

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										
2177	CS: ACE: Advisory	Community Response Fund - Kaipātiki	Discretionary fund to respond to community issues as they arise during the year	Q1;Q2;Q3;Q4	LDI: Opex	\$ 97,000	In progress	Green	No allocations in Q2 Balance:\$89,000	0
233	CS: ACE: Arts & Culture	Westshore Community Arts Council (NorthArt)- ABS Northart Society Incorporated Operational Support Grant	<p>- administer a funding agreement with Northart Society Incorporated for arts and culture facilities management, operations and programming</p> <p>- operate the facility in an inclusive manner that enables access to and participation in the visual arts</p> <p>- provide opportunities that reflect the cultural diversity of the local community and encourage all ages and ethnicities to take part.</p> <p>The recipient will promote NorthArt, its activities, services, programmes and artists within the local and wider community to encourage public participation.</p>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 83,084	In progress	Green	In Q2, NorthArt had a total of 3542 visitors and delivered 17 programmes to 248 participants. Highlights included the opening function of the Westlake Girls and Westlake Boys show, the opening function of South African born Claudia Cooper's solo show which attracted around 180 people mostly from the local South African community, the opening of Connect Disconnect Reconnect which includes works by 8 American Pacifica artists in October. The opening function for 'Pocket Edition. Small Works for Large Walls' in November which attracted around 280 guests including 28 participating artists and the 'Christmas Cracker' Gallery Time for Kids in December.	NorthArt had a total of 2,278 visitors and delivered 12 programmes to 201 participants. The gallery recorded a total of 453 hours of volunteer hours. Highlights included the opening exhibition 'Malcolm Harrison - A Celebration' and the high attendance at the gallery floor talks and gallery time for kids programme. NorthArt recorded a 57 per cent increase in the number of artist participating in the members' show compared with 2017.
1988	CS: ACE: Arts & Culture	Community Arts Programmes	Support arts and culture initiatives to be delivered across the local board area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	Approved	Green	Staff presented options to the board in Q2 and a decision will be made on how to spend the funds in Q3.	Staff will meet with the local board during Q4 to discuss options on how to spend the funds.
310	CS: ACE: Community Empowerment	Community grants (KT)	Funding to support local community groups through contestable grant funding.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 200,000	In progress	Green	The local board allocated \$57,859 in Local Grants, Round Two (KT/2017/185) The remaining community grants budget is \$97,194.	There have not been any grant decisions in this quarter
338	CS: ACE: Community Empowerment	Secondary Schools Scholarship grant	<p>Administer grants to support secondary schools/students.</p> <p>Budget: Secondary Schools Scholarship grant \$8,000.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 8,000	In progress	Green	The second payment of the Kaipātiki Scholarship Scheme has been released to Northcote College, Glenfield College and Birkenhead College to the total of \$6,000. (KT/2016/26) There has been no response from the offer to Hato Petera College.	0
578	CS: ACE: Community Empowerment	Build capacity: Jobs for Youth	Fund community organisation(s) to:- support and add value to existing youth employment services- maintain and strengthen networks between business, schools and youth employment related organisations to build better pathways to employment for young people- connect young people to employment or further training opportunities. Link as appropriate with "Increase diverse participation (KT): Youth voice and youth-led initiatives" (ID#587).	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	A combined funding agreement of \$243,000 was completed in Q2 with KCFT. This includes \$50,000 for the delivery of the Jobs4Youth programme. KCFT has been working with Birkdale College and the current senior students to include reserve restoration in their work programme for new senior students in 2018. They will work alongside the local parks ranger and council's Infrastructure and Environmental Services, focussing on Inwards Reserve. There were two employment networks held during Q2 along with two presentations to Work and Income NZ, Birkenhead and Glenfield branches. The Ministry of Business, Innovation and Employment working party was established and have been tasked with establishing the North Employment Hub.	Activities have included: - 32 participants signing up and starting their CV process through Youth Hub, (Digital CV platform) - 20 participants engaged with 1:1 Mentoring into training through Birkenhead College Future Focus group- four youth participants engaged with training and 2 engaged with employment opportunities- four presentations held to support youth into employment- careers nights held in Birkenhead and Northcote Colleges and in NZMA (AcademyNZ), supported by Youth HUB/Jobs4Youth.

Work Programme 2017/2018 Q3 Report

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579	CS: ACE: Community Empowerment	Build management operational capacity- Kaipatiki community organisations	Partner with community organisations and the Beach Haven Marae to strengthen their operational capability. This will include training in marketing, conflict resolution, health and safety, HR, report writing and funding applications to support the professional management of the community organisations. Training will also include topics such as Te Tiriti o Waitangi, awareness of Maori history and protocols, working with iwi, mataawaka and other topics requested by the community organisations. The implementation and timelines for delivery of sessions will be made in consultation with the collective community organisations using various methods such as presentations by subject matter experts and other learning tools.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Two meetings were organised to assess the management capacity and determine the level of support Kaipatiki community groups require. Participants focused on four pathways for capacity and capability development through workshops, support systems, speakers, visits and conference attendance. To respond to the feedback received, an HR online platform capable of storing relevant policies and templates and assisting with networking is being built. A series of up to eight workshops will be scheduled on a monthly basis, starting in February 2018.	Staff worked with Kaipatiki community groups to refine a schedule of capacity building workshops. The workshops proposed by community groups are: Community Led Development – Where to begin; How to run effectively community events; IT Support session; Cultural competency for management and board members and Public Speaking/Presenting for corporate environments. Staff are empowering Kaipatiki community groups to take leadership in organising these workshops scheduled for Q4. Konnect Concepts Ltd is contracted to build an online platform responding to Kaipatiki community groups' capability building requests.
580	CS: ACE: Community Empowerment	Build governance capacity for trustees and board members of community groups	Partner with community organisations to strengthen their governance capability. This will include strategy planning, how to read financial accounts, business planning, risk analysis, HR, entity structures and attend other governance hui that will support effective governance of their community organisations. Training will also include Te Tiriti o Waitangi sessions and increase organisations ability to build relationships with iwi, mataawaka and other topics as requested. The implementation and timeline for delivery will be made in consultation with the trustees using subject matter experts, presentations and other tools. It may include visits to other organisations.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	The mapping of community groups and organisations is a work in progress. An HR online platform capable of storing and sharing relevant policies and templates and with separate levels of access for management, staff and governance is being developed and it will be presented to governance groups in 2018. Workshops on the Treaty of Waitangi and on writing reports and funding applications are being scheduled for Q3 and Q4.	Staff organised Threshold Management Ltd to deliver extensive governance training sessions for NorthArt. This is in response to the building governance and the 360 review recommendations. Konnect Concepts Ltd is contracted to build on the community centres' online platform a page open to governance groups. Staff engaged with governance groups to find out how this platform can respond to particular needs in building governance capacity and capability, and what other support systems they would benefit from.

Work Programme 2017/2018 Q3 Report

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582	CS: ACE: Community Empowerment	Increase diverse participation: Kaipātiki Community Facilities Trust	Fund the Kaipātiki Community Facilities Trust to deliver a range of neighbourhood based, community wide, programmes and activities that:- bring communities within Kaipātiki together through a range of community networks- enable increased participation by diverse groups, including new migrants, in the community- respond to and support the aspirations of Maori within Kaipātiki- strengthen neighbourhood connectedness.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 163,000	In progress	Green	Staff completed the 2017/2018 funding agreement for KCFT. The funding enables KCFT to undertake a variety of activities in 2018 that connect communities, help improve perceptions of safety and increase the participation of diverse groups in community activities:- Neighbourhood connectedness is being supported by KCFT and the local policing team, who are sharing intelligence around crime and safety within the area and solving incidents very quickly- KCFT will deliver community activities (helping achieve neighbourhood connectedness) from the Northcote Citizens Centre- KCFT will plan hui with various groups, agencies, mana whenua and Mātāwaka, all aimed around ensuring people are connected as one and proud to live in Kaipātiki- The Uruamo Maranga Ake Trust are continuing to meet monthly, gaining funding which will be used for the resource consents for the marae in Beach Haven. In Q2, two community network meetings, HNZA managers /community constables network meetings, two Northcote tasking project meeting, two Kaipātiki Restoration Network meetings and the Kaipātiki MAST network meeting were held.	Kaipātiki Community Facilities Trust hosted one community network and Kaipātiki MAST Network meeting and three Northcote Tasking Project meetings. KCFT supported the delivery of the Family BIG Day Out, Babylon Community Day, Doggie Day Out and Light the Bridge event. The events help promote the diverse identity of the community. KCFT is the umbrella organisation leading the establishment of the Beach Haven Marae. Other organisations involved are Birkdale Beach Haven Garden Circle, North Shore Russian Community Centre and Uruamo Maranga Ake.
587	CS: ACE: Community Empowerment	Increase diverse participation (KT): Youth voice and youth-led initiatives	Partner with and fund youth organisations to: - develop and support young people to express their collective voice - provide input into local board decision-making on issues that affect young people - design and deliver youth-led projects and events across the local board area. Link as appropriate with "Build capacity: Jobs for Youth" (ID#578).	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,000	In progress	Green	In Q2, staff completed the combined KCFT funding agreement (which includes the youth initiatives budget). The Kaipātiki Local Youth Board currently have eight members, and are recruiting for more members in early March. The youth board have helped with the development of the Birkenhead War Memorial Park, facilitated by KCFT. In December, KCFT partnered with Birkenhead College for music activities. They are planning the "BIG Family Day OUT" and the Youth Market for February 2018.	Four Youth Board meetings were held. Nine youth board members have participated in the following: - three presentations in members schools assembly - attendance at Youth Market - participation in Children's/Student Panel activities - participation in Glenfield Mall market day - participation in The Community Reference Group the Awataha Greenway Schools walkway - youth-led and run the Kaipātiki Doggy Day out - attendance Summer Fun Youth Navigation Imagination Play events Youth Rep - Nina Kluge (Deputy Chair) attended the Kaipātiki Local Board Community Forum meetings and has presented regular youth updates to the board. 400 young people have had their say through partnership with 10 local schools and four other groups on the Plastic Free Kaipātiki initiative. During the planning with Kaipātiki Local Youth Board, the group have identified youth activities to which they will lead and deliver in Q4.
588	CS: ACE: Community Empowerment	Increase diverse participation: Manaaki Matua: Age Friendly Services	Identify and fund a community partner to: - develop and deliver research that will identify the service needs and provision of services in the local board area. - work with council to co-design a framework for age friendly services in the area - assist the local board in making decisions to support the gaps in services and accommodation venues identified from the research project.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	A funding agreement for Age Concern Northshore was completed that will enable them to lead the age-friendly services research in Kaipātiki Local Board area. The project will include a stock-take of resources for older people in the area (places and services), housing options, including Auckland Council's homes and retirement services and, identifying what further work may be required to be undertaken. This will commence in Q3.	Age Concern Northshore has started the Kaipātiki assets and services for older people mapping. To complete the mapping research, staff and Age Concern Northshore drafted an age friendly survey asking Kaipātiki seniors to assess their neighbourhoods in relation to the eight age friendly features. The survey will be distributed in Q4 to places where Kaipātiki seniors spend time, meet and visit; the data will be used to prepare recommendations for future projects addressing gaps in services and accommodation.

Work Programme 2017/2018 Q3 Report

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664	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (KT)	<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 - reporting 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>	Q3	LDI: Opex	\$ -	In progress	Green	<p>In Q2, strategic broker has brokered collaborative community relationships and supported the community engagement planning for Kaipatiki Local Board Long-term Plan public consultation process collaborated with other council staff to progress the Uruamo Marae Committee marae projects supported Northart to reach varying targets as outlined in the 360 review e.g. Governance training lined up for 2018 supported connections inside council and with the local board for Birkenhead Residents Association e.g. Funding opportunities from multiple sources, engaging with mana whenua supported Northcote Point community crèche with advise around community grants applications supported community engagement protocols on the Birkenhead War Memorial Project worked alongside KCFT with mural artist, Jesse Jensen.</p> <p>The strategic broker will present to the local board in Q3 a Kaipatiki-centric empowered communities approach.</p>	<p>The strategic broker presented and led a session with the local board that focussed on what empowered communities looks like on the ground in Kaipatiki and relationships between the local board and communities, and local maori responsiveness and aspirations.</p> <p>The strategic broker is building collaborative community relationships and has supported:</p> <ul style="list-style-type: none"> - the 'Have your say' community engagement and planning for Kaipatiki Local Board Long-term Plan - Highbury House Early Learning Centre to achieve understanding around heritage assessment support for their facility - Northart to reach varying targets as outlined in the 360 review - various organisations with advice around fund sourcing and community grants applications, such as Northcote Point Community Creche, Aratika-Tamaki Water Sports group, Birkenhead Residents Association and Uruamo Maranga Ake Beach Haven Marae Committee - community engagement processes on the Birkenhead War Memorial Project - various staff and community organisations to support mural art in Kaipatiki.
668	CS: ACE: Community Empowerment	Local Māori Responsiveness Action Plan (KT)	<p>Work with mana whenua and mataawaka to create a local responsiveness action plan which includes the following: - key aspirations and priorities for Māori in the area- opportunities to work together- a plan for building strong relationships and sharing information with Māori.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	Approved	Green	<p>In Q2, the strategic broker have initiated and started working in different spaces with various council departments and staff to progress Maori responsiveness overall impact including: potential for engagement with mana whenua and Kaipatiki Local Board e.g. Personalised letter to all mana whenua in the new year with the local board plan working with Uruamo Marae Committee (aka Beach Haven marae group) to present the Feasibility Study in Q3 (Board Report included), push forward with the next phase of the marae project plan and coordinate governance training for 2018a collaborative approach to use options from monolingual Maori through to bi-lingual (Maori and English) signage in parks is in progress with Devonport-Takapuna and Upper Harbour local boards and Sports Parks and Recreation supporting the mana whenua relationship agreement process coordinated by Te Waka Anga Mua and Te Kawerau a Maki preparing to present to the local board in Q3 on Maori responsiveness plan for Kaipatiki including options that embrace a multi-layered connection with mataawaka and mana whenua groups, which may include various organisations eg. Whanau Marama Parenting and storytelling.</p>	<p>The strategic broker initiated work with various council departments, staff and community groups/individuals to progress the development of Māori responsiveness plan: - confirming an engagement opportunity for Kaipātiki Local Board, mataawaka Māori ki Kaipatiki, mana whenua me tāngata ki Kaipatiki hoki using performance story to engage the different groups to building understanding and relationship in the name of Māori aspirations - working with Uruamo Marae Committee (Beach Haven marae group) at the next stage of resource consent, post presentation of the marae feasibility study, pushing forward with the next phase of the marae project plan and supporting engagement with a governance development trainer for 2018 - supporting the mana whenua relationship agreement process coordinated by Te Waka Anga Mua and Te Kawerau a Maki The broker presented to the local board on Maori responsiveness and aspirations as it relates to the empowered communities approach.</p>

Work Programme 2017/2018 Q3 Report

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3396	CS: ACE: Community Empowerment	Funding agreement - Raeburn House	Fund Raeburn House to operate premises at the Norman King building as community meeting space and to provide a range of community capacity building and neighbourhood development services.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 47,509	In progress	Green	In Q2, the funding agreement was completed by the strategic broker. Work to be undertaken in Q3. Raeburn House held their AGM on 26 October 2017 and launched the rebranded entity Hearts and Minds. Accountability reporting was received by Hearts and Minds for the work that has been completed in Q2. The policy development has been completed for the Community Houses around operational and governance policy development.	Hearts & Minds have: <ul style="list-style-type: none"> - supported collaborative ways of working between council and communities - advocated for inclusive engagement of council units with communities, including with ethnic groups, mana whenua, Pasifika communities, disabled groups, and other communities of interest - supported more joined up ways of working at the local board level and increased community engagement - continued to be a key anchor agency, integrated into and connected with community, who is responsive to community needs and an advocate for aspirations - connected with a diverse range of people to access and participate in shared learning opportunities - supported integrating previous work undertaken with migrant services to actively demonstrate diversity cohesion and inclusion.
363	CS: ACE: Community Places	Funding Agreement - Bayview Community Centre	A three year term agreement with Bayview Community Centre Association Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Bayview Community Centre for the years 2017-2020, commencing 1 July 2017 and terminating on 30 June 2020. Operational funding amount to be adjusted annually in accordance with the Auckland Council's agreed inflationary mechanism once confirmed.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 37,138	In progress	Green	The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff from the Bayview Community Centre attended. The hui focussed on providing partners with business updates, in particular new local board plans, long term plan work and funding agreements. Guest speaker Carol Scholes covered key areas of concern for Not For Profit organisations including changes in the legal environment, volunteer accountability and committee dynamics. Six hui were held across the region to test the vision 'more successful and sustainable community led places.' Attendee stakeholders included community-led committee members and employees, community lease holders and interested community groups. The purpose of these sessions was to uncover what works well in the current operational and funding models, where there is room for improvement, identify useful resources, and think outside the square for developing future practice. Following on from these hui there will be an opportunity in Q3 for community members to join a working group and be part of a council/community team that inputs into a 'roadmap that enables more community led places'. Bayview Community Centre to develop 2018/2019 work plan and schedule their annual presentation in Q3.	Bayview Community Centre have developed their draft work plan, aligned to the local board outcomes for 2018/2019 and will finalise it in Q4. They have a strong focus on placemaking. Highlights from this quarter include over 400 people attending the neighbours picnic, including local businesses and lots of new faces. They also are seeing an increase in enquiries for room hire and community members wanting to host new events.

Work Programme 2017/2018 Q3 Report

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364	CS: ACE: Community Places	Funding Agreement - Glenfield Community Centre	A three year term agreement with Glenfield Community Centre Incorporated to deliver work plan outcomes, including activities and programmes at Glenfield Community Centre for the years 2017-2020, commencing 1 July 2017 and terminating on 30 June 2020. Operational funding amount to be adjusted annually in accordance with the Auckland Council's agreed inflationary mechanism once confirmed.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 47,388	In progress	Green	The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff from the Glenfield Community Centre attended. The hui focussed on providing partners with business updates, in particular new local board plans, long term plan work and funding agreements. Guest speaker Carol Scholes covered key areas of concern for Not For Profit organisations including changes in the legal environment, volunteer accountability and committee dynamics. Six hui were held across the region to test the vision 'more successful and sustainable community led places.' Attendee stakeholders included community-led committee members and employees, community lease holders and interested community groups. The purpose of these sessions was to uncover what works well in the current operational and funding models, where there is room for improvement, identify useful resources, and think outside the square for developing future practice. Following on from these hui there will be an opportunity in Q3 for community members to join a working group and be part of a council/community team that inputs into a 'roadmap that enables more community led places'. Glenfield Community Centre's annual presentation to be scheduled in Q3.	Glenfield Community Centre have completed their draft work plan for 2018/2019 and will finalise this in quarter 4. They are looking at how they respond to the local board outcomes of placemaking. Highlights from Q3 include the installation of a new canopy with funding from the Methodist Church and partnered with Hearts and Minds to produce translations on major signage around the centre and attending a leadership workshop offering the opportunity to share with other groups across Auckland, share stories and bring learnings back to Glenfield.
366	CS: ACE: Community Places	Funding Agreement - Highbury House	A three year term agreement with Highbury Community House Incorporated to facilitate and deliver work plan outcomes, including activities and programmes Highbury Community House for the years 2017-2020, commencing 1 July 2017 and terminating on 30 June 2020. Operational funding amount to be adjusted annually in accordance with the Auckland Council's agreed inflationary mechanism once confirmed.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 36,926	In progress	Green	The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff from Highbury House attended. The hui focussed on providing partners with business updates, in particular new local board plans, long term plan work and funding agreements. Guest speaker Carol Scholes covered key areas of concern for Not For Profit organisations including changes in the legal environment, volunteer accountability and committee dynamics. Six hui were held across the region to test the vision 'more successful and sustainable community led places.' Attendee stakeholders included community-led committee members and employees, community lease holders and interested community groups. The purpose of these sessions was to uncover what works well in the current operational and funding models, where there is room for improvement, identify useful resources, and think outside the square for developing future practice. Following on from these hui there will be an opportunity in Q3 for community members to join a working group and be part of a council/community team that inputs into a 'roadmap that enables more community led places'. Highbury Community House to develop 2018/2019 work plan and schedule their annual presentation in Q3.	Highbury House have completed a draft of their work plan for 2018/2019 and will finalise in Q4. They are working on how they will respond to the local boards outcomes, especially placemaking. Highlights for Q3 include seeing a number of new users coming to Highbury House and an intentional effort to help smaller groups grow to be sustainable through support from the house.

Work Programme 2017/2018 Q3 Report

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367	CS: ACE: Community Places	Funding Agreement - Birkdale Community House & Beach Haven Community House	A three year term agreement with Birkdale Beach Haven Community Project Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Birkdale Community House & Beach Haven Community House for the years 2017-2020 year, commencing 1 July 2017 and terminating on 30 June 2020. Operational funding amount to be adjusted annually in accordance with the Auckland Council's agreed inflationary mechanism once confirmed.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 70,211	In progress	Green	The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff from Birkdale and Beach Haven Community Houses attended. The hui focussed on providing partners with business updates, in particular new local board plans, long term plan work and funding agreements. Guest speaker Carol Scholes covered key areas of concern for Not For Profit organisations including changes in the legal environment, volunteer accountability and committee dynamics. Six hui were held across the region to test the vision 'more successful and sustainable community led places.' Attendee stakeholders included community-led committee members and employees, community lease holders and interested community groups. The purpose of these sessions was to uncover what works well in the current operational and funding models, where there is room for improvement, identify useful resources, and think outside the square for developing future practice. Following on from these hui there will be an opportunity in Q3 for community members to join a working group and be part of a council/community team that inputs into a 'roadmap that enables more community led places'. Birkdale and Beach Haven's annual presentation to be scheduled in Q3.	Birkdale Beach Haven Community Project have developed their work plan for 2018/2019 and is working on their response to the local board priorities including placemaking before finalising it in Q4. Highlights from the quarter include the Zero Waste Kaipatiki partnership that has been formed between BBCP, Kaipatiki Project, Highbury House, Glenfield Community Centre, Kaipatiki Community Facilities Trust and Zero Waste NZ. The Community Eats programme continues to be successful and they have given out 160 food boxes since August.
369	CS: ACE: Community Places	Year 2 of 2 year term grant: Funding Agreement- Marlborough Park Youth Hall	Kaipātiki Youth Development Trust to facilitate and deliver work plan outcomes, including activities and programmes at Marlborough Park Hall for the years 2016-2018, commenced 1 January 2017 and terminating on 30 June 2018. Operational funding amount to be adjusted annually in accordance with the Auckland Council's agreed inflationary mechanism once confirmed.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 120,000	In progress	Green	The biannual community centre, houses and hubs hui was held on 24 November 2017 at Western Springs Garden Hall. Staff and committee members attended. The hui focussed on providing partners with business updates, in particular new local board plans, long term plan work and funding agreements. Guest speaker Carol Scholes covered key areas of concern for Not For Profit organisations including changes in the legal environment, volunteer accountability and committee dynamics. Highlights from this quarter include the introduction of the resilience Doughnut training which is confronting and challenging but it has received good feedback and had families working together to focus on their strengths and setting positive goals for the future. To date they have not reoffended and are engaging with the works to help implement their plan. They have also had two successful groups doing language and culture and seeing the celebration of the completion of their courses and getting their certificates and prizes. Kaipatiki Youth Development Trust to develop 2018/2019 work plan and schedule their annual presentation in Q3.	Kaipatiki Youth Development Trust is working on the workplan for 2018/2019 looking at how they respond to the local board outcomes, including placemaking and how they can grow their activation of the hall. This will be finalised in Q4. Highlights from Q3 include the youth market open day that was well attended and well received, offering youth the opportunity to develop their own initiatives. The Resilient Doughnut programme they deliver is also having a huge impact on the lives of the participants watching offending youth and their whanau move from anger to positive about how they can change.

Work Programme 2017/2018 Q3 Report

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400	CS: ACE: Community Places	Venue Hire Service Delivery - KT	Provide and manage venues for hire and the activities and opportunities they offer by; - managing the customer centric booking and access process - aligning activity to local board priorities through management of the fees and charges framework. These include activities contributing to community outcomes offered by not-for-profit and community groups and whether the activity is of religious ministry.	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 5 months of FY18 and one month estimate. Visitor numbers are steady compared to last year.	During Q3 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 per cent 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 67 per cent. The low rated questions are based around the cleanliness, maintenance and having a suitable kitchen facilities. Staff are working more closely with Community Facilities colleagues to audit the cleanliness of venues.
401	CS: ACE: Community Places	Community Venues KT- participation increase	Develop a network-wide marketing strategy to increase participation within community venues in the local board area based on relevant and current research.	Q1;Q3;Q4	ABS: Opex	\$ -	In progress	Green	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-successful Google awareness campaign ran the month of February - new art work options have been developed with a refreshed awareness campaign to be run in Q4.
1925	CS: ACE: Community Places	Year 2 of 2 year term: Licence to Occupy and Manage- Marlborough Park Youth Hall	Kaipātiki Youth Development Trust to occupy and manage for operation the Marlborough Park Youth Hall for the years 2016-2018, commenced 1 January 2017 and terminating 30 June 2018.	Q1;Q4	ABS: Opex	\$ -	Completed	Green	No update required for Q2.	Staff attended a workshop to discuss the Licence to Manage and Occupy and Funding agreement for Kaipatiki Youth Development Trust and a further workshop has been scheduled in Q4.
1931	CS: ACE: Community Places	Additional LDI funding : Birkdale Beach Haven Project and Highbury Community House	- additional funding to support Birkdale Beach Haven Project Incorporated (\$66,000) to deliver funding agreement requirements, base operating costs and targeted programmes for Birkdale Community House and Beach Haven Community House - additional funding to support Highbury Community House Incorporated (\$20,000) to assist in organisational restructure and enhancing community development programmes for Highbury Community House.	Q1;Q4	LDI: Opex	\$ 86,000	Completed	Green	No update required for Q2.	No update required for Q3.

Work Programme 2017/2018 Q3 Report

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1972	CS: ACE: Community Places	Licence to Occupy and Manage - Birkdale Community House & Beach Haven Community House	A three year term with Birkdale Beach Haven Community Project Incorporated for the operation of Birkdale Community House at 134 Birkdale Road, Birkdale, being Lot 1 DP 43563. Beach Haven Community House at 31-35 Cresta Avenue (130 Beach Haven Road), Beach Haven, being Lots 156-162 and 167 DP 20048, Pt Lot 1-2 DP 99986 for the years 2017-2020 year, commencing 1 July 2017 and terminating on 30 June 2020. i) Rent- \$1.00 plus GST per term if requested ii) All other terms and conditions in accordance with the Auckland Council Community Occupancy Guidelines July 2012.	Q2	ABS: Opex	\$ -	In progress	Green	The licence and manage and occupy was agreed and signed in Q2.	No further update required for Q3 and Q4. Licence executed in Q2.
159	CS: ACE: Events	Citizenship Ceremonies - Kaipatiki	Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 14,216	In progress	Green	Staff delivered combined North Cluster citizenship ceremonies on two occasions during Q2 with 346 people becoming new citizens.	The Civic Events team delivered two citizenship ceremonies over two occasions during Q3 with 336 people from the local board area becoming new citizens.
160	CS: ACE: Events	Anzac Services - Kaipatiki	Support and/or deliver Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 30,000	In progress	Green	Planning commenced Q2. Delivery in Q4.	Planning is well advanced for Anzac event(s) to be held in Q4.
161	CS: ACE: Events	Local Civic Events - Kaipatiki	Deliver and/or support civic events within the local board area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 4,000	Approved	Green	No 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.
162	CS: ACE: Events	Event Partnership Fund - Kaipatiki	Funding to support community events through a non-contestable process. This provides an opportunity for the local board to work in partnership with local event organisers by providing core funding for up to three years to selected events. - Heritage Festival (Birkenhead Business Association) \$7,500 - Latin American Festival (Birkenhead Business Association) \$7,500 - Kaipatiki Celebrates Diversity (Kaipatiki Community Facilities Trust) \$7,500 - Chinese/Korean New Year (Northcote Business Association) \$7,500 - Birkdale/Beachhaven March Madness (Birkdale/Beachhaven Community Project) \$7,500 - Kaipatiki Project EcoFest (Kaipatiki Project) \$7,500 Total = \$45,000	Q1;Q2;Q3;Q4	LDI: Opex	\$ 45,000	In progress	Green	Two funding grants totalling \$15,000 were paid during Q2. One final funding grant of \$7,500 to the Kaipatiki Eco Project will be paid in Q3. Reporting back on grants will occur in Q4.	The final grant to Kaipatiki Eco Project was paid during Q3. This fund has now been fully allocated and all funds have been paid out to the organisations. Accountability documentation to be provided in Q4.
163	CS: ACE: Events	Delivered Events - Kaipatiki	Deliver a community-based regional Movies in Parks event led by the regional delivery team.	Q2;Q3	LDI: Opex	\$ 15,000	In progress	Green	Planning for Movies in Parks is on track with pre-entertainment booked, operational plans nearing completion and the event permit issued for Harvey Wright Park for Friday 30 March. Public screening licence has been approved, conditional on an advertising embargo until 1 March. Regional marketing has commenced with specific film marketing starting after embargo is lifted. Event will be delivered as zero waste, smoke and alcohol free. Budget increased by \$3000 as local board opted-out of commercial partners being present at event.	Movies In Parks, Paddington 2 was delivered on Friday 30 March at Harvey Wright Park, Birkenhead. A great turn-out with approximately 1,500 attendees. Community patrol, security, police and event staff were onsite actively patrolling the area to ensure a safe, enjoyable event. Delivered as zero waste, smoke and alcohol free.

Work Programme 2017/2018 Q3 Report

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164	CS: ACE: Events	KFCT Delivered Events - Kaipatiki	Funding to support events delivered by the Kaipātiki Community Facilities Trust on an annual basis.- Summer Fun Series- Winter Fun Series- Music in Parks- Tartan Day Tattoo- Matariki 2018- Maori Workshops- Access All- Christmas Parades and Carols- Christmas on Marlborough- Dog Day Out- Sights and Sirens Champions- Converge 18- Pacific Tapa Workshop	Q1;Q2;Q3;Q4	LDI: Opex	\$ 108,000	In progress	Green	Reporting to the board on the delivery of the agreed programme with KCFT has occurred via their Q2 report. Funds allocated to the Marlborough Christmas Festival have been repurposed to support a family day in February at Marlborough Park as wet weather had delayed the completion of construction at the park meaning it was not in a fit state for the Christmas Festival. Reporting on a majority of the summer programme will occur in the Q3 report to the board.	Reporting to the local board on this programme will be done as part of KCFT's quarterly report to the local board.
165	CS: ACE: Events	Community Volunteer Awards - Kaipatiki	Deliver a Community Volunteer Awards event within the local board area. Community Volunteer Awards (2016/2017 carry forward of \$5,000 included in budget)	Q4	LDI: Opex	\$ 10,000	Approved	Green	Event didn't go ahead in Q2. Planning will start in Q3.	Awaiting advice from LB as to proposed date and process.
166	CS: ACE: Events	Christmas Events - Kaipatiki	Funding to support Christmas event activity in the local board area. - Birkenhead Christmas Parade (Birkenhead Rotary Club) \$7,000 - Glenfield Christmas Parade (Lions Club of Glenfield) \$7,000 - Christmas flag installation (Kaipātiki Community Facilities Trust) \$4,000 Total = \$18,000	Q2	LDI: Opex	\$ 18,000	In progress	Green	The final grant of \$7,000 was paid out in Q2 to the Birkenhead Rotary Club. Some course adjustments were required to the Birkenhead Parade due to the landslip issues making the carpark usually used as the start/finish point unavailable. No negative commentary has been received regarding this change. Staff will report to the local board in Q4 on events once accountability reports have been received.	This fund has been fully allocated and all funds have been paid out to the organisations. Accountability documentation to be provided in Q4.
Community Facilities: Build Maintain Renew										
2741	CF: Investigation and Design	Birkdale Hall - Interior and exterior Improvements	Renew the bathrooms and kitchen in the house and the hall ensuring good disability access to both facilities	Q1;Q2;Q3;Q4	ABS: Capex	\$ 60,000	In progress	Green	Current status: project manager met on site with the local board advisor to form a better understanding of what is currently on site and understand the background of what there expectations are. A concept design has been received that will form the basis of the planning going forward. Project Manager has met on site with an architect to progress working on finalizing the concept design. Next steps: progress working with the architect engaged and the parks design team to produce a concept, potentially with options to then meet with the local board and review.	The project has been progressing with staff whom are no longer involved in the project and between teams. This has caused delays. The project is now with Investigation and Design and should progress timely providing the local board the necessary updates on progress. Current Status: First draft of the concept design for development of the hall and kitchen areas has been completed with input from the community centre staff and local board advisor. Quantity survey completed for current scope and total cost of upgrade confirmed. Next steps: Revise scope to meet budget for physical works this financial year. Building survey to be completed by end of March to confirm what additional renewal works are required, especially roof and drainage. Report back to the local board for review and approval to proceed once all costs confirmed.
2745	CF: Investigation and Design	Birkenhead War Memorial Park - renew sports lighting	Renew sport lighting on the training field	Q1;Q2;Q3;Q4	ABS: Capex	\$ 3,000	Approved	Green	Current status: professional services scope for tender is ready to be uploaded. This project relates to the Harvey Wright fields.Next steps: engage consultant	Current Status: Professional services scope has been sent to preferred supplier to provide the lighting design. This project relates to the Harvey Wright fields.Next Steps: Once consultant is engaged council will aim to receive detailed design by April 2018.
2746	CF: Investigation and Design	17 Lauderdale Rd, Birkdale - renew/rebuild facility	Renew or rebuild facility. Year one - investigate options; year two/three - physical works. Occupier: Kaipatiki Project Incorporated	Q2;Q3;Q4	ABS: Capex	\$ 12,000	Approved	Green	Current status: met with Kaipatiki Project to discuss the project scope and establish a project steering group. Next steps: begin discussions on the scope for concept designs and investigations.	Current Status: investigations into the sustainability aspect of the scope are being undertaken and discussed in detail with the steering group . Investigations into site limitations are underway and concept options are being developed.Next steps: Prepare a preliminary concept design for stakeholder feedback.

Work Programme 2017/2018 Q3 Report

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2750	CF: Investigation and Design	Fred Anderson Reserve- renew walkways and barrier	Renew walkway and barrier.	Q2;Q3;Q4	ABS: Capex	\$ 4,500	Approved	Green	Current status: scope of works, planning assessment and cost estimate expected to be complete by the end of November Next steps: complete business case and apply for any consents required prior to handing over to project delivery	Current Status: scope of works, planning assessment, arborist report and cost estimate completed. no resource consent required. Business case complete. Next Steps: begin planning for physical works procurement and delivery.
2753	CF: Investigation and Design	Glenfield Pool and Leisure Centre - Gut and refit reception, foyer, gym floors, café and courtyard	Replace reception desk and joinery, floor coverings and finishes, wall finishes, security and controls, signage, lighting and ceiling. Renew the entry to the courtyard from the café.	Q2;Q3;Q4	ABS: Capex	\$ 20,000	Approved	Amber	Current status: consultant successfully engaged to undertake concept design for level three and entrance way renewal, according to the centres master plan . Next steps: bring the concept design and cost estimate to a local board workshop for discussion in 2018	Scope of works needs refining with Pools and Leisure as what has been requested in order to fit with centres master plan are beyond scope of renewal works and budget. Current status: draft concept has been completed for discussion purposes with the leisure team. Next steps: Needs further discussion as the renewal budget and scope is unable to satisfy scope requirements identified by the leisure team.
2755	CF: Investigation and Design	Glenfield Pool and Leisure Centre – refurbish roof	Replace longrun iron and spouting	Q2;Q3;Q4	ABS: Capex	\$ 10,000	Approved	Green	Current status: undertaking detailed schedule and cost estimate for the roof refurbishment to fix leaks, in coordination with works to replace the heating, ventilation and air conditioning systems Next steps: complete business case according to the schedule of works.	Current status: Summary of works required to fix roof is complete. The roofs above the reception, gym, and staff areas need full replacement. Next steps: Awaiting cost estimate for the work. Complete business case according to the scope of works identified.
2756	CF: Investigation and Design	Glenfield Pool and Leisure Centre - structural assessment - hydroslide and dive platform	Structural assessment of works required for safe access to hydroslide and dive platform	Q2;Q3;Q4	ABS: Capex	\$ 15,000	In progress	Green	Current status: working with structural engineer to enable suitable access to carry out full structural assessment Next steps: await report from structural engineer. Anticipate report being available by the end of February 2018	Current Status: structural assessment completed, some remedial works are required for both the hydro slide and dive platform to ensure they remain structurally sound.Next Steps: cost estimate for works and schedule of works for repairs is being developed for inclusion in forward programme.
2758	CF: Investigation and Design	Hilders Park Wharf - remedial works to wharf structure	Wharf has been assessed as having structural issues. This needs to be confirmed by structural engineer and priority determined	Q1;Q2;Q3;Q4	ABS: Capex	\$ 200,000	Approved	Green	Current status: heritage requirements are being investigated. planning requirements are also being assessed by a consultant. Next steps: write business case, expect to be completed before end of December 2017 to enable physical works planning for 2018	Current Status: scope of works has been defined, with the exception of any remedial work to the piles, which are awaiting the results of the invasive assessment of their structural integrity, this has been delayed due to requirement to clean piles.Next Steps: complete business case and apply for any required consents.
2762	CF: Investigation and Design	Kaipātiki - renew coastal assets 2018-19	Rosecamp Road Reserve Foreshore; Hinemoa Park	Q1;Q2;Q3;Q4	ABS: Capex	\$ 25,000	Approved	Green	Current status: professional services for Rosecamp Road Foreshore, from design options all the way through to physical works supervision, have now been engaged Next step: begin investigations and assessments to guide design options.	Current Status: Investigations into site risks and limitation are completed and design options are being discussed with Auckland Council's coastal experts.Next step: progress preferred option through to detailed design. Undertake mana whenua engagement.
2763	CF: Investigation and Design	Larking's Landing - renew furniture and fixtures	Renew furniture and fixtures including bins and seats	Not scheduled	ABS: Capex	\$ 50,000	Cancelled	Red	Project line cancelled. Merged with 'Kaipatiki - renew furniture and fixtures'	Risks/ issues: This project has been merged with Kaipatiki renew furniture and fixtures 2017-18. Please refer to SharePoint ID 3311 for an update.Current Status: This project record has been cancelled and is being delivered under Larking's Landing - renew furniture and fixtures
2765	CF: Investigation and Design	Kaipātiki - renew minor park buildings 2018-19	Tui Park; Hinemoa Park; Beach Haven Shops	Not scheduled	ABS: Capex	\$ 20,000	Cancelled	Red	Project cancelled	Risks/ issues: Project record has been cancelled. Assets had been renewed in the last financial year. Therefore this project is not required. Current Status: Assets have recently been renewed. Therefore this project is not required.
2766	CF: Investigation and Design	Kaipātiki - renew park roading and car parks 2017-18	Rotary Grove car park to be sealed	Q3;Q4	ABS: Capex	\$ 80,000	Approved	Green	Current status: topographical survey is complete. Currently in design phase. Next step: write business case.	Current steps: Project Manager engaged to complete detailed design and take project into delivery stage. Next steps: Tender physical works with a view of commencing construction early in the new financial year.

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
2769	CF: Investigation and Design	Kaipatiki - renew park walkways and paths 2018-19	Akoranga Reserve, Kitewao Street Esplanade Reserve, Lancelot Reserve, Linley Reserve, Monarch Park, Normanton Reserve, Teviot Reserve,	Q3;Q4	ABS: Capex	\$ 15,000	Cancelled	Amber	Current status: Normanton Reserve Path Renewals can be bundled with project "Normanton Reserve - renew basketball courts". Monarch Park walkway renewal requirements are only minor repairs so have been referred to operations and maintenance to undertake immediate repairs. Teviot Reserve paths are being renewed in financial year 2017/2018 as part of the project "Teviot Reserve - renew play space, paths and bollards" therefore has been removed from scope. Lancelot Reserve paths are being renewed in financial year 2017/2018 as part of the project "Kaipatiki - renew park walkways and paths 2017-18". Next steps: continue investigations into scope requirements for paths at Akoranga Reserve, Kitewao Street Esplanade Reserve, and Linley Reserve.	Risk/ issues: Project was merged with another activity line (Kaipatiki - renew park walkways and paths 2017-18) and therefore record is cancelled. Please refer to SharePoint ID 2768 for commentary details. Current status: This project is cancelled and combined with Kaipatiki - renew park walkways and paths 2017-18.
2772	CF: Investigation and Design	Lysander Crescent Reserve - renew paths and structures	Renew paths and retaining wall adjacent to basketball court. Project will be integrated with the LDI CAPEX funded development at Lysander Reserve	Not scheduled	ABS: Capex	\$ 28,000	Cancelled	Red	Current status: this project was merged with Lysander Crescent Reserve - improve playspace and renew paths and structures. Please refer to SharePoint ID 3063 for an update.	Risks/ issues: Project record cancelled. This project has been merged with Lysander Crescent Reserve - improve playspace and renew paths and structures. Current Status: This project was merged with Lysander Crescent Reserve - improve playspace and renew paths and structures. Please refer to SharePoint ID 3063 for an update. Next steps: None
2773	CF: Investigation and Design	Manuka Reserve - renew playground and half court	Renew playground and halfcourt	Q1;Q2;Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current status: seeking design input from interested mana whenua Next steps: provide initial concept for discussion with local board early in 2018	Current Status: preliminary concept has been discussed with the local board at the March workshop. Workshop feedback and input from mana whenua designer is currently being integrated into the design. Next steps: present revised draft to local board and discuss requirements for public consultation.
2776	CF: Investigation and Design	Marlborough Park Hall - replace roof and renew flooring	Roof replacement of the hall and revarnish floor	Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: compile specifications and drawings for tender purposes. Next step: tendering process - aim is for mid February 2018 for tenders.	Current Status: Project is currently out to tender. Tender closes end of March 2018. Next step: Award project to the successful tenderer and schedule work.
2777	CF: Investigation and Design	Norman King Building - renew heating & ventilation - first floor	Renew heating and ventilation to the first floor areas. Occupiers: NorthArt; North Shore Community Health Network Inc	Not scheduled	ABS: Capex	\$ 100,000	Cancelled	Red	Current status: project cancelled - not required due to future demolition plans of the building by Panuku	Risks/ issues: Project record cancelled. Project not required due to future demolition plans of the building by Panuku Development. Current Status: Project cancelled - not required due to future demolition plans of the building by Panuku
2778	CF: Investigation and Design	Northcote Library - replace CCTV system	CCTV required in library only	Q1;Q2;Q3;Q4	ABS: Capex	\$ 18,590	In progress	Green	Current status: project to be handed over to project delivery manager. Next steps: project delivery to take over	Current Status: Quote received from security company. We are currently in the process of awarding the contract. Next steps: Install new CCTV and hand over to security. Installation is planned for May/June 2018.
2782	CF: Investigation and Design	Rewi Alley Reserve - renew boardwalk and pedestrian bridge	Renew boardwalk and pedestrian bridge	Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Current status: business case close to completion. works to include full replacement of boardwalks, and retaining wall and replacement of decking and handrail only of the bridge Next steps: handover business case to project delivery to begin planning for physical works.	Current Status: business case completed. Next Steps: begin planning for delivery of 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
2783	CF: Investigation and Design	Shepherds Park - renew coastal walkway	Renew coastal walkway. Investigation and design to be integrated with other track renewals in the vicinity, such as those along Hellyers Creek, with a view to achieving the outcomes sought through the Kaipatiki Connections Network Plan	Not scheduled	ABS: Capex	\$ 15,000	Cancelled	Red	Current status: Council is currently investigating upgrading the walkway. This project has been cancelled as its outcomes are dependent on the larger upgrade project.	Project cancelled. Current Status: project cancelled until scope for upgrade and coastal boardwalk is confirmed.
2784	CF: Investigation and Design	Tuff Crater - upgrade track	Upgrade of existing walking track to improve cyclability; adjacent to NZTA Seapath Connection; in vicinity of Northcote Strategic area. This project is funded through the Kaipatiki Network Plan Connections.	Not scheduled	ABS: Capex	\$ 45,000	Cancelled	Red	Current status: this project was merged with Tuff Crater-upgrade, renew track and signage including St Peters.	Risks/Issues: This project record is cancelled, project was merged with Tuff Crater upgrade, renew track and signage including Saint Peters. Please refer to SharePoint ID 3229 for an update/ commentary. Current Status: This project was merged with Tuff Crater-Upgrade, renew track and signage including St Peters.Next steps: None
2786	CF: Investigation and Design	Pemberton Reserve - renew play module removed due to health and safety issue	Replace play module that was removed due to health and safety concerns. This module is the large climbing frame with nets, rock wall and ladders.	Q1;Q2;Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current steps: engaging play specialist to design and supervise the installation of the new play module. Next steps: design for the play module will start early in the 2018.	Current Steps: The first set of design options were too simple. A second set of design options has been requested.Next steps: Select from the second set of design options and start physical works.
2929	CF: Investigation and Design	Birkenhead War Memorial - renew tracks	to come This project is carried forward from the 2016/2017 work programme, previous ID 3081	Q1;Q2;Q3;Q4	Growth	\$ 26,061	On Hold	Red	Current status: project has been placed on hold. Assessment of quality and costs are complete. Next steps: awaiting completion of Birkenhead War Memorial Park Development Plan.	Project has been placed on hold as instructed until development plan for reserve is complete. Current Status: Project has been placed on hold. Assessment of quality and costs are complete.Next steps: Awaiting completion of Birkenhead War Memorial Park Development Plan.
2946	CF: Investigation and Design	Chelsea Estate Heritage Park - remediation of slip across walkway	Investigate with Community Services whether the path should be replaced or removed This project is carried forward from the 2016/2017 work programme, previous ID 4546	Not scheduled	ABS: Capex	\$ 25,000	Cancelled	Red	Current status: repair design work is being undertaken as part of regional slips programme.Next steps: dependent on repair design, planning assessment for any required consents.	This project has been cancelled urgent remedial action carried out by Coastal maintenance..Current Status: This project has been cancelled and remediation of the slip across the walkway is being carried out urgently under maintenance.
3010	CF: Investigation and Design	Hilder Park - renew fixture and furniture	Renewal of seats, picnic tables, signs and handrail This project is carried forward from the 2016/2017 work programme, previous ID 3094	Not scheduled	ABS: Capex	\$ 60,000	Cancelled	Amber	Cancelled - combined with Kaipatiki - renew furniture and fixtures 2017-18	Project now delivered under SharePoint ID 3311 Current Status: Cancelled - combined with Kaipatiki - renew furniture and fixtures 2017-18
3032	CF: Investigation and Design	Kaipatiki LDI - small parks top up	LDI top up to enhance existing projects.- Identification of play grounds suitable for play upgrades- Inform community about project- Design and consenting-Design and consenting-Tendering works-Installation of equipment, extend playspace area and required safety surfaces This project is carried forward from the 2016/2017 work programme, previous ID 4415	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	In progress	Amber	Current status: existing project top ups - various sites have been identified. Next steps: implement works as identified. Reallocate approved budget to appropriate parent projects.	Allocation required of remaining budget to ensure it can be incorporated into the scope of works with current projects. Current status: Existing project top ups - various sites have been identified. Next steps: Assign a resource to implement works as identified. Reallocate approved budget to appropriate parent projects.
3048	CF: Investigation and Design	Lancelot Reserve - renew playspace	This project is carried forward from the 2016/2017 work programme, previous ID 4446	Q1;Q2;Q3;Q4	Growth	\$ 80,000	In progress	Green	Current status: project out to tender - tenders close mid December. Next steps: appoint successful contractor during January. Works to be completed during summer 2018.	Current Status: Tenders closed and awarded. Start date for construction work is April 2018.Next steps: Ensure play equipment is on track for delivery late March in time for installation in April 2018.
3099	CF: Investigation and Design	Monarch Park - develop toilet	-Location analysis and stakeholder engagement on preferred location-Design and consenting-Tendering of works-Installation of a new single pan toilet facility at the chosen location (type Exeloo Jupiter Silver Standard) This project is carried forward from the 2016/2017 work programme, previous ID 4428	Q1;Q2;Q3;Q4	LDI: Capex	\$ 10,000	In progress	Amber	Current status: initial planning and public consultation has been completed on the location options. A full feasibility report has been completed in December 2017 for three sites within the park. Next steps: plan a workshop with the local board to present the investigation results so far as soon as possible in the New Year. A discussion regarding the costs vs benefits and a decision with whether to progress this further is required.	Current Status: Initial planning has been completed on the location options. Costed options presented to local board at March workshop.Next Steps: Obtain resolution from local board at business meeting on which option to proceed with and confirm additional funding.

Work Programme 2017/2018 Q3 Report

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3135	CF: Investigation and Design	Onepoto Domain - repile AFL building	Repile and lift This project is carried forward from the 2016/2017 work programme, previous ID 230	Not scheduled	ABS: Capex	\$ 90,000	Cancelled	Amber	Project cancelled September 2017	Risks/ issues: Project record is cancelled. The piles have been condition assessed and the piles are in good condition so do not need replacing. Only minor maintenance work is recommended so these will be undertaken by the maintenance contractor. Current Status: Project cancelled. The piles have been condition assessed by a consultant and Auckland Council staff and the piles are in good condition so do not need replacing. Only minor maintenance work was recommended so these have been passed onto Operational Management and Maintenance to implement.
3229	CF: Investigation and Design	Tuff Crater - renew track and signage including St Peters	This project is carried forward from the 2016/2017 work programme, previous ID 3120	Q1;Q2;Q3;Q4	Growth	\$ 120,531	In progress	Green	Current status: investigation and design process, iwi engagement underway, St Peters lookout and curtilage designed and consented Next steps: perimeter track constraints understood, track alignments confirmed for design development (mid 2018)	Current Status: The draft concept plan was submitted in February 2018, and was presented to Forest and Bird representatives as well as the NW Hui. Comments and feedback were received and shared with consultant. Next steps: Awaiting site study reports for further design recommendations.
3311	CF: Investigation and Design	Kaipatiki - renew furniture and fixtures 2017-18	Larkins Landing - renew furniture and fixtures	Q1;Q2;Q3;Q4	ABS: Capex	\$ 124,002	In progress	Amber	Current status: further discussions need to be had on the design of the memorial seats alongside discussions about the play boat. Next steps: request to combine this project with boat renewal project as they are interlinked.	Concept design will be dependent on the outcome of the play boat renewal options assessment. physical works for the fixtures and furniture is not likely to occur until financial year 2018/2019. Current Status: Engaging consultant to undertake overall plan for all fixture, furniture and hard surfaces at the park. Further discussions need to be had on the design of the memorial seats and scope is to allow for the outcome of the play boat renewal project. Next steps: Engage with stakeholders regarding the memorial seats, and the overall park concept design.
3319	CF: Investigation and Design	Hinemoa Reserve - renew path and light	Path and light renewals	Q1;Q2;Q3;Q4	ABS: Capex	\$ 15,000	In progress	Green	Current status: amended concept design underway. Next steps: consultation to confirm preferred option for detailed design. Physical works still on track to start late summer 2018/2019	Current Status: Received concept design for alternative realignment to join the two walkway paths in the middle to remove the steep lower section of the path from Bridge View Road. Site meeting held with landscape architect and geotechnical engineer to review alignment. Some adjustment to alignment required in order for structural engineers to assess if any major issues. Next steps: Peg alignment on site and undertake engineering assessment. The final alignment concept design will be confirmed with the local board before commencing public consultation. Physical works planned for late summer 2018/2019.
3415	CF: Investigation and Design	Birkenhead War Memorial Park - renew car parks	Renew car parks	Not scheduled	ABS: Capex	\$ -	On Hold	Red	Current status: this project is on hold until the master plan for the Memorial Park and Grandstand is complete. Next steps: the outcome of the master plan will determine the way forward.	Risks/ issues: Whole of park plan needs to be completed prior to renewing the carpark Current Status: This project is on hold until the master plan for the Memorial Park and Grandstand is complete. Next steps: The outcome of the master plan will determine the way forward.
3461	CF: Investigation and Design	Birkenhead Pool and Leisure Centre - replace failed flooring	Replace the failed flooring in the centre.	Q3;Q4	ABS: Capex	\$ -	Approved	Green	NA	Current Status: engaging consultant to undertake investigations to understand scope of works required. Next Steps: confirm scope of works and complete business case.

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
3465	CF: Investigation and Design	Kaipatiki - install bike repair stations	The five sites proposed to install the stations are on the following Auckland Council parks land: 1. Onepoto Domain in the vicinity of the learn to ride track 2. Pump track at Birkenhead War Memorial Reserve 3. Shephards Park in the vicinity of the playground and community house 4. Outside the Birkenhead Library 5. Marlborough Park.	Q3;Q4	External funding	\$ 12,500	Proposed	Green		Current Status: Community Facilities has visited all five proposed sites and has noted that most do not have adequate concrete pads for stations. It is advised that these be considered and included in the price. Next steps: Prepare cost estimates for the bike stations plus concrete pad and present findings to the local board, workshop scheduled for 5 April 2018.
1646	CF: Operations	Kaipātiki Maintenance Contracts	The maintenance contracts include all buildings, parks and open space assets, sports fields, tree management and maintenance, ecological restoration, pest management, riparian planting, coastal management and storm damage. The budget for these contracts is determined by the Governing Body.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The second quarter has been challenging across the region for greenspace maintenance, initially impacted by the wetter than usual winter and our contractor struggling to keep up with the scale of work required to meet contract specifications. We have additional resources in place auditing and monitoring the improvement plan that Ventia are working to. We are seeing a good improvement across most of our facilities. We were fortunate that the shed fire adjacent to the Browns Bay Leisure Centre did no more than cause smoke and relatively minor damage - part of the roof will need replacing. We were able to keep the facility open for the school holiday program albeit with a few valuable lessons in fire remediation along the way. Ecological Restoration: all site assessment reports completed, commencement of plant pest control in high value and general sites and close to the completion of the first round of animal pest control. Arboriculture: improved seasonal conditions has seen a movement of maintenance focus from street trees to park trees.	The third quarter kicked off with another weather event in January 2018 which along with the damage to our beach and sea walls has created a warm lush environment with the rain to give our area an early grass growth flush. Unfortunately at times our contractors have struggled to keep up with the growth and this has caused several complaints from the community. We have had Ventia develop and implement a performance plan which details the resourcing and schedules they will use to get our parks and reserves back in specification. It is pleasing to see that as the quarter ends we are getting closer to the expected outcome of the contract. We still have unsatisfactory examples of service integration where the entire site is not completed at the same time i.e. mowing complete but not edging and loose litter and palm fronds etc. Again we are closely auditing the region to improve this area.
3486	CF: Operations	Kaipatiki Arboriculture Contracts	The Arboriculture maintenance contracts include tree management and maintenance.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 532,608	In progress	Green	This line item has been added in quarter three. It was previously reported on under SP ID 1646 Kaipatiki Maintenance Contracts	There has been a focus over the summer months on accessing parks and reserves to complete scheduled and response work that are inaccessible over the winter months, targeting tree health and public safety. Early January saw a significant weather event that saw a spike in requests for service. Over the two day weekend of the storm we received the same number of requests for service that can be expected in a normal month. This influx naturally resulted in disruption to scheduled street and park tree maintenance due to focus on safety related work. Although most of the follow-up work has been completed, the impact of the storm did create a backlog. The deluge earlier in March provided additional challenges with the odd tree failure due to saturated soil. Replacement trees for areas where trees have been previously removed have now been ordered in preparation for the upcoming planting season. Preparation for replacement tree planting for those removed over the season is fully underway with trees secured from nurseries. Recent wet weather could see planting begin a month earlier than usual.

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
3487	CF: Operations	Kaipatiki 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	\$ 371,159	In progress	Green	This line item has been added in quarter three. It was previously reported on under SP ID 1646 Kaipatiki Maintenance Contracts	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 supplier's 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 amount 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.
2735	CF: Project Delivery	18 Denby Lane, Northcote Point - reroof building and renew electrical board	Reroof the building which is currently leaking and renew electrical board which failed inspection. Occupier: Shaolin Kempo Northcote Point Trust	Q1;Q2;Q3;Q4	ABS: Capex	\$ 54,000	In progress	Green	Current status: tender documentation is still underway and is expected to be complete by end November 2017. Next step: obtain quotation; confirm pricing is market related and appoint the successful contractor.	Current Status: Tenders closed mid-March. We are currently adjudicating the tenders and we are expecting to award the contract early in April 2018. The plan is to complete the work pre-winter (May/early June) 2018). Next step: Award contract to successful tenderer and schedule the work.
2736	CF: Project Delivery	Adah Reserve - renew entranceway	Renew entranceway bollards and signage	Q2;Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: we received pricing from the contractor but the pricing was too high and not market related. Next steps: this project is now bundled together with similar projects to be re-tendered.	Current Status: The tenders closed and the contract has been awarded (end March 2018) Next steps: Schedule and complete the work.
2737	CF: Project Delivery	Bartley Street - renew toilet	Bartley Street toilets renewal. Note the board are currently assessing options as noted in April 2017. This project is a continuation from the 2016/2017 programme (previous ID 3075)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	Approved	Green	Current status: toilet concepts for Jean Sampson Reserve are being developed and anticipated to be ready for discussion at a workshop with the local board in early 2018. Next steps: begin resource consent process for demolition of toilet at 3 Bartley street.	Current Status: Toilet concept design for Jean Sampson Reserve has been developed will be brought to the local board for formal approval at their April 2018 business meeting. Mana whenua consultation on the concept is on-going. Next steps: Gain formal approval of Jean Sampson Reserve toilet concept plan from the local board. Begin detailed design process. Begin resource consent process for demolition of toilet at 3 Bartley Street.
2738	CF: Project Delivery	Bayview Community Centre - renew light fittings and windows	Renew light fittings in main hall and repaint ceiling, replace one window frame and six window panes	Q1;Q2;Q3	ABS: Capex	\$ 26,460	Completed	Green	Current status: the contractor is appointed and the work is scheduled for January 2018. Next steps: complete the project.	Current Status: Project complete January 2018.
2740	CF: Project Delivery	Beach Haven Kauri Kids - renew playground fence and soft matting	Renewal of the fence as it is deteriorated in many areas, swelling up in winter and falling apart in summer. Soft matting of playground - replacement required	Q1;Q2;Q3;Q4	ABS: Capex	\$ 40,000	In progress	Green	Current status: we are still in the process of finalising the fence type with the creche. Next steps: obtain quotations and complete the work before winter 2018.	Current Status: This project is delayed due to the contractor missing the quote submission deadline (twice). We have received alternative pricing on 28 March and is in the process of appointing the supplier. The intention is to do the physical work in December 2018 to January 2019. Next steps: Confirm that pricing is acceptable and schedule the physical works.
2742	CF: Project Delivery	Birkenhead Pool and Leisure Centre - renew bathrooms	Leisure centre bathrooms - full floor and wall tiling, new partitions, replace sanitary hardware and tap ware as per Glenfield example. This project is also for the pool bathrooms refurbishment to make it fit for purpose	Q1;Q2;Q3	ABS: Capex	\$ 175,000	Completed	Green	Current status: the project is currently underway and is expected to be complete by mid January - we have experienced a delay with the installation of the vinyl. Next steps: monitor progress and carry out final inspection once complete.	Current Status: Project complete January 2018.
2743	CF: Project Delivery	Birkenhead Pool and Leisure Centre - renew retaining wall	Renew retaining wall	Q1	ABS: Capex	\$ -	Completed	Green	Project completed.	Current Status: Project complete

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
2744	CF: Project Delivery	Birkenhead War Memorial Park - renew skate park incl park to pool access	Stage 2: Retaining wall and ramp renewal. This project is a continuation from the 2016/2017 programme (previous ID 3079)	Q1;Q2;Q3;Q4	ABS: Capex	\$ -	In progress	Amber	Current status: stage 1: renewed skate park component of project opened for public use 15 November 2017 with local board blessing ceremony. Next steps: car park extension alongside skate park to be completed early December to complete stage one physical works and arrange handover.	Awaiting outcome of Master plan refresh before progressing stage 2 of this project. Current Status: Stage one: Completed January 2018. Stage two: deferred until Park Master Plan refresh. Next steps: Receive draft asbuilts and operations and maintenance manual before the practical completion certificate can be issued. Some minor defect concrete repairs to be completed.
2747	CF: Project Delivery	Chatswood Reserve - renew signs, tracks, furniture	Chatswood Reserve boardwalk, path, bridge, retaining wall, signs, stairs, step renewals. This project is a continuation from the 2016/2017 programme (previous ID 3083)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 60,000	Approved	Green	Current status: review design for whole track network with consultant, stakeholders and local board to ensure outcome is aligned with target user group and budget. existing design is more than what can be achieved as a renewal. Next steps: report to local board to agree on renewal design for whole track network.	Current Status: Commencing concept design and arborist and ecological assessment for main track. Stakeholder meeting organised for 4 April. Next steps: agree on track standards and develop concept design options based on stakeholder feedback.
2748	CF: Project Delivery	Chelsea Estate Heritage Park - renew barrier	Renew barrier	Q2;Q3;Q4	ABS: Capex	\$ 12,000	In progress	Green	Current status: this project is out on tender and closes 4 February 2018. Next steps: appoint the winning tenderer and proceed to schedule the work.	Current status: Tenders closed and the contract has been awarded (end March 2018). Next steps: Work is scheduled for November 2018.
2749	CF: Project Delivery	Eskdale Reserve Network - renew tracks and furniture	Eskdale Reserve and Francis Jendall Reserve paths, fence, steps, bridge and sign renewals. This project is a continuation from the 2016/2017 programme (previous ID 3090)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 500,000	In progress	Green	Current status: resource consent for whole track network approved. Stage 1a: works to replace handrail on bridge completed May 2017. Stage 1 in evaluation phase of tender and physical works to start February or March. Next steps: stage 2 will commence 2018/19.	Budget to be confirmed though Local Board. Additional budget is being sourced. Current status: The contract for the construction of the of the first three sections of the programme has been awarded and the off-site fabrication of the structures is underway. Next steps: Begin on site construction of the tracks and structures.
2751	CF: Project Delivery	Glenfield Library - replace retaining wall	Replace failing retaining wall. This project is a continuation from the 2016/2017 programme (previous ID 4068)	Q1;Q2;Q3	ABS: Capex	\$ 5,950	Completed	Green	Current status: contract prestart meeting held 15 January and physical works due to start the week commencing 5 February 2018 and take approximately five weeks to complete. The library and the community centre advised of the proposed start of the works. Next steps: contractor to establish to site and commence remedial works to the crib retaining wall.	Current status: physical works are now complete. Next steps: close down project.
2752	CF: Project Delivery	Glenfield Pool and Leisure Centre - demolish and rebuild rear fire exit	Replace old fire exit, including stairs and door	Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current status: determine scope and request pricing. Next step: meet on site with contractor to quote for works.	Current status: This project will be added to the bundled painting contract which was awarded recently. The contractor will be requested to scope the work and come back with a price. Next steps: Meet on site with the contractor to decide on the best way to do the job. Complete the scoping and pricing during April 2018.
2754	CF: Project Delivery	Glenfield Pool and Leisure Centre - renew sauna and steam room	Currently the steam room and sauna are closed due to health and safety precautions	Q1;Q2;Q3;Q4	ABS: Capex	\$ 150,000	In progress	Green	Current status: sauna and steam room design finalized. Structural engineer engaged to assess intermediate concrete block walls in the sauna. Next steps: receive structural amendments report and costing. Prepare scope and specification. Tender physical works package.	Current status: This project will be added to the bundled painting contract which was awarded recently. The contractor will be requested to scope the work and come back with a price. Next steps: Meet on site with the contractor to decide on the best way to do the job. Complete the scoping and pricing during April 2018.
2757	CF: Project Delivery	Halls Beach - renew path and furniture	Renew path and furniture	Q1;Q2;Q3;Q4	ABS: Capex	\$ 4,000	In progress	Green	Current status: applying for resource consent for work under notable trees. Completing business case. Next steps: hand over to project delivery for physical works.	Current Status: We are in the process of compiling the tender documentation. Go out to tender during May 2018 with the intention to do the physical work in November 2018. Next Steps: Complete tender documentation and proceed to tender.

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
2759	CF: Project Delivery	Island Bay - renew seawall	Island Bay Reserve seawall renewal. This project is a continuation from the 2016/2017 programme (previous ID 3100)	Q1;Q2	ABS: Capex	\$ 76,000	Completed	Green	Project completed October 2017	Current Status: Physical works complete October 2017. Next steps: none.
2760	CF: Project Delivery	Island Bay Wharf - renew wharf	Renew wharf Island Bay (Beachaven) wharf. This project is a continuation from the 2016/2017 programme (previous ID 4443)	Q1	ABS: Capex	\$ 200,000	Completed	Green	Project completed November 2017.	Current Status: Completed late November
2761	CF: Project Delivery	Kaipatiki Active Recreation FY18 - replace chair lifts	Birkenhead Pool and Leisure - install chair lift (LDI funded); Glenfield Pool and Leisure - replace chair lift (renewal funded)	Q2;Q3;Q4	ABS: Capex;LDI: Capex	\$ 80,000	In progress	Green	Current status: contract is currently with the supplier to be signed. Next steps: raise purchase order and order equipment.	Current Status: The chair lift for Glenfield leisure was delivered to site in February 2018. The chair lift for Birkenhead is expected in April 2018. Next Steps: Follow up on delivery date for Birkenhead.
2764	CF: Project Delivery	Kaipātiki - renew furniture and fixtures 2018-19	Renew seats, bins, signage, bollards, etc at Birkenhead War Memorial Park, Leigh Scenic Reserve, Manuka Reserve, Monarch Park, Rewi Alley Reserve, Stafford Park, Teviot Reserve	Q1;Q2;Q3;Q4	ABS: Capex	\$ 5,000	In progress	Green	Current status: request quotations from the supplier's. Quote submission is expected mid-February 2108. Next step: check that the pricing is market related and appoint the supplier.	Current Status: The quote was submitted end March 2018. Confirm pricing is market related (done by internal quantity surveyor). Next step: Award contract and schedule the work.
2767	CF: Project Delivery	Kaipātiki - renew park roading and car parks 2018-19	Sulphur Beach Reserve	Q1;Q2;Q3;Q4	ABS: Capex	\$ 80,000	In progress	Green	Current status: concept design and cost estimated complete. Next steps: write business case and hand over to project delivery to begin planning for physical works	Current Status: Scope of works has been confirmed following feedback provided by relevant stakeholders. Business case has now been completed. Next steps: begin planning for procurement and delivery of physical works.
2768	CF: Project Delivery	Kaipatiki - renew park walkways and paths 2017-19	Lancelot Reserve, Linley Reserve and Little Shoal Bay, Akoranga Reserve	Q1;Q2;Q3;Q4	ABS: Capex	\$ 150,000	In progress	Green	Current status: design and consent for Linley Reserve underway. Physical works for concrete path repairs expected to start in April Next steps: tendering of physical works	Current Status: The professional services tender has been awarded for the Linley Reserve path section and planning is underway. Physical works for concrete path repairs within the scope of this project are expected to start in May 2018. Next steps: Tendering of physical works.
2770	CF: Project Delivery	15 Chartwell Ave, Glenfield - demolish and rebuild garage	Demolish existing garage and old prayer room and rebuild one purpose-built storage garage on the same site. Occupier: Kaipatiki Facilities Trust	Not scheduled	ABS: Capex	\$ 110,000	In progress	Green	Current status: project is on hold until lease is in place and scope is confirmed. Next steps: group to obtain lease before project progresses any further.	proposed solution is straightforward like for like renewal Current Status: The Kaipatiki Community Facilities Trust has agreed the preferred option now is to replace the garage like for like. Project has been taken off hold Next steps: Progress to physical works planning as per original scope, and working with the Kaipatiki Community Facilities Trust.
2771	CF: Project Delivery	Kauri Park track and signage renewals	Kauri Park boardwalk, bridge, sign and track renewals. This project is a continuation from the 2016/2017 programme (previous ID 3103)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Current status: revise walkway network report with consultant according to feedback from stakeholders and identify a prioritised work plan to renew tracks. Next steps: present walkway network plan to local board at workshop to then approval at a business meeting.	Current status: Initial walkover has been undertaken to identify track options and initial arborist and ecological assessment. Stakeholder meeting was held on 4 April 2018. Next steps: develop walkway development plan according to the stakeholder feedback received.
2774	CF: Project Delivery	Marlborough Park - renew path, furniture, skate and playspace	Path, skatepark, furniture and playspace renewal. This project is a continuation from the 2016/2017 programme (previous ID 3736)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 300,000	In progress	Green	Current status: stage 1 for renewal of paths, furniture and playspace renewal completed October 2017. Most of the reinstatement of the grass areas is now completed as the ground has dried out. Next steps: receive design and specifications for extra drainage for some sections of the new paths for the contractor to price. Drainage to be installed February/March 2018. Stage 2 works is for the renewal of the skatepark and youth area. Design in progress with physical works planned for summer 2018/2019	Current status: Stage one: Completed January 2018. Stage two deferred until Park Master Plan refresh. Next steps: Final paper work to be received from contractor prior to final sign off can be issued. Some minor defect concrete repairs to be 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
2779	CF: Project Delivery	Onewa Domain FY17 Carpark, Bollards, and Fixtures & Fittings Renewals	Onewa Domain - renew fence, rubbish bin, sign, car park, retaining wall and road seal. This project is a continuation from the 2016/2017 programme (previous ID 3737)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 100,000	In progress	Green	Current status: resource consent granted. Funding for construction in financial year 2018/19. Healthy Waters contractor has removed sediment from stormwater pipes. Auckland Transport contract works for construction of shared path on Northcote Road frontage of the netball car park substantially completed. Existing car park design layout being reviewed as a result of the shared path encroachment into the car park to change to 45 degree parking with a second roundabout at the netball end of the main car park to address concerns with safety raised by the Netball Club. Next steps: Auckland Transport's contractor to complete remaining works to the netball car park as part of the footpath widening works. Amend the current layout construction drawings and review. The carpark renewal physical works to be scheduled for financial year 2019 with stakeholders, including Netball, Cricket, Athletics and Rugby to minimise disruption. Estimated timeframes include: Carpark 1 - Rugby Club 18 September 2018 - 27 October 2018, Carpark 2 - Cricket Club 2 April 2019 - 8 June 2019, Carpark 3 - Netball 4 December 2018- 9 February 2019.	Current Status: Funding for construction in financial year 2018/2019. Auckland Transport contract works for construction of shared path on Northcote Road frontage of the netball car park have been fully completed. Existing car park design layout being amended as a result of the shared path encroachment into the car park to change to angle degree parking with a second roundabout at the netball end of the main car park to address concerns with safety raised by the netball club. Next steps: Receive the amended construction drawings for the netball car park and review with consultation with key stakeholders. The carpark renewal physical works to be scheduled for financial year 2019 with stakeholders, including the various clubs to minimise disruption. Estimated timeframes include: Carpark 1 - Rugby Club 18 September 2018 - 27 October 2018, Carpark 2 - Cricket Club 2 April 2019 - 8 June 2019, Carpark 3 - Netball 4 December 2018- 9 February 2019.
2780	CF: Project Delivery	Rangitira Reserve - renew walkway	Rangitira Reserve path, bridge and retaining wall renewal. This project is a continuation from the 2016/2017 programme (previous ID 3116)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 350,000	In progress	Green	Current status: stage one complete. Stage two designed and consented, budget for construction to be confirmed. Way finding signage design being scoped. Next steps: stage two handed to project delivery (March 2018), signage designed and consented (October 2018)	Current Status: Stage two has been designed and consented. This has been handed to the Project Delivery team on 18 March 2018. Next steps: Tendering to begin in May in preparation for construction in the next financial year when priorities for which sections are to be built are confirmed.
2781	CF: Project Delivery	Rewi Alley Reserve - new toilet block	Build a new single-pan Exeloo (Jupiter silver model) at Rewi Alley Reserve (R52 Trias Road, Totara Vale 0629) This project is a continuation from the 2016/2017 programme (previous ID 3862)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 83,000	In progress	Green	Current status: developed design for preferred option has been completed with exceloo. Tendering is underway and award expected in November Next steps: complete tendering process with exceloo and plan construction phase for construction in summer	Current Status: Contract awarded and physical works expected to start in April 2018. Next steps: Complete physical works.
2785	CF: Project Delivery	Verran Road Reserve/Castleton Reid/Ridgewood Reserve track network	Verran Road Reserve walkway, Castleton Reid Reserve and Ridgewood Reserve track renewals. This project is a continuation from the 2016/2017 programme (previous ID 3122)	Q1;Q2;Q3;Q4	ABS: Capex	\$ 200,000	In progress	Green	Current status: tender released for all stages of proposed renewal/upgrade works to be completed over two financial years. Closes 19 January 2018. Next steps: evaluate tender submissions and award contract.	Current Status: Tender negotiations for physical works completed. Final price significantly more than the 2016 engineer's estimate because of the heated market and a number of site constraints. Budget variation submitted and approved. Next steps: Receive contractor's construction programme for start date. Advise Verran Road Primary School and Kaipatiki Environmental Project of proposed renewal works.
2890	CF: Project Delivery	136 Birkdale Road - develop park	Physical works for the development of car park, playspace and plaza This project is carried forward from the 2016/2017 work programme, previous ID 520	Q1	ABS: Capex	\$ 180,000	Completed	Green	Current status: all physical works for the new playground, landscape planting and new car park completed 15 September 2017 and handed over to the operational and maintenance team. Next steps: defects items to complete are the installation of community noticeboard, litter bin and further topsoiling and reseeding of one of the lawn areas in autumn that is substandard. Twelve month contract maintenance for the landscape planting before it is handed over to the operational maintenance team.	Current Status: Project completed September 2017. Next steps: Defects items to complete are installation of community noticeboard, litter bin and further topsoiling and reseeding of one of the lawn areas in autumn that is substandard. 12 month contract maintenance for the landscape planting before it is handed over to the Operations and Maintenance team.

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
2894	CF: Project Delivery	47 Jacaranda Ave- remove tree and repair beach access walkway	This project is carried forward from the 2016/2017 work programme	Not scheduled	ABS: Capex	\$ 11,550	Cancelled	Red	Current status: this project is cancelled and is now part of the small local improvement projects programme.	Risks/Issues: This project is cancelled as it is being undertaken in the SLIPS (Small Local Improvement Projects). Current Status: This project is cancelled as it is being undertaken in the SLIPS (Small Local Improvement Projects).
2896	CF: Project Delivery	ActivZone - replace roof over training and turret	Roof replacement over training and turret This project is carried forward from the 2016/2017 work programme, previous ID 3782	Q1;Q2;Q3;Q4	ABS: Capex	\$ 51,000	In progress	Green	Current status: building consent approved. Physical works to commence on 22 January 2018, duration four weeks. Next steps: complete physical works. Receive code of compliance certificate. Handover to the operational maintenance team.	Current Status: Turret demolition has commenced. While working on re-roofing the turret, the contractors found a leak in an adjacent room within the ActivZone building. The leak was identified as an existing problem, but is being fixed by the contractor as part of this project. Next steps: Monitor progress of construction works.
2898	CF: Project Delivery	AF Thomas - renew car park	Renewal of carpark, including footpath on behalf of Auckland Transport. This project is carried forward from the 2016/2017 work programme, previous ID 4043	Q1;Q2	ABS: Capex	\$ 50,000	Completed	Green	Current status: completed October 2017 Next steps: twelve months defects maintenance ends June 2018.	Current Status: Project completed October 2017. Next steps: Some defects in the kerbs are to be cut out and repaired. Arranging with the operations and maintenance team for the car park to be swept first.
2927	CF: Project Delivery	Birkenhead Library - replace HVAC system	Upgrade HVAC and install solar films to windows to improve environmental conditions and meet requirements of the library. Library suffers from lack of heating in winter and cooling in summer. This project is carried forward from the 2016/2017 work programme, previous ID 4062	Q1;Q2;Q3	ABS: Capex	\$ 499,562	Completed	Green	Current status: delivery phase with final commissioning in progress. Next steps: handover and closure.	Current status: Project completed January 2018, with minor adjustment to the Building Management System (BMS) to attend to. The BMS monitors and controls the heating, ventilation and air-conditioning system of the library. Next steps: Handover and closure.
2928	CF: Project Delivery	Birkenhead War Memorial - renew fields 2 and 3	This project is carried forward from the 2016/2017 work programme, previous ID 3080	Q1;Q2;Q3;Q4	ABS: Capex	\$ 480,000	In progress	Green	Current status: contract awarded and scheduling of these works for December start date Next steps: begin physical works.	Current Status: Physical works underway with main water connection, main drains, irrigation, levelling and cricket block extension completed. Next steps: Complete drainage slits, sand application, cricket pitch and sow turf down.
2947	CF: Project Delivery	Chelsea Estate Heritage Park - renew tracks	This project is carried forward from the 2016/2017 work programme, previous ID 3084	Q1;Q2;Q3;Q4	ABS: Capex	\$ 28,868	In progress	Green	Current status: project handed to the project delivery team. Next steps: project manager to be appointed	Current Status: Project team now reviewing requirements. Next steps: Produce a project implementation plan which will identify the project requirements and how it will be executed. Professional services this year followed by physical works in outer years depending on priorities which are to be worked through with the local board.
2965	CF: Project Delivery	Dudding Ave Reserve - renew tracks	Renewal of walkway, physical works to be undertaken FY18 This project is carried forward from the 2016/2017 work programme, previous ID 3087	Q1;Q2;Q3;Q4	ABS: Capex	\$ 5,000	In progress	Green	Current status: detailed design was completed but design review underway to incorporate land slip area into contract. Physical works to be completed in Spring 2018 Next steps: complete planning and move to tender phase.	Current status: Detailed design and the design review to incorporate land slip area into contract has been completed. Tendering for the physical works will be initiated in July with site works expected in Spring 2018 Next steps: Complete the tendering process.
2967	CF: Project Delivery	Elliot Reserve - renew play and furniture	Playspace and furniture renewal This project is carried forward from the 2016/2017 work programme, previous ID 3088	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	In progress	Amber	Current status: preliminary design completed and reviewed by the local board. Concept design being prepared for consultation. Next steps: concept design to be approved by the local board before detailed design and consents can commence. Budget for physical works allocated 2018/2019.	Public consultation delayed until preliminary concept is worked through with the Local Board Current status: concept design presented to the local board at a workshop in March 2018 before consultation to commence. The local board expressed concerns about the preliminary concept for stage one. Next steps: A further workshop will be organised with the local board. Budget for physical works allocated to financial year 2018/2019.

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
2996	CF: Project Delivery	Glenfield Pool & Leisure Centre - repaint exterior, roof, reception and recarpet studio 2	Paint exterior of building Re-carpet studio 2 Replace roof above reception/corridor area Replacement of rooftop a/c units (R22) for studio 2 This project is carried forward from the 2016/2017 work programme, previous ID 4070	Q1;Q2;Q3;Q4	ABS: Capex	\$ 375,000	In progress	Green	<p>Current status:</p> <ul style="list-style-type: none"> - roof replacement: Project to be completed January 2018 - replacement of carpet in studio two. Project completed November 2016. - paint exterior of building: Paintwork is now 98 per cent complete, little bit of a wall left at the back of the building. Contractor struggled to get access to the spot due to rain saturated soil underneath. Is going to have another attempt within the next couple of weeks. - R22 air conditioning replacement: Tenders closed and the successful contractor has been appointed, contract signed before Christmas break. Studio two/ Yoga studio air-conditioning unit is being replaced on the 13 January 2018. Remaining units will be replaced once roof replacement investigation has been completed and decision made by Investigation and Design team. <p>Next steps:</p> <ul style="list-style-type: none"> - paint exterior of building: Continue with the painting of the building. Continue with quality control. - R22 air conditioning replacement: Investigation and Design team to finalise roof replacement investigation and update project delivery as soon as the results are available, so that air-conditioning units can be replaced before the summer end. 	<p>Current status:</p> <ul style="list-style-type: none"> Roof replacement: Project complete (January 2017). Replacement of carpet in studio 2: Project complete (November 2016). Paint exterior of building: Paintwork is complete (March 2018). Air conditioning units replacement: Studio two/ Yoga studio air-conditioning unit has been replaced on the 13 January 2018. Remaining four units have been ordered, and the work is forecast to be completed by mid May 2018. <p>Next steps: Progress physical works to completion.</p>
3011	CF: Project Delivery	Hilders Park - remove and store boat & investigate options	Renewal of Frank Larkin's Boat This project is carried forward from the 2016/2017 work programme, previous ID 3095	Q1;Q2;Q3;Q4	ABS: Capex	\$ 10,000	On Hold	Amber	<p>Current status: the previous sub-contractor withdrew from the project. We have received a revised offer to relocate the boat to Larkin's Landing. A final decision needs to be made whether we are moving the boat to Larkin's Landing or to an off site facility for restoration.</p> <p>Next steps: confirm the quote is acceptable as well as where the boat should go - off site or to Larkin's Landing.</p>	<p>This project is currently on hold until a decision is made.</p> <p>Current Status: A final decision need to be made whether we are moving the boat to Larkings landing or to an off site facility for restoration. Next steps: Confirm where the boat should go or even if it should go.</p>
3030	CF: Project Delivery	Kaipatiki Community Facilities Trust - Marlborough Park car park - develop vehicle exit	Development of a safe one-way vehicle exit from KVFT into Marlborough Park Renewal of the existing boundary fence at the back of the KCFT office, adjacent to the park. This project is carried forward from the 2016/2017 work programme, previous ID 4414	Q1;Q2;Q3	ABS: Capex	\$ 35,000	Completed	Green	<p>Current status: quote received from our full facilities maintenance contractor for installing replacement boundary fence with a sliding gate.</p> <p>Next steps: obtain additional quotes for comparison.</p>	<p>Current Status: physical works commenced 19 February and completed 16 March 2018.</p> <p>Next steps: none.</p>
3031	CF: Project Delivery	Kaipatiki FY17 Libraries FF&E renewals	Glenfield Library - FF&E renewals- change in shelving layout to create more areas for seating- replace armchairs, study chairs and event chairs- provision of study desks with access to power points- focus on the improving the children's area This project is carried forward from the 2016/2017 work programme, previous ID 233	Q1;Q2;Q3;Q4	ABS: Capex	\$ 104,700	In progress	Green	<p>Current status: we have engaged an architect for the design of the refurbishment. The North Shore Library Foundation will supply some funding for the refurbishment of the children's space.</p> <p>Next steps: this project is scheduled to be completed by the end of June 2018.</p>	<p>Current Status: A preliminary design for the renewal has been completed. This will be taken to the local board for review in April 2018. The North Shore Library Foundation will supply some funding for the refurbishment of the children's space.</p> <p>Next steps: Finalise the design and procure the items specified. This project is scheduled to be completed by the end of June 2018.</p>
3033	CF: Project Delivery	Kaipatiki reserves - renew fixture and furniture FY17	Renewal of furniture and fixtures in various reserves This project is carried forward from the 2016/2017 work programme, previous ID 3102	Q1;Q2;Q3	ABS: Capex	\$ 30,000	Completed	Green	<p>Current status: assets handed over to the operational and maintenance team 17 October 2017</p> <p>Next steps: confirm where the two remaining seats and three picnic tables are to be located.</p>	<p>Current Status: Completed October 2017</p>

Work Programme 2017/2018 Q3 Report

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3050	CF: Project Delivery	Le Roy's Bush / Little Shoal Bay - renew tracks, signage and furniture	Renewal of signage, furniture and whole track network. Physical works to be implemented over 2-3 years. This project is carried forward from the 2016/2017 work programme, previous ID 3105	Q1;Q2;Q3;Q4	ABS: Capex	\$ 153,000	In progress	Green	Current status: tendering of physical works to begin in December Next steps: finalise design and specs and tender Stage one to commence Autumn 2017/18. Stages two-three will be undertaken over the next two to four years.	Current Status: Detailed design being developed in consultation with the volunteers. Resource consent for the whole network has been approved. Tendering of physical works is underway. Next steps: Tender stage one to commence Autumn 2018.
3058	CF: Project Delivery	Locket Reserve - renew play space	This project is carried forward from the 2016/2017 work programme, previous ID 3107	Q1;Q2;Q3;Q4	ABS: Capex	\$ 90,000	In progress	Ambler	Current status: concept design being drawn up to a format to bring to a local board workshop. Design currently fits within the renewal budget Next steps: progress to detailed design and physical works planning.	Current ground conditions are unusually wet due to the rain this summer. There is potential for some of the installations to be delayed if there is more prolonged wet ground conditions. Current Status: Concept design has been approved and detailed design is complete. Tendering is under way. Next Steps: Construction is planned to start in June 2018.
3063	CF: Project Delivery	Lysander Crescent Reserve - improve playspace, renew paths and structures	Design and consenting-Installation of Titan One Base Model (Titan One TFP1001) to add to the existing play space. Installation of a basket swing-Installation of bollards along the driveway to the East and reserve boundary to the south-Inform community about project. Scoping of required renewals within reserve-Tendering works-Installation of equipment, extend playspace area and required safety surfaces and Renew paths and retaining wall adjacent to basketball court. This project is carried forward from the 2016/2017 work programme, previous ID 4429	Q1;Q2;Q3;Q4	ABS: Capex;L DI: Capex	\$ 115,000	In progress	Ambler	Current status: design options for reserve development are being prepared Next steps: attend local board meeting to confirm option, budgets and funding streams (proposing February 2018)	The additional design work and features requested by the local board will have an impact on the budget. Current Status: The concept design and cost estimate have been completed and will be presented to the local board in a workshop on 14 March 2018. Next steps: Feedback from the local board workshop will guide future steps. A report to the local board is likely to be required to seek design and funding approval in order to progress through to the project delivery phase.
3120	CF: Project Delivery	Neptune Ave - renew play space	Renewal of playspace module and timber elements, including retaining walls, seats and playspace edging This project is carried forward from the 2016/2017 work programme, previous ID 3113	Q1;Q2	ABS: Capex	\$ 6,000	Completed	Green	Current status: handover to the operational maintenance team 17 October 2017. Minor defect on slide has been rectified. Next steps: none.	Current Status: Complete. Minor defect on slide rectified. Next steps: None.
3124	CF: Project Delivery	Normanton Reserve - improve assets	Additional play items for older children, bike ride marking on existing path and new lighting along main path route. This project is carried forward from the 2016/2017 work programme, previous ID 4413	Q1;Q2;Q3;Q4	ABS: Capex	\$ 200,000	In progress	Ambler	Current status: detailed design in progress and proposed to be reported to local board in February. Further quotes being obtained for the path lighting closing 26 January 2018. Next steps: to receive lighting quotes, assess, conduct any negotiations, and award a contract.	Delivery of new playspace re-forecasted to FY19 as completion of design delayed with the addition of drainage design Current Status: New Playspace: Consultation for playspace, lights and bike path marking completed and assessed. Feedback in general support of proposed improvements. Detailed design finalised ready to be reported along with summary of consultation to the local board in May 2018. Pathway Lighting: Prestart meeting held and site works commenced 13 March 2018. Physical works completed and handover to Operations 28 March 2018. Next steps: Playspace presentation to the local board in May 2018. Pathway lighting: Receive As Builts and operations manual.
3134	CF: Project Delivery	Onepoto Domain - renew pathway	This project is carried forward from the 2016/2017 work programme, previous ID 4088	Q1;Q2;Q3;Q4	ABS: Capex	\$ 23,232	Approved	Ambler	Current status: investigation underway, liaising with council storm water team regarding domain hydrology issues. Next steps: develop business case.	Risks/ issues: Delivery of physical works must be before autumnal rains. Current Status: Continue investigation into hydrology issues and coordinate with storm water team as well as coastal management. Next steps: Receive feedback and prepare business case.

Work Programme 2017/2018 Q3 Report

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3154	CF: Project Delivery	Park Reserve - renew playspace FY17	This project is carried forward from the 2016/2017 work programme, previous ID 4448	Q1;Q2;Q3;Q4	ABS: Capex	\$ 35,600	In progress	Green	Current status: add this work to the winning tender for the Tui, Teviot and Lancelot play space renewal project. Next steps: appoint the contractor, planned to be complete by mid-February 2018.	Current Status: Pricing was received and we are in the process of awarding the contract (we are just discussing a few of their rates in their quote).Next Steps: Complete the work during April/May 2018 (together with the Tui, Teviot and Lancelot play space renewals).
3173	CF: Project Delivery	Rewi Alley Reserve - install adult fitness equipment	This project is carried forward from the 2016/2017 work programme, previous ID 4412	Q1;Q2;Q3;Q4	ABS: Capex	\$ 75,500	In progress	Green	Current status: contract for physical works awarded and timing of delivering currently being negotiated. Next steps: schedule construction.	Current status: Contract for physical works awarded and the construction of the concrete bases has been completed. Next steps: Complete the installation of the fitness stations.
3189	CF: Project Delivery	Shepherds Park - retaining wall and path	This project is carried forward from the 2016/2017 work programme, previous ID 4489	Q1;Q2;Q3;Q4	ABS: Capex	\$ 14,745	In progress	Green	Current status: obtaining prices from contractors.Next steps: have the work plans approved with Auckland Council Arborist. Execute physical works.	Execution & Delivery.Current Status: We have not tendered this project yet. It will go out to tender in April 2018 only. The intention is for physical works to be done in November 2018.Next steps: Appoint preferred supplier and execute.
3206	CF: Project Delivery	Sunnyhaven Ave - renew toilet	Renewal of toilet including fixtures and fittings and roof. This project is carried forward from the 2016/2017 work programme, previous ID 3118	Q1;Q2	ABS: Capex	\$ 30,000	Completed	Green	Project completed July 2017. Next steps: none	Project completed July 2017. Next steps: none
3214	CF: Project Delivery	Tamahere Reserve - renew playspace	This project is carried forward from the 2016/2017 work programme, previous ID 3119	Q1;Q2;Q3;Q4	ABS: Capex	\$ 158,500	In progress	Green	Current status: design and contract documentation complete, internal costing process underway Next steps: local board updated, handover to project delivery	Current Status: The concept design and cost estimate have been completed and will be presented to the local board in a workshop on 14 March 2018.Next steps: Feedback from the local board workshop will guide future steps. A report to the local board is likely to be required to seek design and funding approval in order to progress through to the project delivery phase.
3223	CF: Project Delivery	Teviot Reserve - renew playspace, paths and bollards	This project is carried forward from the 2016/2017 work programme, previous ID 4450	Q1;Q2;Q3;Q4	ABS: Capex	\$ 66,000	In progress	Green	Current status: project currently tendered. Tenders close mid December 2017. Next steps: award contract to preferred contractor.	Current Status: Tenders closed and awarded. Project is scheduled to be done during April 2018.Next Steps: Ensure play space equipment is supplied in time for installation during April 2018.
3230	CF: Project Delivery	Tui Park - renew play space	This project is carried forward from the 2016/2017 work programme, previous ID 3121	Q1;Q2;Q3;Q4	ABS: Capex	\$ 60,000	In progress	Green	Current status: project is currently in tender phase. Tenders close mid December 2017. Next steps: adjudicate tenders and appoint preferred supplier.	Current Status: Tenders closed and awarded. Project will be done during April 2018.Next Steps: Ensure play equipment is delivered on time.
3321	CF: Project Delivery	Pemberton Reserve - renew playground FY17	Renew playground	Q1	ABS: Capex	\$ 15,000	Completed	Green	Demolition completed. Refer to SharePoint 2786 for replacement of play module and edging	Current Status: play equipment renewed, module condition required immediate demolition for health and safety reasons. Sign erected to communicate intention to replace in next financial year. Serious non performance issues by edging renewal contractor. Separate project initiated to replace module and edging. Next steps: edging and module renewed in clement weather conditions.
3349	CF: Project Delivery	Glenfield Cemetery - renew carpark and pathways	Carpark and path renewals including entrance. This is a carryover project.	Q1;Q2;Q3;Q4	ABS: Capex	\$ -	In progress	Green	Current status: project scope reduced to car parking renewal only. Tenders received and evaluated. Negotiations are underway. Next steps: finalise negotiations. Award contract.	Current Status: The contract has been awarded and works are anticipated to commence mid-March.The contractor's safety plans have been approved. Next steps: Monitor progress of construction works.The contractor's safety plans have been approved. A pre-start meeting will be held onsite on 6 April 2018, following which the contractor will commence works.

Work Programme 2017/2018 Q3 Report

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3416	CF: Project Delivery	Kauri Glen Reserve - renew track and furniture	Design, consents and physical works for whole track network. Physical works to be undertaken over 3-4 financial years. Project brought forward for delivery from FY19 to FY18 as part of the risk adjusted programme.	Q1;Q2;Q3;Q4	ABS: Capex	\$ -	In progress	Green	Current status: consultation continues on alignment for the new track section 18, including the viewing platform to protect Kauri. Planning and consent preparation nearing completion in preparation for lodgement of resource consent. Next steps: develop design and lodge resource consent for stage one to realign section 18 and address Kauri tree root issues is planned for financial year 2017/2018, with other stages planned over the next two to three financial years.	Current Status: Resource and building consents granted. Tendering of physical works planned to begin in June 2018. Next steps: Procurement of construction services.
3441	CF: Project Delivery	Chelsea Estate Walkway, 60 Colonial Road, Birkenhead - remediate major slip	Consider local board plans for park and likely to need Heritage NZ approval. Install a retaining wall on the downslope side of the path through the slipped debris and into native ground. Likely to comprise Steel UCs and would include 2m above ground retaining. Backfill behind the poles and lagging to reinstate the path.	Q3;Q4	ABS: Capex	\$ 25,000	Approved	Green	NA	Current status: This landslide is one of over 100 landslides that occurred in March and April 2017 throughout the Auckland region. A remediation programme for all landslides was initiated in June 2017. The initial focus was to make sites safer by improving the physical barriers that restrict public access and improve monitoring practices. In mid-December 2017, a prioritisation exercise was undertaken based on Council's risk criteria for this site and 18 other complex sites. This site was ranked as the fourth most important site to remediate as it has unacceptable health and safety risks, so design and remedial works for [this site and seven others] should be progressed as a priority this year. Internal resources for the whole landslide programme have recently changed. The allocation of resources for this particular site is pending. In summary, lack of funding and resources has hampered progress. Next steps: Engage suitable resources, including a detailed geotechnical assessment. Step up communication with local residents and local board members. Continue to monitor site safety.
3473	CF: Project Delivery	Marlborough Park - renew skate park	Skate Park renewal	Q3;Q4	ABS: Capex	\$ -	In progress	Green		Current Status: Initial concept design for the skate park renewal has been completed with public and local skater consultation. Next steps: Finalise design for the skate park. Receive concept design for the youth space adjoining the skate park.
Infrastructure and Environmental Services										
1977	I&ES: DPO	Birkenhead Main Street Upgrade	Design and construction of the Highbury Corner roundabout, intersection of Birkenhead Avenue, Mokoia Road and Hinemoa Street and main street upgrade.	Q1;Q2	ABS: Capex	\$ 1,585,000	In progress	Amber	The detailed design stage is complete. The project went out to tender for the main services contractor and the tender evaluation will be complete before the end of 2017. The contract is scheduled to be awarded in January 2018. The project, subject to finance and confirmation to proceed by management, will begin construction early 2018.	The local board and local businesses have expressed concern about the start of construction impacting local business. The latest slip in Birkenhead has impacted car park numbers in the town centre. There is concern that the main street project will exacerbate this pressure. The local board considered options for the start date and design of this project at its 21 March business meeting in the public excluded section of the agenda. Timing for the start of this project is to be confirmed. A report outlining options for design and timetable for this project is on the Kaipātiki Local Board 21 March 2018 business meeting agenda. The local board will make a decision regarding when to progress the construction and which design option to progress with at this meeting.

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
614	I&ES: Environmental Services	Pest Free Kaipātiki Strategy Implementation Programme	This project will be delivered in collaboration with the Pest Free Kaipātiki Network to implement the Pest Free Kaipātiki Strategy. It will involve pest animal and plant removal and habitat and species restoration projects across the local board area by community groups with support and technical advice from council staff.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 100,000	In progress	Green	The Pest Free Kaipātiki project has recently formed an incorporated society. As a result, a funding agreement will be completed to enable the project to deliver agreed outcomes. Council staff continue to support the project with technical and strategic advice to ensure the adoption of best practice and integration with other environmental programmes in the local board area.	A funding agreement has been completed with Pest Free Kaipātiki Incorporated Society and full payment has been made. Pest Free Kaipātiki continue to use the funding for pest control materials, restoration plans, contractor pest plant control and signage as per the agreement. Pest Free Kaipātiki are in regular consultation with Pest Free Auckland, biosecurity, biodiversity and parks staff and are following the Pest Free Kaipātiki Strategy. Reporting is being provided back to Environmental Services and the funding team as required by the funding agreement. In quarter four staff will continue to support the project through the technical advisory group, and support business planning for the 2019 financial year so that the project builds on the successful outcomes and achievements it has already delivered. Opportunities for collaboration with neighbouring projects, within the organisation and the wider landscape will be shared with the project.
1946	I&ES: Environmental Services	Kaipātiki Project Environment Centre	Operational funding for the Kaipātiki Project Environment Centre and delivery of an environmental volunteer programme and courses.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 45,000	In progress	Green	The funding agreement is now in place and the first payment has been made. A highlight from quarter two is the continued success and partnering within the Kaipātiki Restoration network. Quarter three includes the Eco Fun day and continuing work in the nursery.	The Kaipātiki Project continues to successfully support the Kaipātiki Restoration Network monthly meetings and Pest Free Kaipātiki. An Eco Fun day is planned for 24 March 2018. A full report of their activities supported through this funding agreement will be provided at the end of the financial year.
98	I&ES: Healthy Waters	Industrial Pollution Prevention Programme - Kaipātiki	This programme is primarily educational and informs urban industry and business about the impacts their activities may have on local waterways. The programme includes a site inspection and discussion with the business owners about potential issues around pollution as well as waste minimisation techniques and spill training. If changes are recommended, a report is sent to the business. The programme involves a GIS mapping exercise to ensure that commercial businesses understand the stormwater network connections in relation to local waterways.	Q2;Q3	LDI: Opex	\$ 8,000	In progress	Green	This project is complete and an update summarising sites visited and any corrective actions suggested will be provided to the local board in quarter three.	This project is complete and an update summarising sites visited and any corrective actions suggested will be provided to the local board in late April 2018.
Libraries										
1224	CS: Libraries & Information	Library hours of service - Kaipātiki	Provide library service at Birkenhead Library for 55.5 hours over 7 days per week. (\$613,109 - FY17/18) Provide library service at Glenfield Library for 55.5 hours over 7 days per week. (\$654,908 - FY17/18) Provide library service at Northcote Library for 53 hours over 7 days per week. (\$515,423 - FY17/18)	Q1;Q2;Q3;Q4	ABS: Opex	\$ 1,783,439	In progress	Green	Library visits have decreased by two per cent this quarter. This is comparable to the regional trend. Work is underway with the Kaipātiki Community Facilities Trust on a strategy to promote library services to new Northcote residents as the area develops.	Library visits have decreased by 6% for this quarter with a further 4% decrease in Wifi and PC sessions across all three Kaipātiki libraries. Library staff help with many computer queries on a daily basis, from scanning and printing documents to more complicated enquiries.
1225	CS: Libraries & Information	Extended hours - Kaipātiki	2.5 additional opening hours at Northcote Library.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 13,000	In progress	Green	Customers continue to access library services at Northcote during the additional hours, with growing visitor numbers on Sundays.	Customers continue to access library services at Northcote during the additional hours and additional programming is under development.

Work Programme 2017/2018 Q3 Report

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1226	CS: Libraries & Information	Information and lending services - Kaipātiki	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Issues have decreased by seven per cent this quarter, more pronounced than other local board areas but in line with an overall trend. Work is ongoing at Northcote Library to ensure the physical collection is well-presented and meeting community needs. A donation from the North Shore Library Foundation will contribute to making Glenfield Library's children's area more inviting to children and whanau.	Physical issues of library materials have decreased by 4% when compared to the same period last year. Demand for eResources remains high with a 14% increase in E-issues when compared to the same quarter last year.
1227	CS: Libraries & Information	Preschool programming - Kaipātiki	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their children's early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Rhymetime, Storytime, Bilingual Rhymetime, Music Time. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Regular programming has been evaluated at all libraries in anticipation of offering more targeted programmes and services for the community, including a Korean Rhymetime and Bilingual Storytimes, in 2018.	Wriggle and Rhyme, Rhymetime and storytime programmes have commenced for the year. Glenfield Library has initiated a 6 weekly preschool programme, Korean RhymeTime. Birkenhead Library is now delivering new Family Storytimes on Sunday afternoons. During this quarter 81 events were delivered with 3,475 children and adults attending preschool programmes.
1228	CS: Libraries & Information	Children and Youth engagement - Kaipātiki	Provide children and youth activities and programming, including a programme of children's activities during school holidays, which encourage learning and literacy. Activities including Teen Tech Robotics and Minecraft club. Engage directly with local schools in the board area to support literacy and grow awareness of library resources. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Birkenhead Library hosted students from Northcote College to do filming in the library, and the new Lego club is proving popular. Children enjoyed flax weaving and planting and harvesting in the Northcote Library community garden for the Awataha Greenway Day. The October school holiday programme featured a range of activities at each library based on the theme 'Survive 24'. Promotional material for the programme included a combined flyer so whanau could scan events being hosted at all the Kaipātiki Libraries in one place. New programming is being considered for 2018, including Toon Time and Family Movie Time.	Northcote Library has hosted visits from from Onepoto Primary, Ako, and Northcote Intermediate School, both focussing on introducing pupils to the library and running special Lunar New Year sessions. School visits are beginning for the new school term with Glenfield Primary School. New Children's Programmes at Birkenhead are proving to be popular; Lego Club, Toon Time and Movie Time. MineCraft and MakerLab continue to be successful programmes for the local students after school each week. Planning is underway for the April school holiday programme with the theme Up Up and Away.
1229	CS: Libraries & Information	Summer reading programme - Kaipātiki	Provide a language- and literacy-building programme that runs during the summer school holidays for 5-13 year olds. Developed and promoted regionally and delivered locally with activities and events designed to meet the needs and interests of local communities. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q2;Q3	ABS: Opex	\$ -	In progress	Green	Registrations opened for the Kia Māia te Whai / Dare to Explore Summer Reading Programme in November. Hundreds of children had registered at our libraries by mid-December. As with the October school holidays, children and whanau are able to see events across all our libraries in one promotional flyer.	The Kia Māia te Whai / Dare to Explore summer reading programme was very successful. Libraries appreciated the Kaipātiki Local Board's support for the programme, especially at the combined libraries finale party held at Marlborough Park on 24th January.
1230	CS: Libraries & Information	Supporting customer and community connection - Kaipātiki	Provide programmes that facilitate customer connection with the library and community including English Conversation for Migrants, Read Aloud Group, Book Groups, Bi-lingual Tea and Topics, Author Talks. Provide community space for hire at Birkenhead Library. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	The Awataha Greenway Open Day was a great way for the community to become more informed about the ideas behind the greenway. New volunteers are now helping to look after the community garden at Northcote Library. Birkenhead library has offered library tours in Mandarin, as well as a Mandarin composting workshop and hosting school Mandarin speech finals. Other successful programming has included a sewing bee for the Kaipātiki Community Facilities Trust's Boomerang Bags, a Japanese Health Talk in conjunction with TANI, JCAP and the Waitemata District Health Board, and a talk on Kauri dieback by Mels Barton. The Great Summer Read competition for all ages commenced in December.	Monthly Tea and Topics sessions have launched at Northcote Library. Whānau Mārama Parenting held Effective Discipline programmes in English at both Glenfield and Birkenhead Libraries. A "Knit a Poppy" group for Anzac day was held at Glenfield Library. Libraries participated in the annual Glenfield Early Childhood Centre Health Expo on the 23 March. A wonderful new "Art Wall" is now on show at Birkenhead Library. Artists may showcase their work for a month at a time. A Book Launch was held at Birkenhead Community Library 24th March by Birkenhead Local Kaushik. Talukdar

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
1231	CS: Libraries & Information	Celebrating Te Ao Māori and strengthening responsiveness to Māori - Kaipātiki	Celebrating te ao Māori with events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with Iwi and Māori organisations. Increasing the use and visibility of te reo Māori. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	In November we welcomed Leilani Maclean into the new role of Kaikokiri Ratonga Māori with a mihi whakatau. Staff are improving their Te Reo Māori skills and using more reo in their communications. Kia Māia te Whai booklets incorporate te reo as a matter of course.	Te Reo Māori greetings top priority at all Kaipātiki Community Libraries.
1232	CS: Libraries & Information	Learning and Literacy programming and digital literacy support - Kaipātiki	Provide learning programmes and events throughout the year including: classes, Book a Librarian sessions, hosting Digital Device Drop-ins. Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Wifi and PC usage is up six per cent. Digital Drop-ins focussed on downloading e-books for the holidays have been run in December. New programming, including collaboration with local groups such as SeniorNet, is being considered for 2018.	Helping our communities participate in the census was a focus for all libraries. 3D Printing at both Glenfield and Birkenhead Libraries. Book A Librarian sessions at all Kaipātiki Local Board Libraries are becoming increasingly popular, especially CV writing and computer/digital device assistance.
1233	CS: Libraries & Information	Celebrating cultural diversity and local communities - Kaipātiki	Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Lunar New Year and Pasifika celebrations, hosting the Latin and South American film festival, providing access to the Local History Room and taking care of the Chelsea Sugar archive. (Funded within ABS Opex budget activity: "Library hours of service - Kaipātiki")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Unfortunately the community-run Arabic Playgroup at Glenfield Library has ceased. The group found that finding the resources needed to run the session was too much for what they could manage. All libraries continue to welcome a mix of ethnicities into our spaces and to share in our programmes and services	Pasifika month saw a lovely Siva during a Pacific themed Storytime at Birkenhead Library, more Pasifika themed Rhymetimes were held at Glenfield Library. The libraries looked lovely with decorations for Lunar New Year celebrations being Year of the Dog, with Northcote Library participating in the Town Centre celebrations and showcasing local talent and Chinese culture with performances and dumpling making demonstrations. Several activities were enjoyed by the community such as a Korean Tea ceremony and Korean Folk games at Birkenhead Library. A Water Safety Workshop delivered in both Chinese and English was very successful at Birkenhead Library.

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

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
1033	ATEED: Local Economic Growth	Young Enterprise Scheme (KT)	<p>ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss.</p> <p>The funding from the local board will support the delivery of the Young Enterprise Scheme Enterprise-Days in February 2018. The e-days are held in sub-regions (north, south, east, central/west) and are the first day students get to meet the Young Enterprise team, and find out about their 2018 year, what YES is all about, and what is in store for them.</p>	Q3	LDI: Opex	\$ 1,000	Completed	Green	<p>Auckland Chamber of Commerce</p> <p>As of 1st January 2018, the Auckland Chamber of Commerce will take over as the YES regional delivery partner and ATEED will move to become a strategic partner. During January and February ATEED and the Auckland Chamber of Commerce are working together to ensure the smooth transition of the programme delivery to the Chamber. Kick Start days (formerly known as E-days) are being delivered by ATEED with support from the Auckland Chamber of Commerce, as part of this transition. ATEED's role includes management of the funds generously provided by Local Boards for the 2018 Kick Start days. As in previous years, there will be five sub-regional events delivered across the region. The new Auckland Chamber of Commerce team will be inviting you to participate either as student mentors or as observers on the day.</p>	The YES kick start days were delivered between the 19 and 23 February 2018.
3425	ATEED: Local Economic Growth	Highbury Impact Assessment	Reallocation of Highbury Impact Assessment funding to support busiessses affected by Rawene Road Car park slip.	Q2;Q3	LDI: Opex	\$ 15,000	In progress	Green	<p>Following the car park slip the lcoal baord reallocated funds to support busienses affected. Birkehnhhead Town Centre Association have recieved a grant to :</p> <ul style="list-style-type: none"> Promote visitation of the town centre using existing publicity materials (Le Roys Bush and Butcher, Baker, Candlestick maker) Make additional use of radio ads / fliers to promote the centre Develop additional events that could be run in the town centre (e.g. using the Kaimataara o Wai Manawa space) – these could be events already planned for elsewhere in the city transplanted in to Highbury or new events Provide additional promotions that could be run that would drive increased footfall. 	0
Parks, Sport and Recreation										
853	CS: PSR: Active Recreation	Kaipātiki: Equitable Access to Sport and Recreation Facilities Grant	Provide grants to sport organisations to support equitable access to sport and recreation facilities.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	Four projects for local board consideration are in development. Workshop held with the board in quarter 2.	Further workshop held with the Local Board in quarter 3 to source guidance on potential projects. These projects will now be investigated further and scoped to inform report completion.
862	CS: PSR: Active Recreation	Shepherds Park: Present options for Beach Haven Multi-Sport Hub,	Complete options analysis and management model review for future operation of Beach Haven sport centre.	Q1;Q2;Q3;Q4	ABS: Capex	\$ -	In progress	Green	Status quo from Q1. BHSC highlighted in upcoming renewals programme. A wider facility plan is needed before renewal projects are confirmed.	Beach Haven Sport Centre (BHSC) highlighted in upcoming renewals programme. A wider facility plan is needed before renewal projects are confirmed. Work is underway to look at the provision of leisure facilities in Kaipatiki that will inform future management of BHSC.
864	CS: PSR: Active Recreation	Beach Haven Tennis Club: Court Renewal Grant	Support Beach Haven Tennis Club Incorporated to renew their tennis courts and provide community access to a fit-for-purpose facility. An LDI Capex grant of \$50,000 was provided to Beach Haven Tennis Club Incorporated in FY16/17, no additional 17/18 budget required.	Q1;Q2;Q3;Q4	LDI: Capex	\$ -	Completed	Green	Project completion report has been received. Opening event to be held either in December 2017 or January 2018.	Opening event held successfully. Club is delivering on community access outcomes identified in funding agreement and is close to having automated booking system installed.

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
865	CS: PSR: Active Recreation	Birkdale Primary School: Grant for Outdoor Court Renewal	Support Birkdale Primary School to renew two outdoor courts and provide community access to a fit-for-purpose facility. An LDI Opex grant of \$40,000 was provided to Birkdale Primary School in FY16/17, no additional 17/18 budget required.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	Completed	Green	Project completed.	Project complete.
867	CS: PSR: Active Recreation	Netball North Harbour: Grant for Facility Improvements	Support Netball North Harbour Incorporated with facility improvements, including roof and new window replacement and provide community access to a fit-for-purpose facility. An LDI Capex grant of \$175,000 was provided to Netball North Harbour Incorporated in FY16/17, no additional 17/18 budget required.	Q1;Q2;Q3;Q4	LDI: Capex	\$ -	In progress	Green	Netball North Harbour are rescopeing the original project plan due to resource consent restrictions. The Netball North Harbour Board are scheduled to approve the revised project plan in January 2018 which will enable third party funding applications and release of Auckland Council grant funding (subject to meeting funding criteria).	Rescope of project is still in progress. Funding applications are anticipated to be submitted by Netball North Harbour to external funders in Q1 FY2018/2019. Build is planned to start in Q1 FY2019/2020.
870	CS: PSR: Active Recreation	North Shore Events Centre: Facility Partnership Grant	Support North Shore Events Centre with the purchase and installation of solar panels and a portable ice rink (completed). A Facility Partnership grant of \$150,000 was provided to North Shore Events Centre from the 2014/2015 Facility Partnership Scheme, no additional 17/18 budget required.	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	Solar panels: Frame construction expected January 2018, panel construction expected February 2018. Completion and activation expected March 2018.	Workshop held with local board quarter 3 looking at rescope of remaining grant for solar panels to a court upgrade project to enable enhanced use of the facility.
1133	CS: PSR: Active Recreation	Kaipātiki: Leisure facilities operation programme FY17/18	1. Operate in a safe and sustainable manner: Glenfield Pool & Leisure Centre; ActivZone; Birkenhead Pool & Leisure Centre; Beachaven Leisure Centre. 2. Deliver a variety of accessible programmes and services that get the local community active. 3. These services include: fitness; group fitness; learn to swim; early childhood education; aquatic and recreation services. Along with core programmes that reflect the needs of the local community.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Amber	Glenfield Pool and Leisure Centre is on track to meet the Local Board objectives to increase customer satisfaction and activation. Visitation numbers have recovered following Q1 pool closures, now averaging 48,977 per month and trending slightly above last year. 12 month average rolling NPS is up 2.0 points to 17.9% with customers valuing the instructors and staff, wide variety of activities, and value for money. Work is underway to scope renewal works on level 3 of the centre in FY19 and deliver the update of the sauna and steam room this year. ActivZone is experiencing a growth curve which is resulting in better utilisation of the facility, and Kauri Kids attendance has been stable. Birkenhead Pool and Leisure Centre is not currently on track to meet Local Board objectives to increase activation. Customer satisfaction results have improved (top centre attributes include friendliness, value for money, on time, not too busy/crowded, and programme suitability). YTD visitor numbers are averaging 4,326 per month. The facility has experienced recent and significant closures to the climbing wall and a small portion of the gym area which will have an impact on operations. Otherwise, a busy summer period is anticipated.	Glenfield Pool and Leisure Centre is slightly behind active visitor numbers - mostly caused by delays in maintenance and repairs. Glenfield Pool and Leisure centre is not yet on track to meet Local Board objectives to increase activation and customer satisfaction. YTD visitor numbers are averaging 41,530 per month, 19% unfavourable on prior year, impacted by delays to routine maintenance and the opening of Albany Stadium Pool (which has increased customer choice). Membership numbers are up despite increased outages and delayed project delivery impacting group fitness rooms and steam area. 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. NPS rolling 12 month average is up to 24.3% with the top detractors including too many people, changing rooms, cleaning. The top positive attributes include good instructors, wide range of activities and friendliness. Birkenhead Pool and Leisure Centre is on track to meet Local Board objectives to increase activation. Visitor numbers were up 8% for the quarter due to the sunny weather. The facility has experienced recent and significant closures to the climbing wall and a small portion of the gym area which will have an impact on services offered.
842	CS: PSR: Park Services	Kaipātiki Reserves: Nature Space/Trails Feasibility Assessment	Complete feasibility assessment to inform the development of nature space trails in local board area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	Supplier engaged. Field work to commence in January 2018.	Draft assessments almost complete. Present to local board in quarter 4.
846	CS: PSR: Park Services	Birkenhead War Memorial Park: Develop a Master Plan	Develop a Master Plan for Birkenhead War Memorial Park including a feasibility and options assessment to inform future park development, which includes direction on renewals and new asset provision.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 50,000	In progress	Green	Discovery phase in progress. User group interviews, Childrens Panel sessions and Peoples Panel feedback completed. Needs assessment is progressing.	Three co-design workshops completed with user groups. Feedback on prototype (model of park) currently being sourced. Pool and leisure component of needs assessment commenced.

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
955	CS: PSR: Park Services	Kaipātiki local parks: Ecological volunteers and environmental programme FY17/18	Programme of activity supporting volunteer groups to carryout ecological restoration and environmental programmes in local parks including: •Community planting events \$10,000•Plant and animal pest eradication \$20,000•Pest Free Kaipātiki project \$20,000Rubbish removal \$10,000Supporting volunteer and education programmes \$15,000	Q1;Q2;Q3;Q4	LDI: Opex	\$ 75,000	In progress	Green	Ongoing support provided to volunteers for ecological restoration projects including animal and plant pest management, planting and waste removal. Total volunteer hours for this quarter: 1200 hours. The 2017 planting season was a success with a total of 4695 plants planted. 2840 plants were funded through the LDI budget and a further 1855 were funded by North Shore Forest and Bird for Tuff crater planting. Community plantings took place at the following reserves this winter: Hinemoa, Willow Bay, Birkenhead War Memorial Park, Hadfield, Tuff Crater, Eskdale, Charcoal Bay, Dudding Reserve-Seaview Ave, Little Shoal Bay, Le Roy's Bush, Fernglen Gardens, Onepoto Domain, Onepoto Esplanade and Shepherd's Park. The Community Ranger, Parks Services is working closely with the newly appointed Pest Free Kaipatiki coordinator and restoration advisors as well as volunteers across Kaipatiki to implement pest free initiatives on parks. In October the 'PFK predator blitz' was launched at several parks across Kaipatiki, many local volunteers signed up to be involved. Other community events to note include a Birkenhead Junior Youth Group beach clean up at Little Shoal Bay on the 12 November (15 people attended), the annual Northcote Point Residents Association coastal clean up at Little Shoal Bay on the 25 November (30 people attended) and a Church of God working bee/clean up at Stancich Park on the 3 December (50 people attended).	Ongoing support to volunteers for ecological restoration park projects. Total volunteer hours this quarter was 900 hours. The community ranger continues to work with Pest Free Kaipatiki on pest free initiatives such as the Predator Blitz, Pest Free Kaipatiki school projects and the Dirty Duo weeds 2018 campaign (targeting moth plant and wild ginger). This quarter three ranger guided walks have taken place in the Tahī area, two of which were in Kaipatiki including a walk at Le Roys Bush on the 20/02/18, 30 people attended. Another walk was at Kauri Point/Centennial Park in celebration of Parks Week 2018 on the 15/03/18, 15 people participated. Planning for the 2018 planting season is underway. Volunteer plantings will take place at the following 11 Kaipatiki reserves: Hinemoa Park, Willow Bay, Le Roys Bush, Seaview Ave walkway/Dudding Park, Chelsea Park Estate (Million Tree site), Fernglen Gardens, Onepoto Domain (Million Tree site), Birkenhead War Memorial Park, Hadfield Reserve, Tuff Crater (Million Tree site) and Rangatira Reserve. On the 26/03/18 a meeting was held in Beach Haven with the Kaipatiki Restoration Network and others to discuss the serious issue of Kauri Dieback Disease. Currently Kauri Dieback has not been detected in Kaipatiki and volunteers are working together with Auckland Council to find ways of preventing the disease. Finally on the 28/02/18 a Growsafe Course was held for park volunteers at Smiths Bush Cricket club rooms, 15 volunteers attended.
1171	CS: PSR: Park Services	KT: Creating a Māori Identity.	Identifying opportunities for park and facility naming/renaming and engaging with Mana Whenua to develop Māori names and enhance Auckland's Māori identity and Māori heritage.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	Workshops with eight participating Local Boards and Manurewa Local Board to introduce them to the Māori naming of reserves and facilities programme; to seek feedback on the approach for each Local Board area. Research of existing reserve names is 50% complete for the eight participating Local Boards. Milestones for Q3: work with local historians to review the list of reserves to identify historical names and report back to the local board; draft Communications Plan to be prepared for consultation with Local Boards in February/March.	High level communications approach and research of existing names of reserves completed and presented to the Local Board at workshop 14/03/18.
1973	CS: PSR: Park Services	Fernglen Reserve: Prepare a development plan	Review draft development plan. Produce recommendations for Local Board consideration.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Amber	Item included workshop with local board in quarter 2. Elected member guidance to be sought in December. Professional services engagement expected quarter 3.	Following meetings with local board members in December and March, a decision has been reached to meet with the local community, elected members and staff on site to clarify scope of project. It is likely that the project will be deferred to 18/19. Following meetings with local board members in December and March, a decision has been reached to meet with the local community, elected members and staff on site to clarify scope of project. It is likely that the project will be deferred to 18/19.

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
2885	CS: PSR: Park Services	Kaipatiki Parks and Reserves Signage Audit	Complete an audit assessment on all signs within the Kaipatiki Local Board area to determine old signs that require removal, where new signs are required and prioritise spending in future years (LDI allocation \$24K 16/17)	Q2	Currently unfunded	\$ -	In progress	Green	Supplier currently undertaking field work to inform report. Draft material to be shared with the Local Board and Iwi in Q3.	Draft material shared with local board in quarter 3. Report being finalised.
2886	CS: PSR: Park Services	Kaipatiki Play Space Audit	Identify play opportunities within the Kaipatiki Local Board area by expanding on the proposition that play equipment age provisions are adequate and appropriate to current requirements	Q2	Currently unfunded	\$ -	In progress	Green	Supplier currently undertaking field work to inform report. Draft material to be shared with the Local Board and Iwi in Q3.	Draft material shared with local board in quarter 3. Report being finalised.
2887	CS: PSR: Park Services	Kaipatiki Sun Smart Audit	Identify and prioritise opportunities to implement sun smart improvements in all play space areas within the Kaipatiki Local Board area (LDI \$15K allocation 16/17)	Q2	Currently unfunded	\$ -	In progress	Green	Supplier currently undertaking field work to inform report. Draft material to be shared with the Local Board and Iwi in Q3.	Investigation still underway. Draft material will be shared with local board in quarter 4.
Plans and Places										
3365	CPO: Plans and Places	Sunnynook Totara Vale Plan - Kaipatiki element	Prepare, consult on and adopt a centre-type plan for Sunnynook in Devonport-Takapuna area and Totara Vale in Kaipatiki area.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 15,000	In progress	Green	Research and analysis underway, initial engagement with community and stakeholders, drafting of plan content to commence.	0

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											
1795	CF: Community Leases	Beach Haven Bowling Club Inc	Lease renewal for 11 years at Shepherds Park	Q4	30/04/2029	\$ 1.00	\$ -	In progress	Green	Renewal application pack was sent to tenant 5 October 2017. Currently waiting on the tenant to respond.	Lease renewal application received from Beach Haven Bowling Club Incorporated 8 January 2018. Site meeting with the tenant was completed 6 March 2018. Report to be drafted and workshopped with the local board in quarter four. Then final report will be presented to the board at a local board business meeting.
1796	CF: Community Leases	Birkenhead United Association Football & Sports Club	Lease renewal for 33 years at Shepherds Park	Q4	1/05/2051	\$ 10.00	\$ -	In progress	Green	Renewal application pack sent to tenant 5 October 2017. Renewal application was received 16 November 2017. Acknowledgement email has been sent to tenant to notify them that application has been received. A site meeting with the tenants will be arranged in quarter three.	Site meeting was undertaken on 1 March 2018. Report will be drafted and discussed with the local board at a workshop in quarter four.
1797	CF: Community Leases	North Shore Womens Centre	Lease renewal for 1 year at Mayfield Centre	Q2;Q3	31/07/2018	\$ 1.00	\$ 2,700.00	Completed	Green	Report was presented at a local board meeting on 18 October 2017. Resolution granted a renewal of the lease for one year. Deed will be drafted and executed in quarter three.	Deed has been executed.
1798	CF: Community Leases	Order of St John Northern Regional Trust Board	Lease renewal for 11 years at Fairway Lodge, 2 Argus Place, Sunnybrae	Q4	29/11/2028	\$ -	\$ -	In progress	Green	Report to be reviewed by community leasing manager and submitted to a local board business meeting by the end of quarter four.	Due to change in staff, site visit was again undertaken on 16 March 2018. Report will be finalised and submitted to a local board meeting in quarter four.
1799	CF: Community Leases	SeniorNet Glenfield	Lease renewal for 1 year at Mayfield Centre	Q4	28/02/2019	\$ 1.00		In progress	Green	Renewal application pack posted to the tenant on 15 August 2017. Awaiting tenant response, and will follow up in January 2018.	Auckland Council staff followed up with the group in March 2018. The tenant has responded that the application is currently being prepared. Once the application is submitted, a site meeting will be arranged and made with SeniorNet Glenfield in quarter four.
1800	CF: Community Leases	New Zealand Ki Society Inc	New Lease for 10 years at Part Kaka Street Reserve	Q4	30/11/2017	\$ 1.00	\$ -	In progress	Green	Community Outcomes Plan to be drafted and discussed with tenant, and report to be drafted in quarter four.	Community Outcomes Plan to be drafted and discussed with tenant, and report to be drafted in quarter four.
1801	CF: Community Leases	Northcote Point Community Creche Inc	New Lease for 10 years at 152 Queen Street, Northcote	Q4	30/04/2018	\$ 1.00	\$ -	In progress	Green	New lease application pack sent to tenants 13 November 2017. Awaiting tenant to submit application documents. Site meeting will be arranged once application received.	Awaiting tenant to submit application documents. Tenant has confirmed in March 2018 that they are progressing with compiling application documents.
1802	CF: Community Leases	North Shore Playcentre - Totaravale (Sunnynook)	New Lease for 10 years at 37 Totaravale Dr, Sunnynook	Q4	31/03/2018	\$ 1.00	\$ -	In progress	Green	Application documents received 26 October 2017. Agreed with tenants that a site meeting will be arranged in January 2018. A Community Outcomes Plan will be discussed and finalised before end of quarter three.	Site visit request has been sent to tenants in January 2018, and again in March 2018. Still awaiting response.
1803	CF: Community Leases	RNZ Plunket - Birkenhead	Multi premises lease	Q4				In progress	Green	Plunket has applied for an initial term of five years plus two further rights of renewal of five years each. A new lease will be progressed in quarter three with Plunket national entity in accordance with the process outlined in our Community Occupancy Guidelines 2012. A meeting with Plunket staff from head office is scheduled for quarter three.	This site is part of Birkenhead Library managed by Community Places. Progression with Plunket's lease arrangement will be discussed with the Community Places team at our next monthly catch up.

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
1805	CF: Community Leases	RNZ Plunket Society - Beach Haven	Multi premises lease	Q4	30/04/2013	\$ 1.00	\$ -	In progress	Green	A new lease will be progressed in quarter three with the Plunket National Society in accordance with the process outlined in our Community Occupancy Guidelines 2012. Site visit will be arranged in January 2018.	Council staff have met with Plunket officer from head office on 15 February 2018 to progress processing the expired Plunket leases. Building inspections and condition assessments are currently being undertaken. The report in this regard is anticipated to be completed in quarter four.
1806	CF: Community Leases	RNZ Plunket Society - Northcote	Multi premises lease	Q4		\$ 12.00	\$ -	On Hold	Amber	Premise subject to the Northcote Development Project. Lease will not be processed until project is completed	Premise subject to the Northcote Development Project. Lease will not be processed until project is completed. Premise subject to the Northcote Development Project. Lease will not be processed until project is completed.
1807	CF: Community Leases	Citizens Advice Bureau - Birkenhead	Multi premises lease	Q4			\$ -	In progress	Green	Multi premises lease has been drafted and provided to Auckland Citizens Advice Bureau, the umbrella for Citizens Advice Bureaus across the region. This was sent 11 July 2017 and is for their review and, if in order, execution. Staff await their response. Citizens Advice Bureaus advised that they are seeking legal assistance from the Citizens Advice Bureaus head office in Wellington to review the draft lease.	Citizens Advice Bureau have responded with suggested changes to the original draft lease. Community Facilities staff will work with legal advisors to review these changes to prepare a deed for final review and execution.
1808	CF: Community Leases	Citizens Advice Bureau - Glenfield	Multi premises lease	Q4			\$ -	In progress	Green	Multi premises lease has been drafted and provided to Auckland Citizens Advice Bureau, the umbrella for Citizens Advice Bureaus across the region. This was sent 11 July 2017 and is for their review and, if in order, execution. Staff await their response. Citizens Advice Bureaus advised that they are seeking legal assistance from the Citizens Advice Bureaus head office in Wellington to review the draft lease.	Project Citizen Advice Bureau leases is in progress. Citizens Advice Bureau have responded with suggested changes to the original draft lease. Community Facilities staff will work with legal advisors to review these changes to prepare a deed for final review and execution.
1809	CF: Community Leases	Citizens Advice Bureau - Northcote	Multi premises lease	Q4			\$ -	In progress	Green	Multi premises lease has been drafted and provided to Auckland Citizens Advice Bureau, the umbrella for Citizens Advice Bureaus across the region. This was sent 11 July 2017 and is for their review and, if in order, execution. Staff await their response. Citizens Advice Bureaus advised that they are seeking legal assistance from the Citizens Advice Bureaus head office in Wellington to review the draft lease.	Citizens Advice Bureau have responded with suggested changes to the original draft lease. Community Facilities staff will work with legal advisors to review these changes to prepare a deed for final review and execution.
1810	CF: Community Leases	Little Shoal Bay Boat Owners Association Inc	Renewal lease for one year Little Shoal Bay - Previously reported in Work Plan Year 2013/2014	Q4		\$ 1.00		In progress	Green	Currently with councils legal team. Further investigation of site history and tenure needed.	Site visit was made on 12 March 2018 with the maintenance delivery coordinator to discuss the conditions of the lease with the club and to set up monthly visits during the yearly cradle storage period.
1814	CF: Community Leases	Marlborough Recreation Trust - Mc Fetridge Park	Renewal lease for 10 years at Mc Fetridge Park	Q4	30/11/2026	\$ 1.00		In progress	Green	Site visit to be undertaken in quarter three, and a report is to be drafted and presented to the local board at a business meeting by quarter four.	Site visit was undertaken on 1 March 2018. Report for lease renewal will be drafted and discussed with the local board at a workshop before the end of quarter four.

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
1815	CF: Community Leases	Marlborough Recreation Trust - Marlborough Park	Renewal lease for 10 years at Marlborough Park	Q4	30/11/2026	\$ 1.00		In progress	Green	Site visit to be undertaken in quarter three, and a report is to be drafted and presented to the local board at a business meeting by quarter four.	Site visit was undertaken on 1 March 2018. Report for lease renewal will be drafted and discussed with the local board at a workshop before the end of quarter four.
1817	CF: Community Leases	Chelsea Pony Club	Renewal lease for 33 years at Eskdale Reserve	Q4		\$ 1.00		In progress	Green	The request regarding classification has been sent to Land Advisory Team. Classification is currently in progress.	Land classification is currently in progress.
1818	CF: Community Leases	Onepoto Awhina	New lease required from Ministry of Education	Q4				Deferred	Amber	Linked to Northcote High Level Project Plan. On hold until the master plan is finalised.	New lease required from Ministry of Education dependent on Panuku's master plan for the Northcote Point development Linked to Northcote High Level Project Plan. On hold until the master plan is finalised.
1819	CF: Community Leases	Shakti Inc.	New lease for one year with one right of renewal for a further one year at Mayfield Centre	Q4	30/04/2019	\$ 1.00		In progress	Green	Renewal application pack sent to tenant 27 September 2017. Lease renewal application received 17 November 2017. Site meeting with the tenant will be arranged in January 2017. A Community Outcomes Plan will be discussed and finalised before end of quarter three.	Staff have made attempts to arrange a site visit to Shakti Incorporated but to date no response has been received. Another request will be sent to the tenant. Once a site visit is undertaken, a report will be drafted and workshopped with the local board.
1820	CF: Community Leases	Glenfield Bowling Club Inc.	New lease for 10 years with one right of renewal for a further 10 years Ross Reserve	Q4	31/08/2016	\$ 1.00		In progress	Green	Report has been drafted and is in the review process. It will be presented at a local board meeting once completed.	Report will be reviewed in quarter four. It will be presented at a local board meeting once completed.
1822	CF: Community Leases	North Art	New lease for five years with one right of renewal for a further five years at Norman King Square - Previously reported in Work Plan Year 2015/2016	Q4		\$ 1.00		On Hold	Amber	Linked to Panuku Northcote development project. Therefore lease is on hold until further instruction.	Linked to Panuku Northcote development project. Therefore lease is on hold until further instruction. Linked to Panuku Northcote development project. Therefore lease is on hold until further instruction.
1827	CF: Community Leases	Birkenhead City Cricket and Sports Club Inc.	New lease for 10 years with one right of renewal for a further 10 years Birkenhead War Memorial Park	Q4	31/12/2017	\$ 1.00	\$ 1.00	In progress	Green	Report has been drafted and is in the review process. It will be presented at a local board business meeting before the end of quarter four.	Report will be reviewed in quarter four. It will be presented at a local board business meeting once completed.
1828	CF: Community Leases	Fernglen Native Plant Garden Educational Charitable Trust	New lease for 10 years with one right of renewal for a further 10 years Kauri Road	Q4	31/08/2016	\$ 1.00		In progress	Green	Community Outcomes Plan to be finalised with the tenant. A report will be drafted and lease terms workshopped with the local board in quarter four. Iwi engagement will need to occur prior to the report being presented at a local board business meeting.	Community Outcomes Plan to be finalised with the tenant. A report will be drafted and lease terms workshopped with the local board in quarter four. Iwi engagement will need to occur prior to the report being presented at a local board business meeting.
1831	CF: Community Leases	Use of Northcote War Memorial Hall	2 Rodney Road - Investigate use of ground floor space	Q4				Cancelled	Red	This project has been handed over the Auckland Council Venue Hire team. They are currently investigating the use of ground floor space.	This project has been handed over the Auckland Council Venue Hire team. They are currently investigating the use of ground floor space. This project has been handed over the Auckland Council Venue Hire team. They are currently investigating the use of ground floor space.

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1832	CF: Community Leases	Beach Haven Marae	Investigate site and lease terms for new Marae	Not scheduled				Deferred	Amber	The Marae build will not be progressed until the feasibility study is completed.	The feasibility study is in progress The Marae build will not be progressed until the feasibility study is completed.
1833	CF: Community Leases	Lindisfarne Hall	Investigate future use of hall	Not scheduled		\$ -	\$ -	On Hold	Amber	On hold for renewal prospects under the Northcote High Level Project Plan(Panuku).	On hold due to Northcote High Level Project Plan(Panuku). On hold for renewal prospects under the Northcote High Level Project Plan(Panuku).
2852	CF: Community Leases	North Harbour Table Tennis Charitable Trust	Lease renewal for 11 years at Akoranga Drive, Takapuna with one further 11 years right of renewal.	Q4	12/01/2028	\$ 1.00	\$ -	In progress	Green	Renewal application received 10 November 2017. Application to be thoroughly assessed, and site meeting with tenants to be arranged in January 2018.	Site meeting was undertaken on 1 March 2018. Report for a lease renewal will be drafted and discussed with the local board in quarter four.
2853	CF: Community Leases	North Harbour Table Tennis Charitable Trust - License for use	License for use of Airspace renewal for 11 years at Akoranga Drive, Takapuna with one further 11 years right of renewal.	Q4	12/01/2028	\$ 1.00	\$ -	In progress	Green	Renewal application received 10 November 2017. Application to be thoroughly assessed, and site meeting with tenants to be arranged in January 2018.	Site meeting was undertaken on 1 March 2018. Report for a lease renewal will be drafted and discussed with the local board in quarter four.