakura Brass Band for FY2018. During Q1, the band hosted the regional contest for the Auckland Band Association at Hawkins Theatre.
532	CS: ACE: Community Empowerment	Build capacity: youth scholarships	Assist young people to develop their workforce skills, access further education and training, and achieve their desired careers.  To be implemented in association with schools, the Papakura Youth Council and local training providers. In developing scholarships:  • ensure they are accessible to a diverse range of ethnic groups • use established community networks, including Papakura Marae, Papakura Business Association, local church/places of worship groups, high schools and local community places.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,000	In progress	Green	Staff made changes to the scholarship application form and criteria, which was provided at a local board workshop. Staff will upload the application form onto the grants processing system (Smartygrants) in Q2. Staff will also begin promoting the scholarship and start accepting applications in Q2. Staff are working on developing promotional material for the scholarships.
533	CS: ACE: Community Empowerment	Capacity building: Papakura community groups	Build the capacity and capability of community groups by providing funding and opportunities for training and support.  Potential groups include Proud Papakura Proud, residents and ratepayers groups, Māori organisations, social enterprises and emerging groups across the local board area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	Staff identified community members and groups that could benefit from capacity building. Staff are investigating running an empowered events workshop and, a grant application workshop has been confirmed for 20 October. Initial conversations have been held with key community network groups around facilitating a workshop on how they can all work together and support each other. Workshop dates to be confirmed in Q2 and will be held Q2 - Q4.
457	CS: ACE: Events	Citizenship Ceremonies - Papakura	Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 12,617	In progress	Green	Staff delivered two citizenship ceremonies over two occasions during Q1.

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482	CS: ACE: Arts & Culture	Community Arts Programmes- LDI	-Develop and support arts and culture activities to be delivered across the local board area, including initiatives that celebrate Matariki, the Māori New Year, youth and Pacific arts and culture (\$48,000).  Includes carry-forward \$1,589 from FY17.	Not scheduled	LDI: Opex	\$ 49,589	In progress	Green	Staff are scoping projects to present to the local board in Q2. Carry-forward was confirmed in September 2017.
343	CS: ACE: Community Empowerment	Community grants (PPK)	Funding to support local community groups through contestable grant funding. Budget: Local community grants \$125,000 - includes Senior Citizen's funding of \$2k.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 125,000	In progress	Green	Papakura Local Board has completed Round One Quick Response (PPK/2017/186) allocating a total of \$22,817 and allocated a \$2,000 to senior citizens' funds (PPK/2017/110) leaving a total of \$100,183 for the remaining grant rounds.
2182	CS: ACE: Advisory	Community Response Fund - Papakura	Discretionary fund to respond to community issues as they arise during the year	Q1;Q2;Q3;Q4	LDI: Opex	\$ 4,000	In progress	Green	No allocations in Q1
422	CS: ACE: Community Places	Community Venues PPK - 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.
1918	CS: ACE: Events	Community Volunteer Awards - Papakura	Community Volunteer Awards recognise and celebrate the contributions of residents to the local community.	Not scheduled	LDI: Opex	\$ 8,000	Approved	Green	Staff will discuss scheduling and delivery of the Community Volunteer Awards in local board during Q2 .
748	CS: ACE: Community Empowerment	Community-led placemaking: (Manurewa-Takanini) Spatial Priority Area (PPK)	-Engage and empower communities to ensure that they influence decision-making on spatial priority area (SPA) planning and implementation -strengthen community-led placemaking and planning initiatives within the SPA area -develop innovative ways to engage with communities that have not traditionally participated in council decision-making.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	The Manurewa, Takanini and Papakura Integrated Area Plan team held an internal workshop with council departments to prepare material for the joint Manurewa and Papakura Integrated Area Plan local board workshop meeting. The aim of the local board workshop was to determine an implementation plan for the project area, including segmenting projects into high, medium or low priority for the local board. The draft plan will be presented for approval by both local boards and the Auckland Planning Committee in Q2.
537	CS: ACE: Community Empowerment	Community-led placemaking: Mara Kai projects (growing food)	-Fund community organisations (eg Gardens for Health and Auckland Teaching Garden) to work with local neighbourhoods and communities to create sustainable gardens and provide a source of locally grown food for community use. -Facilitate cross council alignment to make it easier for communities to establish community gardens.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 33,000	In progress	Green	Gardens For Health (G4H) continued to provide mentoring and subject matter support to a number of gardens, through 2016/2017 funded activities. A \$5000 agreement for 2017/2018 funded activities has been prepared for Gardens for Health (G4H), and will be completed in Q2. Options for 2017/2018 funded garden activities will be brought to the local board in Q2. Potential initiatives include: - support for Park Estate School - garden boxes for students - Rollerson garden for plants and resources - investigating renewal of the mara kai garden on Edmund Hillary School grounds - funding for G4H to initiate a fruit trees in schools programme in the Papakura area.

Work Programme 2017/2018 Q1 Report

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534	CS: ACE: Community Empowerment	Community-led placemaking: Smith's Ave	<p>Facilitate community-led planning and neighbourhood development process to develop a Smith's Avenue reserve masterplan by:</p> <ul style="list-style-type: none"> <li>engaging a neighbourhood development worker to work with the community in a community led planning and place making process for the Smith's Ave Reserve Masterplan</li> <li>convening and facilitating a whole of council approach which will be driven internally by a steering/working group. Te Toa Taka Tini will be actively involved to drive Māori engagement</li> <li>utilising co-design and 'whānau design for whanau', using the community hall as the design lab where all work will be displayed and tested.</li> </ul> <p>Note: the 2017/2018 budget shown for this activity line item includes an additional \$49,500 deferral from 2016/2017.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 104,500	In progress	Green	The whanau centric co-design process has delivered initial insights around local aspirations for Smiths Ave, through the use of empathy interviews in the local community. Strong links have been made with key community members and regular activation is taking place at the hall. The current hall operating model being set as a venue for hire is not serving this community well, and alternative options, including changing the operating model to a community hub, are being addressed. Note that an additional \$49,500 deferral from 2016/2017 was added in Q1.
535	CS: ACE: Community Empowerment	Community-led placemaking: town centre initiatives and economic development	<p>Fund community organisations to:</p> <ul style="list-style-type: none"> <li>manage safety issues in the town centres (Papakura and Takanini), and increase collaboration and co-ordination with police and community volunteer groups</li> <li>explore economic development opportunities that increase activities in town centre (to increase perception of safety)</li> <li>develop innovative opportunities to activate empty shops</li> <li>utilise the Youthful platform and Youth Connections to provide unemployed youth with an opportunity to work on projects that improve safety/economic development, including activating empty shops, cleaning projects, projects around shared space/accessibility and connecting young people to the local board.</li> </ul> <p>Includes:                      \$169,000 Town Centre Security                      \$60,000 Community Safety                      \$40,000 Community Initiatives                      \$11,000 Great Spring Clean</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 280,000	In progress	Green	Q1 safety activity includes: - funding agreements were completed for the Papakura Crimewatch Patrols and Neighbourhood Support. - Following an additional local board resolution in August, a funding agreement was completed for Papakura Business Association to commence the recruitment of a town centre security co-ordinator - staff facilitated a workshop with the board, the three funded community groups and the business association. The groups reported back on previous activity. - Analysis from the town centre safety review will be reported to the board in Q2 Innovation - staff completed various innovation events at the Papakura Libraries foyer. Next steps for Papakura Innovation will be informed by the activations and research conducted by Meshed and Co-Creationz. The last in the series of five events being held on the 30th of September at the Papakura Library will aim to showcase the potential of an innovative makers space, which may lead to some local interest on leading future activations. Future initiatives and spend on innovation will be determined from the research, and will be discussed with the local board and community in Q2 and Q3.

Work Programme 2017/2018 Q1 Report

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252	CS: ACE: Events	Event Partnership Fund - Papakura (Externally Delivered Events)	<p>Funding to support community events through a non-contestable process:</p> <p>Funding amounts for the following events to be confirmed at a local board workshop.</p> <ul style="list-style-type: none"> <li>- Papakura Carols in the Parks (Harvest Christian Church)</li> <li>- Papakura Santa Parade (Papakura Rotary Club)</li> <li>- NZRL Secondary School League Competition (New Zealand Rugby League)</li> <li>- Papakura Fireworks (Lions Club of Papakura Charitable Trust)</li> <li>- PIPS Canoe Day (Pahurehure Inlet Protection Society PIPS)</li> <li>- Matariki Event (deliverer to be confirmed)</li> </ul>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 133,000	In progress	Green	Funding agreements are being completed for three events in this fund. Payments are to be expected in Q2. Funding recipients and allocations have been confirmed as per the PPK/2017/204 resolution.
253	CS: ACE: Events	Event Partnership Fund - Papakura (Movies in Parks)	<p>Program and deliver a Regional Movies in Parks series event.</p> <p>Funded as a line item from Events Partnership fund (non-contestable) up to \$12,000.</p>	Q3	LDI: Opex	\$ 12,000	In progress	Green	Planning for the Movies in Parks series is on track. Central Park has been booked for Saturday 17 February. Public screening licence for "Pete's Dragon" 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. Event requires additional litter clean up and toilets. The costs can be covered within exiting budget but this does mean the event will not have any pre-entertainment. Staff will seek \$1000 additional funding from the local board for pre-movie entertainment.
1971	CS: ACE: Arts & Culture	Hawkins Theatre-Business Planning Project	To undertake the development of a business plan for Hawkins Theatre. This project is resourced internally by the Arts and Culture Unit.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Staff held engagement workshops for internal and external stakeholders. The project is due for completion in Q3.
477	CS: ACE: Arts & Culture	Hawkins Theatre operations	<ul style="list-style-type: none"> <li>-Coordinate a varied and diverse programme of events, shows and film screenings that appeal to the Papakura community.</li> <li>-Coordinate a Youth Theatre Company for 8 - 18 year olds.</li> <li>-Provide a venue for hire.</li> </ul>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 364,425	In progress	Green	In Q1, Hawkins Theatre had a total of 1413 visitors, delivered 150 events with 15,699 attendees, and delivered nine classes with 189 enrolments. The venue was in use for 87 out of the 92 days available during Q1. Highlights included the Junior Hawkins Youth Theatre Company's production of "The Lorax and the Moneybags" which was attended by over 1100 people, and the annual South Auckland Performing Arts Competition that attracted performers and dancers from across the region.
424	CS: ACE: Community Places	Hire fee subsidy - PPK	Administer further subsidy of hire fee \$5,757 for specific groups funded by LDI.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,757	In progress	Green	Staff have administered the additional subsidised rates as approved by the board. Each group has been notified and are aware of their charges for this financial year.

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536	CS: ACE: Community Empowerment	Increase diverse participation: youth voice and youth-led Initiatives	<p>Fund key community partners to develop and support youth engagement, youth initiatives and build the capacity of the Papakura Youth Council.</p> <p>Specific activities include:</p> <ul style="list-style-type: none"> <li>• implement youth-led projects and events</li> <li>• lead the implementation of the Integrated Area Plan concept "A voice for YOUth" This concept is to be developed and led by youth for youth</li> <li>• increase the participation and engagement of Māori youth through partnerships with mana whenua and matawaaka</li> <li>• build the capacity of youth council to participate in local board workshops.</li> </ul> <p>Budget:</p> <ul style="list-style-type: none"> <li>- Youth Council: \$32,000 (Youthtown)</li> <li>- Youth Initiatives: \$43,000 (other community organisations).</li> </ul>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 75,000	In progress	Green	<p>Funding to support Papakura Youth Council (PYC) activities will be paid to Youthtown in Q2.</p> <p>On 13 September, two members of PYC presented an update at a local board workshop.</p> <p>On 9 September the community arts group, Creative Souls Project, launched the Aranga exhibition in Papakura Town Centre, in partnership with the local board, Papakura Business Association, and supported by PYC. Seven young local artists aged 16 to 24, took part in the project, which looked to draw attention to empty and unused spaces that are considered "lost" or "unloved". Art installations were carried out in areas such as Smiths Avenue and Kirks Bush, with displays appearing in five empty storefronts along O'Shannessey St. Options for stage two are being considered in Q2.</p>
490	CS: ACE: Events	Local Civic Events - Papakura	<p>Deliver and/or support civic events within the local board area.</p> <p>Including:</p> <ul style="list-style-type: none"> <li>- Armistice Day \$2,000</li> </ul>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 11,000	In progress	Green	Staff commenced planning for Armistice Day in Q1 for delivery in Q2.
505	CS: ACE: Arts & Culture	Papakura Art Gallery Business Plan Initiatives	To implement the business plan for the Papakura Art Gallery including delivery of the Ako Art Bus project.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 2,000	In progress	Green	The Ako art bus project is on track to be delivered as part of the Matariki festival of events in June 2018.
478	CS: ACE: Arts & Culture	Papakura Art Gallery operations	<p>-Develop and deliver a programme which includes curated exhibitions</p> <p>-Offer an Expression Of Interest process for exhibiting artists. Each exhibition period will have an opening event and connected public programming based on the ideas in the exhibition.</p>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 109,676	In progress	Green	During Q1, 1629 people visited the Papakura Art Gallery and 382 people participated in 11 programmes delivered by the gallery, 11 of which had Maori outcomes. Q1 highlights included a weaving workshop hosted by Nana Kura Rua Walker and the Ipu Whenua, and a series of workshops attended by students from Alfriston College, Botany Downs College, Greenmeadows Intermediate and Te Aoatea Alternative Education Trust designed to connect young people to the gallery.
2519	CS: ACE: Arts & Culture	Papakura Museum - Business Plan Review	To undertake a review of the Papakura Museum's business plan and strategic plan.	Not scheduled	Regional	\$ -	In progress	Green	Staff have executed a service agreement with an external contractor to conduct a business plan review for the Papakura Museum. The review is due for completion and shall be presented to the local board during Q2.

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480	CS: ACE: Arts & Culture	Papakura Museum ABS: Papakura & Districts Historical Society Operational Grant	Administer a funding agreement with Papakura & Districts Historical Society for museum services by: -providing essential museum services to the local and wider community through the provision of a museum and research facility -developing and deliver a visitor programme aimed at fostering a sense of community. The programme will cater for people of all ages and abilities, gender, ethnic and socio-economic backgrounds -developing and implement an education programme of guided tours, lectures, workshops, special events, schools and school holiday programmes aimed at the general community, schools and community groups with a special emphasis on the history of the district.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 112,091	In progress	Green	The funding agreement with The Papakura Museum for FY2018 has been executed. During Q1, a total of 4820 people visited the museum, and 4224 people participated in the 13 programmes that were delivered. The museum recorded a total of 719 volunteer hours. Highlights in Q1 included the WW1 touring exhibition Balls Bullets and Boots, and the touring exhibition "Mokaa" that celebrated 125 years of Indian New Zealanders.
481	CS: ACE: Arts & Culture	Pipe Band- LDI Papakura Pipe Band Operational Support Grant	Administer a funding agreement with Papakura Pipe Band.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	Staff executed a funding agreement with the Papakura Pipe Band for FY2018. During Q1, a total of 19 programmes were delivered with 54 participants and three performances were staged with 360 attendees. Highlights in Q1 included the band's participation in the Papakura Music School Concert and a performance at the second All Blacks vs Lions Fan Trail Event.
2002	CS: ACE: Community Empowerment	Respond to Maori aspirations - Maori responsiveness (PPK)	Engage with the Mana Whenua, Mataawaka and local board members to identify appropriate projects that respond to Maori aspirations in a practical and effective way. Align with the "Maori Input Into Local Board Decision Making Group" (multi-board Maori decision making group) and recommendations that the group have made. This includes work to finalise 2017 local board plans to set and agree expectations, identify common ground and opportunities for ongoing collaborative support and partnership, Engage with Mataawaka groups to identify needs of urban Maori	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	In progress	Green	Staff: - attended the Maori Input into Local Board Decision Making panel and will continue to attend regularly to build relationships with mana whenua and look at opportunities to support the actions of this group - attended a hui to discuss a regional approach to community engagement on the Auckland Plan refresh - continued to work alongside Papakura Marae on a variety of projects in the local board area.
421	CS: ACE: Community Places	Venue Hire Service Delivery - PPK	Provide and manage venues for hire and the activities and opportunities they offer by: - managing the customer centric booking and the access process - aligning activity to local board priorities through management of the fees and charges framework. These include activities contributing to community outcomes offered by not-for-profit and community groups.	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 casual and regular hirers in Q2. Visitor numbers have increased slightly compared to last year.

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538	CS: ACE: Community Empowerment	Youth Connections Papakura	<p>-Collaborate with multiple sectors to support youth from secondary education through pathways to employment and or entrepreneurship.</p> <p>-Close the gap between youth and business, through work readiness with local Rangitahi and sharing learnings and insights to enable youth ready businesses.</p> <p>-Provide local opportunities to improve social and economic outcomes for the Papakura Local Board area. Aiming for all youth to be meaningfully engaged in education, employment or training and have clear and viable employment pathways.</p>	Q1;Q2;Q3;Q4	LDI: Opex;#External funding	\$ 25,000	In progress	Green	<p>The Future Ready Summit was held in July with over 200 business representatives across Auckland attending. The summit provided a opportunity to educate business about the benefits and savings from investing in youth as the future workforce.</p> <p>The Youth Employer Pledge now has 70 business partners, with the Waitemata, Auckland and Counties-Manukau District Health Boards being the most recent to commit to the pledge. In partnership with Auckland Transport (who fully funded the course) an online course on driver licensing (Road to Work) was launched on the YouthFull website.</p> <p>The Inzone Careers Kiosk at the Sir Edmund Hillary library had 432 people accessing career information, with the largest proportion of industry interest being for Defence Services (27%), and Construction and Infrastructure (26%).</p> <p>JobFest will be held on 11 October in West Auckland. Youth Connections have developed a pilot programme with Papakura Marae to engage, train and support young people so that they are best placed to benefit from all of the opportunities JobFest has to offer.</p>
<b>Community Facilities: Build Maintain Renew</b>									
2707	CF: Project Delivery	Bruce Pulman Park - renewals	Bruce Pulman Park basecourse, goalposts, lighting, rubbish bin, seats, signs and fence renewals. This project is a continuation from the 2016/2017 programme (previous ID 3254).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 600,000	In progress	Green	<p>Current status: This project consists of multiple sub projects. Walters Road Car Park resurface complete. Phase one furniture renewals complete.</p> <p>Next steps: Final works on central access way hard surface renewal to be completed this summer. Further renewals to be agreed with the Trust.</p>
2708	CF: Investigation and Design	Conifer Grove Esplanade Reserve - renew park structures	Parks Structure Renewal of - steps, pedestrian bridge, deck, handrail, pontoons and seats.	Q2;Q3;Q4	ABS: Capex	\$ 25,000	Approved	Green	<p>Current status: In scoping and design phase.</p> <p>Next steps: Construction works commencing.</p>
2709	CF: Investigation and Design	Drury Hall - renew car park	Replace 40sqm of carpark surface	Q2;Q3;Q4	ABS: Capex	\$ 6,000	In progress	Green	<p>Current status: Scope and costing being finalised.</p> <p>Next steps: Issue contract and monitor project to completion.</p>
2710	CF: Project Delivery	Elizabeth Campbell Hall - renew roof	Stage 2 of the roof renewal including removal of the asbestos roofing sheets. This project is a continuation from the 2016/2017 programme (previous ID 315).	Q1	ABS: Capex	\$ 100,000	Completed	Green	Project completed.
2711	CF: Project Delivery	Elsie Morton Reserve - renew skate park	Renew skate park. This project is a continuation from the 2016/2017 programme (previous ID 4191).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 178,000	In progress	Green	<p>Current status: Concept development in progress, planning for physical works summer 2017/2018.</p> <p>Next steps: Stakeholder engagement.</p>
3278	CF: Project Delivery	Ernie Clark Reserve - replace or removal of bridge and retaining walls	Removal of existing bridge and extension of land base walkway to Coles Crescent. This project is carried forward from the 2016/2017 work programme, previous ID 3726.	Q1	ABS: Capex	\$ 75,500	Completed	Green	Project completed.
3279	CF: Investigation and Design	Hingaia Park - development	Papakura - Hingaia Park Development. This project is carried forward from the 2016/2017 work programme, previous ID 3411	Q1;Q2;Q3;Q4	Growth	\$ 120,000	In progress	Green	<p>Current status: Developed design process underway.</p> <p>Next steps: Consultation and consenting.</p>

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3280	CF: Project Delivery	Kauri Drive - develop general park	General Park Development of new reserve land - subdivision extending now. This project is carried forward from the 2016/2017 work programme, previous ID 3729	Q1;Q2;Q3;Q4	ABS: Capex;#Growth	\$ 196,000	In progress	Green	Current status: Tender documentation for construction works being prepared. Next steps: Release tender documentation for physical works.
3281	CF: Investigation and Design	Keri Downs Park - renew assets	Keri Downs Park Renewal. This project is carried forward from the 2016/2017 work programme, previous ID 3263.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 20,000	On Hold	Red	Risks/Issues Project on hold until future use of asset is assessed. Current status: Project currently on hold. Next steps: Community Services to inform based on consultation.
2712	CF: Investigation and Design	Keri Downs Park - renew skate park	Renew skate park	Q2;Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current status: In design phase. Next steps: Construction works commencing.
2713	CF: Project Delivery	Mangrove Seedling/Juvenile Removal	Removal of mangrove seedling and juveniles to prevent re-growth following removal of large mangroves. This project is a continuation from the 2016/2017 programme (previous ID 2800).	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,000	In progress	Green	Current status: Physical works progressing. Next steps: Completion.
2714	CF: Investigation and Design	Massey Park Aquatic Centre - replace entry foyer CCTV cameras	Replace two cameras to current CCTV system to provide better images	Q2;Q3;Q4	ABS: Capex	\$ 7,000	Approved	Green	Current status: In scoping phase to identify the best product. Next steps: Replacing the CCTV camera.
2715	CF: Investigation and Design	Massey Park Aquatic Centre - replace outdoor grass area shade sail	Renew shade sail	Q2;Q3;Q4	ABS: Capex	\$ 28,571	Approved	Green	Current status: In scoping phase. Next steps: Installing the new shades.
3282	CF: Project Delivery	Massey Park Aquatic Centre - reroof swim club, plant room, turret and staff room	Re-roof swim club & plant room, turret removal and staff room alterations. This project is carried forward from the 2016/2017 work programme, previous ID 4187	Q1;Q2;Q3;Q4	ABS: Capex	\$ 328,266	In progress	Green	Current status: Tender is out. Next steps: Award contract, order materials and preparatory work by contractor, with expected completion by end November 2017 or earlier.
2850	CF: Project Delivery	Opaheke Reserve - develop toilets and changing room	Develop four new changing rooms and four new toilets. This project is a continuation from the 2016/2017 programme (previous ID 4194). This item replaces items 2716.	Q1;Q2;Q3;Q4	Growth	\$ 218,000	In progress	Green	Current status: Developed design stage on-going. Next steps: Preparation of detailed design.
2820	CF: Project Delivery	Opaheke Reserve development	Installation of sand slits and drainage on fields 2, 3 (with irrigation) and 4. Installation of sandfields on fields 5 and 8. Installation of lighting on fields 2 and 4. This project is a continuation from the 2016/2017 programme (previous ID 3413). This item replaces items 2717, 2718, 2721 and 2722.	Q1;Q2;Q3;Q4	Growth	\$ 830,000	In progress	Green	Current status: Tender underway for lighting and sand carpets on two northern most fields (1 and 2) natural cricket wicket between 3 and 4. Next steps: Complete tender and award physical works contract.
2723	CF: Investigation and Design	Pahurehure Esplanade - renew boardwalk and walkway	Renew boardwalk and walkway including the cracks in the concrete and drainage issues identified along the Prince Edward Park side of the walkway. Investigation, design, and consenting in year one; physical works year two	Q2;Q3;Q4	ABS: Capex	\$ 12,000	Approved	Green	Current status: Investigation and design to complete in January 2018. Next steps: Commencing of the construction works.
2724	CF: Project Delivery	Papakura - renew park car parks FY17	Bottletop Bay Esplanade, Central Park Reserve, Papakura Cemetery car park renewals. This project is a continuation from the 2016/2017 programme (previous ID 3262)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 20,000	In progress	Green	Current status: Planning. Next steps: Detailed design.



## 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
2725	CF: Project Delivery	Papakura - renew park furniture and equipment FY17	Bottletop Bay Esplanade, Cargill Reserve, Carisbrook Reserve, Central Park Reserve, Chichester Reserve, Children's Forest, Clarice Reserve, Conifer Grove Esplanade Reserve, Cross Street Reserve, Dominion Reserve, Drury Domain, Drury Library & Hall, Drury Sports Complex, Elsie Morton Reserve, Ernie Clark Reserve, Evanda Link Reserve, Fairdale Reserve, Game Reserve, Hingaia Stream Esplanade Reserve, Inlet Reserve, Jack Farrell Park, Keri Downs Park, Kirks Bush, Mansell Field, McLennan Park, Ngakaroa Reserve, Papakura Cemetery, Papakura Rec Ctr-Elizabeth Campbell Hall, Papakura South Cemetery, Prince Edward Park, Ray Small Park, Red Hill Scenic Reserve, Redcrest Accessway, Rollerson Reserve, Scotts Field Wetland Reserve, Sheralee Reserve, Smiths Reserve, Sonja Reserve Furniture Equipment Renewals. This project is a continuation from the 2016/2017 programme (previous ID 3264).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 117,612	In progress	Green	Current status: Physical works on going to be completed by September 2017.  Next steps: Project completed.
2726	CF: Investigation and Design	Papakura - renew park furniture and fixtures 2017-18	Army Fields, Children's Forest, Drury Domain, Hingaia Stream Esplanade Reserve, Hunua Road 75, Old Dog Pound, Keri Downs Park, Kirks Bush, Longford Park Esplanade Reserve, Takanini Reserve (plaques, chain on basketball hoop, vandalised furniture), Smiths Reserve, Southern Park, Te Koiwi Park furniture equipment renewals. This project is a continuation from the 2016/2017 programme (previous ID 3265).	Q2;Q3;Q4	ABS: Capex	\$ 136,298	Approved	Green	Current status: In scoping phase.  Next steps: Renewing the assets.
2733	CF: Investigation and Design	Papakura - renew park lighting 2017-18	Evanda Link walkway renew lighting	Q2;Q3;Q4	ABS: Capex	\$ 40,000	Approved	Green	Current status: Investigation to be completed end November.  Next steps: Project commencing.
2728	CF: Investigation and Design	Papakura - renew park structures 2017-18	Chrisarda Reserve, Hingaia Stream Esplanade Reserve, Longford Park Esplanade Reserve, Pahurehure Flats HFTE Village, Prince Edward Park Step, Retaining Wall and Carpark Renewals. This project is a continuation from the 2016/2017 programme (previous ID 3269).	Q2;Q3;Q4	ABS: Capex	\$ 30,000	Approved	Green	Current status: Scoping work.  Next steps: Engage consultant.
2727	CF: Project Delivery	Papakura - renew playspace FY17-18	Fernaig Reserve. This project is a continuation from the 2016/2017 programme (previous ID 3267).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 215,000	In progress	Green	Current status: Fernaig Reserve - physical work has started.  Clarice Reserve, Berwyn Place Reserve and Brylee Drive Reserve projects need to be investigated and scoped as individual projects.  Next steps: Fernaig Reserve - aiming to have this project completed by end of September 2017.
2729	CF: Investigation and Design	Papakura Art Gallery - renew humidity temperature control in storeroom	Install humidity and temperature control unit in storeroom	Q2;Q3;Q4	ABS: Capex	\$ 10,000	Approved	Green	Current status: Scope and costing being finalised.  Next steps: Issue contract and monitor project to completion.

## 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
1725	CF: Operations	Papakura 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. 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.
3285	CF: Investigation and Design	Pukekiwiriki Pa	Pukekiwiriki Pa - no scope available yet. This project is carried forward from the 2016/2017 work programme, previous ID 4197.	Q2;Q3;Q4	ABS: Capex	\$ 35,000	On Hold	Red	Risks/issues This project cannot proceed without stakeholder agreement on scope.  Current status: Awaiting scope definition.  Next steps: Start planning.
2730	CF: Project Delivery	Ray Small Park - renew retaining wall	Ray Small Park retaining wall renewals. This project is a continuation from the 2016/2017 programme (previous ID 3270).	Q1	ABS: Capex	\$ 56,000	Completed	Green	Project completed.
3286	CF: Project Delivery	Ray Small Park - renew skate park	Ray Small skate park renewal. This project is carried forward from the 2016/2017 work programme, previous ID 4198.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 969,000	In progress	Green	Current status: Physical works contract awarded with start date for September 2017.  Next steps: Physical works underway on site.
2731	CF: Project Delivery	Red Hill Scenic Reserve - renew structures	Red Hill Scenic Reserve bridge and step renewals. This project is a continuation from the 2016/2017 programme (previous ID 3271).	Q1	ABS: Capex	\$ 41,677	Completed	Green	Project completed.
3287	CF: Project Delivery	Smiths Avenue Community Hall - renew kitchen & reconfigure toilets	Refurbishment of the kitchen, construction of new toilets, removal of textured ceilings, replacement of lighting. This project is carried forward from the 2016/2017 work programme, previous ID 314.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 98,000	In progress	Green	Current status: Tender.  Next steps: Physical works.
3288	CF: Project Delivery	Southern Park light renewal	Renewal of lights on one platform at Southern Park This project is carried forward from the 2016/2017 work programme, previous ID 4199	Q1	ABS: Capex	\$ 8,000	Completed	Green	Project completed.
2732	CF: Investigation and Design	Takanini - develop multi-purpose facility	Develop a multi-purpose facility in Takanini	Q2;Q3;Q4	ABS: Capex	\$ 916,005	Approved	Green	Current status: Finalising lease with developer.  Next steps: Engage consultant for design.
3330	CF: Project Delivery	Takanini Hall - refurbish perimeter fences and exterior wall panelling	Renew perimeter fences and exterior wood panelling and make fit for purpose. Project brought forward for delivery from financial year 2019 as part of the risk-adjusted programme.	Q2;Q3	ABS: Capex	\$ -	In progress	Green	Current status: Scope and costing being finalised.  Next steps: Issue contract and monitor project to completion.

## 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>Infrastructure and Environmental Services</b>									
307	I&ES: Environmental Services	Dominion Reserve - weed control	To undertake weed control in a high priority reserve.	Q3;Q4	LDI: Opex	\$ 15,000	In progress	Green	Site audits to check previous weed control work have been completed. Weed control is scheduled to commence in quarter two, subject to the receipt of quotes and scope from potential suppliers.
295	I&ES: Environmental Services	Healthy Rentals project (Papakura)	<p>The Healthy Rentals Project aims to reduce household energy use and associated carbon emissions, and to improve the quality of rental homes by keeping houses warmer and drier.</p> <p>The project would complement the regionally funded Community Energy Efficiency Programme being delivered in part of the board area. The regionally funded project is targeted at owner-occupiers whereas the healthy rentals project would be offered to rental properties.</p> <p>The project would involve</p> <ul style="list-style-type: none"> <li>• a free independent assessment of the rental property</li> <li>• advice on potential improvements and behaviour changes that increase the overall energy efficiency and health of the rental home, and help tenants save money on their power bills.</li> <li>• provision of targeted energy efficiency products/devices (eg free products for tenants such as LED lightbulbs, draught stoppers and/or subsidies for landlord-led physical improvements)</li> </ul> <p>This project will improve the wellbeing of tenants of participating properties. As Māori have a lower level of home ownership generally, this project has the potential to contribute to health outcomes for Māori families.</p>	Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	<p>The 2016/2017 Healthy Rentals project was completed in quarter one expending all the carry forward funding. A summary project report will be supplied to the board at the beginning of quarter two.</p> <p>The 2017/2018 Healthy Rentals project will align with the district health board Healthy Homes Initiative. Alignment of the two projects will enable tenants to access to a wider range of products and services, for example installing shower flow restrictors or energy efficient light bulbs, and replacing gas heaters with more efficient electrical heaters. Local funding will enable landlords to receive reports on the condition of the home, and access to subsidies to improve energy efficiency such as ground sheets and insulation.</p>
1975	I&ES: Healthy Waters	Industry Pollution Prevention Programme (Papakura)	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.	Not scheduled	LDI: Opex	\$ 15,000	In progress	Green	The project is scheduled for completion in November 2017. A report summarising sites visited and any corrective actions suggested will be provided to the board upon completion.
81	I&ES: Healthy Waters	Manukau Harbour Forum (Papakura)	To continue support for the Manukau Harbour Forum	Not scheduled	LDI: Opex	\$ 8,000	In progress	Amber	<p>The forum is yet to agree its full work programme. A further work programme allocation report will be considered by the forum at its meeting on 20 October 2017.</p> <p>The Manukau Harbour Forum considered its work programme at its August 2017 meeting. Funding was approved for a communications programme with the forum reserving its decision on \$44,000 of budget until receipt of a report on the marine education programmes and funding of external programmes. Local board services department will look to incorporate the governance review of the forum within the wider Governance Framework Review currently underway.</p>

## 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
41	I&ES: Environmental Services	Wai Care schools (Papakura)	This project is working with local schools to create better understanding of streams, undertake riparian restoration and water quality monitoring.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 15,000	In progress	Green	The project will commence in quarter two with planting and site maintenance. Schools and sites have been identified to continue ongoing work.
<b>Libraries</b>									
1297	CS: Libraries & Information	Celebrating cultural diversity and local communities - Papakura	Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: ANZAC, Online Community Cenotaph Artefact Digitisation Unit, NZ Music Month, Lunar New Year, Diwali, Christmas, Pasifika Month & Language Weeks, South Auckland Writers Group, Papakura Art Group, Family History Month. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The he Pou Aroha digitisation kiosk was in the library for three months, providing local people the opportunity to search Online Cenotaph and contribute to the database. They were able to access family members' names and lay a poppy against their records and contribute by digitising war-related memorabilia. A successful Library Family History Research Day was hosted with the Papakura NZ Society of Genealogists. Staff members helped deliver whakapapa workshops at Pukekohe and Mt Roskill libraries and spoke about Albertland settlers at Papakura and Pukekohe Libraries. Tongan language week was celebrated with storytime and craft activities for the children,
1295	CS: Libraries & Information	Celebrating Te Ao Māori and strengthening responsiveness to Māori - Papakura	Celebrating te ao Māori with events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with Iwi and Māori organisations. Increasing the use and visibility of te reo Māori. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Papakura library took part in Maori language week offering language classes for adults, games and activities for children. Maori Librarians also joined regular Rhymetime and Wriggle & Rhyme sessions teaching parents new songs, rhymes and poi. Raniera Kinigi was invited to judge the Maori language component of Kelvin Rd School's speech competition. Papakura has provided support staff to Te Matariki Clendon for their Kohanga Reo sessions and to Mt Albert library for a school visit.
1292	CS: Libraries & Information	Children and Youth engagement - Papakura	Provide children and youth activities and programming, including a programme of children's activities during school holidays, which encourage learning and literacy. Engage directly with local schools in the board area to support literacy and grow awareness of library resources. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Eight school holiday activities based around the theme " What lies beneath" were offered during the July School Holidays with 327 participants. Programmes were delivered in partnership with local groups the Compost Collective, Inspired Clothing and the CGI team which delivers Pasifika craft and digital workshops.
1290	CS: Libraries & Information	Information and lending services - Papakura	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Physical borrowing has decreased by one per cent compared to the same quarter last year.
1296	CS: Libraries & Information	Learning and Literacy programming and digital literacy support - Papakura	Provide learning programmes and events throughout the year including: classes, Book a Librarian sessions, Demonstrations of E-resources & databases i.e. Lynda.com, Press Display, Adult Learners Week, Learners Licence Theory, Auckland Writers Festival, Family History. 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 - Papakura")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Book a Librarian sessions have increased with the most common requests for; using library eBooks, creating email accounts, using Facebook and filling out applications. After one customer was helped to improve and update his CV, he got the next job he applied for. GeneNow Financial Literacy Trust ran a successful Financial and Food Literacy workshop at the library. They spoke to over 60 attendees and fed over 70 people.
1289	CS: Libraries & Information	Library hours of service - Papakura	Provide library service at Papakura Library for 52 hours over 6 days per week, Monday to Saturday.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 650,986	In progress	Green	Library visits have increased by one per cent compared to the same quarter last year.

## 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
1291	CS: Libraries & Information	Preschool programming - Papakura	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, Event Storytimes. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Activities for pre-school and primary school children continue to be popular both in the library and those delivered at local kindergartens, schools and kōhanga reo. Activities delivered included storytimes, parent information evenings and the Reading Together Programme
1293	CS: Libraries & Information	Summer reading programme - Papakura	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 - Papakura")	Q2;Q3	ABS: Opex	\$ -	In progress	Green	Planning is underway for the Kia Māia te Whai: Dare to Explore, Summer Reading Programme. Highlights this quarter were a special storytime where thirty children were entertained by Clifford the Big Red Dog and Roald Dahl's birthday celebration. Fifty participants enjoyed storytime, a scavenger hunt and a reader's theatre.
1294	CS: Libraries & Information	Supporting customer and community connection - Papakura	Provide programmes that facilitate customer connection with the library and community including Book Chat, Games Night for Families, Adult Colouring. Continue to advise and support the volunteer Drury Library as required. Provide community space for hire at Papakura Library administered by Venuehire. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Programmes that support customer and community engagement continue to draw enthusiastic groups from the community. Regular programmes include Bookchat, Adult Colouring, and Family history help.
1298	CS: Libraries & Information	Takanini Library and Community Hub planning - Papakura	Keep Papakura Local Board informed on the proposed Takanini Library and Community Hub. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The Memorandum of Terms is ready to be signed by Council.
1299	CS: Libraries & Information	The Southern Initiative and Libraries - Papakura	Continue to build an effective working relationship between The Southern Initiative and Libraries. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Continue to advocate Southern Initiative programmes.
<b>Local Economic Development: ATEED</b>									
2558	ATEED: Local Economic Growth	Business Improvement District top up	Business associations are responsible for successfully leading their local BID programme activities. In the spirit of keeping it local, business associations partner with the local boards to operate BID programmes in their communities. Both share an interest in the local area. They also share goals that include economic prosperity, community identity and pride. BID programmes deliver benefits through local business investment, promotion and joint initiatives with the council and government agencies. \$30,000 is being reserved for initiatives that fall under the above.	Q2	LDI: Opex	\$ 30,000	In progress	Green	On the 27 September 2017 the Local Board resolved to grant \$15,000 to the Papakura BID for the Papakura Business Association Inc, to assist with the cost of implementing the proposed Papakura Business Improvement District programme expansion project. The grant will be paid in the next quarter leaving \$15,000 remaining in the budget line.

## 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
646	ATEED: Local Economic Growth	Commercial Project Group Implementation	The local board has convened a commercial centre project group to drive forward the revitalization of Papakura and support the transition of the town centre to a metropolitan centre.  This fund will provide budget to support the Commercial Centre Project Group and the implementation of any actions identified by the group.	Not scheduled	LDI: Opex	\$ 110,000	In progress	Green	The Commercial Group has continued to meet on a monthly basis. The following areas of focus have been identified by the group: Sport, arts and culture Connectivity and Transport Town Centre planning Economic and Community. In order to add value to the town centre workstream the group is proposing to undertake a town centre health check. This has been workshopped with the board and the scope is to be refined in the next quarter prior to reporting back to the Local Board for approval.
<b>Parks, Sport and Recreation</b>									
3339	CS: PSR: Park Services	Airfield Village Reserve: Develop a concept plan	Develop a landscape concept plan for the design and development of a new recreation facility at Airfield sub-division	Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Amber	Awaiting on land to vest.  This project was deferred from 2016/2017 as the land had not vested. Staff are in regular contact with the developers and once land has formally vested, will begin plans for the service level to be provided within the park.
3340	CS: PSR: Park Services	Bruce Pulman Park: Develop a concept plan for playground	Concept plan for a play space at Bruce Pulman Park	Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Amber	Item was deferred from 2016/2017.  Development of the concept plan has been initiated - there have been several meetings with the Bruce Pulman Trust. The concept plan is nearing completion.
1428	CS: PSR: Active Recreation	Bruce Pulman Park: Manage the relationship with the Trust	Manage the operational relationship with the Bruce Pulman Park Trust. This does not require specific funding to be allocated.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Maintenance programme ongoing. Capital developments contemplated; sportsfield lighting and resurfacing of netball courts.
1431	CS: PSR: Active Recreation	Counties Manukau Sport: funding to provide sporting programmes	Provide funding to Counties Manukau Sport to deliver programmes in all Papakura primary and secondary schools to:increase skills and opportunities for children to participate in sports;run "have-a-go" days focussed at getting people involved in sport and related activities;Run the Papakura Sports Forum;Run the Papakura Coaches Club;Run the Papakura (Sports) Volunteer Recognition Awards.Organise and host the annual Papakura Sports Awards dinner and Volunteer Recognition Awards.	Q2;Not scheduled	LDI: Opex	\$ 57,000	In progress	Green	The Primary Sport Programme was being delivered in eleven Papakura schools in Q1. The focus of this programme is on increasing physical activity among children, developing children as leaders and increasing the confidence of teachers to deliver sessions. Each school has a tailored programme based on the school's needs. CM Sport began planning the Papakura Sports Awards. The event will be held on 29 October at the Karaka Pavilion. This event and the Papakura Volunteer Recognition Awards have been amalgamated so volunteers will also be acknowledged.
1924	CS: PSR: Active Recreation	Massey Park: Stadium Management	Manage and operate the Massey Park Stadium as a community facility. Provide a facilities coordinator who is based at, and manages, Massey Park Stadium for a minimum of 20 hours per week. The facilities coordinator also performs all administration duties related to the monthly Massey Park User Group.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 50,000	In progress	Green	Massey Park Stadium usage aligns with expectations at this time of year. No competition games were recorded in August as club rugby ended however lower grade representative games were recorded in September. August and September showed a 27% reduction in training usage as expected at the end of season, especially with the wetter weather experienced. Maintenance and operational matters at the stadium are now being addressed in a more timely manner."
1026	CS: PSR: Park Services	Pahurehure Inlet and Conifer Grove: Remove mangroves	Remove mature mangroves from Inlet Road and Wellington Park as permitted by the resource consent.	Not scheduled	LDI: Opex	\$ -	Cancelled	Red	This budget line has been reallocated to the Papakura Sports Needs Assessment with work programme ID #3360 as per the boards resolution below. However the removal of the mature mangroves from the Inlet Road and Wellington Park area will still take place as consented and form part of the removal programme as described under work programme ID #3359.  On 23 August the local board passed the following resolution: b) reallocate up to \$80,000 from the mangrove removal budget line #1026 in the 2017/2018 work programme to the Papakura sports codes and parks needs assessment budget in the Parks, Sport and Recreation work programme.

## 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
3359	CS: PSR: Park Services	Pahurehure Inlet and Conifer Grove: Remove mangroves Deferral	Continuation of the removals programme of mature mangroves as previously consented, including the Pahurehure inlet and Conifer Grove area	Q2;Q3;Q4	LDI: Opex	\$ 299,000	In progress	Amber	This item was deferred from 2016/2017.  Community Facilities department will continue the removal of mangroves as permitted by resource consent, and will report on these from Q2.
3360	CS: PSR: Active Recreation	Papakura Sports Needs Assessment	Undertake an assessment of sports and recreation needs in Papakura to inform future planning of outdoor sport and recreation facilities.	Q1;Q2;Q3;Q4	LDI: Opex;#Lease revenue (Community Leases only)	\$ 80,000	In progress	Green	This item was not part of the work programme adopted in June 2017. It has been added by reallocating funding of up to \$80,000 from activity #1026. The scope and outcomes of the assessment were approved by the local board on 23 August. Initial survey of local sporting clubs undertaken and initial findings circulated to local board in early October.
1092	CS: PSR: Active Recreation	Papakura: Operate leisure facilities	Operate Massey Park Pool and Papakura Leisure Centre (through a management agreement with CLM). Deliver a variety of accessible programmes and services that get the local community active to include: fitness; group fitness; learn to swim; early childhood education; aquatic services; recreation services.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Amber	Massey Park Pool and Leisure Centre Visitor numbers: 5% decrease in visits this quarter compared to Q1 last year. Large decrease in under 16's visits compared to Q1 last year.  Customer Satisfaction is measured by a Net Promotion Score (NPS) which shows how likely customers are to recommend the facility. Q1 NPS score = -4.4. This is a 4.4 point decrease on Q4 Construction of the new staff room will be completed within the next month in time for the outdoor pool season Winner of the CLM Health and Safety Management award. 2. Papakura Leisure Centre programming targets have met the local board objective of 'Facilities that enable community well-being'. Visitor numbers: 1% growth in visits this quarter compared to versus Q1 last year. Customer Satisfaction: Q1 NPS score = 18.9 This a 5.3 point increase on Q4 Papakura Leisure Centre won four awards at the CLM Awards on 22nd September 2017 – CLM Facility of the Year 2017; CLM Fitness Centre of the Year; CLM Chillout Programme of the Year; CLM Innovation award for the Active Youth Programme
1027	CS: PSR: Park Services	PPK Children's Forest: Planting and pest control programme	Implement the five year programme of weed removal, under-planting and tree planting/replacement trees.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 15,000	In progress	Green	Workshop to confirm planting site and future plans to be held in Quarter 2
1425	CS: PSR: Park Services	PPK local parks: Ecological volunteers programme 2017-2018	Deliver a programme of activity supporting volunteer groups to carry out ecological restoration and environmental programmes in local parks including: Friends of Kirks Bush - ongoing maintenance and infill planting \$5,000. Margans Bush - complete path from Margans Bush to the Children's Forest and undertake ongoing maintenance \$5,000. Children's Forest - annual memorial planting (infill planting, mulching, weed clearance) \$10,000. PIPs - planting and removal of rubbish around the Pahurehure Inlet \$10,000. Department of Corrections facilities \$5,000. Responding to requests from community groups to undertake clean-ups on reserves and beaches \$5,000. Provide mulch and pest control equipment to be used by volunteer groups \$7,000.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 47,000	In progress	Green	Friends of Kirks and Margans bush continue regular tidy ups. PIPS have done a cleanup at Pylon point. Total volunteer hours 190, total plants 20.

## 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
982	CS: PSR: Park Services	PPK local parks: Planting and education programmes 2017-2018	Deliver planting programmes and education in local parks around the Pahurehure inlet which will increase usage of the parks and provide information about the biodiversity in the parks, particularly for local schools. Deliver two guided walks for the community at Margan's Bush and Kirk's Bush.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Nothing to report for this quarter.
1933	CS: PSR: Active Recreation	PPK: Out and About active parks programme	Deliver a range of 'free to attend' programmes and events in local parks and spaces, for all ages. Activities to be provided include: Amazing Race; Art in the Park; Kite Day; Park Fun Days; Park Sport; Skate Park workshops; Story Time in the Park; Summer Skate Series; Toddlers in the Park; Wheels Day. Provide a magical park experience in Rollerson Park - this is a mixed reality adventure game played on smart devices.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 27,000	In progress	Green	Three Activations delivered for Q1: One Park Fun Day; Two Amazing Races. Magical Parks II is now live and features bigger and better games and additional features. Bruce Pulman Park and Ray Small Park are Magical Parks in Papakura.
2019	CS: PSR: Park Services	PPK: remove mangrove seedlings	Remove mangrove seedlings from areas where mature mangroves have previously been removed.	Not scheduled	LDI: Opex	\$ 20,000	In progress	Green	Community Facilities will continue removal from areas where mature mangroves have previously been removed. This will be reported on by community facilities department in future.
1024	CS: PSR: Park Services	Pukekiwiriki Paa: Support joint management committee	Provide staff support to the Joint Management Committee to provide administrative and decision making advice. Undertake regular maintenance of the Pukekiwiriki Paa including weed control, vegetation, tree removal and grass reinstatement. The Pukekiwiriki Joint Management Committee has responsibility for determining the maintenance and development of the Paa.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 230,192	In progress	Green	A meeting is scheduled for late October to discuss cultural impact assessments prepared by mana whenua and next steps.



## 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>										
1858	CF: Community Leases	Hingaia Reserve community garden	New lease for community garden at Hingaia Park	Q2				On Hold	Amber	Future of the garden on hold awaiting the approved concept plan for the park.  Local board have developed a concept plan for the park, once this is approved the future of the community garden can be decided.
1859	CF: Community Leases	Drury & District Rugby Football Club & Recreation Club Inc.	Renewal lease for Drury Domain Reserve, 214R Great South Road, Drury	Q1;Q2	31/07/2041	\$ 1.00		In progress	Green	Application received, site visit done and report to be prepared for local board approval.
1860	CF: Community Leases	Papakura Radio Club Inc.	New lease for Longford Park Esplanade Reserve (Wellington Park), 1 Great South Road, Papakura.	Q1	26/10/2036	\$ 10.00		In progress	Green	Application received and site visit to be arranged.
1861	CF: Community Leases	Papakura Support and Counselling Centre Inc.	Renewal lease for 4 Opaheke Road, Papakura	Q1;Q2	30/06/2027	\$ 10.00		In progress	Green	Application received and site visit done. Report to be prepared for local board decision.
1862	CF: Community Leases	Papakura Tongan Community Assn Inc. and Ofa Relief Fund	New lease for Keri Downs Reserve community garden.	Q1	30/08/2013			In progress	Green	Application received from one of the two groups wishing to lease the community garden. Second application due by end of September 2017.
1863	CF: Community Leases	Rollerson Park Community Gardening Committee	New lease for community garden at Rollerson Park, 44R Rollerston Street, Papakura	Q1;Q2				In progress	Green	Application received and site visit to be done.
1864	CF: Community Leases	Te Kohanga Reo National Trust Board - Nga Puawai O Wikitoria Kohanga Reo	New lease for Old Wairoa Reserve, 30R Old Wairoa Road, Papakura	Q1	31/05/2017	\$ 10.00		In progress	Green	Application received, site visit done, and community outcomes plan agreed with group. To be reported to the board for decision.
1865	CF: Community Leases	Uenuku Room	New lease for Accent Point, 209 Great South Road, Papakura.	Q1				On Hold	Amber	On hold, awaiting notification from the local board of contact information for a group to whom a lease can be offered.  Awaiting direction from the local board on the group to occupy this vacancy.
1866	CF: Community Leases	Papakura Rugby Football Club Inc. (Ron Keat Drive)	New lease, term to be concurrent with Beach Road lease.	Q1	31/03/2019	\$ 10.00		On Hold	Amber	Delays due to group not returning their application.  Awaiting an application from the group who are currently working with their lawyers on the application.
1867	CF: Community Leases	Papakura Rugby Football Club Inc. (Beach Road)	New lease, term to be concurrent with Ron Keat Drive lease.	Q1	31/10/2017	\$ 10.00	\$ -	On Hold	Amber	Delays due to group not returning their application.  Awaiting an application from the group who are currently working with their lawyers on the application.
1868	CF: Community Leases	Royal NZ Plunket Society - Drury	New lease for Drury Hall.	Q1	30/06/1998	\$ 10.00	\$ -	Cancelled	Red	Risk/issues This item has been cancelled as Plunket have vacated the Drury Hall and a lease is no longer required.  Plunket have vacated the Drury Hall and a lease is no longer required.
1869	CF: Community Leases	South Auckland Car Club Inc.	Renewal of lease for Longford Park Esplanade (Wellington Park), 1 Great South Road, Papakura	Q1	30/09/2024	\$ 10.00		Completed	Green	Lease renewal deed signed August 2017.
1870	CF: Community Leases	Vacant, Elizabeth Campbell Centre, ex-RNZ Plunket Society	Elizabeth Campbell Centre, 294R Great South Road, Papakura	Q2;Q3				Approved	Green	Papakura Toy Library have expressed interest in this space. Application pack to be sent to group early in quarter two.