

## Work Programme 2018/2019 Q1 Report

ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/ Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
<b>Arts, Community and Events</b>								
87	Clover Park Community House, Contract	<p>Contract to facilitate and deliver against service level outcomes, including activities and programmes at Clover Park Community House in alignment with local board priorities.</p> <p>The existing asset based services budget of \$45,583 for delivery of activities and programmes at Clover Park Community House for the 2018/2019 year will be split into two six month contracts for service of \$22,791.50.</p> <p>To provide operational stability through the expression of interest process staff recommend a 6 month interim contract for service be entered into with Clover Park Community House Incorporated.</p> <p>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</p>	The local board has an oversight and monitoring role. Q4: Workshop for funding decision re 2019/2020 term	CS: ACE: Community Places	\$45,583 ABS: Opex	In progress	Green	During Q1, Expressions of Interest (EOI) to operate and manage Clover Park Community House have been received with a meeting scheduled for early October 2018 to review the four applications. The current committee have not submitted an EOI.
89	Friendship House, One year Funding	<p>A one year term agreement with Friendship House Trust to facilitate and deliver work plan outcomes, including activities and programmes at Friendship House for the 2018/2019 year, commencing 1 July 2018 and terminating on 30 June 2019. Along with a service alignment review to be undertaken by an external provider.</p> <p>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</p> <p>The service alignment review is to be completed by 31 December 2018 and reported to board in February 2019.</p>	The local board has an oversight and monitoring role. Q4: Workshop for funding decision re 2019/2020 term	CS: ACE: Community Places	\$116,151 ABS: Opex	In progress	Green	<p>During Q1, the funding agreement was signed and paid.</p> <p>Planning for a regional hui has started and is scheduled for 5 December.</p>
141	Event Partnership Fund - Otago-Papatoetoe (Signature Event)	<p>Funding to support community events through a non-contestable process.</p> <p>- Signature Cultural Event \$50,000 to be awarded via an Expression of Interest process.</p>	Confirm signature cultural event goals, provider and budget.	CS: ACE: Events	\$50,000 LDI: Opex	In progress	Amber	<p>The work Program needs to be updated to reflect that the board will not be going through an EOI process, as the funding will now be allocated through a standard non-contestable event process. The board have clarified that Otago Business Association will deliver the event again in 2019.</p> <p>The work program needs to be updated to reflect that that the local board will not be going through an EOI process, as the funding will now be allocated through a standard non-contestable event process.</p> <p>The local board have clarified that Otago Business Association will deliver the event again in 2019.</p> <p>Once the work program is updated, Events can start drawing up the funding agreement for the Otago Business Association.</p>
143	Event Partnership Fund - Otago-Papatoetoe (Empowered Events Workshops)	<p>Delivery of a community focused programme of activities to support capacity and capability of community groups and organisations in the events space.</p> <p>Deliver at least two empowered event workshops with local event organisers to assist them in up-skilling in delivery of their events</p> <p>Funding to support this programme is a line item taken from Event Partnerships Fund (non-contestable) for up to \$5,000.</p>	Confirmation of funding amount.	CS: ACE: Events	\$5,000 LDI: Opex	Approved	Green	Deliverer and plan to be confirmed in Q2.
145	Event Partnership Fund (Movies in Parks)	Programming and delivery of a Regional Movies in Parks series event.	Choice of venue, movie, date selection and delivery package from options available.	CS: ACE: Events	\$13,500 LDI: Opex	In progress	Green	<p>Programming and delivery planning for one Regional Movies in Parks series event is underway.</p> <p>Venue: Kingswood Reserve Date: 2 February 2019 Movie: The Greatest Showman</p> <p>Pre-entertainment will be sourced locally during Q2, for engagement and activation by those from within the community.</p>
148	Citizenship Ceremonies - Otago-Papatoetoe	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	No further decisions anticipated.	CS: ACE: Events	\$13,994 ABS: Opex	In progress	Green	The Civic Events team delivered two citizenship ceremonies on two separate occasions during Q1 with 312 people from the local board area becoming new citizens.

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150	Anzac Services - Otara-Papatoetoe	Supporting and/or delivering Anzac services and parades within the local board area.	Confirmation of allocation of funding to local Anzac Services and Parades.	CS: ACE: Events	\$25,000 LDI: Opex	Approved	Green	Scheduled for Q4. Planning will commence in Q2.
152	Local Civic Events - Otara-Papatoetoe	Delivering and/or supporting civic events within the local board area and community volunteer awards (\$6,000); amend activity benefits by adding, "Community Volunteer Awards recognise and celebrate the contributions of residents to the local community"	Confirmation of programmes and activities that are to be supported by this line.	CS: ACE: Events	\$16,000 LDI: Opex	In progress	Green	Te Puke o Tara was officially opened on 21 July 2018 by the Mayor Phil Goff and Lotu Fuli, local boar chair, approximately 300 people attended.  Hayman Park Playground Sod Turning was held on 18 September 2018 and was attended by approximately 30 guests. After the formal ceremony the guests were invited to light refreshments at Manukau Civic Room.  The Otara-Papatoetoe Volunteers awards was held on 29 September 2018. Certificates and a native plant gifts were to approximately seventy volunteers from the area by the local board.
277	Event Partnership Fund - Eye on Nature	The annual Eye on Nature event delivers environmental educational activities for South Auckland schools.  Funding recipient: Manukau Beautification Trust	Confirm funding amount.	CS: ACE: Events	\$10,000 LDI: Opex	In progress	Green	The 2018 Eye On Nature event was cancelled on the event day due to bad Auckland weather. As the event was cancelled on the event day, there was no unspent funds from the 2017/2018 financial year local board funding. All funds were required to pay for suppliers.  The Manukau Beautification Trust has been advised that they are a recipient of \$10,000 funidng for the 2018/2019 financial year.  The money will be allocated via a service agreement in Q2 and Q3.
292	Operational Expenditure - Fresh Gallery Otara (Council Facility)	Operate Fresh Gallery Otara in an inclusive manner, curating exhibitions and related public programming; providing programmes of creative and cultural activities that reflect the cultural diversity of the localand regional community; and facilitating the display and sale of artwork to support both amateur and professional artists.	Further decision points not anticipated.	CS: ACE: Arts & Culture	\$125,518 ABS: Opex	In progress	Green	During Q1, the gallery received 2,048 visitors and delivered two programmes to 16 participants. Highlights included the collaborative delivery of the OMAC 30th celebration event which included a free beat making workshop with DJ Exile.
293	Operational Grant - Sistema Aotearoa	Fund Sistema Aotearoa to provide a programme that encourages youth in South Auckland to participate in orchestral music activities including community pre-school music sessions, concert performances, in school musicianship lessons, and instrumental tuition afterschool and in school holidays.	Amount of funding was increased from \$11,000, with an additional amount of \$4,000 allocated at September business meeting	CS: ACE: Arts & Culture	\$15,000 LDI: Opex	In progress	Green	During Q1, 77 after-school programmes were delivered and attended by 348 children. 184 children took part in five school holiday programmes, and 1,080 people attended the eight performances. Highlights included the concert performance 'Pesi! Fasi! Pouoru!' where 300 Sistema students played alongside the Auckland Philharmonic Orchestra at the Vodafone Events Centre.
294	Operational Expenditure - Otara Music Arts Centre (Council Facility)	Operate Otara Music Arts Centre (OMAC), providing music lessons for children and adults, SoundHouse classes, Recording Studio programmes and music based events. Foster and grow partnerships with external industry programmes such as Sistema Aotearoa and music education providers.	Further decision points not anticipated,	CS: ACE: Arts & Culture	\$313,893 ABS: Opex	In progress	Green	During Q1, OMAC received a total of 8,262 visitors and delivered 31 programmes with 2,780 participants. Highlights included the Stand Up, Stand Out (SUSO) heats that were held at OMAC and the finals that were held at the Vodafone Events Centre. Work has begun on recording the SUSO album in OMAC's Village studio.
295	Operational Grant - Papatoetoe Historical Society	Fund the Papatoetoe Historical Society to provide essential museum services to the local and wider community through the provision of a museum and research facility, education outreach programme and six public or special events per year. Programmes will include a Community Learning Programme of guided tours, special events, schools and holidays programmes. The Society will present permanent displays and special focus exhibitions about the history of Papatoetoe, and provide access to its research materials and collections for students and individuals undertaking research.	Further decision points not anticipated.	CS: ACE: Arts & Culture	\$20,000 LDI: Opex	In progress	Green	A funding agreement for 2018/2019 was administered with the Papatoetoe Historical Society. During Q1, 877 people participated in the 13 programmes that were delivered by the Papatoetoe Historical Society. They received a total of 39 visitors, and recorded 268.5 hours of volunteer hours. Highlights included a museum visit from the local board, and a series of heritage walks with participants from Indian and Chinese communities.
296	Business Plan Initiatives - Fresh Gallery Otara	Execute specific initiatives from the business plan actions.	An updated action plan outlining the annual priorities from the business plan shall be presented to the LB.	CS: ACE: Arts & Culture	\$15,000 LDI: Opex	In progress	Green	The concept design for the refreshed signage at Fresh Gallery was presented to the local board in Q1 for feedback. The contractor will engage with the community for feedback, and the detailed concept design will be presented to the local board in Q2 before construction begins.
333	Community grants (OP)	Provision of grants to support local community groups		CS: ACE: Community Empowerment	\$254,000 LDI: Opex	In progress	Green	A total of \$254,000 is available for contestable grants. A total of \$329,000 is in the LDI budget line but \$15,000 has been ring fenced for the Pursuit of Excellence Awards and \$60,000 for the BID's event fund. Local Grants Round One has been completed and a total of \$153,597.91 was allocated leaving a total of \$100,402.09 remaining for three quick response rounds and one local grant round. Two applications, totalling \$2,990.00, were included under local grants round one, but were allocated under the Pursuit of Excellence criteria,

## Work Programme 2018/2019 Q1 Report

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749	Venue Hire Service Delivery - OP	Provide, manage and promote venues for hire, and the activities and opportunities they offer by; - managing the customer centric booking and access process - continue to develop and deliver service improvement initiatives - aligning activity to local board priorities through management of the fees and charges framework. These include whether activities contribute to community outcomes offered by not-for-profit and community groups	Q4 - Local Board to approve fees and charges schedule for 2019/2020	CS: ACE: Community Places	\$0 ABS: Opex	In progress	Green	<p>During Q1, the hirer satisfaction survey shows that 100 per cent of hirers would recommend the venues they have visited.</p> <p>Participant numbers have increased by 93 per cent compared to the same period last year.</p> <p>Booking hours have increased by 99 per cent compared to the same period last year. This is due to the re-opening of Te Puke O Tara Community Centre.</p> <p>The top three activity types during quarter one are meetings, fitness and private events.</p> <p>A focus for staff in quarter two will be promoting our network through Google and Facebook channels</p>
895	Te Puke O Tara Community Centre Programme Delivery	Plan, develop, deliver and evaluate a programme of activities that; - heralds the "re-birth" of the centre reopening in May 2018 - aligns to the outcome area of "honouring youth and seniors", with a strong focus on delivering programmes and activities which ensures community participation - enables more residents to feel connected to their community spaces - allows participants to learn, grow and come together to have fun		CS: ACE: Community Places	\$101,738 ABS: Opex	In progress	Green	<p>Te Puke o Tara Community Centre re-opened on 21 July 2018 with both the Mayor and local board chair presiding over proceedings. Most groups have returned to the centre and programmes are well underway.</p> <p>On 19 September 2018, an event was held to celebrate 125 Years of Women's Suffrage. Over 200 people participated and attendees told organisers that it was so much fun but also emotional as they reflected on women of influence in their lives. The event was reported on 1 NEWS "Pacific Update" on 21 September 2018.</p>
991	Capacity-Building for business associations operating Business Improvement Districts (BIDs)	<p>Fund the three business associations operating Business Improvement Districts (BIDs) to undertake place-making activities in order to:</p> <ul style="list-style-type: none"> <li>encourage economic development of these centres</li> <li>perceptions of public safety in their centres</li> <li>strengthen their roles as community hubs.</li> </ul> <p>These activities might include:</p> <ul style="list-style-type: none"> <li>contribute towards funding town centre ambassador programmes or employment of crime prevention officers</li> <li>hosting selected community events to make centres more attractive and welcoming to community people and visitors</li> <li>providing any activities to benefit the public as identified in their current strategic plans</li> <li>partnering with the local board to further the outcomes of the local board plan.</li> </ul>	<p>Q2 - report to be presented to the board seeking approval of an implementation plan for this initiative.</p> <p>This will include an accountability report from 2017/2018 work programme and information on the intended purpose for funding in 2018/2019.</p> <p>Note: no monies to be paid out until a resolution approving the implementation plan and endorsing the accountability report (2017/2018).</p>	CS: ACE: Community Empowerment	\$275,000 LDI: Opex	In progress	Green	<p>Otara-Papatoetoe Contestable Fund for Business Improvement Districts 2018 is live on SmartyGrants. The application and decision process will occur in Q2.</p> <p>In September the board agreed to funding the maintenance of CCTV as an interim measure until the function is transferred to Auckland Transport. It is anticipated that this will transfer to Auckland Transport by 31 December 2018.</p> <p>Otara Town Centre has submitted its accountability report for 2017/2018 financial year funded activities. A report regarding allocation of 2018/2019 financial year funded activities for business improvement districts will be presented to the local board for decision in Q2.</p>
993	Build capacity: community-led response to alcohol licensing and advertising	<p>Provides funding to a consultant engaged to provide policy support and advice, as requested, by community people or groups who want to engage in alcohol licensing advocacy, objections and submissions.</p> <p>The project has been implemented under a contract negotiated in 2014 and managed by Local Board Services Department, with CEU providing only a fund-holding function.</p>	No further decisions anticipated	CS: ACE: Community Empowerment	\$10,000 LDI: Opex	In progress	Green	<p>Ten licensing applications were objected to in Q1. Nine objections were for renewals to current licenses and one new license application. All licenses are awaiting a hearing date.</p>

## Work Programme 2018/2019 Q1 Report

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996	Capacity building - empowering diverse ethnic communities	Fund cultural groups to strengthen and build on cultural connections, safety, health and wellbeing outcomes which could include:1. Working with local organisation such as Tzu Chi Compassion Foundation and Papatoetoe Sikh Temple to showcase their specific cultures and practices, programmes and activities offered for community involvement, other inclusive opportunities to increase social connections and learning - \$10,000 budget2. Working with less visible ethnic or cultural community groups such as Bo Anh Vietnamese Temple, Cambodian Association, to build their capacity and to increase their visibility and participation in the community - \$4,000 budget 3. Partner with Asian Council on Reducing Crime to host programmes and activities to increase and enhance understanding of civic responsibilities and local decision making processes by new migrants into Otara and Papatoetoe. The activities would include learning about local bylaws, participation in voting and census - \$6,000 budget.4. Partner with local groups to host triannual diversity forums to provide an inclusive platform for ethnic community leaders to socialise and network; identify common concerns; collaborate and innovate effective ways to address common aspirations; and to participate actively in council decisions that affect them. We would recommend a budget of \$5,000 for this. 5. Fund nga marae in Ōtara-Papatoetoe to host learning opportunities in Te Ao Maori for new migrants and resettled refugees - \$5,000 budget.	No further decisions anticipated.	CS: ACE: Community Empowerment	\$30,000 LDI: Opex	In progress	Green	1. Tzu Chi Compassion Foundation has been contracted to deliver to this line for \$5,000.2. Staff developed a funding agreement of \$4000 for Q2 with The United Buddhist Youth Association, hosted at the Vietnamese Bao An Temple, to organise an Open Day for the wider community in February 2019. It is anticipated this will help raise the visibility of this smaller ethnic communities and encourage their connections with and participation in local democratic processes.3. Staff completed a funding agreement for \$6,000 for the Asian Council on Reducing Crime to organise some cultural and bylaw bus trips. This year, the trips will focus on involving community members who are not generally engaged.4. Staff delivered the first Southern Boards Diversity Forum hosted by the local board. The event included the participation from the Papakura, Manurewa and Mangere-Otahuhu Local Boards, the Ethnic Peoples and Pacific Peoples Panel and 120 community participants. The Minister of Ethnic Communities, Honorable Jenny Salesa, spoke to the group and commended the timeliness of the initiative for leaders of diverse community groups to talk and listen together. Both Manurewa and Mangere Otahuhu Local Boards have expressed their interests to host future similar events. This constituted the first of the triannual events. A second forum is scheduled for Q2.5. Staff are investigating options to identify an appropriate community group to be contracted to deliver Te Ao Maori learning opportunities for new migrants and resettled refugees in Q2.
997	Capacity-Building for neighbourhood development in Ōtara-Papatoetoe	Fund programmes and activities that will build on and strengthen continued efforts to make Ōtara-Papatoetoe neighbourhoods well-connected and desirable places to live and visit. These could include1. The World Council of Sikh Affairs to empower the Indian Wardens to continue to facilitate and promote community connectedness and safety through hosting regular safety network and other meetings, local events to celebrate diversity, promote greater inclusion and community cohesion in Papatoetoe – budget \$8,0002. Thriving Otara Collective to progress and advocate the Otara Vision using the Results-Based Accountability Framework – budget \$10,0003. Otara Network Action Committee to host regular community network meetings in order to share information about what is happening and on offer in Otara – budget \$1,0004. Counties Manukau DHB to host regular network meetings in order to share information about what is happening and on offer in Papatoetoe – budget \$1,0005. Ngati Tamaoho Trust to provide capacity-building programmes to teach locals skills to improve their health and wellbeing that have been identified by them via surveys and feedback e.g. numeracy and literacy, dealing with stress, financial literacy, Te Tiriti o Waitangi workshops, cultural awareness, working with diversity, computer literacy, parenting, dealing with stress, applying for grants, English language, getting a drivers' licence and so on – budget \$12,0006. TOPS to help Ōtara-Papatoetoe residents to organise and host events to promote neighbourliness and a sense of community e.g. Neighbours Day Aotearoa (NDA), Neat Streets – budget \$2,0007. Community safety meeting, \$2,0008. Community builders, \$15,0009. Papatoetoe Sunday Markets, \$2,000Staff are awaiting 2017/2018 financial year accountability reports from some community partners before new agreements are developed.	Additional projects to be approved.	CS: ACE: Community Empowerment	\$53,000 LDI: Opex	In progress	Green	1. Funding agreement with The World Council of Sikh Affairs will be completed in Q2 for them to continue to facilitate and promote community connectedness and safety through hosting regular safety network and other meetings, local events to celebrate diversity, promote greater inclusion and community cohesion in Papatoetoe – budget \$8,0002. Thriving Otara Collective is working with staff to progress and advocate findings from the Otara Vision using the Results-Based Accountability Framework – budget \$10,000 will be completed in Q23. Otara Network Action Committee to host regular community network meetings in order to share information about what is happening and on offer in Otara – budget \$1,000 to be actioned in Q2.4. Counties Manukau DHB to host regular network meetings in order to share information about what is happening and on offer in Papatoetoe – budget \$1,000 could be re-allocated in Q2 because of underspend from last year.5. Ngati Tamaoho Trust to provide capacity-building programmes to teach locals skills to improve their health and wellbeing that have been identified by them via surveys and feedback e.g. numeracy and literacy, dealing with stress, financial literacy, Te Tiriti o Waitangi workshops, cultural awareness, working with diversity, computer literacy, parenting, dealing with stress, applying for grants, English language, getting a drivers' licence and so on – budget \$12,000 may be re-allocated in Q2 following confirmation with group about unspent funds from last year 6. TOPS to help Ōtara-Papatoetoe residents to organise and host events to promote neighbourliness and a sense of community e.g. Neighbours Day Aotearoa (NDA), Neat Streets – budget \$2,0007. Community safety meeting, \$2,000 - allocated to Otara Business Association for their Community Safety Network meetings and to Otara Gambling and Addictions Group for their network meetings and related activities to be completed in Q2. 8. Community builders, \$15,000 - funding agreement with Let's Get Legal Trust will be completed in Q29. Papatoetoe Sunday Markets - \$2,000 held by Otara Business Association to be disbursed to the two operators of the six-week market events in Q2

## Work Programme 2018/2019 Q1 Report

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998	Capacity-Building for seniors in Ōtara-Papatoetoe	Fund local community groups to provide programmes that will ensure seniors know about and have access to quality facilities, resources, opportunities and activities. Activities could include: 1. Partner with Papatoetoe Senior Citizens Club to work with at least two other ethnically diverse senior groups and co-host workshops to promote community resilience – budget \$2,000 2. Partner with Injury Prevention Aukilani to deliver workshops in Ōtara-Papatoetoe on health and wellbeing - budget \$3,000 3. Partner with Otara Skills Shed to provide regular activities for seniors to socialise while learning new skills – budget \$4,000 4. Partner with local retirement housing providers to host social events for residents and local seniors to promote greater inclusion and neighbourliness – budget \$2,000 5. Partner with Age Concern Manukau to coordinate community events and a 'seniors advisory group' to advise local board policies and plans – budget \$4,000	Additional projects to be approved.	CS: ACE: Community Empowerment	\$25,000 LDI: Opex	In progress	Green	1. Staff will continue trying to identify an appropriate senior group/s to co-host workshops for promoting community resilience in Q2 2. Staff working to identify appropriate provider for workshops for senior health and wellbeing in Q2. We have redirected \$1,000 of this line to activity 5 below as we expect the delivery to be from Q3 onwards. 3. A funding agreement will be drafted in Q2 with The Roots Collective for \$4,000 to deliver regular activities for seniors 4. Staff will be drafting a funding agreement with an appropriate community group to host social events for local seniors and residents for \$2,000 5. Staff will be completing a funding agreement for \$5,000 in Q2 with Independent Living Services to conduct research on the priorities of seniors in the Ōtara-Papatoetoe community. The research will focus on the impact of disability on seniors. Independent Living Services will organise education events to create community awareness and liaise with service providers to connect and provide information to local seniors and their families.
999	Capacity-Building for youth in Ōtara-Papatoetoe	Fund and support local youth-led initiatives to increase youth leadership and participation in all sectors that affect their life outcomes e.g. education, employment and training, council decision making, housing and other youth-identified local issues. Activities could include: • Fund Third Avenue to continue providing youth development, leadership training and mentoring programmes and services for TOPS (Ōtara-Papatoetoe youth council aka The Ōtara-Papatoetoe Squad) • Fund TOPS to coordinate and host a significant youth event or activity • Partner with local high schools to support youth development opportunities. • YWCA youth scholarship	No further decisions anticipated	CS: ACE: Community Empowerment	\$38,000 LDI: Opex	In progress	Green	Staff completed the funding agreement for 3rdAve Productions to provide youth development, leadership training and mentoring programmes for TOPS (The Ōtara-Papatoetoe Squad) - the Ōtara-Papatoetoe Local Board Youth Council.
1000	Community-led placemaking: teaching gardens in Ōtara-Papatoetoe	Collaborate with Parks, Sports and Recreation, as well as Community Facilities (Leasing), to support the Auckland Teaching Gardens Trust's on-site educational gardening programmes for local residents at East Tamaki Reserve, Middlemore Park, and Charntay Park in Otara and Stadium Reserve in Old Papatoetoe.  Note that the budget and overall leadership of this programme is within the Park Sports and Recreation work programme.  The roles of each unit/departments are outlined below:  • Community Empowerment Unit - supporting the community groups in terms of their sustainability/growth/capacity to deliver community outcomes. The teaching garden groups are a hub for wider community projects many of which are on private or ministry of education land. • Community Facilities - creating, holding and reviewing the lease and maintenance of the areas outside of the lease (there have been some asset maintenance issues raised at the gardens in Ōtara-Papatoetoe LB but it appears these are not within the lease but in adjacent park land areas)  • Parks Sport and Recreation – understand, monitor and fund the overall programme. This includes understanding opportunities to grow the programme, link it with the objectives of connecting people with nature and set service levels and associated outcomes for the programme which can help inform future leases and future funding allocation/needs.	No further decisions anticipated	CS: ACE: Community Empowerment	\$0 LDI: Opex	In progress	Green	Staff completed the funding agreement for the Auckland Teaching Gardens Trust to work across Otara-Papatoetoe, Mangere-Otahuhu and Manurewa Local Board areas. In Q2, staff will support the Trust to develop a strategic plan. The Auckland Teaching Gardens Trust provide community hubs for local residents to learn about gardening for health and increasing food security.

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1001	Respond to Maori aspirations - Maori responsiveness	<p>Fund Ngati Otara Marae \$5,000 to enable them to continue their programme of professional and governance development for their committee and staff.</p> <p>Continue to build on funding relationship with Ngati Tamaoho to promote and support their programmes and services delivered to people on behalf of the local board.</p> <p>Continue to strengthen relationship with Ngati Otara and Whaiora nga marae and promote their programmes to welcome and promote Te Ao Maori to newcomers.</p>	No further decisions anticipated	CS: ACE: Community Empowerment	\$10,000 LDI: Opex	In progress	Green	<p>Ngati Otara Marae completed their schedule of capacity-building programme and with delivery in Q2, Q3 and Q4. Staff are continuing to help progress the marae komiti's plans to build their new cultural centre as part of the wider Ngati Otara Multisport Facility and Cultural Centre project.</p> <p>Hikoia Te Korero Te Korero Manukau Parade A celebratory parade was held in September 2018 at Manukau CBD during Te Wiki o te reo Maori created a huge ground swell with the local community, schools, business, local/central government, and NGO's which was a part of a national event celebrating Te Reo. A coordinated weeklong series of activities in Manukau promoted and supported Te Wiki O Te Reo Māori. This work was informed through Auckland Council's Te Reo policy, and in a wider context the Māori Responsiveness Framework and Auckland Plan. The inaugural event was a huge success with over 3,000 people participating demonstrating diversity and inclusion.</p>
1002	Youth Connections - Ōtara-Papatoetoe	<p>Youth Connections will:</p> <ul style="list-style-type: none"> <li>• Provide quality advice and expertise on youth employment solutions. Locally, this is done through community-led solutions that identify and create jobs for youth; particularly those who are furthest from the job market.</li> <li>• Facilitate local opportunities for all youth to be meaningfully engaged in education, employment or training, and have clear employment pathways</li> <li>• Develop an extensive network of stakeholders in the youth employment space throughout the council family and the business community</li> <li>• Develop tools to build an enabling environment for young job seekers and youth-friendly employers.</li> </ul>	Local board to approve youth Connections Youth Employment initiatives to be delivered by The Southern Initiative from 1 November 2018.	CS: ACE: Community Empowerment	\$50,000 LDI: Opex	In progress	Green	<p>DINE Academy have trained 15 young people from April 2018. Eleven have secured casual employment, four of which were previously not in employment, education or training. Of the 15 trained, 11 have entered or remained in education or training. The Manukau Institute of Technology (MIT) Accelerator Programme provides youth with restricted licence training, defensive driving, practical time in a vehicle and a restricted licensing test. Twenty-five students started the programme in Q1, two who have taken their tests independently and one has withdrawn from the programme. The remaining 22 are undergoing training and will be referred to the testing stage once they have completed. Staff updated the local board at a recent workshop to on the up-coming Youth Connections programme transition from the Community Empowerment Unit to The Southern Initiative. Staff are working towards transitioning the programme to TSI as of 1 November 2018.</p>
1256	Apply the empowered communities approach – connecting communities (OP)	<p>Broker strategic collaborative relationships and resources within the community.</p> <p>This includes five key activity areas:</p> <ol style="list-style-type: none"> <li>1. Engaging communities: <ul style="list-style-type: none"> <li>• reaching out to less accessible and diverse groups - focussing on capacity building and inclusion</li> <li>• supporting existing community groups and relationships.</li> </ul> </li> <li>2. Strengthen community-led placemaking and planning initiatives - empowering communities to: <ul style="list-style-type: none"> <li>• provide input into placemaking initiatives</li> <li>• influence decision-making on place-based planning and implementation.</li> </ul> <p>This includes urban revitalisation activities, collaborating with relevant council departments and council-controlled organisations.</p> </li> <li>3. Enabling council: <ul style="list-style-type: none"> <li>• supporting groups to gain access to operational and technical expertise and identify and address barriers to community empowerment.</li> </ul> </li> <li>4. Responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations: <ul style="list-style-type: none"> <li>• this does not replace or duplicate any stand-alone local board Maori responsiveness activities.</li> </ul> </li> <li>5. Reporting back - to local board members on progress in activity areas 1 - 4.</li> </ol>	No further decisions anticipated	CS: ACE: Community Empowerment	\$0 LDI: Opex	In progress	Green	<p>The strategic broker:</p> <ul style="list-style-type: none"> <li>- established a working group with input from The Southern Initiative, Libraries and Panuku Auckland to provide advice and guidance to six community groups who expressed interest to resurrect a Sunday Market in old Papatoetoe. The first of the demonstration markets began in August 2018 and will continue through until October 2018.</li> <li>- promoted the Empowered Communities Approach when working on various projects, including the Diversity Festival, Hikoia te Korero, Southern Boards' Diversity Forum and the Pursuit of Excellence Awards. Outcomes include new collaborations between community groups to work together, new partnerships to build capacities and capacities for newer or smaller groups, strengthened and expanded community networks to encourage more active and inclusive participation.</li> </ul>

## Work Programme 2018/2019 Q1 Report

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2810	Community Response Fund - Ōtara-Papatoetoe	Discretionary fund to respond to community issues as they arise during the year	The local board will consider strategic assessments of proposed initiatives and/or projects, and approve funding for those projects after consideration of their likely benefits	CS: ACE: Advisory	\$236,000 LDI: Opex	In progress	Green	OP/2018/104 & 105 - Additional funding provided to other projects. OP/2018/142 - \$20,000 OP/2018/143 - \$5,000 OP/2018/164 - \$26,000 OP/2018/165 - \$15,000+\$4,000+\$4,000 OP/2018/166 - \$29,000  Balance: \$66,000
2874	Maori input into decision making	Support and develop the Māori Input Into Local Board Decision Making Group (multi-board Māori decision making group) and implement past recommendations of the group	No further decisions anticipated	CS: ACE: Community Empowerment	\$5,000 LDI: Opex	In progress	Green	Otara Health has been contracted to facilitate the Improving Maori Input into Local Board Decision-Making (IMI) reference group and the project delivery group to ensure greater local board responsiveness to mana whenua groups. Three mana whenua groups presented their priorities and aspirations to elected members and staff from seven local boards at the Mana Whenua Hui in Q1.
<b>Community Facilities: Build Maintain Renew</b>								
791	Otara-Papatoetoe Full Facilities Contracts	The Full Facilities maintenance contracts include all buildings, parks and open space assets, sports fields, coastal management and storm damage.	No further decisions anticipated	CF: Operations	\$2,639,146 ABS: Opex	In progress	Green	Quarter one was a relatively wet start to the 2019/20 financial year for Citycare the full facility maintenance contractor for the RIMA Sector. Parks and sportsfields across the local board area were saturated and had high-water tables, typical of winter. Access to mow sites was one of the main issues encountered by the contractor. Wet and soft ground prevented the heavy machinery from mowing vast areas on some of the parks and sportsfields. To avoid causing damage to the grounds, excessively wet sites were exempted from mowing. The agreed duration for the exemptions was 10 days and was reviewed thereafter. Where exemptions were granted, the contractor was still required to mow and maintain reserve frontages, boundaries, tree clearance and edging. The turf mowing in both open and built spaces has been challenging, but the contractor has managed to maintain a high mowing frequency during the period. Audit results have been largely positive and upward trending for most local board areas, which is likely reflected in the lower number of customer complaints received during the quarter. Some results for the quarter are reflective of a number of elements, for example the wet weather and asset conditions, especially around the open space assets which are in need of renewals. Major Pool shutdowns were completed at the Franklin Pools, Papakura, whilst Papatoetoe Pools is currently shut for maintenance. The Norman Kirk Pool in Otara, is planned to be shut on 15 October, and Totara Pools on 11 November 2018.
793	Otara-Papatoetoe Arboriculture Contracts	The Arboriculture maintenance contracts include tree management and maintenance.	No further decisions anticipated	CF: Operations	\$326,451 ABS: Opex	In progress	Green	The first quarter was influenced by remedial work after the April storm. The continued storm clean up was balanced against addressing deferred requests prior to the storm, and higher priority new requests received. Outstanding work is now limited to sites where access has been restricted due to ground conditions. It is anticipated these sites will be accessible shortly into the second quarter, weather dependant. The scheduled works programme was delayed as a consequence of the storm and deferred works, but is now on track. Replacement planting of trees removed throughout the year has been completed during the quarter.
794	Otara-Papatoetoe Ecological Restoration Contracts	The Ecological Restoration maintenance contracts include pest plant and animal pest management within ecologically significant parks and reserves.	No further decisions anticipated	CF: Operations	\$65,397 ABS: Opex	In progress	Green	During the first quarter, the annual update of the Site Assessment Reports, a large portion of the pest animal monitoring, and the majority of the first pulse of the rat control programme have been completed. Various unscheduled activities were completed which included a mixture of pest animal control and pest plant control. Request for service work orders received, continue to be seasonally normal, with an increasing trend in activity becoming apparent during the late stages of the quarter.
2068	Allan Brewster Recreation Centre - comprehensive renewal	Comprehensive upgrade including kitchen, fitness area air-conditioning, fitness area changing room, full refit and paint throughout, lunch room, roof, stadium air-conditioning, stadium changing rooms, staff shower, storeroom roller door, committee rooms, offices, CCTV replacement and lift if needed. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2275).	No further decisions anticipated	CF: Project Delivery	\$116,190 ABS: Capex - Renewals	In progress	Green	Current status: These are part of multiple bundled projects for comprehensive renewals. Detail and design currently in progress. Next steps: Physical works in accordance to centre's schedule.
2069	Allan Brewster Recreation Centre - relamp stadium lighting with LED	Re-lamp stadium with LEDs. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3327).	No further decisions anticipated	CF: Project Delivery	\$36,300 ABS: Capex - Renewals	Completed	Green	Project completed in 2017-18 financial year.
2070	Aorere Park - renew amenity buildings	Renew toilet block and changing rooms.	If full replacement is needed, board to sign-off design	CF: Investigation and Design	\$20,000 ABS: Capex - Renewals	In progress	Green	Current status: Investigation, scoping and design phase. Next steps: Pricing and develop business case.
2071	Coombe Avenue - renew playspace	Coombe Avenue Reserve whole playground renewal. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2278).	No further decisions anticipated	CF: Project Delivery	\$76,200 ABS: Capex - Renewals	Completed	Green	Project completed.

## Work Programme 2018/2019 Q1 Report

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2072	East Tamaki Reserve - renew assets	East Tamaki Reserve courts, car park, paths, playground, rubbish bins and seats renewals. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2279).	No further decisions anticipated	CF: Project Delivery	\$180,000 ABS: Capex - Renewals	Completed	Green	Project completed in 2017-18 financial year.
2073	Fresh Art Gallery - renew roof, gutters and internal fit-out	Roof and gutter replacement. Internal refit to support.	Any design decisions	CF: Investigation and Design	\$150,000 ABS: Capex - Renewals	In progress	Green	Current status: Acquire assessment on building before moving on this project, however project will be considered as part of the ongoing roofing inspections and recommendations for repair. Site visit with consultant completed Next steps: Engage consultant for design and recommendations of internal works.
2074	Hayman Park - renew assets	Renew rubbish bins, seats and signs. Removal of maze and salvage tiles where possible. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2280).	No further decisions anticipated	CF: Project Delivery	\$150,000 ABS: Capex - Renewals	In progress	Green	Current status: The contractor has been appointed, and contract documentation is being completed. Next steps: Hold pre-start meeting and commence physical works.
2075	Hayman Park - renew skate park	Hayman Park Skate Park renewal. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2281).	No further decisions anticipated	CF: Project Delivery	\$223,000 ABS: Capex - Renewals	In progress	Green	Current status: The contractor has been appointed, and contract documentation is being completed. Next steps: Hold a pre-start meeting and commence physical works.
2076	Hayman Park Stage 1 - develop park	Construction of new destination playground, paths, toilets and kiosk. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2282).	Design to be agreed with local board	CF: Project Delivery	\$500,000 ABS: Capex - Growth	In progress	Green	Current status: The contractor has been appointed, and contract documentation is being completed. Next steps: Hold a pre-start meeting and commence physical works.
2078	Kohuora Park - renew park structures	Renew platform at Kohuora Park. Approved as part of the 2017/18 programme. Activity previously titled "Ōtara-Papatoetoe - renew park structures".	No further decisions anticipated	CF: Investigation and Design	\$50,000 ABS: Capex - Renewals	In progress	Green	Current status: Finalising scope of work and costing. Next steps: Prepare contract and commence physical works.
2079	Manukau Sports Bowl - renewals	Manukau Sports Bowl car park, fence, path, retaining wall, rubbish bin and shelter renewals. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2284).	No further decisions anticipated	CF: Project Delivery	\$31,000 ABS: Capex - Renewals	In progress	Green	Current status: Awaiting budget variation request approval. Next steps: Tender the work to market.
2080	Ngati Ōtara Park - develop multi-purpose facility and park	Develop a multi-purpose facility at Ngati Ōtara Park - stage 1 and the Marae - stage 2. \$3,717,850 LTP development budget 2017/18-2019/20; \$500,000 renewal (2018/19); \$500,000 LDI CAPEX (2018/19). This project is a continuation of the 2017/2018 programme (previous SP18 ID 2270).	Design to be agreed with local board	CF: Investigation and Design	\$1,150,000 ABS: Capex - Development; ABS: Capex - Renewals; LDI: Capex	In progress	Green	Current status: Developed design awarded to consultant team and underway. Next steps: Developed design and consent phase for both multi-sport and marae facilities.
2081	Ōtara Business Hub - replace roof stage 1	Isolated and temporary renewal of roofs 3, 4, and 6 of the Ōtara Business Hub. Costs are estimated to be more than current year's budget and will be confirmed on further inspection. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2266). Project previously named "Ōtara Citizens Advice Bureau - replace roof" and is bundled with "OMAC - investigate feasibility of canopy replacement & subsequent physical works".	No further decisions anticipated	CF: Investigation and Design	\$120,000 ABS: Capex - Renewals	In progress	Green	Current status: Business case is being developed to incorporate recommendations from the consultant on the approach of the required renewal / replacement works to incorporate findings from the roof assessment report. Preliminary discussion has happened with the local board regarding the potential plans and cost. The focus is now to look at the options with the Facilities Maintenance contractors and try to find a better approach before requesting additional funds and increasing the scope. The current plan is to repair where possible. Seismic report is underway. Next steps: Complete the engagement with the Facilities Maintenance contractors, prepare for delivery for summer.
2082	Ōtara Creek Esplanade Path Network	Ōtara Creek Reserve and Ōtara Creek Reserve South path renewals. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2287).	No further decisions anticipated	CF: Investigation and Design	\$160,000 ABS: Capex - Renewals	In progress	Green	Current status: Public consultation documentation being prepared for letter drop to residents adjacent to considered paths. Next steps: Analysis of data collected to inform the design of the improved paths.
2083	Ōtara Creek Reserve - renew pedestrian bridge and path	Ōtara Creek Reserve South, pedestrian bridge renewals. Renewals funding is \$1,090,000 over 3 years, arts funding \$325,000 in 2018/19. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3147).	Board to approve design	CF: Investigation and Design	\$620,000 ABS: Capex - Renewals; Regional	On Hold	Amber	Project on hold as safety in design review is being conducted.  Current status: Project is undergoing design changes with safety considerations. Next steps: Finalise design and tender for physical works.
2084	Ōtara Library - comprehensive renewal	Comprehensive building refit including exterior repaint including FF&E. Year one - investigation (including options for sites that would benefit from an increase level of service to propose to the local board), scoping and physical works, year 2+ - physical works.	No further decisions anticipated	CF: Investigation and Design	\$45,000 ABS: Capex - Renewals	Approved	Green	Current status: Engage consultant to scope requirements and supply preliminary design Next steps: Budget costing and Business Case
2085	Ōtara Music Arts Centre - renew co-located entrance and reception area	Renew co-located entrance and reception area. Include lighting to brighten entrance and reception. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2269).	No further decisions anticipated	CF: Investigation and Design	\$50,000 ABS: Capex - Renewals	In progress	Green	Current status: Project is currently awaiting the result of the roofing projects works. Once the roofing direction is determined then consultant will be engaged for designing. Next steps: Engage designer to design and meet with Ōtara Music Arts Centre (OMAC).
2087	Ōtara Pool and Leisure Centre - renew roof	Refurbish/replace roof where required.	No further decisions anticipated	CF: Investigation and Design	\$10,000 ABS: Capex - Renewals	In progress	Green	Current status: Approved technical drawings and pricing, requested building consent Next steps: Complete business case and prepare for delivery.
2088	Ōtara Senior Citizens Lounge - refit facility	Reconfigure storage area including replacing shelving, painting and varnishing, replacement of window coverings with blinds, replacement of flooring. Replace old zip with boil and brew heating unit, replace old hot cylinder under bench (repeat). Replace old and swollen joinery around kitchen. Occupier: Ōtara Senior Citizens Club.	No further decisions anticipated	CF: Project Delivery	\$25,000 ABS: Capex - Renewals	Completed	Green	Project completed.
2089	Ōtara Town Centre - renew fish canopy	This asset poses a health and safety risk in its current condition. The rating has escalated to a 4 to 5. Investigation is in progress to address the structure and options will be presented to the local board for their consideration.	No further decisions anticipated	CF: Investigation and Design	\$160,000 ABS: Capex - Renewals	In progress	Green	Current status: Business case completed, cost estimate needs to be considered on asset value, will seek additional funds. Next steps: Notify stakeholders and prepare for delivery.



## Work Programme 2018/2019 Q1 Report

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2090	Ōtara-Papatoetoe - install CCTV cameras	Install CCTV cameras within the Otago-Papatoetoe area. Year one - investigation in collaboration with the council security team and Community Empowerment, scoping and physical works. Possible sites include Rongomai and East Tamaki.	Programme to be agreed before implementation	CF: Investigation and Design	\$15,000 ABS: Capex - Development	Approved	Green	Current status: Finalising scope of work and costing. Next steps: Prepare contract and commence physical works.
2091	Ōtara-Papatoetoe - investigate options for sports lighting and sportfield upgrades	Investigation and option analysis for field and lighting upgrades to provide for the shortfall of 48 hours per week. Options to be approved by the local board.	Design to be agreed with local board	CF: Investigation and Design	\$50,000 ABS: Capex - Growth	Approved	Green	Current status: Currently working on scoping and investigating the fourteen (14) sports parks field and sports lighting condition rating. Next steps: Prepare local board report for consideration.
2092	Ōtara-Papatoetoe - renew car parks and roading FY18+	Renewal of car parks and roading in Kohuora Park, Ngati Ōtara Park, Osterley Way 9 Grounds, Papatoetoe Recreation Grounds, Robert White Park, Murdoch Park. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2291).	No further decisions anticipated	CF: Investigation and Design	\$50,000 ABS: Capex - Renewals	In progress	Green	Current status: Conduct the tender process in accordance with the terms of the request for tenders. Next steps: Appoint preferred contractor to undertake the construction and commence physical works.
2093	Ōtara-Papatoetoe - renew car parks FY17+	Aorere Park, Papatoetoe Recreation Grounds, Robert White Park, Sels Park, Waipapa Park (Electrocorp 2 & 3) car park renewals. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2288).	No further decisions anticipated	CF: Project Delivery	\$200,000 ABS: Capex - Renewals	Completed	Green	Project completed at all sites namely, Aorere Park, Papatoetoe Recreation Grounds, Robert White Park, Sels Park and Waipapa Park (Electrocorp 2 & 3).
2094	Ōtara-Papatoetoe - renew courts 2018/19	Cooper Park (Whitley No 2 Reserve), Dissmeyer Park, Sandbrook Reserve, Sunnyside Domain.	No further decisions anticipated	CF: Investigation and Design	\$5,300 ABS: Capex - Renewals	In progress	Green	Current status: Awarded contract for design and schedules, waiting for draft designs and community engagement timelines if required. Next steps: Present concept findings to the local board.
2095	Ōtara-Papatoetoe - renew libraries furniture, fittings and equipment	This project will occur at the Manukau Library and Papatoetoe Library. This design of the project will occur in 2017/2018 and installation of the furniture, fittings and equipment in 2018/2019. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2273).	No further decisions anticipated	CF: Project Delivery	\$186,400 ABS: Capex - Renewals	In progress	Green	Current status: An architect has been engaged to specify the replacement furniture items for Manukau Library. Next steps: Complete the specifications and order the replacement furniture items.
2096	Ōtara-Papatoetoe - renew park access FY18+	Scoping for future years physical works. Condition 4 and 5 carparks, paths, and wheel stops. Priority sites identified as: Sandbrook Reserve, Stadium Reserve, Wiri Stream, Kimpton Park, Omana Park.	No further decisions anticipated	CF: Project Delivery	\$10,000 ABS: Capex - Renewals	In progress	Green	Current status: The consultant has started to scope the works required. Priority sites identified as: Sandbrook Reserve, Stadium Reserve, Wiri Stream, Kimpton Park, Omana Park. Works are also being carried out at Papatoetoe Recreation grounds. Next steps: Prepare a business case which is expected by end of November 2018.
2097	Ōtara-Papatoetoe - renew park public amenities FY18+	Scoping for future years physical works. Condition 4 and 5 toilets. Priority sites identified as: Omana Park (previously included James Watson Park - removed as renewal not needed). Alternative priority sites may be nominated by the board.	No further decisions anticipated	CF: Investigation and Design	\$50,000 ABS: Capex - Renewals	In progress	Green	Current status: The contractor cost estimates are under review by an internal quantity surveyor. The draft business case has been reviewed. Next steps: Complete the required changes (with approved cost estimates) to the business case for handover to project delivery for execution and delivery.
2098	PACT Building (ex St Johns Hall) - refurbish facility	Full building refurbishment. Occupier: Papatoetoe Adolescent Christian Trust.	No further decisions anticipated	CF: Investigation and Design	\$50,000 ABS: Capex - Renewals	In progress	Green	Current status: Scope requirements. Next steps: Pricing and business case
2099	Papatoetoe Centennial Pools - renew various major components throughout centre	Renew outdoor plant room roof; repaint indoor pool area, public changing rooms, Reception, spa area; replace concourse; reception carpet offices; replace poolside doors; retille family changing room and spa pool; and replace fencing. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2277).	No further decisions anticipated	CF: Project Delivery	\$100,000 ABS: Capex - Renewals	In progress	Green	Current status: These are part of multiple bundled projects for comprehensive renewals. Detail design is currently in progress. Next steps: Physical works to be done in accordance with the centre's schedule.
2100	Papatoetoe Town Hall - renew facility	Renew condition 4 and 5 assets including repainting the dining area and renewing the airflow system. Year one - investigation (including options for sites that would benefit from an increase level of service to propose to the local board), scoping and physical works, year 2+ - physical works.	Any design decisions to be decided by local board	CF: Investigation and Design	\$25,000 ABS: Capex - Renewals	Approved	Green	Current status: Acquire pricing. Next steps: Develop a business case.
2101	Puhinui Reserve - renew tracks & crossings	Metal track & structure renewal.	No further decisions anticipated	CF: Investigation and Design	\$50,000 ABS: Capex - Renewals	In progress	Green	Current status: The tracks and crossings in Puhinui Reserve have been marked as one that will be included in a Conditions of Contract for Consultancy Services (CCCS) agreement that will be tendered through a closed tender method to procure the services of a structural engineer. Next steps: Finalise all sites to be included in the structural engineer Conditions of Contract for Consultancy Services (CCCS) agreement. Draw up a contract for walkways and paths to be procured through the closed tender process.
2102	Sunnyside Domain - renew play space	Renew playground. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3208). Project previously was to reconfigure the car park but this work is not needed now. However, the play space does need renewal.	Approve play space design	CF: Project Delivery	\$400,000 ABS: Capex - Renewals	In progress	Green	Current status: The concept design has been completed and presented to the local board at an August workshop. The local board has requested a formal report for approval. Next steps: Preparation of the report. Commencement of a planning check on the designs and, if required, prepare consent documentation.
2103	Te Puke o Tara Sports Park - develop change rooms	The project will install two new changing rooms and three new toilets. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3221).	Design to be agreed with local board	CF: Investigation and Design	\$40,000 ABS: Capex - Growth	In progress	Green	Current status: This is a multi year project. The funding for the physical work is available in financial year 2019/2020. The scoping and design will begin in financial year 2018/2019. Next steps: Finalise investigation and initiate design.

## Work Programme 2018/2019 Q1 Report

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2104	Te Pupu Tahi Tanga Ōtara Wardens Building - refurbish building	Refurbish building interior. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2267).	Local board to be involved in consultation	CF: Investigation and Design	\$20,000 ABS: Capex - Renewals	In progress	Green	Current status: Contractor has commenced work on site. Next steps: Monitor project to completion
2105	The Chambers - comprehensive renewal	Review options for renewal of building and subsequent physical works. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3224).	Local board to approve any design work	CF: Project Delivery	\$240,000 ABS: Capex - Renewals	In progress	Green	Current status: Work is underway to make the building water-tight, safe and clean. Next steps: Water-tightness work completion is due at the end of October.
2106	Tupu Youth Library - replace roof and comprehensive renewal	Full reroof due to continuing leaks. The comprehensive renewal scheduled for FY20 has been brought forward on the basis of the roof renewal. Upon investigation the roof has leaked into the ceiling and the internal structural walls. This facility will require shutdown while works are underway, therefore we want to conduct physical works in their entirety throughout FY19. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2274).	No further decisions anticipated	CF: Investigation and Design	\$500,000 ABS: Capex - Renewals	In progress	Green	Current status: Project has completed draft, waiting on results, will look to handover to delivery phase. Next steps: Tender detailed design for psychical works.
2725	Ōtara Business Hub - investigate options for installing lighting	Investigate options and CPTED concerns for installing lighting (solar preferred) in the courtyard outside OMAC and Ōtara Library. Further costs may be incurred dependent on lighting design chosen	Lighting design	CF: Investigation and Design	\$2,000 LDI: Capex	In progress	Green	Current status: Designer engaged. Next steps: Present estimates and options to the local board.
<b>Infrastructure and Environmental Services</b>								
604	Puhinui Reserve Restoration	This project will deliver fencing and re-planting of Puhinui Reserve.	There are no further decisions in 2018/2019.	I&ES: Environmental Services	\$20,000 LDI: Opex	In progress	Green	During quarter one revegetation continued at Puhinui Reserve. Contractors were engaged to carry out site preparation for the planting of 18,000 native trees and shrubs. Weed control is planned for the reserve in quarter two.
606	Ōtara Lakes and Waterways - Ōtara Litter Action Plan	The project will continue implement the Ōtara Litter Action Plan. This will include two Neat Streets events, two clean ups, engagement with original Neat Street sites and one litter/illegal dumping activation.  The Neat Street events will align with the the board's funded Neighbourly Day (Arts, Culture and Events).	There are no further decisions in 2018/2019.	I&ES: Healthy Waters	\$40,000 LDI: Opex	In progress	Green	Contractors for neat streets events have been engaged and the events will be held in 2019. Dates and locations of the events are yet to be confirmed. A clean-up was held during quarter one at Ōtara Creek reserve during 'Keep New Zealand Beautiful week'. Sixty-three volunteers attended and collected 30 bags of rubbish, three trolleys and a TV.  During quarter two the neat streets events will be prepared for delivery in quarter three.
610	Ōtara Adopt a Spot	To continue implementation of the Adopt a Spot programme including supporting the current four groups and recruitment of one new group in the Ōtara area.	There are no further decisions in 2018/2019.	I&ES: Healthy Waters	\$20,000 LDI: Opex	In progress	Green	A contract for professional support for the groups, additional maintenance and plant supply for winter 2019 plantings was finalised in quarter one. Work will commence in quarter two.
906	Tamaki Estuary Environmental Forum Coordinator - Ōtara-Papatoetoe Local Board	To see Te Wai o Taiki (the Tāmaki Estuary) as a thriving, dynamic and healthy ecosystem that is loved and used by the community and which positively enhances and connects with the Manukau Harbour, the Waitematā Harbour and the Hauraki Gulf (Tāmaki Estuary Environment Forum vision).  Specifically this budget will fund a coordinator at 12 hours per week to support the Tāmaki Estuary Environmental Forum, and support groups in progressing the above vision for the Tāmaki estuary.  The forum operate as a collaboration between five local boards, and several community organisations, to advocate for the Tāmaki catchment. This year will see exploration of additional funding sources and sponsors to support aspirations of the group. The forum also hopes to partner with academic institutions to discover more about the environmental issues and social interactions of communities within the Tāmaki catchment.	There are no further decisions in 2018/2019.	I&ES: Healthy Waters	\$5,000 LDI: Opex	In progress	Green	During quarter one, elected co-chairs Julie Chambers representing the community and Carmel Claridge representing local boards established bi-monthly forum meetings. The chairs have undertaken visits to four of the five local boards that support the forum to present on recent activities and the proposed direction of the forum for the 2018/2019 financial year. The fifth presentation will be provided at the Māngere-Ōtāhuhu Local Board's November 2018 business meeting. The forum's coordinator contract has been extended to the end of June 2019. The next forum meeting is scheduled for 25 October 2018.
912	Manukau Harbour Forum - Ōtara-Papatoetoe Local Board	To implement the Manukau Harbour Forum work programme. The proposed work programme includes a governance review, communications plan, symposium, and an education project.	An industry education programme for delivery in the 2018/2019 financial year will be discussed and agreed by the forum in quarter two.	I&ES: Healthy Waters	\$10,000 LDI: Opex	In progress	Green	At the August 2018 business meeting, the forum agreed to allocate its \$81,000 operational expenditure budget towards the delivery of the following projects in the 2018/2019 financial year:• governance and management support review (\$22,000)• symposium and community event (\$20,000)• communications plan (\$14,000)• industry education programme (\$10,000)• youth leadership programme (\$15,000). During quarter one, two forum newsletters were produced and distributed to the stakeholder list. An interview with the forum chair was published on Our Auckland and shared via local board social media. The video footage taken last financial year is currently being edited into promotional videos of the Manukau Harbour. Planning for the youth leadership programme, symposium and community event, and the governance and management support review is underway. An industry education programme has yet to be developed and will be discussed at the forum's October 2018 workshop.

## Work Programme 2018/2019 Q1 Report

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914	Ōtara Lakes and Waterways - Ōtara Community Planting Project -	Selection of one site from the Watercourse Assessment Report for a community planting project in 2018-19. This will also be used as an opportunity to engage local schools to support the proposed Wai Care coordinator position being recommended by the Sustainable Schools team for the OPLB area Budget to include event costs such as BBQ	There are no further decisions in 2018/2019.	I&ES: Healthy Waters	\$20,000 LDI: Opex	In progress	Green	This is the second year of planting at Preston Road Reserve. The planting plan is underway and a contractor has been engaged. During quarter two the contractor will undertake maintenance on the 2018 planting and site preparation for the 2019 planting in autumn.
915	Ōtara Lakes and Waterways - Ōtara Planting Maintenance	First year maintenance for community planting site from 2017/2018 (four rounds maintenance in first year 10 per cent replacement plants).	There are no further decisions in 2018/2019.	I&ES: Healthy Waters	\$10,000 LDI: Opex	In progress	Green	A contract is currently being finalised for the maintenance of plantings from the 2017/2018 financial year. Planting maintenance will commence in quarter two.
916	Ōtara Lakes and Waterways - Communications	Commencement of communication campaign for the Trust, including a drive to get people to register their interest / sign up / become a member of the Friends of the Otago Waterways Trust.  Commission short pieces on the history, culture and ecology of the Ōtara waterways and lake, creating general awareness of the waterways.	There are no further decisions in 2018/2019.	I&ES: Healthy Waters	\$2,000 LDI: Opex	In progress	Green	The project coordinator is working with the Auckland Council Communications team to update the Ōtara Trust website and increase user interaction through creation of a generic email account. The trust coordinator will manage this account initially before handing over to the trust to run. During quarter two the email address will be created and the website updated.
917	Ōtara Lakes and Waterways - Coordinator	Continued engagement of the project coordinator to lead the implementation of projects from the Strategic Plan, provide administration support to the Trust, coordinate projects as being led by the Trust, continue to provide support to enable the growth of the Trust	There are no further decisions in 2018/2019.	I&ES: Healthy Waters	\$30,000 LDI: Opex	In progress	Green	During quarter one the coordinator contract was finalised and their work began. The work of the coordinator includes organisation of trust and community meetings as well as other trust projects. This work will be ongoing during the 2018/2019 financial year.
2441	Neat Street Events (Papatoetoe and Ōtara)	To deliver two Neat Street events in the Papatoetoe area which aims to provide a reduction in illegal littering and dumping and increased awareness about what do with your waste. To deliver one Neat Streets event at Flatbush Rd, Ōtara, to remove fallen leaves.	There are no further decisions in 2018/2019.	I&ES: Waste Solutions	\$40,000 LDI: Opex	In progress	Green	Planning and contract procurement for the neat street events has taken place during quarter one. These events will be delivered during quarter two and three over the 2018 spring and summer period and will be designed to compliment the Ōtara Waterways Project events. Pre and post engagement for these events will be provided by our community partner Pacific Vision Aotearoa.
2835	Building Sustainable Communities – Enviroschools	To generate momentum for a sustainable future for the communities of Ōtara-Papatoetoe. Year one of this three-year project will establish the partnerships and structures required to increase engagement with local schools and students, grow capacity within local communities and bring communities together.  The work programme will include: • engagement of a sustainable community coordinator • mentoring of new Enviroschools • delivery of two action days • delivery of six workshops • hui with mana whenua and community reference group	No further decisions are anticipated for the 2018/2019 financial year. The board have approved funding in principle for the 2019/2020 and 2020/2021 financial years.	I&ES: Environmental Services	\$29,000 LDI: Opex	Approved	Green	The Enviroschools project was recently approved at the Ōtara-Papatoetoe Local Board's September 2018 business meeting. Staff will hold a consultation co-design hui with mana whenua and the community in quarter two. A sustainable community coordinator will also be engaged in quarter two to begin project delivery in quarter three.
<b>Libraries</b>								
1152	Provision of Library Service - Ōtara-Papatoetoe	Deliver a library service - Help customers find what they need, when they need it, and help them navigate our services and digital offerings. Providing information, library collection lending services and eResources as well as support for customers using library digital resources, PCs and WiFi. Hours of service:- Manukau Library for 56 hours over 7 days per week. (\$441,595)- Ōtara Library for 48 hours over 6 days per week. (\$346,356)- Papatoetoe Library for 48 hours over 6 per week. (\$420,957)- Tupu Library for 56 hours over 7 days per week. (\$354,114)	No further decisions anticipated	CS: Libraries & Information	\$1,607,761 ABS: Opex	In progress	Green	Our libraries have seen a reduction in visits overall although some sites are recording a small but steady increase. Registration and active patron numbers are positive. Demand for digital assistance through Book a Librarian sessions remains steady with staff providing assistance with CVs , booking eTickets and help with a variety of devices.
1153	Preschool programming - Ōtara-Papatoetoe	Provide programming for preschoolers that encourages early literacy, active movement, and supports parents and caregivers to participate confidently in their childrens' early development and learning. Programmes include: Wriggle and Rhyme, Rhymetime, Storytime.	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	Preschool programming continues to remain strong in our libraries. Demand for outreach visits to preschools is continuous with special invitations to deliver themed programmes during Matariki, Cook Island and Tongan Language weeks. Attendance numbers at library Wriggle and Rhyme and Rhymetime sessions is also showing steady increase.
1154	Children and Youth engagement - Ōtara-Papatoetoe	Provide children and youth services and programming which encourage learning, literacy and social interaction. Engage with children, youth and whanau along with local schools to support literacy and grow awareness of library resources. Provide a flagship language and literacy-building summer reading programme for 5-13 year olds.	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	To help our youth to develop critical thinking skills, Tupu held a 'Dawson Mystery' event where teens (and children) are put into a life-size 'Cluedo' game needing to solve who "who the murderer is". Our four libraries now have access to a 3D printer and 20 Edison robot kits and have been able to provide a digital offering in this quarter which will continue on a regular basis going forward. Tupu and Papatoetoe libraries are involved with the Waka to Schools outreach programme in collaboration with the Mobile Library. They are providing roadshows to Papatoetoe West School and Ormiston School followed by monthly Mobile visits across the next 6 months. Planning is underway for Kia Māia te Whai/Dare to Explore 2018/19 summer reading programme.

## Work Programme 2018/2019 Q1 Report

ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/ Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
1155	Support customer and community connection and Celebrate cultural diversity and local places, people and heritage - Ōtara-Papatoetoe	Provide services and programmes that facilitate customer connection with the library and empowers communities through collaborative design and partnerships with Council and other agencies. Celebrate local communities, cultural diversity and heritage. Gather, protect and share the stories, old and new, that celebrate our people, communities and Tāmaki Makaurau.	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	At Tupu the theme for the Adullam Boys Club this year is 'Serving'. The boys decided what they wanted to do in 'serving the community' so chipped in their own money and put on a free sausage sizzle for the community. Well-known local musician Lanzwel, headed a community music event 'Pyjama Jam Party' at Tupu which required all performers and attendees to wear their sleep-wear. At Papatoetoe three Pasifika woman guest speakers have shared their knowledge and expertise of Cook Island and Tongan culture with a demonstration of 'ei katu' (head garlands) and samples of clothing worn today and in the past by Tongan women. For Raksha Bandhan there were stories and a rakhi thread tying activity. At Manukau the August Tea and Topics theme focussed on adoption in New Zealand and tracing birth relatives.
1156	Celebrating Te Ao Māori and strengthening responsiveness to Māori. Whakatipu i te reo Māori - Ōtara-Papatoetoe	Celebrating te ao Māori with events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with Iwi and Māori organisations. Whakatipu i te reo Māori - champion and embed te reo Māori in our libraries and communities.	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	A library staff member at Ōtara committed to Māhuru Māori, a personal initiative to speak Te Reo at all times in the workplace and at home for the month of September (Māhuru). Response from community was well received. Tupu Library held a Te Reo Māori shadow puppet show for kōhanga and preschools based on the book 'Hohepa te Puru'. At Papatoetoe Ariana Howell talked about Te Whare Tapere, traditionally a place where people gather for entertainment. Bethany Matai Emunds talked about the Auckland War Memorial Museum's Māori cloak project Te Awe. Manukau welcomed a speaker from the Homai Muslim Community who spoke about the project to translate the Koran from Arabic to Te Reo. For Māori Language Week, Kōrero Te Reo Māori spaces were set up in each library to encourage conversations.
1157	Learning and Literacy programming and digital literacy support - Ōtara-Papatoetoe	Provide learning programmes and events throughout the year. Support our customers to embrace new ways of doing things. Lift literacy in the communities that need it most. Help customers and whānau learn and grow, and provide opportunities for knowledge creation and innovation.	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	Ōtara committed to a digital literacy programme run by Roots and other members of the community providing children and adults with the opportunity to code using 'Scratch' software making instrument beats and sounds. After programming the children and adults were able to combine the beats together to create a song. At Papatoetoe we have monthly visits to the adult Chinese group at Youthline in Mandarin to promote the library services with practical demonstrations on using several databases. Partnership with TANI (The Asia Network Inc) with quarterly talks for the community on important information with the first talk about the New Zealand health system are being offered. A visit by staff from Manukau to the Griffins factory provided an opportunity to talk with employees about literacy and digital literacy opportunities available through our libraries.
1158	Ōtara Library Initiative - Ōtara-Papatoetoe	Develop a co-designed framework and implementation plan for library services at Ōtara Library that recognises and celebrates the predominantly Pasifika community. The initiative will support Te Kauhanganui, Auckland Libraries' Talanoa, Auckland Libraries universal access principles and Te Kauroa Auckland Libraries Future Directions. (Funded within ABS Opex budget activity: "Library hours of service - Ōtara-Papatoetoe")	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	Ōtara has nearly completed new signage and window manifestations with Pasifika and Māori themes. The new library layout creating more open space along with a study area, reading area, lounge spaces is still attracting favourable comment from users. Feedback from the Ōtara community is that the inclusion of table tennis has met some of the project's goals. As a result we are hosting many large groups exploring community initiatives as well as library services.
<b>Local Economic Development: ATEED</b>								
354	Little India Promotion	Hunters' Corner Business Association is interested in partnering with local board and providing match funding to promote Hunter's Corner as 'Little India', an authentic India shopping and dining destination.  The promotion seeks to leverage the area's Indian businesses and community events to increase economic viability and retain and attract other businesses to the area. Hunter's Corner Business Association will lead the project, and set up a project steering group. The group will include representatives from local board, business association, Papatoetoe Historical Society, and local community organisations.	The programme will proceed if the Hunter's Corner BID are in full support (i.e. publicly endorsement on 'Little India') and match funding with the local board.	ATEED: Local Economic Growth	\$20,000 LDI: Opex	In progress	Green	Hunter's Corner Business Association has set up a project steering group which includes representatives from the business association, ATEED, the local board and Papatoetoe Historical Society.
355	Otara-Papatoetoe Business Sustainability Development	ATEED will work with Sustainable Business Network (SBN) to promote sustainable business practices.  The focus for action is expected to be in a few key areas, such as waste minimisation. It will signal specific implementation options (e.g. used oil collection, food waste collection); an indicative set of basic resources to deploy with participants (e.g. simple checklists, top tips sheets, posters); and a simple measurable outcomes system.  The work will also include identifying the needs of local business through an initial NEEDs assessment by working with interested businesses.		ATEED: Local Economic Growth	\$25,000 LDI: Opex	In progress	Green	The initial engagement with Ōtara Business Association, Old Papatoetoe Business Associations, Hunters Corner Business Association and Manukau Business Association was completed. A survey will be deployed in quarter two to gain a better understanding of the local conditions and ensure that the programme delivery appropriately reflects the conditions.

## Work Programme 2018/2019 Q1 Report

ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/ Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
655	Young Enterprise Scheme (OP)	The Auckland Chamber of Commerce , on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. ATEED as the economic development agency is a strategic partner supporting the delivery of YES. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of the Young Enterprise Scheme Kick Start Days in February 2019. The Kick Start 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 2019 year, what YES is all about, and what is in store for them.	No further decisions anticipated	ATEED: Local Economic Growth	\$3,000 LDI: Opex	Approved	Green	The Young Enterprise Scheme is being delivered by the Auckland Chamber of Commerce. A request for the funding has not yet been received in order to facilitate the payment on behalf of the local board. This is expected to happen during the second quarter.
<b>Parks, Sport and Recreation</b>								
394	Manukau Sports Bowl: Service Assessment	Continue to work with Panuku Develop Auckland to prepare a Service Assessment for the Manukau Sports Bowl which identifies future service level provision based on the findings of a Sports Facilities Needs Assessment, a Facilities Plan plus local and regional recreational provision gaps and Panuku development objectives.	Workshop with board in Q3 to agree priority service outcomes for Manukau Bowl.	CS: PSR: Park Services	\$20,000 LDI: Opex	In progress	Green	A local board workshop was held in August to provide an update to the board on the process for master plan development. Service assessments are currently under development to determine national, regional and local sport and recreation provision gaps to feed into the master planning process. Further workshops are planned to discuss provision gaps.
395	OP: Play Network Analysis	Prepare a Play network analysis to determine the current level of play service provision across the local board area and identify opportunities to enhance existing levels of service.	The findings of the analysis will be reported back to the board in Q3/Q4.	CS: PSR: Park Services	\$20,000 LDI: Opex	In progress	Green	The local board provided feedback at a workshop on project scope prior to engaging professional services to develop the Play Network Analysis.
396	OP: Parks Tree Planting Programme	Carry out specimen tree planting in parks to improve amenity, landscape, biodiversity and where desirable, shade levels.	No further decisions anticipated	CS: PSR: Park Services	\$20,000 LDI: Opex	In progress	Green	Delivery of this project will be aligned with the Ngahere Strategy and trees will be planted in Q4.
483	OP: Specific implementation plan for Auckland's Urban Forest (Ngahere) Strategy	This project is to develop a local board specific programme which will identify, increase and protect Auckland's Urban Forest (Ngahere). Information sessions were held with local boards on the Urban Forest Strategy in August 2017. This is a three year project: Year one 'knowing' phase: complete spatial mapping of the existing tree canopy cover on public and private land in the local board area. Determine the extent, type and age of urban Ngahere. Develop options and identify any funding required for programmes in years two and three: Year two 'growing' phase: Find space for planting new trees using partnerships, including community groups, schools. Year three 'protecting' phase: direct and indirect methods for the community to nominate and protect trees	Q2/3 briefing on progress at a local board workshop. Confirm deliverables and to make sure the work is aligning to the boards initial feedback on the local board area Ngahere Knowing programme.	CS: PSR: Park Services	\$15,000 LDI: Opex	In progress	Green	Workshop with board members in September to share the programme and note their feedback. Preparing for the next steps - the planning phase. Background analysis of the LIDAR mapping is underway to determine early indicators on the extent and condition of the local board area tree cover.
543	OP: Out and About active parks programme FY19	Deliver a range of 'free to attend' activities and events in local parks, spaces and places with a greater focus on communities of activity as identified through the Auckland Approach. We will continue to provide activities for children and families, and identify partners who can provide more opportunities for young people and seniors to be physically active	Workshop the programme in Q1 (or earlier)	CS: PSR: Active Recreation	\$40,000 LDI: Opex	In progress	Green	Four activations delivered in July including: two Amazing races at Kingswood Reserve (42) and Ngati Otara (6 rain affected); one Kite day at Allenby Park (65); one Play day at Pearl Baker Reserve which had over 80 in attendance; one Park play day at Otamariki Park in September that had 65 in attendance. No activations in August.  A total of eight Community Leisure Management activations are scheduled for Q2. We are in the process of confirming some community led delivery at Cooper Park and a number of local community fitness activations. These activations will be confirmed in Q2 and delivered in either Q2 or Q3.

## Work Programme 2018/2019 Q1 Report

ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/ Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
544	Otara Pool and Leisure Centre: Operations	Operate Otara Pool & Leisure Centre. Deliver a variety of accessible programmes and services that get the local community active including:fitness; group fitness;learn to swim;early childhood education;aquatic services;recreation services.	No further decisions anticipated	CS: PSR: Active Recreation	\$0 ABS: Opex	In progress	Green	The Otara Pool and Leisure Centre has had a 3.5% decrease in active visits compared to the period last year, but with a recording issue that has been identified and rectified. Community Swim and preschool recreation continue to be the centre's flagship programmes, with over 15,000 activations this quarter. Staff launched the Let's Move seniors programme, with the aim of supporting them into different modes of activity via the pools, recreation and outdoor areas in Otara. 19% increase in revenue (vs Quarter 1 FY18) for our Early Childhood, Oscar and gym memberships, which are all growing. Customer satisfaction (measured by NPS survey) has increased from 49.1 to 65 compared to last quarter, with increased focus on the cleanliness of the facility and staff engagement. The re-opening of Te Puke o Tara has been a highlight this quarter as staff are committed to working closely with our council family to align programmes and provide options to council's community of shared spaces. The team joined in with celebrations for Cook Island and Maori Language Week, Women's Suffrage Day and International Elderly Peoples Day. The U11 & U13 Otara Orcas basketball teams continue to go from strength to strength, winning the Southside Slam tournament and finishing undefeated at the Auckland tournament. Small group training has taken off - with training in different places around the facility and the Otara town centre. The aim is to be visible to the community and help inspire them to be active. A two week maintenance shutdown is scheduled for Mon 15th October – Sun 28th October.
545	OP: Ecological volunteer and environmental programme FY19	Programme of activity supporting volunteer groups to carryout ecological restoration and environmental programmes in local parks including: •Community planting events; •Plant and animal pest eradication; •Litter and green waste removal; •Contractor Support; •Tools and Equipment; •Beach/stream Clean Ups. •Brochures Full details of the work programme are in the attached memo.	Workshop the details of the programme in Q1 (or earlier)	CS: PSR: Park Services	\$40,000 LDI: Opex	In progress	Green	10,330 Volunteer hours were recorded for Q1, with 68,000 plants planted. The Community ranger assisted the Otara Lakes and Waterways Trust with a clean up at the Otara Creek reserve.
582	OP:Māori naming of reserves and facilities Phase two	Identify opportunities for park and facility naming/renaming and engage with Mana Whenua to develop Māori names and enhance Auckland's Māori identity and Māori heritage. Stage 2 (year 2) involves working with mana whenua on the adoption of names by the local board, and communication about new names.	Update the Local board in Q2.	CS: PSR: Park Services	\$23,000 LDI: Opex	In progress	Green	At the 21 August 2018 local board workshop staff presented an introduction of the Māori naming of parks and places project; the process and the next steps. A workshop is scheduled for Q2 to present the list of parks for discussion, historical research findings and discuss the communications approach.
721	Papatoetoe Centennial Pool: Operations	Operate Papatoetoe Centennial Pool in a safe and sustainable manner. Deliver a variety of accessible programmes and services that get the local community active including learn to swim, recreational swimming and aquatic services.	No further decisions anticipated	CS: PSR: Active Recreation	\$0 ABS: Opex	In progress	Green	Papatoetoe Centennial Pool programming targets are meeting the Otara/Papatoetoe Local Board objectives for Quarter 1 FY19 of providing 'parks and facilities that meet people's needs' and 'honouring youth and seniors.' We saw a 21% decrease in active visits this quarter in comparison to this time last year with 63,368 visits. Ladies Night, which aims to empower the Papatoetoe female community, were a highlight this quarter, with the 125 year anniversary of womens' suffrage. Customer satisfaction (measured by NPS survey) has increased from 43.4 to 47.4 from the same quarter last year with increased focus on cleanliness of facility, staff engagement and offering a variety of programmes. Operationally, a few maintenance issues prior to our annual maintenance shutdown (17th September to 30th September) lead to various pool and sauna closures during this quarter. Visitor numbers, revenue and membership sales were affected. Centre highlights for PCP in Quarter 1 include a refresh and repainting of the cardio room which received new equipment and a fresh vibrant look. All feedback so far has been positive. The centre had a full facility deep clean during the maintenance shutdown and work on the roof and high ceilings has been completed.
722	Allan Brewster Leisure Centre: Operations	Operate Allan Brewster Leisure Centre. Deliver a variety of accessible programmes and services that get the local community including group fitness, early childhood education and recreation activities.	No further decisions anticipated	CS: PSR: Active Recreation	\$0 ABS: Opex	In progress	Green	• Net position improved by \$16,000 over Quarter 1 last year • Active visits declined by 27% v Quarter 1 FY18 (21,237 vs 14,274), • Membership declined by 20% v Quarter 1 FY18 (690 vs 866) • Customer satisfaction (measured by NPS survey) declined from 58.9 v 46.2 in the quarter, but from very few responses. The fluctuation of the results is due to visits not being recorded correctly and this has been rectified to ensure all visits are captured. There has been 20% increase in stadium bookings compared to the same period last year. Kauri Kids and OSCAR are still growing and have 20% growth compared to the last quarter last year. This quarter Allan Brewster Leisure Centre hosted the national wheelchair rugby tournament and two South Side Slam basketball tournaments. Allan Brewster had a new lift installed in this quarter, and are preparing for major renewals to the fitness centre, Kauri Kids and the recreation centre in early 2019

## Work Programme 2018/2019 Q1 Report

ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/ Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
769	OP: Learn to Ride (cycle) - local schools	Provide learn to ride cycle lessons to children and adults, aimed at increasing skills and confidence in bike riding. Raise awareness of existing and future local paths.	No further decisions anticipated	CS: PSR: Active Recreation	\$30,000 LDI: Opex	In progress	Green	The Sport and Recreation Lead attended a workshop with the local board on Tuesday 18 September. The Learn to Ride programme will be delivered at four primary schools in Otara and two in Papatoetoe; Six adult learn to ride sessions will be delivered over the summer. Where there is an opportunity to involve families, this will be encouraged so that adults can learn with their children. A funding agreement will be prepared for CLM.
946	OP: Community Access Grant - Papatoetoe Sports Centre/KOLMAR	Provide a community access grant to KOLMAR to assist with the operational costs of managing the Papatoetoe Sports Centre. Funding is provided as part of the regional community access grants and the local board is responsible for setting key performance indicators. This is year 2 of a 3 year funding allocation.	No further decisions anticipated	CS: PSR: Active Recreation	\$150,000 ABS: Opex	In progress	Green	The new activator role at Kolmar is delivering an increase in participation numbers. Kolmar continues to attract profile events; hosting the NZ Weightlifting championships in September. Unfortunately the proposed hockey tests against Canada are now to be hosted at Auckland Hockey's facility at Lloyd Elsmore Park.
949	OP: Teaching Gardens Trust	Provide funding to the Auckland Teaching Gardens Trust to operate four teaching gardens for the community, to encourage and mentor people to grow their own food. The teaching gardens are located: * East Tamaki Reserve * Middlemore Park * Charntay Park, * Stadium Reserve, Papatoetoe	Direction on the leases for each teaching garden.	CS: PSR: Park Services	\$60,000 ABS: Opex	In progress	Green	The programme is ongoing with a focus on mentoring and teaching members of the public to grow and cook their own food. Site plot numbers have been stable, with occupancy rates slightly reduced. Occupancy rates are however expected to improve.
1535	Whitley Park No2 (Cooper Crescent): Prepare a service assessment	Undertake a service assessment of Whitley Park No 2 to determine the recreational outcomes for the local community.	Report to be provided at Q2 business meeting.	CS: PSR: Park Services	\$0 ABS: Opex	In progress	Green	At an October workshop, the local board provided feedback on the findings of a service assessment covering Whitley Two Reserve and Sandbrook Reserve. The local board requested a concept plan is developed for Whitley Two Reserve, only. A report will be produced in Q2 to secure LDI opex for this concept plan.
<b>The Southern Initiative</b>								
2831	Maramataka Themed Prototype Activations	a) To run a co - design wananga/workshop in partnership with Te Ora o Manukau, TSI, Healthy Families Manukau Manurewa-Papakura to co-create a maramataka aligned community led activation calendar. b) To facilitate a healthy food prototype activation. c) Prototype a reo Māori (Maori language) activation. This activation can help with (re)connection to cultural heritage, which in turn helps uplift wairua. It can also help make it 'more normal' to speak and hear te reo Māori in our day to day lives.	No further decisions anticipated	TSI: The Southern Initiative	\$20,000 LDI: Opex	In progress	Green	Planning underway - for co design workshop. Initial mtgs with prospective workshop attendees underway. Co Design workshop Facilitator identified, awaiting confirmation re availability to lead and facilitate the workshop.

## Work Programme 2018/2019 Q1 Report

ID	Activity Name	Activity Description	Lead Dept/Unit or CCO	CL: Lease Commencement Date	CL: Right of Renewal	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excl. GST)	Activity Status	RAG	Q1 Commentary
<b>CF: Community Leases</b>										
1362	The Chambers, 35 St George Street, Papatoetoe: Lease to Auckland Citizens Advice Bureaux (Papatoetoe)	Renew building lease to Auckland Citizens Advice Bureaux (Papatoetoe). This is the first of two 3-year renewals.	CF: Community Leases	1/07/2016	2 x 3 years	30/06/2024	\$1.00	Approved	Green	Citizens Advice Bureau have responded with suggested changes to the original draft deed of community lease. Council officers will work with Auckland Council legal advisors to review these changes to prepare a deed for final review and execution.
1363	Papatoetoe Old Fire Station, 145 St George Street, Papatoetoe: Lease to Youthline Auckland Charitable Trust	Renew building lease to Youthline Auckland Charitable Trust for the final term of 10 years.	CF: Community Leases	1/01/2009	2 x 10 years	31/12/2038	\$1.00	In progress	Green	Lease renewal application form has been sent to the group. Due back by 28 September 2018.
1364	27 St George Street, Papatoetoe: Licence to Auckland Teaching Gardens Trust (Manukau Parks Garden, Laughter & Food Processing Club)	New licence to occupy to Auckland Teaching Gardens Trust for the Manukau Parks Garden, Laughter and Food Processing Trust.	CF: Community Leases					Cancelled	Grey	This SharePoint line item has been reallocated to Park Services.  The relationship with Auckland Teaching Gardens Trust is held by the Parks Services, Volunteering and Programmes Team.
1365	244R East Tamaki Road, Ōtara: Lease to East Tamaki Bowling Club Incorporated	New ground lease for East Tamaki Bowling Club Incorporated.	CF: Community Leases	1/06/2009	Nil	31/05/2019	\$0.10	Approved	Green	The application pack for a new lease will be sent to the group in quarter two.
1367	67R Swaffield Road, Papatoetoe: Lease to Te Kohanga Reo National Trust Board (Ki Papatoetoe Whanau)	New ground lease for Te Kohanga Reo National Trust Board for Ki Papatoetoe Whanau Te Kohanga Reo.	CF: Community Leases	1/05/2009	Nil	30/04/2019	\$0.10	In progress	Green	Lease renewal application form has been sent to the group. Due back by 30 September 2018.
1368	Sunnyside Domain, 24R York Road, Papatoetoe: Lease to The Scout Association of NZ (Puhinui)	New ground lease to The Scout Association of New Zealand for Puhinui Scouts.	CF: Community Leases	1/05/2009	Nil	30/04/2019	\$0.10	Approved	Green	The application pack for a new lease will be sent to the group in quarter two.
1369	Skills Shed, 19R Boundary Road, Otara: Vacant	New building lease for the skills shed at Manukau Sports Bowl.	CF: Community Leases	1/07/2018	+ 1 x 5 years	30/06/2028	\$1.00	Completed	Green	A new lease to The Roots Creative Entrepreneurs Ltd was granted by the local board on 19 June 2018 under resolution number OP/2018/96.
2586	Milton Park, 23R Milton Road, Papatoetoe: Lease to Chaldean Society Incorporated	New ground lease to the Chaldean Society Incorporated. Deferred from the 2017/2018 work programme.	CF: Community Leases	1/02/2008	Nil	31/01/2018	\$10.00	Completed	Green	New lease granted by the local board on 22 August 2018 under resolution number OP/2018/145.
2587	27 St George St, Papatoetoe: Lease to Manukau Performing Arts Incorporated (t/a Spotlight Theatre)	Renew building lease to Manukau Performing Arts Incorporated for the final term of 10 years. Deferred from the 2017/2018 work programme.	CF: Community Leases	1/11/2007	1x10 years	31/10/2027	\$0.10	In progress	Green	A site visit has been arranged for October 2018.
2588	100R Otara Road, Otara: Lease to Ngati Otara Marae Society Inc.	New ground lease to Ngati Ōtara Marae. Deferred from the 2017/2018 work programme.	CF: Community Leases	31/03/1985	1x33 years	30/03/2051	\$0.10	Approved	Green	Application for a new lease received, site visit to be undertaken in quarter two.
2589	Kimpton Park, 108R Kimpton Road, Papatoetoe: Lease to Scout Association of NZ (Papatoetoe East)	New ground lease to Papatoetoe Scout Association of NZ (Papatoetoe East). Item carried over from the 2017/2018 work programme.	CF: Community Leases	1/10/2003	Nil	30/09/2017	\$10.00	Completed	Green	New 10-year + 10-year lease granted by the local board at the 18 September 2018 meeting. Resolution number OP/2018/167.
2590	67R Swaffield Road, Papatoetoe: Lease to Te Kohanga Reo National Trust Board (Ki Papatoetoe)	New ground lease to Te Kohanga Reo National Trust Board (Ki Papatoetoe). Deferred from the 2017/2018 work programme.	CF: Community Leases	1/05/2009	Nil	30/04/2019	\$0.10	Cancelled	Grey	Duplicate of item 1367.
2591	Ngāti Ōtara Park, 95R Ōtara Road, Ōtara: Lease to The Ōtara Rugby League Football Club Incorporated	New ground lease to The Ōtara Rugby League Football Club Incorporated. Deferred from the 2017/2018 work programme. Awaiting application from group.	CF: Community Leases	1/06/1998	1x5 years	31/05/2018	\$0.10	On Hold	Amber	The granting of a new lease to the rugby league club is on hold pending construction of a new multi-sport building on Ngāti Ōtara Park.  Plans for the new multi-sport building are being finalised, prior to application for resource consent for the project. The lease is on hold pending construction.
2592	23R Omana Road, Papatoetoe: Lease to Papatoetoe Athletics Club Incorporated	New building lease to Papatoetoe Athletics Club Incorporated. Deferred from the 2017/2018 work programme. Awaiting application from group.	CF: Community Leases					In progress	Green	Contact has been made with the new secretary of the club and the application is awaited.



## Work Programme 2018/2019 Q1 Report

ID	Activity Name	Activity Description	Lead Dept/Unit or CCO	CL: Lease Commencement Date	CL: Right of Renewal	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excl. GST)	Activity Status	RAG	Q1 Commentary
2593	Kohuora Park, 44R Station Road, Papatoetoe: Lease to Papatoetoe Panthers Rugby League Football Club Incorporated	New ground lease to Papatoetoe Panthers Rugby League Football Club Incorporated. Deferred from the 2017/2018 work programme.	CF: Community Leases	1/07/2006	Nil	30/06/2016	\$0.10	In progress	Green	A site visit has been arranged for October 2018.
2594	Fergusson Oaks Reserve, 102R Dawson Road, Otara: Lease to Congregational Christian Church of Samoa (Dawson Road, Otara) Trust Board	Renew ground lease to the Congregational Christian Church of Samoa (Dawson Road, Otara) Trust Board, for the final term of 10 years. Deferred from the 2017/2018 work programme.	CF: Community Leases	1/08/2003	1x10 years	31/07/2023	\$0.10	Completed	Green	Renewal of the lease was approved by the local board at the 19 June 2018 meeting under resolution number OP/2018/98.