

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
Arts, Community and Events										
235	CS: ACE: Arts & Culture	TSB Bank Wallace Art Centre (Pah Homestead)- ABS James Wallace Arts Trust Operational Support Grant	Administer a funding agreement with the James Wallace Arts Trust at Pah Homestead for operational funding of and funding for programmes at the arts centre, including an exhibition programme plus associated events and administration of a relationship agreement.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 378,195	In progress	Green	In Q2, The James Wallace Arts Trust delivered 25 free public programmes to 1750 participants and had eight performances that had 1233 attendees. The Pah Homestead had 24,972 visitors in the second quarter.	The Pah Homestead had 23,076 visitors including 619 participants across the 22 programmes delivered. There were two Summer internships, one being for archival investigation of 30 years of the Trust's records held at the Pah and the other worked on curatorial project proposals. Exhibitions included Bob Jahnke's ATA: a Third Reflection and Why Art Matters with attendance at mid-week artists talks by Euan McLeod and Gregory O'Brien drawing 76 attendees. Volunteers gave 600 hours across the quarter.
237	CS: ACE: Arts & Culture	Local Arts Programme- LDI	- support arts and culture initiatives to be delivered across the local board area such as the Try a Craft event - manage a call for proposals and finalise a contract with a suitable contractor to run an artist EOI process and event management for event such as Try a Craft.	Q4	LDI: Opex	\$ 11,000	Completed	Green	After successfully delivering the event in 2017, Open Fort were selected to deliver the event again in FY18. The event is scheduled to take place at the Fickling Centre on Saturday 24 March.	Open Fort delivered the Try a Craft day at the Fickling Centre on Saturday 24 March which had approximately 260 participants. A total of six crafters provided seven activities including printing gift cards, rangoli sand art, rock painting with Māori and Tongan designs, raranga / Māori weaving, Korean crafts, Chinese dragon puppets, dream catchers; and scrapbooking. The local kindergarten set up a cake stall.
241	CS: ACE: Arts & Culture	Auckland Council - JWAT Joint Liaison Board Relationship Monitoring	Provide communications and recorded documentation and performance updates on the activities of the Auckland Council - James Wallace Arts Trust Joint Liaison Board.	Q1;Q2;Q3;Q4	Regional	\$ -	Approved	Green	Minutes and documentation shared with local board members present at the Joint Liaison Board meeting.	Minutes and documentation of the Joint Liaison Board meeting will be shared with local board members. Once the relationship and conditions concerning the Whare have been determined the relationship agreement can be progressed.
1970	CS: ACE: Arts & Culture	The Whare feasibility study	Conduct a feasibility study on the restoration of the Whare.	Q1	LDI: Opex	\$ 20,000	In progress	Green	Community Facilities will be undertaking the Whare feasibility study. This means that the \$20,000 that had been allocated for the feasibility can now be redirected to other activity, or used as a saving.	The local board have been presented with options, including regional work programme opportunities such as Satellites activations, making Pop artworks available for youth engagement or extending the reach of the Matariki programme within the local board area. These options could be expanded upon at a workshop in Q4. A further option is that the allocation could be used as a saving in line with council's efficiency savings across all local boards.
1998	CS: ACE: Arts & Culture	JWAT Joint Liaison Board Relationship Agreement	Support an urgent refresh of the JWAT Joint Liaison Board Relationship Agreement	Q1	LDI: Opex	\$ 5,000	Approved	Amber	Arts and Culture are waiting for Community Facilities to finalise the lease agreement between Auckland Council and the James Wallace Arts Trust. Once Community Facilities have executed their leasing arrangements for the site, the relationship agreement with the Trust will be prepared. It is anticipated that this can be achieved in Q3.	The relationship agreement cannot be completed until the new lease agreement between Auckland Council and the James Wallace Arts Trust has been finalised. Refer previous commentaries; negotiations regarding the new lease are still on-going. Until the new lease is finalised, once conditions are established, the relationship agreement cannot be completed.
344	CS: ACE: Community Empowerment	Community grants (PKTPP)	Support local community groups through contestable grant funding. Note budget breakdown:- \$102k - strategic relationship grants- \$60k - local board grant round- \$12k - quick response grant roundTotal: \$174k	Q1;Q2;Q3;Q4	LDI: Opex	\$ 174,000	In progress	Green	The local board allocated \$3,000.00 to 5Tunz Communications Ltd T/A HummFM deferred from Local Grants, Round One (PKTPP/2017/179). The local board allocated \$3,626.00 under Quick Response, Round One. A total of \$138,593.00 remains to be allocated for two quick response rounds and one local grant round and the 2017/2018 Strategic Grants (\$102,000 for Strategic Grants and \$36,694 for local and quick response rounds)	The local board allocated \$1,386.00 under Quick Response, Round Two. A total of \$137,207.00 remains to be allocated for one quick response round and one local grant round and the 2017/2018 Strategic Grants (\$102,000 for Strategic Grants and \$35,207 for local and quick response rounds)

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
682	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (PKTPP)	<p>Broker strategic collaborative relationships and resources within the community.</p> <p>This includes three key activity areas:</p> <ol style="list-style-type: none"> 1. engaging communities – reaching out to less accessible and diverse groups - focussing on capacity building and inclusion 2. enabling council – ensuring that groups have access to operational and technical expertise and identify and address barriers to community empowerment 3. reporting back - to local board members on progress in activity areas one and two. <p>Includes responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	<p>In Q2, the strategic broker:</p> <ul style="list-style-type: none"> - delivered a Puketapapa community stakeholder mapping workshop to the elected members that identified who is in our community and what their focus areas are - socialised three new community groups and their focus areas in the Community Cluster Meetings in October, November and December. - in partnership with the Events team sought and secured local board approval and budget to pilot a Children's Empowered Events workshop that will be delivered during Q3. - delivered a joined-up approach to support Te Kura Kaupapa Maori o Nga Maungarongo's Kai Festival with the Albert-Eden broker. - linked a number of community groups to participate in the local board funded Child Protection Policy Workshop with registrations doubling on the day (26 attendees in total). - brokered introductions between Three Kings School and the following: Neighbourhood Support, Roskill Together and other staff to support them with their community safety focus curriculum that will be delivered during Q4. 	The strategic broker: • brokered discussions with the Wesley Community Centre, Community Places Manager and the Community Empowerment Unit's Social Enterprise/Economic Development subject matter expert to identify and explore approaches for improving the effectiveness and delivery of the RYZ (Roskill Youth Zone) Café at the Wesley Community Centre • facilitated a new working relationship between Te Whāngai Trust and Papatuanuku Marae to help increase their cultural competency in working with Māori communities in Puketāpapa. Te Whāngai Trust has reciprocated this professional development by upskilling the marae in developing a sustainable business model for their nursery garden programme.
686	CS: ACE: Community Empowerment	Community-led placemaking: (Inner West Triangle) Spatial Priority Area (PKTPP)	<ul style="list-style-type: none"> - engage and empower communities to ensure that they influence decision-making on spatial priority area (SPA) planning and implementation. - strengthen community-led placemaking and planning initiatives within the SPA area - develop innovative ways to engage with communities that have not traditionally participated in council decision-making. 	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	No activity occurred in Puketapapa during this quarter, all SPA activity has been occurring in both the Whau and Albert-Eden local board areas.	No activity occurred in Puketapapa during this quarter, SPA activity has been occurring in the Whau local board area.
687	CS: ACE: Community Empowerment	Build capacity: Increase children's participation in council decision-making	<ul style="list-style-type: none"> - facilitate the children's panel engagement in 10 schools each term throughout 2017/2018- develop and implement the recommendations from the 2016/2017 Children's Development Action Plan-facilitate child protection policy workshop for local clubs, sports teams and teachers that will assist in the development of their own Child Protection Policy- facilitate the development and implementation of safety and resilience building programmes for children. Note breakdown of budget as follows:\$18,000 children's panels\$3,000 children's development implementation plan\$2,000 we can keep safe ECE workshop\$4,000 child protection policy workshopTotal \$27,000 	Q1;Q2;Q3;Q4	LDI: Opex	\$ 27,000	In progress	Green	The specialist advisor worked with Roskill Together to agree and finalise the service specifications for the 2017/2018 children's panels and the Children's Development Implementation Plan projects. A service agreement has been completed and will be paid out in instalments. It is anticipated that the Children's Development Implementation Plan will be ready for presentation to the board in Q3. The Child Matters child protection workshop was delivered on 31 October 2017, attended by 26 participants. As a result of this workshop, with the remaining budget two key partner organisations will be supported to develop organisational child protection policies. Auckland Sexual Abuse Help are scoping potential local Early Childhood Education centres to deliver their 'We Can Keep Safe' programme to children, centre staff and parents in the new year.	Roskill Together have completed the Implementation plan which will be presented to the Board in Q4. Auckland Sexual Abuse Help identified the early childhood centre, Little Scholars Early Learning Centre in Mt Roskill for the "We can Keep Safe" programme and a funding agreement has been completed. In Q3 and Q4, five sessions on personal safety will be run, supported by pre-meetings with parents and Scholars Early Learning Centre staff. A post programme evaluation and final report will be provided in Q4.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
689	CS: ACE: Community Empowerment	Build capacity: Community partnerships	<p>Enable community network groups to make connections and build their capacity to support community-led development through learning, development and partnering opportunities.</p> <p>- support and facilitate network groups to provide connections, partnering opportunities and communications in the community (enable participation).</p> <p>Roskill Community Network \$10k - monthly community network meetings</p> <p>Community capacity project \$10k</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Amber	<p>Roskill Together organised two meetings in October and December focussing on 'Older People' and the 'Te Auaunga Stormwater Project'. The meetings had an average attendance of 26 attendees per meeting. These meetings enable community groups to network, make connections and build capacity to support community-led development. (Roskill Community Network \$10k).</p> <p>Staff have met with 'MadAve' to finalise the programme plan to support building community capacity with disengaged groups and support community-led aspirations. The programme will be delivered by Mad Ave Community Trust. Mad Ave Community Trust is an organisation based in Glen Innes that provides community development services, and specialises in building and implementing creative and innovative programmes that give rise to community cohesion and wellbeing. (Community capacity project \$10k).</p>	<p>Mad Ave have reported some issues with arranging face-to-face meetings with groups. This is largely due to the fact that they are targeting hard to reach groups with often have limited trust in council. Staff will work closely with Mad Ave to ensure this project remains on track. This will include utilising an array of communication channels to reach groups and seek engagement and feedback. Channels include email, phone calls, face-to-face contact (where possible), social media, community forums and survey monkey.</p> <p>Roskill Together held one community network meeting and circulated one newsletter. The group was also involved with the Seniors Showcase event to connect seniors from multi ethnic communities. The local board utilised the event to consult people on their plan and promote the 'have your say' sessions. Staff continued to liaise with Mad Ave to monitor project progress on building community capacity with disengaged groups.</p>
697	CS: ACE: Community Empowerment	Community-led placemaking: Develop community-led responses to identified issues	<p>Facilitate two community workshop/forums with key stakeholders to identify issues and solutions to address anti-social behaviour. Workshops will involve key council, police, school and community representatives to develop action plans. The action plans will be:- collaboratively developed- identify a range of possible interventions- build on and strengthen existing assets within the local community- identify opportunities for communities to activate their neighbourhoods. Note breakdown of budget as follows:\$3,000 support safety groups\$3,000 community safety forum\$3,000 safety through placemakingTotal \$9,000</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 9,000	In progress	Green	<p>Funding agreements for Neighbourhood Support and Community Patrols were completed to support their operations to promote community safety in Puketapapa (\$3,000 support safety groups). Staff met with 'Gecko' to finalise the community workshops that will develop effective tools to assist the community to achieve local safety outcomes. This will involve collaboration with key community stakeholders and encourage community-led neighbourhood activation. Progress will be reported in Q3. (\$3,000 community safety forum; \$3,000 safety through placemaking).</p>	<p>Neighbourhood Support, Community Patrols and the "Safe and Resilient Asian Community Forum" provided community safety services in the local board area. Staff liaised with Gecko Trust to monitor project progress. Gecko Trust have identified and made initial contact with seven key community representatives, in particular those who were expected to own the ongoing vision for community safety in the area. Initial meetings allowed Gecko Trust to develop a broad Community-led place-making approach, using the Living Neighbourhoods model. More detailed forum discussions are planned to further identify perceptions of safety issues and to finalise community members who are likely to have the interest and willingness to activate their local neighbourhoods. The results from these forums will be reported back to the local board during Q4.</p>
700	CS: ACE: Community Empowerment	Community-led placemaking: Support Neighbours Day Events.	<p>Support communities to engage with their neighbours and the wider community through community place-making activities.</p> <p>Note breakdown of budget as follows: \$2,000 neighbours day grants \$300 administration \$200 peer support and mentoring Total \$2,500</p>	Q2;Q3;Q4	LDI: Opex	\$ 2,500	In progress	Green	<p>Staff met with Neighbourhood Support to discuss their role in promoting the Neighbours Day 2018 campaign. The funding agreement has been completed. Staff are developing flyers, posters and application forms. Progress will be reported in Q3.</p>	<p>Staff worked closely with Neighbourhood Support to promote the Neighbours Day 2018 grant to encourage street celebrations and neighbourhood connections. The promotion campaign included:</p> <ul style="list-style-type: none"> - Content posted on the local board web page, Neighbourly and Facebook portals - Emails were circulated to schools to put in their newsletters, Neighbourhood Support database, Roskill Together database and other community databases - Library staff also made a special display of Neighbours Day and were a drop off centre for grants applications - Flyers were distributed to local health centres, CAB, Migrant Centre and in letter boxes. <p>The total number of applications and events will be reported back in Q4.</p>

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
703	CS: ACE: Community Empowerment	Increase diverse participation: Seniors participation	Identify opportunities for seniors to participate in and engage with the wider community and on council decision-making. Work with community agencies to create opportunities for seniors participation in council and community activities.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	In progress	Green	Staff have been planning a Health and Wellbeing workshop series for senior communities, that will start from 8 March 2018. There will be three themed workshops. Staff are working with ADCOSS to support the delivery of the workshops. This will provide opportunities for local seniors to learn about activities and programmes available in their area. This activity varies from the previously approved implementation as it is based on community input and advise.	Staff worked closely with with ADCOSS and Roskill Together to prepare for the 'Seniors Showcase' event on 12 March. This included discussions to shape the format and delivery of the showcase. More than 80 people attended representing more than ten different ethnic groups. The majority of the feedback was to have further multi ethnic events for seniors. Four local board members attended and used the opportunity to get feedback on local board plans and to promote the 'have your say' events. Suggested next steps will be reported to the local board in Q4.
707	CS: ACE: Community Empowerment	Community- led placemaking: Te Auaunga – Walmsley and Underwood Reserves Project	- maximise the social outcomes associated with delivery of Healthy Waters 'Te Auaunga: Walmsley and Underwood Reserves Project' through an engagement programme with local schools.- support Sustainable Schools to coordinate delivery of a programme of schools engagement that connects local students to the reserves and awa. This programme will provide an understanding of Nga-aro takaro (Māori play) and introduce young people to the historic social norms of Māori society, and at the same time connect them with their natural environment through narratives, action and play. It will include the creation of hupara, Māori artefacts created from natural material that will be integrated into the reserves redevelopment.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	The implementation plan for the Walmsley and Underwood Reserves Project was finalised in Q2 and has been approved by the local board. Three schools and one early childhood centre have committed to participating in the project during Q3. Planning for the next quarter involves working alongside the contractor to develop and support the delivery of the programme to schools.	Contractor Harko Brown has been engaged to deliver the schools/early childhood education programme. Two full day and two half day workshops with Wesley Kindergarten, Wesley Primary, Wesley Intermediate and Owairaka School have been completed. In Q4 a minimum of two more workshops will be run. Each school/early childhood centre participating in the programme will have designed and/or decorated at least one hupara ready to be installed in Walmsley and Underwood Reserve as part of 'Te Auaunga Awa restoration project' by the end of April 2018. The contractor Harko Brown is liaising with Fulton Hogan Limited regarding suitable site(s) in Walmsley and Underwood Reserve for installation of the hupara. These site options will be communicated to staff before April 2018. A final accountability report detailing the work that has been completed is due by 15 May 2018.
710	CS: ACE: Community Empowerment	Build capacity: Youth Development	<ul style="list-style-type: none"> • implement activities from the Puketapapa Youth Action Plan. This will include a youth summit, youth caucus and youth awards • work with key community partners to develop and support youth engagement, youth initiatives and build youth capacity • develop a migrant and refugee focussed leadership programme. <p>Note breakdown of budget as follows: \$25,000 youth action plan \$10,000 youth migrant and resettlement communities support programme Total \$35,000</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 35,000	In progress	Green	<p>Recruitment for the Puketapapa Youth Panel is underway and promotional material is being redesigned to show that it is a Puketapapa Local Board initiative supported by the YMCA. The deadline for recruitment applications has been extended until 16 February to better suit the schools. An interview panel made up of the local board chair, YMCA and Youth Advisory Panel representatives will be meeting in Q3 to review applications and announce the successful applicants.</p> <p>Funding agreements for Rule Education Trust and Migrant Action Trust were completed in Q2.</p> <p>In December, the launch of the Puketapapa Community Driving School was attended by organisations, community, local board members and council staff.</p>	A youth panel of 14 young people have been recruited to represent Puketapapa youth voice. The YMCA is coordinating an induction for the group in early April. A community member completed the Driving Instruction programme in February 2018 and is now qualified as an instructor. From February, he has provided 24 hours of driving instruction through the Puketapapa Community Driving School. Seventeen young people are currently being trained to get their restricted licence.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
743	CS: ACE: Community Empowerment	Youth Connections (PKTPP)	- collaborate with multiple sectors to support youth from secondary education through pathways to employment and or entrepreneurs- close the gap between youth and business, through work readiness with local Rangitahi and sharing learnings and insights to enable youth ready business- provide local opportunities to improve social and economic outcomes for the Puketāpapa Local Board area. Aiming for all youth to be meaningfully engaged in education, employment or training and have clear and viable employment pathways.-Note: \$10K from the Tindall Foundation (additional to LDI) has been allocated specifically to launch and leverage the new YouthFull platform in the local board area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 25,000	In progress	Green	JobFest was held on 11 October, with 845 attendees, 551 of which were aged 16-24. 345 (65 per cent) of young attendees were not in employment, education or training (NEET) the highest percentage ever had at a JobFest (28 per cent) at the May JobFest). There were at least 20 young attendees from this local board area. Two work readiness programmes were also run with Global Lighthouse and Youthline to engage, train and support young people in the run up and following the event. The post event mentoring ended in December 2017, and the final feedback from these groups is due in January 2018. Seventy employers attended and from feedback gathered 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 the event. Of the JobFest attendees approximately 198 were in receipt of a Work and Income benefit prior to the event, with 30 no longer receiving a benefit following the event. The Employment Support Pilot ran by Te Whangai Trust (TWT) has concluded. Case studies from the pilot have been developed and insights of the experiences and lessons will be shared to inform future work with vulnerable young people.	DINE Academy (who have established partnerships with two large Youth Employer Pledge Partners (Spotless and SkyCity), have begun recruitment for a project to work with up to 20 young people in Q3 and Q4. A social enterprise DINE Academy will deliver work based learning with employment opportunities for the young people on the programme. The INZone Experience Careers Coach with 26 interactive kiosks will visit Puketapapa in May 2018. The visits will assist youth with exploring career opportunities, providing information on a range of industries, sectors and employers, and the vocational pathways involved in each. The INZone team are currently signing up schools in the area, and community-based options are being explored by the Youth Connections team. Youth Connections have engaged in co-design with Amenities Infrastructure & Maintenance Services (AIMS) and Youth Service West to create a work-ready project for local young people from Puketapapa and Whau local board areas who are interested in outdoor environment vocational pathways. As part of this project AIMS have created three full-time, paid cadetships, open to participants on the programme, and up to 40 young people will receive training from Youth Service West to become work ready and connected to future opportunities, providers and training. This project started in Q3.
2016	CS: ACE: Community Empowerment	Increase diverse participation: social innovation and enterprise	Fund the development of social enterprises to seed entrepreneurship and innovation. Provide seed funding to the following emerging enterprises:• KidZone Night Markets - \$3k• Frujee/Apex Youth Enterprises - \$2k• Bike Kitchen Social Enterprise- \$5k.Total \$10k	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	The funding agreements with Global Lighthouse and Puketapapa Active Transport Hub (PATH) were completed. Global Lighthouse delivered two training workshops in partnership with Ark Auckland, focussing on marketing and business planning. PATH identified young entrepreneurs for the Bike Kitchen Project and will be working with them to develop their skills through mentoring and managing the project in Q3.	Bike Kitchen has on average 5 volunteer mechanics at each monthly Bike Fix day and at least one volunteer at RYZ (Roskill Youth Zone) on Saturdays in between to help locals fix their bikes. There are 3 youth undergoing training as mechanics. 30 bikes for the Learn to Ride workshop for former Refugee Women at the International Women's Day were also provided by Bike Kitchen. Global light house are coordinating the youth & family enterprises forum called 'The ARK Project' which is a platform and network for youth & families who want to learn more about entrepreneurship, businesses mind map, and sustainability. Five local youth enterprises and two local families are part of the forums. The Word UP bake shop, another community enterprise, has been trialed and tested. Learnings included food and safety certifications for the group. Local youth enterprises such as Frujee Crush, C3 Collectives, Media Crew have been working with Help Tank and Westpac staff to help with business plans and processes. C3 Collectives now have 50 clients including schools, organisations, government, and local families. This increase in membership has helped with the sustainability of their local businesses, and has created a junior group of entrepreneurs to help out once a fortnight at the shop at RYZ.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
341	CS: ACE: Community Places	Wesley Community Centre and Roskill Youth Zone Programme Delivery.	Deliver the work programme of activities at Wesley Community Centre and Roskill Youth Zone with a focus on a strong sense of belonging and local identity, providing arts and recreational experiences through engagement with young people, elderly, ethnic and wider communities.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 222,703	In progress	Green	The work programme for Wesley Community Centre and Roskill Youth Zone is being delivered as planned. The highlight for this quarter has been the successful launch of the Puketāpapa Community Driving School (PCDS). PCDS has been developed by the PETER Collective with support from Community Centre staff over a number of years. The launch was held at the Roskill Youth Zone on Tuesday 5th Dec, with a large number of community and local organisations in attendance. PCDS currently has 100 participants enrolled in classes or on a waiting list for tuition.	Bike Kitchen Mt Roskill collaboration, included the Puketāpapa Community Places team working together with Puketāpapa Active Transport Hub (PATH), Global Lighthouse/Global Bikes, and Auckland Transport. These have included monthly pop-up fix it days, a series of summer guided bike rides, a special event for Refugee Women celebrating International Women's Day, and the Mayors Bike Ride.
346	CS: ACE: Community Places	Wesley Market	Deliver the Wesley market with a focus on creating a thriving local economy, good local jobs, and a strong sense of belonging and local identity. Focusing on further waste minimisation and aiming to become a zero-waste market by 2020.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	The Wesley Market begun filming for Healthy Puketapapa Community Kai in November. Two demonstrations were filmed, edited and uploaded to social media at the end of Q2. Viewership will be tracked online and reported back in Q3.	The Wesley Market has completed filming for the Healthy Puketapapa Community Kai project. The first two videos had more than 3000 views and was shared by over 20 times on social media. A further 2 videos will be uploaded each month with all 10 videos uploaded by end of June 2018.
350	CS: ACE: Community Places	Evaluation of Wesley Community Centre and Roskil Youth Zone work programme	Evaluate the work programme to understand whether the centres are delivering the outcomes agreed, and what other impacts the programmes might be having.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	In Q2 the Puketapapa team received their first report using the evaluation tool, with some positive feedback about Beginners Spanish class. Two responses were received and the Programme Coordinators are working with the tutor to get more participant engagement in Q2. The feedback that was received forms part of the discussion around how this programme can be improved in 2018 and will help with the planning for 2018/2019. As the team become more familiar with the evaluation tool in Q3 more programmes will be evaluated.	<div></div>There has been a change in process around how the evaluation tool is used. In both how programmes are registered in the software system and how feedback is gathered. The database system will now be used to register all programmes delivered in our Community Centres across the Community Places team. This has resulted in additional training for the team along with planning around how feedback is collected. Feedback will be collected only in hardcopy format. In the past there was an online option however this resulted in poor response rates. Using hard copy sheets during programme time means greater response rates as we have a 'captive' audience. The ACE support team will be assisting the programmes and partnerships team with the data entry tasks related to the evaluation process.
426	CS: ACE: Community Places	Hire fee subsidy - PKTPP	Administer further subsidy of hire fees for specific groups funded by LDI.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 21,740	In progress	Green	Staff have administered the additional subsidised rates as approved by the local board.	Staff have administered the additional subsidised rates as approved by the local board. Staff updated the local board on fees and charges including the subsidy for FY19.
428	CS: ACE: Community Places	Venue Hire Service Delivery - PKTPP	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.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	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 slightly increased compared to last year. Target includes the Puketapapa room which is currently being used by the local board.	Staff updated the local board on fees and charges for FY19. Staff held a community session to remind customers of the process for self-service online bookings. The FY19 season was opened online on 27 February and by the end of the day there were over 16,000 bookings of which 74% was self-service online bookings. For the local board area, the monthly satisfaction survey results from Q2 and Q3 to date, show a combined facility hirer satisfaction of 80% which is above the portfolio average.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
429	CS: ACE: Community Places	Community Venues PKTPP - 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	During Q2, staff continued to work through key research insights and developing actions against these. Community Places held two workshops with internal stakeholders to identify and confirm a main business objective "to create greater reach and relevance for Aucklanders so they feel connected locally". Six main focus areas remain as: - capitalise on strengths in positioning – family friendly, local and convenient, affordable-improve the condition and amenity to meet expectations- develop our offer and tailor to meet distinct interests- provide simple package options- develop a digital solution to promote both venues and activities- drive repeat business, share experiences, satisfaction and reach new customers Action planning will continue in Q3.	Action planning continues to increase awareness and participation across the network. Staff have developed a clear objective to increase relevance and reach more Aucklanders by 2021 and further clarified focus areas within this programme of work. Google awareness campaign ran the month of February. New art work options have been developed with refreshed awareness campaign to be run in Q4,
1983	CS: ACE: Community Places	Wesley Market Stallholder fees	Administer stallholder fees for Wesley market.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Stallholder fees are collected and administered as agreed. In Q2 \$25,200 was collected in fees with a range of 30 – 45 stallholders at each market day. The reason for the greater range of stall holders in Q2 is the period spans the end of the winter season where there are less casual stall holders, and the beginning of the summer season which brings an increase in casual stall holders in the lead up to Christmas. The majority of casual stall holders are bric-a-brac sellers who are charged less than produce stall holders. So while there is an increase in stall holders there is not a proportional increase in revenue from fees.	Stallholder fees collected for Q3 is approximately \$23,000. This amount is in line with previous years, with pre-Christmas being the busiest period and a decrease after Christmas. There were a number of weather events in mid-February and early March (Cyclone Gita and Cyclone Holo) and these had an impact on stall holder attendance and therefore fee collection.
311	CS: ACE: Events	Puketapapa Christmas Festival	Deliver the annual Puketapapa Christmas Festival.	Q2	LDI: Opex	\$ 25,000	Completed	Green	The Christmas Festival delivered on Saturday 2 December under budget at Three Kings Reserve with an estimated 1800 attendees. The event featured family activities such as card and snowglobe making, photo booth, bubble shows, amusement rides, and santa as well as carols and cultural performances. Vicar McDermott told a Christmas message on behalf of St Margaret's Church and the Auckland Gospel Choir, Three Kings School and Hay Park School sang carols. A event debrief is booked with the local board.	Activity was completed in Q2.
312	CS: ACE: Events	Movies in Parks - Puketapapa	Programming and delivery of a Regional Movies in Parks series event.	Q3	LDI: Opex	\$ 12,000	In progress	Green	Planning for Movies in Parks is on track with pre-entertainment booked, operational plans completed and event permit issued for Monte Cecilia for Friday 9 February. Public screening licence for "Captain Underpants" has been approved. Regional marketing has commenced with local specific marketing starting three weeks prior to event. Movies in Parks is zero waste, smoke and alcohol free. Series sponsors are nib health cover, Te Wananga o Aotearoa, NZ Home Loans, MenuLog, Pop n Good and More FM.	Movies In Parks, 'Captain Underpants' screened on Friday, 9th February at Monte Cecilia Park, Hillsborough. Approximately 300 people attended, which was lower than expected due to very wet weather, with some activities needing to be moved or cancelled. Event was delivered as zero waste, smoke and alcohol free & included free pre-movie entertainment for kids.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
314	CS: ACE: Events	Puketapapa Events Delivery - Contracted	<p>Support event delivery in the local board area by contracted event delivery for the following events:</p> <ul style="list-style-type: none"> - Taste of Puketāpapa (Contracted) \$20,000 - Puketāpapa Manu Aute Kites and Culture Day (Contracted) \$20,000 (\$2,000 of this tagged to develop educational opportunities and material specific to Matariki). Supplementary funding to be provided from the Regional Arts and Culture budget. - Out & About Parks Programme (Parks Delivered) \$6,000 <p>TOTAL = \$46000</p> <p>Note: Youth with Disabilities Disco is not included in the scheduled programme due to questions over the ability to deliver the event in current form within budget of \$4,000.</p>	Q3;Q4	LDI: Opex	\$ 46,000	In progress	Green	<p>Taste of Puketapapa: staff have discussed with the local board recommendations to alter the campaign format to reduce cost and staff time resource and deliver to agreed upon objectives. Staff will present final campaign delivery plan on 1 Feb for approval.</p> <p>Puketāpapa Manu Aute Kites and Culture Day: preliminary planning for the event is underway, event date has been scheduled for Sunday 8 July 2018.</p> <p>Out and About/Active Puketapapa: Active Recreation attended the a full board meeting on 9 November 2017 where the 2017/2018 out and about schedule was signed off. Activities confirmed for delivery from January – March 2018 include Amazing Race, Beach Day, six Bike Tours with the Bike Kitchen, Kite Day, Mud Pie Extravaganza and eight Park Yoga sessions.</p>	Taste of Puketapapa; A scaled down version of taste is planned to be delivered in Q4 Puketāpapa Manu Aute Kites and Culture Day; planning for the event is underway for Sunday 8 July 2018. Out and About/Active Puketapapa; Delivery of the programme has completed. Accountability to be provided in Q4.
315	CS: ACE: Events	Events Capacity Building - Puketāpapa	Deliver community-focused programme of activities to support capacity and capability of community groups and organisations in the events space.	Q4	LDI: Opex	\$ 7,000	Approved	Green	Planning is underway for the childrens pilot workshop to be delivered in Q3, and another adult targeted workshop to be delivered in Q3 or Q4.	Planning is underway for the childrens workshop and targeted adult workshop to be delivered in Q4
317	CS: ACE: Events	Local Civic Events - Puketāpapa	Deliver and/or support civic events within the local board area, including Anzac Day commemorations and local board project openings.	Not scheduled	LDI: Opex	\$ 12,000	Approved	Green	No activity occurred during the quarter as no local civic events are currently scheduled.	No activity occurred during the quarter as no local civic events are currently scheduled.
319	CS: ACE: Events	Citizenship Ceremonies - Puketapapa	Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 16,438	In progress	Green	The Civic Events team delivered citizenship ceremonies on two occasions during Q2.	The Civic Events team delivered one citizenship ceremony with 110 people from the local board area becoming new citizens.
Community Facilities: Build Maintain Renew										
2492	CF: Investigation and Design	Wesley Community Centre - replace operable wall and repaint throughout	Replace operable wall in Tarapunga room and repaint throughout.	Q2;Q3	ABS: Capex	\$ 65,000	In progress	Green	<p>Current Status: Consultant now engaged. Scoping is underway to determine all internal works.</p> <p>Next Steps: Complete scoping and cost breakdown. Finish investigation documentation and hand over to staff for delivery.</p>	<p>Current status: Consultant has now been engaged. Scoping is underway to determine all internal works.</p> <p>Next steps: Complete scoping and cost breakdown. Finish investigation documentation and hand over to project delivery.</p>
2493	CF: Investigation and Design	Wesley Community Centre - replace CCTV system	Replace CCTV system.	Q2;Q3	ABS: Capex	\$ 21,429	Completed	Green	<p>Current status: Works currently ongoing and specialised staff are going to install equipment for the contractor</p> <p>Next steps: Check installation</p>	Current status: Project has been completed, closed circuit television system installed, handover and documentation completed.
2494	CF: Investigation and Design	Waikowhai Reserve - renew play space	Renew playspace components.	Q2;Q3;Q4	ABS: Capex	\$ 10,000	Approved	Green	<p>Current Status: Playground designer underway to be engaged for design. Working with stakeholders and local board regarding planning for these works. Landfill project team are aware of these works and we have identified potential collaboration on consenting requirements.</p> <p>Next Steps: Consult with local board regarding proposed design and planning. Work with landfill team on resource consent submission requirements.</p>	<p>Current status: Playground designer has been engaged for design of playground. On going consultation is happening with Landfill project team and Parks, Sport and Recreation Specialists. Consultation with mana whenua will occur later this month so we can provide an update on landfill, playground and concept plans all at once.</p> <p>Next steps: Once design is completed, work with the landfill team on resource consent submission requirements.</p>

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
2498	CF: Investigation and Design	Roskill Youth Zone - replace washdown tank	Renew washdown area to provide a fit for purpose system for the users of the facility	Q1;Q2;Q3;Q4	ABS: Capex	\$ 6,250	In progress	Green	Current status: This project has been cancelled. After investigations there is no work to be done relating to the replacement of a wash down tank.	Current status: Contractors proposal received. Proposal currently under review by users. Note this project was previously cancelled when it was thought the works were not necessary, however further information on the wash down tank has eventuated enabling design to progress. Project has since reactivated. Next steps: Design acceptance and review of contractor quote.
2499	CF: Investigation and Design	Roskill Youth Zone - refurbish floor	Refurbish wooden floor including re-marking for sports	Q2;Q3;Q4	ABS: Capex	\$ 38,500	Completed	Green	Current status: Physical works contract awarded. Timing of works to be finalised with users. Next steps: Commence physical works in the new year.	Current status: Physical works completed. Next steps: Project closure.
2503	CF: Investigation and Design	Pah Homestead - reseal four carparks	Remove gobi blocks and replace with asphalt.	Q2;Q3;Q4	ABS: Capex	\$ 8,000	Cancelled	Red	Current steps: Staff recommend that this project is deferred to financial year 2018/2019. Next steps: Staff will be seeking discretionary LDI funding from the Puketapapa Local Board in quarter three for this project to proceed in line with the master plan in financial year 2018/2019	This project is cancelled. The renewal of this car park will be completed at the same time as the new loop road, as marked on the draft concept plan, is installed. The new loop road does not have an allocated budget or timeframe at this stage. Current steps: A detailed memo has been sent to the Puketapapa Local Board advising that this project should be cancelled. Next steps: The renewal of this car park will be completed at the same time as the new loop road is installed. The new loop road does not have an allocated budget or timeframe at this stage.
2506	CF: Investigation and Design	Mt Roskill Library - renew furniture, fittings and equipment	Renew furniture, fittings & equipment	Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current Status: We are currently in the process of engaging an architect to produce a design for the library's refurbishment. Next Steps: Review the design and proceed to procurement.	Current status: A preliminary design has been prepared by the architect and is currently being reviewed by the library staff to ensure it meets their needs. Next steps: Develop the design then progress to procurement of the replacement furniture items. This project is scheduled to be completed by August 2018.
2507	CF: Investigation and Design	Monte Cecilia Park - restore historic Whare	Restore the historic Whare at Monte Cecilia Park	Q3;Q4	ABS: Capex	\$ 287,666	On Hold	Red	Current status: Project on hold. A business case will be ready in January/ February recommending a way forward for council to participate with the James Wallace Art Trust in repurposing the Whare building.	Risks/Issues: This project is on hold. Auckland Council is writing the business case for the grant to the Wallace Arts Trust as a contribution to the upgrade of the whare. Current status: Project on hold. A business case was completed in February. It recommended that the grant be provided to the James Wallace Art Trust subject to funding and lease agreements being implemented with the trust. The trust have advised that they do not wish to proceed with the project at this time. They will be reviewing their overall approach to the park and their service offering. Next steps: There is nothing more for council to do until the trust advise whether the Whare features in their plans. This is expected to take them some time.
2836	CF: Investigation and Design	Puketapapa - install new signage	Installation of new signage to improve the visibility of the Dominion Road car park and Roskill south car park.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 7,802	Approved	Green	Current Status: Auckland Transport will provide appropriate locations for directional parking signs to Roskill South car park. The Auckland Transport project for the upgrade of the Dominion Road car park will incorporate appropriate signage. Next steps: Auckland Transport will provide a proposal in February at a workshop with the local board.	Current status: Auckland Transport to confirm quote and location of signs. Next steps: Procurement

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
2918	CF: Investigation and Design	Arthur Faulkner - renew tennis courts	Resurface 2 tennis courts to provide suitable surfacing for tennis users. This project is carried forward from the 2016/2017 work programme, previous ID 2842	Q4	LDI: Capex	\$ 40,000	On Hold	Amber	<p>Current Status: Project currently on hold.</p> <p>Next Steps: Project on hold pending the completion of concept design by Community Services and agreement by the local board as to next steps.</p>	<p>Issues/Risks: Project on hold pending the completion of concept design by Community Services and agreement by the Local Board as to next steps.</p> <p>Current status: Project currently on hold pending the completion of concept design by Community Services.</p> <p>Next steps: Project on hold pending the completion of concept design by Community Services and agreement by the local board as to next steps.</p>
2987	CF: Investigation and Design	Freeland Reserve - install paths	This project is carried forward from the 2016/2017 work programme, previous ID 3786	Not scheduled	LDI: Capex	\$ 188,450	Cancelled	Red	<p>Current status: Project record has been cancelled. The Locally Driven Initiative capital funding from the construction of pathways in Freeland Reserve has been allocated to the construction of a toilet at Walmsley Park.</p> <p>Next steps: None</p>	<p>Risks/ issues: Project is cancelled as budget has been reallocated to other LDI initiatives in FY17/18.</p> <p>Project cancelled</p>
3035	CF: Investigation and Design	Keith Hay Park - renew car park - Noton Road	Upgrade of the existing carpark and formalizing of the entrance way This project is carried forward from the 2016/2017 work programme, previous ID 3754	Q1;Q2;Q3;Q4	LDI: Capex	\$ 201,622	In progress	Amber	<p>Current Status: Staff are awaiting for the resource consent approval. Next Steps: Approval of the resource consent application should come through now January 2018 due to delays with local school approval for planting works on their land. Contract engineer to complete the tender package ready for the project delivery team, inclusive now of the Auckland Transport funded lighting and Richardson Road approved works. Planned to undertake physical works now late summer 2018 in agreement with the cricket club and local school/childcare facility.</p>	<p>Risks / Issues: Potential budget shortage as the renewals component is insufficient for a like for like replacement. The tender process will confirm the total budget required. Required planting on private school land, has taken time to obtain consent. Current status: After delays experienced with a challenging resource consenting process the consent has now been granted. Engineer approvals in regards to the building consent have been applied for noting that the lighting consent is already in place. A site meeting has been held with the school, play centre and sports clubs to confirm the design and to confirm that construction works will commence on Noton Rd entrance way carpark. The detailed design and tender package is being prepared for completion in April ready to go out to tender. Next steps: Completion of the tender process for the upgrade and lighting of Noton Rd carpark, the upgrade and lighting of Richardson Road car park, with the newly lit connecting pathway between the carparks. It is expected the works will commence May 2018 with Noton Road entrance way carpark working through Keith Hay Park to the Richardson Road entranceway carpark.</p>
3061	CF: Investigation and Design	Lynfield Cove Reserve - renew tracks	This project is carried forward from the 2016/2017 work programme, previous ID 4330	Q1;Q2;Q3;Q4	LDI: Capex	\$ 56,480	In progress	Green	<p>Current Status: Scoping and measure up completed for track renewal. Cost estimate and specifications completed and handed over to project delivery.</p> <p>Next Steps: Tender physical works.</p>	<p>Current Status: Scoping and measure up completed for track renewal like for like. Cost estimate and specifications completed and handed over to project delivery. Next Steps: Tender physical works.</p>

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
3150	CF: Investigation and Design	Pah Homestead - upgrade LED lights	This project is carried forward from the 2016/2017 work programme, previous ID 4208	Q1;Q2;Q3;Q4	ABS: Capex	\$ 12,500	In progress	Green	Current status: It has been confirmed that Auckland Council is responsible for general lighting and track uplighting. The James Wallace Arts Trust are responsible for all other track lighting and the long gallery fluorescent tubes. Next steps: Obtain lighting quotes for LED upgrades for general lighting and track uplighting.	Current status: Final designs of the LED replacement fittings are being reviewed by stakeholders. Next steps: Complete business case and order LEDs.
3323	CF: Investigation and Design	Puketapapa - renew coastal walkways	FY17 - PKTPP/2016/168	Q1;Q2	ABS: Capex	\$ 2,837	Completed	Green	Current Status: The project was completed in November 2017.	Project completed.
3423	CF: Investigation and Design	Keith Hay Park - install lighting	Install lighting along shared path in Keith Hay Park South	Not scheduled	ABS: Capex	\$ -	Cancelled	Red	Current status: Project record cancelled.	Risks/Issues: Project record cancelled. Project was merged with Keith Hay Park renew car park (Noton Road). Please refer to SharePoint ID 3035 for an update. Project record cancelled.
3424	CF: Investigation and Design	Richardson Road car park - develop shared path	Realign shared path	Not scheduled	ABS: Capex	\$ -	Cancelled	Red	Current status: Project record cancelled.	Risks/Issues: Project record cancelled. Project was merged with Keith Hay Park renew car park (Noton Road). Please refer to SharePoint ID 3035 for an update. Project record cancelled.
1743	CF: Operations	Puketāpapa 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	\$ -	In progress	Green	Full facility contractors were challenged by the spring growth flush in quarter two. This was exacerbated due to the exceptionally wet ground conditions of the previous quarter. Our contractor was able to rise to the challenge and on a whole mowing was completed within specification. Summer sports field preparation was completed. The only issues were at Margaret Griffin. This will be open early February. Building maintenance has improved due to additional personnel being employed by the contractor. Litter and public toilet cleanliness will be key areas of heading into the next quarter. 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.	The third quarter has seen unprecedented weather for the Auckland region. Temperatures have reached highs not seen in a century and rainfall in the year up to February was 36 per cent of what was received for the whole previous calendar year. Our contractor has remained on top of mowing in the majority of areas, but garden maintenance particularly in the road corridor is where we are seeking improvement. Melting disease has affected one of our premier sports field in the Rua area at Keith Hay Park. Our sports field specialist is working hard with our contractor to bring the field back into service for the football season, or find adequate grounds while it recovers. Melting disease is caused from prolonged high humidity and is a very rare disease to see in the Auckland region and as seen at Keith Hay can completely decimate a whole field, quickly.
1941	CF: Operations	PKTPP: Native forest restoration and Ecological restoration programmes	Ecological program top up to target particular areas across the board for more: intensive ecological improvement; community education funding; and control pest weeds.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 8,000	In progress	Green	Council staff are working with Treecape Eco (our incumbent ecological contractor) to identify which of the smaller reserves between Hillsborough Road and Richardson Road would benefit from some extra attention. Our aim is to create stepping stone reserves that will channel wild life into the heart of the local board. The list of proposed works will be available toward the end of January and can be provided to the local board if requested.	List of sites determined and plan for improvements established
1943	CF: Operations	Manukau Harbour: Foreshore pine removal	Removal of pines and revegetation along the Manukau Harbour foreshore.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 42,000	In progress	Green	FY20 18 stage of project completed. Involving removal of 52 pine trees in Cape Horn	The next round of pine removals at Cape Horn and Wattle Bay will occur May/June 2018
2509	CF: Operations	Lynfield Recreation Centre - replace sensor lights	Replace sensor lights in Roskill/Youth room changing rooms	Q2;Q3;Q4	ABS: Capex	\$ 7,500	Completed	Green	Current status: Scoping is yet to be done Next steps: Commence procurement works upon completion of scoping	Project completed

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
2510	CF: Operations	Lynfield Recreation Centre - replace exit doors	Replace exit doors	Q3	ABS: Capex	\$ 5,952	Completed	Green	Current status: Scoping is yet to be completed Next steps: Start procurement works upon completion of scoping	Project completed
3501	CF: Operations	Puketapapa Ecological Restoration Contracts	The Ecological Restoration maintenance contracts include pest plant and animal pest management within ecologically significant parks and reserves.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 288,668	In progress	Green	This line item has been added in quarter three. It was previously reported on under SP ID 1743	The key focus for the third quarter has predominately been high value park pest plant control. Other activities of focus have included; undertaking phase two of the pest animal control programme and the conclusion of general park pest plant control. The suppliers field data has been assessed and recommendations for additional unscheduled programmes of work has been submitted for review. This includes enrichment or infill planting opportunities as well as additional pest plant control. The number of requests for service peaked during the early part of the quarter with requests for the control of wasps and rats being the dominant issues.
3502	CF: Operations	Puketapapa Arboriculture Contracts	The Arboriculture maintenance contracts include tree management and maintenance.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 92,367	In progress	Green	This line item has been added in quarter three. It was previously reported on under SP ID 1743	The dominant factor during the third quarter was the unanticipated storm in early January that saw the same number of requests for service being generated over a two day period as can be expected for an entire month. This increase was compounded by a normal seasonal increase in requests that resulted in a backlog of requested work that has extended out the normal timeframes on completion of work. This influx also exposed faults in the suppliers customer management system that saw some instances where customers were not kept informed of progress that resulted in escalation and further complaint. These issues are being addressed through normal contract management and compliance processes.
2497	CF: Project Delivery	Te Auaunga Awa Placemaking	Programme to be decided after iwi engagement. This project may include wayfinding and interpretive signage, trail markers, storytelling and significant sites along the whole of Oakley Creek in the Puketapapa Local Board area. This project is carried-over from the 2016/2017 programme (previous ID 2840).	Q2;Q3;Q4	LDI: Capex	\$ 30,000	In progress	Green	Current status: Extended period of consultation with local boards, mana whenua, other stakeholders and two other local boards (Albert-Eden and Whau). Next steps: Relevant local boards to approve the final plan and start tendering process, and engage contractors for physical works.	Issues/Risks: May be some delay in the timeframes Current status: Parks, Sports and Recreations are leading the project through current stage (discussions with Mana Whenua) and will then pass the project to community facilities, investigation and design team when a high level strategy for implementation has been agreed upon. Next steps: Puketapapa Local Board as well as other relevant local boards to approve the final plan. Begin the tendering process and engage contractors for physical works

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
2500	CF: Project Delivery	Puketapapa - small park improvements - LDI	Small park improvement projects such as new signage, paths and park furniture. This project is carried-over from the 2016/2017 programme (previous ID 2843).	Q1;Q2;Q3;Q4	LDI: Capex	\$ 25,000	In progress	Green	Current status: Signage, vehicle stops and lockers being priced by suppliers, expecting now mid/late November. Meeting with Selwyn Village residents in October. The proposed Selwyn Village pathway appears to be outside of the dripline of trees however this is currently being checked with the council arborist and heritage team on what is allowed in Mt. Cecilia in terms of wider works and if consent will be needed. The cost for the supply of the materials only is currently being sought. Reported back to the local board in December. Next steps: Proceed as approved.	The Local Board during their November business meeting agreed under resolution PKTPP/2017/202 to fund the following projects a. Members' locker installation at Cameron Pools, b. Signage improvements at the following locations (Wahine Toa Park - one naming sign, Mt Roskill War Memorial Park - explaining use of the inter-generational play equipment, Bamfield Reserve - Share with Care for boardwalk, Keith Hay Park - movable "Beware Flying Balls" signage), c. Path linking Selwyn Village to Monte Cecilia Park's existing paths, d. Wheel stops at Keith Hay Park's Arundel Street carpark. Noting that a second round of projects will be considered through the Q2 Quarterly Performance Report: Current Status: Keith Hay Traffic stops, completed November. Signage is programmed in with the designer and installer. First set of draft designs sent to local board for comment. Mt Roskill WMP intergenerational equipment Sign, board have currently requested an accessibility investigation at six parks in the Puketapapa local board area. It is recommended the findings of the report should guide the type of appropriate signage at this site. Selwyn Village Path, works planned to commence early April. Cameron Pools Lockers, have confirmed the spec of the required lockers, awaiting Cameron Pools to confirm it meets their requirements.
2501	CF: Project Delivery	Puketapapa - renew paving and courts FY17-18	Arthur S Richards Memorial Park, John Rosser Reserve, Margaret Griffen Park, May Road War Memorial Park, Quona Reserve, Sylvania Crescent Esplanade, Reserve, Three Kings Reserve, Wairaki Stream Reserve, West Reserve, Wilson Corner Reserve. This project is carried-over from the 2016/2017 programme (previous ID 3757).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 161,694	In progress	Green	Current Status: Physical works awarded November 2017. Next Steps: Physical works planned to start January 2018.	Current status: Physical works underway. Next Steps: Physical works planned to complete April 2018.
2502	CF: Project Delivery	Puketapapa - renew park structures FY17-19	Arthur S Richards Memorial Park, Hillsborough Park, Himalaya Reserve, Kingswood Reserve, Lynfield Reserve, Margaret Griffen Park, May Road War Memorial Park, Monte Cecilia Park, Pallister Reserve, Taylors Bay Road Reserve, Three Kings Reserve, Waikowhai Park, Wairaki Stream Reserve 1. This project is carried-over from the 2016/2017 programme (previous ID 2959).	Q1;Q2	ABS: Capex	\$ 150,000	Completed	Green	Complete	A number of replacement bollards, fences and handrails were renewed. Project completed

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
2504	CF: Project Delivery	Pah Homestead - install HVAC system	Pah Homestead - air-conditioning installation. This project is carried-over from the 2016/2017 programme (previous ID 4207).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 1,001,607	In progress	Red	Current steps: Engaging a climate control specialist to proceed with a cost estimate.Next steps: Review cost estimate and confirm the scope of the improvements. Expected completion of project June 2018.	Investigations have shown that there is a tension between providing high quality air conditioning, the operation of the facility and heritage considerations. In particular, to achieve tightly controlled air conditioning for the main exhibition spaces on the ground floor, the doors to the exhibition spaces need to be kept closed except for short periods to allow for visitor entry and exit. This has implications for the visitor experience, operational matters and heritage aspects. These issues are being considered.Current steps: An air-conditioning engineer has started detailed investigations.Next steps: Use the results of the investigation to complete a detailed design for the new air-conditioning system.
2505	CF: Project Delivery	Mt Roskill War Memorial - install lights on field 1	Lighting only. This project is carried-over from the 2016/2017 programme (previous ID 2949).	Q1;Q2;Q3;Q4	Growth	\$ 135,000	In progress	Green	Current status: Professional services scope of work to be prepared. Next steps: Engage consultant to carry out professional services.	Current status: There has been some minor work carried out on the drainage in the last couple of years that has improved the surface condition. As a result this projects primary focus is to develop an enhanced on lighting design for field 1 and the baseball diamond. A lighting consultant has been engaged to provide lighting design that takes into consideration all existing sports users groups of Mt Roskill War Memorial Park. Next steps: The detailed design should be received by end of April 2018. Consultations with user groups will take place to ensure all works are agreed and managed to prevent any impacts.
2508	CF: Project Delivery	Manukau Domain - renew steps	Manukau Domain steps renewal. This project is carried-over from the 2016/2017 programme (previous ID 2958).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 80,000	In progress	Green	Current Status: Contract has been awarded for physical works. Next Steps: Physical works will be undertaken during January/February to ensure ground conditions are dry enough. Programme to be agreed before Christmas to ensure a timely start.	Current status: Physical works are well underway. The new route diversion away from the fallen Pohutukawa has been cleared and bagged ready for removal. The sections of redundant stairs/boardwalk have been removed and broken down ready for removal. A helicopter will be uplifting this and deliver new materials week commencing 19 March. That will allow the new structures to begin to be constructed in-situ. Local residents and stakeholders have had flyers delivered to them to forewarn them about the helicopter works. Next steps: Deliver the new materials to site and continue with construction of the new stairs and structures. Establish the final schedule of mitigation planting that will be required to meet resource consent conditions following completion of works. Begin to establish a procurement strategy for this and a programme which meets the winter planting season requirement.
2513	CF: Project Delivery	Hillsborough Cemetery - renew road, path and structure	Renewal of a fence, retaining wall and road at the Hillsborough Cemetery. This project is carried-over from the 2016/2017 programme (previous ID 2946).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 58,400	In progress	Green	Current Status: The roadway, footpath and bollards have been scoped and the documents are being prepared for tendering for a contractor to carry out the work.Next Steps: Procure contractor and commence the work. The work is scheduled to be completed by the end of March 2018.	Current status: A contractor is currently being procured to carry out the works.Next steps: Due to contractor availability the delivery of this project has been delayed slightly, the work is now scheduled to be completed by mid June 2018.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
2514	CF: Project Delivery	Fearon Park - Harold Long Reserve - Linkage improvements	Implementation of the concept plan to improve the connection of the two parks. Develop greenways/linkages, improve play provision. This project is carried-over from the 2016/2017 programme (previous ID 3768).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 157,440	In progress	Green	<p>Current status:</p> <p>Stage One - final works to complete the remaining shared pathway linking Harold Long Reserve to Parau Street have been completed and a practical completion meeting has been scheduled.</p> <p>Stage Two - The items (playground, remaining section of greenway path, planting, driveway entry from Akarana Avenue and carparking in front of kindergarten) that will be delivered as 'Stage Two' physical works have been agreed with the local board, based on available budgets and local board/community priorities. Professional services (to enable Stage Two works) have been engaged. Procurement of playground equipment is complete. Tender for engaging a physical works contractor has closed and negotiations are currently underway.</p> <p>Next steps:</p> <p>Stage One - Meet with contractor to review final completed items for stage one.</p> <p>Stage Two - Complete the negotiation process for stage two physical works. Engage stakeholders before Christmas to ensure they have sufficient warning of works and be able to provide feedback for consideration when finalising the construction programme (especially the kindergarten).</p>	Current status: Stage one- physical works are complete. There will be no further progress reports for this. Stage two - (playground, remaining section of greenway path, planting, driveway entry from Akarana Ave and carparking in front of kindergarten). The final programme has been agreed and the contractor is well established on site. Site security fencing, construction signage, sediment controls and traffic diversions are in place. Earthworks in the main playground area are underway. Lighting fixtures have been ordered ready for installation later in the programme. Stage two - continue with road reconstruction works. Complete earthworks in the main playground space and complete ground preparations ready for playground installation.
2515	CF: Project Delivery	Belfast Reserve - renew structure and furniture	Belfast Reserve boardwalk, fence, bridge, steps, five seats, and two table renewals. This project is carried-over from the 2016/2017 programme (previous ID 2956).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 40,000	In progress	Red	<p>Current status: Scoping and measure up completed for track renewal. Erosion of footbridge piles and minor boardwalk subsidence was identified during track renewal scoping. Structural assessment required to determine extent of remediation to the affected structures. Structural assessment to be undertaken July 2017. Potential for full bridge design and consenting to be required. Handed over to project delivery to progress quarter one.</p> <p>Next steps: Undertake physical works.</p>	<p>Issues/Risks: track renewal scope exceeds budget allocated. This is primarily due to significant estimated labour costs as a result of limited access, as well as the long and narrow track. Materials will be required to be brought in manually.</p> <p>Current status: Scoping and measure up completed for track renewal like for like. Erosion of footbridge piles and minor boardwalk subsidence was identified during track renewal scoping. Structural assessment required to determine extent of remediation to the affected structures. Structural assessment to be undertaken July 2017. Potential for full bridge design and consenting to be required. Handed over to project delivery to progress Quarter one. Next steps: Undertake physical works.</p>

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
2817	CF: Project Delivery	Keith Hay Park development	Developing two new changing rooms and three new toilets. Installation of irrigation on field 1. Develop hybrid turf grass on field 11. This project is carried-over from the 2016/2017 programme (previous ID 3775). This item places items 2511 and 2512.	Q1;Q2;Q3;Q4	Growth	\$ 40,000	Approved	Green	Current Status: Three Kings United have confirmed they are still raising funds to develop changing rooms and toilets. Auckland Council have agreed to contribute \$1.35 million towards this project. The requirement for irrigation on the number one field and the number two field are being reviewed in light of revised supply and demand capacity modelling. Next Steps: Confirm start date for construction of the clubrooms and toilets.	Current status: Auckland Council's contribution is to go towards the installation of toilets and changing rooms. This project is being led and managed by the Football Club. A Facilities Partnership Agreement needs to be executed before any funding is paid out. Council staff are investigating whether Keith Hay Park is a suitable venue to install sports field lighting (200lux) using the offset funding contribution from Fletchers as a result of lights not being installed in the Three Kings quarry site. A hybrid field was proposed at Keith Hay Park, however the latest supply and demand projections for this area no longer justify the installation of this turf. Next steps: Confirm timelines for construction with the club and prepare funding agreement. Complete lighting feasibility assessment for Keith Hay Park and present back to local board.
2819	CF: Project Delivery	Three Kings Reserve - installation of sand carpet and lights on field 1	Installation of sand carpet, drainage, irrigation and lighting on field 1. This project is carried-over from the 2016/2017 programme (previous ID 3418). This item replaces items 2495 and 2496.	Q1;Q2;Q3;Q4	Growth	\$ 460,000	In progress	Green	Current status: Award contract for professional services. Fletcher Living are providing Auckland Council with budget to provide lighting at another sports field in the Puketapapa Local Board area in lieu of them not providing lights on the new sports fields being installed as part of their Quarry development. Three Kings Reserve is the proposed location for these lights. Next steps: Concept design	Current step: Feasibility assessment and preparation of initial concept for lighting and platform upgrade completed March 2018. Next steps: Confirm options for upgrade with local board in quarter four.
2942	CF: Project Delivery	Cameron Pool - upgrade sauna	Renewal of sauna cabin - Sauna seating was replaced on 11 August 2016. New work involves the renewal of the sauna to establish correct insulation, isolation and ventilation. Work includes renewal of heater and heating case. Project work includes the floor strengthening work for the upstairs fitness room. Floor to be strengthened to allow high impact classes to return. This project is carried forward from the 2016/2017 work programme, previous ID 3563	Q1;Q2;Q3;Q4	ABS: Capex	\$ 158,871	In progress	Green	Current status: Contractors for sauna and strengthening works have been appointed. Construction works to start in January during the pool shut down period Next steps: Commence work in January	Current status: Work on the strengthening of the top floor completed. The sauna work is now completed but needs further adjustment of the heater. Next steps: Practical completion by end of March 2018.
3036	CF: Project Delivery	Keith Hay Park - renew cricket nets and fence	This project is carried forward from the 2016/2017 work programme, previous ID 2957	Q1;Q2;Q3;Q4	ABS: Capex	\$ 148,610	In progress	Green	Current Status: Stage one and two works are completed. Stage three works will begin in January and address the run up areas of the cricket nets Next Steps: Confirm programme for stage three with Eden Roskill cricket club and start physical works.	Current status: Net fencing repairs, replacement of artificial turf inside the nets and new drainage behind the nets have all been completed. Run up areas of three nets have been completed as well. Bad weather during February delayed progress but did identify areas where additional drainage would be beneficial to increasing the lifetime of the new artificial turf. Next steps: Finish the remaining two run up areas and complete perimeter drainage. All physical works expected to be complete by end of March.
3037	CF: Project Delivery	Keith Hay Park - renew sand carpets on fields 4, 5, 6, 7, 8 and 9	This project is carried forward from the 2016/2017 work programme, previous ID 2948	Q1;Q2	ABS: Capex	\$ 223,829	Completed	Green	Current Status: Physical work is now complete and handed over to maintenance. Next Steps: N/A	Works started September 2016 Opening time will be delayed due to weather Project completed

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
3100	CF: Project Delivery	Monte Cecilia Park - develop playground - detailed design	Provide a concept plan, detailed design and costing for a new playground at Monte Cecilia Park to be approved by the Local Board This project is carried forward from the 2016/2017 work programme, previous ID 3485	Q1	ABS: Capex	\$ 7,695	Completed	Green	Handover to Community Services for future project planning has been completed.	Project completed
3109	CF: Project Delivery	Mt Roskill War Memorial - renew car park	New asphalt will also provide for a safe connection, with new line marking to the hall, fields and play area This project is carried forward from the 2016/2017 work programme, previous ID 4525	Q1;Q2;Q3	ABS: Capex	\$ 187,656	Completed	Green	Current status:- Physical works completed August 2017 Next steps:- Defect period till March 2018.	Project completed
3165	CF: Project Delivery	Puketapapa - fire system and electrical switchboards upgrade - community halls & centres	Upgrade fire alarm systems and electrical switchboards, including installation of fire-safety building work to comply with regulations and improve safety. This project is carried forward from the 2016/2017 work programme, previous ID 4204	Q1;Q2;Q3	ABS: Capex	\$ 32,608	Completed	Green	Current Status: Expected to finish in January 2018 Next Steps: Handover and closure	Project completed
3167	CF: Project Delivery	Puketapapa - renew play space FY17	Renew playspaces at Lynfield Reserve, Margaret Griffen Park, Pallister Reserve and Robinson Reserve. This project is carried forward from the 2016/2017 work programme, previous ID 2952.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current Status: Residents survey has now closed. Next Steps: Collate survey results and finalise a design ready for local board review. Scope for Lynfield reserve timber edge renewal to be finalised. Beam removal at Margaret Griffen Park to be addressed.	Current status: Following the residents survey for Pallister Reserve the design is now being completed. Due to limited response from residents the final proposed solution will be advertised for general information. Next steps: Finalise the design ready for local board review and public notice. Scope for Lynfield Reserve timber edge renewal to be finalised. Beam removal at Margaret Griffen Park to be addressed.
3168	CF: Project Delivery	Puketapapa - renew signage FY17	Renewal of signs in various Puketapapa parks This project is carried forward from the 2016/2017 work programme, previous ID 2943	Q1;Q2;Q3;Q4	ABS: Capex	\$ 20,000	In progress	Green	Current status: Second internal review raised more changes to be made before approval can be given to enable production. Next step: Complete review process and produce signage.	Current status: Alignment with new signage template roll out. Next steps: Obtain final sign off and proceed with manufacture and installations.
3240	CF: Project Delivery	Waikowhai - install coastal boardwalk - stage 2	Stage 2 - Boardwalk from Bamfield Place to Taylors Bay Reserve. To include design/engineering, consultation, consenting, tendering, and physical works. This project is carried forward from the 2016/2017 work programme, previous ID 3419	Q1;Q2;Q3;Q4	ABS: Capex	\$ 180,000	In progress	Red	Current status: Resource consent was lodged October 2017. Iwi artist has produced concept artwork design. Hui has been held to present the proposed artwork for the boardwalk, which received positive support. Project manager visited 16 Frederick Street (most affected resident) in mid-November to discuss riparian right issues created from the boardwalk. The resource consent application has had an extension of time limit applied for the processing which has been doubled due to the complicated nature of the application. Next Steps: Receive decision for resource consent. Discuss boat access options at the February workshop.	Issues/Risks: Public opposition to the project (immediate neighbours) Current status: The resource consent application has had an extension of time limit applied for the processing which has been doubled due to the complicated nature of the application. To aid the resource consent process options are being investigated to address the riparian rights to the neighbouring property which is affected by the boardwalk. Next steps: Receive decision for resource consent. Further discuss boat access options. Tender physical works.
3426	CF: Project Delivery	Lynfield Recreation Centre - replace CCTV system	Install new CCTV System. Project brought forward for delivery from FY19 to FY18 as part of the risk adjusted programme.	Q2;Q3	ABS: Capex	\$ -	Completed	Green	Current status: Currently ongoing, was expected to be completed before Christmas. Next steps: Check with contractor and handover.	Project being brought forward to bundle pricing and works Current status: Project has been completed, closed circuit television system installed, handover and documentation completed.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
Infrastructure and Environmental Services										
873	I&ES: DPO	Mount Roskill and Dominion Road streetscape improvements	To make improvements to the village centre at Mount Roskill and Dominion Road.	Not scheduled	ABS: Capex	\$ 475,000	In progress	Red	On 13 December Auckland Transport presented a proposal to the board's Infrastructure Cluster that approximately \$115,000 of this budget be used for a Mount Roskill carpark upgrade. Other alternative uses of the budget will be explored with the local board in quarter three to identify works of a scope that can be delivered before the end of the financial year.	Auckland Transport's Dominion Road streetscape upgrade project is on hold following the central government election and the new government's emerging transport policy (and funding priorities). The community liaison group has been advised of the hold, and a decision from Auckland Transport about the delivery of that lead project is expected in the next quarter. Auckland Transport's streetscape upgrade project remains on hold. On 14 February 2018 the Board's Infrastructure Cluster considered other ways that upgrading of Dominion Road within Mt Roskill shops could be achieved. Options for improving amenity such as street furniture and a "parklet", and connections to the adjoining car park, are to be explored. Design is to reflect the board's decision-making on other Auckland Transport initiatives such as proposed kerb build outs to accommodate double decker buses, and footpath renewals. Delivery of capex budget is unlikely to be fully achieved in this quarter, and a carry forward may be required.
1929	I&ES: DPO	Mount Roskill village revitalisation	This budget has been allocated to support the Mount Roskill and Dominion Road streetscape improvements capital works.	Not scheduled	LDI: Opex	\$ 25,000	On Hold	Amber	On 13 December Auckland Transport presented a proposal to the board's Infrastructure Cluster that approximately \$115,000 of the associated capital expenditure budget be used for a Mount Roskill carpark upgrade. Other alternative uses of the budget will be further explored with the local board in quarter three to identify works of a scope that can be delivered before the end of the financial year.	Auckland Transport's Dominion Road streetscape upgrade project is on hold following the central government election and the new government's emerging transport policy (and funding priorities). The community liaison group has been advised of the hold, and a decision from Auckland Transport about the delivery of that lead project will be made and communicated in the next quarter. Auckland Transport's streetscape upgrade project remains on hold. On 14 February 2018 the Board's Infrastructure Cluster considered other ways that upgrading of Dominion Road within Mt Roskill shops could be achieved. Options for improving amenity such as street furniture and a "parklet", and connections to the adjoining car park, are to be explored. Design is to reflect the board's decision-making on other Auckland Transport initiatives such as proposed kerb build outs to accommodate double decker buses, and footpath renewals. A concept is to be taken back to the board for its consideration, following which a design can be prepared.
73	I&ES: Environmental Services	Bus subsidies for participation in education for sustainability - Puketāpapa	To provide bus subsidies for the 23 schools within the Puketāpapa Local Board area to attend education for sustainability programmes at 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.	Q2;Q3;Q4	LDI: Opex	\$ 3,000	In progress	Amber	In quarter two, Dominion Road School has attended Ambury Farm Park with the help of the available subsidy. Two more schools have booked in for quarter three when term one starts. The opportunity has been advertised again, and will be promoted in the new year.	Uptake by schools has been lower than expected to date, further promotion will take place in quarter three (term one of 2018). The bus subsidy was re-advertised to all schools in the Puketapapa local board area. Mount Roskill Primary attended the Auckland Botanic Gardens and Mount Roskill Grammar attended Arataki Regional Park with the help of these subsidies. Four schools are booked in quarter four. Promotion of the subsidy to Puketapapa schools is ongoing.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
78	I&ES: Environmental Services	Healthy Rentals - Puketāpapa	To improve the quality of rental housing and improve household energy efficiency. The programme is targeted at private rental properties with low housing quality, low income tenants, or tenants who have health conditions related to cold, damp housing. This project assists landlords to meet their obligations under the recent changes to the Residential Tenancies Act and offers subsidies towards the costs of clean heating and interventions to control dampness. The project :1. Provides landlords with free independent, technical assessment of their rental property2. Offers subsidies to landlords to make improvements that increase the energy efficiency3. Educates tenants on how they can improve the health of their home and save money on their power bills through behaviour changes which they can take with them to future rental properties.	Q4	LDI: Opex	\$ 30,000	In progress	Amber	A project summary report for the 2016/2017 Healthy Rentals project was completed in quarter two including an outline of the revised delivery model and project improvements for 2017/2018. Contracts with suppliers are in place for the delivery of the home assessments, tenant education and installation services. The energy efficiency products and services provided by the project (temperature and humidity measuring devices, LED bulbs, hot water control wraps, thermostat controllers, shower timers, flow restricters, draught stoppers, etc) have been purchased. In quarter two these were provided to one local household involved in the Kainga Ora Healthy Homes initiative. A partnership and promotions plan is being developed to build relationships with community and property organisations and generate awareness about the Healthy Rentals project among tenants and landlords. Uptake is expected to be highest in the winter months in quarter four.	The project is targeting 26 households, uptake has been slow however it is expected to increase as the temperature begin to cool. In quarter three, four homes received a home assessment, tenant advice and provided a selection of tools depending on needs of the home e.g. temperature and humidity measuring devices, LED bulbs, hot water cylinder insulation wraps, thermostat controllers, shower timers, flow restrictors and draught stoppers. Three of these four homes were referred through the Kainga Ora Healthy Homes Initiative with the board funding only the energy efficiency measures, with one home visit fully funded by the board. Project flyers have been distributed to property management agencies, libraries, CAB, churches and community centres. A story on the project was published online in Our Auckland and will be shared on the local board's Facebook page. Further social media promotion is planned. Uptake is expected to increase in the winter months in quarter four.
149	I&ES: Environmental Services	Puketāpapa Low Carbon Plan implementation	A local low carbon plan is being developed for Puketāpapa local board during 2016/2017. The plan will provide strategic direction and enable local board activities that lower the community's carbon footprint. This will contribute to Auckland's transformation into an energy resilient city. The development of the plan will allow staff to assess the success of current low carbon activities, and to establish a monitoring framework to measure the uptake and impact of activities. Staff can then identify opportunities to strengthen or leverage off existing low carbon initiatives, as well as opportunities for innovation. This project will contribute towards the implementation of activities to be determined during the process of creating the low carbon plan.	Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	The local board approved the Becoming a Low Carbon Community An Action Plan on 14 December at their business meeting. The board also allocated \$10,000 to the development of a low carbon network for the board area. Officers will begin work to establish the low carbon network in quarter three.	A contractor has been appointed and planning is now underway for the network launch, scheduled for mid-April 2018. This will include a soft launch of the local board's Becoming a Low Carbon Community: An Action Plan. The plan will be sent to launch invitees and uploaded online.
54	I&ES: Healthy Waters	Manukau Harbour Forum - Puketāpapa Local Board	To continue to support the Manukau Harbour Forum.	Q2;Q3;Q4	LDI: Opex	\$ 8,000	In progress	Amber	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.	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 industry education programme has commenced following a presentation to the forum in February 2018. The Young Leaders Programme will take place during the April school holidays. Reports back on both aspects of the education work programme will be provided to the forum at its June 2018 meeting. Staff are meeting with the forum in April 2018 to finalise the communications programme.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
130	I&ES: Healthy Waters	Te Auaunga stream restoration and pollution education	To support volunteers to continue to protect, enhance and restore the ecological health of Te Auaunga stream. This may involve riparian restoration in reserve land, including community-led weeding and planting events, and technical workshops – with an aim of 15-100 people participating at each event.	Q2;Q3;Q4	LDI: Opex	\$ 30,000	In progress	Green	The local board approved a stream restoration work programme in late December 2017. This includes; planting maintenance in Keith Hay Park (\$3,500), weed control in the top section of Arkells Reserve and preparation for more planting in next year (\$5,500), detailed design for daylighting a section of the awa in Keith Hay Park (\$18,000) and preliminary concept design for daylighting in Molley Green Reserve (\$3,000). A contractor has been engaged for plant maintenance and weed control projects. A contractor will be confirmed in January 2018 to carry out the daylighting design projects. Staff will also provide the board with more information in the New Year on next steps for the Keith Hay daylighting project, including outlining a potential staged approach to finishing the detailed design for the full piped section, advising the likely costs to apply for a resource consent and an initial very rough estimate of the likely construction costs.	Keith Hay Park daylighting commenced in February 2018 and included plant maintenance. Arkells Reserve contract has been awarded with weeding commencing in March 2018. Molley Green concept design is to commence as soon as the contract is signed. Works will be complete at the end of May 2018.
Libraries										
1300	CS: Libraries & Information	Library hours of service - Puketāpapa	Provide library service at Mt Roskill Library for 56 hours over 7 days per week.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 745,695	In progress	Green	Library visits have decreased by four per cent this quarter. This is in line with the regional trend. During this quarter we have had many students using our spaces for study and exam preparation with the majority remaining for the entire day.	Library visits have increased by 4% this quarter. There has been a decrease in Wifi & PC sessions of 4%. Many of our customers now visit the library for digital support and to use the library as a community space. Large numbers of residents visited the libraries during Census 2018 for assistance to fill in their online forms.
1301	CS: Libraries & Information	Extended hours - Puketāpapa	1 additional opening hour at Mt Roskill Library.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	As with the previous quarter, the majority of customers accessing the library during the additional hour of opening, are appreciating the access to the public computers.	This year we have introduced a monthly Bilingual Storytime on a Sunday morning during the additional hour of opening. This is proving very popular with 32 children and parents attending the first session which was launched as part of our Lunar New Year celebrations.
1302	CS: Libraries & Information	Information and lending services - Puketāpapa	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Mt Roskill Library issues have decreased by two per cent this quarter, however demand for eResources remains high with a 25 per cent increase in E-issues.	Library issues have decreased by 3% this quarter, but there has been an increase in eResources of 14%. Ebooks usage continues to increase with many customers preferring the portability of ebooks, especially when they are on holiday or travelling.
1303	CS: Libraries & Information	Preschool programming - Puketāpapa	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, special Storytimes to celebrate cultural events such as Diwali, Lunar New Year and Matariki. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	We have delivered 39 preschool programmes to 1408 participants this quarter. We presented Ready for School storytimes at the Little Scholars kindergarten and Edukids. We also took part in the Early Reading Together programme at Waikowhai Primary School. The Care4Kidz group met twice during the term to deliver their Mandarin-English Storytime in the library. Mount Roskill Library along with Mt Albert Library presented at AKA (Auckland Kindergarten Association) leadership breakfast hui to promote library services to early childhood.	We have delivered 33 programmes to 1260 participants this quarter. There was a break during the school holidays' summer months in the delivery of pre-school programmes in the library and to local pre-schools. A number of the team attended Wriggle 'n Rhyme training to gain confidence in delivering this highly successful programme.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
1304	CS: Libraries & Information	Children and Youth engagement - Puketāpapa	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 - Puketāpapa")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The October school holiday theme of 'Survive 24' saw us hold a Nature Scavenger Hunt and an event titled 'The Clock is Ticking' which consisted of a number of challenges. 107 children and their parents attended these two events. Our young customers had a lot of fun at our end of year celebrations for the Teen Book group and Young Artists club.	The year has started with a number of school groups visiting the library. Classes from Mt Roskill Primary and Three Kings' have enjoyed hearing about the library and the resources available to them. Visits have also been made by the librarians to Mt Roskill Primary as part of their Reading Together programme and to Mt Roskill Grammar. Our young Artists' Club continues to grow in popularity with 45 youngsters attending the first session this year. Planning is underway for the April school holidays with the theme Up Up and Away.
1305	CS: Libraries & Information	Summer reading programme - Puketāpapa	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 - Puketāpapa")	Q2;Q3	ABS: Opex	\$ -	In progress	Green	Auckland Libraries bilingual 2017/2018 summer reading programme, Kia Māia te Whai - Dare to Explore launched in December with Mt Roskill library promoting the programme by visiting local primary and intermediate schools throughout the local board area. 291 children have registered for the Kia Māia te Whai - Dare to Explore 2017/2018 summer reading programme. Planning is underway for the party to be held on 25th January to celebrate the children's success in the summer reading programme.	This summer saw another highly successful Kia Māia te Whai - Dare to Explore programme with 291 children enrolling in the programme. Events in January as part of the programme included a Claymation Lab and Create a terrarium. Our fun party held on 25th January was a great opportunity for the children to celebrate their success with games, bouncy castle, water slide and the appearance of the drone. This was a major highlight which enthralled the children. It was great to have Local Board members there to enjoy the celebration with us. Staff members also ran the programme at the Bhartiya Samaj Charitable Trust camp.
1306	CS: Libraries & Information	Supporting customer and community connection - Puketāpapa	Provide programmes that facilitate customer connection with the library and community including NZ Music Month and Book Groups. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	We had a strong presence at the Albert-Eden Cultural festival, receiving media attention with our colleagues from nearby libraries. Two team members participated in the Wesley Market day, promoting the library and our services. Our aim was to highlight the library to the Wesley community and inform them of our resources and how they could use the library. We are planning to develop our relationship with the Wesley community further in 2018.	Our community outreach programmes this quarter included Rhymetime in the Park, Wriggle 'n Rhyme at the zoo and Toddler's Day Out. The library has been part of the Haier Big Hoot Art Trail with 3 colourful owlets from Waikowhai Primary, Monte Cecilia School and Hay Park School gaining a lot of interest from the community. Our promotions in the library included one focussing on water safety at home with a 'Draw your Backyard Lifeguard' competition for 5-10 year olds, Neighbours' Day 2018 and Try a Craft Day. Three Kings' Primary celebrated their jubilee of 140 years with 26 students visiting the library to look at the history of Mt Roskill through photos, books and online resources.
1307	CS: Libraries & Information	Celebrating Te Ao Māori and strengthening responsiveness to Māori - Puketāpapa	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 - Puketāpapa")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Team members have been upskilling on their Māori pronunciation and greetings, making a strong commitment to look at opportunities to develop their te Reo.	The team continues to increase their use of Te Reo, supporting each other to use greetings and recognise different words of the language. Waitangi Day was celebrated with a colourful informative display of library resources.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
1308	CS: Libraries & Information	Learning and Literacy programming and digital literacy support - Puketāpapa	Provide learning programmes and events throughout the year including: Book a Librarian sessions, CV writing support, Comic Book Month, Makerspace programmes. 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 - Puketāpapa")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	We delivered 48 book a librarian sessions this quarter. The book a librarian sessions have seen a high interest in CV writing, with strong attendance at the Mandarin speaking sessions. The Makerspace sessions have evolved into hands-on science programmes, particularly appealing to the 10-11 year olds attending. Our Read Aloud programme has started in the library this term. This programme gives an opportunity to customers to meet and develop their English language skills. An ESOL group supported by the Salvation Army visited the library for an introduction to the library services and to obtain library memberships.	A number of customers continue to show interest in our Book a Librarian sessions with 34 attendees visiting with their digital devices for support. The Science Lab programme got underway this year with a special rocket making session attended by 17 young people as part of Lunar New Year.
1309	CS: Libraries & Information	Celebrating cultural diversity and local communities - Puketāpapa	Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Diwali, Christmas, Lunar New Year, Matariki, Pasifika, Taste Puketapapa and Local Board events. (Funded within ABS Opex budget activity: "Library hours of service - Puketāpapa")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	During Diwali a number of workshops were held, focussing on henna, Diya decorating and mirror work embroidery with students from Carlson School attending one of the sessions. The Puketāpapa Christmas event was again a highly successful with library staff talking to a large number of people about the library and engaging children in a Christmas craft activity.	The highlight of our events this quarter was our Lunar New Year celebration, when we focussed on workshops, such as paper cutting, calligraphy and origami. Our Bi-lingual storytime was launched and we hosted a morning tea for our Chinese customers in the library with 50 people enjoying the morning. Our relationship with the Auckland Regional Migrant Association, the Refugee Youth Association of New Zealand and the Shanti Niwas group developed further this quarter with visits by our Senior Librarian Community Engagement.
Local Economic Development: ATEED										
681	ATEED: Local Economic Growth	Puketapapa Business Connect	1. review the 2016 Business Voice programme outcomes 2. provide recommendations on future business support initiatives in Puketapapa after the completion of 'Business Voice' programme 2016/17. 3. link in with 'Taste of Puketapapa' and promote "Taste of Puketapapa' through social media as a catalyst to connect local businesses and get them engaged.	Not scheduled	LDI: Opex	\$ 20,000	In progress	Green	Puketāpapa Business Connect was approved by the local board at the September Business Meeting. Kathy Moriarty was appointed as the service provider to lead the business engagement and establishment of local business groups in Stoddard Road, White Swan Road and Mt Roskill shop in December.	The first wave of engagement in Stoddard Road, Mt Roskill Shops and White Swan Road has been completed. Four more business meetings will held in Q4. Stoddard Road East: 11 April 10:30am Ethnic Hub, 190 Stoddard Road (back of the building) Stoddard Road West: 2 May 5:30pm ANZ Bank, 22 Stoddard Road Mt Roskill Shops: 9 May 10:30am, Simpson Legal White Swan Road: 23 May 10.30am, Mt Roskill Medical & Surgical Centre
1112	ATEED: Local Economic Growth	Young Enterprise Scheme (PKTPP)	ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of the Young Enterprise Scheme Enterprise-Days in February 2018. The e-days are held in sub-regions (north, south, east, central/west) and are the first day students get to meet the Young Enterprise team, and find out about their 2018 year, what YES is all about, and what is in store for them. All three local schools are invited to the E-day event. Lynfield College, Marcellin College, Mt Roskill Grammar	Q3	LDI: Opex	\$ 1,000	Approved	Green	Auckland Chamber of Commerce As of 1st January 2018, the Auckland Chamber of Commerce will take over as the YES regional delivery partner and ATEED will move to become a strategic partner. During January and February ATEED and the Auckland Chamber of Commerce are working together to ensure the smooth transition of the programme delivery to the Chamber. Kick Start days (formerly known as E-days) are being delivered by ATEED with support from the Auckland Chamber of Commerce, as part of this transition. ATEED's role includes management of the funds generously provided by Local Boards for the 2018 Kick Start days. As in previous years, there will be five sub-regional events delivered across the region. The new Auckland Chamber of Commerce team will be inviting you to participate either as student mentors or as observers on the day.	The YES kick start days were delivered between the 19 and 23 February 2018.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
Parks, Sport and Recreation										
1096	CS: PSR: Active Recreation	Puketāpapa: Leisure facilities operation programme FY17/18	1. Operate in a safe and sustainable manner: Lynfield youth & Leisure Centre; Cameron Pool Centre, through a management agreement with the YMCA. 2. Deliver a variety of accessible programmes and services that get the local community active. 3. These services include: fitness; group fitness; learn to swim; early childhood education; aquatic and recreation services. Along with core programmes that reflect the needs of the local community.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	1. Lynfield Youth and Leisure Centre Year to date visitor numbers: 13.18% increase in active visits. This is largely due to an increase in gym members. 14% increase in fitness visits. Customer Satisfaction (NPS) score = 29.43, a slight increase on Q1 2. Cameron Pools and Leisure Year to date visitor numbers: 8.72% increase in active visits. This is due to an increase in fitness members and stadium visits. Customer Satisfaction score =11.43, a slight increase on Q1 .	Lynfield Youth and Leisure Centre Year to date visitor numbers: 3% increase in centre visits. Customer satisfaction is measured by regular Net Promotion Score (NPS) surveys. This survey asks how likely the users are to recommend the centre to friends and family. Customer Satisfaction: Q3 NPS score = 28.0, a 1.43 point decrease on Q2 Cameron Pools and Leisure Year to date visitor numbers: 1% decrease in centre visits. This is due to the extended spa, sauna and steam room closure. Customer Satisfaction: Q3 NPS score = 9.1, a 2.3 point decrease on Q2.
1148	CS: PSR: Active Recreation	PKTPP: Informal social recreation projects	Supporting programmes and initiatives that encourage participation in sport and recreation	Q1;Q2;Q3	LDI: Opex	\$ 3,846	In progress	Green	Budget merged with events for the delivery of the out and about summer programme in January-March 2018. Final schedule of activities was approved at the November local board meeting. We have prepared some local promotion and are developing more localised marketing with delivery partners.	The 17/18 activations have been delivered in this quarter including an amazing race at Monte Cecilia, Beach day at Lynfield Cove, 6 x bike tours with the bike kitchen, a kite day at Manukau Domain and park yoga at Wesley Community centre. The Waitangi day bike tour was particularly popular, and the yoga sessions have all been a hit. Another highlight was the mud pie kitchen extravaganza at West Reserve delivered by the Creative Kids Collective in partnership with the Hillsborough play centre. Some great feedback was received and about 120 children came through on the day with many more parents along for the ride. PSR staff will provide a full report to the board in May summarising all delivered events, in preparation for the development of the 18/19 schedule.
1245	CS: PSR: Active Recreation	PKTPP: Community-led initiatives for healthy lifestyles	Support community-led initiatives to promote healthy lifestyles which will increase participation in sport, recreation and physical activity	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	Delivery options are being finalised with Sport Auckland. A presentation of options will be discussed with the board at a workshop in early 2018.	Local Board approved allocation of this budget towards a Health and Wellness Expo. The event will be lead by Sport Auckland and is to be held on 21 April at YMCA Lynfield.

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q2 Commentary	Q3 Commentary
799	CS: PSR: Park Services	Puketāpapa area: Parks Sport and Recreation Services planning	Planning for PSR services and activities in the Puketapapa Local Board area	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	Approved	Green	<p>Final work programme confirmed at local board workshop in October. Progress is ongoing on all approved projects, as detailed below:</p> <p>Waikowhai Walkway Action Plan - Draft Action Plan has been produced and will be workshopped with the Local Board at their Green Cluster Meeting in late March 2018.</p> <p>Waikowhai Reserve Concept Plan - Draft Concept Plan has been produced and was workshopped with the Local Board in March 2018. Consultation boards will now be prepared for a public consultation event on site - to be approved prior by the local board. Date and time to be confirmed.</p> <p>Freeland Reserve Plan Modifications - Draft refined concept plan was approved at workshop by the local board in February 2018, and detailed design and delivery of the plan has been funded by Healthy Waters and is ongoing.</p> <p>May Road War Memorial Concept Plan - Consultant engaged to undertake a needs assessment for the park and its various stakeholder groups. Workshop updating the local board held in February 2018. Progress will be workshopped again with the Local Board in April prior to the finalisation of the needs assessment.</p> <p>Accessible Parks / Diverse Communities - Work is ongoing in both projects. Updates were provided to the board in February 2018.</p>	<p>Progress is ongoing on all approved projects, as detailed below:</p> <p>Waikowhai Walkway Action Plan - Draft Action Plan has been produced and will be workshopped with the Local Board at their Green Cluster Meeting in late March 2018.</p> <p>Waikowhai Reserve Concept Plan - Draft Concept Plan has been produced and was workshopped with the Local Board in March 2018. Consultation boards will now be prepared for a public consultation event on site - to be approved prior by the local board. Date and time to be confirmed.</p> <p>Freeland Reserve Plan Modifications - Draft refined concept plan was approved at workshop by the local board in February 2018, and detailed design and delivery of the plan has been funded by Healthy Waters and is ongoing.</p> <p>May Road War Memorial Concept Plan - Consultant engaged to undertake a needs assessment for the park and its various stakeholder groups. Workshop updating the local board held in February 2018. Progress will be workshopped again with the Local Board in April prior to the finalisation of the needs assessment.</p> <p>Accessible Parks / Diverse Communities - Work is ongoing in both projects. Updates were provided to the board in February 2018.</p>
984	CS: PSR: Park Services	Puketāpapa local parks: Ecological volunteers and environmental programme FY17/18	Programme of activity supporting volunteer groups to carryout ecological restoration and environmental programmes in local parks including: •Community planting events•Plant and animal pest eradication•Pacific oyster shell removal•Litter removal	Q1;Q2;Q3;Q4	LDI: Opex	\$ 18,000	In progress	Green	<p>Conservation Volunteers New Zealand (CVNZ) have carried out a restoration planting and weed control at Lynfield Reserve. Ongoing predator control programme in various reserves are running smoothly. Planning for a community planting at West Reserve by the local community is being planned for FY 18/19. Rubbish clean up events have recently taken place at Waikowhai Reserve (Sustainable Coastlines) and a further three clean-ups by Lynfield School at Blockhouse Bay Beach Reserve, Wairaki Reserve and Blockhouse Bay Recreation Reserve are being planned.</p>	<p>Conservation Volunteers New Zealand (CVNZ) have carried out a restoration planting and weed control at Lynfield Reserve. Ongoing predator control programme in various reserves are running smoothly. There are plans to carry out a conservation week planting at Hillsborough cemetery. Plans are in place for a restoration of the stream area at Frederick Street Reserve.</p>
1186	CS: PSR: Park Services	PKTPP: Creating a Māori identity	Identifying opportunities for park and facility naming/renaming and engaging with Mana Whenua to develop Māori names and enhance Auckland's Māori identity and Māori heritage.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	<p>A workshop was held with the local board to discuss scope and direction for the project. Work is being done by the Libraries team to research historical information on park names in the local board area. Staff will be reviewing the scope and approach to the project following workshop feedback and will discuss the revised strategy with the board in Q3.</p>	<p>High level communications approach and Research of existing names of reserves completed and reported back to the Local Board on 28 February 2018. The Local Board have asked for some time to consider how they wish to proceed.</p>

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q2 Commentary	Q3 Commentary
CF: Community Leases											
1611	CF: Community Leases	Bhartiya Samaj Charitable Trust	Lease renewal for 13 May Rd, Mount Roskill	Q2;Q3	31/07/2022	\$ 500.00	\$ -	Completed	Green	Completed - Resolution and variation of community lease to Bharitya Samaj completed - PKTPP/2017/200	Completed
1612	CF: Community Leases	Tri Star Gymnastics	Lease renewal for 55 Arundel St, Mount Roskill	Q3	17/10/2027	\$ 250.00		Completed	Green	Renewal and variation of the community ground lease has been approved.	Lease completed in quarter two.
1613	CF: Community Leases	Eden/Roskill Softball Club Inc	New lease for part of the War memorial Park, 75A Gifford Road, Mt Roskill	Q4	30/11/2017	\$ 250.00	\$ -	In progress	Green	Lease expired on 30 November 2017. Application sent. Site visit undertaken on 18 December 2017.	Application received - group required to send through proof of public liability insurance before the lease can proceed. As a result this lease proposal will be carried over to the 2018/2019 work programme. This will not have an impact on the group as the current lease is rolling over on a month-by-month basis and will continue to do so until a further decision is made.
1614	CF: Community Leases	Scout Association of NZ - Royal Oak Scout	Multi- premises lease	Q4	30/06/2018	\$ 250.00	\$ -	In progress	Green	Lease application was received from the Scouts headoffice in October 2017. Will progress with the new lease before the final expiry on 30 June 2018.	Unable to secure a meeting with the new National Property Manager from Wellington while he is working on moving offices but we are making arrangement to meet him and discuss multi-premises lease. Site visit completed New community lease workshopped with local board on 8 March 2018. Lot 5 DP 29288 is held by the Crown through the Department of Conservation and the administration of the reserve is vested with Auckland Council. Iwi consultation to be undertaken in quarter four.
1615	CF: Community Leases	Scout Association of NZ - Waikowhai	Multi- premises lease	Q4	30/06/2018	\$ 250.00		In progress	Green	The lease application was received from the Scouts headoffice in October 2017. Will progress with a new lease before the final expiry on 30 June 2018.	Unable to secure a meeting with the new National Property Manager from Wellington while he is working on moving offices but we are making arrangement to meet him and discuss multi-premises lease. Site visit completed New community lease workshopped with local board on 8 March 2018. Meeting with group on 21 March 2018 to discuss options for increasing current membership. Workshop outcome of meeting with board in quarter four. As a result this lease proposal may be carried over to the 2018/2019 work programme. This will not have an impact on the group as the current lease is rolling over on a month-by-month basis and will continue to do so until a further decision is made.
1616	CF: Community Leases	Citizens Advice Bureau - Mt Roskill	Multi- premises lease	Q4	30/06/2020	\$ 500.00	\$ -	In progress	Green	Draft multi premises lease is with the Citizens Advice Bureau for approval and execution.	Citizen Advice Bureau have responded with suggested changes to the original draft lease. Officers will work with legal advisors to review these changes to prepare a deed for final review and execution.
1617	CF: Community Leases	Auckland Playcentres Association Inc - Hillsborough	New lease 21 Currie Avenue, Hillsborough	Q1	31/10/2013	\$ 250.00	\$ -	Completed	Green	Completed	Completed
1618	CF: Community Leases	Auckland Very High Frequency Group Inc	New lease 33 Foch Avenue	Q2	31/01/2016	\$ 500.00	\$ -	Completed	Green	Completed	Completed

Work Programme 2017/2018 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q2 Commentary	Q3 Commentary
1619	CF: Community Leases	Mt Roskill Tennis Club Inc	New lease 33 Foch Avenue, Mt Roskill	Q4	31/01/2016	\$ 500.00	\$ -	On Hold	Amber	Staff met with the club on 8 December 2017 to discuss the new lease to the club for the footprint of the building only and a non exclusive licence to occupy for the two courts. Club to meet with its committee to discuss the proposal and will then advise the board of the outcome of the discussions.	In order to make an informed decision on the future use of the building the club will need to see the finalised concept plan for Arthur Faulkner Reserve. The options for the club to consider are for Auckland Council to grant a new community lease to the club for the footprint of the building and a non-exclusive licence to occupy for the use of the tennis courts or the possible surrender of the lease. Application received - proof of public liability insurance required before lease can be progressed. Community outcomes plan to be developed and presented at a workshop to the board in quarter four
1620	CF: Community Leases	Three Kings United Soccer Club Inc	New lease 660 Richardson Rd, Mt Roskill	Q4	31/12/2014	\$ 50.00	\$ -	In progress	Green	Lease for the existing building to be progressed in quarter three. Agreement to lease and new community lease for the footprint of the new build to be finalised once maintenance responsibilities between council and the club are clearly identified.	Local Board report to be written in quarter four.
1625	CF: Community Leases	Pah Homestead 72A Hillsborough Rd	New head lease in accord with the earlier agreement to lease.	Not scheduled	31/07/2040	\$ 1.00	\$ 500.00	In progress	Green	Awaiting response following the revised lease being sent to the trust's lawyers in late November 2017.	Discussions with lessee, council staff and legal to review lease terms and conditions.
1626	CF: Community Leases	The Waiata Epsom Tennis Club Inc	Renewal lease 22-24 Fernleigh Avenue, Mt Roskill	Q1	28/02/2025	\$ 250.00	\$ -	Completed	Green	Completed	Completed
1627	CF: Community Leases	Royal NZ Plunket Society - Greenwoods Corner sub branch	Renewal lease 50 Buckley Rd, Mt Roskill	Q4	31/12/2023	\$ 250.00	\$ -	In progress	Green	Royal New Zealand Plunket Society Inc has assigned its interest in the lease to Royal New Zealand Plunket Trust with effect from 1 January 2018. Renewal of lease will be progressed in quarter three.	Renewal of lease will be workshopped in quarter four. As a result this lease proposal will be carried over to the 2018/2019 work programme. This will not have an impact on the group as the current lease is rolling over on a month-by-month basis and will continue to do so until a further decision is made.