

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										
2181	CS: ACE: Advisory	Community Response Fund - Ōtara-Papatoetoe	Discretionary fund to respond to community issues as they arise during the year	Q1;Q2;Q3;Q4	LDI: Opex	\$ 161,000	In progress	Green	OP/2017/86 \$20,000 WP1950 PSR OP/2017/86 \$20,000 WP1951 PSR OP/2017/99 \$17,500 WP IES increase Balance \$103,500	OP/2017/221-\$10,000 from the Community Response Fund to the Manukau Beatification Charitable Trust Eye on Nature event for 2018. Balance - \$93,500
470	CS: ACE: Arts & Culture	Local Arts Grants-LDI Otara Cube	Curate a programme of art exhibitions in the pop up Otara cube via an EOI process for artists.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 8,000	In progress	Green	The service agreement was executed with ManaRewa Collective for the curation of four exhibitions at Otara Cube from July to October 2017. Highlights from Q1 included Pascal Atiga-Bridger's activation of the Cube with a live demonstration and flag making workshop, John Crouch's installation of paintings, and MIT student Teaui Wichman-Rairoa's use of digital and screen printing to create prints and t-shirts. The final exhibition showcased local artist Ropati Perry Ah Chong's "Land of Milk and Money" that made a bold statement by utilising the Cube and the three windows on the side of the medical centre to illustrate the power of money in society.	During Q2, The Otara Cube was relocated to the entrance of the shopping centre to an area with higher foot traffic. South Auckland artist Amiria Puia-Taylor will be curating 6 exhibitions during Q3 and Q4 featuring stories from local artists.
471	CS: ACE: Arts & Culture	Otara Fresh Gallery operations	Curate exhibitions and public programming based on themes of the exhibitions.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 125,518	In progress	Green	The gallery received 1,589 visitors and delivered 23 programmes to 612 participants, 23 of which had Maori outcomes. Highlights included a Korowai weaving workshop held by Kimberley Inoca during Matariki festival, a month long school holiday arts workshop, and a VIP event for the Pacific Fusion Fashion Show.	During Q2, the gallery received 1,403 visitors and delivered 6 programmes to 572 participants. Highlights included a public programme delivered by exhibiting artist Tui Emma Gillies who made Tongan themed Christmas Cards with young families and 19 MIT 1st and 2nd year Counselling students who visited Andy Leleisi'uaos exhibition 'An Unlovely Sorry'.
474	CS: ACE: Arts & Culture	Local Arts Grants-LDI Sistema Operational Support Grant	Administer a funding agreement with Sistema Aotearoa for operational support.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 11,000	In progress	Green	The funding agreement with Sistema Aotearoa for 2017/2018 has been executed. 88 after-school programmes were attended by 311 children, 172 children took part in 8 school holiday programmes, and 1,131 people attended 4 performances. The key highlight during Q1 was the group's performance at the Auckland Philharmonia Orchestra Adventures South event in August.	During Q2, 49 after-school programmes were delivered and attended by 730 children. 296 children took part in 16 school holiday programmes, and 2,635 people attended 10 performances. Sistema delivered 54 outreach programmes as part of their Pūoru Pirere Project with a total of 347 participants that engaged with 2,218 young people. Highlights included the 2017 Hui Taurima at Vodafone Events Centre on November 22 where 385 students performed in the largest arena before to over 800 parents, whanau and supporters.
475	CS: ACE: Arts & Culture	Otara Music Arts Centre (OMAC) operations	Provide music lessons for children and adults, SoundHouse classes, Recording Studio programmes and music based events. Foster and grow partnerships with external industry programmes such as Sistema Aotearoa and music education providers.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 313,893	In progress	Green	OMAC received a total of 13,091 visitors, delivered 94 programmes with 1,754 participants and staged 1 performance to 100 attendees. Q1 highlights included the Stand Up Stand Out heats and semi-finals that were hosted at OMAC.	During Q2, OMAC received a total of 10,614 visitors, delivered 87 programmes with 1,028 participants and staged 1 performance to 65 attendees. Q2 highlights included the end of year recital performed by music students at OMAC, and two piano students who passed the Trinity College exam with a merit.
476	CS: ACE: Arts & Culture	Papatoetoe Historical Society-LDI Papatoetoe Historical Society Operational Support Grant	Administer a funding agreement with Papatoetoe Historical Society to provide a research facility, education outreach and six public or special events per year.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	The funding agreement with the Papatoetoe Historical Society for 2017/2018 has been executed. During Q1, 942 people participated in 27 programmes delivered by the society, 1 of which had a Maori outcome. They received a total of 219 visitors, and recorded 333 hours of volunteer hours. Highlights in Q1 included a visit from 112 students from Papatoetoe West School, and a tour of the historic Papatoetoe Fire Brigade and photographic exhibition that was attended by 75 visitors. The society hosted the NZ History Federation annual Regional Day.	During Q2, the Papatoetoe Historical Society delivered 31 programmes, one of which had a Maori outcome. They received a total of 343 visitors, and recorded 135 hours of volunteer hours. Highlights in Q2 included participating in the Papatoetoe Family Fun Day & Santa Parade, facilitating the Papatoetoe Community Network Meeting and attendance at Papatoetoe West School end of year function.
3386	CS: ACE: Arts & Culture	Local Arts Grants - Fresh Gallery Otara Business Plan Initiatives	As per ACE Work Programme 2016/17 Includes carry-forward \$14,996 from FY17	Q1;Q2;Q3;Q4	LDI: Opex	\$ 14,996	Approved	Green	Carry-forward was confirmed in September 2017	Staff are working to refresh the signage at Fresh Gallery with new wordmark.

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342	CS: ACE: Community Empowerment	Community grants (OP)	Funding to support local community groups through contestable grant funding. Note: the 2017/2018 budget figure shown for this activity line item includes an additional \$13,702 deferral from 2016/2017.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 217,702	In progress	Green	Pursuit of Excellence Awards: the local board approved the criteria for applying for the awards through the SmartyGrants process, which will enable the public to apply for them on-line for the first time. The process will be trialled in Q1-2, with a further update provided in Q2 to the local board. A total of \$30,670 was allocated under quick response round one with a total of \$187,032 remaining to be allocated.	A total of \$117,822.25 was allocated under local grant round one and \$13,243 allocated under quick response round two. This leaves a total of \$55,966.75 to be allocated for one local grants round and one quick response round.
618	CS: ACE: Community Empowerment	Build Capacity: Seniors	Fund Vaka Tautua to work collaboratively with other community partners to facilitate increased community connectedness across diverse senior groups, including offering activities that encourage intergenerational and diverse participation in civic life.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 15,000	In progress	Green	Staff reviewed the 2016/2017 accountability report from Vaka Tautua and provided feedback to improve and build on intergenerational and diverse participation of seniors. Staff met with Vaka Tautua's manager to discuss plans for how to facilitate and increase community connectedness across the diverse senior groups for 2017/2018 work programme. A funding agreement has been drafted for 2017/2018 funded activity and this will be finalised in Q2.	Staff completed the funding agreement with Vaka Tautua to help support capacity building of seniors by organising workshops, story telling and bus tours of the local board area. Progress on activities will be reported in Q3 and Q4.
619	CS: ACE: Community Empowerment	Build capacity: Empowering migrant communities	1) Fund Ngāti Ōtara Marae to collaborate with community partners e.g. English Language Partners and Whaiora Marae, to build social connections and learning opportunities between local host communities, mana whenua and maatawaka communities, and diverse migrant communities - \$19,000. 2) Fund the Asian Council on Reducing Crime to enhance understanding of civic responsibilities and local decision making processes - \$6,000. 3) Fund diversity forum - to meet three times per year. The forum is intended as an inclusive platform that seeks to bring diverse community leaders together to identify, share and plan with council to address common aspirations and to participate in council decisions that affect them \$5,000.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,000	In progress	Green	Staff completed a \$19,000 funding agreement with Ngati Otara Marae Society Incorporated to build the capacity and capability of the komiti, host Maori culture sessions and other community activities to connect new migrants. A \$6000 funding agreement was also completed with the Asian Council on Reducing Crime (ACRC) to continue coordinating intercultural tours and educational bylaw trips for migrant communities.	Staff delivered a diversity forum in December. Over 50 representatives of the community, including the local board and Police attended, along with the Minister of Ethnic Communities Hon. Jenny Salesa. Members of the Asian Council on Reducing Crime (ACRC) presented at the forum on the work they do in the community. Staff will work with the marae and the ACRC in Q3 to progress the agreed activities.
620	CS: ACE: Community Empowerment	Build capacity – Neighbourhood development	Fund community organisations and networks to: • develop their capacity and capability to respond to identified local needs and aspirations • promote neighbourhood development • co-ordinate community-led solutions to local needs and aspirations.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 36,000	In progress	Green	Following a local board workshop in September, staff met or corresponded with preferred and other potential capability and development providers to investigate options for community-led solutions, community networks, capacity building workshops. One initiative looked at was community resilience training in collaboration with Auckland Council Emergency Services (ACES) and Red Cross. Staff will present an implementation plan to the local board on 3 October.	The local board approved the implementation plan for neighbourhood development initiatives. Staff completed funding agreements with:- Age Concern to deliver Papatoetoe community network meetings - Otara Network Action Committee for Otara community network meetings- World Council of Sikh Affairs to deliver Papatoetoe Community Safety Network meetings. Staff are working with Thriving Otara Collective (Otara neighbourhood development), Ngati Tamaoho (capacity building workshops), 3rdAve Productions on behalf of The Otara Papatoetoe Squad (Neighbours' Day) to finalise funding agreements.

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621	CS: ACE: Community Empowerment	Build Capacity: Business Improvement Districts safety activities	<p>Fund activities for three business associations operating Business Improvement Districts (BIDs) in the Otago-Papatoetoe:</p> <ul style="list-style-type: none"> - \$120,000 (net payment \$103,000 after deducting CCTV value) to Hunters Corner Town Centre Society Incorporated, Papatoetoe Main Street Society Incorporated, and Otago Business Association Incorporated and to be used only for these community safety and economic development activities: - operation and maintenance of CCTV systems - part funding of ambassador programme - part funding of crime prevention officers - community events - street decoration - public services and facilities - activities benefiting the public identified in current BID strategic plan - activities in partnership with the board that further the outcomes of the local board plan. <p>Note: Funding is subject to criteria outlined in resolution number OP/2017/98.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 360,000	In progress	Green	<p>Accountability reports for 2016/2017 funded activities have been received from Hunters Corner and Otago Town Centre. A report regarding allocation of 2017/2018 funded activities for business improvement districts will be presented to the local board for decision in Q2. A highlight in Q1 was notification to the Otago Town Centre Management team from the Counties Manukau East Police Area Commander that Otago Town Centre is now the safest in South Auckland (based on police intelligence). This is attributed to active CCTV monitoring, the ambassador programme and the efforts of the Otago Town Centre management team in actively addressing local safety issues.</p>	<p>The board approved the funding for the Otago-Papatoetoe business improvement districts. Once the outcomes within the funding agreements have been agreed and received from the town centre managers, funds will be released to support the delivery of initiatives.</p>
622	CS: ACE: Community Empowerment	Increase diverse community participation in council decision-making: Youth-led initiatives	<p>Fund a community organisation to facilitate local youth led initiatives to increase youth participation in council decision making and local matters. Note budget breakdown as follows: civic leadership awards (including awards dinner) - \$5k youth council - \$15k Signature youth event - \$10k.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,000	In progress	Green	<p>Staff organised a co-design workshop with 3rdAve productions to develop their capacity to deliver outcomes for youth in Otago-Papatoetoe. The workshop discussions focussed on support needed by the group to deliver more intentionally i.e a series of smaller youth-led events. Staff organised a follow up meeting to respond to changes suggested and finalise the objectives and measures. The funding agreement has been signed, with local board agreement to holding smaller events. Details of the events will be reported back in Q2. Staff are currently completing a funding agreement for the Civic Leadership (CL) Awards events. A meeting with the teachers and previous recipients of the programme was organised for 27 September to get feedback on what has worked and what needs improvement. This is also an opportunity to introduce the schools to 3rdAve Productions. The outcome is for all recipients of the CL awards to join The Otago Papatoetoe Squad (TOPS) Youth council and engage in the youth development opportunities offered to the group. More details will be reported in Q2.</p>	<p>The Otago-Papatoetoe Squad (TOPS) youth council met fortnightly to discuss youth matters and planned 2018 events. They presented to the Diversity Forum on capacity building and leadership activities and shared ideas on engaging with youth. TOPS facilitated the youth sector of the hui organised by local MP and chair of the local board. TOPS also conducted a social experiment where they stood in public with signs that described them as Pacific youth living in South Auckland who had no prospects and undeserving of support. People were invited to hug them if disagreed. They received positive feedback from participants and when shared on YouTube. 2017 Civic Leadership Awards for the six local high schools were held. Fourteen nominations for the awards were received - two each from Tangaroa, Kia Aroha, Aorere, De la Salle and three each from Papatoetoe High School and Sir Edmund Hillary Collegiate. Local board members presented the awards.</p>

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706	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (OP)	Broker strategic collaborative relationships and resources within the community. This includes three key activity areas: 1. Engaging communities – reaching out to less accessible and diverse groups - focussing on capacity building and inclusion. 2. Enabling council – ensuring that groups have access to operational and technical expertise and identify and address barriers to community empowerment. 3. Reporting back - to local board members on progress in activity areas 1 and 2. Includes responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	Activity highlights included attendance at project meetings including: Mangere Communities' Initiatives working party, Manukau Sports Bowl redevelopment working group, Thriving Otara Collective, Social Services Directory and the Pasifika Memorial working group.	In Q2, the strategic broker facilitated opportunities for diverse cultural groups to share their unique identities to the wider community: - at the Diversity Forum, the Indian Wardens shared about their Sikh values of compassion and service to community - NZ Karen Association educated attendees about what they do to build capacity and promote their culture in New Zealand - Asian Council on Reducing Crime (ACRC) spoke about efforts to organise bus tours to teach new residents about diverse faiths, bylaws and regulations - The Otara Papatoetoe Squad (TOPS) youth council spoke on how to connect and engage with Pacific youth effectively.
751	CS: ACE: Community Empowerment	Community-led placemaking: (Manukau CBD) Spatial Priority Area	Engage and empower communities to ensure that they influence decision-making on spatial priority area (SPA) planning and implementation. Strengthen community-led placemaking and planning initiatives within the SPA area. Develop innovative ways to engage with communities that have not traditionally participated in council decision-making.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	Ongoing staff participation in meetings, networks and working groups that relate to this Manukau Spatial Priority Area: - the Manutahi working group that coordinates the programme of activities to promote and engage with communities into both the Manukau Civic Square and Hayman Park precinct. -the PowWow think-tank that works to socialise council colleagues about emerging trends and issues in accordance with a 'no-surprises' and collective accountability way of working. -the Manukau Sports Bowl redevelopment and the Te Papa i Manukau project groups.	The strategic broker leveraged opportunities for community people and groups to be more actively centred and involved in council decisions and policies. This included: - participation on Together for Customers Otara working group to co-create more customer-centric ways of working for co-located community facilities in Otara - supporting local board community engagement activities like the forum on community safety in Papatoetoe - ongoing attendance in relevant local networks and hui to hear feedback and to share council news and trends with wider community including helping to get more participation from Papatoetoe residents to respond to the Little India proposal by ATEED for Papatoetoe.
790	CS: ACE: Community Empowerment	Youth Connections (OP)	Collaborate with multiple sectors to support youth from secondary education through pathways to employment and or entrepreneurship. Closing the gap between youth and business, through work readiness with local Rangitahi and sharing learnings and insights to enable youth ready business. Providing local opportunities to improve social and economic outcomes for the Ōtara-Papatoetoe Local Board area. Aiming for all youth to be meaningfully engaged in education, employment or training and have clear and viable employment pathways. Tindall Foundation budgets to be confirmed.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 60,000	In progress	Green	The Youth Employer Pledge now has 70 business partners, with the Waitemata, Auckland and Counties-Manukau District Health Boards being the most recent to commit to the pledge. In partnership with Auckland Transport (who fully funded the course) an online course on driver licensing (Road to Work) was launched on the YouthFull website. The Ministry of Pacific People introduced Youth Connections to four youth service providers with Pacific Employment Support Services (PESS) contracts. Youth Connections presented to the PESS Governance Group meeting on 16 August an agreement was reached to collaborate on employment outcomes for Maori and Pasifika youth regionally. This will likely provide benefits to youth in Māngere-Ōtāhuhu and Ōtara-Papatoetoe local board areas in particular. JobFest was held on 11 October in West Auckland. Youth Connections have developed a pilot programme to engage, train and support young people so that they are best placed to benefit from all of the opportunities JobFest has to offer. Youth in the Passion to Profession programme are collaborating with Panuku to activate previously unused space behind Westfield Manukau, which facilitates youth gaining work experience by performing live music fortnightly for the remainder of the year.	Free buses were provided for approximately 50 youth from Ōtara-Papatoetoe and Māngere-Ōtāhuhu to attend the October JobFest in the West. Youth from the Passion to Profession programme performed at the chill out zone at JobFest with RepFM acting as MC. Youth Connections and #WorkGoals co-designed a work readiness programme for Pasifika youth in Māngere-Ōtāhuhu and Ōtara-Papatoetoe. Twelve local youth participated in a 12 week work readiness pilot. The outcomes from the pilot are that four youth gained employment in warehousing, three in hospitality; two in retail; one taken on as a trainee by a roofing company; one enrolled in a foundation course at Manukau Institute of Technology (MIT) with a goal of training in midwifery. Assisting the transition from secondary school to further education or employment, programmes to support over 550 local youth on pathways with driver's licences are in progress. Some youth become the first member in their family to obtain a drivers licence. With 70% of entry level roles requiring a driver's licence, this is life changing to the youth, their families and a social and economic benefit to the community.

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1997	CS: ACE: Community Empowerment	Community-led placemaking: teaching gardens	Fund Auckland Teaching Gardens Trust to provide on-site educational programme for imparting gardening skills to assist in meeting Auckland Council's vision of healthy communities. Programme delivered under three-year funding agreement \$60k pa ending 30 June 2018 (Resolution OP/2014/203). The programme for following financial years will be considered during 2017/2018.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 60,000	Completed	Green	A funding agreement of \$60,000 for Auckland Teaching Gardens will be prepared in Q2. Allocation of funding will to provide an on-site educational programme for teaching gardening skills to assist in meeting Auckland Council's vision of healthy communities: - Maich Rd : \$20,000 - East Tamaki: \$20,000 - Old Papatoetoe: \$20,000	Staff completed the funding agreement for the Auckland Teaching Gardens Trust to support the activity at Maich Road, East Tamaki, and Old Papatoetoe gardens. The current three year operational funding agreement with the trust ends 30 June 2018. A proposal for ongoing support post 30 June 2018 will be bought to the board in Q3.
2001	CS: ACE: Community Empowerment	Respond to Maori aspirations - Maori responsiveness (OP)	Engage with the Mana Whenua, Mataawaka and local board members to identify appropriate projects that respond to Māori aspirations in a practical and effective way. Align with the Māori Input Into Local Board Decision Making Group (multi-board Māori decision making group) and recommendations that the group have made. This includes work to finalise 2017 local board plans to set and agree expectations, identify common ground and opportunities for ongoing collaborative support and partnership, Engage with Mataawaka groups to identify needs of urban Māori.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	In progress	Green	Representatives from Ngati Otara and Whaiora marae komiti, Ngati Tamaoho trust and Otara Network Action Committee have discussed delivery to this kaupapa. Resources have been allocated to Ngati Otara marae in Q1 to build their capacities: design and deliver to their Marae Whakawhanaungtanga Mai Tauwiwi programme, actively participate in the design and development of the Ngati Otara multi-purpose complex, actively engage in community resilience workshops. Q2 conversations will focus on identifying other local and current Maori aspirations and priorities, and ways to progress the same.	Mana Whenua engagement this quarter: - collaborating with other south strategic brokers on the Maori input into Local Board Decision-Making Project Reference Group that will be focussing to achieve the eight outcomes identified by the group including the development of the Tikanga 101 Toolkit, funding a hosting website and delivery of an experiential learning opportunity for Reference Group members. Mataawaka engagement this quarter: - participated in the Engagement Partnership workshops to develop and strengthen our working relationships with mataawaka groups, and have begun attending regular meetings with the Te Ora o Manukau group as a result of the workshops. - the strategic broker will support the Ngati Otara komiti with their activities to progress the building of their new marae on Ngati Otara Park.
2005	CS: ACE: Community Empowerment	Build capacity: sale of alcohol harm reduction forum (OP)	Fund a community organisation to facilitate a forum to build community capacity to understand issues relating to the establishment of outlets selling alcohol. The forum will seek to empower the community to input into the decision-making processes around alcohol licensing.	Q1;Q2;Q3;Q4	Currently unfunded	\$ -	In progress	Green	Staff commenced planning to consider how community groups could deliver capacity building work going forward. This includes working with Community Action for Youth and Drugs (CAYAD) to support the work. Planning will be finalised in Q2.	The Community Action for Youth and Drugs (CAYAD) team have been part of the core project team in collaboration with Healthy Families that's aim is to 'increase community participation in the alcohol licencing process'. This project covers the Southern Initiative area which includes Mangere-Otahuhu, Otara-Papatoetoe, Manurewa and Papakura Local Board area. The project is using a co-design methodology and empowered communities approach and looking at the varying levels of opportunity for change within the process. The project team held two walkthroughs last month in which 44 people attended to gain feedback on the process so far and identified seven focus areas to explore in 2018. In Q3, the potential to build a community forum that will explore the seven focus areas identified will be scoped.
2030	CS: ACE: Community Empowerment	Build capacity: community-led response to alcohol licensing and advertising	Provides policy support and advice to members of the community engaged in alcohol licensing advocacy and objections. The project is implemented under a contract negotiated in 2014 and managed by Local Board Services Department.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	This work is delivered by a specialist contractor who responds to and supports community requests for information and mentoring to help them make appropriate submissions or objections to applications for liquor licences in their communities. Community groups were assisted to present to a once-off licence application by Countdown Hunters Corner. Two other applications have been researched with a view to lodging formal objections.	In Q2, 13 licencing applications were received from Otara (four), Papatoetoe (five), Manukau (three) and Otahuhu (one). Of the 13, 11 are seeking renewals on current licence, a renewal and variation, and a new on-licence in Papatoetoe. Hearing dates for two applications are set for early February 2018, with another two applications waiting for confirmation on their hearing dates.

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305	CS: ACE: Community Places	Funding Agreement: Friendship House	<p>A one year term agreement with Friendship House Trust to facilitate and deliver work plan outcomes, including activities and programmes at Friendship House for the 2017/2018 year, commencing 1 July 2017 and terminating on 30 June 2018.</p> <p><i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i></p> <p><i>*Quarter 4 update to local board regarding funding level in Community House(s) as part of the Levels of service framework feedback</i></p>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 114,434	In progress	Green	<p>Payment was made to Friendship House. They have reported that there has been a noticeable increase in the number of local people enquiring about emergency housing, a sharp increase in the number of homeless men in the town square. The house has responded with providing free hot drinks and meals. There has also been an increase for emergency funding mainly for bus fares and accommodation. Clients approach the house for help filling out IRD and WINZ forms and; the numbers are increasing as they have been referred by IRD and WINZ. Planning for the regional hui will commence in Q2.</p>	<p>In Q2 the Licence to Occupy and Manage was signed. The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. 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". Friendship House Trust to develop 2018/2019 work plan and schedule their annual presentation in Q3</p>
306	CS: ACE: Community Places	Funding Agreement: Clover Park Community House	<p>A one year term agreement with Clover Park Community House Incorporated to facilitate and deliver work plan outcomes including activities and programmes at Clover Park Community House for the 2017/2018 year, commencing 1 July 2017 and terminating on 30 June 2018. <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i></p>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 44,909	In progress	Green	<p>Payment was made to Clover Park Community House. Planning for the regional hui will commence in Q2.</p>	<p>The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. 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". Clover Park Community House Trust to develop 2018/2019 work plan and schedule their annual presentation in Q3</p>

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337	CS: ACE: Community Places	Licence to Occupy and Manage: Clover Park Community House	<p>A one year term with Clover Park Community House Incorporated for the operation of the Clover Park Community House:16A Israel Avenue, Clover Park, Part of Lot 295 DP 82025, contained in NA38D/23 for the 2017/2018 year, commencing 1 July 2017 and terminating on 30 June 2018.</p> <p>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.</p>	Q2;Q3	ABS: Opex	\$ -	Completed	Green	During Q1 the licence to occupy and manage was executed; a quarter earlier than anticipated.	In Q2 the Licence to Occupy and Manage for Clover Park Community House was agreed and signed. Workshop scheduled in Q3 to discuss term for 2018/2019.
418	CS: ACE: Community Places	Community Venues OP - 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 are been discussing and considering insights from research undertaken around non users of venues for hire. Key opportunities for further investigation include: -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 Staff will start to develop improvement plan in Q2 and Q3.	<p>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:</p> <ul style="list-style-type: none"> - 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 <p>Action planning will continue in Q3.</p>
420	CS: ACE: Community Places	Venue Hire Service Delivery - OP	Provide and manage venues for hire and the activities and opportunities they offer by;- 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 participants are charged \$5 or more for activities.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Staff have identified the need and value of understanding hirer satisfaction and experiences. Staff developed a survey which will be sent out monthly to both casual and regular hirers from Q2 to gain insights from customers experience with council-managed venues. Q1 statistics are based on the first two months of FY2018 and one month of estimates. Visitor numbers have decreased slightly compared to last year.	During Q2 monthly hirer surveys were sent out to all casual hirers and a selection of regulars. Staff will be able to share results in Q3. Q2 statistics are based on the first 5 months of FY18 and one month estimate. Visitor numbers decreased compared to last year due to closure of Te Puke O Tara for redevelopment and Acacia Court Hall and Whitehaven Court Hall are no longer in the portfolio.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
449	CS: ACE: Community Places	Te Puke o Tara Community Centre work plan	Deliver Te Puke o Tara Community Centre work programme of activities with a focus on thriving communities where all generations are celebrated, included and involved; health and wellbeing.	Q3;Q4	ABS: Opex	\$ -	In progress	Green	Te Puke o Tara Community Centre programmes continue to operate out of other Council facilities such as the school holiday activities at Library, Fresh Gallery and the pool, and free community lunches at OMAC hall. The health and wellbeing and diversity programmes are still ongoing at other local council facilities. Q2 will focus on community consultation for room names of the newly refurbished centre due to open in February 2018.	Te Puke o Tara Community Centre programmes continue to be a great success with evaluation results confirming outstanding outcomes. The highlight for Q2 was the LIFE Church Otara Soup Kitchen Christmas Dinner held on 6 December. A live band welcomed the community for a night of celebration, good food and free giveaways, including 250 LIFE Church Christmas boxes. Then 'Christmas for Otara Present Drop' team arrived with Santa to give out over 200 donated presents, to the value of \$10 each. This new initiative commenced 6 months ago by a woman wanting to give every child in Otara a chance to receive a Christmas present this year. Otara leaders, social services and businesses have worked very hard to drop off over 6000 gifts in Otara.
450	CS: ACE: Community Places	Evaluation of Te Puke o Tara Community Centre work programme	Evaluate the work programme of Te Puke o Tara Community Centre to understand whether the centres are delivering the outcomes agreed, and what other impacts the programmes might be having.	Q3;Q4	ABS: Opex	\$ -	In progress	Green	The evaluation of programmes commenced in Q1 with programme partners. In Q2, staff will evaluate the free community lunch programme to gain insights and understanding of the impact this programme has for the community.	Q2 evaluation of the LIFE Church Otara Community Soup Kitchen programme showed that 100 per cent of participants were grateful for the food provided. Most participants live in Otara and recommended the programme to others. While they appreciated use of the Otara Music and Arts Centre as a central place in the town centre, Te Puke O Tara is preferred because of the large kitchen and hall areas. Q2 evaluation of the Samoa mo Samoa programme revealed that the main reason for attending was "faamalositi tino" to be healthier and stronger. With the majority aged 65+ 100 per cent said they got a lot out of the programme especially the chance to learn more about health and exercise and would recommend others to join as they felt it was a great opportunity for their Samoan community to socialise, exercise and stayed informed. While they are grateful for the temporary space in the Tui Room – they would like to return to Te Puke O Tara CC next year. The Team Haumono Boffit Fitness Group programme continued running throughout Christmas and New Year at Te Rito in Otahuhu. The group celebrated in Q2 with the Te Rito staff and members of their mental health programme who have been training with the group throughout the year.
497	CS: ACE: Community Places	Te Puke o Tara operational plan	Develop an operational plan for the Te Puke o Tara Community Centre to guide service provision for when the facility reopens.	Q1;Q2	ABS: Opex	\$ -	In progress	Green	Community Places and Leisure Services staff have met in Q1 to look at opportunities to provide a more integrated service to our customers when the facility reopens in 2018. In Q2 staff will investigate the feasibility of these opportunities.	The redevelopment of the facility is proceeding with completion due April 2018. A programme of shared events and activities was developed with Otara Leisure Centre with a focus on working more closely together when the facility reopens. Staff have begun to develop a refreshed operational / business plan outline which will guide future management of the facility.
1974	CS: ACE: Community Places	Boundary Road (Skills Shed) funding agreement / licence to occupy	To explore options for Boundary Road Skills shed. The options include: - funding agreement - Licence to Occupy for identified group - Expressions of interest process for funding agreement - Licence to Occupy for Skill Shed operator - Eol for community lease of house and/or Skill Shed.	Q1	LDI: Opex	\$ 49,000	Completed	Green	A report on the future of community buildings at Manukau Sports Bowl, 19R Boundary Rd, Otara presented to the local board on 19 September 2017. Recommendations were adopted: a) approve property to be used as a skills shed b) approve property operate under a community lease c) approve a closed tender process to select a single community lease tenant. This initiative will be transferred from Community Places in Q2 with future actions to be undertaken by Community Lease Team.	Completed in Q1.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
248	CS: ACE: Events	Event Partnership Fund - Otara-Papatoetoe (Signature Event)	Funding to support community events through a non-contestable process. - Signature Cultural Event (Event deliverer to be confirmed) \$30,000 (Ōtara Christmas Parade and Papatoetoe Christmas Parade funding now moved to contestable grants - budget of \$44,000 to be moved)	Q2	LDI: Opex	\$ 30,000	In progress	Green	Event delivery proposals have been presented to the local board and are awaiting grant recipient confirmation. Once received, grant payments will be made.	Grant recipient confirmed and currently waiting on funds to be uplifted.
250	CS: ACE: Events	Event Partnership Fund - Otara-Papatoetoe (Empowered Events Workshops)	Delivery of a community focused programme of activities to support capacity and capability of community groups and organisations in the events space. Deliver at least two empowered event workshops with local event organisers to assist them in up-skilling in delivery of their events Funding to support this programme is a line item taken from Event Partnerships Fund (non-contestable) for up to \$5,000.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	Approved	Green	Scheduling of this activity is yet to be confirmed.	In the process of finalising a workshop date.
251	CS: ACE: Events	Event Partnership Fund (Movies in Parks)	Programming and delivery of a Regional Movies in Parks series event. Funded as a line item from Events Partnership fund (non-contestable) up to \$12,000.	Q2;Q3	LDI: Opex	\$ 12,000	In progress	Green	Planning for the Movies in Parks series is on track. Hayman Park has been booked for Saturday 10 March with the public screening licence for "Moana" has been approved. Regional sponsorship will be confirmed in October. Regional marketing will commence in November with specific event advertising starting three weeks prior to each event.	Planning for Movies in Parks is on track with pre-entertainment booked, operational plans complete and event permit issued for Hayman Park for Saturday 10 March. Public screening licence for "Moana" has been approved. Regional marketing has commence with local event specific advertising starting three weeks prior. Movies in Parks is zero waste, smoke and alcohol free. Series sponsors are nib health cover, Te Wananga o Aotearoa, NZ Home Loans, MenuLog, Pop n Good and More FM.
456	CS: ACE: Events	Citizenship Ceremonies - Otara-Papatoetoe	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 13,994	In progress	Green	The Civic Events team delivered citizenship ceremonies on three occasions during Q1.	The Civic Events team delivered citizenship ceremonies on two occasions during Q2.
462	CS: ACE: Events	Anzac Services - Otara-Papatoetoe	Supporting and/or delivering Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 25,000	Approved	Green	Scheduled for Q4. Planning will commence in Q2.	Scheduled for Q4. Planning commenced on Q2
488	CS: ACE: Events	Local Civic Events - Otara-Papatoetoe	Delivering and/or supporting civic events within the local board area	Q1;Q2;Q3;Q4	LDI: Opex	\$ 8,000	Approved	Green	No local civic events were delivered in Q1.	No activity occurred during the quarter as no local civic events are currently scheduled.
Community Facilities: Build Maintain Renew										
3147	CF Investigation and Design	Otara Creek Reserve - renew pedestrian bridge and path	Otara Creek Reserve South, Pedestrian bridge renewals This project is carried forward from the 2016/2017 work programme, previous ID 4182	Q1;Q2;Q3;Q4	Growth	\$ 220,000	In progress	Green	Current status: Resource consent application for the bridge has been lodged. Next steps: Review of construction drawings to identify detailed design required.	Current status: The project is awaiting building consent. Next steps: Review of brief, estimates and available funding.
2265	CF: Investigation and Design	244R East Tamaki Rd, Otara - refurbish all rooms	This project will include replacing carpet and vinyl throughout the building; repainting previously painted surfaces; replacing window coverings with Holland blinds; replacing the under bench hot cylinder; replacing old hand basin, cistern, seat and toilet pan. Occupier: Manukau Pacific Island Trust	Q2;Q3;Q4	ABS: Capex	\$ 60,000	In progress	Green	Current status: Scope of works has been determined. Next steps: Handover for project execution.	Current status: Finalised project scope. Requesting quotes from the contractor. Next steps: Prepare procurement.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
2266	CF: Investigation and Design	Otara Citizens Advice Bureau - replace roof	Full redesign and reroof due to continuing leaks	Q2;Q3;Q4	ABS: Capex	\$ 100,000	Approved	Green	Current status: Scoping. Next steps: Business case.	Current status: Professional services engaged. Next steps: Entire roof assessment to be undertaken in January to inform required design.
2267	CF: Investigation and Design	Te Pupu Tahi Tanga Otara Wardens Building - refurbish building	Refurbish building interior	Q2;Q3;Q4	ABS: Capex	\$ 50,000	Approved	Green	Currently under investigation and design. This portion of work is likely to go into early 2018.	Current status: Investigation and design. Next steps: Writing business case.
2268	CF: Investigation and Design	OMAC - investigate feasibility of canopy replacement and subsequent physical works	Redesign and replace canopy if needed	Q2;Q3;Q4	ABS: Capex	\$ 25,000	In progress	Green	Current status: Business case. Next steps: Planning.	Current status: Scoping options for consolidation of projects for this area. Next steps: Stakeholder engagement.
2269	CF: Investigation and Design	OMAC - renew co-located entrance and reception area	Renew co-located entrance and reception area	Q2;Q3;Q4	ABS: Capex	\$ 60,000	Approved	Green	Current status: Scoping. Next steps: Planning checks.	Current status: Scoping options for consolidation of projects for this area. Next steps: Stakeholder engagement.
2270	CF: Investigation and Design	Ngati Otara Park - multi-purpose facility	Develop a multi-purpose facility at Ngati Otara Park	Q2;Q3;Q4	ABS: Capex	\$ 367,100	In progress	Green	Current status: Consultants engaged for design and consultation with stakeholders is underway. Next steps: Development of concept design.	Current status: Consultants engaged for concept design and consultation with stakeholders are underway Next steps: Development of concept design.
2273	CF: Investigation and Design	Otara-Papatoetoe - renew libraries furniture, fittings and equipment	This project will occur at the Manukau Library and Papatoetoe Library. This design of the project will occur in 2017/2018 and installation of the furniture, fittings and equipment in 2018/2019	Q3;Q4	ABS: Capex	\$ 40,000	In progress	Green	Current status: Business case is underway. Next steps: Consider the suite of furniture and equipment suitable for the site in collaboration with library staff.	Current status: The libraries requirements are currently being looked into. Next steps: Confirm and finalise what the library requires for their refurbishment and engage consultants for the preliminary design. This project is scheduled to be delivered in financial year 2018/2019.
2274	CF: Investigation and Design	Tupu Youth Library - replace roof	Full reroof due to continuing leaks	Q2;Q3;Q4	ABS: Capex	\$ 100,000	Approved	Green	Current status: Scoping. Next steps: Business case.	Current status: Professional services engaged Next steps: Planning.
2275	CF: Investigation and Design	Allan Brewster Recreation Centre - comprehensive renewal	Comprehensive upgrade including kitchen, fitness area air-conditioning, fitness area changing room, full refit and paint throughout, lunch room, roof, stadium air-conditioning, stadium changing rooms, staff shower, storeroom roller door, committee rooms, offices, and lift if needed.	Q2;Q3;Q4	ABS: Capex	\$ 200,000	In progress	Green	Current status: Scope of works being determined and refined. Next steps: Develop business case for project execution.	Current status: Professional service have been engaged for interior renewal, canopy, lift and stadium air conditioning. Next steps: Procurement.
2276	CF: Investigation and Design	Otara Recreation Centre - replace stadium fire doors	The stadium fire doors are starting to rot and need replacement.	Q2;Q3;Q4	ABS: Capex	\$ 15,000	In progress	Green	Current status: Scope and costing being finalised. Next steps: Issue contract and monitor project to completion.	Current status: Scope finalised and preparing contract for physical works. Next steps: Commence physical works by March.
2277	CF: Investigation and Design	Papatoetoe Centennial Pools - renew various major components throughout centre	Renew outdoor plant room roof; repaint indoor pool area, public changing rooms, reception, spa area; replace concourse; recarpet offices; replace poolside doors; retile family changing room and spa pool; and replace fencing.	Q2;Q3;Q4	ABS: Capex	\$ 50,000	In progress	Green	Current status: Business case. Next steps: Refining scope of works.	Current status: Professional services engaged to begin early design and assess area. Next steps: Begin concept design.
2290	CF: Investigation and Design	Otara-Papatoetoe - FY18 renew park signs	Renewal of park signs in Allenby Park - Manukau, Kohuora Park, Manukau Memorial Gardens, Middlemore Park, Murdoch Park	Not scheduled	ABS: Capex	\$ 14,040	On Hold	Amber	Current status: Scoping. Next steps: Business case.	Risks/Issues: Project on hold until the outcome of a region wide initiative on bilingual signage. Current status: Project on hold as part of a regional wide initiative on bilingual signage. Next steps: Business case.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
2291	CF: Investigation and Design	Otara-Papatoetoe - FY18-20 renew car parks and roading	Renewal of car parks and roading in Kohuora Park, Ngati Otara Park, Osterley Way 9 Grounds and Murdoch Park	Q2;Q3;Q4	ABS: Capex	\$ 85,000	Approved	Green	Current status: Scoping. Next steps: Business case.	Current status: Professional services engaged. Next steps: Design.
2292	CF: Investigation and Design	Otara-Papatoetoe - FY18-20 renew park buildings	Year one investigation; year two design; year three physical works (detail to be provided by end of calendar year).	Q2;Q3;Q4	ABS: Capex	\$ 35,000	Approved	Green	Current status: Business case is underway. Next steps: Planning phase, creating a project plan.	Current status: Scoping. Next steps: Engage professional services and review asset data.
2293	CF: Investigation and Design	Otara-Papatoetoe - FY18-20 renew park structures	Year one investigation; year two design; year three physical works (detail to be provided by end of calendar year).	Q2;Q3;Q4	ABS: Capex	\$ 45,000	In progress	Green	Current status: Business case is underway. Next steps: Planning phase, creating a project plan.	Current status: Assets are being reviewed and mapped. Next steps: Planning checks and engage consultant.
2294	CF: Investigation and Design	Otara-Papatoetoe - FY18-20 renew walkways and paths	Year one investigation; year two design; year three physical works (detail to be provided by end of calendar year).	Q2;Q3;Q4	ABS: Capex	\$ 6,000	Approved	Green	Current status: Scoping. Next steps: Business case.	Current status: Assets are being reviewed and mapped. Next steps: Planning checks and engage consultant.
3153	CF: Investigation and Design	Papatoetoe Skills shed and Otara Skills shed - install fence	This project is carried forward from the 2016/2017 work programme, previous ID 4530	Q1;Q2;Q3;Q4	LDI: Capex	\$ 107,000	On Hold	Amber	Current status: Service requirements are being defined by Community Services. Next steps: Once these are defined the project can progress with Community Facilities for scoping.	Risks/Issues: Project is on hold until service requirements are defined Current status: Prepare report to be presented to the local board to rescind this project. Next steps: Present report to local board.
3208	CF: Investigation and Design	Sunnyside Domain - renew road and carpark	Car park reconfiguration This project is carried forward from the 2016/2017 work programme, previous ID 3185	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	Approved	Green	Current status: Community consultation. Next steps: Design stage.	Current status: Further scoping required to include play space. Next steps: Engage professional service.
3221	CF: Investigation and Design	Te Puke o Tara Sports Park - develop change rooms	The project will install two new changing rooms and three new toilets. This project is carried-over from the 2016/2017 programme (previous ID 3408). This project is carried forward from the 2016/2017 work programme, previous ID 3408. Deferred: This project has been deferred from FY18 to FY19. (14 November 2017)	Q2	ABS: Capex	\$ 20,000	Deferred	Red	Current status: Scope of work being written. Next steps: Design phase, assign project manager.	Risks/Issues: This project has been deferred. Additional funding is phased in financial year 2019 and is required to scope the design of the this project. Current status: Deferred: This project has been deferred as scoping will begin in 2019.
981	CF: Operations	OP local parks: Tree planting programme	Develop and implement a programme of tree planting throughout the local board area.	Q1;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	A workshop is scheduled for the local board to provide direction on the criteria and preferred types of locations for planting.	Arboriculture: Improved seasonal conditions has seen a movement of maintenance focus from street tree to park trees.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1706	CF: Operations	Ōtara-Papatoetoe 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.	City Care's performance in the last quarter has been challenged due mainly to the varying weather conditions in the early parts of the quarter, increased rain with the warm weather presented an ideal growing condition (flush). Extra resources were brought in by the contractor to cope with the grass growth. The very hot and dry December required irrigation for sport fields. While grass growth has declined there is still the need to keep on top of mowing rounds. The warm weather has brought the public to our coastal reserves and beaches, and the contractor worked hard to keep up with the increased litter and cleaning demands. During November the board received weekly individualised audit reports targeted on open space related components. Some of these reports showed failures in the categories of grass, gardens and plants, litter and rubbish bins, and hard surfaces, paths and tracks. 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 tree to park trees.
2272	CF: Project Delivery	Te Puke O Tara Community Centre - refurbish centre	Renewal and redevelopment of centre. This project is carried-over from the 2016/2017 programme (previous ID 1486). 2017/18 budget is funded from \$500,000 renewals funding and \$1,064,350 LTP budget.	Q1;Q2;Q3	ABS: Capex	\$ 500,000	In progress	Green	Current status: Works continuing onsite with demolition works nearing completion. Preparation for the new layout of the building has commenced. Next steps: Continue with construction works.	Current status: Works continuing onsite. Additional works have been discovered onsite including work around the central toilet area. Additional budget has been approved to undertake this work. Next steps: Continue with construction works. Estimated completion date is early May.
2278	CF: Project Delivery	Coombe Avenue - renew playspace	Coombe Avenue Reserve whole playground renewal. This project is carried-over from the 2016/2017 programme (previous ID 3160).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 141,200	In progress	Green	Current status: Tendering documentation for physical works has been released to contractors. Next steps: Award physical works to contractor.	Current status: Award physical works to contractor. Next steps: Physical works to start on site. Estimated completion date is June.
2279	CF: Project Delivery	East Tamaki Reserve - renew assets	East Tamaki Reserve courts, car park, paths, playground, rubbish bins and seats renewals. This project is carried-over from the 2016/2017 programme (previous ID 3161).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 192,200	Completed	Green	Current status: Physical works in progress. Next step: Handover.	Project completed.
2280	CF: Project Delivery	Hayman Park - renew assets	Hayman Park retaining wall, rubbish bin, seats and signs renewals. This project is carried-over from the 2016/2017 programme (previous ID 3162).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 174,000	On Hold	Amber	Current status: Items to be renewed have been identified. Next steps: The scope of work will take into account the staged development of Hayman Park.	Risks/Issues: On hold pending timeframe for development of wider playspace. Current status: Project has been placed on hold. Next steps: The scope of work will take into account the staged development of Hayman Park.
2281	CF: Project Delivery	Hayman Park - renew skate park	Hayman Park Skate Park renewal. This project is carried-over from the 2016/2017 programme (previous ID 3163).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 245,000	On Hold	Amber	Current status: Physical works for renewal on hold pending timeframe for development of wider play space area. Next steps: Funding aligned with wider play space area to be confirmed.	Risks/Issues: Project on hold pending time frame for development of wider play space Current status: Project has been placed on hold until further notice. However, awaiting confirmation from Panuku as to their contribution to determine the scope of work for the skate park renewal. Next steps: Funding aligned with wider playspace area to be confirmed.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
2282	CF: Project Delivery	Hayman Park Stage 1 - develop park	Construction of new destination playground, paths, toilets and kiosk. This project is carried-over from the 2016/2017 programme (previous ID 3409).	Q1;Q2;Q3;Q4	Growth	#####	In progress	Green	Current status: An audit has been completed to confirm the play scape design provides for as wide a range of people as possible with a particular focus on the elderly, families and those with accessibility issues. The audit identified a number of small issues to be addressed as the detailed design is finalised. Next steps: Finalise the design and confirm budget requirements. Present to local board for approval. Secure funding from Panuku.	Current status: The local board has approved the developed design for Hayman Park Stage 1 Development. Next steps: The detailed design will be progressed.
2283	CF: Project Delivery	Kurt Elsa Park - renew playspace	Kurt-Elsa Park (Kurt Lane Reserve) whole playground renewal. This project is carried-over from the 2016/2017 programme (previous ID 3164).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 81,260	In progress	Green	Current status: Tendering documentation for physical works released Next steps: Award physical works.	Current status: Award physical works. Next steps: Physical works to start on site. Estimated completion date is June.
2284	CF: Project Delivery	Manukau Sports Bowl - renewals	Manukau Sports Bowl car park, fence, path, retaining wall, rubbish bin and shelter renewals. This project is carried-over from the 2016/2017 programme (previous ID 3166).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 245,460	In progress	Green	Current status: Minor renewals are mostly complete, with the retaining wall remaining. The renewal of the velodrome and future of the Manukau Sports Bowl is currently being reviewed by stakeholders and Panuku Development Auckland. Renewal to be programmed for future years. Next steps: Complete retaining wall renewal. Determine costs/feasibility if velodrome is to be replaced and defer out to future years.	Current status: Design of the retaining wall complete, preparing tender for physical works. Next steps: Award contract.
2285	CF: Project Delivery	Milton Park - renew playspace	Milton Park whole playground renewal. This project is carried-over from the 2016/2017 programme (previous ID 3167).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 138,000	In progress	Green	Current status: Detailed design underway. Next steps: Start preparation of site work tender documentation.	Current status: Finalising equipment for playspace. Next steps: Start preparation of site work tender documentation.
2286	CF: Project Delivery	Otamariki Park - renew playground	Otamariki Park whole playground renewal. This project is carried-over from the 2016/2017 programme (previous ID 3168).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 5,500	In progress	Green	Current status: Detailed design underway. Next steps: Start preparation of site work tender documentation.	Current status: Finalising equipment for play space. Next steps: Start preparation of site work tender documentation.
2287	CF: Project Delivery	Otara Creek Esplanade Path Network	Otara Creek Reserve and Otara Creek Reserve South path renewals. This project is carried-over from the 2016/2017 programme (previous ID 3169).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 220,000	Approved	Green	Current status: Identifying the priority links to the Otara Creek bridge. Next steps: Detailed design of specific paths.	Current status: The identified prioritised pedestrian links with the renewed bridge over the creek need to be approved by the local board prior to public consultation. Next steps: Commence community consultation in quarter three.
2288	CF: Project Delivery	Otara Papatoetoe - renew car parks FY17	Aorere Park, Papatoetoe Recreation Grounds, Robert White Park, Sels Park, Waipapa Park (Electrocorp 2 & 3) car park renewals. This project is carried-over from the 2016/2017 programme (previous ID 3172).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 50,000	In progress	Amber	Current status: Tender. Next steps: Physical works.	Risks/Issues: Delays in procurement as checking if this car park package can be bundled with another current contract. Current status: Preparation of tender for physical works. Next steps: Award tender and start physical works.
2289	CF: Project Delivery	Otara Papatoetoe - renew structures FY17-18	Aerovista Place Reserve, Gaye Crescent/Eccles Place Esp Reserve, Orlando 1,2,3, Papatoetoe Recreation Grounds bridge and retaining wall renewals. This project is carried-over from the 2016/2017 programme (previous ID 3181).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 19,500	Completed	Green	Current status: Physical works in progress. Next step: Handover.	Project completed.
2940	CF: Project Delivery	Cambria House - upgrade	replacement and reinstatement of damaged exterior cladding and paint finishes. This project is carried forward from the 2016/2017 work programme, previous ID 3777	Q1;Q2;Q3;Q4	ABS: Capex	\$ 24,000	Completed	Green	Project completed.	Project completed.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
3025	CF: Project Delivery	James Watson Park - install training lights	Installation of Field lighting at James Watson Park This project is carried forward from the 2016/2017 work programme, previous ID 4432	Q1;Q2;Q3;Q4	ABS: Capex	\$ 66,812	Completed	Green	Project completed.	Project completed.
3146	CF: Project Delivery	Otamariki Park - develop toilet and drinking fountain	Design and build a fully accessible, robust, attractive single public toilet facility and an accessible drinking fountain on the route from the Otamariki Park playground to the on road parking. This project is carried forward from the 2016/2017 work programme, previous ID 2937	Q1;Q2;Q3;Q4	ABS: Capex	\$ 176,550	In progress	Green	Current status: Detailed design underway. Next steps: Prepare site works tender documentation.	Current status: Tender documents to be released for toilet block. Next steps: Prepare of site works tender documentation.
3148	CF: Project Delivery	Otara Papatoetoe - renew paving FY17	Design and build pathway network in Otara Creek Esplanade. This project is carried forward from the 2016/2017 work programme, previous ID 3178	Not scheduled	ABS: Capex	\$ 22,000	Cancelled	Red	This item has been merged with Otara Creek Esplanade please refer to SharePoint ID 2287 for update.	Risks/ issues: Project record cancelled and merged with Otara Creek Esplanade Path Network. Please refer to SharePoint ID 2287 for an update/ commentary. Current status: Project was merged with Otara Creek Esplanade Path Network.
3149	CF: Project Delivery	Otara-Papatoetoe - renew signage FY17	Otara-Papatoetoe Signs renewals This project is carried forward from the 2016/2017 work programme, previous ID 3182	Q1;Q2;Q3;Q4	ABS: Capex	\$ 45,000	In progress	Green	Current status: Physical works in progress. Next step: Handover.	Current status: Project on hold due to region wide initiative for Auckland signage to be bilingual. Next step: Recommence project.
3224	CF: Project Delivery	The Chambers - refurbish structurally	Refurbishment of the structural components of the building. This project is carried forward from the 2016/2017 work programme, previous ID 309	Q1;Q2;Q3;Q4	ABS: Capex	\$ 15,000	In progress	Green	Current status: Proceeding with project delivery in two overlapping stages. Stage one comprises the structural, services and cladding elements of the refurbishment and includes full engineering, architectural design and consenting for electrical services work, roof replacements, some cladding replacements, window and door replacements, and entry modifications. Stage two will comprise the design and consenting of alterations to interior layout, finishes and services. Next steps: Engage an architect and engineer, begin stage one design works.	Current status: Procuring an architect for design services. Next steps: Engage architect, begin design works.
3327	CF: Project Delivery	Allan Brewster Recreation Centre - relamp stadium lighting with light-emitting diode (LED)	Re-lamp stadium with light-emitting diode (LED).Project brought forward for delivery from financial year 2019 as part of the risk-adjusted programme. Project will commence in February 2018.	Q3	ABS: Capex	\$ -	In progress	Green	Current status: Scope and costing being finalised. Next steps: Issue contract and monitor project to completion.	Current status: Contract for physical works has been awarded and will commence in February.Next steps: Monitor project to completion.
3329	CF: Project Delivery	Otara Senior Citizens Lounge - refit facility	Reconfigure storage area including replacing shelving, painting and varnishing, replacement of window coverings with blinds, replacement of flooring. Replace old zip with boil and brew heating unit, replace old hot cylinder under bench (repeat). Replace old and swollen joinery around kitchen. Occupier: Otara Senior Citizens Club. Project brought forward for delivery from financial year 2019 as part of the risk-adjusted programme	Q2;Q3;Q4	ABS: Capex	\$ -	In progress	Green	Current status: Scope and costing being finalised. Next steps: Issue contract and monitor project to completion.	Current status: Scope and costing being finalised Next steps: Issue contract and monitor project to completion

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
Infrastructure and Environmental Services										
11	I&ES: Healthy Waters	Manukau Harbour Forum	The continued support for the Manukau Harbour Forum	Q1;Q2;Q3;Q4	LDI: Opex	\$ 8,000	In progress	Green	The Manukau Harbour Forum considered its work programme at its August 2017 meeting. Funding was approved for a communications programme with the forum reserving its decision on \$30,000 of budget until receipt of a report on the marine education programmes and funding of external programmes. Local board services department will look to incorporate the governance review of the forum within the wider Governance Framework Review currently underway.	The Manukau Harbour Forum approved its work programme at the October 2017 meeting. Funding of \$15,000 was approved for a young leaders programme to be run in the Manukau Harbour area. \$29,000 was allocated to enable the development and delivery of a pilot industry education programme which will focus on small building sites and education of sediment control. Flagships sites have been selected and the small sites ambassador appointed.
12	I&ES: Healthy Waters	Ōtara Lakes and Waterways Project Co-ordinator	Continued engagement of the Ōtara Waterways and Lake Project Co-ordinator to provide coordination and management of all projects associated with the Ōtara Waterways and Lakes Trust.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,000	In progress	Green	The contract has been finalised for the project coordinator and works have commenced on this project, due for completion in June 2018.	Works continue on the overall project with focus currently on the neat streets programme which will be delivered in February 2018. Plant maintenance is being arranged and the formation of adopt a spot groups continue.
13	I&ES: Healthy Waters	Ōtara Litter Action Plan	Continued support of the Ōtara Litter Action Plan to allow continued implementation of actions.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	Work on the Litter Action Plan is to be continued from the 2016/2017 financial year. This work will commence in Quarter two. Meetings have been undertaken with the Council Waste team to try and incorporate the red bin rollout into our programme also.	The Neat Streets event has been scheduled for 10 February 2018. Contractors have been engaged to undertake works on the ground in January which includes door knocking to engage with the neighbourhood and inform them of the event. This will occur in January 2018.
14	I&ES: Healthy Waters	Adopt a Spot Project	Engagement of community/business groups to adopt their local creek to care and protect for it - with funding and support provided to allow for groups to undertake weed control, planting and rubbish removal. This proposal is for 5 new groups to be formed to continue on the work undertaken in 2016/2017 as well as providing some support the groups that are undertaking work.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,500	In progress	Amber	Work on this project will commence in Quarter two. Contractor from 2016/2017 financial year has been approached and is keen to build on the work he has completed. A contract will be drawn up in Quarter two for this work.	The delivery of this project within the current financial year is at risk, due to contractor availability. Due to contractor availability this project will now be delivered in quarter three.
15	I&ES: Healthy Waters	Industrial Pollution Prevention Programme (IPPP)	To support improvements to waterways through a proactive programme supporting and encouraging businesses to be more aware of how their practices can impact on local waterways	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	This project is scheduled to commence in Quarter three.	This project is scheduled to commence in quarter three.
20	I&ES: Healthy Waters	Ōtara-Papatoetoe Plant Maintenance	A contractor is to be engaged to maintain three areas where plantings have been undertaken to ensure that weeds are removed and trees are maintained on the sites.	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	Works to commence on this project in Quarter two.	Contract for maintenance currently in process with work scheduled to commence in February 2018.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
381	I&ES: Healthy Waters	Waste minimisation business education programme	The programme is primarily educational and aims to inform urban industry/business about the impacts their activities may be having on local waterways. The programme includes a site inspection and discussion with business owners about how they can reduce the amount of waste that is going to landfill. 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. This programme is a follow up on as Phase 2 of the IPPP where the sites will be revisited after 6 months to check that the water pollution advice has been adopted on site and to provide further education on waste minimisation techniques.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 16,000	In progress	Green	This project is scheduled to commence in Quarter two.	Due to contractor availability this programme will be delivered in quarter three.
2516	I&ES: Healthy Waters	Ōtara Waterways and Lake Brand Development – Phase 2*	To continue engagement of Manukau Institute of Technology students to complete phase two of the brand development project for the Ōtara Waterways and Lakes vision.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 8,000	In progress	Green	Communication has been undertaken with Manukau Institute of Technology to continue the brand development which they worked on in 2016/2017 financial year. Works will recommence on this project in Quarter two and a contract will be finalised in Quarter two also.	Works have re-commenced on this project to continue the brand development for Ōtara Waterways and Lakes Trust and will be finalised in June 2018.
2517	I&ES: Healthy Waters	Tāmaki Estuary Environmental Forum - (Ōtara-Papatoetoe)	To develop the Tāmaki Estuary Action Plan in collaboration with the Tāmaki Estuary Environmental Forum.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	In progress	Green	The first meeting of the Tāmaki Estuary Environmental Forum is planned for 6 October 2017 at Anchorage Community Hall, Pakuranga. A facilitator has been hired for the first meeting to help identify direction of group and how best to use the local board funding to progressing their vision.	The Tāmaki Estuary Environmental Forum (TEEF) approved their terms of reference (TOR) for membership and vision and purpose at their meeting held on 6 October 2017. The TEEF action plan was reviewed and a facilitator's role and purpose was approved for recruitment at their meeting held on 8 December 2017. The next meeting is scheduled for 16 February 2017, with bi-monthly meetings to be confirmed by the members. The facilitator's role has now been advertised and is expected to be finalised in quarter three.
Libraries										
1278	CS: Libraries & Information	Library hours of service - Ōtara-Papatoetoe	Provide library service at Manukau Library for 56 hours over 7 days per week. (\$548,508 - FY17/18) Provide library service at Ōtara Library for 48 hours over 6 days per week, Monday to Saturday. (\$428,856 - FY17/18) Provide library service at Papatoetoe Library for 48 hours over 6 days per week, Monday to Saturday. (\$538,636 - FY17/18) Provide library service at Tupu Library for 56 hours over 7 days per week. (\$366,664 - FY17/18)	Q1;Q2;Q3;Q4	ABS: Opex	#####	In progress	Green	Manukau, Ōtara and Tupu were venues for polling stations for advanced voting, reinforcing the libraries' profile as a community space of worth and value to groups and individuals who may not be usual library customers.	The Ōtara-Papatoetoe Local Board libraries have seen a decrease of five percent in visitor numbers for this quarter compared to same period last year. Regular programming will be evaluated in anticipation of offering more targeted programming to the local communities.
1279	CS: Libraries & Information	Information and lending services - Ōtara-Papatoetoe	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Ōtara-Papatoetoe")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Children's fiction is well used now that the books are arranged in reading step levels. The levels provide a good readers' advisory guide for both the children and their caregivers.	The number of items borrowed has decreased by nine percent in comparison to this time last year. This is in line with the regional trend.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1280	CS: Libraries & Information	Preschool programming - Ōtara-Papatoetoe	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. (Funded within ABS Opex budget activity: "Library hours of service - Ōtara-Papatoetoe")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	A Beatrix Potter storytime with local pre-schools was delivered at Tupu. Staff performed a Beatrix Potter story in puppet and person form to entertain approximately 70 pre-schoolers. Ōtara had 253 participants for Māori, Kuki Airani/Cook Island and Tongan language weeks, building culture and literacy skills within the community. Manukau is working on developing reciprocal relationships with preschools whereby they are visited once a month and the children visit the library once a month. This helps to develop confidence in these children to assist with the development of lifelong literacy and reading skills.	Both Papatoetoe and Tupu Libraries held major Christmas storytimes with their local preschools which also featured visits from Santa with gifts for the kids.
1281	CS: Libraries & Information	Children and Youth engagement - Ōtara-Papatoetoe	Provide children and youth activities and programming, including a programme of children's activities during school holidays, which encourage learning and literacy. Engage directly with local schools in the board area to support literacy and grow awareness of library resources. (Funded within ABS Opex budget activity: "Library hours of service - Ōtara-Papatoetoe")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The four Local Board libraries worked together to deliver programmes for the July school holiday activities with the theme "What lies beneath". Highlights at Papatoetoe were an ocean treasure maze and a competition to create a volcano. The holiday programme for the Ōtara community was delivered as a collective with the co-located facilities (OMAC, Libraries, Fresh Gallery, Te Puke O Tara Community Centre, Ōtara Pool and Leisure centre) working together. Highlights at Manukau were: learning about healthy foods and making smoothies and secret codes and ciphers. Following on from a survey of local youth, Tupu has established a "GameXone" programme with gaming sessions every Tuesday and Thursday afternoons. These are proving very popular amongst male teens. Manukau Library has forged a relationship with three local schools with the children's librarian visiting for lunchtime storytimes. These are so popular with children, at times 120 plus, vying for places to attend. There are plans to encourage bulk registration for these children and their families to join the library.	Tupu ran a very successful Halloween event which saw the library turned into a house of horrors. Children and Youth needed to solve problems to move from room to room, and eventually to freedom; All four libraries participated in the October school holiday theme "Survive 24" which encouraged children to try out a variety of activities e.g. Programming, Makey makey. etc.; All four libraries also participated in a local board exclusive 'Survivor series' as part of the Great Summer Read programme where a weekly survivor event for teens was held at each library in the Summer holidays.
1282	CS: Libraries & Information	Summer reading programme - Ōtara-Papatoetoe	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 - Ōtara-Papatoetoe")	Q2;Q3	ABS: Opex	\$ -	In progress	Green	Planning for the delivery of Kia Māia te Whai Summer Reading Programme is underway. Ōtara, Papatoetoe and Tupu are a part of pilot project to work with neighbouring Leisure centres to deliver the programme this year. Manukau's developing relationship with schools offers an increased opportunity for leverage into the programme.	The Dare to Explore - Kia Māia te Whai Summer Reading Programme was promoted to local schools. The Ōtara-Papatoetoe Local Board had over 700 participants. One special activity as part of the programme saw children at Manukau Library potting plants to take home and creating pot gardens to beautify the library entrance to complement the programme's ecological theme.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1283	CS: Libraries & Information	Supporting customer and community connection - Ōtara-Papatoetoe	Provide programmes that facilitate customer connection with the library and community including Free: Drivers Licensing Workshops. Provide community space for hire at Papatoetoe and Tupu Libraries. (Funded within ABS Opex budget activity: "Library hours of service - Ōtara-Papatoetoe")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The home schoolers group visit Papatoetoe each month to use lego for creativity and problem solving skills. A number of adult disability groups are joining in with weekly colouring- in and craft sessions at Manukau and Papatoetoe. In preparation for the Papatoetoe Town Hall Centenary in 2018, the Papatoetoe Historical Society held a drop- in session at the library for the community to share their stories and photographs to be collated into a book. For Family History month, local author Christine Liava'a talked about tracing your family tree. Children were given the chance to plot where their family members originally came from on maps of the Pacific. Otago supports community initiatives that use library spaces to meet such as the Walking Samoans group (who apply health programmes such as eating and exercises), interview techniques workshops and an after school homework programme. Staff from Manukau, Otago and Tupu shared their career experiences with students from Tangaroa College at their Careers event. Home schoolers meet weekly at Manukau with technology sessions with mBot and coding workshops delivered for the older children.	Celebrating the Auckland Heritage festival, Bruce Ringer, South Auckland Research Centre team leader, spoke at Papatoetoe Library about the historical significance of the 22 mileposts erected between Auckland and Drury. After the talk there was a special morning tea to acknowledge May Mead for being a member of the library for the past 60 years; Manukau Library hosted a "Malls, Motorways and Memories" session where families descended from original Manukau settlers shared their photographs and stories; Both Papatoetoe and Tupu Libraries partnered with local community groups to run community Christmas events. Both events had fun activities, stalls and free food. Ōtara Library also contributed to the Ōtara Christmas in the Carpark by providing its space for volunteers.
1284	CS: Libraries & Information	Celebrating Te Ao Māori and strengthening responsiveness to Māori - Ōtara-Papatoetoe	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 - Ōtara-Papatoetoe")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The afterschool club from the Allan Brewster Leisure Centre took part in a waka making activity to celebrate Te Wiki o Te Reo Māori. The children enjoyed the variety of activities and some registered for a library card for the first time. A Matariki community event organised by staff from Tupu, Otago and Papatoetoe was held at Tupu. Local kura's and kohanga's performed Māori dances and waiata. Interactive stalls with virtual reality head sets, hair and make-up, and delicious Māori kai provided more entertainment. A special event for Manukau was a Tea and Topics morning discussing Rongoa Maori (Maori medicine) as customers learnt about using native plants as well as massage and spiritual healing.	Tupu Youth Library, for the first time, held a Christmas storytime entirely in Te Reo Maori for local kohanga. The story of 'The Grinch' was read and acted in Maori. The event was supplemented with a visit from Maori Santa, a small disco party and food. Five kohanga reo attended totalling in approximately 60 kids and 30 adults.
1285	CS: Libraries & Information	Learning and Literacy programming and digital literacy support - Ōtara-Papatoetoe	Provide learning programmes and events throughout the year including: CV classes, Book a Librarian sessions. demonstration of eResources & databases.. 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 - Ōtara-Papatoetoe")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	A group of adults from Attainable Trust disability support group visit Papatoetoe each week. The group are provided with literacy activities and computer programmes. Book a Librarian sessions are steady with an average of 25 individuals per month - assistance required varying from help with smart phones to cv help.	Ōtara Library, working in partnership with M.I.T, delivers a free CV, Work Etiquette and Work Ready workshop once a week.
1286	CS: Libraries & Information	Celebrating cultural diversity and local communities - Ōtara-Papatoetoe	Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Language Weeks: Pasifika, Maori, Diwali and Chinese cultures are celebrated in the libraries with traditions and practises are implemented into our Story times, crafts sessions and programmes. (Funded within ABS Opex budget activity: "Library hours of service - Ōtara-Papatoetoe")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Papatoetoe partnered with Radio Spice to provide a poetry session in the Punjabi language with British poet Rajinderjeet and received a copy of his poetry book for the collection. Cook Islands Language Week was celebrated with stories, dancing and quizzes at Otago and Papatoetoe. Tupu held a book launch for Cook Islands Heroes, the fourth book in the Pasifika Heroes series by David Riley. During Tongan Language Week, Papatoetoe staff visited Agape A'oga Amata where the children learned basic Tongan vocabulary from stories and songs. Children at Otago made vesa, tekiteki and kahoa (Tongan dancing accessories) and then danced to traditional music.	To mark the Tuvalu and Fiji Language Weeks, children at Papatoetoe Library participated in word hunt exercises with the aim in providing an introduction to both vocabularies and a basic understanding of both cultures; Diwali was celebrated at Manukau and Papatoetoe Libraries. Manukau hosted a speaker who spoke on the ancient Indian traditions of health and wellness, and Papatoetoe received the 'Lil Champs Early Childhood education centre' who treated the public to Indian dance performances

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1287	CS: Libraries & Information	Ōtara Library Initiative - Ōtara-Papatoetoe	Develop a co-designed framework and implementation plan for library services at Ōtara Library that recognises and celebrates the predominantly Pasifika community. The initiative will support Te Kauhanganui, Auckland Libraries' Talanoa , Auckland Libraries universal access principles and Te Kauroa Auckland Libraries Future Directions. (Funded within ABS Opex budget activity: "Library hours of service - Ōtara-Papatoetoe")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Ōtara are currently undergoing a consultation which is near its final stages of reporting. Roots Collective are working with the Ōtara community to respond to Te Kauroa, Te Kauhanganui and Talanoa and its initiatives, have received an overwhelming response from the Pasifika community. The community have identified the need to apply Pasifika and Māori principles to library services and spaces, which will create a sense of ownership for the community.	Ōtara Library is currently undergoing a floor plan change that will encompass the Whare Tapawha model designed to reflect wellness in the Ōtara community and the cultural aspects of the Pasifika people.
1288	CS: Libraries & Information	The Southern Initiative and Libraries - Ōtara-Papatoetoe	Continue to build an effective working relationship between The Southern Initiative and Libraries. (Funded within ABS Opex budget activity: "Library hours of service - Ōtara-Papatoetoe")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Manukau Library continues to build our relationship with The Southern Initiative and with Panuku as part of the Manukau Framework Plan.	Manukau Library continues to build our relationship with The Southern Initiative and with Panuku as part of the Manukau Framework Plan.
Local Economic Development: ATEED										
1069	ATEED: Local Economic Growth	Migrant Business Support	The Board has identified an opportunity to support the development and growth of migrant businesses within the Otara/Papatoetoe Board area. Research suggests that migrant business communities within Auckland are not accessing the support and networks available to help them grow the businesses and meeting the legal obligations. Pending further problem analysis to identify the specific needs of migrant businesses in the area, the programme may deliver several strands of activity including raising awareness of local business associations and networks, training and provision of general business information and advice. The project would be informed by other similar initiatives underway in Auckland and may entail a multi-agency response involving relevant central and local government departments, private providers and ATEED. Following evaluation, the trial project's more successful elements would potentially look to be rolled into an ongoing support programme, possibly at a regional level.	Not scheduled	LDI: Opex	\$ 10,000	Approved	Green	Draft scope for the project has been developed and approval to proceed with the project is being sought from the local board.	Request fro proposals issued to four potential delivery organisations. deadline for submissions in 24 January 2018.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1108	ATEED: Local Economic Growth	Young Enterprise Scheme (OP)	ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of the Young Enterprise Scheme Enterprise-Days in February 2018. The e-days are held in sub-regions (north, south, east, central/west) and are the first day students get to meet the Young Enterprise team, and find out about their 2018 year, what YES is all about, and what is in store for them.	Q3	LDI: Opex	\$ 3,000	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 CommerceAs 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.
1928	ATEED: Local Economic Growth	Little India	The LB has identified an opportunity to establish the Papatoetoe town centre as a shopping and dining destination based on an authentic India theme. The concept seeks to leverage the area's dense Indian population and prevalence of Indian-themed businesses to offer a unique and authentic ethnic experience for Auckland residents and visitors. A two-stage feasibility study is proposed, commencing with survey of resident interest in the concept (2017/18) and options analysis study in 2017/18.	Q1;Q2;Q3	LDI: Opex	\$ 10,000	In progress	Green	Staff have completed the scoping study. Hunters Corner Business Association have confirmed that they will provide up to \$5,000 co-funding for the first stage of the feasibility study. Staff will have a research proposal developed in Q2.	Buzz Channel was appointed as the service provider. Local board feedback on the research design was sought and included in the final research design. The service provider achieved 146 completed responses including 111 responses from face to face interviews and 35 responses from paper surveys in December 2017. The research will be open to mid February 2018. The final report would be presented to the local board in March 2018.
Parks, Sport and Recreation										
1087	CS: PSR: Active Recreation	OP: Out and About active parks programme	Deliver a range of 'free to attend' programmes and events in local parks and spaces, for all ages.Activities to be provided include: Amazing Race; Art in the Park; Kite Day; Park Fun Days; Park Sport; Skate Park workshops; Story Time in the Park; Summer Skate Series; Toddlers in the Park; Wheels Day.Provide a magical park experience in Swaffield Park - this is a mixed reality adventure game played on smart devices.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 40,000	In progress	Green	Eleven activations delivered for Q1 (One Kite Day, One Park Fun Day, One Amazing Race, Eight Park Sport). Magical Parks II is now live and features bigger and better games and additional features. Milton Park and Pearl Baker Reserve are magical parks.	Three activations in October & November including: Amazing race, Kite day; Park fun day . Good attendance with nearly 100 participating in the fun day at Fergusson Oaks.Magical Parks have attracted lower than expected numbers, so there will be a new marketing campaign to promote this in the New Year.17 activations scheduled for Q3 but expecting to increase this number.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1088	CS: PSR: Active Recreation	OP: Leisure facilities operation programme	Operate Otara Pool & Leisure Centre; Papatoetoe Centennial Pool; Allan Brewster Leisure Centre Deliver a variety of accessible programmes and services that get the local community active including:fitness; group fitness;learn to swim;early childhood education;aquatic services;recreation services.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Amber	Customer satisfaction (NPS score) is unchanged at 50, across the Auckland region it is 28. Te Puke o Tara has closed for refurbishment and will reopen early 2018. This has meant less foot traffic in the centre and has impacted visitor numbers. There has also been a reduction in recreation programmes and pre-school swimming lessons due to a diarrhoea outbreak in the local area.	Otara Pool and Leisure Centre experienced a decrease in visitor numbers in Q1 and Q2 in comparison to the same periods last year. There has been a decrease in fitness, recreation and aquatic visits. Allan Brewster Leisure Centre has experienced a decline in visitor numbers this quarter, compared to the same period last year. This has been across fitness, ECE & stadium visits.The Otara Pool and Leisure Centre programming targets have met the Otara/Papatoetoe Local Board objectives for Q2 2017 of providing 'Parks and facilities that meet people's needs' and 'honouring youth and seniors.' KPIS:• 28% increase in pool visits YTD• 47% increase in 16 years and under YTD• 6% increase in gym membership YTD• 8% decrease in overall visits due to a significant drop in stadium visits.Milestones for this quarter:•One million free community swimming lessons in the Manukau region. • Our Raise Up youth group hosted the opening of our outdoor pool on 9 December, attracting over 1,300 visitors. • Our Muddy footprints preschool programme and Adults Lets Move programme in local parks helped empower families and activate our open spaces. • In partnership with Life Church Soup Kitchen and the local business community we hosted the 2nd Annual Free Community Christmas Dinner with 700+ visits to the centre.Papatoetoe Centennial Pools programming targets has met local board objectives for this quarter. Key Indicators:• 5.6% decrease in fitness membership• 3.4% decrease in aquatic visits• 33.4% improvement in customer satisfaction• 27.6% increase on centre net positionAlthough the net position is favourable, active visits have decreased over the quarter, especially for under 17s.The improved customer feedback score is encouraging, with all the hard work the team have put into growing customer connections and the daily analysis and response to customer comments.During Q2 there have been several incidents in the carpark. The Leisure team are working with the local community and police to manage this issue over Christmas period.Allan Brewster Leisure CentreCustomer satisfaction (NPS score) has also decreased slightly to 67.8%.Staff are working to ensure the efforts to date in continuous improvement processes are reflected in the visitor experience. Maintenance work to install LED lights in the stadium was completed on 21 December. A new lift has been ordered for installation in March-April 2018. Contractors have been in to quote for HVAC upgrades. The centre is closed from 22 December and will reopen for holiday programme on 3 January 2018.
1473	CS: PSR: Active Recreation	Ngati Otara Park: Plan and develop multisport and Marae facility	Support the development of new multi-sport and marae facilities at Ngati Otara Park and the completion of:New concept planGovernance and managementOperational business planApplications for external funding This project has LTP funding of \$3.7million. The project is expected to receive approvals in 2017/2018 to commence construction and be completed in 2018/2019.	Q1;Q2;Q3;Q4	ABS: Capex;#LDI: Capex	\$ 921,398	In progress	Green	The design contract has been awarded. Consultants have been engaged to review and recommend governance, operational and business models. In considering whether plans may be replicated, visits to existing multi-sport facilities will take place in October. Alternative options for staging the project will be reported to the local board in October.	A report went to the 21 November 2017 business meeting, at which local board passed a resolution to formally approve the staged approach (stage 1 multi-sport and Stage 2: Marae. An additional \$500k from the LDI Capex budget was also approved. Concept designs and governance and management options are due to be completed in February 2018 for local board approval.

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1495	CS: PSR: Active Recreation	Papatoetoe Sports Centre/Kolmar: provide community access funding	Provide a grant to Kolmar to assist with the operational costs of managing the Papatoetoe Sports Centre facility. Funding is confirmed through the Community Access Scheme by the Governing Body. The local board is responsible for setting and monitoring Key Performance Indicators.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 150,000	In progress	Green	Key performance indicators were approved by the local board and the grant was paid in August. Awaiting attendance progress report.	The Trust's General Manager changeover has occurred successfully with the previous manager providing ongoing support on a reducing basis. Usage data available to the end of October indicates a significant increase in numbers using Kolmar sporting facilities when compared to the same period last year. Numbers using the hockey turf in October 2017 have increased by 102% compared to October 2016. This is largely due to football training and summer modules beginning. Kolmar hosted three weeks of tennis interclub throughout October which contributed to a significant increase in numbers using the tennis courts when compared to October 2016.
1937	CS: PSR: Active Recreation	Colin Dale Park: Consequential operational costs	Fund the consequential operational expenses for the development of Colin Dale Park.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 280,000	In progress	Green	Nothing to report - funding is for consequential opex.	Nothing to report - funding is for consequential opex.
978	CS: PSR: Park Services	OP: Planting and education programmes 2017-2018.	Deliver a programme of planting programmes and education in local parks which will increase usage of the parks and provide information about the biodiversity in parks, particularly for local schools. Deliver 2 guided walks for the community.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Guided walk at Puhinui reserve for Keep NZ Beautiful week. Planning for Q4 planting	<ul style="list-style-type: none"> School plantings planned for Q4 with site preparation beginning in the new year Guided walk in the Puhinui Reserve planned for March which ties in with sea week and parks week
1487	CS: PSR: Park Services	Puhinui Stream and Walkway: support volunteers	Support volunteer activity on parks and reserves in the Puhinui stream and walkway.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	Completed	Green	Preparation underway for planting with Rotary group in early October. Pest plant control behind Bunnings and Mitre 10 for Q4 planting. Military prep school planted 100 plants by the over bridge behind Harvey Norman and mulched the area.	Completed - budget fully allocated. Planting carried out by Rotary group - 1000 plants. Military prep school mulched a large area.
1703	CS: PSR: Park Services	OP local parks: Ecological volunteers programme 2017-2018	Manage a programme of activity supporting volunteer groups to carry out ecological restoration and environmental programmes in local parks including: Manukau Institute of Technology - planting in ecologically important areas \$4,000 Department of Corrections - maintenance \$3,000 Community clean ups and plant pest control \$3,000	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	DHL planted 1600 plants in Puhinui Reserve on 9 August, plants paid for by Mayor's Million trees and supported by local board funding.	<ul style="list-style-type: none"> Clean-up held at Kohuora reserve with Papatoetoe West school. 146 posts painted to cover graffiti. 4 shopping trollies, 2 bikes, 1 road cone and 10 bags of rubbish removed from the swamp, flaxes cut back from the boardwalk, and convolvulus pulled off young kahikatea trees. Guided walk at Te Puke Otara for heritage week, 13 people attended. Manukau Beautification Trust did a clean-up of a culvert in Preston road with MIT Planting planning underway for Q4 planting, site preparation will begin in the new year Large scale planting planned for Puhinui reserve with mayors million trees support
1950	CS: PSR: Park Services	Manukau Sports Bowl: investigate future options	Partnership approach with Panuku Development Auckland to the use and development of the Manukau Sports Bowl	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	Approved	Green	A working group has been established led by Panukua and Parks Services and includes a range of cross-council functions to progress the the Manukau Sports Bowl redevelopment project.	A workshop was held in October with the local board to gather direction on the development of the master plan for the park. The next step will be to develop a draft plan that will be workshopped with the local board
1951	CS: PSR: Park Services	Hayman Park: refresh masterplan	Refresh the masterplan for Hayman Park, to consider new issues such as the location of Te Papa and alignment with the Transform Manukau project.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	The refresh of the Hayman Park masterplan is pending the outcome of the playground assessment currently underway.	The board allocated \$20k for a refresh of the masterplan at Hayman Park. This work will now be delivered and funded by Panuku. The board's \$20K LDI budget is therefore available for reallocation, potentially to a maintenance project.
2187	CS: PSR: Park Services	O-P: Grant to Auckland Teaching Gardens Trust 2017-2018	Provide funding to the Auckland Teaching Gardens Trust to operation a teaching garden for the community. To encourage and mentor people on growing their own food. East Tamaki Reserve Middlemore Park Charntay Park Stadium Reserve Papatoetoe	Q1;Q2;Q3;Q4	ABS: Opex	\$ 60,000	In progress	Green	2015-2018 Funding agreement is in its last year. Community Parks is currently working with the Legal Services and Community Facilities to arrange for formal leases for the teaching gardens sites in the local board area.	Ongoing support provided by parks. The gardens are maintaining a full programme and are currently working with the parks and places specialist, lease and permissions team to formalise the garden's leases with the trust. The formal lease will include the need for reclassification of park land. Officers will bring this to the board when officers have a clear understanding of the full scope of works.

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CF: Community Leases											
47	CF: Community Leases	Papatoetoe Softball Club Inc.	Request from the softball club for variation of existing lease to allow for extended liquor licensing hours.	Q3	30/06/2021	\$ 0.10		In progress	Green	To be discussed at a board workshop in October 2017, prior to presentation of report for decision.	Initial discussion held at 31 October 2017 board workshop, further discussion held 28 November 2017. Report being prepared for February 2018 local board meeting to vary lease.
1834	CF: Community Leases	Chaldean Society Inc.	New lease for Milton Park, 23R Milton Road, Papatoetoe	Q3	31/01/2018	\$ 10.00	\$ -	In progress	Green	Application to be sent to group in quarter two.	Application for new lease pack sent to the group, completed application received, site visit to be undertaken in quarter three.
1835	CF: Community Leases	Manukau Performing Arts Inc. (t/a Spotlight Theatre)	Renewal of lease for Stadium Reserve, 27 St George Street, Papatoetoe	Q3	31/10/2027	\$ 0.10	\$ -	In progress	Green	Application pack to be sent to group early in quarter two.	Application received, site visit to be undertaken early 2018.
1836	CF: Community Leases	Ngati Otago Marae Society Inc.	New lease for Ngati Otago Park, 100R Otago Road, Otago	Q3	30/03/2051	\$ 0.10	\$ -	In progress	Green	Application pack to be sent to group early in quarter two.	Application pack sent to the group, due back 31 January 2018
1837	CF: Community Leases	Scout Association of NZ (Papatoetoe East)	New lease for Kimpton Park, 108R Kimpton Road, Papatoetoe	Q3	30/09/2017	\$ 10.00	\$ -	In progress	Green	Discussions are underway with The Scout Association of New Zealand with a view to standardising all of their leases.	On hold, until staff are able to meet with the new National Property Manager regarding a multi-premises lease A single application for all Scout Association leases has been received. A community outcomes plan will be negotiated with the club prior to reporting to the board for consideration of lease.
1838	CF: Community Leases	Te Kohanga Reo National Trust Board - Ki Papatoetoe	New lease for 212 & 218 Puhinui Road, Papatoetoe	Q4	30/04/2019	\$ 0.10	\$ -	In progress	Green	Contact to be made with group regarding plans to demolish existing building and replace. Building consent has been issued 2017.	Application for new lease will be sent to the group in quarter three.
1839	CF: Community Leases	The Otago Rugby League Football Club Inc.	New lease for Ngati Otago Park, 95R Otago Road, Otago	Q4	31/05/2018	\$ 0.10	\$ 100.00	In progress	Green	Application pack to be sent to group early in quarter two.	Application pack sent to group, due back 2 March 2018.
1840	CF: Community Leases	41 Boundary Road - New property, to be advertised for expressions of interest	New lease to group following expressions of interest	Q3				In progress	Green	Public notice calling for expressions of interest booked for early October 2017.	Groups to be contacted regarding their interest in the property.
1841	CF: Community Leases	Vacant Sandbrook Reserve building	New lease at Sandbrook Reserve for Feed the Need once formal proposal received.	Q2				In progress	Green	Group due to present proposal for the building by mid-October 2017.	The group was due to present their proposal for the property to Otago-Papatoetoe Local Board's 12 December 2017 meeting, but did not do so.
1842	CF: Community Leases	Tennis Auckland Region Inc.	New lease for Manukau Sportsbowl, 19R Boundary Road, once ongoing funding is secured.	Q3	31/12/2012	\$ 0.10		In progress	Green	Application received, site visit done, community outcomes plan drafted. Awaiting meeting to discuss ongoing local board funding of the group.	Meeting held with representatives of Tennis Auckland. Staff to meet to clarify ownership of courts, nets, lights and fences.
1843	CF: Community Leases	Cycling New Zealand - Auckland Inc.	New lease for Manukau Sports Bowl, 19R Boundary Road, Otago	Q3		\$ 10.00		In progress	Green	Application received, site visit to be arranged. The group has agreed to surrender the open-ended Deed of Licence for the property and transfer to a community lease.	Report for new lease underway for presentation to February 2018 board meeting.
1844	CF: Community Leases	46 Fair Mall - Advertised for expressions of interest	New leases for Fair Mall. 46 Fair Mall, Otago: Otago Business Association, Otago Health Charitable Trust and The Brain Injury Association (Auckland) Inc.	Q3				In progress	Green	Local board workshop to discuss applications to be undertaken in quarter two, followed by report for lease decisions.	Two workshops held with the local board. Site visit arranged. Further workshop to finalise recommendation for tenants to be held early 2018.

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1845	CF: Community Leases	Niue Motu Maka Enterprises Inc.	New lease for Hunters Corner, 63 East Tāmaki Road, Papatoetoe	Q3		\$ 868.30		In progress	Green	Application received and assessed. To be discussed at local board workshop, prior to reporting to the board for a decision.	Workshops held with the local board. Report to be presented to February 2018 board meeting.
1846	CF: Community Leases	Auckland Teaching Gardens Trust (Manukau Parks Garden, Laughter & Food Processing Club)	New lease for Stadium Reserve 27 St George Street	Q1	30/06/2018			Completed	Green	The Auckland Teaching Gardens Trust received a funding agreement and approval from the board to occupy land at Stadium Reserve, Papatoetoe for 1 July 2015 to 30 June 2018.	Completed
1847	CF: Community Leases	Ōtara Senior Citizens Club Hall	New lease for Ōtara Senior Citizens Hall, 161 East Tāmaki Road, Ōtara.	Q3	31/03/2004	\$ 10.00	\$ 10.00	On Hold	Amber	Due to the expiry of the lease and loss of legal status of the senior citizens' club, council has taken ownership of the building. Minor refurbishment of the kitchen area has been brought forward to this financial year and the works are being scoped and priced.	On hold until renewal of the kitchen is completed this financial year. Contractor has viewed the property, discussed the scope of works and is working on costings for consideration. Project delivery team working with contractors on date for kitchen refurbishment. Report to be presented to February board meeting on future tenancy.
1848	CF: Community Leases	Papatoetoe Athletics Club Inc.	New lease for Omana Park, 23R Omana Road, Papatoetoe	Q3				In progress	Green	Further contact made with group requesting application for a lease for the clubrooms.	Reminder sent to club to submit lease application.
1849	CF: Community Leases	Puhinui Equestrian Trust	New Licence to Occupy for Puhinui Reserve, Prices Road, Manukau.	Q1	31/10/2016			In progress	Green	Application received, site visit to be arranged.	Two workshops held with the board. Report to be presented to February 2018 board meeting.
1850	CF: Community Leases	Papatoetoe Panthers Rugby League Football Club Inc.	New lease for Kohuora Park 44R Station Road, Papatoetoe	Q2	30/06/2016	\$ 0.10		In progress	Green	Application received, site visit to be booked for quarter two.	Application received. Site visit to be scheduled.
1851	CF: Community Leases	Royal NZ Plunket Society Inc. (Kolmar Road)	New lease for 25 Kolmar Road, Papatoetoe.	Not scheduled		\$ 0.10		In progress	Green	Report underway for presentation to the board in quarter two.	Community outcomes plan measures agreed with the group. Report to be presented to the February 2018 board meeting.
1852	CF: Community Leases	The Chambers, 35 St George Street, Papatoetoe - To be advertised for expressions of interest	New leases for The Chambers, 35 St George St, Papatoetoe. Hindu Heritage Research Foundation NZ - Community Budgeting Service, National Council of Women (Manukau Branch), Papatoetoe Central Mainstreet Society Inc. and Physically Handicapped and Able Bodied Association Inc.	Q1				On Hold	Amber	Expression of interest process undertaken and initial assessments of applications done. Renewal project to be undertaken in 2018 so leasing of the spaces is now on hold.	On hold awaiting completion of renewal works in 2018 when the building will be closed. Major building works have been scheduled for 2018.
1853	CF: Community Leases	The Depot, 91 Cambridge Terrace, Papatoetoe - expressions of interest called for	New leases for The Depot, 91 Cambridge Tce, Papatoetoe: SeniorNet Papatoetoe Inc. Papatoetoe Genealogy Inc. Papatoetoe Gymnastic Club Inc. Papatoetoe Historical Society Inc. Pasefika Mana Social Work Support Trust, Cambodian Youth and Recreation Trust	Q4				On Hold	Amber	Local board direction on interim lease arrangements is requested.	The long-standing project to vacate this building to enable development of the site by Panukau Development Auckland remains on-hold. Therefore new leases for tenants have not been progressed. Panuku Development Auckland consulted regarding future of The Depot. They are awaiting the building project timeline for The Chambers as availability of this site will have an impact on possible availability of space for Depot tenants.
1854	CF: Community Leases	Vaka Manu'kau Niue Community Trust	New agreement to lease for Aorere Park, 24R Skipton Street, Papatoetoe.	Q1				On Hold	Amber	Land owner approval for the proposed community and sports complex expired June 2017, the group have re-applied for approval which is currently being progressed.	On hold awaiting renewal of land owner approval for the proposed new community building. Group working with Land Advisory Team on land owner approval of site.

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1855	CF: Community Leases	Congregational Christian Church of Samoa (Dawson Road, Ōtara) Trust Board	Renewal of lease for Fergusson Oaks Reserve, 102R Dawson Road, Ōtara	Q2	31/07/2023	\$ 0.10		In progress	Green	Application received, to be reported to the local board in quarter two.	Report prepared for new lease for carparking spaces. Awaiting signoff.
1856	CF: Community Leases	Counties Manukau Sports Foundation	New lease for Manukau Sports Bowl, 19R Boundary Road, Ōtara	Q3				In progress	Green	Application sent to group for space on first floor of the velodrome building.	Application pack sent to group. Followed up with phone message. Application not yet received.
1857	CF: Community Leases	Manukau Central Toy Library Society Inc.	New lease for Allan Brewster Centre, Stadium Reserve, 27 St George Street, Papatoetoe	Q3	28/02/2009	\$ 1,716.00		In progress	Green	Further contact to be made with the group regarding the application.	Group advised that advertising of the space will be undertaken in early 2018 and expressions of interest called for.