

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										
2185	CS: ACE: Advisory	Community Response Fund - Waitākere Ranges	Discretionary fund to respond to community issues as they arise during the year	Q1;Q2;Q3;Q4	LDI: Opex	\$ 14,400	In progress	Green	No allocations in Q1	WTK/2017/74 - Allocated \$2,000 to Fees and Charges subsidy. Additions: 10K from PO2312383 - Creating a Maori identity(N.008195.08) 20K from PO2312364 - Te Henga cultural landscape(N.008226.01) 13.5K from PO2310533 - Local events fund(N.002462.19) Balance: \$55,900
260	CS: ACE: Arts & Culture	Lopdell Precinct - ABS Operational Expenditure	Provide spaces for community arts partners to rent and deliver a series of community activations.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 153,166	In progress	Green	In Q1, Lopdell Precinct attracted 4,060 visitors. Highlights during this period included nine film events, four days of Going West Festival programming, and 11 performances of Titirangi Theatre's production of 'Birthrights' by David Williamson.	In Q2, Lopdell Precinct attracted 4797 visitors. Highlights during this period included the 'Twilight Christmas Market' with 26 stallholders taking part and events running throughout the precinct, 12 performances of Titirangi Theatre's production of 'Three Days of Rain' by Richard Greenberg, and two days of Open Studios Waitākere programming.
261	CS: ACE: Arts & Culture	McCahon House - ABS McCahon House Trust Operational Grant	Administer a funding agreement with McCahon House Trust to manage the house as an artist's residence, providing residencies and exhibitions.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 21,044	In progress	Green	Staff executed the funding agreement with McCahon House Trust for FY2018. In Q1, the museum attracted 325 visitors. During this period the international artist Taro Shinoda commenced his residency at the studio, and a display of new video works by alumni artist Sarah Smuts-Kennedy's opened at the museum to coincide with her post-residency exhibition "Light Language" at Te Uru Waitakere Contemporary Gallery.	In Q2, the McCahon House Trust attracted 396 visitors to the museum and delivered five programmes. During this period the artist Taro Shinoda continued his residency at the studio and took part in two public talks, and alumni artist Louise Menzies opened her post-residency exhibition 'Gorgon Malkin Witch' at Te Uru Waitakere Contemporary Gallery.
262	CS: ACE: Arts & Culture	Te Uru Waitakere Contemporary Gallery - ABS Te Uru Waitakere Contemporary Gallery Inc Operational Grant	Administer a funding agreement with Te Uru Waitakere Contemporary Gallery Inc for operations of Te Uru; a 'destination' arts facility that develops and attracts exhibitions of local and regional significance.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 624,898	In progress	Green	The funding agreement with Te Uru Waitakere Contemporary Gallery for FY18 has been executed. In Q1 the gallery attracted 9,578 visitors. Highlights included the opening of Robert George's exhibition "a memoir for falling light" and Sarah Smuts-Kennedy's exhibition "Light Language" with 222 visitors, and an Indie Book Fair held as part of the Going West Festival.	In Q1, Te Uru Waitākere Contemporary Gallery attracted 10,747 visitors and held seven exhibitions. Highlights during this period including the opening of the Portage Ceramic Awards exhibition attended by 226 people, and the opening event for Kushana Bush's exhibition 'The Burning Hours' which attracted 85 visitors.
265	CS: ACE: Arts & Culture	Titirangi Community Arts Council - ABS Upstairs Gallery Operational Grant	Administer a funding agreement with Titirangi Community Arts Council to operate the Upstairs Art Gallery.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 47,094	In progress	Green	Staff executed a funding agreement with Titirangi Community Arts Council (Upstairs Gallery) for FY2018. In Q1 the gallery hosted five exhibitions, including the exhibition "300 Cups" by local school children, and "Kotahitanga" a joint exhibition of work by 18 Māori artists. During Q1 the gallery attracted a total of 3367 visitors.	In Q1, the Titirangi Community Arts Council (Upstairs Gallery) hosted four exhibitions, including the annual members' exhibition 'The Lazy Days of Summer', and a joint exhibition 'Co.Start' featuring harakeke weaving, silver and ceramics. During Q1 the gallery attracted a total of 2690 visitors.
270	CS: ACE: Arts & Culture	West Coast Gallery - ABS West Coast Community Arts Trust Operational Grant	Administer a funding agreement with West Coast Community Arts Trust for operations of the West Coast Gallery including programmes/workshops and exhibitions.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 14,571	In progress	Green	Staff executed a funding agreement with West Coast Gallery for FY18. In Q1 the gallery held three exhibitions, including the exhibition "It's the Little Things" featuring botanical paintings by local artist Leah Wilson. During Q1 the gallery attracted 2015 visitors.	In Q1, the West Coast Gallery attracted 3794 visitors. During this period the gallery held three exhibitions, including the exhibition 'Three Rugged Beaches' featuring paintings by Vera Limmer of three West Coast beaches, and a joint exhibition 'Inspired by Our West' by local West Auckland artists.
271	CS: ACE: Arts & Culture	Community Arts Programmes - Open Studio Weekend	Administer a contract for the further development, project management and execution of Open Studio Waitākere (OSW), including additional events.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 25,000	In progress	Green	The services agreement with Renee Tanner for delivery of 'Open Studios Waitākere' in FY18 has been executed. The event will take place on the weekend of 18 and 19 November and will include activities at Te Uru, Lopdell Precinct and the Arataki Visitors Centre. More than 70 artists based in the local board area have registered to take part in the event. Additional activities this year include two marketing and networking workshops, and an exhibition of works by participating artists at Lopdell House.	'Open Studios Waitākere' was held on 18 and 19 November. More than 70 artists based in the Waitākere Ranges Local Board area took part in the event and average visitor numbers increased to 72 visitors per studio compared to 65 visitors the previous year. Prior to the weekend, a preview exhibition opened at Lopdell House with 60 people in attendance, and two marketing workshops were held for participating artists. A full event report is due in Q3.

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273	CS: ACE: Arts & Culture	Art on the Beach - Art on the Beach Contract	Develop and execute art activation on Piha Beach that is family friendly and celebrates creativity of the local board area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 12,000	In progress	Green	The delivery partner for Art on the Beach has withdrawn. This budget will be reallocated at the discretion of the local board.	In Q2, \$10,000 of this budget was repurposed to fund two local arts and culture projects as part of the Matariki Festival 2018 programme. The remaining \$2000 was allocated to the West Coast Community Arts Trust to maintain the current commission rates at the West Coast Gallery in FY 2017/18.
275	CS: ACE: Arts & Culture	Going West Festival - Going West Trust	Administer a funding agreement with Going West Trust to deliver a literary festival.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 60,000	In progress	Green	The 2017 'Going West Books and Writers Festival' took place in September. A total of 44 individual events were held across ten West Auckland venues, and included poetry slams, theatre and film screenings. Due to a fire at the Titirangi War Memorial Hall, this year's 'Books and Writers Weekend' moved to Waitakere Central in Henderson. The weekend event attracted 1,215 attendees and featured readings, panel discussions and a literary musical experience.	This project was completed in Q1.
277	CS: ACE: Arts & Culture	Shadbolt House - ABS 35 Arapito Rd development	To respond to the establishment needs of asset based service provision at 35 Arapito Road.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 10,000	In progress	Green	In Q1, demolition works were completed in the basement area of Shadbolt House. Community Facilities have conducted an inspection of the property and a report is being developed to assist the transfer of the asset from Panuku.	In Q2, Community Facilities completed an asset assessment report on the property and approved its transfer from Panuku to the Community Services portfolio. The transfer has been deferred until the capital works are ready to commence at the property. A workshop with the community lease advisor and local board is scheduled for Q3 to progress the lease arrangements.
279	CS: ACE: Arts & Culture	Glen Eden Playhouse - ABS Glen Eden Playhouse	To respond to the establishment needs of asset based service provision at the Glen Eden Playhouse.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 17,589	On Hold	Red	A workshop on the Glen Eden Playhouse was held with the local board in Q1. The funding agreement with the Waitakere Playhouse Theatre Trust is on hold at the local board's discretion.	Previous grant acquittal requirements have not been met. The funding agreement is on hold at the local board's discretion. The funding agreement with the Waitakere Playhouse Theatre Trust is on hold at the local board's discretion.
473	CS: ACE: Arts & Culture	Community Arts Programmes - partner outreach	Develop and support a range of arts and culture initiatives and activations to be delivered across the local board area by local arts partners.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 15,000	In progress	Green	A workshop will be held with the local board in Q2 once full reporting has been received from the Going West Trust on outreach projects delivered in Glen Eden during Q1.	In Q2, the local board allocated \$9000 from the Community Arts Programmes budget to the Going West Trust to deliver a programme of outreach activity in Glen Eden at the 2018 Going West Festival. The remaining budget was allocated to the West Coast Community Arts Trust to maintain the current commission rates at the West Coast Gallery in FY 2017/18.
348	CS: ACE: Community Empowerment	Community Grants (WTK)	Community Grants, funding to support local community groups through (all types of) contestable grants funding.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 75,000	In progress	Green	Waitakere Ranges Local Board has completed Round One Local Grants and Round One Quick Response allocating a total of \$43,201.80 and leaving a total of \$31,798.20 for the remaining grant rounds.	The local board allocated \$5450 for quick response round two. This leaves a total of \$26,348.20 for two quick response rounds and one local grant round.
548	CS: ACE: Community Empowerment	Build capacity - community leadership skills training delivered by Community Waitakere	Partner with Community Waitakere to deliver leadership skill training in the Waitakere Ranges Local Board area. These courses aim to give people confidence and tools to plan and lead projects in their communities (for example place making).	Q3;Q4	LDI: Opex	\$ 5,500	In progress	Green	This activity is part of the funding agreement signed during this quarter with Community Waitakere to deliver a range of capacity building services to Waitakere Ranges community groups. Community Waitakere (CW) will deliver leadership skill training in the Waitakere Ranges Local Board area in Q3 and Q4.	Community Waitakere started planning and promoting the Leading in Communities programme to be delivered in Glen Eden in March-April 2018.

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549	CS: ACE: Community Empowerment	Building capacity - funding for core activities of Community Waitakere Resource Centre	Funding contribution to the Community Waitakere Resource Centre's core activities. This enables community groups to access networking events and Open Door Days (including with Hoani Waititi marae and other Māori organisations), social wellbeing campaigns (including White Ribbon Day event at Hoani Waititi marae), training opportunities, e-noticeboard, resource material, meeting rooms and administration/management support.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,500	In progress	Green	<p>This activity is part of the funding agreement signed during this quarter with Community Waitakere to deliver a range of capacity building services to Waitakere Ranges community groups.</p> <p>Community Waitakere continued to provide their e-noticeboard, resource material, meeting rooms and administration/management support to community groups and not-for-profit organisations at the Resource Centre in Henderson. They delivered six training sessions to help build capability in the areas of facilitation, fundraising, conflict resolution, collaboration and workplace management. Three Open Door Days organised at Best Pacific, Te Whanau o Waipareira Trust and Community Waitakere Resource Centre provided opportunities for organisations to network and learn about West Auckland service providers, particularly in the fields of tertiary education and whanau support. Community Waitakere also held a community breakfast with author and journalist Max Rashbrooke to discuss social inequality, and supported a suicide awareness event.</p>	<p>Community Waitakere co-hosted an Open Door Day with Hoani Waititi Marae on 12 October. This provided an opportunity for local organisations to hear about the marae's Kaiārahi (navigator) programme with struggling families and discuss how they can work with the programme.</p> <p>Hoani Waititi marae held Raukura Aio "Building Respectful Relationships" for White Ribbon Day on 22 November. The Open Mic event was led by the marae with support from Community Waitakere. The Kura Kaupapa Maori, West Auckland White Ribbon Committee, Waves, Man Up and the wider community were actively involved in the organisation of the event.</p> <p>Community Waitakere organised training activities at the Resource Centre, including sessions on outcomes reporting, presentation skills, cultural capability, and funding relationships. The e-noticeboard continued to be delivered three times per week to over 1000 recipients.</p>
550	CS: ACE: Community Empowerment	Build capacity - Tula'i Pasifika Youth Leadership Programme – Waitākere Ranges	Fund West Auckland Pasifika Forum to deliver a leadership training programme for Pasifika youth over the 2018 academic year.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 12,000	In progress	Green	<p>The funding agreement with West Auckland Pasifika Forum for the delivery of the 2018 Tula'i programme is progressing and will be finalised in Q2.</p> <p>The Tula'i programme had an independent review and the report is currently being finalised.</p> <p>West Auckland Pasifika Forum planning for the 2018 programme is underway, with the venue being secured for the modules.</p>	<p>The Tula'i report on the 2017 programme is completed and will be presented to the local board in Q3. In December staff met with West Auckland Pasifika Forum to progress the planning of the 2018 programme. This included sourcing the venue, confirming dates and extending the participation to two new schools (Green Bay High School and Massey High School).</p> <p>The Youth Horizons funding agreement for the 2018 Tula'i programme was completed in Q2.</p>
551	CS: ACE: Community Empowerment	Build capacity – Youth Waitākere Ranges	Fund a youth provider to facilitate youth-led projects and events (youth fund). Participate in the local youth providers' network. Engage youth, in particular Māori through environmentally focussed projects (to be scoped).	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	<p>The Youth Fund closed at the end of September 2017, with applications being reviewed during the October school holidays.</p> <p>On 18 August 13 service providers shared updates at a youth providers network meeting. Staff promoted the Youth Fund, 2018 intake for Tula'i and JobFest.</p> <p>Staff will continue exploring options for environmental projects during Q2.</p>	<p>The youth fund received two applications. Funding was approved for the kapa haka group (\$2000) and an arts project in Oratia (\$2000).</p> <p>The last meeting of the youth providers network was held at Glen Eden Baptist Church. The church will coordinate a summer music event which will involve the wider youth network.</p> <p>Staff are yet to confirm the environmental project with Hoani Waititi marae, with discussions to continue in Q3.</p>
552	CS: ACE: Community Empowerment	Increase diverse participation - community and iwi engagement and initiatives – Waitākere Ranges	Fund and facilitate community and mana whenua engagement in local board initiatives. Contribute funding to capacity building initiatives of community organisations in the local board area, including the Waitakere Ethnic Board, West Auckland Pasifika Forum and Hoani Waititi Marae. Contribute funding (where appropriate) to the planning and delivery of community projects. This includes communities of places as well as communities of interest and identity. Develop a local Māori responsiveness action plan.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 28,000	In progress	Green	<p>Staff facilitated the engagement of Te Kawerau Iwi Tribal Authority in the design of an information and interpretation feature for Te Henga (Bethells Beach) led by Te Henga Swimmable Waterways. Staff undertook initial scoping for projects that will support diverse participation. Capacity building initiatives that enable the community to express their views and deliver on their aspirations will be prioritised for funding through local neighbourhood groups e.g. in Glen Eden or rural and coastal villages, as well as through community-led organisations e.g. West Auckland Pasifika Forum, Waitakere Ethnic Board and Hoani Waititi Marae.</p>	<p>Staff facilitated the West Auckland Maori community hui on 29 November 2018 to progress the development of a Maori Responsiveness Plan. The Plan will help the three West local boards respond to Maori community needs and aspirations. Staff scoped neighbourhood-based community development learning opportunities to develop Pasifika youth leadership identified through the Tula'i programme. Staff brokered the Waitakere Ethnic Board to deliver Welcome to Auckland workshops for migrant/refugee newcomers to the Glen Eden area. Staff will develop a funding agreement in Q3. Staff investigated the potential for UNITEC students to undertake a survey in Q3 and Q4 of the Glen Eden ethnic community to identify their knowledge of and connection with the area and council services. This will provide a baseline of local information on new and existing communities to inform future local board decision making.</p>

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553	CS: ACE: Community Empowerment	Community-led placemaking - Neighbour's Day (WTK)	Fund Community Waitakere to deliver Neighbours Day activities.	Q3	LDI: Opex	\$ 6,500	In progress	Green	Staff administered a funding agreement with Community Waitakere which included delivering the Neighbours Day programme in March/April 2018. The planning for the programme will start in Q2. Community Waitakere has asked council staff to develop posters and flyers and they will promote the campaign as they did successfully this year.	Staff are working with Community Waitakere to develop advertising and promotional collateral for Neighbours Day 2018.
554	CS: ACE: Community Empowerment	Community-led place making - neighbourhood planning facilitated by Community Waitakere - Parrs Park and Prospect Park areas	Fund Community Waitakere to develop community groups' skills, for planning and leading neighbourhood improvements in the Parrs Park/Hoani Waititi Marae area and Prospect Park/Glen Eden Community House area. Facilitate the involvement of relevant council services where required.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 52,000	In progress	Green	<p>This activity is part of the funding agreement signed during this quarter with Community Waitakere to deliver a range of capacity building services to Waitakere Ranges community groups.</p> <p>Community Waitakere and the Glen Eden Community House planned to engage with local residents, including young people, on how their needs could be better met by the services and amenities at the community house and their neighbourhood parks. This engagement will take place in Q2.</p> <p>Community Waitakere continued to broker relationships between residents of Tuck Nathan Drive, Hoani Waititi marae and Te Kura Kaupapa to develop community gardens at the marae. The staff gave advice to and mentored Te Kura Kaupapa staff to develop their fundraising skills.</p>	<p>Albionvale/Paars Park/Hoani Waititi marae: Relationship building continues with He Pūāwai Whanau Maara Kai and the Marae. Community Waitakere staff assisted the marae with a timetable for the Community Garden on the marae site which will be shared in the community. He Pūāwai Whanau Maara Kai donated vegetable seedlings to the community garden for planting.</p> <p>Zodiac area: Community Waitakere prepared engagement material and planned engagement activities with residents over the summer months, in collaboration with local stakeholders. This engagement will re-visit and refine ideas for local placemaking and park improvements and identify opportunities for community-led activities and projects.</p>
555	CS: ACE: Community Empowerment	Youth Connections – WTK	Collaborate with multiple sectors to support youth from secondary education through pathways to employment and or entrepreneurship. Close the gap between youth and business, through work readiness and sharing learnings and insights to enable youth ready businesses. Provide local opportunities to improve social and economic outcomes for the local board area, aiming for all youth to be meaningfully engaged in education, employment or training and have clear and viable employment pathways.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	<p>The Future Ready Summit was held in July with over 200 business representatives across Auckland attending. The summit provided an opportunity to educate business about the benefits and savings from investing in youth as the future workforce. 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. JobFest will be 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. Staff promoted JobFest to all West Auckland business associations and at West Auckland Business Club After 5 event. Fifty-eight businesses have signed up with hundreds of job opportunities for youth. Youth Connections have initiated a collaborative approach across the local Youth Service Provider and Community Action Youth Alcohol and Drugs to support youth dealing with mental health and drug/alcohol issues.</p>	<p>JobFest on 11 October had 845 attendees, 551 were aged 16-24 (69%). 345 (65%) of the youth were not in employment, education or training (28% at the May JobFest); 34 young attendees were from the local board area. Seventy employers attended and from feedback it is estimated that employers received 4,550 CVs, short-listed 1,260 people, conducted 420 in-person interviews, made 280 job offers, and employed 140 directly as a result of this event. Of the 198 attendees who were in receipt of a Work and Income benefit prior to the event, 30 are no longer. Youth Service West delivered a work readiness programme to engage, train and support young people leading up to and following JobFest. Nineteen youth from West Auckland (five from Waitakere Ranges Local Board area) took part in the workshops covering work readiness, confidence and planning. Across West Auckland 17 of the youth attended the event and three gained employment. Youth continue to be supported in their employment journey as part of this programme. Staff are working with council contract suppliers to develop employment opportunities for local young people.</p>
556	CS: ACE: Community Empowerment	Community-led place making - Glen Eden Safety Hub	Fund the lease and outgoings for Glen Eden Safety Hub. The hub provides a co-location space for the local community constable, safety voluntary patrol groups and the town centre manager.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 21,000	In progress	Green	<p>The local board approved a further two-year renewal of the hub's lease through to 2019.</p> <p>The hub continued to provide increased visibility of safety patrols within the town centre and assist collaboration amongst agencies and stakeholders operating from the hub.</p>	<p>The hub continues to provide a neutral space for the pacific wardens and community patrol groups to host their team trainings and numerous stakeholder meetings. The co-location and network sharing across the hub has helped with a better collaboration on the recent Glen Eden Santa Parade. A safety stakeholders meeting hosted by staff and police was held at the hub to review, update and share safety information, and provided an opportunity for the group to network.</p>

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662	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (WTK)	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	During Q1, staff58; - progressed agreements with other council units to better enable community groups in Parau and South Titirangi to look after their local parks and coordinate council operations on public land in those areas. These agreements are expected to be finalised in Q2- documented changes in community-led initiatives in the Waitakere Ranges Heritage Area between 2012 and 2017 for a monitoring report to be published by Auckland Council in 2018. This information will help inform governing body and local board funding decisions and programmes - advised community groups on a potential community-led Pest Free Waitakere project in the context of the Pest Free Auckland project led by Auckland Council.	Staff facilitated the drafting of an Memorandum Of Understanding between the local board and the South Titirangi Neighbourhood Network. This will be approved by the local board in Q3. Staff facilitated a collaborative and strategic approach to neighbourhood parks improvements and community-led placemaking in Glen Eden. This will lead to the council, partner organisations and local stakeholders doing joint project/programme planning following community engagement in Q3. The drafting of an agreement with the Friends of Armour Bay in Parau was stalled as Auckland Council staff are discussing ways the Auckland Council can best support community volunteers working in Parks, particularly where the work of the volunteers has the potential to impact on Community Facilities maintenance contracts. Discussions will continue in Q3.
757	CS: ACE: Community Empowerment	REGIONAL: Improve safety through community-led place making	Fund and partner with local organisations such as voluntary community patrols, Neighbourhood Support and Operation Speedo to deliver initiatives that will make the area feel safe and vibrant. Activities: • build local organisations capacity and capability to respond flexibly to any local safety issues; • activate community-led responses, through a variety of place-making activities that increase the sense of community belonging and safety in their communities Waitakere.	Q1;Q2;Q3;Q4	Regional	\$ -	In progress	Green	In Q1, funding agreements have been drafted to deliver safety programmes across 3-west local boards, including high visibility patrols, and educational initiatives, such as Bluelight discos within primary schools. This includes draft agreements with: - Pacific Wardens Glen Eden - Community Patrols - Waitakere Pacific Wardens - Neighbourhood Support Waitakere - Waitakere Bluelight. All funding agreements will be completed in Q2.	Funding agreements with the west pacific warden groups, community patrol groups and Neighbourhood Support Waitakere are completed. A deployment plan has been developed and coordinated in partnership with the police. Operation Speedo (west summer safety campaign) was officially launched by Steve Tollestrup, local board member at Henderson Valley School. The launch was celebrated by 400 children and over 100-agency members along with music, a sausage sizzle, emergency vehicles and mascots from Operation Speedo. Operation Speedo will run from December 11 2017 to the end of February 2018. This is being led by Constable Mike Nolan, Waitakere Police.
206	CS: ACE: Community Places	Year 2 of 3 year term grant: Funding Agreement- Titirangi Community House	Fund Titirangi Community House Society Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Titirangi Community House for the years 2016-2019, commenced 1 July 2016 and terminating 30 June 2019. <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 38,290	In progress	Green	During Q1 payment was made on year two of the three-year funding agreement to the Titirangi Community House. Staff will commence planning for the regional hui in Q2.	The bi-annual community centre, houses and hubs hui was held on 24 November 2017 at the Western Springs Garden Hall. Staff from Titirangi Community House attended. The hui focussed on providing partners with business updates, in particular new local board plans, Long Term Plan work and funding agreements. Guest speaker Carol Scholes covered key areas of concern for Not For Profit organisations including changes in the legal environment, volunteer accountability and committee dynamics. Six hui were held across the region to test the vision "More successful and sustainable Community Led places". Attendee stakeholders included community-led committee members and employees, community lease holders and interested community groups. The purpose of these sessions was to uncover what works well in the current operational and funding models, where there is room for improvement, identify useful resources, and think outside the square for developing future practice. Following on from these hui there will be an opportunity in Q3 for community members to join a working group and be part of a council/community team that inputs into a "Roadmap that enables more Community Led Places". Titirangi Community House's annual presentation to be scheduled in Q3.

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207	CS: ACE: Community Places	Year 2 of 3 year term: Licence to Occupy and Manage-Titirangi Community House	Licence to occupy and manage to Titirangi Community House Society Incorporated for the operation of Titirangi Community House for the years 2016-2019, commenced 1 July 2016 and terminating 30 June 2019.	Not scheduled	ABS: Opex	\$ -	Completed	Green	No update scheduled or required; licence to occupy and manage was executed 2016/2017 financial year.	No update scheduled or required this quarter.
267	CS: ACE: Community Places	Year 2 of 3 year term grant: Funding Agreement-Glen Eden Community House.	Fund Glen Eden Community House Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Glen Eden Community House for the years 2016-2019, commenced 1 July 2016 and terminating 30 June 2019. <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 38,290	In progress	Green	During Q1 payment was made on year two of the three-year funding agreement to Glen Eden Community House. Staff will commence planning for the regional hui in Q2.	The bi-annual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff from Glen Eden Community House attended. The hui focussed on providing partners with business updates, in particular new local board plans, Long Term Plan work and funding agreements. Guest speaker Carol Scholes covered key areas of concern for Not For Profit organisations including changes in the legal environment, volunteer accountability and committee dynamics. Six hui were held across the region to test the vision "More successful and sustainable Community Led places". Attendee stakeholders included community-led committee members and employees, community lease holders and interested community groups. The purpose of these sessions was to uncover what works well in the current operational and funding models, where there is room for improvement, identify useful resources, and think outside the square for developing future practice. Following on from these hui there will be an opportunity in Q3 for community members to join a working group and be part of a council/community team that inputs into a "Roadmap that enables more Community Led Places". Glen Eden Community House's annual presentation to be scheduled in Q3.
268	CS: ACE: Community Places	Year 2 of 3 year term: Licence to Occupy and Manage -Glen Eden Community House.	Licence to occupy and manage to Glen Eden Community House Incorporated for operation of Glen Eden Community House for the years 2016-2019, commenced 1 July 2016 and terminating 30 June 2019.	Not scheduled	ABS: Opex	\$ -	Completed	Green	No update scheduled or required; licence to occupy and manage was executed 2016/2017 financial year.	No update scheduled or required this quarter.
368	CS: ACE: Community Places	Funding Agreement- Hoani Waititi Marae	A one year term agreement with Hoani Waititi Marae Trust towards operation and maintenance associated costs enabling Hoani Waititi Marae to be open and available for public use for the 2017/2018 year, commencing 1 July 2017 and terminating 30 June 2018. <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q3	ABS: Opex	\$ 66,166	In progress	Green	During Q1 payment was made to Hoani Waititi Marae. Key highlights from the Marae this quarter include: -hosting the West Auckland Historical Society talk about the history of the Marae -a korero by Mike King on 'You and Suicide' -a one man whakaari play called "Confessions of a Depressed Bullet" written and performed by Rob Mocaraka -the entire Saint Pauls School taking part in a three-day cultural experience, including Oratia Primary and Vision Direct Kindergarten. Staff will commence planning for the regional hui in Q2.	The bi-annual 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". Workshop to be scheduled in Q3 to discuss term for 2018/2019.

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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
371	CS: ACE: Community Places	Community Halls Partnership Fund	<p>A three year term grant to support community halls through a non-contestable process:</p> <ul style="list-style-type: none"> - Glen Eden Community and Recreation Centre War Memorial Hall (Glen Eden Community and Recreation Centre Incorporated) \$3,000 - Laingholm Village Hall (Laingholm and District Citizens Association (1998) Incorporated) \$3,000 - Oratia Settlers Hall (Oratia District Ratepayers and Residents Association Incorporated) \$3,000 - Oratia Small Hall (Oratia District Ratepayers and Residents Association Incorporated) \$3,000 - Waiatarua Hall (Waiatarua Ratepayers and Residents Association Incorporated) \$3,000 - Waitākere Domain Hall (Waitākere Residents and Ratepayers Association Incorporated) \$3,000 - Barnett Hall (Piha Community Centre Society Incorporated) \$6,000 - Huia Hall (Huia Cornwallis Ratepayers and Residents Association Incorporated) \$6,000 - Waitākere Township Hall (Waitākere Residents and Ratepayers Association Incorporated) \$6,000 - Paturoa Bay Hall (Paturoa Bay Ratepayers and Residents Association) \$6,000 	Q1;Q2;Q3	LDI: Opex	\$ 42,000	In progress	Green	<p>During Q1 the Glen Eden Community Recreation Centre War Memorial Hall received their first year payment as part of their three year funding agreement. Staff anticipate the outstanding first year payment instalments will be completed early Q2.</p>	<p>Staff met with the community groups on 11 August to discuss the new process over the next three years. The process is that grants being paid out in Q1 rather than Q4. Due to this change, more time is required than anticipated to administer the payments to the group. Oratia District Ratepayers and Resident's Association are providing feedback on the new funding agreement. Staff will pay the association the outstanding grant amount once feedback is received. Staff anticipate this will be resolved early Q3 which will then initiate the payment being processed.</p> <p>All Waitakere Ranges community hall funding agreements have been agreed, signed and first year payment instalments made in Q2.</p>
411	CS: ACE: Community Places	Venue Hire Service Delivery - WTK	<p>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.</p>	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	<p>Staff identified the need and value of understanding hirer satisfaction and experiences. Staff developed a survey on customers' experience with council-managed venues which will be sent out monthly to casual and regular hirers in Q2. The Q1 statistics are based on the first two months of FY2018 and one month of estimates. Visitor numbers are steady compared to last year.</p>	<p>During Q2 monthly hirer surveys were sent out to all casual hirers and a selection of regulars. Staff will be able to share results in Q3. Q2 statistics are based on the first five months of FY18 and one month estimate. Visitor numbers are steady compared to last year.</p>

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
414	CS: ACE: Community Places	Community Venues WTK - participation increase	Develop a network wide marketing strategy to increase participation within community venues in the Local Board area based on relevant and current research.	Q1;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Staff considered insights from research undertaken on non-users of venues for hire across the network. Key opportunities for further investigation include: - Capitalise on strengths in positioning – family friendly, local and convenient, affordable - Improve the condition and amenities of venues to meet expectations - Develop our offer and tailor to meet distinct interests - Provide event package options -Improve visibility of centre activities that will enable participation - Develop a digital solution to promote both venues and activities - Drive repeat business, share experiences, satisfaction and reach new customers. Staff will develop an improvement plan in Q2 and Q3.	During Q2, staff continued to work through key research insights and developing actions against these. Staff held two workshops with internal stakeholders to identify and confirm a main business objective "to create greater reach and relevance for Aucklanders so they feel connected locally". Six main focus areas remain as: - capitalise on strengths in positioning – family friendly, local and convenient, affordable - improve the condition and amenity to meet expectations - develop our offer and tailor to meet distinct interests - provide simple package options for hirers - develop a digital solution to promote both venues and activities - drive repeat business, share experiences, satisfaction and reach new customers. Action planning will continue in Q3.
2037	CS: ACE: Community Places	Community house wi-fi pilot	Fund wifi provision for Glen Eden Community House (Glen Eden Community House Incorporated) \$2,000 and Titirangi Community House (Titirangi Community House Society Incorporated) \$2,000 as a two year pilot for the years 2017-2019, commencing 1 July 2017 and terminating 30 June 2019.	Q1;Q2;Q3	LDI: Opex	\$ 4,000	In progress	Amber	Staff have arranged to meet early Q2 to discuss what is required to progress this pilot and understand next steps. This will include meeting with both Glen Eden and Titirangi Community Houses to gauge their interest in participating in the pilot and agreeing an approach.	No progress has been made on this initiative this quarter because staff need further internal discussions and clarifications for this piece of work. Titirangi and Glen Eden Community Houses have agreed to proceed with the wifi pilot and will be scoping the extension, implications and possible installation of wifi at their sites between Q 3 and Q4. Council IT services has also been contacted to investigate options for wifi installation at both sites during this period.
2848	CS: ACE: Community Places	Hire fee subsidy - WR	A waiver of the venue hire fee for Titirangi War Memorial Hall for the Going West Books and Writers Festival, and Titirangi Painters Exhibition for the next three (2017-2020)	Q1;Q2	LDI: Opex	\$ 2,018	In progress	Green	Staff have administered the additional subsidised rates as approved by the board. Each group has been notified and are aware of their charges for this financial year.	Staff have administered the additional subsidised rates as approved by the local board.
58	CS: ACE: Events	Anzac Services - Waitākere Ranges	Supporting and/or delivering Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 41,000	Approved	Green	Scheduled for Q4. Staff will commence planning in Q2.	Staff commenced planning in Q2 for delivery in Q4.
60	CS: ACE: Events	Citizenship Ceremonies - Waitakere Ranges	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 13,328	In progress	Green	The Civic Events team delivered a combined Western Cluster citizenship ceremonies on two occasions during Q1 with 814 people becoming new citizens.	Staff delivered a combined Western Cluster citizenship ceremonies on three occasions during Q2 with 880 people becoming new citizens.
62	CS: ACE: Events	Local Civic Events - Waitākere Ranges	Delivering and/or supporting civic events within the local board area which may include:- Conservation Week	Q1;Q2;Q3;Q4	LDI: Opex	\$ 3,000	In progress	Green	The Passchendaele Brass Band concert was held on Saturday 30 July 2017 at the Swanson RSA. Around 130 people attended.	The Heritage Conference was held on 8 October 2017 at the Henderson Council Chamber. Around 100 people attended. The Little Muddy Creek walkway was opened on 4 November 2017. Around 35 people attended. The Waikumete Cemetery Open Day was held on 12 November 2017 at the Waikumete Cemetery. Around 1000 people attended.

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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
63	CS: ACE: Events	Local Events Fund - Waitākere Ranges	<p>Funding to support community events through a non-contestable process.</p> <ul style="list-style-type: none"> - Glen Eden Christmas Parade (Glen Eden Protection Society) \$20,000 - Waitangi Day (Te Whanau O Waipareira Trust) \$10,000 - Luke Tipene Day (Glenora Rugby League Football Club) \$4,000 - Te Henga Community Day (Te Henga Community Group) \$2,500 - Karekare Beach Races (Lone Kauri Community School Trust) \$2,500 - Titirangi Glow Festival (Bright Lights Little Village) \$3,000 - Outlook for Someday Youth Development (Connected Media) \$5000 - Seaweek Festival \$3,000 - Wheels out West (Glen Eden Business Association) \$3,000 - Matariki at Arataki - \$8,000 <p>Total \$61,000</p>	Q2;Q3;Q4	LDI: Opex	\$ 61,000	In progress	Green	<p>Four grants totalling \$38,000 have been paid out in Q1.</p> <p>Organiser of the Luke Tipene Day have decided not to hold the event in 2018 and the \$4000 held for this event has been reallocated with \$3000 provided to the Friends of Arataki for their Children's Event. This leaves \$1000 yet to allocate through to other activities.</p>	<p>Two grants totalling \$6000 have been paid out in Q2. We are currently awaiting on the return of three funding contracts totalling \$8000 which will result in the fund being fully allocated for 17/18 with the previously unallocated \$1000 being allocated.</p> <p>Two events (Titirangi Glow and the Glen Eden Christmas Parade) have been successfully delivered in Q2.</p> <p>Reporting on these activities will occur in Q4 when accountability reports have been received.</p>
65	CS: ACE: Events	Delivered Events - Waitākere Ranges	<p>Deliver community events within the local board area as agreed:</p> <ul style="list-style-type: none"> - Movies in Parks \$12,000 - Waikumete Cemetery Open Day \$12,000 - YWD Disco \$3,500 (TBC) 	Q2;Q3	LDI: Opex	\$ 27,500	In progress	Green	<p>Movies in Parks: Planning for the Movies in Parks series is on track. Hoani Waititi Marae has been booked for Friday 23 March 2018. Public screening licence for "Hunt for the Wilderpeople" has been approved. Regional sponsorship will be confirmed in October 2017. Regional marketing will commence in November 2017 with specific event advertising starting three weeks prior to each event.</p> <p>Waikumete Open Day: Planning for this event, occurring on 12 November, is on schedule and no major issues have arisen. Approximately 2000 people are expected to join in a wide range of activities, presentations, exhibitions over the six hour period.</p>	<p>Movies in Parks: Planning is on track with Hoani Waititi Marae booked for Friday 28 March. Regional marketing has commenced with local advertising starting three weeks prior. The event will be delivered as 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.</p> <p>Waikumete Cemetery Open Day: The event was held on Sunday 12 November 2017 between 10am and 4pm with around 1000 people attending. An event debrief with stakeholders was held on 27 November.</p>
67	CS: ACE: Events	WW1 Commemorations & Heritage - Waitakere Ranges	<p>Funding to support community led programmes and events with a heritage or WW1 focus:</p> <ul style="list-style-type: none"> - Artillery Band Concert x2 - \$5,000 - New Stories in the Old West Heritage Conference - \$18,000 <p>Total - \$23,000</p>	Q2;Q3;Q4	LDI: Opex	\$ 23,000	In progress	Green	<p>The Artillery Band Concert was delivered in Q1 with around 300 attendees.</p> <p>Planning for the New Stories in the Old West Heritage Conference is well underway. A contractor has been employed to deliver the programme.</p>	<p>The New Stories in the Old West Heritage Conference was successfully delivered in Q2. Staff will report back to the local board in Q3 when the report has been received from the contractor.</p>
183	CS: ACE: Events	Kauri Karnival - Waitakere Ranges	<p>Delivery of a signature event for the local board with a focus on kauri dieback and education of the community on the issue.</p>	Q3	LDI: Opex	\$ 25,000	In progress	Green	<p>Staff will commence planning for this event in Q2.</p>	<p>Staff have booked Parris Park Meadow for Sunday 22 April (earth day) and an event permit application submitted. An event delivery plan was submitted to board for feedback and approval. Programming of activities and operational suppliers underway. The budget does not allow for new activities discussed during project briefing. Activities such as interactive art, directional signage, site decor and an expanded marketing campaign may not be achievable without a budget increase. Staff raised concerns that event programme may not meet boards expectations especially with requests for improvements. Budget increase will be requested in Q3.</p>

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
Community Facilities: Build Maintain Renew										
2462	CF: Investigation and Design	Armour Bay Reserve - renew park roading and car park	Renew park roading and car park	Q2;Q3;Q4	ABS: Capex	\$ 78,000	Approved	Green	Current Status: Engaging engineer to investigate and report on required work. Next Steps: Complete scope.	Current Status: This project is in its very early stages with the Investigation and Design Unit. Staff are currently identifying the required work and scoping prior to preparing the business case
2463	CF: Investigation and Design	Ceramco Park - driveway renewal	Renew area of driveway.	Q2;Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Current status: Investigation is underway by engineer to determine requirements. Next steps: Complete scope.	Current status: This project is in its very early stages with the Investigation and Design Unit. Staff are currently identifying the required work and scoping prior to preparing the business case
2465	CF: Investigation and Design	Glen Eden Community House - renew matta tiles	The matta tile surface in the outdoor play are are old and require replacing.	Not scheduled	ABS: Capex	\$ 20,000	Cancelled	Red	Current Status: Project has been cancelled	Risks/ issues: Following specialised testing it has been determined that the matting is currently in reasonable condition and does not require replacement. Current Status: Project record has been cancelled. Following specialised testing it has been determined that the matting is currently in reasonable condition and does not require replacement. Next steps: None
2467	CF: Investigation and Design	Glen Eden Town Centre - refurbish toilet block	Glen Eden Town Centre toilet block refurbishment. This project is carried-over from the 2016/2017 programme (previous ID 3132).	Q2;Q3;Q4	ABS: Capex	\$ 10,000	Approved	Green	Current status: The toilet block is in reasonable condition. The Glen Eden Town Centre will planned for major development starting in September 2018. This project should be postponed until the future of the toilet block is determined. Next Steps: Provide findings for the Waitakere Ranges Local Board for their consideration.	Current status: The toilet block is in reasonable condition and will be maintained to be fit for purpose until the refurbishment occurs as a part of the Glen Eden Town Centre development project Next Steps: The refurbishment of this toilet will occur as a part of the Glen Eden Town Centre development project.
2468	CF: Investigation and Design	Glen Eden Town Square	Develop a town square in Glen Eden	Q1;Q2;Q3;Q4	ABS: Capex	\$ 4,749	On Hold	Amber	Current Status: The concept plan was presented to the local board and received positive feedback. The quantity surveyor has provided cost estimates allowing us to establish how much the project will potentially cost. Next Steps: The business case is to be written capturing the need for the investment. Clarification regarding the source(s) of funding needs to be confirmed.	Risks/ Issues: Project is on hold as future undefined until the Governing Body decides on this advocacy project. Current Status: The Glen Eden Town Square is the focus of the local board advocacy project, the Glen Eden Town Centre. This project is on hold until there is a decision from the Governing Body. Next steps: Review the master plan against the revised advocacy brief and available funding.
2469	CF: Investigation and Design	Harold Moody Park - renew sport fields	Renew sport fields for continued enjoyment.	Q2;Q3;Q4	ABS: Capex	\$ 15,000	In progress	Green	Scope currently being prepared for extent of the renewal at Harold Moody Park.	Current: Professional services scope of work being prepared for extent of the renewal at Harold Moody Park. Next Steps: Engage consultant to prepare concept design for renewal and then engage with stakeholders that use the Sports field.
2471	CF: Investigation and Design	Huia Domain - renew park roading and car park	Renew park roading and car park	Q2;Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Current status: Seeking to engage roading engineer to undertake design of the driveway and car park. Next steps: Undertake a review of the design and complete scope.	Current status: A roading engineer is now engaged to develop a design to renew the roading and car parks at Huia Domain. Next steps: Undertake a review of the design and complete scope.
2475	CF: Investigation and Design	Oratia Settlers Hall - renew boundary fence	Renew boundary fence	Q2;Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current Status: Awaiting discussion with lease holder about changes to the current lease before proceeding with this project.	Current Status: Awaiting outcome of lease discussion with lease holder.
2477	CF: Investigation and Design	Piha area - renewal of interpretative signage	Renewal of unqued heritage, bylaw and H&S signs.	Q2;Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current status: Undertaking revision of content of current signs. Engaging specialist designer to provide design ideas. Next steps: Discuss findings with the local board parks portfolio holder.	Current status: Undertaking revision of content of current signs. Next steps: Discuss findings with local board parks portfolio holder.

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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
2481	CF: Investigation and Design	Titirangi Community House - replace hessian wall	Replace hessian wall	Q2;Q3;Q4	ABS: Capex	\$ 3,500	Approved	Green	Current status: Investigation required prior to writing business case. Next step:write business case.	Current status:This project is in its very early stages with the Investigation and Design Unit. Staff are currently identifying the required work and scoping prior to preparing the business case
2482	CF: Investigation and Design	Titirangi Library - comprehensive renewal	Comprehensive Building Refit	Not scheduled	ABS: Capex	\$ 160,000	Approved	Green	Investigation required prior to writing business case.	Current status: Work will be scoped, ready for delivery. Next step: complete scope of work.
2483	CF: Investigation and Design	Titirangi War Memorial Hall - replace joinery	Replace timber joinery with timber joinery (not aluminium) incl glazing	Q2;Q3;Q4	ABS: Capex	\$ 5,000	Approved	Green	Current Status: Developing scope. Next Steps: Scope approval	Current Status: Scoping of this project has been on hold due to the repair work following fire in the roof. The project will begin shortly. Next Steps: Completion of investigation and design.
2486	CF: Investigation and Design	Waitakere Ranges - renew park lighting 2017-18	French Bay Esplanade, Nicolas Reserve, Owen's Green, Parrs Park, Piha South Road Reserve, Titirangi Beach	Q2;Q3;Q4	ABS: Capex	\$ 22,500	Approved	Green	Current status: Investigation required prior to writing business case. Next step:write business case.	Current status:This project is in its very early stages with the Investigation and Design Unit. Staff are currently identifying the required work and scoping prior to preparing the business case .
2487	CF: Investigation and Design	Waitakere Ranges - renew park structures 2017-18 & 2018-19	Oratia Esplanade, Garden Walkway Reserve, Duck Park, Piha South Rd Res, Sandys Parade, Western Park	Q2;Q3;Q4	ABS: Capex	\$ 23,500	In progress	Green	Current status: Investigation required prior to writing business case. Next step:write business case.	Current status: Need to review this project with legal to ensure it should be Auckland Council led (works relate to boundary retaining wall and fence). Next step: Seek clarification from legal team and act on advice.
2488	CF: Investigation and Design	Waitakere Ranges - renew signage 2017-18	Clayburn Reserve, Glen Eden Picnic Ground, Harold Moody Reserve, aingholm Hall Reserve, Laingholm Reserve, Mahoe Walk, Milan Reserve, Nicolas Reserve, Oratia Esplanade, Owen's Green, Parrs Park, Paturoa Way, Seaview Walkway, Singer Park, Tamariki Reserve, Wekatahi Reserve, Prospect Park	Q2;Q3;Q4	ABS: Capex	\$ 40,720	In progress	Green	Current status: Investigation required prior to writing business case. Next step:write business case.	Current Status: Signage is being installed. Next Steps: Continue installation of signage and complete in January 2018.
2490	CF: Investigation and Design	Waitakere Ranges - renew walkways & paths 2017-18 & 2018-19	Marine Parade Plantation Reserve, Taumatarea Esplanade	Q2;Q3;Q4	ABS: Capex	\$ 1,750	Approved	Green	Current status: Investigation required prior to writing business case. Next step:write business case.	Current status:This project is in its very early stages with the Investigation and Design Unit. Staff are currently identifying the required work and scoping prior to preparing the business case
2849	CF: Investigation and Design	Waitakere Ranges - renew facility signage	Replace old facility signage which has Waitakere City Council information. This item replaces item 2484.	Q2;Q3;Q4	ABS: Capex	\$ 20,000	In progress	Green	Current Status: Project scope has been completed and project is ready for delivery.Next Steps: Work will be tendered and physical work undertaken.	Current Status: Physical works currently being tendered.Next Steps: Review submission and award.
3406	CF: Investigation and Design	Titirangi - replace toilet block	Replace toilet block.Local Board noted that they would like Muehlenbeckia to be planted against the new toilet block in Titirangi Village.	Not scheduled	ABS: Capex	\$ -	On Hold	Red	Current status: Project has been placed on hold. Next steps: None	Risks/ issues: Project placed on hold pending a partnership proposal yet to be decided. Outcome of meeting with Auckland Transport is that they will look at possibility of locating toilet block by bus stop on Titirangi Road. Current status: Project has been placed on hold. Next steps: Check in regularly with Community Services on advancement of partnership proposal
3414	CF: Investigation and Design	Parrs Park Table Tennis - renew carpark	Parrs Park Table Tennis carpark renewal. This project is carried-over from the 2016/2017 programme (previous ID 4276).	Not scheduled	ABS: Capex	\$ -	On Hold	Amber	Current Status: Received geotechnical report and options assessment. Next Steps: Table tennis club has decided to refurbish their facility; it has been advised to put the project on hold until they have completed the work.	Risk/Issues: Project put on hold until the club has completed their refurbishment. Current Status: Received geotechnical report and options assessment. Next Steps: Table tennis club has decided to refurbish their facility; it has been advised to put the project on hold until they have completed the work.

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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
1669	CF: Operations	Waitākere Ranges 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. Higher than normal precipitation has resulted in saturated ground conditions, which has presented a challenge for mower operations, including preparing for the summer sports season. There have also been some ongoing challenges with security gates and loose litter, which staff are focusing on resolving. In the building space, the main challenge has been the response timeframes for reactive maintenance, this will be addressed by increasing trades personnel by the contractor and the implementation of planned preventative maintenance. Highlights have been improved garden maintenance outcomes and the trial of bin sensors, which could potentially result in more efficient and improved on the ground service delivery. 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.	Full facility contractors were challenged by the spring growth flush in quarter two which was exacerbated by the exceptionally wet ground conditions of the previous quarter. The contractor was able to rise to the challenge and on the whole mowing was completed within specification. Summer sports field preparation was completed successfully. Dune access way clearance was undertaken at Piha and Te Henga to allow safe surf club access to the beach. Building maintenance (soft services and trades) has improved due to additional personnel being employed by the contractor. Litter and public toilet cleanliness will be key areas of focus at busy coastal sites heading into quarter three. 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.
2464	CF: Project Delivery	Glen Eden Community & Recreation Centre War Memorial Hall - refurbish hall	Renew roof and investigate rewiring and heating.	Q2;Q3;Q4	ABS: Capex	\$ 76,900	In progress	Green	Current Status: Scoping is now completed and project is ready for delivery. Next Steps: Engage contractor to undertake physical work.	Current Status: Award contract to undertake physical works. Next Steps: Complete physical work.
2466	CF: Project Delivery	Glen Eden Picnic Ground - renew amenity lighting	Renew park lighting to ensure the asset is fit for purpose.	Q2;Q3;Q4	ABS: Capex	\$ 50,000	In progress	Green	Current Status: The physical works are underway, awaiting the delivery of lights. Next Steps: Completion of physical works.	Current Status: The physical works are near completion, waiting for electricity connection to live up the lights Next Steps: Completion of physical works
2470	CF: Project Delivery	Huia Domain - renew coastal structure	Huia Domain - retaining wall renewal. This project is carried-over from the 2016/2017 programme (previous ID 3126).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 650,000	In progress	Amber	Current Status: Contract has been awarded and works are due to begin later September 2017. Next Steps: Begin physical works, with a pre-start meeting to be held on site.	Risks/issues: Works within coastal area, working with project stakeholders, site considerations (protected trees, archaeological and cultural values). Current Status: Groynes are currently being constructed, but were delayed due to apparent subsidence. This has been mitigated and stopped. The delay has resulted from subsidence and methodology of moving sand originally proposed by contractor not being appropriate. Next Steps: Complete the physical works, the sand nourishment in 2018.
2472	CF: Project Delivery	Laingholm Hall - refurbishment of exterior	Refurbish roof, cladding and disability access to main entrance.	Q2;Q3;Q4	ABS: Capex	\$ 142,500	In progress	Green	Current status: Engage contractor to undertake physical work. Next Steps: Start physical works.	Current status: Re-scoping project as more extensive works are required. Next Steps: Finalise scope and budget
2473	CF: Project Delivery	Mahoe Walk - renew walkways and path	Renew walkway	Q2;Q3;Q4	ABS: Capex	\$ 50,000	In progress	Green	Current Status: Tender documents are being prepared to engage professional services (e. g. arborist). Next Steps: Initiate tender and review tender submissions.	Current Status: Tender documents are being prepared to engage professional services (e. g. arborist). Next Steps: Initiate tender and review tender submissions.
2474	CF: Project Delivery	Opanuku Marginal Renew Pedestrian Bridge	Opanuku Marginal Renew Pedestrian Bridge. This project is carried-over from the 2016/2017 programme (previous ID 4273).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 1,200	In progress	Green	Current Status: No physical work will be undertaken except the installation of signage. Next Steps: Install signage and monitor condition of bridge.	Current Status: Signage has been ordered. Next Steps: Install sign and monitor condition of bridge.

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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
2476	CF: Project Delivery	Owens Green - renew goal posts	Renew goal posts	Q2;Q3;Q4	ABS: Capex	\$ 10,000	Completed	Green	Current Status: The contract for the supply and installation has been awarded. Next Steps: The installation is planned to commence in October 2017.	Current Status: New goal posts installed early December 2017. Next Steps: Project closure.
2478	CF: Project Delivery	Piha South Road Reserve - renew toilet	Renew toilet. This project is carried-over from the 2016/2017 programme (previous ID 3130).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 85,000	In progress	Green	Current Status: Request for quotation to be sent to the contractor for pricing. Next Steps: Physical work to be undertaken.	Current Status: Currently negotiating with Contractor. Next Steps: Award contract
2479	CF: Project Delivery	Rahui Kahika Reserve - renew park fencing	Renew park fencing	Q1	ABS: Capex	\$ 6,000	Completed	Green	Current Status: completed in September 2017.	Current Status: New bollards were installed in September 2017. Next Steps: No more physical works required, project closed.
2480	CF: Project Delivery	Te Henga Park - renew waste water system pump	Renew pump for waste water system.	Q2;Q3;Q4	ABS: Capex	\$ 12,000	In progress	Amber	Current Status: Tender process underway. Next Steps: Award contract and schedule physical works.	Risks / Issues: Waste water pump specified in the project scope is not suitable for the site and options are re-visited. This is causing a delay in the award for the contract and the installation of the pump. Based on the received submission it also appears that the budget may not be sufficient for delivery. Current Status: Tender submission under review and options for delivery are validated. Next Steps: Confirm scope details (refer below), award contract and schedule physical works.
2485	CF: Project Delivery	Waitakere Ranges - renew park furniture 2017-18	Olive Grove, Owen's Green, Sandy's Parade	Q2;Q3;Q4	ABS: Capex	\$ 39,700	In progress	Green	Current Status: The contract for the installation and supply of furniture has been awarded. Next Steps: Order furniture and confirm programme for installation.	Current Status: The furniture installation is underway. Next Steps: Complete installation in January 2018 and close project.
2489	CF: Project Delivery	Waitakere Ranges - renew footpaths FY17-18	Foster Ave walkway, Glen Eden picnic ground, Harold Moody Reserve Soldiers Memorial Reserve path. This project is carried-over from the 2016/2017 programme (previous ID 3131).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	In progress	Amber	Current Status: Designs for the staircase at Foster Ave, and alignment for the new path at Harold Moody Park have been drafted and are being reviewed. Next Steps: Procurement for construction will commence once the design work is finalised.	Risks/ issues: Additional budget may be required dependent on final estimates. Current Status: The scope and design work for Foster Ave Walkway, Harold Moody Park footpath, and Soldiers Memorial renewal have been completed. Based on estimates provided, the budget available is not sufficient and an additional \$30,000 is required. A request for the additional budget is being prepared. One tender package is being compiled from the various scoping documents provided for these three sites. Next Steps: Advertise tender and select an appropriate contractor to undertake the physical works once budget is approved.
2909	CF: Project Delivery	Alex Jenkins Memorial - renew toilet	Current Phase: Helen is scoping the project requirements. Work will need to be delivered in FY18. Next Steps: Complete scope, defer budget to FY18. This project is carried forward from the 2016/2017 work programme, previous ID 4265	Q1;Q2;Q3;Q4	ABS: Capex	\$ 65,000	In progress	Green	Current Status: Project planning is underway. Next Steps: Procurement planning for professional services for design and specification of toilet block renovation.	Current Status: Tender submission for construction works received and under review. Next Steps: Award contract and plan delivery.
3005	CF: Project Delivery	Henderson Valley Scenic Reserve - develop Seibel Road	1. Seibel Reserve Stream Crossing Upgrade Works 2. Henderson Valley Scenic Reserve Track Upgrade-between Candia Road to Vineyard Road This project is carried forward from the 2016/2017 work programme, previous ID 4269	Q1;Q2;Q3;Q4	ABS: Capex	\$ 85,000	Completed	Green	Current Status: Physical works completed. Next Steps: Start the construction to extend the existing track at Seibel Reserve in early November 2017.	Current Status: Physical works completed September 2017. Next Steps: None

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
3034	CF: Project Delivery	Kawaka Reserve - renew tracks	Renewal of the existing track This project is carried forward from the 2016/2017 work programme, previous ID 4425	Q1;Q2;Q3;Q4	ABS: Capex	\$ 26,000	In progress	Green	Current Status: The construction contract has been awarded. Next Steps: Commence and complete physical works by June 2018.	Current Status: Pre-Start meeting with physical works contractor has been completed. Next Steps: Undertake physical works during the Christmas school holidays to avoid heavy usage times.
3054	CF: Project Delivery	Les Waygood - install telemetry system in toilet	This project is carried forward from the 2016/2017 work programme, previous ID 4271	Q1;Q2;Q3;Q4	ABS: Capex	\$ 16,288	In progress	Green	Current Status: Auckland Council is reviewing its telemetry use to develop a consistent system for gathering data. This is anticipated to be completed by November 2018. In the interim the project is on hold as the type of telemetry system required will depend on what approach council adopts. Next Steps: Procure a supplier and install a telemetry system once council has determined its approach.	Current Status: There are potentially delays to this project while the council reviews its telemetry system requirements. An update on progress of this review will be provided in January 2018, following which a decision will be made on whether the project needs to be delayed and delivered in Financial Year 2018/2019. Next Steps: Determine if the project needs to be pushed into Financial Year 2018/2019 if there are further delays with the council's review of telemetry system requirements..
3056	CF: Project Delivery	Little Muddy Creek - install walkway	Design and consent walkway development from Rimutaka Place to Huia Rd including shared access, aggregate paths, timber footbridge, boardwalks and stairs. Physical works FY17. New track network (Stage 1, 2, 3) This project is carried forward from the 2016/2017 work programme, previous ID 644	Q1;Q2;Q3;Q4	ABS: Capex	\$ 115,628	Completed	Green	Current Status: Physical works completed July 2017. Next Step: Defect Liability period to complete January 2018.	Current Status: Physical works completed July 2017 Next Step: None
3156	CF: Project Delivery	Parrs Park - renew toilet block	Demolition of existing toilet block and installation of new 3 pan toilet block. This project is carried forward from the 2016/2017 work programme, previous ID 3127	Q1;Q2;Q3;Q4	ABS: Capex	\$ 200,000	In progress	Green	Current Status: Works are underway with the water pressure issues are nearly resolved and final works are underway to complete the toilet block. The code of compliance application will be lodged once all works are complete. Next Steps: Demolish existing toilet block and construct new half court. Receive code of compliance. Completion of the project is forecast for late October 2017.	Current Status: The new toilet is open to the public. The old toilet has been demolished. The BBQ and picnic table is open for use. Basketball area construction has commenced. Next Steps: Complete basketball area construction and line mark. The majority of this project will be completed by Christmas 2017. In the new year the last few items such as line marking.
3157	CF: Project Delivery	Piha Domain - install effluent recycling alkalinity dosing system	H & S Reactive Renewals, Piha Domain-Supply and install effluent recycling alkalinity dosing system This project is carried forward from the 2016/2017 work programme, previous ID 4332	Q1;Q2;Q3;Q4	ABS: Capex	\$ 103,750	In progress	Green	Current Status: A price has been obtained for constructing a shed. Clarifications are being sought from the contractor on their price, including supply of the pump. Next Steps: Award once all clarifications have been satisfactorily addressed.	Current Status: Additional information has been requested from the contractor regarding specifications and dimensions of the shed to be constructed. Next Steps: Award tender once all requested information has been provided by tenderer.
3226	CF: Project Delivery	Titirangi Library - remove asbestos in ceiling and vinyl	Current Status: BC and associated documents have been uploaded. Next steps: PS procurement and physical work This project is carried forward from the 2016/2017 work programme, previous ID 4358	Q1;Q2;Q3;Q4	ABS: Capex	\$ 265,300	Completed	Green	Current Status: Contractor has found significant rust in the roof at the library during the construction work. Structural repair work in the roof is required that will take an additional 4-6 weeks for the job to be completed. The contractor has just started roof repair work and awaiting for new completion dates. Next Steps: Commence roof repair work, ceiling and lighting renewal work.	Current Status: All physical work completed. Next Steps: None

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
3227	CF: Project Delivery	Titirangi War Memorial Hall - upgrade back stage & main hall floor	Upgrade back stage & main hall floor This project is carried forward from the 2016/2017 work programme, previous ID 382	Q1;Q2;Q3;Q4	ABS: Capex	\$ 46,846	In progress	Amber	<p>Current Status: Fire has delayed works to complete the final stages of this project which includes the meter board upgrade. On further investigation the main power line is a paper lined lead powerline, which is difficult to repair and the insulation may have deteriorated, currently testing.</p> <p>Next Steps: Depending on testing, main line may need to be replaced to the street connection.</p>	<p>Risks/ issues: Work will now be delayed due to fire in August 2017.</p> <p>Current Status: Fire has delayed works to complete the final stages of this project which includes the meter board upgrade, on further investigation the main power line is a paper lined lead powerline, which is difficult to repair and the insulation has deteriorated. Service line is to be replaced in February 2018.</p> <p>Next Steps: Complete upgrade to switch board and handover to operations in March 2018.</p>
3228	CF: Project Delivery	Titirangi War Memorial Park, Titirangi Play Centre - renew power supply	renew power supply This project is carried forward from the 2016/2017 work programme, previous ID 4556	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	Completed	Green	<p>Current status: Contract for physical works awarded.</p> <p>Next steps: Plan delivery timeline and start works at the play centre.</p>	<p>Current status: New power supply connected and works completed.</p> <p>Next steps: None.</p>
Infrastructure and Environmental Services										
74	I&ES: Environmental Services	Bus subsidies for participation in education for sustainability - Waitākere Ranges	To provide bus subsidies for the 14 schools within the Waitākere Ranges Local Board area to attend education for sustainability programmes at Arataki, and other experience centres. The Sustainable Schools team operates six experience centres around Auckland which offer hands-on education for sustainability experiences, inspiring children to make a difference for their environment. Staff are aware, from direct teacher feedback, that the cost of buses is restricting students from being able to attend these experience centres. As a guide, \$1,500 would allow 10 schools to attend an experience centre.	Not scheduled	LDI: Opex	\$ 2,000	In progress	Amber	In quarter one marketing collateral was produced and distributed via email to principals and/or key sustainability teachers at all schools in the Waitākere Ranges local board area. Funds will be awarded on a first-come-first-served basis up to 13 schools. Schools arrange their own transport and funds are paid directly to the school following their visit.	The Waitākere Ranges area does not have many low decile schools. This could be affecting the number of schools taking up the offer of a subsidy. This will be investigated in quarter three. In quarter two, no schools took up the offer of a subsidy. The opportunity has been advertised again, and will be promoted in the new year when term one starts.
134	I&ES: Environmental Services	Community Nurseries (EcoMatters) - Waitākere Ranges	To establish and support community nurseries, and to provide advice to the community on how best to establish and maintain these.	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	In quarter one 1,000 plants were propagated and 900 plants were used for buffer zone planting in the Waitākere Ranges Local Board area. Deputy Chair Saffron Toms and board member Sandra Coney participated in a tour of the EcoMatters nursery site on 15 August 2017. Planning is underway with the Titirangi Rudolf Steiner School for a seed collection workshop in early 2018 to assist the set-up of a nursery at the school.	In quarter two 1,350 native plants were germinated and potted. At the end of quarter two, 5,450 native plants are available for community planting projects in quarter four. Community outreach has included collaboration with local libraries, schools and special needs groups, as well as nursery and propagation advice provided to interested individuals. In December 2017 EcoMatters was confirmed as a recipient of a \$10,000 grant from Auckland Airport, which will enable doubling of the nursery's output in 2018.
135	I&ES: Environmental Services	Love Your Place Awards (EcoMatters) - Waitākere Ranges	To fund and support environmental champion recognition awards that will specifically be for Waitākere Ranges Local Board constituents. The awards will recognise volunteer work in the environment, and will be delivered every 2 years.	Not scheduled	LDI: Opex	\$ 5,000	In progress	Green	Activity is planned to occur from quarter two onwards for organising the promotion and call for nominations for the Love Your Place Awards to be held in September 2018.	Initial planning for the Love Your Place Awards started at the end of quarter two, with detailed planning, including key dates for promotion and call for nominations, on track for completion in quarter three.

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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
136	I&ES: Environmental Services	Plastic Bag Campaign (EcoMatters) - Waitākere Ranges	<ul style="list-style-type: none"> To engage and support individuals, businesses, schools, and community groups to adopt alternatives to plastic bags. This project will work in conjunction with existing community initiatives. 	Not scheduled	LDI: Opex	\$ 5,000	In progress	Green	Love Titirangi have created an updated design for a new reusable bag that will be part funded by EcoMatters / Waitakere Ranges Local Board and part funded by local retailers. Fifteen businesses have each chipped in \$100 and Supervalu contributed \$300. Adoption of the Plastic Bag Free Titirangi initiative is progressing as planned and the community is still actively producing 'Boomerang Bags' that are available from local retailers to use and then return, providing a convenient alternative to single use plastic bags.	Roll out and uptake of the Plastic Bag Free Titirangi initiative is progressing as planned and detailed results will be available in quarter three. The community is continuing to produce 'Boomerang Bags' that are available from local retailers to use and then return, providing a convenient alternative to single use plastic bags.
137	I&ES: Environmental Services	Love Your Neighbourhood (EcoMatters) - Waitākere Ranges	<ul style="list-style-type: none"> Provide rapid response assistance up to a value of \$500 to support volunteer-driven practical environmental initiatives such as environmental clean ups and restoration, community planting and food growing. Includes providing practical assistance to not-for-profit preschools to enable environmental education initiatives; in particular edible gardens and water saving and collection devices. Promote the availability of the assistance through appropriate networks across the Waitākere Ranges Local Board area. Respond to requests from the Waitākere Ranges Local Board to support community action. 	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	Four applications were received and approved in quarter one, with a total value of \$2,370. Among the applicants were a school, a kindergarten, an individual and two community organisations. Promotion of the initiative commenced using Facebook. An improved poster and flyer is being developed to distribute at libraries and community centres early in quarter two. Also scheduled for quarter two is a mail out to schools, kindergartens and play centres.	Eight applications were supported in quarter two, with a total value of \$3,650. A further mailout to preschools and schools to promote the programme is scheduled for quarter three.
138	I&ES: Environmental Services	War on weeds (EcoMatters) - Waitākere Ranges	A campaign to be run in March 2018, where jumbo bins are provided at key sites in the local board area for a four week period for community disposal of weeds.	Not scheduled	LDI: Opex	\$ 23,000	In progress	Green	Activity is planned to occur from quarter two onwards for organising this public weeding campaign (to be delivered in March 2018). EcoMatters will provide jumbo bins at sites in the local board area throughout March 2018 for community disposal of weeds and to raise awareness of weed issues. The bin sites will be determined in conjunction with the board in quarter two, prior to promotion of the campaign, in targeted media in February 2018.	Finalising bin sites for War on Weeds in conjunction with the board was rescheduled to January 2018 because of uncertainty about the availability of bins provided through the related Waitakere Ranges community weed bins initiative. This uncertainty was resolved at the end of quarter two and the organising of War on Weeds has resumed. The initiative remains on track for planned promotion in February 2018 and delivery throughout March 2018.
139	I&ES: Environmental Services	EcoMatters Environment Centre and Sustainability Hub (EcoMatters) - Waitākere Ranges	<p>Funding will support the operation of EcoMatters Environment Centre and associated education programmes, as well as provide baseline funding for EcoMatters Trust.</p> <p>EcoMatters deliverables include:</p> <ul style="list-style-type: none"> Manage the EcoMatters Environment Centre Promote service to the diversity of Waitākere Ranges communities Provide and promote free or affordable meeting space to other environmentally focused community groups Deliver a minimum of 26 sustainability-related seminars and workshops within the funding period 	Not scheduled	LDI: Opex	\$ 35,000	In progress	Green	In quarter one the Environment Centre was open to the public for 33 hours per week which is consistent with its operating target of being open at least 30 hours per week. EcoMatters is on track to achieve their target of delivering at least 26 sustainability-related seminars or workshops during the funding year. A total of 12 workshops were held in the first quarter covering zero waste, gardening, fruit preserving, making reusable food wraps, reusable bags and cleaning care products, and how to upgrade a computer. All of the workshops held in August 2017 had a waste minimisation theme. Evaluations were carried out for each workshop and in quarter one 74% per cent of participants rated the workshops as excellent, 26 per cent rated them as good and none rated them average/poor. On 22 July 2017 EcoMatters held a Kiwi Bottle drive event at the Centre to promote the potential of a 'container take back scheme' to the public. The workshop and events programme for quarter two was developed and distributed prior to the end of quarter one. Quarter two commences with a "Big Little Bike Day" (family fun day event) being held on 1 October 2017.	In quarter two the Environment Centre was open to the public for 33 hours per week in line with its operating target of being open at least 30 hours per week. EcoMatters is on track to achieve their target of delivering at least 26 sustainability-related seminars or workshops during the 2017/2018 year. Thirteen workshops with a total of 283 participants were held in quarter two on topics including rain harvesting, Māori medicinal plants and gardening practices, seed swapping, and fermenting vegetables. Three cycling-related workshops/events were held in October 2017 in association with Auckland Transport's 'Biketober' initiative. Four biodiversity-related workshops were held during Conservation Week (14 – 22 October 2017). Evaluations were carried out for each workshop and in quarter two 98 per cent of respondents rated the workshops as excellent or good. The workshop and events programme for quarter three was developed and distributed prior to the end of quarter two. Quarter three commences with a school holiday workshop 'Making Crayons from Soil' in 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
140	I&ES: Environmental Services	Project HomeWise (EcoMatters) - Waitākere Ranges	A minimum of three workshops to be provided to communities on topics such as:• Waste minimisation (how to sort household rubbish, including home composting, options and demonstration)• Water saving (how to reduce water consumption and bills)• Energy efficiency (how to reduce power bills)• Sustainable living	Not scheduled	LDI: Opex	\$ 5,000	In progress	Green	No workshops were held in the Waitākere Ranges local board area in quarter one. The board's Strategic Broker has provided a list of local groups reflecting the intended audience for the initiative and communication with these groups is in progress to develop the workshop schedule for quarter two onwards. Engagement is planned with the Glen Eden United Church of Tonga and the new intake for Vision West's Mauri Ora class, with the intent of scheduling workshops with these groups.	In collaboration with Auckland District Health Board (ADHB), a workshop was held at VisionWest on 5 December 2017 for approximately 20 Vision West staff comprising social workers, budget advisors, a curtain bank manager, and tenancy staff. ADHB discussed the Kainga Ora service and EcoMatters ran a HomeWise session covering heating, ventilation, mould reduction, and water and energy saving, as well as how VisionWest clients can access HomeWise sessions to assist with healthy and sustainable living. Engagement with local community groups is progressing to develop the schedule of workshops for quarters three and four.
141	I&ES: Environmental Services	EcoWest Festival (EcoMatters) - Waitākere Ranges	Funding to support the EcoWest festival which will run from March-April 2018. The project deliverables will include: • Provide a community-based environmental festival with access to free public events • Design and deliver an event that provides information and practical ideas for making sustainable living easy • Market the festival to businesses, institutions and community groups acknowledging Waitākere Ranges Local Board's funding • Promote the festival in ways that target the diversity and distribution of the population To work collaboratively with other agencies who may be delivering similar events in the other sub-regions at the same time.	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	Funding applications were completed and submitted to The Trusts' Community Foundation (TTCF) for further financial support of the EcoWest Festival and the flagship EcoDay event. The outcome of the TTCF application is due in October 2017. In quarter two, recruitment for the EcoWest Festival delivery team will commence as well as a call for expressions of interest from event organisers to register their event(s).	In quarter two recruitment of the EcoWest Festival team progressed as planned. The initial call for expressions of interest from event holders to include their event(s) in the festival programme was issued on 7 December 2017. The festival will be held from 17 March to 15 April 2018. Events need to be registered by 28 January 2018 for inclusion in the print programme, with events registered after this date appearing only in the online event calendar. The festival programme will be published in early February 2018. This initiative is on track for the planned delivery of the EcoWest Festival from quarter three.
144	I&ES: Environmental Services	Kauri dieback community coordinator	To co-ordinate a comprehensive community engagement project in the Waitākere Ranges Heritage Areas, and to support the Auckland Council kauri dieback programme.	Not scheduled	LDI: Opex	\$ 48,000	In progress	Green	The Kauri Dieback Community Co-ordinator ran school holiday programmes in two locations, reaching more than 5000 children and their families. At Glen Eden Intermediate school, 1,100 students in 36 classes were taught key kauri and kauri dieback stewardship messages, supplemented by both science and art activities. Activities were also undertaken with Gladstone Primary school and support was given to Woodlands Park Primary and Bruce McLaren Intermediate. Resources were provided to volunteers and a number of community groups. The Community co-ordinator is planning Conservation Week activities and initiating co-operative deployment of summer track ambassadors with Department of Conservation. Support and advice has also been provided around the release and management of the update of the status of kauri in the Waitākere Ranges. Deliverables in the next quarter include a Conservation Week kauri dieback community workshop for the Bethells-Te Henga area, development of this summer's ambassador programme and further school holiday engagement.	The Kauri Dieback community co-ordinator continued engagement with schools, tourist concessionaires, conservationists and the wider community in quarter two. She finalised the 'blanket banner' legacy project arising from the term three school programme with Glen Eden Intermediate, which was displayed at Arataki Visitor Centre, made contact with other local schools offering to visit and support an educational programme in the new year, and spoke to several hundred children and their families through a kauri dieback stall at Arataki Children's Day. She also started initial conversations with western libraries about supporting their school holiday programmes in 2018. She provided and installed kauri dieback resources for inclusion in noticeboards across the region, and also provided steregene, information and other support to tour operators, community groups such as Forest and Bird, and the South Tairāngi neighbourhood environmental group. She ran a successful kauri dieback educational workshop as part of Conservation Week. She also supported the Whatipu Bioblitz with a briefing before and presence at the event and assisted in the provision of necessary hygiene resources. The co-ordinator also worked on developing a systematic kauri dieback behaviour change programme and recruited for and developed the Waitakere Ranges kauri dieback summer ambassador programme, which will be run in quarter three.

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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
146	I&ES: Environmental Services	Waitākere weed action project	Working with the communities at Piha, Karekare and Huia to reduce the density of the ecosystem transformational weed climbing asparagus on private property. The goal is to achieve zero density of this weed (within three seasons). Climbing asparagus is an ecosystem transforming pest plant - smothering desirable plants and preventing regeneration. It is becoming an increasing issue within the regional park with infestations associated with human settlement. Weed management was occurring on the park but not on private land. Birds can spread seed up to one kilometre from a mature fruiting plant, so without a whole of landscape approach this pest plant will continue to threaten the high biodiversity values of the Waitākere Ranges.	Not scheduled	LDI: Opex	\$ 100,000	In progress	Green	Budget has been allocated to engagement, survey and control. Contracts have been created and are awaiting sign-off. A new contractor familiar with the project has been appointed to control work. Engagement has started in Huia in the new target area (6). The project update newsletter is in the final draft stage and is planned to be sent out in the new quarter.	Project update newsletters informing Piha residents in all active target areas were sent in November 2017. New properties have joined the project as a result of these updates. In Piha and Huia, 160 new landowners/residents have been engaged with to date, with 149 properties surveyed, 35 properties have received control and 20 properties have been booked for control. The majority of this work is within the new target areas in Huia and Piha. Work in Karekare has commenced and will continue throughout quarter three.
525	I&ES: Environmental Services	Community weed bins - Waitākere Ranges Heritage Area Act work programme	The Waitākere Ranges Heritage Area Act work programme budget is a regional budget held by the north west planning team in the Chief Planning Office. The biodiversity team within Infrastructure and Environmental Services plan to continue to deliver a community weed bin project, which has been operating over several years, as part of the work programme for the north west planning team. A SharePoint entry has been created for the Infrastructure and Environmental Services work programme. As this project is proposed to be funded the Waitākere Ranges Heritage Area fund, the final allocation amount is to be confirmed at a later date.	Not scheduled	ABS: Opex	\$ 30,000	In progress	Green	In quarter one, the project has continued unchanged since last financial year. A revised programme has been workshopped with the board and planning is underway to have the streamlined programme operational from November 2017.	In late November 2017, the new contract for the continued delivery of the Waitākere Weed Bin Service was awarded. Two of the six bin sites retain the same level of service, but the other four sites have a changed level of service. This service level change is partly necessitated by budget restrictions, but also to try and address the level of inorganic dumping into these bins which in the past has increased the service delivery price and left bin capacity unavailable for weeds.
635	I&ES: Environmental Services	Coastal and Marine Environment Programme	To increase local knowledge and appreciation of the marine and coastal environment in the Waitākere Ranges Local Board area; including threats, challenges and opportunities, and to improve the quality of the marine and coastal environment. This may involve events, further research, community workshops, improving coastal assets, restoration, or conservation management. This programme will be informed by the coastal and marine environment report, to be delivered to the local board by the second quarter of the financial year.	Not scheduled	LDI: Opex	\$ 50,000	In progress	Amber	A workshop with local board members is scheduled for 19 October 2017 for the board to endorse the Big Blue Waitākere report ahead of publication and to agree on objectives of community hui to be scheduled in 2018. In quarter two, further work will be done to plan and prepare for the community hui which will likely be held towards the end of quarter 3 to coincide with Seaweek.	Project definition and deliverables for the 2017/2018 financial year are still being confirmed with the local board. A community hui is planned for Seaweek in March 2018. The Big Blue Waitākere report is to be finalised and circulated prior to community hui. Currently \$10,000 remains unallocated for the current financial year. The local board will receive a presentation on West Coast seabird populations on 14 December 2017.

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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
649	I&ES: Environmental Services	Long-tailed bat project - Waitākere Ranges Heritage Area Act work programme	The Waitākere Ranges Heritage Area Act work programme budget is a regional budget held by the north west planning team in the Chief Planning Office. The biodiversity team within Infrastructure and Environmental Services plan to continue to deliver a long-tailed bat research, protection and recovery project, which has been operating over several years, as part of the work programme for the north west planning team. A SharePoint entry has been created for the Infrastructure and Environmental Services work programme quarterly update. As this project is proposed to be funded the Waitākere Ranges Heritage Area fund, the final allocation amount is to be confirmed at a later date.	Not scheduled	ABS: Opex	\$ 5,000	In progress	Green	In quarter one, the 2016/2017 long-tailed bat monitoring programme summary report was released. It noted that two sites roosting sites were studied between February-March 2017 at Cascade Kauri Park and Lower Huia Reservoir with the following results: 1) Cascade Kauri Park had the highest bat activity results with up to 1800 bat passes over 13 nights, and 2) Lower Huia Reserve had a lower bat activity recorded with up to 330 bat passes over 14 nights. These sites were specially chosen to reduce the risk of kauri dieback spread, and monitoring methods involved the use of bat detectors (to record bat call / activity) and infrared cameras. In the future, radio tracking and thermal imaging cameras may prove more useful to track bat roosts. For the 2017/2018 staff are: - redeveloping the original project scope to focus on advocacy, and community awareness events for summer 2018. This will involve partnering with a community organisation to better engage the community and target specific audiences about bat conservation. - investigating multi-partner funded research on long-tailed bats in West Auckland, through radio tracking to better identify roosting habitats and bat range across peri-urban landscapes each night.	A funding agreement is soon to be signed with Community Waitakere for two open events over summer and two specific community group events such as scouts. Community Waitakere will also be developing an educational resource for local schools utilising the last five years of bat research and advocacy. Community Waitakere have also partnered with AECOM consultants and secured regional grants funding of \$53,000 over two years for bat tracking to locate roosts, undertake habitat studies and investigate population dynamics particularly age and sex ratio. This partnership is applying for a warrant for forest access following the rahui. Next quarter staff will support Community Waitakere with open and community events and provide technical advice on best locations for bat detections.
59	I&ES: Healthy Waters	Manukau Harbour Forum - Waitākere Ranges	To continue to support the Manukau Harbour Forum.	Not scheduled	LDI: Opex	\$ 8,000	In progress	Amber	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.	Staff have yet to confirm the details of the communications programme. This may impact on the ability to fully expend the budget by the end of the financial year. 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.
109	I&ES: Healthy Waters	Yet to be allocated to specific projects	Funding has been approved by the board, for projects aligned with environmental outcomes. The specific projects this funding is allocated to is pending confirmation of final budget allocation and decision-making on projects in the 17/18 Waitākere Ranges Heritage Area work programme in July 2017.	Not scheduled	LDI: Opex	\$ 20,000	Approved	Green	It is too late to undertake septic subsidies to deliver a project in the 2017/2018 financial year. A decision needs to be made on how to allocate the remaining \$20,000 budget.	Of the original \$50,000 budget proposed for a septic tank subsidy scheme, \$30,000 has been allocated to Community Weed Bins (resolution number WTK/2017/123) to bolster the budget made available through the Waitākere Ranges Heritage Area work programme. The remaining \$20,000 in the 2017/2018 local environment programme will go towards a local board grant. This budget will be transferred from Healthy Waters in early 2018, and this reporting line will be removed from the Infrastructure and Environmental Services work programme.
110	I&ES: Healthy Waters	Septic Tank Pumpout Programme - Waitākere Ranges Local Board	This programme manages the triennial pumpout of septic tanks in the former Waitākere City Council area.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 614,925	In progress	Green	Properties within the Waitākere Ranges local board area pay a targeted rate for pump outs, cleaning and inspection of on-site wastewater treatment systems including septic tanks, long drops, grease traps and grey water systems. Within the local board area, there are an estimated 221 households that pay a targeted rate for maintenance of rural sewage systems. These households are visited every three years to have their tanks pumped out and cleaned. Between July to September 2016 there were 155 scheduled and eight unscheduled pump outs within the board area. Unscheduled pump outs are carried out in response to a problematic situation such as a risk of over flow.	Properties within the Waitākere Ranges local board area pay a targeted rate for pump outs, cleaning and inspection of on-site wastewater treatment systems including septic tanks, long drops, grease traps and grey water systems. Within the local board area, there are an estimated 3,504 households that pay a targeted rate for maintenance of rural sewage systems. These households are visited every three years to have their tanks pumped out and cleaned. Between October and December 2017 there were 210 scheduled and six unscheduled pump outs within the board area. Unscheduled pump outs are carried out in response to a problematic situation such as a risk of over flow.

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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
Libraries										
1341	CS: Libraries & Information	Library hours of service - Waitākere Ranges	Provide library service at Glen Eden Library for 52 hours over 6 days per week, Monday to Saturday. (\$569,961 - FY17/18) Provide library service at Titirangi Library for 52 hours over 6 days per week, Monday to Saturday. (\$423,937 - FY17/18)	Q1;Q2;Q3;Q4	ABS: Opex	\$ 993,899	In progress	Green	Titirangi Library closed its doors on the 31st July and is to re-open in mid-November. This has had a marked effect on the number of visits to the Waitakere Ranges Board's libraries compared to the same quarter last year. There has been a ten per cent increase in customer visits to Glen Eden Library.	Titirangi Library re-opened at the end of November, this is reflected in the lower number of visits this quarter. The re-opening of the library was a wonderful community event and numbers are steadily returning to an expected level.
1342	CS: Libraries & Information	Information and lending services - Waitākere Ranges	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Items loans show the same picture as for visits. A marked 18 per cent increase in borrowing from Glen Eden Library compared to the same quarter last year. Staff members have coped well during this period transferring readily from Titirangi to work at Glen Eden to cope with the heavier workload there. Libraries in the Whau Board have been affected also by the Titirangi closure and Titirangi staff have been supporting these libraries as well.	As with visits, Titirangi Library's closure is reflected in the number of items borrowed during this quarter. Glen Eden Library visits are up 14 per cent compared to last year, they continued to have increased visits and issues after the re-opening of Titirangi, but this is expected to change in the coming months.
1343	CS: Libraries & Information	Preschool programming - Waitākere Ranges	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their childrens' early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Rhymetime, Storytime, and outreach to local early childhood education providers and at local festivals. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Pre-school sessions this quarter numbered 37. Participants in these Storytime and Wriggle n Rhyme sessions numbered 2,178. To cope with the increased numbers attending at Glen Eden Library another weekly session was added from August onwards. Regular outreach to six local early childhood education centre's (ECEs) has continued this quarter.	Pre-school sessions this quarter numbered 78 with 3,586 participants in Wriggle n Rhyme and Storytime. Glen Eden has continued to offer an extra weekly session to cope with demand. Customers particularly enjoyed the special Christmas events at both libraries with record numbers attending. There has been noticeable increased participation from the Chinese and Indian communities in sessions at Glen Eden who appreciate the song sheets, rhymes and music suggestions to aid English language development. Regular outreach has continued to Green Bay and Titirangi Kindergartens and Glendene Playgroup.
1344	CS: Libraries & Information	Children and Youth engagement - Waitākere Ranges	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 - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Regular school visits throughout this quarter were to Prospect and Konini Primary schools with an additional evening session for parents about improving literacy at Konini. 8 activity sessions offered in the July school holidays drew 461 participants in both libraries. Highlights included the NZ Black Stacks showing off their cup stacking skills and inviting people to have a go and 'How to create worm farms'.	The new Children and Youth Librarian at Titirangi Library took the opportunity during the closure period to visit all local schools and pre-schools. Glen Eden Library continues to have close ties with Prospect Primary which visits this library weekly. There has been an increased membership with drives through local schools. The October 'Survive 24' school holiday activities were well attended at Glen Eden Library with 244 children and adults participating in 4 activity days of orienteering and navigation courses, lego survival construction and a visit from the local fire-station.
1345	CS: Libraries & Information	Summer reading programme - Waitākere Ranges	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 - Waitākere Ranges")	Q2;Q3	ABS: Opex	\$ -	In progress	Green	Promotion of 2017 Kia Māia te Whai regional summer reading programme will be scheduled in the fourth school term. Planning is underway.	By December end 394 children had registered for Kia Maia te Whai, Dare to Explore, the Auckland Libraries regional Summer reading programme which aims to keep children engaged in reading over the holiday break. Children participated in activities throughout December which support the programme.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1346	CS: Libraries & Information	Supporting customer and community connection - Waitākere Ranges	Provide programmes that facilitate customer connection with the library and community including Titirangi Poets, writer's groups and author talks. Provide community space for hire at Glen Eden Library. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	In Waitakere Ranges libraries, 24 housebound customer have books selected for them by library staff with volunteers then delivering them to these customers. With their local library closed the Titirangi Poets met in Glen Eden Library and Titirangi Book Chats groups have continued meeting at Glen Eden also. The Glen Eden meeting room continues to have a significant number of public bookings. It is listed alongside Venues for Hire rooms available from ACE. Library room hire rates have been standardised across the region with a 50% reduction given for community groups booking the space.	Enthusiastic Glen Eden Library staff took part in the Glen Eden Village Christmas Parade and Festival, which was held in the courtyard area. Festivities included live music, a visit from Santa and badge making for over 150 people. The Great Summer Read, an Auckland Libraries regional programme aimed at motivating teens and adults to get into reading over Summer has gone down well in Waitakere Ranges this year. The challenge format with random prize draws has seen a Titirangi winner. Participation and advertising uses predominantly on-line channels and will finish at the end of January. 40 people attended the Titirangi Poets afternoon while both libraries held book chats groups for regulars and 10 new participants.
1347	CS: Libraries & Information	Celebrating Te Ao Māori and strengthening responsiveness to Māori - Waitākere Ranges	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 - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Promotion for Te Wiki o te Reo in Glen Eden Library included a storytime and names and signs throughout the library to encourage language knowledge and use.	Local Kamatua Fred Holloway led the re-opening celebrations for Titirangi Library ably assisted by the Titirangi Primary School Kapa Haka group.
1348	CS: Libraries & Information	Learning and Literacy programming and digital literacy support - Waitākere Ranges	Provide learning programmes and events throughout the year including: classes, Book a Librarian sessions, Makerspaces. 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 - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	With the closure of Titirangi Library there has been a 20 per cent increase in WIFI and PC sessions for Glen Eden Library compared to the same period last year. Book a Librarian sessions numbered 35 offering one-on-one help for cv and job seeking assistance, using digital devices and e-learning. Makerspace sessions numbered 14 this quarter with 411 participants with the most popular activities being slime making, 3D drawing, hydrogen balloons and Aboriginal art.	Wifi sessions and pc use was down due to Titirangi being closed until November therefore Glen Eden experienced an 18 per cent increase in these. Both libraries offer one-on-one Book a librarian sessions for technical help with all electronic devices. This was very popular with 'Glen Eden Goes Gold' when 50 retirees attended classes offered and took the opportunity for one-on-one technical support. Other activities include Makerspace sessions and learning days in collaboration with CAB.
1349	CS: Libraries & Information	Celebrating cultural diversity and local communities - Waitākere Ranges	Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Ecofest, local artist displays. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Contributing to the 'Going West Festival' Glen Eden Library held a Human Libraries series starring Mary Woodward, Val Blomfield, and Robin Kewell. 64 people attended a talk given by Dr Sharad Paul whose well received book The Genetics of health: understand your genes for better health was published in April 2017. The Glen Eden window boxes are booked out for the year and held promotions this quarter for the Playhouse Theatre's Little Mermaid, Dominion Rd Musical, & Sunset Boulevard. Other displays included Going West, Ecomatters, Glen Eden Transition, and local painter Tiriwa.	Artist talks were held at both libraries and were well patronised including John Parker at Titirangi Library in collaboration with Te Uru Contemporary Gallery at Glen Eden and artist Evan Woodrofe. 'Dog abled' gave sessions on key skills for children approaching dogs. Local musicians from Green Bay High and Avondale high schools played in Titirangi Tai chi on Titirangi deck. Approx 250 people attended these events welcoming the return of the library to the community. EcoMatters and Glen Eden Transition Town teamed with the library to host Great Glen Eden Veggie Seedling Swap in Glen Eden library courtyard, supported with displays and children's activities.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary	Q2 Commentary
Local Economic Development: ATEED										
725	ATEED: Local Economic Growth	Implementation of the Glen Eden Prospectus	<p>The local board plan identifies Glen Eden as the priority under the 'revitalised town centres and urban villages' outcome. Work on a prospectus to attract investment to the area was undertaken in 2016/17. Following the Glen Eden Summit (29 March 2017) and development to of the prospectus there are opportunities to further support the development of the Glen Eden offer in order to attract investment in to the town centre.</p> <p>A review of the Glen Eden Prospectus project and the Glen Eden BID Strategy will be undertaken to identify tangible actions that the BID can lead in order to maximise the opportunity that the creation of the prospectus brings.</p>	Not scheduled	LDI: Opex	\$ 15,000	Approved	Green	Awaiting a workshop to discuss taking forward an investment attraction plan proposed on conclusion of the prospectus project.	Met with new BID Chair to gauge interest BID has in taking the investment attraction plan forward. Awaiting feedback once chair has discussed with wider BID membership.
771	ATEED: Local Economic Growth	Youth Entrepreneurship Development	<p>A series of meet ups to develop creative and entrepreneurial thinking amongst the area's Maori and / or migrant youth. The workshops will build the capacity of local youth for both employment or exploring starting a business. Following this workshops will be held to further develop and refine thinking with input from local business leaders. Support for those interested in developing a business or social enterprise will be provided.</p> <p>This programme could be hosted by or delivered in partnership with Hoani Waititi Marae if there was a Māori focus.</p>	Q2;Q3;Q4	LDI: Opex	\$ 5,000	Approved	Green	Working to bring some clarity as to what this project will focus on. Keen to work closely with Henderson-Massey who have a similar project to combine resources. Further discussion with ATEED Maori ED team to see how the project could align with their re-focused approach. Given limited funds available options are limited to: i) a small scale pilot of an approach to providing access to entrepreneurship capacity building ii) research to better understand the barriers face by maori entrepreneurs or iii) work in with enterprise initiatives already planned to develop a Maori focused component e.g. the planned incubator kitchen in Henderson which Waitakere residents could access.	Further discussion with ATEED Maori ED team initiated following a change in staffing.
Parks, Sport and Recreation										
1008	CS: PSR: Active Recreation	WTK: Waitemata Table Tennis Association facility partnership programme 2017/2018	Manage possible expiration of funding on 30 June 2017. Facility Partnership grant \$290,000 to Waitemata Table Tennis Association towards cost of developing a new table tennis facility on Parris Park. Staff time only for 2017/2018.	Q1	ABS: Opex	\$ -	In progress	Green	Extension of funding period on basis of revised project plan has enabled WTT to progress to preliminary design and submitting applications for land owner approval and resource consent in September 2017. Both applications are in processing. WTT is continuing with its' fundraising plans in the meantime.	WTT awaiting outcomes of its resource consent and land-owner approval (LOA) processes. Land-owner approval workshopped with local board who sought more information. This has been provided to the local board for approval. Anticipate LOA report to a February 2018 meeting. WTT fundraising work continuing.
1009	CS: PSR: Active Recreation	WTK: Deliver an activation programme 2017/2018	Sport and recreation initiatives designed to get residents active in parks in the Waitakere Ranges local board area. Delivered via the Sport Waitakere community recreation broker.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Sport & Rec Lead to progress as soon as possible.	Funding agreement with Sport Waitakere has been executed. Monthly meetings with Sport Waitakere are being held to monitor progress.

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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
807	CS: PSR: Park Services	Te Henga / Waitakere Quarry: Prepare a strategic assessment	Complete a strategic assessment of options and feasibility for the Waitakere Quarry including a clear statement of the benefits expected from the park development, establishing community and local board aspirations, alignment of the park development with the Waitakere Ranges Local Board Plan and Auckland Council planning and policy documents.	Not scheduled	ABS: Opex	\$ -	On Hold	Red	This is not expected until 2018.	No funding is currently allocated. A strategic assessment plan is required but is on hold awaiting funding allocation.
810	CS: PSR: Park Services	WTK: Parks information project 2017/2018	Evaluate methods of delivering information about the parks network and connecting trails in the Waitakere Ranges Local Board area. Choose an information delivery method and implement the project within budget constraints.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 25,000	In progress	Green	Workshop held with local board to confirm the budget allows for information to be used in a printed format. Use as an app or online will be able to be considered for a following stage. Information will be captured in a format that is able to be utilised online in the future. Initial contact has been made with some Community Groups. Information on walking routes and connections is being gathered.	December 2017 - Local board workshop finalised area to target walks within and confirmed outcomes for pamphlet. - Contact made with all identified Community Groups and potential routes are being allocated. - Quotes are being organised for graphic design.
916	CS: PSR: Park Services	WTK: Celebrate park openings and events programme FY17/18	Opening ceremonies and ribbon cutting to celebrate the completion of the Huia Seawall and Rimutaka walkway	Q1;Q2;Q3;Q4	LDI: Opex	\$ 3,000	In progress	Green	Preparation for the Rimutaka Walkway opening has started and is scheduled for November. The other two openings will be confirmed once the projects near completion.	Rimutaka Walkway opening was held with an excellent turn out of locals. Awaiting confirmation for completion dates for the Huia seawall and Parris Park. This will inform when to schedule and organise events for these reserves.
990	CS: PSR: Park Services	WTK local parks: Ecological volunteers and environmental programme FY17/18	Programme of activity supporting volunteer groups to carry out ecological restoration and environmental programmes in local parks including: •Community planting events •Plant and animal pest eradication •Guided walks programme •Litter removal	Q1;Q2;Q3;Q4	LDI: Opex	\$ 33,000	In progress	Green	Milan Reserve - AI local group planted 200 plants. A great outcome with small group! Gill Esplanade - approximately 30 people planting 705 plants. Rimutaka Reserve - 20 people planting 400 plants. Okewa Reserve - locals planting 80 plants.	Last planting season has been completed. Planning for next season almost completed, ready for site preparations to start early next year. Upcoming large litter clean up in collaboration with Sustainable coastlines occurring in December.
1124	CS: PSR: Park Services	WTK: Parks strategic assessment programme 2017/18	Complete strategic assessments of: Pennihana Park, Kay Road Bale Fill site and other projects as they are identified during the 2017/2018 year. Funding covers materials and expert input when required, for example public consultation materials, geotechnical experts, local needs assessment and any professional advice needed to allow the board to determine outcomes and benefits of a project.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	In progress	Green	Prioritisation of strategic assessments has been discussed and agreed with the Local Board: 1. Harold Moody Reserve improvements 2. Penihana Reserves development 3. Swanson Foothills walkway 4. Luckens Land 5. Recreation assessment 6. Piha skatepark	Discussions with iwi have taken place along with community liaison for: - Luckens land; - Piha skatepark; and - Penihana. The need for a recreation assessment has been prioritised and mapping is underway.
1939	CS: PSR: Park Services	WTK: Project Twin Streams community maintenance 2017-2018	Complete contracts with community organisations to deliver maintenance activities in the Project Twin Streams areas in the Waitakere Ranges local board area. Enable and monitor delivery of Project Twin Streams community contracts in the Waitakere Ranges local board area.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 219,175	In progress	Green	Funding agreements for FY2018 have been signed. MPHS completed a bird count and heard/saw 13 different species of birds in their Project Twin Streams area. Ecomatters have been working hard clearing weeds and have seen approximately a 65% reduction in Chinese Privet Seedlings. Total volunteer hours:662.8 and engaging 115 people.	Planting season is over and trusts have sent through planting plans for winter 2018. Maclaren Park Henderson South (MPHS) had a successful rubbish clean up with 24 bags of rubbish collected weighing 400kg.

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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
1969	CS: PSR: Park Services	Luckens Land Strategic Assessment	<p>To consult with the community, consider options and investigate feasibility of those options for future use of the Luckens land recently acquired by Council.</p> <p>Consider walking and biking tracks, public access and parking, environmental outcomes and linkages with the wider parks network including Kay Rd Balefill.</p>	Q1;Q2;Q3	ABS: Opex	\$ -	On Hold	Amber	<p>Feasibility and options workshopped with the Local Board.</p> <ul style="list-style-type: none"> - Traffic Management and ecological assessment are completed. - Consultation underway with Iwi. - Consultation with neighbours is about to start. 	<p>On hold as no funding has been allocated.</p> <p>Discussions held with Parks portfolio holder regarding reserve outcomes to be achieved. A local board workshop to be scheduled during 2018 to discuss the benefits and outcomes to be achieved for the land.</p>

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary	Q2 Commentary
CF: Community Leases											
1744	CF: Community Leases	Sovereign in Right of New Zealand	Renewal of lease over part of Westview Reserve, Janet Clews Place, Glen Eden	Q3	31/10/2027	\$ 210.00	\$ -	In progress	Green	The lessee advises that it wishes to renew its lease with Auckland Council. An application for renewal of lease has been sent. A site visit and reporting to the local board is planned for quarter two.	Application for renewal of lease received. A site visit and local board workshop have been attended. Formal reporting to the local board on the renewal of lease will occur in quarter three.
1747	CF: Community Leases	Auckland Playcentres Association Inc - Titirangi	New lease for part of Titirangi War Memorial Park, 500 South Titirangi Road, Titirangi	Q3	30/11/2017	\$ 1.00	\$ -	In progress	Green	The lessee advises it wishes to continue leasing the council owned building on Titirangi War Memorial Park. An application for a lease has been sent to the Playcentre. A site visit and reporting is planned for quarter two.	The Playcentre advises that its application for lease will be filed by the end of 2017. Titirangi War Memorial Park where the playcentre is located is an unclassified site for community centre reserve. The park has six lessees, a library and a community hall. Not all these activities align with the unclassified status. The lease to the playcentre will continue to hold over on a month by month basis until the land status has been corrected. A further workshop will be held with the local board on the land status in quarter three.
1748	CF: Community Leases	Kaurilands Community Kindergarten Inc	New lease for part of Kaurilands Domain, 57-67 Atkinson Road, Titirangi	Q3	28/02/2018	\$ 1.00	\$ -	In progress	Green	An application for lease was sent to the lessee on 13 September 2017. Quarter two will involve monitoring the filing of the application and liaising with key internal stakeholders.	During quarter two the following has occurred: - Application for new lease received - Site visit undertaken - Community outcomes plan negotiated - Engagement with key internal stakeholders - Local board workshop held. Formal reporting to the local board recommending a new lease will occur in quarter three.
1749	CF: Community Leases	New Zealand Fire Service - Huia	New lease for part of Karamatura Reserve, 1282-1284 Huia Road, Huia	Q4	30/04/2018	\$ 150.00	\$ -	In progress	Green	Application for lease received 15 September 2017. Quarter two will be liaising with key internal stakeholders, site visit and negotiating a community outcomes plan.	Site visit and local board workshop attended. Key internal stakeholders consulted. A community outcomes plan has been negotiated. Formal reporting to the local board for a new community lease will take place in quarter three.
1750	CF: Community Leases	Piha Ratepayers & Residents Association Inc - Library	New lease for part of Piha Domain, 21 Seaview Road, Piha	Q4	31/03/2018	\$ 50.00	\$ -	In progress	Green	This will be progressed in quarter four.	The Piha Resident and Ratepayers Association have filed an application for new lease. No application for a sublease has been received even though the Piha Community Library Trust, a third party, occupies the library building. A meeting is due to take place on 12 December 2017 with both groups, local board representation and council officers. A further workshop will be held with the local board in quarter three to update them on the outcome of the group meeting.
1751	CF: Community Leases	West Coast Community Arts Gallery Trust	New lease for part of Piha Domain, 21 Seaview Road, Piha	Q3	31/01/2018	\$ 210.00	\$ -	In progress	Green	Application for lease sent to lessee on 13 September 2017. Quarter two will involve monitoring the filing of the application and liaising with key internal stakeholders.	Site visit and local board workshop undertaken. Key internal stakeholders consulted. A community outcomes plan has been negotiated with the Trust. A formal report for a new community lease is on the agenda for the Waitakere Ranges Local Board business meeting of 14 December 2017.
1752	CF: Community Leases	RNZ Plunket Society - Titirangi	New lease or assignment of lease for Titirangi War Memorial Park, 500 South Titirangi Road, Titirangi	Q1	27/08/2023	\$ 1.00	\$ -	Completed	Green	RNZ Plunket Society Waitemata Area Inc has assigned its interest to the national entity, RNZ Plunket Society Inc. The lease was approved by the Waitakere Ranges Local Board. This matter is now complete.	Completed in quarter one.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1753	CF: Community Leases	Citizens Advice Bureau Waitakere - Glen Eden	Renewal of lease for part of Glen Eden Library, 12-32 Glendale Road, Glen Eden	Q4	30/06/2024	\$ 1.00	\$ -	In progress	Green	Multi premises lease has been drafted and provided to Auckland Citizens Advice Bureau, the umbrella for Citizens Advice Bureau across the region. This was sent 11 July 2017 and is for their review and if in order, execution. We await their response.	The multi premises lease from 2016 has been drafted and provided to Auckland Citizens Advice Bureau, the umbrella for Citizens Advice Bureau across the region. This was sent 11 July 2017 and is for their review and if in order, execution. We await their response before the renewal of lease is progressed.
1754	CF: Community Leases	Waterhole Swimming Centre	Renewal of lease for Parrs Park, 471-479 West Coast Road, Glen Eden	Q1	30/09/2048	\$ 5.00	\$ 5.00	Completed	Green	A renewal of lease was approved by the Waitakere Ranges Local Board on 11 May 2017 (quarter four of the 2016/2017 Work Programme Year).	Completed in quarter one.
1755	CF: Community Leases	Glenora Eagles Softball Club	New lease for Harold Moody Reserve, 44 Glendale Road, Glen Eden	Q1	7/06/2037	\$ 1.00		Completed	Green	A new community lease was granted by the Waitakere Ranges Local Board on 22 June 2017 (in quarter four of the 2016/2017 Work Programme Year).	Completed in quarter one.
1756	CF: Community Leases	Te Kawerau a Maki Tribal Iwi Authority	Proposed new build of a marae and papakainga for 240A Bethells Road, Te Henga	Q4				Approved	Green	This will be progressed in quarter four to enable the applicant enough time to consider the proposal.	This project will be progressed in quarter four to enable the applicant enough time to consider the proposal.
1757	CF: Community Leases	French Bay Yacht Club Inc	Proposed new build of shed at French Bay Esplanade Reserve, 52 Valley Road, Titirangi	Q1				Cancelled	Red	This project, initiated by Titirangi Volunteer Coastguard Incorporated is not proceeding on verbal advice received from Coastguard. Requests have been made for this to be confirmed in writing. No written advice has been received. Despite this the matter can not proceed as the resource consent expired on 1 June 2017.	This project will not be continuing as per advice from the lessee. Project cancelled in quarter one.
1758	CF: Community Leases	Titirangi Volunteer Coastguard Inc	Proposed new build of shed at French Bay Esplanade Reserve, 52 Valley Road, Titirangi	Q1				Cancelled	Red	This project is not proceeding on verbal advice received from Coastguard. Requests have been made for this to be confirmed in writing. No written advice has been received. Despite this the matter can not proceed as the resource consent expired on 1 June 2017.	This project will not be continuing as per advice from the lessee. Project cancelled in quarter one.
1760	CF: Community Leases	Swanson Railway Station Trust	New lease for Swanson Station Park, 760 Swanson Road, Swanson	Q4	30/11/2015	\$ 250.00	\$ 250.00	In progress	Green	Auckland Council's Specialist Technical Statutory Advisor has identified another option regarding the proposed reclassification of the Swanson Station Park. This option will need to be considered by the legal team before being presented to the local board in quarter two.	Staff propose to reclassify Lot 1 DP 188043 from a local purpose (community purposes) reserve to a Historic Reserve. A workshop with the local board has been undertaken. Staff will present the proposal at a Mana Whenua Forum on 6 December 2017. Further iwi engagement will be undertaken by email after this date. The applicant has been requested to file updated application information along with subleasing arrangement information. A formal report to the local board on the recommendation to reclassify the reserve, undertake public notification and proposing a new lease and sublease is planned for quarter three.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1761	CF: Community Leases	Waitākere Residents and Ratepayers Association	New lease for Waitākere War Memorial Park, 13 Bethells Road, Waitākere	Q4			\$ -	In progress	Green	Auckland Council's Specialist Technical Statutory Advisor has identified an option regarding the classification of Waitakere War Memorial Park. This option will need to be considered by the legal team before being presented to the local board in quarter two	Staff propose to recommend Part Allotment 27 Parish of Waipareira be declared an Historic Reserve under Section 14(1) of the Reserves Act 1977. The land is currently held under the Local Government Act 2002. A workshop with the local board has been undertaken. Staff will present the proposal at a Mana Whenua Forum on 6 December 2017. Further iwi engagement will be undertaken by email after this date. Public notification of the intention to classify is exempt under S14(2) of the Reserves Act. A formal report to the local board on the recommendation to declare the land a reserve, and proposing a new lease and sublease is planned for quarter three.
1762	CF: Community Leases	Waitākere Volunteer Rural Fire Force	New lease for 10-14 Township Road, Waitākere Township	Q1	30/04/2033			Completed	Green	With the amalgamation of the New Zealand Fire Service and Rural Fire New Zealand creating Fire and Emergency New Zealand (FENZ) and the passing of legislation on 1 July 2017, Auckland Council's legal team have approved an interim ground agreement for one year and documentation has been sent to FENZ for signing.	Completed in quarter one.
1763	CF: Community Leases	Oratia District Ratepayers & Residents Association	Proposed variation of lease to include maintenance schedule	Q3	31/10/2053			In progress	Green	Auckland Council presented a proposed variation of lease to the Association in June 2017. A legal opinion on the interpretation of the maintenance obligations under the current lease was sent to them on 14 August 2017. The association has requested time for them to obtain its own legal opinion. This matter will be monitored in quarter two for a response.	The Association has advised that it cannot afford to obtain its own legal opinion on council's interpretation of the Association's maintenance obligations under the current lease. The Association has requested council present another proposal of lease which aligns to other council owned hall groups leases in the area. The Association has been advised that the variation of lease offer was reasonable and that the alternative is to surrender the current lease and enter into a new lease on terms and conditions in accordance with the Community Occupancy Guidelines 2012. If the Association wishes to accept council's proposed variation of lease or surrender its current lease this will be progressed in quarter three. If the Association do not accept either of these options the current lease will continue until the renewal date of 1 September 2020.
1764	CF: Community Leases	Titirangi Waka Ama	Proposed new lease for part of French Bay Esplanade Reserve, 52 Valley Road, Titirangi	Q2				In progress	Green	This will be progressed in quarter two to enable Auckland Council's legal team to interpret and give an opinion on the terms and leased area.	Auckland Council obtained independent legal advice on the interpretation of the terms and conditions of the current lease holders leases over French Bay Esplanade Reserve. This information has been provided to the current lease holders solicitor. Council is waiting for a response. Followup on a response will occur in quarter three.
1765	CF: Community Leases	Titirangi Potters Inc	Renewal of lease for part of Titirangi War Memorial Park, 500 South Titirangi Road, Titirangi	Q2	26/03/2023	\$ 1.00		Completed	Green	Application for renewal of lease sent to lessee on 13 September 2017. Quarter two will involve monitoring the filing of the application and liaising with key internal stakeholders.	Resolution passed on 23 November 2017 for a renewal of community lease for a further term of five years from 27 March 2018 until 26 March 2023.