

## Work Programme 2017/2018 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
Arts, Community and Events										
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	No allocations in Q2 Balance: \$42,500
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.	In Q2, the theatre had a total of 7,994 visitors, delivered 316 programmes with 6,327 participants, and staged four performances to 320 attendees.  Highlights included the holiday programme in October and the farewell speech recital in December for three grade eight students who had been with the Howick Childrens and Youth Theatre for over 10 years.
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.	In Q2, Howick Historical Village delivered eight public programmes to 108 participants, and had a total of 16,232 visitors. The number of visitors and participants is up compared to Q2 in 2016. The highlight in Q2 was the Christmas carol evening in December.
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".	In Q2, the Howick Little Theatre had a total of 3509 visitors, delivered 90 programmes with 1316 participants, and staged 21 performances to 1740 attendees Highlights included the world premiere of 'Lockdown' and the final 2017 show, the popular "Book Ends" by Roger Hall.

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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.	In Q2 (excluding December's figures which haven't been confirmed by Uxbridge), Uxbridge had a total of 17,103 visitors, delivered 605 programmes with 3,166 participants, and staged 24 performances to 3,257 attendees. They also had eight outreach programme participants and had 10 programmes that met Maori outcomes.
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 Balingier-Taylor received a Bronze for her solo performance on Trombone and the ensemble group also received a Bronze for their performance.	In Q2, the Manukau City Band delivered 12 programmes with 423 participants, and conducted three performances to 633 attendees. Highlights included a "Night at the Movies" Concert which was held at Ormiston College in October, the Manurewa Armistice Service in November and the annual Christmas concert which was held at the Picton Centre in Howick in December.
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.	In Q2, the Howick Brass Band delivered nine programmes with 284 participants and staged 13 performances to 9500 attendees.  Highlights included the performance at Howick Midnight Madness and the Lighting of the Christmas tree on Stockade Hill in November and the presentation of 'Carol by Candlelight' on Stockade Hill, numerous carol concerts in the Howick area and a performance at the last Breakers game at Spark Stadium in December.
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.	In Q2, the group delivered eight programmes with 80 participants, and staged eight performances to 46,951 attendees.  Highlights included three performances at the Howick Historical Village, a performance at a Chinese business group launch at MOTAT in October, performances at the Manurewa RSA Armistice Day and 'Lighting of the Christmas Tree' at Stockade Hill in November and three major Christmas parades in Howick, Mangere Village and Glen Eden in December.
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.	Planning for the event is ongoing, the Arts Out East website is now live and the opening event is scheduled for 12 May and the festival will run from 12 – 26 May.
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.	The event is scheduled to take place in Q4.

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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	The funding was used to engage a contractor to complete a strategic review of Uxbridge Arts and Culture. The review was completed and presented to the local board at a workshop in Q2.
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.	The local board allocated \$131,143 for Local Grants Round Two and \$30,109 for Quick Response Round One. A further \$11,000 was allocated as a service agreement to Howick Village Association and \$1,000 was allocated to one deferred application from Local Grants Round One. This leaves a total of \$297,767 to be allocated for one local grant round and one quick response round.
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.	Staff are supporting a community-led initiative to develop a Waste Reduction Action Plan. This will be a three-year plan that details activities that will contribute to reducing waste, with community and the council working together. Staff have been engaging with Edgewater marae around their intent to become a zero waste marae and have connected them to the whare Mataariki and Gen I who are supporting the delivery of this initiative. Further updates will be provided to the board in Q3.
590	CS: ACE: Community Empowerment	Build capacity: Youth participation in council decision making and youth-led initiatives	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. Provide training and guidance to: - implement youth-led projects and events such as youth week activities - implement recommendations from the 2016/2017 youth-focussed feasibility study.  Note budget breakdown as follows: \$20k for youth-led initiatives \$30k for implementing recommendations from the youth focussed facility feasibility study.  Note: the 2017/2018 budget shown for this activity line item includes an additional \$30,000 deferral from 2016/2017.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 80,000	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.	The Howick Youth Council have completed their recruitment for the next calendar year. They have streamlined their processes so that all new members, both the school-nominated ones and the open-seat ones, start at the same time. They have also held early elections for next year so that there is a stable leadership when the council reconvenes next year. In future all members will be voting for the officers and standing for election themselves after being part of the group for at least eight months and therefore equipped with a better understanding of the roles and responsibilities of the youth council. They are continuing to develop their plan to present to the local board in Q3. This plan will include suggestions how they might report back to the board on a more regular basis. The Youth Council has also been involved in developing a plan for the youth facility feasibility study implementation.. Staff have sent out a project description and have asked for providers to send in expressions of interest for delivering the implementation plan.

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591	CS: ACE: Community Empowerment	Capacity building: Resilient communities	<p>Fund community groups to promote neighbourhood and town centre connectedness. Coordinate activities that assist newer communities to build connections and resilience.</p> <p>Fund Howick Coastguard to deliver sea rescue services and education and training joint initiatives.</p>	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.	In Q2, staff completed a \$46,000 funding agreement with Howick Coastguard. Staff are developing options for community building initiatives in Flatbush. As the first step, staff will meet with community groups and send out a survey to identify key areas of concern. The identified options will be in response to the issues raised by the community and will be reported to the local board.
592	CS: ACE: Community Empowerment	Increase diverse participation: Social inclusion and equity	<p>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.</p> <p>Engage with local marae to: - identify their needs and aspirations- build their capacity to connect with other community groups and facilitate collaboration.</p>	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.	During Q2, staff organised three meetings of the design group to come up with an inclusive process for the establishment of a Howick ethnic committee. This process is taking longer than initially anticipated due to the availability of the design group. Staff have re-considered this process and, as a result, will be carrying wider consultation to inform the design of the ethnic committee. It is expected that the committee will be established by March 2018. A funding agreement was completed with Te Tahawai Marae to enable them to engage with their stakeholders and develop a strategic plan for ongoing marae development. Threshold Management Ltd have been contracted to build the governance capability of Manukau East Council of Social Services. They will provide facilitation of strategic thinking workshops, supporting the organisation to conduct an environmental scan, and mentoring them through development of their strategic and annual plans.
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.	Staff are working with a group of community organisations that are collaborating to build a community garden in Howick. The organisations are Diabetes Project Trust, East Health, Uxbridge, Oranga i Matariki Whare, Howick Kindergarten and Howick College. This project was also identified in the Howick Village Centre Plan and will be accessible to the whole community, in particular schools.
656	CS: ACE: Community Empowerment	Community-led placemaking: (Flatbush) Spatial Priority Area	<p>Engage and empower communities to ensure that they influence decision-making on spatial priority area (SPA) planning and implementation.</p> <p>Strengthen community-led placemaking and planning initiatives within the SPA area.</p> <p>Develop innovative ways to engage with communities that have not traditionally participated in council decision-making.</p>	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.	The Flatbush Spatial Priority Area (SPA) group has not met in Q2. Staff attended a community meeting organised by the Howick Neighbourhood Support in Flatbush. The meeting was organised to ascertain if there was interest in setting up a local neighbourhood Support group in Flatbush. Further discussion will occur in Q3.

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658	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (HW)	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 1 and 2. Includes responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations.	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.	In Q2, the strategic broker has worked with members of the Cockle Bay Domain community, connecting them to community facilities which have the responsibility to maintain the reserve. The broker has worked with East Health and other groups who have come together to set up a community garden in the Howick Village.
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.	Staff completed the funding agreement for Te Tahawai Marae to develop their strategic plan. The first hui to inform the plan was held in December 2017. It is anticipated that the plan will be completed in Q4.

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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.	The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff and committee members attended. The hui focussed on providing partners with business updates, in particular new local board plans, long term plan work and funding agreements. Guest speaker Carol Scholes covered key areas of concern for Not For Profit organisations including changes in the legal environment, volunteer accountability and committee dynamics. Six hui were held across the region to test the vision 'more successful and sustainable community led places.' Attendee stakeholders included community-led committee members and employees, community lease holders and interested community groups. The purpose of these sessions was to uncover what works well in the current operational and funding models, where there is room for improvement, identify useful resources, and think outside the square for developing future practice. Following on from these hui there will be an opportunity in Q3 for community members to join a working group and be part of a council/community team that inputs into a 'roadmap that enables more community led places'. Anchorage and Highland Park Community House to develop 2018/2019 work plan and schedule their annual presentation in Q3.
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.	Licence was agreed and signed in Q1. No update is scheduled or required for Q3.

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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.	Focus this quarter was on the review that was carried out by Mobius Research and Strategy. The review was undertaken to better understand the current service delivery from Howick Information Service, and to identify future service needs within the area. Justice of the Peace services from the centre are still popular along with the weekly card club.
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.	During Q2, staff continued to work through key research insights and developing actions against these. Community Places held two workshops with internal stakeholders to identify and confirm a main business objective "to create greater reach and relevance for Aucklanders so they feel connected locally". Six main focus areas remain as: - capitalise on strengths in positioning – family friendly, local and convenient, affordable- improve the condition and amenity to meet expectations- develop our offer and tailor to meet distinct interests- provide simple package options- develop a digital solution to promote both venues and activities- drive repeat business, share experiences, satisfaction and reach new customers Action planning will continue in Q3.
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 casual and regular hirers in Q2. Visitor numbers are steady compared to last year.	During Q2 monthly hirer surveys were sent out to all casual hirers and a selection of regulars. Staff will be able to share results in Q3. Q2 statistics are based on the first 5 months of FY18 and one month estimate. Visitor numbers are steady compared to last year.
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.	Staff have administered the additional subsidised rates as approved by the local board.

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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.	Workshop was held in Q2 with the Local Board to discuss the Howick Information Centre review and community needs assessment. Following this, a report on the findings was received at the December meeting. it was resolved to receive and support the findings with a future options report to be received in Q3.
223	CS: ACE: Events	Event Partnership Fund - Howick (Externally Delivered Events)	Funding to support community events through a non-contestable process. - Fencible Walk & Christmas Lights \$12,000(Howick Village Light Trust) - Christmas in Burswood \$2,250(Life & Growth Community Trust) - Botany Community Day \$5,000(Botany Life Community Trust) - Koanga Spring Festival \$4,000(Buckland's Beach Intermediate) - Christmas Walk Through \$5,000(Eastgate Christian Centre) - Howick Lions Water Safety Picnic \$1,400(Lions Club of Howick) - Neighbours Day \$400(Huntington Park Residents & Ratepayers Association) - Howick Fun Run \$2,250 (The Rotary Club of Howick) - Eye on Nature \$12,000 (Manukau Beautification Trust) Total \$44,300(Budget difference of \$21,050 to be drawn from grants budget)	Q1;Q2;Q3;Q4	LDI: Opex	\$ 44,300	Completed	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.	Funding agreements have been completed for all events in this fund.
225	CS: ACE: Events	Event Partnership Fund - Howick (Movies in Parks)	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	Q3;Q4	LDI: Opex	\$ 12,000	In progress	Green	Planning for the Movies in Parks series is on track. Event space within Lloyd Elsemore 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.	Planning for Movies in Parks is on track with pre-entertainment booked, operational plans nearing completion and the event permit issued for Lloyd Elsemore for Saturday 17 March. Public screening licence for "Trolls" has been approved. Regional marketing has commenced with local specific marketing starting three weeks prior to each event. Movies in Parks events are zero waste, smoke and alcohol free. Operational costs have increased to provide more toilets, security, waste and improve parking due to growing attendance. Series sponsors are nib health cover, Te Wananga o Aotearoa, NZ Home Loans, MenuLog, Pop n Good and More FM.



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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.	Workshop scheduled for Saturday 7 April.
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.	Pakuranga Rotary advised in October they are unable to deliver this event. A contractor has been secured for delivery and to create transition documentation for Rotary. Programming and operational planning has commenced and are on track despite the tight timelines. Bramley Reserve has been booked for Saturday 24 February with event permit pending. Chair has requested event occurs at lunch-time which limits on-water activities due to high tide times, this has been raised as a risk and local communications will consider this implication in event marketing.
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.	Barry Hung from Pakuranga Chinese Association has been engaged as the community co-ordinator taking a lead on event design and programming. Taking place over two days and locations - Saturday 17 February at Botany Town Centre and Sunday 18 February in Aylesbury Street Pakuranga the event will feature childrens activities, stage programme and stalls. Programming is nearly complete, operational planning is underway including permit applications and TMP submitted for approval. Staff are investigating lanterns to be hung on both streets a week or two prior to the events.
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.	Staff delivered six citizenship ceremonies over two occasions during Q12
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.	Scheduled for Q4. Planning commenced during Q2
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.	The Splash Pad Lloyd Elsmore Park opening took place on 29 November.
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.	Scheduling of this event has yet to be confirmed with the local board.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Scheduled for Q4. Planning will commence in 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.	The event was delivered on 17th November
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.	This is a partnership event between the local board and the regional Music in Parks event. The Open Air Orchestra concert is being marketed as a signature event within the Music in Parks series and will be held on Saturday 24 March at Bells Parks. The event will feature a 20 piece orchestra Blackbird Ensemble fronted by Julia Deans, Bailey Wiley, Alae and Jessie Cassin. A headline vocalist has been secured with advertising embargo until Q3. Howick Brass Band will open the event, and several musicians in the orchestra are from the local board area. Music in Parks regional marketing commenced in November, more local advertising will take place around the location three weeks prior. The Breeze and More FM are secured as radio partners.
<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	Current status: Currently procuring physical works for delivery stage to begin.  Next steps: Appoint contractor and deliver physical works. Estimated start date is set for mid February 2018 to be completed end of March. This is dependent on contractor availability.
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.	Current steps: Staff are in the process of making contact with the site contact to understand the detailed scope of works.  Next steps: Business case will be initiated and loaded into our system. A project manager will be allocated by mid December.
2529	CF: Investigation and Design	Greenmount Development - develop public access	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.	Current status: Landfill closure plan being negotiated. Land expected to be vested in March 2018 and consenting.  Next steps: Commence detailed design
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	In progress	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.	Current status: Initial investigation has found that this project may not be necessary as the libraries furnishings were renewed last financial year.  Next steps: Staff to confirm if this project needs to go ahead.
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.	Current Status: Initial scoping completed for minor drainage and path damage.  Next Steps: Works scheduled for the dry period February and March 2018.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Current status: In process of making contact with site contact to understand the detailed scope of works.  Next steps: Business case will be initiated and loaded into our internal system. A project manager will be allocated by mid December.
2545	CF: Investigation and Design	Mangemangero a 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	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. Mostly improved drainage and additional aggregate where the path is washed out.  Next steps: Procure physical works in February 2018
2549	CF: Investigation and Design	Ormiston College - new hockey turf with lights	Hockey artificial turf drainage irrigation lights	Not scheduled	Growth	\$ 50,000	Approved	Green	This project is in the very early stages, scoping is yet to be defined.	Current status: This project is in the very early stages and it is still to be determined if it proceeds or not. If a new hockey turf is to be constructed at Ormiston College this funding will be provided as a grant to the Trust responsible for constructing the project.
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.	Current status: Scope project and send out to market for pricing  Next steps: Appoint contractor and deliver physical works
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.	Current status: In process of making contact with site contact to understand the detailed scope of works.  Next steps: Business case will be initiated and loaded into our internal system. A project manager will be allocated by mid December.
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.	Current status: Contractor for physical work has been appointed and work scheduling is currently underway  Next steps: Sign off all works completed and close project
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	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.	Risks/ issues: Project cost estimate higher than budget given. To be reviewed with the board.  Current Status: Staff reported back to the local board in December with alternative access solutions. The local board requested further investigations at alternate sites for a dog park, potentially sub division sites across Howick, Pakuranga, Botany. Requested a report back on the February business meeting agenda.  Next Steps: Investigate alternate sites as directed and report back to the February business meeting.
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.	Current status : Physical works have been completed.  Next steps : None

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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	Current status: Physical works for safety improvements to Little Bucklands Beach.  Next steps: Auckland Transport development of one-way system plans for consultation.	Risks/ issues: Local Board have 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 completed before Community Facilities can proceed with development of walkway options.  Current status: Project is on hold as the development of the walkway options cannot proceed before the Auckland Transport one-way system plans and consultation are complete.  Next steps: Wait until Auckland Transport have completed their consultation process.
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.	Current status: Additional funding granted. Physical works pricing received and handed over to project delivery. Next steps : These works will be undertaken after the current Burswood Park playground and drainage renewal project is complete.
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.	Current status: Equipment ordered, drainage project to be completed and equipment will be installed April 2018.  Next steps: Installation phase
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.	Current status: Collecting table options and quotes. The local board confirmed the location (rear and to the right of the area) at their December workshop.  Next steps: Confirm the location and budget in a report to the local board for their February business meeting, as requested.
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	Not scheduled	ABS: Capex	\$ 28,300	Cancelled	Red	Current status: Scope of work has been send to vendors for pricing.  Next steps: Appoint contractor and schedule physical works.	Issues/Risks: This project is cancelled as all works were completed under different projects for Glen House.  This project is cancelled as all works were completed under different other projects for Glen House
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.	Current Status: The commencement date has been pushed to December as the ground is too wet to begin construction.  Next Steps: Commence the physical works and complete the project by the end of January 2018.
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	On Hold	Amber	Current status: Business case is underway. Next steps: Planning phase, creating a project plan.plan.	Risks/Issues: The project is on hold awaiting confirmation of the new lease holder. Refurbishment will then be rescoped to ensure that the facility is fit for the new lease holder's purpose.  Current status: Project is on hold as we wait for confirmation of the new lease holder  Next steps: Once the new lease holder is confirmed the project will be re-scoped.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Current status: Professional services awarded, procurement process for physical works tendering is proceeding.  Next steps: Tendering physical works mid January 2018
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.	Current status: The local board have directly engaged an external project manager to manage this project. He will provide updates on status direct to the local board.
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.	
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.	The second quarter has been challenging across the region for greenspace maintenance, initially impacted by the wetter than usual winter and our contractor struggling to keep up with the scale of work required to meet contract specifications. We have additional resources in place auditing and monitoring the improvement plan Ventia are working to and we are seeing a good improvement across most of our facilities. There is substantial works in and around the Howick area in particular to get things to the required standard. As a result of this there has been a remarkable improvement in all open space sites in Howick. We are continuing to work with the contractor to ensure it continues and to discuss what plans are put in place to deal with another wet winter should this occur.  Ecological Restoration: all site assessment reports completed, commencement of plant pest control in high value and general sites and close to the completion of the first round of animal pest control. Arboriculture: improved seasonal conditions has seen a movement of maintenance focus from street trees to park trees.
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.	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.
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.	Current status: Physical works completed, this project is now in defect liability period
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.	Current Status: A consultant has been appointed to supervise the work  Next Steps: Prepare documents for the procurement of physical works. Works are scheduled to begin in February 2018.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Current status: Concept design phase is complete and developed design phase has commenced. Consultation with neighbours is planned to be undertaken in December. Consents are expected to be lodged by January 2018 and physical works are programmed to start in April 2018.  Next steps: Complete design and public consultation and lodge consents.
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.	Current Status: Flat Bush Cycleways is an identified 32km pathway network that is being completed in sections as development occurs. Two sections within the network scheme have been identified to proceed to preliminary concept levels.Next Steps: Council staff will engage consultants to progress concept plans.
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	In progress	Amber	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.	Risks/ issues: Additional funds are likely to be required to deliver the current project scope. Business Case to be finalised and approvals required.  Current Status:  Further consultation was undertaken with the community and reported to the board on 20 November 2017. The community consultation findings have implications for the design and function of the facility particularly in terms of focussing on spaces that promote participation.  Next Steps:  Produce a revised design brief, reviewing consultant's contracts, site due diligence and revised cost estimates.
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.	Current status: Retaining wall one was completed in July 2017. Retaining wall two - scoping is underway for alternative options for Murphy's Road retaining wall.  Next step: Commence physical works for retaining wall two.
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	Completed	Green	Current status: Physical works to be completed by October 2017.  Next steps: Handover.	Current status: Project completed  Next steps: Project complete

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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	Completed	Green	Current status: Physical works in progress.Next step: Handover.	Current status: Project completed.Next steps: None
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.	Current status: Bucklands Beach Domain play space project completed and Megan Park physical works has started on site.  Next steps: Projects to be completed
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.	Current status: Detail design and consent is currently underway  Next steps: Tender all physical works

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 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	Completed	Green	Current status: Physical works in progress. Next step: Handover.	Current status: Physical works completed 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 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.	Current status: We are currently preparing the documents so that we can go out to tender for an architect to design the renewal of the Bramley Road Reserve toilet block and the Mellons Bay toilet block replacement. Next steps: Prepare a preliminary design to be reviewed by the local board.
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	Green	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.	Current status: Physical work is currently under way Next steps: Practical completion and close off
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	Completed	Green	Current status: Physical works in progress. Next step: Handover.	Current status: Physical works completed. Next step: Handover



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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Current status: Tree resource consent is currently being obtained Next steps: Prepare documentation for tendering for physical works.
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.	Current Status: Project to be incorporated into wider Ostrich Farm development. Next steps: Ostrich Farm sports park development master plan to be finalised.
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.	Current status: Physical works completed Next step: Handover.
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	Current status: Site integration with wider subdivisions in progress. Next steps: Progress developed design of sports field and park layout.	Risks/ issues: Timing of works may be impacted relating to surrounding developments and release of infrastructure. Current Status: Auckland Council staff are reviewing and identifying the high-level requirements of the sports fields per the needs of the area. Review is expected to be complete in early 2018. Next steps: Once review is complete, Auckland Council staff will engage consultants to update the concept plan.
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.	Current Status: Condition assessment underway to determine level of renewal required. Design to commence once complete. Next Steps: Engineering consultants will be engaged to commence design and scoping..
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	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.	Current status: Physical works have restarted.Next steps: Completion and close of project
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.	Current status: Detail design Next steps: Tender documentation to be released for physical work
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	Cancelled	Red	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.	Risks/issues: This project is cancelled and funding has been used for other prioritised coastal projects. Current status: This project was cancelled with advice from coastal team as they would like to observe this further and use this funding for other prioritised coastal projects.
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	Completed	Red	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.	Risks/Issues: Project cancelled as stage two is not required Current Status: Stage two cancelled as coastal renewal was addressed during stage one. Next Steps: None

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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	#####	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>	<p>1. John Walker Promenade along Chapel road - southern end Current Status: Physical works underway. Next Steps: 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 complete December 2017.</p> <p>3. John Walker Promenade along Flatbush School road - southern end Current Status: 12 months Defect Liability period. Next Steps: Defect Liability to sign off 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 resource consent documents with Auckland Transport to be tendered out February 2018.</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 end of summer 2017 /2018</p> <p>6. Road berm path along FlatBush School Road: Current Status: Liaise with Auckland Transport regarding alignment and possible bus shelter installation. Next Steps: Finalise alignment and undertake construction.</p> <p>7. Carpark development along Flatbush School Road: Current Status: Professional Services Contract awarded November 2017. Next Steps: Physical Works planned to be completed by September 2018.</p>
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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Current status: drainage project - physical works on-going. Playground completed Next steps: Physical works to be completed for drainage project.
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.	Current Status: This project covers multiple sites. River Hills car park renewal is complete. Design is underway for Nixon Centennial and Lloyd Elsmore Park resurfacing. Next Steps: Tender physical works.
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.	Current status: A survey has been sent out to 300 residents closest to Blundell Park. The results of the survey have been collated and will form the basis for the scope of the design of the renewal. The new fitness equipment items for Bramley Drive Reserve have been specified and we are in the process of procuring them. Next Steps: Install the fitness equipment at Bramley Drive Reserve. Prepare preliminary design options for Blundell Park and take them to the local board for approval.
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.	Current Status: Physical works completed.  Next Steps: Handover for operational maintenance.
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	Completed	Green	Current status: The repairs to the playground equipment have been completed.  Next steps: Repair the fire damage to the surrounding planting.	Current status: The repairs to the playground have been completed.
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.	Current Status: Project Completed.  Next steps: Project Completed.
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	Completed	Green	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	Current status: Project completed
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	Completed	Green	Current status: New foundations are being constructed.  Next steps: Complete foundations and install new toilet.	Current status: All works complete, new toilet is operating and open to the public.  Next steps: None.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 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	Completed	Green	Current status: Physical work complete. Code compliance certificate application has been lodged Next step: Obtain code compliance certificate.	Current Status: Project complete
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.	Current status: Project Completed
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 Buckland's and Little Buckland's Beach, Cockle and Eastern Beach. This work is underway and further discussion with the Local Board and community is planned for October.	Current Status: Howick Local Board approved funding to prepare a planning and investigation report. The report scope was to provide options to address coastal erosion issues at four high priority beaches (Eastern Beach, Cockle Bay, Bucklands and Little Bucklands beaches). A draft report has been received. The range of options for each of the four beaches were presented at a local board workshop (6December 2017) for the boards feedback on the options and consideration for a preferred option for further detailed investigation and design. Next steps: In quarter three - Further discussions will be had with the local board and may include further refining of preferred options and seeking funding to support longer term options which provide more holistic treatments to address coastal erosion.
<b>Infrastructure and Environmental Services</b>										
266	I&ES: DPO	Flat Bush water quality ponds	Land acquisition for the development of stormwater management infrastructure.	Q1;Q2;Q3;Q4	LDI: Capex	#####	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.	Final ponds continue to be delivered through infrastructure funding agreements with developers. Land acquisitions are continuing in accordance with the updated overall catchment planning.
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.	Procurement is underway for the rhamnus removal and pest animal management work at Musick Point, as well as the weed control and maintenance at Hayley Lane Reserve. Equipment, including gel and secateurs, has been provided to STAMP (Society Totally Against Moth Plant). Plants are being purchased for the weed swap event in quarter four. This year the community campaign will include a moth plant pod removal competition for local schools. The moth plant competition is based on the successful project undertaken last financial year in the Albert-Eden Local Board area.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Small sites ambassador work is underway and a report will be available to the board in February 2018.
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.	An Adopt a Spot co-ordinator has been selected and work will commence in February 2018.
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.	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.
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.	The next meeting of the Tāmaki Estuary Environmental Forum is set for 16 February 2018, with bimonthly meetings to be established thereafter. The forum agreed on the skills required for the coordinator, and staff have commenced a search for the role.
<b>Libraries</b>										
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	#####	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.	Library visits decreased this quarter by four per cent when compared with the same quarter in 2016. However, library staff across the local board undertook 36 outreach visits to community groups, rest homes, schools and Early Childcare centres.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	All four Local Board libraries study spaces were fully occupied by secondary school and tertiary students in the period leading up to end of year exams.
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.	Physical issues of library materials have decreased by five per cent when compared to the same period last year. However, demand for eResources remains high with a 25 per cent increase in E-issues. During this quarter we have had many students using our spaces for study and not issuing as many items due to study for exams demands.
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 children's 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.	176 sessions of Wriggle and Rhyme, Rhymetime and storytime were held at our libraries between October and December. These programmes attracted 8139 parents, caregivers, and young children. Local Plunket groups have also promoted the benefits these preschool programmes offer to new parents as a means of supporting their baby's growth and development as well as the social benefits of young parents having a place to meet.
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.	1919 children and their caregivers attended 51 events offered during the October school holidays . Children enjoyed survival activities, from bush skills, Morse code, Escape Room challenges, as well as Pacific and Māori cultural experiences based on traditional survival techniques. A local scout leader presented a course on camp survival to a large group of enthusiastic youngsters. The 2017 People's Choice Art Awards, an initiative between Elim Christian College and Botany Library, provided an opportunity to showcase student work from Year 7-13 which members of the public could then vote on. This culminated in a prizegiving in November in which the artists and winners in each age category, voted on by over 400 people, were celebrated. This was covered by local media including the Botany and Ormiston Times.
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.	Kia Māia te Whai : Dare to Explore Summer Reading Programme commenced on 9 December with 1117 children registered in the Howick Local Board area. Each child who completes a minimum of 4 challenges receives an invitation to one of the two finale parties. This year the Local Board libraries and recreation centres are partnering to deliver the programme, giving more opportunities for children to be part of this wonderful programme.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Libraries are providing community space for a range of social interactions and activities including Knitting in Public Groups, Adult Art and Colouring groups, Yoga enthusiasts and music lovers. Susanna Fullerton, the president of the Australasian Jane Austen Appreciation Society visited Howick Library in November to speak about the world wide celebrations for the 200 year anniversary of Jane Austen's death. Three of our libraries hosted Music Recitals from students at Christina's Music School and a local orchestral duo.
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.	Kia Māia te Whai - Dare to explore, our summer reading programme includes a te reo option for the booklet of challenges which allows children to immerse themselves in the language while completing the range of fun activities to gain their stamps and stickers. The sets of challenges also offer Māori cultural challenges for those less fluent in te reo.
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.	Our libraries assisted 92 people through Book a Librarian sessions with their digital or device during this quarter as well as providing several app based workshops for both English, Korean and Mandarin speakers. Book a Librarian sessions cover every aspect of device management from downloading information to using the device effectively and includes both Android and IOS platforms.
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.	Diwali was celebrated in October, with special Diwali storytimes, henna painting and dance performances to highlight this holy festival. Our libraries participated in the annual Howick Christmas Parade and used the occasion to encourage youngsters to join the Kia Māia te Whai - Dare to explore, our summer reading programme.

## Work Programme 2017/2018 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
<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.	Howick Tourism Inc (HTI) received the \$50,000 grant in October. HTI is in the process of hiring a part time coordinator for 10 hours a week. A subcommittee was formed in December to oversee the website design.
1109	ATEED: Local Economic Growth	Young Enterprise Scheme (HW)	<p>ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss.</p> <p>The funding from the local board will support the delivery of the Young Enterprise Scheme Enterprise-Days in February 2018. The e-days are held in sub-regions (north, south, east, central/west) and are the first day students get to meet the Young Enterprise team, and find out about their 2018 year, what YES is all about, and what is in store for them.</p>	Q3	LDI: Opex	\$ 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.	<p>Auckland Chamber of Commerce</p> <p>As of 1st January 2018, the Auckland Chamber of Commerce will take over as the YES regional delivery partner and ATEED will move to become a strategic partner. During January and February ATEED and the Auckland Chamber of Commerce are working together to ensure the smooth transition of the programme delivery to the Chamber. Kick Start days (formerly known as E-days) are being delivered by ATEED with support from the Auckland Chamber of Commerce, as part of this transition. ATEED's role includes management of the funds generously provided by Local Boards for the 2018 Kick Start days. As in previous years, there will be five sub-regional events delivered across the region. The new Auckland Chamber of Commerce team will be inviting you to participate either as student mentors or as observers on the day.</p>
<b>Parks, Sport and Recreation</b>										
942	CS: PSR: Active Recreation	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.	Completed twenty one activations in October and November including: Amazing race; Doggy day out;Kite day; Park yoga;Park run. Another eleven events delivered in December . Strong attendance across all activities.In Q3 there are more than 50 activations scheduled.



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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 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 Elsmore 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	Cancelled	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.	Resolution number HW/2017/21. The Howick Local Board: a) allocate \$55,000 of Locally Driven Initiatives opex funding to develop a strategic assessment and concept plan to guide development of Mangemangeroa Reserve and Valley Walkway.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 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. Deliver a variety of accessible programmes and services that get the local community active. These services include: fitness; group fitness; learn to swim; early childhood education; aquatic and recreation services. Along with core programmes that reflect the needs of the local community.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	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.	<p>The introduction of our new regional membership model in November has had positive feedback from customers at all centres</p> <p><b>MARINA FITNESS</b> 33% improvement on membership YTD 33% improvement on active visits YTD 70% improvement on centre net position YTD Marina Fitness has continued to grow membership, activation and financials this quarter. Ongoing localised digital marketing continue to drive these results..</p> <p>This quarter has seen noticeable growth in the Marina Fitness 'Forever Fit' programme, which is a series of group fitness classes designed for older clientele to work on their strength, fitness and flexibility.</p> <p><b>LLOYD ELSMORE PARK POOL AND LEISURE CENTRE</b> Lloyd Elsmore programming targets is meeting the local board objectives for Q2 2017.</p> <ul style="list-style-type: none"> <li>• 10% improvement on fitness membership YTD</li> <li>• 264% improvement in customer satisfaction</li> <li>• 23% decrease in aquatics visits YTD</li> </ul> <p>Despite most of the facility being closed for refurbishment in Q1, Lloyd Elsmore Park Pool and Leisure Centre is recovering well and should achieve annual targets.</p> <p>A big increase in customer satisfaction is encouraging, and staff are doing daily reviews to find improvements.</p> <p>The new splash pad opened this quarter in partnership with ANZ Bank. In its first few days the splash pad was a tremendously popular. But the pad was temporarily closed soon after opening due to safety concerns over the surface.</p> <p>The centre celebrated its 30th birthday with a successful Christmas party. The free event hosted hundreds of families in a variety of activities.</p> <p><b>HOWICK LEISURE CENTRE</b> Howick Fitness: Green Howick Fitness continue to produce very positive results in membership number, activation number and financials. Howick Recreation: Green Howick Recreation has had high numbers of children participate in its term and holiday programmes this quarter. Net position is on par with LYTD. Howick Early Childhood: Amber Howick's Early Childhood Education has an amber alert due to dropping occupancy numbers. Kauri Kids Howick drop in occupancy, and therefore funding levels. Work has recently been put into local marketing initiatives and improvements in operations for the childcare centre, which has already contributed to a positive influx in enrolments the last half of this quarter. However, occupancy is still down 11% on LYTD. Will continue to focus on marketing initiatives and operational efficiencies.</p> <p><b>PAKURANGA LEISURE CENTRE</b> 20% improvement on recreation visits YTD 50% improvement on net promoter score vs Q1 12% decrease on net position YTD (-18k v -16k) Pakuranga Leisure Centre is continuing to see good results in its enrolment numbers for holiday and term programmes. It is also doing a great job with customer engagement and using outdoor spaces for programming.</p>

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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	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.	Due to the large amount of funding available and a lack of staff resource, advice will now be provided in Q3The project objectives for an interim review of the Howick Sport and Active Recreation Plan were finalised in early December. The consultant is re-engaged to complete the review. There will be a workshop with the local board in Q3.
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.	Paid \$61,000 to Counties Manukau Sport Foundation (CMS) to undertake a programme of activities over summer. Sport Auckland have been announced as the deliverer of Aktive, which will enable alignment of delivery for the residual funding of \$39,000.
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.	Pakuranga Tennis Club have indicated their intention to move from their current home on the Maunga.Positive meeting and alignment between tennis and gymsports as project partners.Site assessment carried out for a covered green at Howick Bowling Club (Nixon Park), suggesting it would likely get consent. Pros and cons under review by regional body. Determination of Pakuranga Bowls Club involvement in the project to be confirmed by early 2018. Business plan and concept design to be revisited in early 2018.
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	Green	The existing contractor has a new draft agreement ready for signing. This will be completed in October.	Contractor is being supported through the procurement process which has been slower than expected. Expecting to complete by Xmas. Custodian Service has continued through this period.
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.	Pakuranga Athletics Charitable Trust applied for landowner approval to construct clubrooms on top of the storage shed next to the athletics track at Lloyd Elsmore Park. Staff attended a landowner approval workshop on 7 December.
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.	See #1128 for update

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Gecko NZ Trust – an Auckland based not-for-profit organisation that enables positive social and environmental community outcomes – has been engaged to work with two local schools to develop understanding and skills in subjects such as local biodiversity, tree planting and maintenance, and environmental regeneration, as well as facilitating planting events in winter 2018. As part of the project Gecko NZ Trust will collaborate with council EnviroSchools to support 'pre-learning' in the schools and the long term care of the plantings. At this stage the proposed schools are: Mission Heights Junior and Primary; and Cockle Bay Domain Primary, and the respective reserves are: Mangemangeroa Reserve; and Silvana Park.
954	CS: PSR: Park Services	HW local parks: Ecological volunteer programme 2017-2018	Programme of activity supporting volunteer groups to carry out 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.	Volunteer activities in Howick Local Parks this quarter: • Ongoing restoration work by the Friends of Mangemangeroa Reserve; • Ongoing restoration work and clean-ups at Cockle Bay Domain; • School litter clean-up and weed control at Silvana Park; • Commencement of animal pest control (rodents and possums) at Cockle Bay Domain.
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	\$ 55,000	Approved	Green	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.	The local board approved the reallocation of \$55,000 LDI funding from the Parks Response budget to develop a Strategic Assessment Plan for the Mangemangeroa Reserve & Valley Walkway - Concept Plan Development.
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	Green	\$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.	Local Board to resolve funding allocation.  Met with the local board in December 2017 and agreed to set up a steering group to prepare the plans for consultation.
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.	Workshops with eight participating Local Boards and Manurewa Local Board to introduce them to the Māori naming of reserves and facilities programme; to seek feedback on the approach for each Local Board area. Research of existing reserve names is 50% complete for the eight participating Local Boards. Milestones for Q3: work with local historians to review the list of reserves to identify historical names and report back to the local board; draft Communications Plan to be prepared for consultation with Local Boards in February/March.
<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

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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	Q2 Commentary
CF: Community Leases											
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.	Correspondence has been ongoing with Auckland Kindergarten Association solicitors since quarter one. Awaiting further response from the solicitors regarding the 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.	The Eastgate Community Trust is seeking to remove the shed in their lease area to commence the construction of a new building approved by the resolution in April 2016 (HW/2016/295). A workshop has been booked with the local board in November to get a direction on whether the shed will be retained or removed, and whether tenants may have to revise design plans.  Lease agreement will be finalised after a direction is given by the local board regarding the shed.
1584	CF: Community Leases	Howick Hornets Rugby League Club	Renewal lease for 52R Paparoa 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.	A resolution has been passed by the local board to grant the renewal of the lease in the November business meeting (HW/2017/193). A deed of renewal will be sent to the tenants for signing, and will be executed in quarter three.
1585	CF: Community Leases	Frith Jenkins		Q4		\$ 1.00	\$ -	Deferred	Amber	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.	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.  Expressions of interest for the premise at 115 Picton Street will commence in 2018. An email has been sent to Frith Jenkins updating her that she will need to vacate the room once a public notice is placed in the local papers.
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.	Lease expires 31 March 2018. Direction from the local board will be requested at the November workshop regarding whether a new lease application pack can be sent to Glenhouse Society or if an Expression of Interest process should be carried out.
1588	CF: Community Leases	Howick Local Board Accommodation Project	7 Aylesbury Street	Q4		\$ 1.00	\$ 3,000.00	On Hold	Amber	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.	Plans for this project will not be finalised for the next couple of years.  As discussed at a recent workshop with the local board it has been confirmed that plans for this project will not be finalised for the next couple of years.
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.	The Men's Shed is continuing to search for premises to operate their activities from.

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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	In progress	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.	Site visit was completed 12 October 2017. Community Outcomes Plan has been discussed and agreed upon with group after the site visit. The lease term of five plus five years was workshopped with the local board on 19 October 2017. This has been presented in an iwi forum and iwi engagement emails will be sent out early 2018. Report to be written and presented at a local board business meeting in quarter three.
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.	Full building assessment report to be completed early 2018. Once completed, options for the new lease will be discussed with the local board at a workshop prior to the end of quarter three.
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.	The local board confirmed that staff should progress with iwi engagement in a workshop on 21 September 2017. The lease was presented at an iwi forum 25 October 2017. Iwi engagement emails will be sent out in January 2018. Once maintenance work is completed, a report will be drafted and lease terms will be workshopped with the local board prior to being presented at a business meeting.
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	In progress	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.	Site visit completed 06 November 2017, and Community Outcomes Plan discussed. Community Outcomes Plan to be finalised and sent to tenant in quarter three. Report will be drafted and workshopped with the local board before quarter three.
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	In progress	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.	Site visit completed 06 November 2017, and Community Outcomes Plan has been finalised. Tenant is currently preparing some documentation for landowner approval as they are proposing potential extension to the club premises and lease area.
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.	Community Outcomes Plan discussed and finalised with tenant 18 September 2017. Draft report to be written up and workshopped with the local board by the end of quarter three.
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.	Lease has expired. Options for the new lease will be workshopped with the local board in 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.	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.	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. Citizens Advice Bureaus advised that they are seeking legal assistance from the Citizens Advice Bureaus head office in Wellington to review the draft lease.

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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.	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.	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	In progress	Green	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.	On hold due to potential development of the building.  Community Outcomes Plan has been finalised.  Lease was again workshopped with local board on 19 October 2017. Considering the approximate two year period of local board relocation project, local board are happy to proceed with a one plus one year lease term, including additional lease area of the two rooms by the Citizens Advice Bureau office. Further investigation of the availability of the two rooms is being done.  Attended Iwi forum on 25 October 2017, and iwi engagement emails will be sent to relevant iwi in January 2018.
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.	A draft report is pending as there are a few documents that are still required from Revills Boxing Gym before a report can be submitted into a business meeting. Revills Boxing Gym is aware of this and is currently preparing the documentation.
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.	A lease has been workshopped with the local board on 21 September 2017, and presented at an iwi forum on 25 October 2017. Iwi engagement emails to be sent out in January 2018 to the relevant iwi before a report is presented to the local board at a 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	Lease has been delayed.	The matter has been delayed as staff attempt to arrange a meeting with Scout Association to discuss the multi-premises lease. The matter had been delayed as staff attempt to arrange a meeting with the Scout Association to discuss the multi-premises lease. The scout association sent their lease application on 27 October 2017. Site meetings are to be carried out, and community outcomes plan negotiated with the scouts in quarter three.

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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	Lease has been delayed.	<p>The matter has been delayed as staff attempt to arrange a meeting with Scout Association to discuss the multi-premises lease.</p> <p>The matter had been delayed as staff attempt to arrange a meeting with the Scout Association to discuss the multi-premises lease. The scout association sent their lease application on 27 October 2017. Site meetings are to be carried out, and community outcomes plan negotiated with the scouts in quarter three.</p>
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.	Both Plunket and Auckland Council hold an unsigned deed of renewal dating 2003-2036. A streamline renewals process will be commenced in quarter three so that a new signed deed of renewal can be finalised.