

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										
2177	CS: ACE: Advisory	Community Response Fund - Kaipātiki	Discretionary fund to respond to community issues as they arise during the year	Q1;Q2;Q3;Q4	LDI: Opex	\$ 97,000	In progress	Green	KT/2017/91 - Allocated \$8,000 to KCFT delivered events Balance: \$89,000	No allocations in Q2 Balance:\$89,000
233	CS: ACE: Arts & Culture	Westshore Community Arts Council (NorthArt)- ABS Northart Society Incorporated Operational Support Grant	- administer a funding agreement with Northart Society Incorporated for arts and culture facilities management, operations and programming - operate the facility in an inclusive manner that enables access to and participation in the visual arts - provide opportunities that reflect the cultural diversity of the local community and encourage all ages and ethnicities to take part. The recipient will promote NorthArt, its activities, services, programmes and artists within the local and wider community to encourage public participation.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 83,084	In progress	Green	Staff executed a funding agreement with NorthArt for FY2018. In Q1, NorthArt had a total of 3886 visitors and delivered 25 programmes to 249 participants. Highlights included; the Drawings and Works on Paper exhibition; principal shows, 'Selfies', 'Artists Self-portraits' and 'Two Rising Stars from Cuba'; the floor talk by Cuban artist Osmeivy Ortega; Radio & Design 1920s - 1950s which was a display of early radios accompanied by a sound track arranged by curator James Davidson; the combined openings of Sharon Vickers exhibition and Tongan based visual artist Tevita Latu which brought together the Auckland wide Tongan art community; 'Aging Aesthetically' put together for International Day of Older Persons; and the advance polling booth in the lead up to the election with multiple people becoming members of NorthArt.	In Q2, NorthArt had a total of 3542 visitors and delivered 17 programmes to 248 participants. Highlights included the opening function of the Westlake Girls and Westlake Boys show, the opening function of South African born Claudia Cooper's solo show which attracted around 180 people mostly from the local South African community, the opening of Connect Disconnect Reconnect which includes works by 8 American Pacifica artists in October. The opening function for 'Pocket Edition. Small Works for Large Walls' in November which attracted around 280 guests including 28 participating artists and the 'Christmas Cracker' Gallery Time for Kids in December.
1988	CS: ACE: Arts & Culture	Community Arts Programmes	Support arts and culture initiatives to be delivered across the local board area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	Approved	Green	Staff will present options to the local board in Q2.	Staff presented options to the board in Q2 and a decision will be made on how to spend the funds in Q3.
310	CS: ACE: Community Empowerment	Community grants (KT)	Funding to support local community groups through contestable grant funding.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 200,000	In progress	Green	The local board allocated \$44,947 in Local Grants, Round One (KT/2017/130) The remaining budget is \$155,053.	The local board allocated \$57,859 in Local Grants, Round Two (KT/2017/185) The remaining community grants budget is \$97,194.
338	CS: ACE: Community Empowerment	Secondary Schools Scholarship grant	Administer grants to support secondary schools/students. Budget: Secondary Schools Scholarship grant \$8,000.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 8,000	In progress	Green		The second payment of the Kaipātiki Scholarship Scheme has been released to Northcote College, Glenfield College and Birkenhead College to the total of \$6,000. (KT/2016/26) There has been no response from the offer to Hato Petera College.
578	CS: ACE: Community Empowerment	Build capacity: Jobs for Youth	Fund community organisation(s) to: - support and add value to existing youth employment services - maintain and strengthen networks between business, schools and youth employment related organisations to build better pathways to employment for young people - connect young people to employment or further training opportunities. Link as appropriate with "Increase diverse participation (KT): Youth voice and youth-led initiatives" (ID#587).	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	Kaipātiki Community Facilities Trust (KCFT) delivers the Jobs4Youth programme and has mentoring programmes in three colleges: Birkenhead, Glenfield and Northcote. In Q1, there were five referrals from college careers advisors and 16 from community. Jobs4Youth / Youth Hub collaborated with Birkenhead College with a Pop Up Youth Hub. This was held during a lunch time and captured students in years 11, 12 and 13. There were five referrals to Jobs4Youth/ Youth Hub and 25 communications on the day. Note: one funding agreement for KCFT activities 578, 582 and 587 is being finalised and will be processed in Q2.	A combined funding agreement of \$243,000 was completed in Q2 with KCFT. This includes \$50,000 for the delivery of the Jobs4Youth programme. KCFT has been working with Birkenhead College and the current senior students to include reserve restoration in their work programme for new senior students in 2018. They will work alongside the local parks ranger and council's Infrastructure and Environmental Services, focussing on Inwards Reserve. There were two employment networks held during Q2 along with two presentations to Work and Income NZ, Birkenhead and Glenfield branches. The Ministry of Business, Innovation and Employment working party was established and have been tasked with establishing the North Employment Hub.

Work Programme 2017/2018 Q2 Report

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579	CS: ACE: Community Empowerment	Build management operational capacity- Kaipatiki community organisations	Partner with community organisations and the Beach Haven Marae to strengthen their operational capability. This will include training in marketing, conflict resolution, health and safety, HR, report writing and funding applications to support the professional management of the community organisations. Training will also include topics such as Te Tiriti o Waitangi, awareness of Maori history and protocols, working with iwi, mataawaka and other topics requested by the community organisations. The implementation and timelines for delivery of sessions will be made in consultation with the collective community organisations using various methods such as presentations by subject matter experts and other learning tools.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	In Q1, Community Empowerment Unit (CEU) staff drafted a project plan for this activity. This will create a programme of support, building management capacity for trustees and community groups. This will be achieved in partnership with community organisations, which includes Beach Haven Marae. Staff have discussed engaging community groups to complete the online NZ Navigator self-assessment. The self-assessment identifies organisational strengths and weaknesses. The results will inform the delivery of the support programme.	Two meetings were organised to assess the management capacity and determine the level of support Kaipatiki community groups require. Participants focused on four pathways for capacity and capability development through workshops, support systems, speakers, visits and conference attendance. To respond to the feedback received, an HR online platform capable of storing relevant policies and templates and assisting with networking is being built. A series of up to eight workshops will be scheduled on a monthly basis, starting in February 2018.
580	CS: ACE: Community Empowerment	Build governance capacity for trustees and board members of community groups	Partner with community organisations to strengthen their governance capability. This will include strategy planning, how to read financial accounts, business planning, risk analysis, HR, entity structures and attend other governance hui that will support effective governance of their community organisations. Training will also include Te Tiriti o Waitangi sessions and increase organisations ability to build relationships with iwi, mataawaka and other topics as requested. The implementation and timeline for delivery will be made in consultation with the trustees using subject matter experts, presentations and other tools. It may include visits to other organisations.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Staff drafted a project plan for this activity, focusing on three milestones: 1. Mapping community groups and organisations within Kaipatiki Local Board area 2. Surveying capacity and capability needs of community groups and organisations within Kaipatiki Local Board 3. Working in partnership to deliver workshops attending to the needs expressed in the survey, including training in marketing, conflict resolution, health and safety, HR, report writing and funding applications.	The mapping of community groups and organisations is a work in progress. An HR online platform capable of storing and sharing relevant policies and templates and with separate levels of access for management, staff and governance is being developed and it will be presented to governance groups in 2018. Workshops on the Treaty of Waitangi and on writing reports and funding applications are being scheduled for Q3 and Q4.
582	CS: ACE: Community Empowerment	Increase diverse participation: Kaipātiki Community Facilities Trust	Fund the Kaipātiki Community Facilities Trust to deliver a range of neighbourhood based, community wide, programmes and activities that:- bring communities within Kaipātiki together through a range of community networks- enable increased participation by diverse groups, including new migrants, in the community- respond to and support the aspirations of Maori within Kaipātiki- strengthen neighbourhood connectedness.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 163,000	In progress	Green	Kaipātiki Community Facilities Trust (KCFT) facilitated the following network meetings: Kaipatiki Community Network, HNZN Managers /Community Constables Network, Northcote Tasking Project, Kaipatiki Restoration Network and Kaipatiki Employment Network. KCFT met with Haumarua Trust (formally Housing for Older People) to collaborate on ensuring residents are well informed and able to connect to community activities. Note: one funding agreement for KCFT activities 578, 582 and 587 is being finalised and will be processed in Q2.	Staff completed the 2017/2018 funding agreement for KCFT. The funding enables KCFT to undertake a variety of activities in 2018 that connect communities, help improve perceptions of safety and increase the participation of diverse groups in community activities:- Neighbourhood connectedness is being supported by KCFT and the local policing team, who are sharing intelligence around crime and safety within the area and solving incidents very quickly- KCFT will deliver community activities (helping achieve neighbourhood connectedness) from the Northcote Citizens Centre- KCFT will plan hui with various groups, agencies, mana whenua and Mātāwaka, all aimed around ensuring people are connected as one and proud to live in Kaipatiki- The Uruamo Maranga Ake Trust are continuing to meet monthly, gaining funding which will be used for the resource consents for the marae in Beach Haven. In Q2, two community network meetings, HNZN managers /community constables network meetings, two Northcote tasking project meeting, two Kaipātiki Restoration Network meetings and the Kaipātiki MAST network meeting were held.

Work Programme 2017/2018 Q2 Report

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587	CS: ACE: Community Empowerment	Increase diverse participation (KT): Youth voice and youth-led initiatives	<p>Partner with and fund youth organisations to:</p> <ul style="list-style-type: none"> - develop and support young people to express their collective voice - provide input into local board decision-making on issues that affect young people - design and deliver youth-led projects and events across the local board area. <p>Link as appropriate with "Build capacity: Jobs for Youth" (ID#578).</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,000	In progress	Green	<p>Kaipatiki Community Facilities Trust (KCFT) deliver Youth Voice and youth-led initiatives.</p> <p>In Q1, activities included engaging with Local Youth Board and Youth Voice in making change in community. Activities resulted in 370 young people having their say on ideas for a healthier community. Around 368 young people had their say on ideas for getting around Kaipatiki and on safety of walkways in Kaipatiki.</p> <p>Note: one funding agreement for KCFT activities 578, 582 and 587 is being finalised and will be processed in Q2.</p>	<p>In Q2, staff completed the combined KCFT funding agreement (which includes the youth initiatives budget).</p> <p>The Kaipatiki Local Youth Board currently have eight members, and are recruiting for more members in early March. The youth board have helped with the development of the Birkenhead War Memorial Park, facilitated by KCFT.</p> <p>In December, KCFT partnered with Birkenhead College for music activities. They are planning the "BIG Family Day OUT" and the Youth Market for February 2018.</p>
588	CS: ACE: Community Empowerment	Increase diverse participation: Manaaki Matua: Age Friendly Services	<p>Identify and fund a community partner to:</p> <ul style="list-style-type: none"> - develop and deliver research that will identify the service needs and provision of services in the local board area. - work with council to co-design a framework for age friendly services in the area - assist the local board in making decisions to support the gaps in services and accommodation venues identified from the research project. 	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	<p>Staff drafted a project plan for this activity. This was informed by initial discussions with the previous strategic broker and potential community partners, such as Age Concern North Shore.</p>	<p>A funding agreement for Age Concern Northshore was completed that will enable them to lead the age-friendly services research in Kaipatiki Local Board area.</p> <p>The project will include a stock-take of resources for older people in the area (places and services), housing options, including Auckland Council's homes and retirement services and, identifying what further work may be required to be undertaken. This will commence in Q3.</p>
664	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (KT)	<p>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 - reporting to local board members on progress in activity areas one and two. Includes responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations.</p>	Q2	LDI: Opex	\$ -	In progress	Green	<p>A new strategic broker is now in place and will be seeking opportunities to apply the Empowered Communities Approach from Q2 onwards.</p>	<p>In Q2, strategic broker has brokered collaborative community relationships and supported the community engagement planning for Kaipatiki Local Board Long-term Plan public consultation process collaborated with other council staff to progress the Uruamo Marae Committee marae projects supported Northart to reach varying targets as outlined in the 360 review e.g. Governance training lined up for 2018 supported connections inside council and with the local board for Birkenhead Residents Association e.g. Funding opportunities from multiple sources, engaging with mana whenua supported Northcote Point community crèche with advise around community grants applications supported community engagement protocols on the Birkenhead War Memorial Project worked alongside KCFT with mural artist, Jesse Jensen. The strategic broker will present to the local board in Q3 a Kaipatiki-centric empowered communities approach.</p>

Work Programme 2017/2018 Q2 Report

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668	CS: ACE: Community Empowerment	Local Māori Responsiveness Action Plan (KT)	<p>Work with mana whenua and mataawaka to create a local responsiveness action plan which includes the following:</p> <ul style="list-style-type: none"> - key aspirations and priorities for Māori in the area - opportunities to work together - a plan for building strong relationships and sharing information with Māori. 	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	Approved	Green	A new strategic broker is now in place and will be seeking opportunities to apply the Empowered Communities Approach to key aspirations and priorities for Māori in the area from Q2 onwards.	In Q2, the strategic broker have initiated and started working in different spaces with various council departments and staff to progress Maori responsiveness overall impact including:potential for engagement with mana whenua and Kaipatiki Local Board e.g. Personalised letter to all mana whenua in the new year with the local board planworking with Uruamo Marae Committee (aka Beach Haven marae group) to present the Feasibility Study in Q3 (Board Report included), push forward with the next phase of the marae project plan and coordinate governance training for 2018a collaborative approach to use options from monolingual Maori through to bi-lingual (Maori and English) signage in parks is in progress with Devonport-Takapuna and Upper Harbour local boards and Sports Parks and Recreationsupporting the mana whenua relationship agreement process coordinated by Te Waka Anga Mua and Te Kawerau a Makipreparing to present to the local board in Q3 on Maori responsiveness plan for Kaipatiki including options that embrace a multi-layered connection with mataawaka and mana whenua groups, which may include various organisations eg. Whanau Marama Parenting and storytelling.
3396	CS: ACE: Community Empowerment	Funding agreement - Raeburn House	Fund Raeburn House to operate premises at the Norman King building as community meeting space and to provide a range of community capacity building and neighbourhood development services.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 47,509	In progress	Green	The board approved to fund Raeburn House at its 20 September business meeting 2017 (resolution number - KT/2017/136). The funding agreement will be finalised in Q2.	In Q2, the funding agreement was completed by the strategic broker. Work to be undertaken in Q3. Raeburn House held their AGM on 26 October 2017 and launched the rebranded entity Hearts and Minds. Accountability reporting was received by Hearts and Minds for the work that has been completed in Q2. The policy development has been completed for the Community Houses around operational and governance policy development.
363	CS: ACE: Community Places	Funding Agreement - Bayview Community Centre	A three year term agreement with Bayview Community Centre Association Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Bayview Community Centre for the years 2017-2020, commencing 1 July 2017 and terminating on 30 June 2020. Operational funding amount to be adjusted annually in accordance with the Auckland Council's agreed inflationary mechanism once confirmed.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 37,138	In progress	Green	During Q1 payment was made on year one of a three-year funding agreement for Bayview Community Centre. Highlights from this centre include the 'Yarn Bombers' hitting Spinella Reserve and working together to brighten up the reserve. In July the centre saw the highest level of attendance of the School Holiday Programme and having the community coming up with ideas for new classes and programme. Currently they are helping establish a painting group. In Q2, staff will commence planning for a regional hui.	The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff from the Bayview Community Centre 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'. Bayview Community Centre to develop 2018/2019 work plan and schedule their annual presentation in Q3.

Work Programme 2017/2018 Q2 Report

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364	CS: ACE: Community Places	Funding Agreement - Glenfield Community Centre	<p>A three year term agreement with Glenfield Community Centre Incorporated to deliver work plan outcomes, including activities and programmes at Glenfield Community Centre for the years 2017-2020, commencing 1 July 2017 and terminating on 30 June 2020.</p> <p>Operational funding amount to be adjusted annually in accordance with the Auckland Council's agreed inflationary mechanism once confirmed.</p>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 47,388	In progress	Green	<p>During Q1 payment was made on year one of a three-year funding agreement for Glenfield Community Centre.</p> <p>Key highlights from the centre include working with Glenfield Rotary on a repair café scheduled for 2018 and a tree planting activity for Mental Health Awareness Week.</p> <p>Staff will commence planning for the regional hui in Q2</p>	<p>The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff from the Glenfield Community Centre 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.</p> <p>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'. Glenfield Community Centre's annual presentation to be scheduled in Q3.</p>
366	CS: ACE: Community Places	Funding Agreement - Highbury House	<p>A three year term agreement with Highbury Community House Incorporated to facilitate and deliver work plan outcomes, including activities and programmes Highbury Community House for the years 2017-2020, commencing 1 July 2017 and terminating on 30 June 2020. Operational funding amount to be adjusted annually in accordance with the Auckland Council's agreed inflationary mechanism once confirmed.</p>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 36,926	In progress	Green	<p>During Q1 payment was made on year one of a three-year funding agreement for Highbury House. Highlights for this quarter includes the first healthy lunchbox workshop that was offered for free and had 23 attendees. Of the 23 there was only two who had been to the house before. This was possible through the support from the local board, which enables additional resourcing hours. The funding enabled the house to install new signage in Q1. Staff will commence planning for the regional hui in Q2.</p>	<p>The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff from Highbury House 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'. Highbury Community House to develop 2018/2019 work plan and schedule their annual presentation in Q3</p>

Work Programme 2017/2018 Q2 Report

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367	CS: ACE: Community Places	Funding Agreement - Birkdale Community House & Beach Haven Community House	<p>A three year term agreement with Birkdale Beach Haven Community Project Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Birkdale Community House & Beach Haven Community House for the years 2017-2020 year, commencing 1 July 2017 and terminating on 30 June 2020.</p> <p>Operational funding amount to be adjusted annually in accordance with the Auckland Council's agreed inflationary mechanism once confirmed.</p>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 70,211	In progress	Green	<p>During Q1 payment was made on year one of a three-year funding agreement to the Birkdale Beach Haven Community Project. Highlights for this quarter include the Matariki Kapahaka Festival delivered in partnership with the Kaipatiki Community Facilities Trust and the Birkdale Intermediate and supported by the local board. They had nearly 1000 people turn up to watch. Community Eats distribute food through the community houses, and in four weeks they have gifted over 50 boxes of food to their community. Staff will commence planning for the regional hui in Q2</p>	<p>The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff from Birkdale and Beach Haven Community Houses 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'. Birkdale and Beach Haven's annual presentation to be scheduled in Q3.</p>
369	CS: ACE: Community Places	Year 2 of 2 year term grant: Funding Agreement- Marlborough Park Youth Hall	<p>Kaipātiki Youth Development Trust to facilitate and deliver work plan outcomes, including activities and programmes at Marlborough Park Hall for the years 2016-2018, commenced 1 January 2017 and terminating on 30 June 2018. Operational funding amount to be adjusted annually in accordance with the Auckland Council's agreed inflationary mechanism once confirmed.</p>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 120,000	In progress	Green	<p>During Q1 payment was made on year two of a two-year funding agreement for Marlborough Park Youth Hall. Highlights this quarter include receiving some positive feedback from Project K who use the facility for training and they have commented on how fantastic the facility is for youth and how easy the management is to work with. They have also had some great outcomes supporting three young people who have been excluded from school, working with their whanau to prepare them for their return to school. They also have 11 external partners using the facility to also support the community. Staff will commence planning for the regional hui in Q2</p>	<p>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. Highlights from this quarter include the introduction of the resilience Doughnut training which is confronting and challenging but it has received good feedback and had families working together to focus on their strengths and setting positive goals for the future. To date they have not reoffended and are engaging with the works to help implement their plan. They have also had two successful groups doing language and culture and seeing the celebration of the completion of their courses and getting their certificates and prizes. Kaipatiki Youth Development Trust to develop 2018/2019 work plan and schedule their annual presentation in Q3.</p>
400	CS: ACE: Community Places	Venue Hire Service Delivery - KT	<p>Provide and manage venues for hire and the activities and opportunities they offer by;</p> <ul style="list-style-type: none"> - managing the customer centric booking and access process - aligning activity to local board priorities through management of the fees and charges framework. These include activities contributing to community outcomes offered by not-for-profit and community groups and whether the activity is of religious ministry. 	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	<p>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.</p>	<p>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.</p>

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401	CS: ACE: Community Places	Community Venues KT- 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.
1925	CS: ACE: Community Places	Year 2 of 2 year term: Licence to Occupy and Manage- Marlborough Park Youth Hall	Kaipātiki Youth Development Trust to occupy and manage for operation the Marlborough Park Youth Hall for the years 2016-2018, commenced 1 January 2017 and terminating 30 June 2018.	Q1;Q4	ABS: Opex	\$ -	Completed	Green	Kaipatiki Youth Development Trust and Auckland Council signed the Licence to Occupy and manage the Marlborough Park Youth Facility.	No update required for Q2.
1931	CS: ACE: Community Places	Additional LDI funding : Birkdale Beach Haven Project and Highbury Community House	- additional funding to support Birkdale Beach Haven Project Incorporated (\$66,000) to deliver funding agreement requirements, base operating costs and targeted programmes for Birkdale Community House and Beach Haven Community House - additional funding to support Highbury Community House Incorporated (\$20,000) to assist in organisational restructure and enhancing community development programmes for Highbury Community House.	Q1;Q4	LDI: Opex	\$ 86,000	In progress	Green	During Q1 the funding agreement was signed. This included the additional funding that will be paid in June 2018.	No update required for Q2.
1972	CS: ACE: Community Places	Licence to Occupy and Manage - Birkdale Community House & Beach Haven Community House	A three year term with Birkdale Beach Haven Community Project Incorporated for the operation of Birkdale Community House at 134 Birkdale Road, Birkdale, being Lot 1 DP 43563. Beach Haven Community House at 31-35 Cresta Avenue (130 Beach Haven Road), Beach Haven, being Lots 156-162 and 167 DP 20048, Pt Lot 1-2 DP 99986 for the years 2017-2020 year, 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	\$ -	In progress	Green	No update in required for Q1, update will be provided in Q2.	The licence and manage and occupy was agreed and signed in Q2.

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159	CS: ACE: Events	Citizenship Ceremonies - Kaipatiki	Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 14,216	In progress	Green	Staff delivered combined North Cluster citizenship ceremonies on two occasions during Q1 with 698 people becoming new citizens.	Staff delivered combined North Cluster citizenship ceremonies on two occasions during Q2 with 346 people becoming new citizens.
160	CS: ACE: Events	Anzac Services - Kaipatiki	Support and/or deliver Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 30,000	Approved	Green	Scheduled for Q4. Staff will commence planning in Q2.	Planning commenced Q2. Delivery in Q4.
161	CS: ACE: Events	Local Civic Events - Kaipatiki	Deliver and/or support civic events within the local board area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 4,000	Approved	Green	No local civic events were delivered in Q1.	No activity occurred during the quarter as no local civic events are currently scheduled.
162	CS: ACE: Events	Event Partnership Fund - Kaipatiki	Funding to support community events through a non-contestable process. This provides an opportunity for the local board to work in partnership with local event organisers by providing core funding for up to three years to selected events. - Heritage Festival (Birkenhead Business Association) \$7,500 - Latin American Festival (Birkenhead Business Association) \$7,500- Kaipatiki Celebrates Diversity (Kaipatiki Community Facilities Trust) \$7,500- Chinese/Korean New Year (Northcote Business Association) \$7,500- Birkdale/Beachhaven March Madness (Birkdale/Beachhaven Community Project) \$7,500- Kaipatiki Project EcoFest (Kaipatiki Project) \$7,500 Total = \$45,000	Q1;Q2;Q3;Q4	LDI: Opex	\$ 45,000	In progress	Green	Three funding grant agreements totalling \$22,500 have been paid out in Q1. An additional two funding grant agreements totalling \$15,000 are being processed for payment. Staff will report back to the local board on funding grants in Q4.	Two funding grants totalling \$15,000 were paid during Q2. One final funding grant of \$7,500 to the Kaipatiki Eco Project will be paid in Q3. Reporting back on grants will occur in Q4.
163	CS: ACE: Events	Delivered Events - Kaipatiki	Deliver a community-based regional Movies in Parks event led by the regional delivery team.	Q2;Q3	LDI: Opex	\$ 15,000	In progress	Green	Planning for the Movies in Parks series is on track. Harvey Wright Park has been booked for Friday 30 March (Good Friday). Staff have received conditional approval for a public screening licence for a movie, that is current showing in cinemas. The movie title is embargoed as a result. The film can be screened but will have an advertising embargo until mid-March. This film will also cost an additional \$300 in screening fees which was not originally budgeted for. Regional sponsorship will be confirmed in October. Regional marketing will commence in November with specific event advertising starting once the embargo is released.	Planning for Movies in Parks is on track with pre-entertainment booked, operational plans nearing completion and the event permit issued for Harvey Wright Park for Friday 30 March. Public screening licence has been approved, conditional on an advertising embargo until 1 March. Regional marketing has commenced with specific film marketing starting after embargo is lifted. Event will be delivered as zero waste, smoke and alcohol free. Budget increased by \$3000 as local board opted-out of commercial partners being present at event.
164	CS: ACE: Events	KFCT Delivered Events - Kaipatiki	Funding to support events delivered by the Kaipātiki Community Facilities Trust on an annual basis. - Summer Fun Series - Winter Fun Series - Music in Parks - Tartan Day Tattoo - Matariki 2018 - Maori Workshops - Access All - Christmas Parades and Carols - Christmas on Marlborough - Dog Day Out - Sights and Sirens Champions - Converge 18 - Pacific Tapa Workshop	Q1;Q2;Q3;Q4	LDI: Opex	\$ 108,000	In progress	Green	Staff held a meeting has been held with Kaipatiki Community Facilities Trust (KCFT) to agree programme content. A funding agreement has been completed and funding paid out. Reporting to the local board on this programme will be done as part of KCFT's quarterly report to the local board.	Reporting to the board on the delivery of the agreed programme with KCFT has occurred via their Q2 report. Funds allocated to the Marlborough Christmas Festival have been repurposed to support a family day in February at Marlborough Park as wet weather had delayed the completion of construction at the park meaning it was not in a fit state for the Christmas Festival. Reporting on a majority of the summer programme will occur in the Q3 report to the board.

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
165	CS: ACE: Events	Community Volunteer Awards - Kaipatiki	Deliver a Community Volunteer Awards event within the local board area. Community Volunteer Awards (2016/2017 carry forward of \$5,000 included in budget)	Q4	LDI: Opex	\$ 10,000	Approved	Green	Planned to be held in either Q2 or Q3.	Event didn't go ahead in Q2. Planning will start in Q3.
166	CS: ACE: Events	Christmas Events - Kaipatiki	Funding to support Christmas event activity in the local board area. - Birkenhead Christmas Parade (Birkenhead Rotary Club) \$7,000 - Glenfield Christmas Parade (Lions Club of Glenfield) \$7,000 - Christmas flag installation (Kaipātiki Community Facilities Trust) \$4,000 Total = \$18,000	Q2	LDI: Opex	\$ 18,000	In progress	Green	Two funding grants totalling \$11,000 have been paid out in Q1. The final grant is expected to be paid out in Q2. Staff will report back to the board on these grants will occur in Q4.	The final grant of \$7,000 was paid out in Q2 to the Birkenhead Rotary Club. Some course adjustments were required to the Birkenhead Parade due to the landslip issues making the carpark usually used as the start/finish point unavailable. No negative commentary has been received regarding this change. Staff will report to the local board in Q4 on events once accountability reports have been received.
Community Facilities: Build Maintain Renew										
2735	CF: Investigation and Design	18 Denby Lane, Northcote Point - reroof building and renew electrical board	Reroof the building which is currently leaking and renew electrical board which failed inspection. Occupier: Shaolin Kempo Northcote Point Trust	Q2;Q3;Q4	ABS: Capex	\$ 54,000	In progress	Green	Current status: compile detailed documentation for quotation purposes. Next steps: obtain quotation; confirm pricing is market related.	Current status: tender documentation is still underway and is expected to be complete by end November 2017. Next step: obtain quotation; confirm pricing is market related and appoint the successful contractor.
2736	CF: Investigation and Design	Adah Reserve - renew entranceway	Renew entranceway bollards and signage	Q2;Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: project scope issued to contractor. A site visit will be arranged for the first week of September to confirm scope. Next steps: obtain pricing and confirm price is market related.	Current status: we received pricing from the contractor but the pricing was too high and not market related. Next steps: this project is now bundled together with similar projects to be re-tendered.
2738	CF: Investigation and Design	Bayview Community Centre - renew light fittings and windows	Renew light fittings in main hall and repaint ceiling, replace one window frame and six window panes	Q2;Q3;Q4	ABS: Capex	\$ 26,460	In progress	Green	Current status: confirm scope and obtain firm quote from contractor. Next steps: confirm construction dates with community centre.	Current status: the contractor is appointed and the work is scheduled for January 2018. Next steps: complete the project.
2740	CF: Investigation and Design	Beach Haven Kauri Kids - renew playground fence and soft matting	Renewal of the fence as it is deteriorated in many areas, swelling up in winter and falling apart in summer. Soft matting of playground - replacement required	Q2;Q3;Q4	ABS: Capex	\$ 40,000	In progress	Green	Current status: consultation underway with head teacher in regards to fence design. Next steps: complete business case.	Current status: we are still in the process of finalising the fence type with the creche. Next steps: obtain quotations and complete the work before winter 2018.
2741	CF: Investigation and Design	Birkdale Hall - Interior and exterior Improvements	Renew the bathrooms and kitchen in the house and the hall ensuring good disability access to both facilities	Q2;Q3;Q4	ABS: Capex	\$ 60,000	In progress	Green	Current status: Project Delivery project manager met on site with the local board advisor to form a better understanding of what is currently on site and gain further understanding of the background on what their expectations are. A concept design has been received that will form the basis of the planning going forward. Staff have met on site also with an architect to progress working on finalizing the concept design. As the project requires design and consent it has now been handed over to the Investigation and Design team to progress. Next steps: progress working with the architect engaged and the parks design team to produce a concept, potentially with options to then meet with the local board and review.	Current status: project manager met on site with the local board advisor to form a better understanding of what is currently on site and understand the background of what their expectations are. A concept design has been received that will form the basis of the planning going forward. Project Manager has met on site with an architect to progress working on finalizing the concept design. Next steps: progress working with the architect engaged and the parks design team to produce a concept, potentially with options to then meet with the local board and review.
2742	CF: Investigation and Design	Birkenhead Pool and Leisure Centre - renew bathrooms	Leisure centre bathrooms - full floor and wall tiling, new partitions, replace sanitary hardware and tap ware as per Glenfield example. This project is also for the pool bathrooms refurbishment to make it fit for purpose	Q2;Q3;Q4	ABS: Capex	\$ 175,000	In progress	Green	Current status: the refurbishment of the changing rooms at the pool is complete (July 2017). Tender documentation for the refurbishment of the gym changing rooms are complete. Next steps: tender the refurbishment of the gym changing rooms. The tender and adjudication is planned for September 2017.	Current status: the project is currently underway and is expected to be complete by mid January - we have experienced a delay with the installation of the vinyl. Next steps: monitor progress and carry out final inspection once complete.
2743	CF: Investigation and Design	Birkenhead Pool and Leisure Centre - renew retaining wall	Renew retaining wall	Q1	ABS: Capex	\$ -	Completed	Green	Project completed.	Project completed.
2745	CF: Investigation and Design	Birkenhead War Memorial Park - renew sports lighting	Renew sport lighting on the training field	Q2;Q3;Q4	ABS: Capex	\$ 3,000	In progress	Green	Prepare and submit professional services scope for tender. This project relates to the Harvey Wright fields.	Current status: professional services scope for tender is ready to be uploaded. This project relates to the Harvey Wright fields. Next steps: engage consultant

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
2746	CF: Investigation and Design	17 Lauderdale Rd, Birkdale - renew/rebuild facility	Renew or rebuild facility. Year one - investigate options; year two/three - physical works. Occupier: Kaipatiki Project Incorporated	Q2;Q3;Q4	ABS: Capex	\$ 12,000	Approved	Green	Current status: report to come to October local board business meeting to seek approval for the re-build option as identified by the staff. Next steps: undertake concept design and initial assessments for the new facility.	Current status: met with Kaipatiki Project to discuss the project scope and establish a project steering group. Next steps: begin discussions on the scope for concept designs and investigations.
2748	CF: Investigation and Design	Chelsea Estate Heritage Park - renew barrier	Renew barrier	Q2;Q3;Q4	ABS: Capex	\$ 12,000	In progress	Green	Current status: confirm scope with contractor and obtain quotation. Next steps: confirm construction dates.	Current status: this project is out on tender and closes 4 February 2018. Next steps: appoint the winning tenderer and proceed to schedule the work.
2750	CF: Investigation and Design	Fred Anderson Reserve- renew walkways and barrier	Renew walkway and barrier.	Q2;Q3;Q4	ABS: Capex	\$ 4,500	Approved	Green	Current status: consultant has been engaged to define scope of works and undertake a planning assessment. Next steps: write business case according to scope.	Current status: scope of works, planning assessment and cost estimate expected to be complete by the end of November Next steps: complete business case and apply for any consents required prior to handing over to project delivery
2752	CF: Investigation and Design	Glenfield Pool and Leisure Centre - demolish and rebuild rear fire exit	Replace old fire exit, including stairs and door	Q2;Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: discovery and investigation prior to writing business case. Next steps: write business case.	Current status: determine scope and request pricing. Next step: meet on site with contractor to quote for works.
2753	CF: Investigation and Design	Glenfield Pool and Leisure Centre - Gut and refit reception, foyer, gym floors, café and courtyard	Replace reception desk and joinery, floor coverings and finishes, wall finishes, security and controls, signage, lighting and ceiling. Renew the entry to the courtyard from the café.	Q2;Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current status: Staff have undertaken initial scope meeting with centre manager and are reviewing previous master plan documents. Next steps: engage interior designer/architect to undertake interior and courtyard layout plan.	Current status: consultant successfully engaged to undertake concept design for level three and entrance way renewal, according to the centres master plan . Next steps: bring the concept design and cost estimate to a local board workshop for discussion in 2018
2754	CF: Investigation and Design	Glenfield Pool and Leisure Centre - renew sauna and steam room	Currently the steam room and sauna are closed due to health and safety precautions	Q2;Q3;Q4	ABS: Capex	\$ 150,000	In progress	Green	Current status: preliminary sauna and steam room design completed and approved by the client. Next steps: prepare tender documentation.	Current status: sauna and steam room design finalized. Structural engineer engaged to assess intermediate concrete block walls in the sauna. Next steps: receive structural amendments report and costing. Prepare scope and specification. Tender physical works package.
2755	CF: Investigation and Design	Glenfield Pool and Leisure Centre - reroof studio 1 and music school	Replace longrun iron and spouting	Q2;Q3;Q4	ABS: Capex	\$ 10,000	Approved	Green	Current status: roof condition assessment being undertaken by a roofing specialist to identify works required. Next steps: put together business case based on roof assessment.	Current status: undertaking detailed schedule and cost estimate for the roof refurbishment to fix leaks, in coordination with works to replace the heating, ventilation and air conditioning systems Next steps: complete business case according to the schedule of works.
2756	CF: Investigation and Design	Glenfield Pool and Leisure Centre - structural assessment - hydroslide and dive platform	Structural assessment of works required for safe access to hydroslide and dive platform	Q2;Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Current status: request for quote sent to engage structural engineer. Next steps: undertake structural assessment.	Current status: working with structural engineer to enable suitable access to carry out full structural assessment Next steps: await report from structural engineer. Anticipate report being available by the end of February 2018
2757	CF: Investigation and Design	Halls Beach - renew path and furniture	Renew path and furniture	Q2;Q3;Q4	ABS: Capex	\$ 4,000	In progress	Green	Current status: planning assessment complete, arborist report required for resource consent. Next steps: engage arborist and apply for resource consent.	Current status: applying for resource consent for work under notable trees. Completing business case. Next steps: hand over to project delivery for physical works.
2758	CF: Investigation and Design	Hilders Park Wharf - remedial works to wharf structure	Wharf has been assessed as having structural issues. This needs to be confirmed by structural engineer and priority determined	Q2;Q3;Q4	ABS: Capex	\$ 200,000	Approved	Green	Current status: coastal team reviewing condition of wharf and extent of required repairs. Next steps: write business case according to recommendations of coastal team.	Current status: heritage requirements are being investigated. planning requirements are also being assessed by a consultant. Next steps: write business case, expect to be completed before end of December 2017 to enable physical works planning for 2018
2760	CF: Investigation and Design	Island Bay Wharf - renew wharf	Renew wharf Island Bay (Beachaven) wharf. This project is a continuation from the 2016/2017 programme (previous ID 4443)	Q1;Q2	ABS: Capex	\$ 200,000	Completed	Green	Current status: gangway and pontoon access repairs complete. Stairs complete as at 23 August 2017. Awaiting section of handrail timber for completion. Next steps: completion due early October.	Project completed November 2017.
2761	CF: Investigation and Design	Kaipatiki Active Recreation FY18 - replace chair lifts	Birkenhead Pool and Leisure - install chair lift (LDI funded); Glenfield Pool and Leisure - replace chair lift (renewal funded)	Q2;Q3;Q4	ABS: Capex;#LDI: Capex	\$ 80,000	In progress	Green	Current status: the preferred supplier is appointed and the contract will be signed shortly.Next steps: raise purchase order and order equipment.	Current status: contract is currently with the supplier to be signed.Next steps: raise purchase order and order equipment.

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
2762	CF: Investigation and Design	Kaipātiki - renew coastal assets 2018-19	Rosecamp Road Reserve Foreshore; Hinemoa Park	Q2;Q3;Q4	ABS: Capex	\$ 25,000	Approved	Green	Current status: identifying scope of works required in consultation with council's coastal team. Next steps: complete business case according to works required.	Current status: professional services for Rosecamp Road Foreshore, from design options all the way through to physical works supervision, have now been engaged Next step: begin investigations and assessments to guide design options.
2763	CF: Investigation and Design	Larking's Landing - renew furniture and fixtures	Renew furniture and fixtures including bins and seats	Not scheduled	ABS: Capex	\$ 50,000	Cancelled	Red	Current status: this project record was cancelled as the project has been merged with Kaipatiki renew furniture and fixtures. Please refer to SharePoint ID 2763 for an update/ commentary.	Risks/ issues: This project has been merged with Kaipatiki renew furniture and fixtures 2017-18. Please refer to SharePoint ID 3311 for an update. Project line cancelled. Merged with 'Kaipatiki - renew furniture and fixtures'
2764	CF: Investigation and Design	Kaipātiki - renew furniture and fixtures 2018-19	Renew seats, bins, signage, bollards, etc at Birkenhead War Memorial Park, Leigh Scenic Reserve, Manuka Reserve, Monarch Park, Rewi Alley Reserve, Stafford Park, Teviot Reserve	Q2;Q3;Q4	ABS: Capex	\$ 5,000	In progress	Green	Current status: discovery and investigation prior to writing business case. Next steps: write business case.	Current status: request quotations from the supplier's. Quote submission is expected mid-February 2108. Next step: check that the pricing is market related and appoint the supplier.
2765	CF: Investigation and Design	Kaipātiki - renew minor park buildings 2018-19	Tui Park; Hinemoa Park; Beach Haven Shops	Not scheduled	ABS: Capex	\$ 20,000	Cancelled	Red	Current status: assets had been renewed in financial year 2016/2017. Therefore this project is not required.	Risks/ issues: Project record has been cancelled. Assets had been renewed in the last financial year. Therefore this project is not required. Project cancelled
2766	CF: Investigation and Design	Kaipātiki - renew park roading and car parks 2017-18	Rotary Grove car park to be sealed	Q3;Q4	ABS: Capex	\$ 80,000	In progress	Green	Current status: Investigation and design of car park. Next steps: Writing business case.	Current status: topographical survey is complete. Currently in design phase. Next step: write business case.
2767	CF: Investigation and Design	Kaipātiki - renew park roading and car parks 2018-19	Sulphur Beach Reserve	Q2;Q3;Q4	ABS: Capex	\$ 80,000	In progress	Green	Current status: consultant has been engaged to undertake scope and initial design work. Next steps: review report from consultant and progress to developed design.	Current status: concept design and cost estimated complete. Next steps: write business case and hand over to project delivery to begin planning for physical works
2768	CF: Investigation and Design	Kaipātiki - renew park walkways and paths 2017-18	Lancelot Reserve, Linley Reserve and Little Shoal Bay	Q2;Q3;Q4	ABS: Capex	\$ 150,000	In progress	Green	Current status: scope and business case complete. Next steps: detailed design and consent for Linley Reserve. Planning for delivery of Lancelot and Little Shoal Bay.	Current status: design and consent for Linley Reserve underway. Physical works for concrete path repairs expected to start in April Next steps: tendering of physical works
2769	CF: Investigation and Design	Kaipatiki - renew park walkways and paths 2018-19	Akoranga Reserve, Kitewao Street Esplanade Reserve, Lancelot Reserve, Linley Reserve, Monarch Park, Normanton Reserve, Teviot Reserve,	Q2;Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Current status: discovery and investigation prior to writing business case. Next steps: write business case.	Current status: Normanton Reserve Path Renewals can be bundled with project "Normanton Reserve - renew basketball courts". Monarch Park walkway renewal requirements are only minor repairs so have been referred to operations and maintenance to undertake immediate repairs. Teviot Reserve paths are being renewed in financial year 2017/2018 as part of the project "Teviot Reserve - renew play space, paths and bollards" therefore has been removed from scope. Lancelot Reserve paths are being renewed in financial year 2017/2018 as part of the project "Kaipatiki - renew park walkways and paths 2017-18". Next steps: continue investigations into scope requirements for paths at Akoranga Reserve, Kitewao Street Esplanade Reserve, and Linley Reserve.
2770	CF: Investigation and Design	15 Chartwell Ave, Glenfield - demolish and rebuild garage	Demolish existing garage and old prayer room and rebuild one purpose-built storage garage on the same site. Occupier: Kaipatiki Facilities Trust	Not scheduled	ABS: Capex	\$ 110,000	On Hold	Red	Current status: after an on-site discussion with members of Kaipatiki Community Facilities Trust it has become apparent that a like-for-like replacement of the storage unit/garage will not suffice. Changes in the long term plan for Shephards Park storage shed require a storage solution that will cater for the future storage needs of the Trust. Project is currently being reassessed. Next steps: determine requirements. Agree on size, layout, location of new storage shed. Staff will need to obtain land owner consent and then hand over for execution and delivery.	Risks/ issues: Proposed solution is more than renewal. occupants need to formalise lease arrangements before project can progress any further. Current status: project is on hold until lease is in place and scope is confirmed. Next steps: group to obtain lease before project progresses any further.

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
2772	CF: Investigation and Design	Lysander Crescent Reserve - renew paths and structures	Renew paths and retaining wall adjacent to basketball court. Project will be integrated with the LDI CAPEX funded development at Lysander Reserve	Not scheduled	ABS: Capex	\$ 28,000	Cancelled	Red	Current status: Project record cancelled. This project has been merged with SharePoint ID 3063 now called, Lysander Crescent Reserve - improve playspace and renew paths and structures. Please refer to SharePoint ID 3063 for an update/commentary. Next steps: None	Risks/ issues: Project record cancelled. This project has been merged with Lysander Crescent Reserve - improve playspace and renew paths and structures. Current status: this project was merged with Lysander Crescent Reserve - improve playspace and renew paths and structures. Please refer to SharePoint ID 3063 for an update.
2773	CF: Investigation and Design	Manuka Reserve - renew playground and half court	Renew playground and halfcourt	Q2;Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current status: consultation underway to gather information from locals on park and playground use to help guide the concept design. Landscape architect engaged for design. Next steps: engage mana whenua given the sites of significance in close proximity. Undertake concept design.	Current status: seeking design input from interested mana whenua Next steps: provide initial concept for discussion with local board early in 2018
2776	CF: Investigation and Design	Marlborough Park Hall - replace roof and renew flooring	Roof replacement of the hall and revarnish floor	Q2;Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: discovery and investigation prior to writing business case. Next steps: write business case.	Current status: compile specifications and drawings for tender purposes. Next step: tendering process - aim is for mid February 2018 for tenders.
2777	CF: Investigation and Design	Norman King Building - renew heating & ventilation - first floor	Renew heating and ventilation to the first floor areas. Occupiers: NorthArt; North Shore Community Health Network Inc	Q2;Q3;Q4	ABS: Capex	\$ 100,000	Cancelled	Red	Current status: project not required due to future demolition plans of the building by Panuku Development.	Risks/ issues: Project record cancelled. Project not required due to future demolition plans of the building by Panuku Development. Current status: project cancelled - not required due to future demolition plans of the building by Panuku
2778	CF: Investigation and Design	Northcote Library - replace CCTV system	CCTV required in library only	Q2;Q3;Q4	ABS: Capex	\$ 18,590	In progress	Green	Current status: discovery and investigation prior to writing business case. Next steps: write business case.	Current status: project to be handed over to project delivery manager. Next steps: project delivery to take over
2782	CF: Investigation and Design	Rewi Alley Reserve - renew boardwalk and pedestrian bridge	Renew boardwalk and pedestrian bridge	Q2;Q3;Q4	ABS: Capex	\$ 15,000	In progress	Green	Current status: consultant has been engaged to undertake detailed scope of works. Next steps: review scope and write business case.	Current status: business case close to completion. works to include full replacement of boardwalks, and retaining wall and replacement of decking and handrail only of the bridge Next steps: handover business case to project delivery to begin planning for physical works.
2783	CF: Investigation and Design	Shepherds Park - renew coastal walkway	Renew coastal walkway. Investigation and design to be integrated with other track renewals in the vicinity, such as those along Hellyers Creek, with a view to achieving the outcomes sought through the Kaipatiki Connections Network Plan	Q2;Q3;Q4	ABS: Capex	\$ 15,000	Cancelled	Red	Current status: identify scope of works. Next steps: engage with accessible parks community group to assist in scope definition.	Project Cancelled. Current status: Council is currently investigating upgrading the walkway. This project has been cancelled as its outcomes are dependent on the larger upgrade project.
2784	CF: Investigation and Design	Tuff Crater - upgrade track	Upgrade of existing walking track to improve cyclability; adjacent to NZTA Seapath Connection; in vicinity of Northcote Strategic area. This project is funded through the Kaipatiki Network Plan Connections.	Q2;Q3;Q4	ABS: Capex	\$ 45,000	Cancelled	Red	Current status: professional services contracts awarded.Next steps: professional services underway.	Risks/Issues: This project record is cancelled, project was merged with Tuff Crater upgrade, renew track and signage including Saint Peters. Please refer to SharePoint ID 3229 for an update/commentary.Current status: this project was merged with Tuff Crater-upgrade, renew track and signage including St Peters.
2786	CF: Investigation and Design	Pemberton Reserve - renew play module removed due to health and safety issue	Replace play module that was removed due to health and safety concerns. This module is the large climbing frame with nets, rock wall and ladders.	Q2;Q3;Q4	ABS: Capex	\$ 20,000	In progress	Green	Current steps: Site visit to be completed. Next steps: Complete business case.	Current steps: engaging play specialist to design and supervise the installation of the new play module. Next steps: design for the play module will start early in the 2018.
2929	CF: Investigation and Design	Birkenhead War Memorial - renew tracks	to come This project is carried forward from the 2016/2017 work programme, previous ID 3081	Q1;Q2;Q3;Q4	Growth	\$ 26,061	On Hold	Red	Current status: assessment of quality and costs complete, amount of Kaipatiki connections funding is required prior to confirming scope. Next steps: scope confirmation.	Project has been placed on hold as instructed until development plan for reserve is complete. Current status: project has been placed on hold. Assessment of quality and costs are complete. Next steps: awaiting completion of Birkenhead War Memorial Park Development Plan.

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
2946	CF: Investigation and Design	Chelsea Estate Heritage Park - remediation of slip across walkway	Investigate with Community Services whether the path should be replaced or removed This project is carried forward from the 2016/2017 work programme, previous ID 4546	Q1;Q2;Q3;Q4	ABS: Capex	\$ 25,000	Approved	Green	Current status: repair design work is being undertaken as part of regional slips programme. Next steps: dependent on repair design, planning assessment for any required consents.	Current status: repair design work is being undertaken as part of regional slips programme. Next steps: dependent on repair design, planning assessment for any required consents.
3010	CF: Investigation and Design	Hilder Park - renew fixture and furniture	Renewal of seats, picnic tables, signs and handrail This project is carried forward from the 2016/2017 work programme, previous ID 3094	Not scheduled	ABS: Capex	\$ 60,000	Cancelled	Red	This project is a duplicate. Project has been merged with Kaipatiki renew furniture and fixtures, please refer to SP ID 2763 for commentary.	Risks/ issues: Project was merged with Kaipatiki - renew furniture and fixtures 2017-18. Please refer to SharePoint ID 3311 for an update. Cancelled - combined with Kaipatiki - renew furniture and fixtures 2017-18
3048	CF: Investigation and Design	Lancelot Reserve - renew playspace	This project is carried forward from the 2016/2017 work programme, previous ID 4446	Q1;Q2;Q3;Q4	Growth	\$ 80,000	In progress	Green	Current status: design complete, localised consultation complete. Next steps: construction tender process.	Current status: project out to tender - tenders close mid December. Next steps: appoint successful contractor during January. Works to be completed during summer 2018.
3099	CF: Investigation and Design	Monarch Park - develop toilet	-Location analysis and stakeholder engagement on preferred location-Design and consenting-Tendering of works-Installation of a new single pan toilet facility at the chosen location (type Exeloo Jupiter Silver Standard) This project is carried forward from the 2016/2017 work programme, previous ID 4428	Q1;Q2;Q3;Q4	LDI: Capex	\$ 10,000	In progress	Green	Current status: initial planning and public consultation has been completed on the location options. The site closest to the playground has been ruled out due to utility connection costs and lack of support from neighbouring residents. The second site at the Moore Street entrance needs further investigation and input from staff. Next steps: consult with council staff and then plan a workshop with the local board to present the investigation results so far. A decision with whether to progress this further is required.	Current status: initial planning and public consultation has been completed on the location options. A full feasibility report has been completed in December 2017 for three sites within the park. Next steps: plan a workshop with the local board to present the investigation results so far as soon as possible in the New Year. A discussion regarding the costs vs benefits and a decision with whether to progress this further is required.
3135	CF: Investigation and Design	Onepoto Domain - repile AFL building	Repile and lift This project is carried forward from the 2016/2017 work programme, previous ID 230	Not scheduled	ABS: Capex	\$ 90,000	Cancelled	Red	Current status: the piles have been condition assessed and are in good condition so do not need replacing. Only minor maintenance work is recommended so these will be undertaken by the maintenance contractor.	Risks/ issues: Project record is cancelled. The piles have been condition assessed and the piles are in good condition so do not need replacing. Only minor maintenance work is recommended so these will be undertaken by the maintenance contractor. Project cancelled September 2017
3229	CF: Investigation and Design	Tuff Crater - renew track and signage including St Peters	This project is carried forward from the 2016/2017 work programme, previous ID 3120	Q1;Q2;Q3;Q4	Growth	\$ 120,531	In progress	Green	Current status: St Peters lookout, construction on hold, will be bundled with perimeter track, professional services out for tender. Next steps: perimeter track design and consent team contracted.	Current status: investigation and design process, iwi engagement underway, St Peters lookout and curtilage designed and consented. Next steps: perimeter track constraints understood, track alignments confirmed for design development (mid 2018)
3311	CF: Investigation and Design	Kaipatiki - renew furniture and fixtures 2017-18	Larkins Landing - renew furniture and fixtures	Q1;Q2;Q3;Q4	ABS: Capex	\$ 124,002	Proposed	Green	Current status: further discussions need to be had on the design of the memorial seats alongside discussions about the play boat. Next steps: finalise design and location of seats with stakeholders.	Current status: further discussions need to be had on the design of the memorial seats alongside discussions about the play boat. Next steps: request to combine this project with boat renewal project as they are interlinked.
3319	CF: Investigation and Design	Hinemoa Reserve - renew path and light	Path and light renewals	Q1;Q2;Q3;Q4	ABS: Capex	\$ 15,000	In progress	Green	Current status: realignment of top section of path from Nagara Place reviewed and considered inadequate to improve steep gradient of lower section. Staff are now preparing concept design for connecting the two paths in the middle to remove the steep lower section of the second path. Next steps: consultation to be undertaken on options to confirm preferred option for detailed design to be completed. A variation to the granted resource consent will also be required. Physical works planned for late summer 2018/2019.	Current status: amended concept design underway. Next steps: consultation to confirm preferred option for detailed design. Physical works still on track to start late summer 2018/2019

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
3415	CF: Investigation and Design	Birkenhead War Memorial Park - renew car parks	Renew car parks	Not scheduled	ABS: Capex	\$ -	On Hold	Red	Current status: engineering assessment of current conditions both sides complete. Repairs behind cricket club - completed November 2016. Mahara Drive carpark on hold because of Grandstand issues. Recreation Drive - engineering design complete, due to budget constraint this is now on hold.	Risks/ issues: Whole of park plan needs to be completed prior to renewing the carpark Current status: this project is on hold until the master plan for the Memorial Park and Grandstand is complete. Next steps: the outcome of the master plan will determine the way forward.
1646	CF: Operations	Kaipātiki Maintenance Contracts	The maintenance contracts include all buildings, parks and open space assets, sports fields, tree management and maintenance, ecological restoration, pest management, riparian planting, coastal management and storm damage. The budget for these contracts is determined by the Governing Body.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	Approved	Green	The new full facilities contract started on 1 July. The contractor has been proactive in edging pathways, maintaining playgrounds and mowing sports fields. The relatively high rainfall (e.g. July 120-149 per cent of norm) has presented some challenges, including preparing for the summer sports season. There has also been some ongoing challenges with security gates and litter bins, which staff are focusing on resolving. No significant operational building issues. Arboriculture: The beginning of the first quarter saw mobilisation of new contracts. A priority was ensuring requests for service were effectively managed, particularly after hours emergency response. Replacement tree planting was completed over July/August. Annual inspections of street and park trees has commenced which will inform proactive programmes of tree maintenance. Ecological Restoration: A key focus of the first quarter has been the commencement of site assessments and the preparation of restoration plans for sites of ecological high value, working with other council departments and understanding volunteer activity on sites.	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 that Ventia are working to. We are seeing a good improvement across most of our facilities. We were fortunate that the shed fire adjacent to the Browns Bay Leisure Centre did no more than cause smoke and relatively minor damage - part of the roof will need replacing. We were able to keep the facility open for the school holiday program albeit with a few valuable lessons in fire remediation along the way. 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.
2737	CF: Project Delivery	Bartley Street - renew toilet	Bartley Street toilets renewal. Note the board are currently assessing options as noted in April 2017. This project is a continuation from the 2016/2017 programme (previous ID 3075)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	Approved	Green	Current status: the local board has resolved to support the demolition of the toilet block and to build a new one at Jean Sampson Reserve. Next steps: staff will begin toilet design for Jean Sampson Reserve and the resource consent process for the demolition of the toilet at 3 Bartley street.	Current status: toilet concepts for Jean Sampson Reserve are being developed and anticipated to be ready for discussion at a workshop with the local board in early 2018. Next steps: begin resource consent process for demolition of toilet at 3 Bartley street.
2744	CF: Project Delivery	Birkenhead War Memorial Park - renew skate park incl park to pool access	Stage 2: Retaining wall and ramp renewal. This project is a continuation from the 2016/2017 programme (previous ID 3079)	Q1;Q2;Q3;Q4	ABS: Capex	\$ -	In progress	Green	Current status: stage one: skate park construction commenced on site May 2017 and estimated to be completed mid-November 2017. Next steps: continue with physical works.	Current status: stage 1: renewed skate park component of project opened for public use 15 November 2017 with local board blessing ceremony. Next steps: car park extension alongside skate park to be completed early December to complete stage one physical works and arrange handover.
2747	CF: Project Delivery	Chatswood Reserve - renew signs, tracks, furniture	Chatswood Reserve boardwalk, path, bridge, retaining wall, signs, stairs, step renewals. This project is a continuation from the 2016/2017 programme (previous ID 3083)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 60,000	Approved	Green	Current status: review design for whole track network with stakeholders and local board to ensure outcome is aligned with target user group and budget. Next steps: report to local board to agree on renewal design for whole track network.	Current status: review design for whole track network with consultant, stakeholders and local board to ensure outcome is aligned with target user group and budget. existing design is more that what can be achieved as a renewal. Next steps: report to local board to agree on renewal design for whole track network
2749	CF: Project Delivery	Eskdale Reserve Network - renew tracks and furniture	Eskdale Reserve and Francis Jendall Reserve paths, fence, steps, bridge and sign renewals. This project is a continuation from the 2016/2017 programme (previous ID 3090)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 500,000	In progress	Green	Current status: The detailed design for stage 1 underway. Resource consent for the whole track network has been approved. Stage 1a: Works to replace handrail on bridge completed May 2017. Next steps: continue design for stage 1b: including the new Lauderdale crossing which is planned for summer 2017/2018. Stage 2 will commence summer 2018/2019.	Current status: resource consent for whole track network approved. Stage 1a: works to replace handrail on bridge completed May 2017. Stage 1 in evaluation phase of tender and physical works to start February or March Next steps: stage 2 will commence 2018/19.

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
2751	CF: Project Delivery	Glenfield Library - replace retaining wall	Replace failing retaining wall. This project is a continuation from the 2016/2017 programme (previous ID 4068)	Q2;Q3	ABS: Capex	\$ 5,950	In progress	Green	Current status: project awarded and is due to commence January 2018 and be completed by March 2018 to avoid winter works. Next steps: hold contract prestart meeting December 2017.	Current status: contract prestart meeting held 15 January and physical works due to start the week commencing 5 February 2018 and take approximately five weeks to complete. The library and the community centre advised of the proposed start of the works. Next steps: contractor to establish to site and commence remedial works to the crib retaining wall.
2759	CF: Project Delivery	Island Bay - renew seawall	Island Bay Reserve seawall renewal. This project is a continuation from the 2016/2017 programme (previous ID 3100)	Q1;Q2	ABS: Capex	\$ 76,000	Completed	Green	Current status: physical works commenced mid June and be completed by end of October 2017. Next steps: physical works to continue.	Project completed October 2017
2771	CF: Project Delivery	Kauri Park track and signage renewals	Kauri Park boardwalk, bridge, sign and track renewals. This project is a continuation from the 2016/2017 programme (previous ID 3103)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Current status: review scope of works in context of overall walkway network. Next steps: consult newly formed volunteers group and locals once scope of renewal work is defined. Physical works is forecast for the summer of 2018/2019.	Current status: revise walkway network report with consultant according to feedback from stakeholders and identify a prioritised work plan to renew tracks. Next steps: present walkway network plan to local board at workshop to then approval at a business meeting.
2774	CF: Project Delivery	Marlborough Park - renew path, furniture, skate and playspace	Path, skatepark, furniture and playspace renewal. This project is a continuation from the 2016/2017 programme (previous ID 3736)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 300,000	In progress	Green	Current status: stage 1 includes paths, furniture and playspace renewal - commenced late February and is on target for practical completion mid-October 2017. The outer paths and basketball court will be opened at the end the July to allow public access and use. The final reinstatement of the grass in these areas will be completed in late spring/summer when the site is drier. Next steps: complete stage 1 works and handover to operations and maintenance. Stage 2 works includes the physical works for the renewal of the skate park and youth area. Design in progress with physical works planned for summer 2018/2019.	Current status: stage 1 for renewal of paths, furniture and playspace renewal completed October 2017. Most of the reinstatement of the grass areas is now completed as the ground has dried out. Next steps: receive design and specifications for extra drainage for some sections of the new paths for the contractor to price. Drainage to be installed February/March 2018. Stage 2 works is for the renewal of the skatepark and youth area. Design in progress with physical works planned for summer 2018/2019
2779	CF: Project Delivery	Onewa Domain FY17 Carpark, Bollards, and Fixtures & Fittings Renewals	Onewa Domain - renew fence, rubbish bin, sign, car park, retaining wall and road seal. This project is a continuation from the 2016/2017 programme (previous ID 3737)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 100,000	In progress	Green	Current status: resource consent granted. Funding for construction in financial year 2018/2019. Liaising with Healthy Waters to arrange for removal of a significant amount of sediment from stormwater pipes and down-stream open drain that is critical to be done before the car park renewal works can occur. Site meeting with Auckland Transport to confirm requirements for remarking of car parks and modifying island at car park entrance as part of the Northcote Road shared path widening works. Existing car park design layout being reviewed as a result of the shared path encroachment into the car park to change to 45 degree parking with a second roundabout at the netball end of the main car park to address concerns with safety raised by the Netball Club. Next steps: complete remarking of part of the netball car park and other works by Auckland Transport's contractor as part of footpath widening works. Amend the current layout construction drawings and review. The rest of the carpark renewal will be scheduled with stakeholders, including Netball, Cricket, Athletics and Rugby to minimise disruption, from financial year 2019. Estimated timeframes include: Carpark 1 - Rugby Club 18 September 2018 - 27 October 2018, Carpark 2 - Cricket Club 2 April 2019 - 8 June 2019, Carpark 3 - Netball 4 December 2018- 9 February 2019.	Current status: resource consent granted. Funding for construction in financial year 2018/19. Healthy Waters contractor has removed sediment from stormwater pipes. Auckland Transport contract works for construction of shared path on Northcote Road frontage of the netball car park substantially completed. Existing car park design layout being reviewed as a result of the shared path encroachment into the car park to change to 45 degree parking with a second roundabout at the netball end of the main car park to address concerns with safety raised by the Netball Club. Next steps: Auckland Transport's contractor to complete remaining works to the netball car park as part of the footpath widening works. Amend the current layout construction drawings and review. The carpark renewal physical works to be scheduled for financial year 2019 with stakeholders, including Netball, Cricket, Athletics and Rugby to minimise disruption. Estimated timeframes include: Carpark 1 - Rugby Club 18 September 2018 - 27 October 2018, Carpark 2 - Cricket Club 2 April 2019 - 8 June 2019, Carpark 3 - Netball 4 December 2018- 9 February 2019.
2780	CF: Project Delivery	Rangitira Reserve - renew walkway	Rangitira Reserve path, bridge and retaining wall renewal. This project is a continuation from the 2016/2017 programme (previous ID 3116)	Q1	ABS: Capex	\$ 350,000	In progress	Green	Current status: construction completed in July 2017 with additional safety barriers in place and a certificate of public use achieved. Next steps: some areas to the side of the track to be tidied up when the soil dries out.	Current status: stage one complete. Stage two designed and consented, budget for construction to be confirmed. Way finding signage design being scoped. Next steps: stage two handed to project delivery (March 2018), signage designed and consented (October 2018)

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
2781	CF: Project Delivery	Rewi Alley Reserve - new toilet block	Build a new single-pan Exeloo (Jupiter silver model) at Rewi Alley Reserve (R52 Trias Road, Totara Vale 0629) This project is a continuation from the 2016/2017 programme (previous ID 3862)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 83,000	In progress	Green	Current status: developed design for preferred option is underway with exceloo. Concept and developed design completed and tendering underway. Next steps: complete tendering process with exceloo and plan construction phase for construction in summer 2017/2018.	Current status: developed design for preferred option has been completed with exceloo. Tendering is underway and award expected in November Next steps: complete tendering process with exceloo and plan construction phase for construction in summer
2785	CF: Project Delivery	Verran Road Reserve/Castleton Reid/Ridgewood Reserve track network	Verran Road Reserve walkway, Castleton Reid Reserve and Ridgewood Reserve track renewals. This project is a continuation from the 2016/2017 programme (previous ID 3122)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 200,000	In progress	Green	Current status: resource consent obtained for whole track network. Tender package received and ready to tender. Next steps: tender physical works, evaluate and award contract. Stage 2 planned for summer 2018/2019.	Current status: tender released for all stages of proposed renewal/upgrade works to be completed over two financial years. Closes 19 January 2018. Next steps: evaluate tender submissions and award contract.
2890	CF: Project Delivery	136 Birkdale Road - develop park	Physical works for the development of car park, playspace and plaza This project is carried forward from the 2016/2017 work programme, previous ID 520	Q1	ABS: Capex	\$ 180,000	Completed	Green	Current status: all physical works for the new playground, landscape planting and new car park completed 15 September 2017 and handed over to operations and maintenance. Next steps: complete items on items on defects list to be rectified including supply and installation of community noticeboard. Twelve month contract maintenance for the landscape planting before it is handed over to operations and maintenance.	Current status: all physical works for the new playground, landscape planting and new car park completed 15 September 2017 and handed over to the operational and maintenance team. Next steps: defects items to complete are the installation of community noticeboard, litter bin and further topsoiling and reseeding of one of the lawn areas in autumn that is substandard. Twelve month contract maintenance for the landscape planting before it is handed over to the operational maintenance team.
2894	CF: Project Delivery	47 Jacaranda Ave - remove tree and repair beach access walkway	This project is carried forward from the 2016/2017 work programme	Q1;Q2;Q3;Q4	ABS: Capex	\$ 11,550	Cancelled	Red	Current status: resource consent granted in August 2017. Arrange for site visit with contractor to confirm scope. Next steps: obtain pricing and appoint contractor.	Risks/ issues: This project is cancelled as it is being undertaken in the SLIPS (Small Local Improvement Projects) programme by Michael Cairns. Current status: this project is cancelled and is now part of the small local improvement projects programme.
2896	CF: Project Delivery	ActivZone - replace roof over training and turret	Roof replacement over training and turret This project is carried forward from the 2016/2017 work programme, previous ID 3782	Q1;Q2;Q3;Q4	ABS: Capex	\$ 51,000	In progress	Green	Current status: building consent approved. Tender closes end of September. Next steps: execute physical works which will commence towards the end of October.	Current status: building consent approved. Physical works to commence on 22 January 2018, duration four weeks. Next steps: complete physical works. Receive code of compliance certificate. Handover to the operational maintenance team.
2898	CF: Project Delivery	AF Thomas - renew car park	Renewal of carpark, including footpath on behalf of Auckland Transport. This project is carried forward from the 2016/2017 work programme, previous ID 4043	Q1;Q2;Q3;Q4	ABS: Capex	\$ 50,000	Completed	Green	Current status: practical completion of car park renewal civil works completed and handover to operations and maintenance 4 August 2017. Quote for landscape planting of car park islands received and approved. Next steps: complete landscape planting works and handover to operations and maintenance to complete all works.	Current status: completed October 2017 Next steps: twelve months defects maintenance ends June 2018.
2927	CF: Project Delivery	Birkenhead Library - replace HVAC system	Upgrade HVAC and install solar films to windows to improve environmental conditions and meet requirements of the library. Library suffers from lack of heating in winter and cooling in summer. This project is carried forward from the 2016/2017 work programme, previous ID 4062	Q1;Q2;Q3;Q4	ABS: Capex	\$ 499,562	In progress	Green	Current status: delivery phase with installation in progress. Next steps: progressing with installation and awaiting equipment delivery before completion of physical works, with estimated completion end November 2017 or earlier.	Current status: delivery phase with final commissioning in progress. Next steps: handover and closure.
2928	CF: Project Delivery	Birkenhead War Memorial - renew fields 2 and 3	This project is carried forward from the 2016/2017 work programme, previous ID 3080	Q1;Q2;Q3;Q4	ABS: Capex	\$ 480,000	In progress	Green	Current status: construction tender documentation completed and the tendering process is underway. Contract award is anticipated in October and scheduling of these works will be negotiated across councils sports field programme as part of this process. Next steps: tender and award contract.	Current status: contract awarded and scheduling of these works for December start date Next steps: begin physical works.
2947	CF: Project Delivery	Chelsea Estate Heritage Park - renew tracks	This project is carried forward from the 2016/2017 work programme, previous ID 3084	Q1;Q2;Q3;Q4	ABS: Capex	\$ 28,868	In progress	Green	Current status: developed design complete and consent granted. Next steps: amount of Kaipatiki connections funding is required prior to confirming scope of construction.	Current status: project handed to the project delivery team. Next steps: project manager to be appointed

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
2965	CF: Project Delivery	Dudding Ave Reserve - renew tracks	Renewal of walkway, physical works to be undertaken FY18 This project is carried forward from the 2016/2017 work programme, previous ID 3087	Q1;Q2;Q3;Q4	ABS: Capex	\$ 5,000	In progress	Green	Current status: detailed design completed. Tree consent approved and building consent lodged. Next steps: budget still being prioritised through local board. Physical works planned for summer 2019/2020.	Current status: detailed design was completed but design review underway to incorporate land slip area into contract. Physical works to be completed in Spring 2018 Next steps: complete planning and move to tender phase.
2967	CF: Project Delivery	Elliot Reserve - renew play and furniture	Playspace and furniture renewal This project is carried forward from the 2016/2017 work programme, previous ID 3088	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	In progress	Green	Current status: preliminary design completed and reviewed by Kaipatiki Local Board. Concept design being prepared for consultation. Next steps: concept design to be approved by the local board before detailed design and consents can commence. Budget for physical works allocated 2018/2019.	Current status: preliminary design completed and reviewed by the local board. Concept design being prepared for consultation. Next steps: concept design to be approved by the local board before detailed design and consents can commence. Budget for physical works allocated 2018/2019.
2996	CF: Project Delivery	Glenfield Pool & Leisure Centre - repaint exterior, roof, reception and recarpet studio 2	Paint exterior of building Re-carpet studio 2 Replace roof above reception/corridor area Replacement of rooftop a/c units (R22) for studio 2 This project is carried forward from the 2016/2017 work programme, previous ID 4070	Q1;Q2;Q3;Q4	ABS: Capex	\$ 375,000	In progress	Green	Current status:- roof replacement: project complete (January 2017).- replacement of carpet in studio two, project complete (November 2016). - paint exterior of building: paintwork progressed slowly since the last update - paintwork is now 85 percent complete. The re-cladding of the front canopy is now completed and repainted. The gutter at the back has now also been replaced. - R22 air conditioning replacement: tenders closed and the successful contractor is appointed (contract is in the process of being signed). Staff are currently investigating the possibility of replacing the roof at the same time as the replacement of the air conditioning - it would not make sense to replace the air conditioning if the roof underneath the unit is in need of replacement, ideally both have to be done at the same time. Next steps: - Paint exterior of building: Continue with the painting of the building. Continue with quality control.- R22 air conditioning replacement: Investigate the replacement of the roof urgently and make a recommendation as to what should be done - early indications are that the entire roof needs replacement.	Current status:- roof replacement: Project to be completed January 2018- replacement of carpet in studio two. Project completed November 2016.- paint exterior of building: Paintwork is now 98 per cent complete, little bit of a wall left at the back of the building. Contractor struggled to get access to the spot due to rain saturated soil underneath. Is going to have another attempt within the next couple of weeks. - R22 air conditioning replacement: Tenders closed and the successful contractor has been appointed, contract signed before Christmas break. Studio two/ Yoga studio air-conditioning unit is being replaced on the 13 January 2018. Remaining units will be replaced once roof replacement investigation has been completed and decision made by Investigation and Design team. Next steps: - paint exterior of building: Continue with the painting of the building. Continue with quality control.- R22 air conditioning replacement: Investigation and Design team to finalise roof replacement investigation and update project delivery as soon as the results are available, so that air-conditioning units can be replaced before the summer end.
3011	CF: Project Delivery	Hilders Park - remove and store boat & investigate options	Renewal of Frank Larkin's Boat This project is carried forward from the 2016/2017 work programme, previous ID 3095	Q1;Q2;Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: the quote is approved and an order was raised. Once the health and safety documentation is received and approved the project will be scheduled. Next steps: confirm the boat relocation date with the local board.	Current status: the previous sub-contractor withdrew from the project. We have received a revised offer to relocate the boat to Larkin's Landing. A final decision needs to be made whether we are moving the boat to Larkin's Landing or to an off site facility for restoration. Next steps: confirm the quote is acceptable as well as where the boat should go - off site or to Larkin's Landing.
3030	CF: Project Delivery	Kaipatiki Community Facilities Trust - Marlborough Park car park - develop vehicle exit	Development of a safe one-way vehicle exit from KVFT into Marlborough Park Renewal of the existing boundary fence at the back of the KCFT office, adjacent to the park. This project is carried forward from the 2016/2017 work programme, previous ID 4414	Q1;Q2;Q3;Q4	ABS: Capex	\$ 35,000	In progress	Green	Current status: new concrete driveway exit to Marlborough Park car park installed under the Marlborough Park path, play space and furniture renewal contract works. Reinstatement works still to complete. Next steps: obtain a quote for replacement of dilapidated timber fence on the car park boundary of the park with a new pool type fence with a manual sliding gate.	Current status: quote received from our full facilities maintenance contractor for installing replacement boundary fence with a sliding gate. Next steps: obtain additional quotes for comparison.
3031	CF: Project Delivery	Kaipatiki FY17 Libraries FF&E renewals	Glenfield Library - FF&E renewals- change in shelving layout to create more areas for seating- replace armchairs, study chairs and event chairs- provision of study desks with access to power points- focus on the improving the children's area This project is carried forward from the 2016/2017 work programme, previous ID 233	Q1;Q2;Q3;Q4	ABS: Capex	\$ 104,700	In progress	Green	Current status: the library's requirements are currently being confirmed. A scope is being written for the engagement of an architect to design the layout for the children's area. Next steps: obtain quotes for the required items.	Current status: we have engaged an architect for the design of the refurbishment. The North Shore Library Foundation will supply some funding for the refurbishment of the children's space. Next steps: this project is scheduled to be completed by the end of June 2018.

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
3032	CF: Project Delivery	Kaipatiki LDI - small parks top up	LDI top up to enhance existing projects.-Identification of play grounds suitable for play upgrades-Inform community about project-Design and consenting-Design and consenting-Tendering works-Installation of equipment, extend playspace area and required safety surfaces This project is carried forward from the 2016/2017 work programme, previous ID 4415	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	In progress	Amber	Current status: existing project top ups - various sites have been identified.Next steps: implement works as identified. Reallocate approved budget to appropriate parent projects.	Risks/ issues: Allocation required of remaining budget to ensure it can be incorporated into the scope of works with current projects. Current status: existing project top ups - various sites have been identified.Next steps: implement works as identified. Reallocate approved budget to appropriate parent projects.
3033	CF: Project Delivery	Kaipatiki reserves - renew fixture and furniture FY17	Renewal of furniture and fixtures in various reserves This project is carried forward from the 2016/2017 work programme, previous ID 3102	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	In progress	Green	Current status: the bulk of the new furniture (bins, picnic tables and seats) installed August 2017. Next steps: handover to operations and maintenance. Confirm where remaining two seats and three picnic tables are to be located.	Current status: assets handed over to the operational and maintenance team 17 October 2017 Next steps: confirm where the two remaining seats and three picnic tables are to be located.
3050	CF: Project Delivery	Le Roy's Bush / Little Shoal Bay - renew tracks, signage and furniture	Renewal of signage, furniture and whole track network. Physical works to be implemented over 2-3 years. This project is carried forward from the 2016/2017 work programme, previous ID 3105	Q1;Q2;Q3;Q4	ABS: Capex	\$ 153,000	In progress	Green	Current status: detailed design being developed in consultation with volunteers. Resource consent for whole network has been approved. Next steps: finalise design and specs and tender Stage 1 to commence autumn 2017/2018. Stages 2-3 will be undertaken over the next two to four years.	Current status: tendering of physical works to begin in December Next steps: finalise design and specs and tender Stage one to commence Autumn 2017/18. Stages two-three will be undertaken over the next two to four years.
3058	CF: Project Delivery	Locket Reserve - renew play space	This project is carried forward from the 2016/2017 work programme, previous ID 3107	Q1;Q2;Q3;Q4	ABS: Capex	\$ 90,000	In progress	Green	Current status: consultation underway to gather information about the playgrounds existing use and to ensure the community feel involved in shaping their local assets. Next steps: engage consultant to design play space, with input from the consultation feedback.	Current status: concept design being drawn up to a format to bring to a local board workshop. Design currently fits within the renewal budget Next steps: progress to detailed design and physical works planning.
3063	CF: Project Delivery	Lysander Crescent Reserve - improve playspace, renew paths and structures	Design and consenting-Installation of Titan One Base Model (Titan One TFP1001) to add to the existing play space.Installation of a basket swing-Installation of bollards along the driveway to the East and reserve boundary to the south-Inform community about project. Scoping of required renewals within reserve-Tendering works-Installation of equipment, extend playspace area and required safety surfaces and Renew paths and retaining wall adjacent to basketball court. This project is carried forward from the 2016/2017 work programme, previous ID 4429	Q1;Q2;Q3;Q4	ABS: Capex;#LDI: Capex	\$ 115,000	In progress	Green	Current status: local requests additional consultation and further options. Next steps: consultation materials prepared, consultation to occur 18 October.	Current status: design options for reserve development are being prepared Next steps: attend local board meeting to confirm option, budgets and funding streams (proposing February 2018)
3120	CF: Project Delivery	Neptune Ave - renew play space	Renewal of playspace module and timber elements, including retaining walls, seats and playspace edging This project is carried forward from the 2016/2017 work programme, previous ID 3113	Q1	ABS: Capex	\$ 6,000	Completed	Green	Current status: timber element renewals mainly completed March, including front edging, seats, retaining wall and slide entrance. Play hut installed early June 2017. Final site works completed September 2017 to improve the step onto the play hut from the ground level and the remanding edging. Next steps: handover to operations and maintenance and project close out.	Current status: handover to the operational maintenance team 17 October 2017. Minor defect on slide has been rectified. Next steps: none.
3124	CF: Project Delivery	Normanton Reserve - improve assets	Additional play items for older children, bike ride marking on existing path and new lighting along main path route. This project is carried forward from the 2016/2017 work programme, previous ID 4413	Q1;Q2;Q3;Q4	ABS: Capex	\$ 200,000	In progress	Green	Current status: consultation for playspace, lights and bike path marking out completed and assessed. Feedback in general support of proposed improvements. Next steps: complete detailed design and present to local board along with summary of consultation feedback. Confirm consent requirements.	Current status: detailed design in progress and proposed to be reported to local board in February. Further quotes being obtained for the path lighting closing 26 January 2018. Next steps: to receive lighting quotes, assess, conduct any negotiations, and award a contract.
3134	CF: Project Delivery	Onepoto Domain - renew pathway	This project is carried forward from the 2016/2017 work programme, previous ID 4088	Q1;Q2;Q3;Q4	ABS: Capex	\$ 23,232	Approved	Amber	Current status: constraints investigations complete, sketch designs complete and resource consenting granted, portion one unresolved, portion two works on learn to ride track complete.Next steps: portion one- design finalisation by local board, subject matter experts information available.	Risks/ issues: Delivery of physical works must be before autumnal rains.Current status: investigation underway, liaising with council storm water team regarding domain hydrology issues.Next steps: develop business case.

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
3154	CF: Project Delivery	Park Reserve - renew playspace FY17	This project is carried forward from the 2016/2017 work programme, previous ID 4448	Q1;Q2;Q3;Q4	ABS: Capex	\$ 35,600	In progress	Green	Current status: play assessment complete and only the edging and swing chains require renewal. Business case has been refined and awaiting sign off from project sponsor. Next steps: project delivery to arrange for physical works.	Current status: add this work to the winning tender for the Tui, Teviot and Lancelot play space renewal project. Next steps: appoint the contractor, planned to be complete by mid-February 2018.
3173	CF: Project Delivery	Rewi Alley Reserve - install adult fitness equipment	This project is carried forward from the 2016/2017 work programme, previous ID 4412	Q1;Q2;Q3;Q4	ABS: Capex	\$ 75,500	In progress	Green	Current status: developed design completed and tendering processes underway. Construction timing to be determined during tender process. Next steps: tender and schedule construction.	Current status: contract for physical works awarded and timing of delivering currently being negotiated. Next steps: schedule construction.
3189	CF: Project Delivery	Shepherds Park - retaining wall and path	This project is carried forward from the 2016/2017 work programme, previous ID 4489	Q1;Q2;Q3;Q4	ABS: Capex	\$ 14,745	In progress	Green	Current status: Staff have been engaged to prepare footpath install methodology and drawings. Next steps: The methodology and plans to be approved with key council staff and physical works to begin.	Current status: obtaining prices from contractors. Next steps: have the work plans approved with Auckland Council Arborist. Execute physical works.
3206	CF: Project Delivery	Sunnyhaven Ave - renew toilet	Renewal of toilet including fixtures and fittings and roof. This project is carried forward from the 2016/2017 work programme, previous ID 3118	Q1	ABS: Capex	\$ 30,000	Completed	Green	Current status: refurbishment of toilet block completed July 2017 and handed over to operations and maintenance. Next steps: artist to complete mural artwork on the exterior of the facility when the weather is more favourable which is likely to be spring time.	Project completed July 2017. Next steps: none
3214	CF: Project Delivery	Tamahere Reserve - renew playspace	This project is carried forward from the 2016/2017 work programme, previous ID 3119	Q1;Q2;Q3;Q4	ABS: Capex	\$ 158,500	In progress	Green	Current status: consultation process complete. Next steps: detail design completed.	Current status: design and contract documentation complete, internal costing process underway Next steps: local board updated, handover to project delivery
3223	CF: Project Delivery	Teviot Reserve - renew playspace, paths and bollards	This project is carried forward from the 2016/2017 work programme, previous ID 4450	Q1;Q2;Q3;Q4	ABS: Capex	\$ 66,000	In progress	Green	Current status: design and consultation are complete. Next steps: tender; construction is planned to start March 2017.	Current status: project currently tendered. Tenders close mid December 2017. Next steps: award contract to preferred contractor.
3230	CF: Project Delivery	Tui Park - renew play space	This project is carried forward from the 2016/2017 work programme, previous ID 3121	Q1;Q2;Q3;Q4	ABS: Capex	\$ 60,000	In progress	Green	Current status: design concept complete, consultation documents being prepared. Next steps: consultation complete, recommendations to nominated local board members for information.	Current status: project is currently in tender phase. Tenders close mid December 2017. Next steps: adjudicate tenders and appoint preferred supplier.
3321	CF: Project Delivery	Pemberton Reserve - renew playground FY17	Renew playground	Q1;Q2;Q3;Q4	ABS: Capex	\$ 15,000	Completed	Green	Current status: play equipment renewed, module condition required immediate demolition for health and safety. Sign erected to communicate intention to replace in next financial year. Serious non performance by edging renewal contractor. Next steps: edging and module renewed in clement weather conditions.	Demolition completed. Refer to SharePoint 2786 for replacement of play module and edging
3349	CF: Project Delivery	Glenfield Cemetery - renew carpark and pathways	Carpark and path renewals including entrance. This is a carryover project.	Q2	ABS: Capex	\$ -	In progress	Green	Current status: project split into two stages - stage 1: car park renewal planned for 2017/2018. Next steps: stage 2: cemetery walkways: Priority within the works programme to be confirmed. Resource consent valid for five years from November 2016.	Current status: project scope reduced to car parking renewal only. Tenders received and evaluated. Negotiations are underway. Next steps: finalise negotiations. Award contract.
3416	CF: Project Delivery	Kauri Glen Reserve - renew track and furniture	Design, consents and physical works for whole track network. Physical works to be undertaken over 3-4 financial years. Project brought forward for delivery from FY19 to FY18 as part of the risk adjusted programme.	Q2;Q3;Q4	ABS: Capex	\$ -	In progress	Green	Current status: consultation continues with the volunteers business association and high school groups on the exact alignment for the new track section 18, including the viewing platform to protect kauri. Next steps: develop design and lodge resource consent. Stage 1 to realign section 18 and address kauri tree root issues is planned for summer 2017/2018, with other stages planned over the next two to three financial years.	Current status: consultation continues on alignment for the new track section 18, including the viewing platform to protect Kauri. Planning and consent preparation nearing completion in preparation for lodgement of resource consent. Next steps: develop design and lodge resource consent for stage one to realign section 18 and address Kauri tree root issues is planned for financial year 2017/2018, with other stages planned over the next two to three financial years.

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
Infrastructure and Environmental Services										
1977	I&ES: DPO	Birkenhead Main Street Upgrade	Design and construction of the Highbury Corner roundabout, intersection of Birkenhead Avenue, Mokoia Road and Hinemoa Street and main street upgrade.	Q1;Q2	ABS: Capex	#####	In progress	Amber	The detail design cost estimate has been completed. The tender process will be started with work expected to begin in January 2018. A workshop will be held with the local board to discuss and approve the changes that were requested by the board.	The local board and local businesses have expressed concern about the start of construction impacting local business. The latest slip in Birkenhead has impacted car park numbers in the town centre. There is concern that the main street project will exacerbate this pressure. Auckland Council will consider these concerns when making a decision about the construction start date early in 2018. The detailed design stage is complete. The project went out to tender for the main services contractor and the tender evaluation will be complete before the end of 2017. The contract is scheduled to be awarded in January 2018. The project, subject to finance and confirmation to proceed by management, will begin construction early 2018.
614	I&ES: Environmental Services	Pest Free Kaipātiki Strategy Implementation Programme	This project will be delivered in collaboration with the Pest Free Kaipātiki Network to implement the Pest Free Kaipātiki Strategy. It will involve pest animal and plant removal and habitat and species restoration projects across the local board area by community groups with support and technical advice from council staff.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 100,000	In progress	Green	Auckland Council staff and Pest Free Kaipātiki staff are working together on the restoration plan template for the agreed ten reserves to be targeted. A funding agreement will be drawn up in quarter two once Pest Free Kaipātiki have a formalised structure in place. Auckland Council staff are supporting Pest Free Kaipātiki with the planned Predator Blitz campaign with technical advice and purchasing.	The Pest Free Kaipātiki project has recently formed an incorporated society. As a result, a funding agreement will be completed to enable the project to deliver agreed outcomes. Council staff continue to support the project with technical and strategic advice to ensure the adoption of best practice and integration with other environmental programmes in the local board area.
1946	I&ES: Environmental Services	Kaipātiki Project Environment Centre	Operational funding for the Kaipātiki Project Environment Centre and delivery of an environmental volunteer programme and courses.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 45,000	In progress	Green	A meeting was held with Kaipātiki Trust to discuss the draft funding agreement. The funding agreement will be in place mid-October 2017 to ensure continuity of funding from the previous year.	The funding agreement is now in place and the first payment has been made. A highlight from quarter two is the continued success and partnering within the Kaipātiki Restoration network. Quarter three includes the Eco Fun day and continuing work in the nursery.
98	I&ES: Healthy Waters	Industrial Pollution Prevention Programme - Kaipātiki	This programme is primarily educational and informs urban industry and business about the impacts their activities may have on local waterways. The programme includes a site inspection and discussion with the business owners about potential issues around pollution as well as waste minimisation techniques and spill training. If changes are recommended, a report is sent to the business. The programme involves a GIS mapping exercise to ensure that commercial businesses understand the stormwater network connections in relation to local waterways.	Q2;Q3	LDI: Opex	\$ 8,000	In progress	Green	This project is scheduled to commence in quarter two.	This project is complete and an update summarising sites visited and any corrective actions suggested will be provided to the local board in quarter three.
Libraries										
1224	CS: Libraries & Information	Library hours of service - Kaipātiki	Provide library service at Birkenhead Library for 55.5 hours over 7 days per week. (\$613,109 - FY17/18) Provide library service at Glenfield Library for 55.5 hours over 7 days per week. (\$654,908 - FY17/18) Provide library service at Northcote Library for 53 hours over 7 days per week. (\$515,423 - FY17/18)	Q1;Q2;Q3;Q4	ABS: Opex	#####	In progress	Green	Library visits have decreased by one per cent this quarter. This is comparable to the regional trend.	Library visits have decreased by two per cent this quarter. This is comparable to the regional trend. Work is underway with the Kaipātiki Community Facilities Trust on a strategy to promote library services to new Northcote residents as the area develops.
1225	CS: Libraries & Information	Extended hours - Kaipātiki	2.5 additional opening hours at Northcote Library.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 13,000	In progress	Green	No Change. Customers continue to access library services at Northcote during the additional hours.	Customers continue to access library services at Northcote during the additional hours, with growing visitor numbers on Sundays.

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
1226	CS: Libraries & Information	Information and lending services - Kaipātiki	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	We have made changes to the layout of our physical collections in all 3 libraries, to make them more accessible and attractive to the community. Several of these changes have been nudged by feedback from the community. Staff have had support from the Collections Team to better manage collections.	Issues have decreased by seven per cent this quarter, more pronounced than other local board areas but in line with an overall trend. Work is ongoing at Northcote Library to ensure the physical collection is well-presented and meeting community needs. A donation from the North Shore Library Foundation will contribute to making Glenfield Library's children's area more inviting to children and whanau.
1227	CS: Libraries & Information	Preschool programming - Kaipātiki	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, Bilingual Rhymetime, Music Time. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Regular programmes continue to grow in popularity. Mandarin Rhymetime is run in all three libraries and in order to deliver this, seamlessly, local board libraries have shared bi-lingual staff. Special interventions for pre-schoolers include outreach visits to/from - Kauri Kids; Glenfield ECE and Lollipops.	Regular programming has been evaluated at all libraries in anticipation of offering more targeted programmes and services for the community, including a Korean Rhymetime and Bilingual Storytimes, in 2018.
1228	CS: Libraries & Information	Children and Youth engagement - Kaipātiki	Provide children and youth activities and programming, including a programme of children's activities during school holidays, which encourage learning and literacy. Activities including Teen Tech Robotics and Minecraft club. 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 - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	We visited Northcote College and have had visits from the whole of Glenfield Primary, over five days. The two classes who won the 'League in Libraries' competition this year, held their prizegiving celebration in the library with members of the Warriors team as the special attraction. July School holiday programmes had highlights like a magic show and a visit from the black stacks (cup stackers). A volunteer listens to stories read by children on some afternoons each week.	Birkenhead Library hosted students from Northcote College to do filming in the library, and the new Lego club is proving popular. Children enjoyed flax weaving and planting and harvesting in the Northcote Library community garden for the Awataha Greenway Day. The October school holiday programme featured a range of activities at each library based on the theme 'Survive 24'. Promotional material for the programme included a combined flyer so whanau could scan events being hosted at all the Kaipātiki Libraries in one place. New programming is being considered for 2018, including Toon Time and Family Movie Time.
1229	CS: Libraries & Information	Summer reading programme - Kaipātiki	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 - Kaipātiki")	Q2;Q3	ABS: Opex	\$ -	In progress	Green	The Kia Māia te Whai / Dare to Explore Summer Reading Programme for 2017-2018 has been finalised and will commence in mid December. The programme will be promoted through our local primary schools in November.	Registrations opened for the Kia Māia te Whai / Dare to Explore Summer Reading Programme in November. Hundreds of children had registered at our libraries by mid-December. As with the October school holidays, children and whanau are able to see events across all our libraries in one promotional flyer.
1230	CS: Libraries & Information	Supporting customer and community connection - Kaipātiki	Provide programmes that facilitate customer connection with the library and community including English Conversation for Migrants, Read Aloud Group, Book Groups, Bi-lingual Tea and Topics, Author Talks. Provide community space for hire at Birkenhead Library. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Whanau Marama have run three parenting courses in the libraries, two in Mandarin and one in Japanese. Glenfield Library was an Advanced Voting location for two weeks. Some successful community activities have been: Knitwits; NZ Genealogy Society open days; Hearing life ran free hearing checks; Well women promoted cervical screening; three authors celebrated their new books and Compost Collective ran a workshop. Upskill - a workplace-based literacy group invited the library to visit three classes and promote library membership to their participants. (13 new members)	The Awataha Greenway Open Day was a great way for the community to become more informed about the ideas behind the greenway. New volunteers are now helping to look after the community garden at Northcote Library. Birkenhead library has offered library tours in Mandarin, as well as a Mandarin composting workshop and hosting school Mandarin speech finals. Other successful programming has included a sewing bee for the Kaipātiki Community Facilities Trust's Boomerang Bags, a Japanese Health Talk in conjunction with TANI, JCAP and the Waitemata District Health Board, and a talk on Kauri dieback by Mels Barton. The Great Summer Read competition for all ages commenced in December.

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
1231	CS: Libraries & Information	Celebrating Te Ao Māori and strengthening responsiveness to Māori - Kaipātiki	Celebrating te ao Māori with events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with Iwi and Māori organisations. Increasing the use and visibility of te reo Māori. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Staff increasingly use Te Reo Māori by opening meetings with a whakataukī starting celebrations with a karakia and will soon be working with Harakeke, a parenting support initiative. Matariki and Māori Language Week were motivators to include Te Reo stories and songs, greetings and Te Ao Māori values into existing programmes.	In November we welcomed Leilani Maclean into the new role of Kaikokiri Ratonga Māori with a mihi whakatau. Staff are improving their Te Reo Māori skills and using more reo in their communications. Kia Māia te Whai booklets incorporate te reo as a matter of course.
1232	CS: Libraries & Information	Learning and Literacy programming and digital literacy support - Kaipātiki	Provide learning programmes and events throughout the year including: classes, Book a Librarian sessions, hosting Digital Device 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 - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Book a librarian sessions continue to help the community to set up new devices; set up Facebook; write CVs and download ebooks. Interest in Makerlab at Birkenhead library and 3D printing at Glenfield library continues to excite curiosity across all ages. A member of the community recently donated a 3D printer to the library.	Wifi and PC usage is up six per cent. Digital Drop-ins focussed on downloading e-books for the holidays have been run in December. New programming, including collaboration with local groups such as SeniorNet, is being considered for 2018.
1233	CS: Libraries & Information	Celebrating cultural diversity and local communities - Kaipātiki	Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Lunar New Year and Pacifika celebrations, hosting the Latin and South American film fesitval, providing access to the Local History Room and taking care of the Chelsea Sugar archive. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	We had three classes from Northcote Intermediate come in twice each for sessions run by Auckland War Memorial Museum. The sessions tied in with Tongan Language Week and focused on Tongan culture, along with Samoan and Fijian. An Arabic Playgroup that runs in the library continues to invite Non-Arabic customers to join their group by way of breaking down barriers and reaching out a friendly hand. (Often containing a chocolate!)	Unfortunately the community-run Arabic Playgroup at Glenfield Library has ceased. The group found that finding the resources needed to run the session was too much for what they could manage. All libraries continue to welcome a mix of ethnicities into our spaces and to share in our programmes and services

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
Local Economic Development: ATEED										
630	ATEED: Local Economic Growth	Research to support future development of Glenfield town centre	The local board has a desire to see its town centres succeed. Within the LED Action Plan action 1.12 b is to develop and implement actions within each BID/business association area around business attraction and retention, which could include contracting specialist service providers to implement actions. The local board has a desire to see its town centres succeed. The draft 2017 Local Board Plan includes as a key outcome 'our urban centres are vibrant' and provides objectives for each of the area's centres. Within the LED Action Plan action 1.12 b seeks to develop and implement actions within each BID / business association area around business attraction and retention, which could include contracting specialist service providers to implement actions. The proposed project will focus specifically on the Glenfield town centre. The research, when combined with the findings of an economic assessment of recent infrastructure investments in Highbury, will establish an evidence base to inform future development options for the Glenfield town centre and possibly others. A key aim of the project is that the research findings will inform work by Auckland Council's Plans and Places Department to develop a centre plan for the Glenfield town centre, tentatively scheduled to commence in 2018/19. Accordingly, the research brief will be prepared in consultation with Plans and Places to ensure alignment of information requirements. An external contractor would be selected to do the work. Depending on cost, the research may comprise two elements. The first will seek to glean the views of local residents and shoppers about the town centre, including any existing shortcomings and ideas for improvement. The second element may involve an assessment of the town centre's attributes and performance, a health-check. The research will draw on the commercial property assessment undertaken for the local board in 2015/16. Affecting change in town centres requires a medium to long-term, coordinated approach. This project could continue beyond the current 2017/2018 financial year to identify where existing Auckland Council department and CCO budgets can be used to support the development of the town centre's offer, particularly through the 2018 LTP round.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Brief was developed and a suitable proposal received from potential contractor. Currently looking to establish with Glenfield Mall whether the work can be undertaken on their premises.	Progress is dependent on Glenfield Mall agreeing to support the research by allowing research to take place within the mall. Access to users of the mall would constitute a large share of Glenfield centre users who's views would be missed were research undertaken solely on the streets. A change of approach may need to be considered if this access is not possible. Project underway. Survey tools have been agreed with contractor and approved by Auckland Council Planning team who will use the outputs from the project as a part for their Glenfield Town Centre Planning exercise.

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
1033	ATEED: Local Economic Growth	Young Enterprise Scheme (KT)	<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	\$ 1,000	Approved	Green	The Young enterprise Scheme E (Enterprise) -days are scheduled for delivery in February 2018. The use of the funds will be drawn down in quarter three to support the E-days delivery. As a result there is no update for Q1 reporting as no activity has occurred.	Auckland Chamber of Commerce 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.
3425	ATEED: Local Economic Growth	Highbury Impact Assessment	Reallocation of Highbury Impact Assessment funding to support busiensses affected by Rawene Road Car park slip.	Q2;Q3	LDI: Opex	\$ 15,000	In progress	Green	In Q1 the project was still intended as the Highbury Investments Impact Assessment.	Following the car park slip the lcoal baord reallocated funds to support busiensses affected. Birkehnhhead Town Centre Association have recieved a grant to : · Promote visitation of the town centre using existing publicity materials (Le Roys Bush and Butcher, Baker, Candlestick maker) · Make additional use of radio ads / fliers to promote the centre · Develop additional events that could be run in the town centre (e.g. using the Kaimataara ō Wai Manawa space) – these could be events already planned for elsewhere in the city transplanted in to Highbury or new events · Provide additional promotions that could be run that would drive increased footfall.
Parks, Sport and Recreation										
853	CS: PSR: Active Recreation	Kaipātiki: Equitable Access to Sport and Recreation Facilities Grant	Provide grants to sport organisations to support equitable access to sport and recreation facilities.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	Potential projects currently being identified and scoped. Looking to workshop with LB in Q2.	Four projects for local board consideration are in development. Workshop held with the board in quarter 2.
862	CS: PSR: Active Recreation	Shepherds Park: Present options for Beach Haven Multi-Sport Hub,	Complete options analysis and management model review for future operation of Beach Haven sport centre.	Q1;Q2;Q3;Q4	ABS: Capex	\$ -	In progress	Green	Squash club presented to local board in Oct 2017, with several members participating in a tour of Beach Haven Sports Centre during tennis court opening event. Squash awaiting Tennis Committee commitment to the facility partnership discussion. BHSC now also part of Kaipatiki Leisure network review work being led by Nicki Malone. Scope is to be agreed but focuses primarily on War Memorial Park.	Status quo from Q1. BHSC highlighted in upcoming renewals programme. A wider facility plan is needed before renewal projects are confirmed.
864	CS: PSR: Active Recreation	Beach Haven Tennis Club: Court Renewal Grant	Support Beach Haven Tennis Club Incorporated to renew their tennis courts and provide community access to a fit-for-purpose facility. An LDI Capex grant of \$50,000 was provided to Beach Haven Tennis Club Incorporated in FY16/17, no additional 17/18 budget required.	Q1;Q2;Q3;Q4	LDI: Capex	\$ -	Completed	Green	Outdoor courts have been completed in a good condition. Beach Haven Tennis have provided a project completion report and are now looking at the booking system that they will use to ensure community access requirements are met.	Project completion report has been received. Opening event to be held either in December 2017 or January 2018.

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
865	CS: PSR: Active Recreation	Birkdale Primary School: Grant for Outdoor Court Renewal	Support Birkdale Primary School to renew two outdoor courts and provide community access to a fit-for-purpose facility. An LDI Opex grant of \$40,000 was provided to Birkdale Primary School in FY16/17, no additional 17/18 budget required.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	Completed	Green	Outdoor courts have been completed in a good condition. Birkdale Primary now need to provide a project completion report and then ensure they provide the community access required in their funding agreement.	Project completed.
867	CS: PSR: Active Recreation	Netball North Harbour: Grant for Facility Improvements	Support Netball North Harbour Incorporated with facility improvements, including roof and new window replacement and provide community access to a fit-for-purpose facility. An LDI Capex grant of \$175,000 was provided to Netball North Harbour Incorporated in FY16/17, no additional 17/18 budget required.	Q1;Q2;Q3;Q4	LDI: Capex	\$ -	In progress	Green	Netball North Harbour are waiting to hear back regarding funding applications to a number of funders. They are also developing a project plan that will outline timelines for the project.	Netball North Harbour are rescoping the original project plan due to resource consent restrictions. The Netball North Harbour Board are scheduled to approve the revised project plan in January 2018 which will enable third party funding applications and release of Auckland Council grant funding (subject to meeting funding criteria).
870	CS: PSR: Active Recreation	North Shore Events Centre: Facility Partnership Grant	Support North Shore Events Centre with the purchase and installation of solar panels and a portable ice rink (completed). A Facility Partnership grant of \$150,000 was provided to North Shore Events Centre from the 2014/2015 Facility Partnership Scheme, no additional 17/18 budget required.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	Business Plan being prepared for ice rink. Partnership with Kaipātiki Facility Community Trust (KFCT) has been identified as the best way to activate the rink. Solar panels - geo-tech reports almost complete. Building consent submitted in October with aim to begin construction in December 2017.	Solar panels: Frame construction expected January 2018, panel construction expected February 2018. Completion and activation expected March 2018.
1133	CS: PSR: Active Recreation	Kaipātiki: Leisure facilities operation programme FY17/18	1. Operate in a safe and sustainable manner: Glenfield Pool & Leisure Centre; ActivZone; Birkenhead Pool & Leisure Centre; Beachaven Leisure Centre. 2. Deliver a variety of accessible programmes and services that get the local community active. 3. These services include: fitness; group fitness; learn to swim; early childhood education; aquatic and recreation services. Along with core programmes that reflect the needs of the local community.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Glenfield Pool and Leisure Centre is on track to meet the Local Board objective to increase customer satisfaction, but is not on track to meet the objective to increase activation. Q1 visitor numbers were down 21% on last year to 124,012, due to pool area closures including steam room, spa, hydroslide and the intermittent operation of the aging saunas. Customer satisfaction (NPS score) increased 14.2 points on prior quarter to +27 points. Considerable reinvestment is required into the facility which has been highlighted in Q1 by a leaking roof, floor issues in Studio 1, the deteriorating condition of ActivZone and maintenance requirements for Kauri Kids. Birkenhead Pool and Leisure Centre is on track to meet Local Board objectives to increase visitation and customer satisfaction. Q1 visitor numbers increased 7% on last year to 14,990, and customer satisfaction (NPS score) increased 6.1 points on prior quarter to +9.1 points. Key customer delighters included friendly staff and instructors, and key issues include dated fitness equipment. Staff are currently investigating improvements and have added two yoga classes, more Learn-To-Swim classes. Gym membership is up 20% and outdoor programmes are up 14%.	Glenfield Pool and Leisure Centre is on track to meet the Local Board objectives to increase customer satisfaction and activation. Visitation numbers have recovered following Q1 pool closures, now averaging 48,977 per month and trending slightly above last year. 12 month average rolling NPS is up 2.0 points to 17.9% with customers valuing the instructors and staff, wide variety of activities, and value for money. Work is underway to scope renewal works on level 3 of the centre in FY19 and deliver the update of the sauna and steam room this year. ActivZone is experiencing a growth curve which is resulting in better utilisation of the facility, and Kauri Kids attendance has been stable. Birkenhead Pool and Leisure Centre is not currently on track to meet Local Board objectives to increase activation. Customer satisfaction results have improved (top centre attributes include friendliness, value for money, on time, not too busy/crowded, and programme suitability). YTD visitor numbers are averaging 4,326 per month. The facility has experienced recent and significant closures to the climbing wall and a small portion of the gym area which will have an impact on operations. Otherwise, a busy summer period is anticipated.
842	CS: PSR: Park Services	Kaipātiki Reserves: Nature Space/Trails Feasibility Assessment	Complete feasibility assessment to inform the development of nature space trails in local board area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Strategic Work Programme Implementation Workshop held with Local Board in Q1. Feedback from the workshop will be included in the scope of the project. Professional services engagement process initiated. This project is on track.	Supplier engaged. Field work to commence in January 2018.
846	CS: PSR: Park Services	Birkenhead War Memorial Park: Develop a Master Plan	Develop a Master Plan for Birkenhead War Memorial Park including a feasibility and options assessment to inform future park development, which includes direction on renewals and new asset provision.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	Two co-design workshops held with the LB in Q1 (July). Approval of scope option and engagement approach in Q1 (KT/2017/128 - 20 Sept 2017). Monthly political working group (PWG) meetings scheduled. First meeting held on 28 Sept 17.	Discovery phase in progress. User group interviews, Childrens Panel sessions and Peoples Panel feedback completed. Needs assessment is progressing.

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
955	CS: PSR: Park Services	Kaipātiki local parks: Ecological volunteers and environmental programme FY17/18	Programme of activity supporting volunteer groups to carryout ecological restoration and environmental programmes in local parks including: •Community planting events \$10,000•Plant and animal pest eradication \$20,000•Pest Free Kaipātiki project \$20,000Rubbish removal \$10,000Supporting volunteer and education programmes \$15,000	Q1;Q2;Q3;Q4	LDI: Opex	\$ 75,000	In progress	Green	Support provided to volunteers for ecological restoration projects including animal and plant pest management, planting and waste removal. Total volunteer hours for the quarter: 1500 hours. The 2017 planting season is almost complete with a total of 2420 plants planted. Community plantings took place at the following reserves: Hinemoa, Willow Bay, Birkenhead War Memorial Park, Hadfield, Tuff Crater, Eskdale, Charcoal Bay, Dudding Reserve-Seaview Ave, Little Shoal Bay, Le Roys Bush, Fernglen Gardens, Onepoto Esplanade and Shepherd's Park. An appointment has been made into the Pest Free Kaipatiki Co-ordinator and Restoration Advisor roles. The Community Ranger is working closely with specialists and volunteers across Kaipatiki to implement pest free initiatives on parks.	Ongoing support provided to volunteers for ecological restoration projects including animal and plant pest management, planting and waste removal. Total volunteer hours for this quarter: 1200 hours. The 2017 planting season was a success with a total of 4695 plants planted. 2840 plants were funded through the LDI budget and a further 1855 were funded by North Shore Forest and Bird for Tuff crater planting. Community plantings took place at the following reserves this winter: Hinemoa, Willow Bay, Birkenhead War Memorial Park, Hadfield, Tuff Crater, Eskdale, Charcoal Bay, Dudding Reserve-Seaview Ave, Little Shoal Bay, Le Roy's Bush, Fernglen Gardens, Onepoto Domain, Onepoto Esplanade and Shepherd's Park. The Community Ranger, Parks Services is working closely with the newly appointed Pest Free Kaipatiki coordinator and restoration advisors as well as volunteers across Kaipatiki to implement pest free initiatives on parks. In October the 'PFK predator blitz' was launched at several parks across Kaipatiki, many local volunteers signed up to be involved. Other community events to note include a Birkenhead Junior Youth Group beach clean up at Little Shoal Bay on the 12 November (15 people attended), the annual Northcote Point Residents Association coastal clean up at Little Shoal Bay on the 25 November (30 people attended) and a Church of God working bee/clean up at Stanch Park on the 3 December (50 people attended).
1171	CS: PSR: Park Services	KT: 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.
1973	CS: PSR: Park Services	Fernglen Reserve: Prepare a development plan	Review draft development plan. Produce recommendations for Local Board consideration.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Strategic Work Programme Implementation Workshop held with Local Board in Q1. Feedback from the workshop will be included in the scope of the project. Professional services engagement process initiated. This project is on track.	Item included workshop with local board in quarter 2. Elected member guidance to be sought in December. Professional services engagement expected quarter 3.
2885	CS: PSR: Park Services	Kaipatiki Parks and Reserves Signage Audit	Complete an audit assessment on all signs within the Kaipatiki Local Board area to determine old signs that require removal, where new signs are required and prioritise spending in future years (LDI allocation \$24K 16/17)	Q2	Currently unfunded	\$ -	In progress	Green	Professional services engagement process initiated.	Supplier currently undertaking field work to inform report. Draft material to be shared with the Local Board and Iwi in Q3.
2886	CS: PSR: Park Services	Kaipatiki Play Space Audit	Identify play opportunities within the Kaipatiki Local Board area by expanding on the proposition that play equipment age provisions are adequate and appropriate to current requirements	Q2	Currently unfunded	\$ -	In progress	Green	Professional services engagement process initiated.	Supplier currently undertaking field work to inform report. Draft material to be shared with the Local Board and Iwi in Q3.

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
2887	CS: PSR: Park Services	Kaipatiki Sun Smart Audit	Identify and prioritise opportunities to implement sun smart improvements in all play space areas within the Kaipatiki Local Board area (LDI \$15K allocation 16/17)	Q2	Currently unfunded	\$ -	In progress	Green	Professional services engagement process initiated.	Supplier currently undertaking field work to inform report. Draft material to be shared with the Local Board and Iwi in Q3.
Plans and Places										
3365	CPO: Plans and Places	Sunnynook Totara Vale Plan - Kaipatiki element	Prepare, consult on and adopt a centre-type plan for Sunnynook in Devonport-Takapuna area and Totara Vale in Kaipatiki area.	Q1;#Q2;#Q3;#Q4	LDI: Opex	\$ 15,000	In progress	Green		Research and analysis underway, initial engagement with community and stakeholders, drafting of plan content to commence.

Work Programme 2017/2018 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary	Q2 Commentary
CF: Community Leases											
1795	CF: Community Leases	Beach Haven Bowling Club Inc	Lease renewal for 11 years at Shepherds Park	Q4	30/04/2029	\$ 1.00	\$ -	In progress	Green	Lease term expires on 30 April 2018. The renewal application pack to be sent to the tenant early October.	Renewal application pack was sent to tenant 5 October 2017. Currently waiting on the tenant to respond.
1796	CF: Community Leases	Birkenhead United Association Football & Sports Club	Lease renewal for 33 years at Shepherds Park	Q4	1/05/2051	\$ 10.00	\$ -	In progress	Green	Lease term expires on 30 April 2018. The renewal application pack to be sent to the tenant early October.	Renewal application pack sent to tenant 5 October 2017. Renewal application was received 16 November 2017. Acknowledgement email has been sent to tenant to notify them that application has been received. A site meeting with the tenants will be arranged in quarter three.
1797	CF: Community Leases	North Shore Womens Centre	Lease renewal for 1 year at Mayfield Centre	Q2;Q3	31/07/2018	\$ 1.00	\$ 2,700.00	Completed	Green	Report loaded into Infocouncil on 29 August 2017. Awaiting approval. Will be presented at Kaipatiki Local Board Meeting on 18 October 2017.	Report was presented at a local board meeting on 18 October 2017. Resolution granted a renewal of the lease for one year. Deed will be drafted and executed in quarter three.
1798	CF: Community Leases	Order of St John Northern Regional Trust Board	Lease renewal for 11 years at Fairway Lodge, 2 Argus Place, Sunnybrae	Q4	29/11/2028	\$ -	\$ -	In progress	Green	Site visit completed 16 August 2017. Report is in progress. To be presented at Kaipatiki Local Board meeting in October/November.	Report to be reviewed by community leasing manager and submitted to a local board business meeting by the end of quarter three.
1799	CF: Community Leases	SeniorNet Glenfield	Lease renewal for 1 year at Mayfield Centre	Q4	28/02/2019	\$ 1.00		In progress	Green	Renewal application pack posted to the tenant on 15 August 2017	Renewal application pack posted to the tenant on 15 August 2017. Awaiting tenant response, and will follow up in January 2018.
1800	CF: Community Leases	New Zealand Ki Society Inc	New Lease for 10 years at Part Kaka Street Reserve	Q4	30/11/2017	\$ 1.00	\$ -	In progress	Green	New lease application received 02 August 2017. Site visit completed 14 August 2017. Processing application.	Community Outcomes Plan to be drafted and discussed with tenant, and report to be drafted in quarter three.
1801	CF: Community Leases	Northcote Point Community Creche Inc	New Lease for 10 years at 152 Queen Street, Northcote	Q4	30/04/2018	\$ 1.00	\$ -	In progress	Green	Lease finally expires on 30 April 2018. New lease application pack to be sent to the tenant early October 2017.	New lease application pack sent to tenants 13 November 2017. Awaiting tenant to submit application documents. Site meeting will be arranged once application received.
1802	CF: Community Leases	North Shore Playcentre - Totaravale (Sunnynook)	New Lease for 10 years at 37 Totaravale Dr, Sunnynook	Q4	31/03/2018	\$ 1.00	\$ -	In progress	Green	Lease finally expires on 31 March 2018. New lease application pack to be sent to the tenant on 25 September 2017.	Application documents received 26 October 2017. Agreed with tenants that a site meeting will be arranged in January 2018. A Community Outcomes Plan will be discussed and finalised before end of quarter three.
1803	CF: Community Leases	RNZ Plunket - Birkenhead	Multi premises lease	Q4				In progress	Green	A new lease will be progressed in quarter three with Plunket national entity in accordance with the process outlined in our Community Occupancy Guidelines 2012.	Plunket has applied for an initial term of five years plus two further rights of renewal of five years each. A new lease will be progressed in quarter three with Plunket national entity in accordance with the process outlined in our Community Occupancy Guidelines 2012. A meeting with Plunket staff from head office is scheduled for quarter three.
1805	CF: Community Leases	RNZ Plunket Society - Beach Haven	Multi premises lease	Q4	30/04/2013	\$ 1.00	\$ -	In progress	Green	A new lease will be progressed in quarter two with Plunket national society in accordance with the process outlined in our Community Occupancy Guidelines 2012	A new lease will be progressed in quarter three with the Plunket National Society in accordance with the process outlined in our Community Occupancy Guidelines 2012. Site visit will be arranged in January 2018.
1806	CF: Community Leases	RNZ Plunket Society - Northcote	Multi premises lease	Q4		\$ 12.00	\$ -	On Hold	Amber	Discussion with Plunket is in progress whether to grant a new lease to it's national entity, the Royal Plunket New Zealand Society Incorporated while the site is subject to Northcote High Level Project Plan.	Premise subject to the Northcote Development Project. Lease will not be processed until project is completed. Premise subject to the Northcote Development Project. Lease will not be processed until project is completed

Work Programme 2017/2018 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1807	CF: Community Leases	Citizens Advise Bureau - Birkenhead	Multi premises lease	Q4			\$ -	In progress	Green	Multi premises lease has been drafted and provided to Auckland Citizens Advice Bureau, the umbrella for Citizen Advice Bureau's across the region. This was sent 11 July 2017 and is for their review and if in order, execution. We 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.
1808	CF: Community Leases	Citizens Advise Bureau - Glenfield	Multi premises lease	Q4			\$ -	In progress	Green	Multi premises lease has been drafted and provided to Auckland Citizens Advice Bureau, the umbrella for Citizen Advice Bureau's across the region. This was sent 11 July 2017 and is for their review and if in order, execution. We await their response.	Project Citizen Advice Bureau leases is in progress. 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.
1809	CF: Community Leases	Citizens Advise Bureau - Northcote	Multi premises lease	Q4			\$ -	In progress	Green	Multi premises lease has been drafted and provided to Auckland Citizens Advice Bureau, the umbrella for Citizen Advice Bureau's across the region. This was sent 11 July 2017 and is for their review and if in order, execution. We 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.
1810	CF: Community Leases	Little Shoal Bay Boat Owners Association Inc	Renewal lease for one year Little Shoal Bay - Previously reported in Work Plan Year 2013/2014	Q4		\$ 1.00		In progress	Green	Received legal documents from archives. Work in progress to workshop with Kaipatiki Local Board.	Currently with councils legal team. Further investigation of site history and tenure needed.
1814	CF: Community Leases	Marlborough Recreation Trust - Mc Fetridge Park	Renewal lease for 10 years at Mc Fetridge Park	Q4	30/11/2026	\$ 1.00		In progress	Green	Report is in progress.	Site visit to be undertaken in quarter three, and a report is to be drafted and presented to the local board at a business meeting by quarter four.
1815	CF: Community Leases	Marlborough Recreation Trust - Marlborough Park	Renewal lease for 10 years at Marlborough Park	Q4	30/11/2026	\$ 1.00		In progress	Green	Report is in progress.	Site visit to be undertaken in quarter three, and a report is to be drafted and presented to the local board at a business meeting by quarter four.
1817	CF: Community Leases	Chelsea Pony Club	Renewal lease for 33 years at Eskdale Reserve	Q4		\$ 1.00		In progress	Green	Land needs to be classified before the new lease can be granted. The request regarding classification has been sent to Land Advisory Team.	The request regarding classification has been sent to Land Advisory Team. Classification is currently in progress.

Work Programme 2017/2018 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1818	CF: Community Leases	Onepoto Awhina	New lease required from Ministry of Education	Q4				Deferred	Amber	Linked to Northcote High Level Project Plan. On hold until the master plan is finalised.	New lease required from Ministry of Education dependent on Panuku's master plan for the Northcote Point development Linked to Northcote High Level Project Plan. On hold until the master plan is finalised.
1819	CF: Community Leases	Shakti Inc.	New lease for one year with one right of renewal for a further one year at Mayfield Centre	Q3	30/04/2019	\$ 1.00		In progress	Green	Lease term expires on 30 April 2018. The renewal application pack to be sent to the tenant early October 2017.	Renewal application pack sent to tenant 27 September 2017. Lease renewal application received 17 November 2017. Site meeting with the tenant will be arranged in January 2017. A Community Outcomes Plan will be discussed and finalised before end of quarter three.
1820	CF: Community Leases	Glenfield Bowling Club Inc.	New lease for 10 years with one right of renewal for a further 10 years Ross Reserve	Q4	31/08/2016	\$ 1.00		In progress	Green	Report is in progress. To be presented at Kaipatiki Local Board meeting in October/November 2017.	Report has been drafted and is in the review process. It will be presented at a local board meeting once completed.
1822	CF: Community Leases	North Art	New lease for five years with one right of renewal for a further five years at Norman King Square - Previously reported in Work Plan Year 2015/2016	Q4		\$ 1.00		On Hold	Amber	Linked to Panuku Northcote development project. Discussing the operational charges and lease terms with the group. As soon as it is agreed the report will be presented to the local board.	Linked to Panuku Northcote development project. Therefore lease is on hold until further instruction. Linked to Panuku Northcote development project. Therefore lease is on hold until further instruction.
1827	CF: Community Leases	Birkenhead City Cricket and Sports Club Inc.	New lease for 10 years with one right of renewal for a further 10 years Birkenhead War Memorial Park	Q4	31/12/2017	\$ 1.00	\$ 1.00	In progress	Green	Report is in progress. To be presented at Kaipatiki Local Board meeting in October/November 2017.	Report has been drafted and is in the review process. It will be presented at a local board business meeting before the end of quarter three.
1828	CF: Community Leases	Ferglen Native Plant Garden Educational Charitable Trust	New lease for 10 years with one right of renewal for a further 10 years Kauri Road	Q4	31/08/2016	\$ 1.00		In progress	Green	Site visit completed 23 June 2017. Land is in fee simple under Local Government Act. Public notification and iwi engagement need to be completed. Report to be presented to Kaipatiki Local Board in November/December 2017.	Community Outcomes Plan to be finalised with the tenant. A report will be drafted and lease terms workshopped with the local board in quarter three. Iwi engagement will need to occur prior to the report being presented at a local board business meeting.
1831	CF: Community Leases	Use of Northcote War Memorial Hall	2 Rodney Road - Investigate use of ground floor space	Q4				Cancelled	Red	This project has been handed over the Auckland Council Venue Hire team. They are currently investigating the use of ground floor space.	This project has been handed over the Auckland Council Venue Hire team. They are currently investigating the use of ground floor space.
1832	CF: Community Leases	Beach Haven Marae	Investigate site and lease terms for new Marae	Not scheduled				Deferred	Amber	The feasibility study is in progress and there is no build of the Marae at this stage until the feasibility is completed.	The feasibility study is in progress The Marae build will not be progressed until the feasibility study is completed.
1833	CF: Community Leases	Lindisfarne Hall	Investigate future use of hall	Not scheduled		\$ -	\$ -	Deferred	Amber	On hold for renewal prospects under the Northcote High Level Project Plan(Panuku).	On hold due to Northcote High Level Project Plan(Panuku).On hold for renewal prospects under the Northcote High Level Project Plan(Panuku).
2852	CF: Community Leases	North Harbour Table Tennis Charitable Trust	Lease renewal for 11 years at Akoranga Drive, Takapuna with one further 11 years right of renewal.	Q3	12/01/2028	\$ 1.00	\$ -	In progress	Green	Lease term expires 12 December 2017. Awaiting renewal application pack from the tenant.	Renewal application received 10 November 2017. Application to be thoroughly assessed, and site meeting with tenants to be arranged in January 2018.

Work Programme 2017/2018 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary	Q2 Commentary
2853	CF: Community Leases	North Harbour Table Tennis Charitable Trust - License for use	License for use of Airspace renewal for 11 years at Akoranga Drive, Takapuna with one further 11 years right of renewal.	Q3	12/01/2028	\$ 1.00	\$ -	In progress	Green	License term expires 12 December 2017. Awaiting renewal application pack from the tenant.	Renewal application received 10 November 2017. Application to be thoroughly assessed, and site meeting with tenants to be arranged in January 2018.