

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
Arts, Community and Events								
49	Puketapapa Christmas Festival	Deliver the annual Puketapapa Christmas Festival.	Approve plan and expenditure budget.	CS: ACE: Events	\$25000 LDI: Opex	In progress	Green	The event date is confirmed for 1 December 2018 at Three Kings Reserve with the event permit application submitted. Programming will focus on engaging local community participation in the festival with family-friendly entertainment, activities and traditional Christmas carols to end the night.
90	Movies in Parks - Puketapapa	Programme and deliver a Regional Movies in Parks series event.	Provide recommendations for venue, movie and delivery packages from options available.	CS: ACE: Events	\$13500 LDI: Opex	In progress	Green	Programming and delivery planning for one Regional Movies in Parks series event is underway. Venue: Monte Cecilia Date: 8 March 2018 Movie: Despicable Me 3 Pre-entertainment will be sourced locally during Q2, for engagement and activation by those from within the community.
91	Puketapapa Events Delivery Support	Support event delivery in the local board for the following events: - Taste of Puketāpapa (Contracted) \$12,000 - International Cultural Festival (Regional Delivery) \$6,000 - Kite Day - \$20,000 LDI to elevate event as part of the regional Matariki Festival programme - \$8,000 Total \$46,000	1. confirm dates 2. confirm contractors/providers 3. confirm event programmes	CS: ACE: Events	\$46000 LDI: Opex	In progress	Green	Taste of Puketapapa: Council communications staff have reported to the local board on Taste of Puketapapa 2018. The local board has given direction on what they would like to achieve for 2019. Staff will present concept options to the local board by early November 2018. Auckland International Cultural Festival planning is underway for the 2019 event.
92	ANZAC Services - Puketapapa	Deliver Anzac services and parades within the local board area: - Mt Roskill \$4,000	No further decision required	CS: ACE: Events	\$4000 LDI: Opex	In progress	Green	Scheduled for Q4. Planning will commence in Q2.
93	Local Civic Events - Puketāpapa	Deliver and/or support civic events within the local board area including: • The public launch of the borough building • The opening of Te Auaunga fale and open space • Puketapapa Community Awards	Confirm programmes and activities that are to be supported by this line.	CS: ACE: Events	\$27000 LDI: Opex	Approved	Green	Planning was undertaken for the civic opening of the Borough Building on 13 October 2018. No civic events were scheduled.
94	Citizenship Ceremonies - Puketapapa	Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	No further decisions anticipated.	CS: ACE: Events	\$16438 ABS: Opex	In progress	Green	The Civic Events team delivered five citizenship ceremonies on three separate occasions during Q1 with 392 people from the local board area becoming new citizens.
228	Operational Grant - TSB Bank Wallace Arts Centre (Pah Homestead)	Administer a funding agreement with the James Wallace Arts Trust at Pah Homestead for operational funding of and funding for programmes at the arts centre, including an exhibition programme plus associated events and administration of a relationship agreement.	No further decisions anticipated.	CS: ACE: Arts & Culture	\$440394 ABS: Opex	In progress	Green	During Q1, the Pah Homestead ran 26 programmes and 6 performances. These were attended by a total of 19,695 visitors. Highlights included the exhibition Collapsing Borders by Chinese artists Xiong Yu and Chen Qiang. This was curated by Warren Pringle and Yanxin Zhong in association with AUT University. The exhibition featured a live, in gallery creation of a mural directly on to the gallery walls by Xiong Yu, the first time this internationally acclaimed painter has made such a mural outside of China. Other highlights were the 3rd occurrence of the public symposium series 'What Art Matters', which looked at the relationship between health and Wellbeing and Art, and the 27th Annual Wallace Art Awards. The Awards included six residencies, drawn from a pool of 515 applicants and 83 finalists
230	Auckland Council - JWAT Joint Liaison Board relationship monitoring	Provide communications and record documentation and performance updates on the activities of the Auckland Council - James Wallace Arts Trust Joint Liaison Board.	No further decisions anticipated	CS: ACE: Arts & Culture	\$0 Regional	On Hold	Amber	No update was provided from Community Facilities. Follow up will occur in Q2. Arts and Culture staff will maintain contact with Community Facilities staff, who will lead the negotiation of this lease. No update was provided from Community Facilities. Follow up will occur in Q2. Arts and Culture staff will maintain contact with Community Facilities staff, who will lead the negotiation of this lease.

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336	Community grants (PKTPP)	Support local community groups through contestable grant funding. Note budget breakdown: - \$102k - strategic relationship grants - \$60k - local board grant round - \$12k - quick response grant round - \$20,363 - the Governing Body defer \$20,363 of the 2017/2018 community grants budget (WP ID# 344) to the 2018/2019 proposed community grants budget (WP ID# 336) - Resolution number : PKTPP/2018/84 Total: \$194,363.	Quick response Round Two will be decided 6 December 2018 Quick response Round Three will be decided 20 June 2019 Local Grants Round Two will be decided 16 May 2019.	CS: ACE: Community Empowerment	\$194363 LDI: Opex	In progress	Green	Strategic Relationship Grant 2018-2019: CEU staff are undertaking a review of the Strategic Relationship Grant Terms of Reference and accountability report. A total of \$129,363 has been allocated. A total of \$33,978 has been allocated under local grants round one for the 2017/2018 financial year. \$58,385 remains to be allocated to one local grants round and three quick response rounds.
624	Healthy Puketapapa Action Plan - Year one of proposed three year programme	Note: project plan for year one and indicative activities for years two and three to be developed and provided. Year one of three year HPAP development and delivery programme Manage the scoping and development of the Healthy Puketapapa Action Plan on behalf of the local board, ensuring central government agencies, community organisations, groups and members are engaged in the process. Contract provider to develop action plan, including a framework for future governance and delivery of actions.	Approve scope of work - end of Q1 Adopt developed Action Plan - Q4	CS: ACE: Advisory	\$35000 LDI: Opex	In progress	Green	An initial workshop was held with the local board in Q1 to discuss the proposed project plan and scope for the Healthy Puketapapa Action Plan (HPAP). Approval of the scope of work did not occur in Q1. Further scoping discussions will occur with the local board in Q2.
633	Enabling shared use of space - Year one of proposed three year programme	Note: project plan for year one and indicative activities for years two and three to be developed and provided. Contract provider to work closely with five identified community lease groups to support them to effectively and efficiently share use of their space.- implementing findings from a stocktake commissioned by the local board in FY18- this integrated project will allow work across two local board areas (AELB and PKTLB).(Year one of three year "Enabling shared use of space" programme)	Q1: Scope and brief work, including identify five lease groups	CS: ACE: Advisory	\$10000LDI: Opex	In progress	Green	The project team has been established and a workshop was held with the local board to clarify expectations and get input. The coordinator brief for the project has been developed and will be shared with the local board. Engagement for the coordinator role is underway. Identifying the five lease groups did not occur in Q1 and will happen later in the programme.
669	Wesley Community Centre and Roskill Youth Zone programme delivery	Plan, develop, deliver and evaluate a programme of activities that; - aligns to the outcome area of "Connected communities with a sense of belonging" - ensures community participation - enables more residents to feel connected to their community spaces - allows participants to learn, grow and come together to have fun - has a strong focus on supporting the ACE focus area by including arts outcomes, and participation by seniors	No further decisions anticipated	CS: ACE: Community Places	\$222703 ABS: Opex	In progress	Green	The Q1 highlight for the Wesley Community Centre is the SAINTZUP Performing Arts (SUPA) holiday programme. SUPA helps children boost their self-confidence through drama, dance, singing and musical instruments. The programme is aimed at children aged 3–15 years. The holiday programme runs during the term time and summer holidays. In the July 2018 holiday programme 110 children registered each day with 70 per cent from the Puketapapa area. The Q1 highlight from the Roskill Youth Zone is the AMARTE (Auckland Migrant and Refugee Training Enterprise) programme. The programme trains women from refugee and migrant backgrounds in barista coffee making, baking and creating a Food Control Plan. Many of the graduates from this programme have gone into full time employment and are better connected with their community. There has been an increase in participation from 10 women to 22 women. Six programmes have been evaluated. Staff and tutors will use this information to develop and improve the programmes in Q2. The Wesley Market Stallholder fees are collected and administered as agreed. In Q1, \$22,000 (ex GST) was collected in fees with a range of 30 – 45 stallholders at each market day.
750	Venue Hire Service Delivery - PK	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	During Q1, the hirer satisfaction survey shows that 84 per cent of hirers would recommend the venues they have visited. Participant numbers have increased by 9 per cent compared to the same period last year. Booking hours have decreased by 13 per cent compared to the same period last year. This is due to the closure of Wesley Community Centre for planned maintenance in July and August. The top three activity types during quarter one are meetings, special interest, fitness and arts and cultural events. A focus for staff in quarter two will be promoting our network through Google and Facebook channels

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936	Capacity building for delivery - Out and About programme	<p>Note: project plan for year one and indicative activities for years two and three to be developed and provided.</p> <p>Support the development of community led delivery in Puketapapa local board by:</p> <ul style="list-style-type: none"> - Develop and deliver a capacity and capability programme to build specific skills to support communities to own and manage projects and programmes on their own - Pilot programme for activity delivery focussing on the Out and About programme - Build their skills to allow for successful and sustainable delivery of these community event. <p>Synergies have been identified with the PSR program, specifically #555 (Informal social recreation projects). PSR will work collaboratively with ACE to deliver shared outcomes.</p>	Q2 - select community group/s for pilot "increasing diversity" in Out and About programme	CS: ACE: Advisory	\$8000 LDI: Opex	In progress	Green	In response to community demands and the recommendations of the diversity outcomes identified in PSR report, the project has shifted its objectives to focus on increasing the diversity of the existing Out and About programme. The project's initial objective was to engage community groups from different areas and build capacity to contribute to the Out and About programme. Initial consultations with the community showed that the programme was already being successfully run by community groups in collaboration with PSR. The findings of the Diversity report recommended more diverse activities to be introduced in community programmes. In Q2, staff will scope the possibility of increasing the diversity of activities of the existing Out and About programme, consulting with community groups to understand the interest and the resources available to deliver such activities.
1026	Build capacity: Support Roskill Community Network	<p>Enable the Roskill Community Network to support local groups to make connections and build their capacity to deliver community-led initiatives and partnering opportunities.</p> <p>This activity is part of an ongoing support for the Roskill Community Network, funded by the Puketapapa Local Board.</p> <p>Roskill Community Network \$10k - monthly community network meetings.</p>	No further decisions anticipated.	CS: ACE: Community Empowerment	\$10000 LDI: Opex	In progress	Green	Roskill Together has partnered with Wesley Community Centre to explore options around increasing community participation in the Roskill Community Network meetings; improving the network's effectiveness as an information and knowledge sharing forum and to improve community wellbeing. Staff met with Roskill Together and Wesley Community Centre to plan and finalise the objectives and measures of the funding agreement. Since receiving grant payment, Roskill Together and Wesley Community Centre have organised two meetings. A meeting in September 2018 presented an opportunity to increase community participation and encourage local people to have influence over what happens in their areas. Staff will organise a debrief with Roskill Together and Wesley Community Centre at the end of October to assess community participation and feedback. The outcomes will be reported in Q2.
1032	Build capacity: Increase children's participation in council decision-making	<p>Fund key community organisations to increase children's participation in council activities and decision making:</p> <ul style="list-style-type: none"> • facilitate children's panel engagement in schools during 2018/2019 • scope and implement process improvements to make the panels more effective for schools to participate • ensure that is a clear link to the outputs from the panels and local board decision making - ensuring panels get feedback on how their input has been reflected. <p>A key focus for 2018/2019 could be ensuring that children have a voice to help shape the development of the Healthy Puketapapa Action Plan (subject to local board approval). Review current delivery for Children and Young people (CAYP) to ensure it is meeting the local board and communities expectations. (also includes review of initiatives funded through ID 1033 - Youth development). Budget: - Children's engagement, including panel facilitation \$15,000</p> <p>Note: budget for the review of CAYP activities to be funded from ID 1033 - Youth development.</p>	Q1 - re-visit original intention/scope with community provider (including process improvements) and agree revised scope with local board (workshop) Evaluation/review - agree scope with local board (workshop) – Q2.	CS: ACE: Community Empowerment	\$15000 LDI: Opex	In progress	Green	A workshop with the local board was held on 27 September 2018 to re-scope the intended purpose of the Children's Panel and the provider, Roskill Together, to finalise this year's panel. The intention is to co-design an ever-evolving panel to meet the needs of the children, the schools and the local board. Roskill Together will continue to conduct a children's panel and suggest a community-led initiative resulting from the ideas of children. They will help establish a children's stakeholder group of children from the participating schools and deliver on some of the ideas that come from children. In Q2, the provider will hold a children's panel in each of the participating schools. Objectives for Q2 are expected to continue as planned, and staff will initiate a funding agreement in Q2.

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1033	Build capacity: Youth Development	<p>Fund key community partners to develop and support youth engagement, youth initiatives and build youth capacity.</p> <p>Review of current delivery for Children and Young people (CAYP) to ensure it is meeting the local board and communities expectations. (Note: also includes review of initiatives funded through ID 1032 - Children's participation).</p> <p>Budget breakdown:</p> <p>Estimated breakdown of budget for Youth Development:</p> <ul style="list-style-type: none"> - \$3k - funding to support Puketapapa Youth Board (PYB) - \$5k - youth summit – 2019 and review youth action plan - \$5k - youth awards - \$12k - youth project delivery to be determined by the Puketāpapa Youth Board in the Youth Action Plan - \$2k - review/evaluation - to be done house (budget may be required for any general expenses or facilitation). 	Evaluation/review - agree scope with local board (workshop) – Q2	CS: ACE: Community Empowerment	\$27000 LDI: Opex	In progress	Green	<p>The youth board hosted their first event, a youth summit on 5 July 2018 to engage with local young people on current issues and ideas for Puketāpapa. Sixty students from Lynfield College and Mt Roskill Grammar attended. A community forum co-hosted by the youth board and local board took place on 1 August 2018 with an employment theme.</p> <p>Q2 activity is underway with planning for the youth awards in December 2018.</p>
1034	Community-led placemaking: Support Neighbours Day Campaign.	<p>Fund a community organisation to support communities to engage with their neighbours and the wider community through community place-making activities. Note breakdown of budget as follows:\$2,000 neighbours day grants\$300 administration\$200 peer support and mentoringTotal \$2,500</p>	No further decisions anticipated	CS: ACE: Community Empowerment	\$2500 LDI: Opex	In progress	Green	<p>Neighbourhood Support Auckland have confirmed that they will engage with neighbours and the wider community to promote Community Placemaking Event through the Neighbours Day 2019 celebrations. Auckland Emergency Management has expressed an interest in partnering with Neighbourhood Support and is keen to match the Neighbours Day 2019 budget for Puketapapa Local Board. The next step is to agree on measures and outcomes and the final content of the funding agreement in Q2. Staff will work alongside Neighbourhood Support and community organisations to encourage community participation. A marketing strategy will be developed and delivered in Q2.</p>
1237	Youth Connections - PKTPP	<p>Youth Connections will:</p> <ul style="list-style-type: none"> • 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. • Facilitate local opportunities for all youth to be meaningfully engaged in education, employment or training, and have clear employment pathways • Develop an extensive network of stakeholders in the youth employment space throughout the council family and the business community • Develop tools to build an enabling environment for young job seekers and youth-friendly employers. 	Local board to approve Youth Connections youth employment initiatives to be delivered by The Southern Initiative.	CS: ACE: Community Empowerment	\$25000 LDI: Opex	In progress	Green	<p>Following on from the EmployMe training, Youth Services West (YSW) supported one young person into a cadetship with AIM Services and are providing transition mentoring. Two trainees were supported into employment and one back into mainstream education. YSW are working with AIMs and Urban Maintenance Systems (a council parks supplier) on future cadetships, and employment opportunities for youth. Through the Champs youth mentor network these opportunities will be prioritised for young people from the local board area. DINE Academy trained 13 young people; nine have secured casual employment, one of which was previously not in employment, education or training. All of the 13 have entered or remained in education or training. Global Lighthouse are working with eight young people on the work readiness programme. Young people are being placed into employment and work experience with Te Whangai Trust, The Warehouse and the local Roskill Youth Zone café.</p> <p>Staff updated the local board at a workshop 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>

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1259	Apply the empowered communities approach – connecting communities (PKTTP)	Broker strategic collaborative relationships and resources within the community. This includes five key activity areas: 1. Engaging communities: • reaching out to less accessible and diverse groups - focussing on capacity building and inclusion • supporting existing community groups and relationships. 2. Strengthen community-led placemaking and planning initiatives - empowering communities to: • provide input into placemaking initiatives • influence decision-making on place-based planning and implementation. This includes urban revitalisation activities, collaborating with relevant council departments, council-controlled organisations and actions associated with facilitating community focussed connections with Te Auaunga Awa. 3. Enabling council: • supporting groups to gain access to operational and technical expertise and identify and address barriers to community empowerment. 4. Responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations: • this does not replace or duplicate any stand-alone local board Maori responsiveness activities. 5. Reporting back - to local board members on progress in activity areas 1 - 4.		CS: ACE: Community Empowerment	\$0 LDI: Opex	In progress	Green	In quarter one the strategic broker activities included: • brokering a working partnership and relationship with the Wesley Community Centre Co-ordinator and Roskill Together Trust to diversify the existing Roskill Community Network meeting. Piloting an evening meeting to target local residents and increase community participation. • facilitating and supporting the Mount Roskill Library to establish new relationships by diverting their unwanted furniture to community groups. • brokering the establishment of new working relationships with Sport Auckland to local community groups Roskill Together, Brentwood Trust, Wesley Community Centre and the Albert-Eden Strategic Broker to support Seniors activation and socialisation activities. • brokering a new working relationship with the ACE Arts Broker and Events Manager to support the allocation of resources and funding to the annual festival hosted by Te Kura Kaupapa Maori o nga Maungarongo. • completing 28 Local Board Grant assessments on SmartyGrants for Round 1 of the Puketapapa Local Board Grants programme. • co-facilitating and delivering two Strategic Relationships Grant planning sessions with the 2018/2019 financial year recipients at the Fickling Centre. Feedback from participants was that the sessions were valuable and would like to have more in the future.
1419	Increase diverse participation: social innovation and enterprise	Fund the development of social enterprises to seed entrepreneurship and innovation. Provide seed or development funding to emerging enterprises.	Q2 - workshop results from previous years' funding with the local board - including an assessment of the effectiveness of this activity and outcomes achieved	CS: ACE: Community Empowerment	\$10000 LDI: Opex	In progress	Green	AKINA have initiated their mentoring workshops with four organisations in the local board area. AMARTE, C3 Collective, Frujee Crush and The Bike Kitchen went through a 60 minute clinic with AKINA at RYZ to identify the next developmental stage for their organisation. All the groups benefited from the advice provided to them at the clinics. AKINA will continue to work alongside the groups to develop their enterprise and focus on refining their impact models. AKINA are also planning an information workshop for other social entrepreneurs in Q2.
Community Facilities: Build Maintain Renew								
798	Puketāpapa 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	\$3486181 ABS: Opex	Approved	Green	The first quarter has been spent largely remediating the remainder of the April storm responsive work orders. The contractors will use this experience to plan, prepare and execute service delivery better, should a storm event of this nature occur again. Improved communication and continuous engagement with internal stakeholders like Healthy Waters and Waste Solutions has resulted in more timely response times for customers. Contractors have made quality improvements in the maintenance of turf and streetscapes in Puketapapa. Overall, we are continuously and conscientiously looking at how to manage and improve maintenance delivery outcomes for our customers in Puketapapa.
799	Puketāpapa Arboriculture Contracts	The Arboriculture maintenance contracts include tree management and maintenance.	No further decisions anticipated	CF: Operations	\$290613 ABS: Opex	Approved	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.
800	Puketāpapa 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	\$153572 ABS: Opex	Approved	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.
1229	Puketāpapa Native forest restoration and ecological restoration programmes	Ecological program top up to target particular areas across the board, including intensive ecological improvement, community education funding, and control pest weeds.	No further decisions anticipated	CF: Operations	\$8000 LDI: Opex	In progress	Green	Options are being explored to identify appropriate sites where the initiative can be implemented.

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1230	Waikowhai Coast - remove pine trees	Removal of pines and revegetation along the Manukau Harbour foreshore.	No further decisions anticipated	CF: Operations	\$24000 LDI: Opex	In progress	Green	Planning has begun with contractors on the next stage of removals. Physical works are expected to commence in early December.
2262	Cameron Pool - renew sauna	Renew the sauna to establish correct insulation, isolation and ventilation. Work includes renewal of heater and heating case, as well as floor strengthening work for the upstairs fitness room to allow for high impact classes to resume. This project was a multi-year funded project with works scheduled for completion in mid-2018.	No further decisions anticipated	CF: Project Delivery	\$50000 ABS: Capex - Renewals	Completed	Green	Project completed
2263	Keith Hay Park - renew car park - Noton Road and Richardson Road	Upgrade of the existing carparks and lighting. Formalise the entrance way. This project is a multi-year project initiated in FY 2016/2017. (Previous SP 18 ID 3035). The work will be tendered in mid-2018 followed by physical works.	Options to be approved by local board	CF: Project Delivery	\$100000 ABS: Capex - Renewals	In progress	Green	Current status: The culvert component will not be progressing, and therefore the project is being repriced to reflect changes. Next steps: Appoint preferred contractor to undertake the construction and commence physical works.
2264	Lynfield Recreation Centre - replace CCTV system	Renew CCTV System. Project was brought forward for delivery in FY 2017/2018 as part of the approved Risk Adjusted Programme. Finance budget remains in FY2018/2019.	No further decisions anticipated	CF: Project Delivery	\$28000 ABS: Capex - Renewals	Completed	Green	Project completed
2265	Mt Roskill Library - renew furniture, fittings and equipment	Renew furniture, fittings & equipment. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2506).	No further decisions anticipated	CF: Investigation and Design	\$84300 ABS: Capex - Renewals	In progress	Amber	Delay to completion of project due to delays in manufacturing the replacement furniture items. Current status: Majority of the furniture has been delivered and installed. Next steps: There is a 5 week manufacturing delay for the last remaining item, which is a bar leaner study table. Delivery anticipated to be end of November or early December 2018.
2266	Mt Roskill War Memorial Hall - renew kitchen	Renew kitchen to be fit for current use. Year one - investigation (including options for sites that would benefit from an increase level of service to propose to the local board), scoping and design. Year two - physical works	No further decisions anticipated	CF: Investigation and Design	\$2500 ABS: Capex - Renewals	Approved	Green	Current status: Site investigation indicates that water leaks in the kitchen area need to be addressed before renewing the kitchen. Next steps: Investigate the scope of works and timing.
2267	Pah Homestead - renew lights	Update the lighting in the facility to fit for purpose lighting. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3150).	No further decisions anticipated	CF: Project Delivery	\$120000 ABS: Capex - Renewals	In progress	Green	Current status: Physical works to commence in the first week of October. Next steps: Project is expected to be completed by the end of November.
2268	Puketāpapa - LDI minor capex fund 2018/19	Funding to deliver minor capex projects throughout the financial year as approved in the monthly local board workshops.	Options to be approved by local board	CF: Investigation and Design	\$10000 LDI: Capex	In progress	Green	Current status: Proposed works to be identified. Next steps: Proposed works to be workshopped with the local board in quarter two.
2269	Puketāpapa - renew park buildings FY19+	Renew toilets. May Road War Memorial Park (changing sheds and toilet); Seymour Park; Three Kings Reserve; Wairaki Stream Reserve 1 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.	Options to be approved by local board	CF: Investigation and Design	\$15000 ABS: Capex - Renewals	In progress	Green	Current status: Have confirmed that renewal work needs to be undertaken at Margaret Griffen Park, Richardson Road car park and Keith Hay Park South. There are no taps providing water at Keith Hay Park so have raised this as an urgent maintenance request with the Operations team. Next steps: Develop a business case which identifies renewal work required at these sites.
2270	Puketāpapa - renew paving and courts FY17+	Arthur S Richards Memorial Park, John Rosser Reserve, Margaret Griffen Park, May Road War Memorial Park, Quona Reserve, Sylvania Crescent Esplanade, Reserve, Three Kings Reserve, Wairaki Stream Reserve, West Reserve, Wilson Corner Reserve. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2501).	No further decisions anticipated	CF: Project Delivery	\$100000 ABS: Capex - Renewals	Completed	Green	Project completed
2271	Pallister reserve - renew playground	Renew the playground at Pallister Reserve. This project was previously a bundled renewals programme for play spaces in the Puketāpapa area. Stage one includes investigation and scoping (including options for assets that would benefit from an increase level of service to propose to the local board). Physical works to be undertaken in Stage 2. This is a multi-year funded project and is a continuation of the 2017/2018 programme (previous SP18 ID 3167). Line item previously named "Puketāpapa - renew play space FY17"	No further decisions anticipated	CF: Project Delivery	\$88000 ABS: Capex - Renewals	In progress	Green	Current status: Delay in awarding contract. The price submitted by the contractor is under review and negotiation. Next steps: The main contractor contract to be finalised. Works are expected to commence on site in October 2018.
2272	Roskill Youth Centre - renew CCTV system	Replace CCTV system at the facility.	No further decisions anticipated	CF: Investigation and Design	\$25000 ABS: Capex - Renewals	Approved	Green	Current status: To undertake a strategic assessment. This will inform the next steps. Next steps: Commence preliminary design.

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2273	Roskill Youth Zone - refurbish floor	Refurbish wooden floor including re-marking for sports. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2499).	No further decisions anticipated	CF: Project Delivery	\$33500 ABS: Capex - Renewals	Completed	Green	Project completed
2274	Waikowhai Reserve - renew play space	Renew play space. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2494).	Local board is to approve (through workshop) design	CF: Investigation and Design	\$210000 ABS: Capex - Renewals	In progress	Green	Current status: Playground designer has been engaged for design of playground. On going consultation is happening with the landfill project team and Parks, Sport and Recreation specialists. The community consultation meetings have been held. Next steps: Meet with consultant and complete the design of the playground including working with the landfill team on resource consent submission requirements.
2275	Wesley Community Centre - renew play space	Renew play space adjacent to the Wesley Community Centre. This project has been requested by the facility manager and is of high priority to the Community Places unit and intended to be a community led project. Stage 1 involves investigation and scoping (including options for assets that would benefit from an increase level of service to propose to the local board). Physical works to be undertaken in Stage 2. This project may be a multi-year funded programme to be initiated in FY 2018/2019.	Local board is to approve (through workshop) design	CF: Investigation and Design	\$55000 ABS: Capex - Renewals	Approved	Green	Current status: Undertake investigation and engage design consultant to provide options. Next steps: Create business case.
2276	Wesley Community Centre - replace operable wall and repaint throughout	Replace operable wall in Tarapunga room and repaint throughout. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2492).	No further decisions anticipated	CF: Project Delivery	\$75000 ABS: Capex - Renewals	In progress	Green	Project completed
2277	Harold Long & Fearon Reserve - develop greenways and linkages	Implementation of the concept plan to improve the connection of the two parks. Develop greenways/linkages, improve play provision. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2514).	Options to be approved by local board	CF: Project Delivery	\$620000 ABS: Capex - Development	In progress	Amber	Asbestos removals delayed overall final delivery by six months. Current status: Stage two - (playground, remaining section of greenway path, planting, driveway entry from Akarana Avenue and carparking in front of kindergarten). Asbestos removals from the site are now complete. The final Site Validation Report has been received. The head contractor has been back on site continuing work since late June. The site has been backfilled with replacement material, levelled, and the playground suppliers have installed the foundations for the major play equipment items (spacenet and three-bay swing). The concrete edge beam for the left hand side edge of the reconstructed Akarana access way has been poured. Watercare undertook a water main replacement adjacent to the work site which has delayed progress with the remainder of access way works. This is now complete and access way works have been reprogrammed. New construction signage has been procured to reflect the updated completion dates and has been erected on site. Setting out of all playground items has been completed and reviewed by a playground safety inspector for compliance to New Zealand Standards. Next steps: Progress the Akarana Avenue access way now that Watercare's works are complete. Progress with playground edging (stepping logs and boulders), remainder of play item foundation installations and begin pouring concrete paths. Mark out shared pathways and complete base course/foundation preparation. Vector is to complete works to install a power supply for the new amenity lighting, including a new distribution box.
2278	Keith Hay Park development	This is a grant to the Three Kings United Football Club to toilets and changing rooms. This project is being led and managed by the Football Club via a Facilities Partnership Agreement. The project is funded in the 2018/2019 work programme with external funding of \$840,000 provided by the Auckland Council Facility Partnership Fund.	No further decisions anticipated	CF: Investigation and Design	\$1220000 ABS: Capex - Growth; External funding	Approved	Green	Current status: Auckland Council's contribution is to go towards the installation of toilets and changing rooms. This project is being led and managed by the Football Club. A facilities partnership agreement needs to be executed before any funding is paid out. Detailed design for five sports lights is underway. Next steps: Confirm timelines for construction with the club and prepare funding agreement for club room upgrade. Complete detailed design for sport field lighting.
2279	Monte Cecilia Park - restore historic Whare	Restore the historic Whare at Monte Cecilia Park. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2507).	No further decisions anticipated	CF: Investigation and Design	\$50000 ABS: Capex - Development	On Hold	Amber	Current status: This project is on hold. Auckland Council is writing the business case for the grant to the Wallace Arts Trust as a contribution to the upgrade of the whare. This project has been placed on hold. Staff are developing advice for the board in response to a request from the James Wallace Arts Trust for funding. JWAT would use this to pay a consultant to develop a business case and high-level financial projection in relation to the proposed lease of the Pah Homestead Whare.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
2280	Pah Homestead - install HVAC system	Pah Homestead - air-conditioning installation. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2504).	No further decisions anticipated	CF: Investigation and Design	\$590000 ABS: Capex - Development	In progress	Amber	Investigations have shown that there is a tension between providing high quality air conditioning, the operation of the facility and heritage considerations. In particular, to achieve tightly controlled air conditioning for the main exhibition spaces on the ground floor, the doors to the exhibition spaces need to be kept closed except for short periods to allow for visitor entry and exit. This has implications for the visitor experience, operational matters and heritage aspects. These issues are being considered. Current status: An air-conditioning engineer has started detailed investigations, currently working through design options with councils heritage team. Meeting was held with the Trust on the direction of the air-conditioning system. Next steps: System to be conceptually designed before confirmation with all parties included.
2281	Waikowhai - install coastal boardwalk - stage 2	Stage 2 - boardwalk from Bamfield Place to Taylors Bay Reserve. To include design/engineering, consultation, consenting, tendering, and physical works. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3240).	No further decisions anticipated	CF: Project Delivery	\$100000 ABS: Capex - Development	In progress	Amber	This project is dependent on the outcome of the resource consent hearing. Current status: The outcome of the resource consent process is that the project will go to a hearing, likely to take place in October 2018. Next steps: Wait for the outcome of the hearing. After the result tender the physical works.
2282	Harold Long & Fearon Reserve - Stage 3	Develop bush playground, hardcourt, kindergarten pathway and western side of carpark.	Options to be approved by local board	CF: Investigation and Design	\$100000 LDI: Capex	In progress	Green	Current status: A presentation of scope options for stage three was presented to the local board at the September workshop meeting. Next steps: Present to the next local board workshop and take on board decisions made and progress initial investigation and design professional services contracts.
2738	Waikowhai Coastal Walkway - development of priority walkway routes	Further develop the Waikowhai Coastal Walkway. Stage 1 will include scoping of priority routes as outlined in the [Draft] Waikowhai Walkway Action Plan (to be formally adopted at the July Business Meeting). Physical works to be undertaken during Stage 2. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3240).	Options to be approved by local board	CF: Investigation and Design	\$0 Currently unfunded	On Hold	Amber	This is on hold as it was not approved by the local Board as part of the work programme for the 2019 financial year. The local board would like more information before they agree to fund this. Current status: This project is currently not funded. Next steps: Seek funding approval from the local board upon the adoption of the Waikowhai Coastal Walkway report.
2739	Keith Hay Park - install lighting	Install lighting to light fields #10 and #13 at Keith Hay Park. Project is funded in FY19 with external funding from Fletchers Construction of \$385,000.	No further decisions anticipated	CF: Investigation and Design	\$385000 External funding	Approved	Green	Current status: Developed design for five sports lights is underway. Next steps: Start detailed design.
2740	Three Kings Reserve - installation of sand carpet	Installation of sand carpet, drainage and irrigation and on field 1. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2819).	Options to be approved by local board	CF: Investigation and Design	\$460000 ABS: Capex - Growth	In progress	Green	Current status: Developed design for sand carpet platform underway. Working with Healthy Waters on possible supply of ground water for sport platform irrigation. Physical works planned to start following Christmas in the park event on 1 December 2018. Next steps: Begin detailed design for sand carpet upgrade.
2741	Puketāpapa - Accessibility Improvements	Scoping and delivery of minor works required in response to the BeAccessible Reports.	Options to be approved by local board	CF: Investigation and Design	\$0 Currently unfunded	On Hold	Amber	Locally driven initiative budget line to be considered when further information is available. Current status: Upon the adoption of the Accessibility Report, the local board will consider approving funding to progress the priority initiatives. Currently this project remains unfunded.
2776	Arthur Faulkner Reserve - remove southern tennis courts	Investigate and scope potential works to remove three southern courts and return to grass as per the concept plan, in order to mitigate drainage problems and prevent flooding. Options to be presented to the board for approval prior to physical works being undertaken.	Options to be approved by local board	CF: Investigation and Design	\$2500 LDI: Opex	Approved	Green	Current status: Various options are being investigated. Next steps: Advise the costs and benefits of the various options to the local board.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
Infrastructure and Environmental Services								
881	New project: Puketāpapa: Waitītiko, Waiateao (Meola and Motions Creek catchments) and the Three Kings to Western Springs Aquifer Initiative	<p>This project will be focused on the Western Springs-Meola-Three Kings Aquifer, comprising of the Waitītiko (Meola) and Waiateao (Motions) Creeks. The initiative will aim to identify the issues, opportunities and existing programmes in place to restore the aquifer and related groundwaters. This assessment will identify gaps and inform options for future works in the area. It is proposed to utilise knowledge from stakeholders and involve partnerships with interested and influential parties operating within the catchment which covers three local boards, Puketāpapa, Albert-Eden and Waitemātā. These would include local communities, mana whenua, Auckland Council, Watercare and Auckland Transport.</p> <p>It is proposed that the Albert-Eden and Waitemātā Local Boards fund \$10,000 each towards this project, and the Puketāpapa Local Board funds \$5,000 as they have a smaller share of the catchment.</p>	No further decisions anticipated	I&ES: Healthy Waters	\$5000 LDI: Opex	In progress	Green	<p>A contractor has been engaged to prepare a report demonstrating the issues/threats/opportunities/existing programmes for the integrated management of the aquifer.</p> <p>A literature review is complete and will be presented to the local board in November. After feedback from the board, engagement will begin with key stakeholders including Auckland Transport, Watercare, local community groups, Auckland Council, mana whenua, schools and sports clubs. Responses from the engagement will be incorporated into the final draft.</p>
887	Puketāpapa: Healthy Rentals	<p>The Healthy Rentals Project aims to support tenants and landlords to create warmer, drier rental homes, and reduce household energy use and associated carbon emissions. The project is targeted at private rental properties with housing quality issues, low income tenants, or tenants who have health conditions exacerbated by cold, damp housing. It delivers in-home advice and free installations for tenants, and a housing report and subsidies for the landlord. It is designed to align with and complement the regional Ministry of Health Auckland Wide Healthy Home Initiative (AWHI, Kainga Ora) and enable a greater number of households to benefit from the support package outlined above. The extent to which the project provides subsidies for landlords can be adjusted in response to emerging details of the national government Healthy Homes Guarantee Bill. Regardless of future potential legislative changes, the project provides a valuable catalyst for early action by landlords to improve their rental properties. It also supports tenants to create healthy and energy efficient homes. Note: the 2018/2019 budget figure shown for this activity includes the \$13,000 originally approved plus \$12,000 deferral from 2017/2018.</p>	No further decisions anticipated	I&ES: Environmental Services	\$25000 LDI: Opex	In progress	Green	<p>The 2017/2018 healthy rentals project was completed during quarter one with the carryover funds used to continue the project throughout the winter months. The 2017/2018 project evaluation was commenced with surveys developed to gather feedback from tenants and calls to landlords to see what improvements they have made as a result of the recommendations provided. A project wrap-up and evaluation report will be presented to the board at the beginning of quarter two. A new contract to provide for the continuation of the project with 2018/2019 funding allocation is underway and materials purchased to support interventions for tenants.</p>
888	Puketāpapa Low Carbon Network	<p>Establish a low carbon network for Puketāpapa Local Board area. This is a network of individuals, households, community groups, and businesses working together within the local board area to promote, support and implement community level low carbon activities. This community-led network will support implementation of the local board's newly approved low carbon action plan, in collaboration with the local board and the council's staff. The interests of participants will determine the direction of the network and priority areas they would like to focus on. This could include elements such as: - promote low carbon-related activities in the local board area to their networks via online channels - host low carbon events, such as pecha kucha presentations on low carbon initiatives- implement carbon reduction actions in accordance with the action plan. During establishment the network will be supported by a facilitator, who will coordinate regular meetings, lead planning sessions and provide support for activities. Over time it is hoped that the network will become self-sustaining, with the majority of activities being volunteer led and budget being primarily used to deliver low carbon activities.</p>	No further decisions anticipated	I&ES: Environmental Services	\$10000 LDI: Opex	In progress	Green	<p>In quarter one, the survey results from the last meeting were analysed and there has been some connecting with existing local groups to determine a uniquely local low carbon network in Puketāpapa. As there are now three low carbon networks through Puketāpapa, Waitemātā and Whau a single provider has been assigned to manage and administer the networks through the appointment of a community low carbon broker. Activities undertaken in quarter one include: - appointment of the low carbon community broker to support and administer the low carbon network- building on the stakeholder list, an introductory email and a newsletter sent to 120 members in Puketāpapa - planning the first of the low carbon events – the launch of Peddle Puketāpapa local cycle map developed from initial meetings to showcase the local area. Planned in collaboration with the Bike Kitchen, local schools and cycle groups, Wesley Market, Global Lighthouse, Ecomatters and Auckland Transport, the event will take place at Wesley Community Hub on 26 October 2018.</p>

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
889	New project: Puketāpapa Low Carbon Lifestyles	<p>The project will support and empower householders to lead low carbon lifestyles. Targeted advice will be provided to residents on home energy efficiency with the potential to extend this to water conservation, waste reduction, smarter mobility and low carbon food choices.</p> <p>The project involves a doorstep conversation with residents and may also include the provision of energy saving devices. The aim will be to target 275 to 300 households in high priority locations within the Puketāpapa Local Board area, as determined via census data.</p> <p>The project also includes a follow up survey of participants to evaluate behaviour change and carbon emissions reduction from the initiative.</p>	No further decisions anticipated	I&ES: Environmental Services	\$35000 LDI: Opex	In progress	Green	<p>Procurement has been completed with Ecological Associates secured as the vendor. Delivery of this project in the Puketāpapa area is scheduled to be completed in quarter four.</p> <p>Area selection will commence in quarter three with door knocking starting in quarter four.</p> <p>As this project only affects a small carefully selected area no lead up promotion is planned. However once the project is complete an Our Auckland story is planned celebrating its success and giving kudos to all involved local boards.</p> <p>The programme will link in with Puketāpapa's Low Carbon Network as both aim to reduce carbon emissions in the area.</p>
901	Keith Hay Park Stream Daylighting Detailed Design Stage Two and Resource Consenting.	In 2017/2018 the board has funded detailed design for daylighting of a section of the streams that runs through Keith Hay Park (alongside the Akarana Golf Course). This project would involved completing detailed design for the remainder of the stream. This would include: * carrying out a survey of the area* developing an erosion and sediment control plan* planting plans, * providing construction drawings and construction specifications. * developing a design for a small boardwalk.Liaison with Community Facilities and the Akarana Golf Course would also be carried out to ensure they are aware of the project and have input into the design. Mana whenua would be engaged in the project and local schools would also be invited to input into the design. Once detailed design is completed the resource consent application would be developed and lodged (this includes a \$4,000 lodgement fee). A building consent application for the boardwalk would also be lodged (\$4,215 application fee).	Approve final detailed design for daylighting of Keith Hay stream	I&ES: Healthy Waters	\$45155 LDI: Opex	In progress	Green	A contractor has been appointed to prepare a detailed design for the daylighting of Keith Hay Park. During quarter two Healthy Waters and Parks will be meeting to discuss the work programmes for this area, to ensure collaborative workstreams to reach the desired outcomes.
905	Keith Hay Park Plant Maintenance	<p>Three visits to maintain 2017/2018 riparian plantings in Keith Hay Park in spring, summer and autumn.</p> <p>Manual removal of alligator weed from stream when water level is low (late summer or early autumn).</p>	No further decisions anticipated	I&ES: Healthy Waters	\$2000 LDI: Opex	In progress	Green	A contractor has been engaged for the plant maintenance and weed control projects. The planting will be completed during the 2019 planting season (from April to June 2019).
910	New project: Increasing Local Employment through Freeland Reserve Stream Restoration Project	The Freeland Reserve Stream Restoration Project is a regionally funded stormwater project that is being delivered in the local board area. Local board funds would be used to support this regional project to achieve social outcomes. The mechanisms for achieving this would be similar to those used on the Te Auaunga Walmsley-Underwood project. For the Te Auaunga project Te Whangai Trust was employed to provide a nursery and plantings for the project. The trust provides local people who have struggled to obtain work (for example, those with mental health conditions, discharged prisoners and people coming from Drug and Alcohol services) with training and employment. It is proposed that Te Whangai Trust will be asked to achieve additional social outcomes by targeting unemployed youth in this catchment to be involved in the Freeland Reserve stream restoration project. This is a regionally funded stream naturalisation project which will be delivered in the local board area in 2018/2019.	No further decisions anticipated	I&ES: Healthy Waters	\$10000 LDI: Opex	In progress	Amber	Consent for the Freeland Reserve stormwater project has been delayed. Other site options are being considered. Delayed consent for the Freeland Reserve stormwater project is likely to mean that the Te Whangai Trust will have to consider a different location. Options to be presented to the board in quarter two. If a new option is accepted delivery is expected to be on track for the 2018/2019 financial year.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
913	Puketāpapa: Manukau Harbour Forum	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	\$10000 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: <ul style="list-style-type: none"> 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.
Libraries								
1165	Provision of Library Service - Puketāpapa	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: 56 hours over 7 days per week	No further decisions anticipated	CS: Libraries & Information	\$692703 ABS: Opex	In progress	Green	The library team has become involved with services to RASNZ (Refugees as Survivors NZ). We have conducted a library workshop, introducing the library website and digital resources and also enrolling members with a library membership. There has been a six per cent decrease in the number of visits and seven per cent decrease in the number of issues when compared to the same quarter last year, while our digital and eCollections continue to grow and customer demand for computer assistance is regularly requested.
1166	Additional hours to network standard - Puketāpapa	1 additional opening hour at Mt Roskill Library.	No further decisions anticipated	CS: Libraries & Information	\$9700 LDI: Opex	In progress	Green	Our recently introduced bi-lingual Storytime has proved very popular during our additional opening hour and we have now increased this to a fortnightly session.
1167	Preschool programming - Puketāpapa	Provide programming for preschoolers that encourages early literacy, active movement, and supports parents and caregivers to participate confidently in their children's early development and learning. Programmes include: Wriggle and Rhyme, Rhymetime, Storytime.	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	Pre-school programming continues to remain strong with 42 programmes delivered to 1539 participants. Team members visited Three Kings Kindercare during their focus on 'Our Community', promoting the library and conducting a storytime session.
1168	Children and Youth engagement - Puketāpapa	Provide children and youth services and programming which encourage learning, literacy and social interaction. Engage with children, youth and whānau 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	Two of the team were invited to judge the Book Character Costume Parade during the St Therese Primary Book Week. Parents and children from Dominion Road School visited the library as part of the Reading Together Group. Our theme for the school holidays was 'Building Heroes' and we were delighted to have special events with the Police and their dog, Iwa, as well as the Customs' Detector Dog team. Our Art Club held a special activity focussing on the architectural hero, Anton Gaudi. Planning is underway for Kia Māia te Whai/Dare to Explore 2018/19 summer reading programme.
1169	Support customer and community connection and Celebrate cultural diversity and local places, people and heritage - Puketāpapa	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	A new cultural celebration for the library this year was Enkutatash, Ethiopian New Year. The celebrations included a storytime, morning tea and special coffee making ceremony. Planning for Diwali is now underway with an early celebration of Bollywood dancing in the library by a group from Three Kings' School. A local dentist Dr Hwang gave a talk in Mandarin to our Chinese customers on dental health.
1170	Celebrating Te Ao Māori and strengthening responsiveness to Māori. Whakatipu i te reo Māori - Puketāpapa	Celebrating te ao Māori with events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with Iwi and Māori organisations. 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	Matariki was celebrated with an interactive session with the Stardome Roadshow crew. We also had an event 'Create Your Own Harakeke Putiputi'. During Māori Language Week, we promoted our collections with Māori signage and a special Kōrero corner for customers to sit and converse in Te Reo or learn new language skills.
1171	Learning and Literacy programming and digital literacy support - Puketāpapa	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	Library staff now provide a digital workshop to the Bhartiya Samaj group on a fortnightly basis. We also conduct digital sessions for the Migrant Newcomers ARMS (Auckland Regional Migrant Services) workshop. During this first quarter we have delivered 36 Book a Librarian sessions.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
Local Economic Development: ATEED								
356	Puketapapa Business Engagement	The proposed 2018/19 Business Engagement Programme aims to increase the level of engagement with local businesses through establishing new and supporting existing local business user groups across the local board area. The local business user group will be represented by local businesses in one particular business area. The function of the local business users group is to provide an opportunity for networking amongst local businesses and enable contacts and relationships to be formed on an informal basis. It is envisaged that local businesses will see each other as part of a connected business community through these local business users groups, which may then empower them to form into a local business association. To work together to develop a strategy to address any issues while promoting Puketāpapa and attract more customers to the area. The local board funding will be used to employ a contractor to lead the engagement with local businesses and support the current local business users groups. The contractor will arrange activities such as business meet ups and provision of capability development workshop and seminars.		ATEED: Local Economic Growth	\$25000 LDI: Opex	On Hold	Amber	The local board requested a realignment of the programme in July. A subsequent tender process received two proposals. Following tender close the local board gave direction at a workshop in September to step back from pursuing a/multiple business association(s). Current allocation has yet to be rescope.
656	Young Enterprise Scheme (PKTPP)	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	\$1000 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.
Parks, Sport and Recreation								
464	PKTPP: Open Space Service Provision Planning	To undertake investigation at network level to prioritise future projects and programmes within parks and open space, and to deliver parks planning initiatives included in the Puketapapa Local Board Plan. • Develop concept plans for Hillsborough Cemetery, Margret Griffen Reserve and May Road War Memorial Park. • Undertake a shade and shelter assessment • Assess and plan for water fountain provision in parks • Investigate and continue planning for heritage signage • Further key moves from Open Space Network Plan	Workshop in Q2 to update on work programme progress. Formal adoption of reports forecasted in Q4.	CS: PSR: Park Services	\$65000 LDI: Opex	In progress	Green	Projects agreed with the Puketāpapa Local Board in August 2018. Progress on each is outlined below:- Mt Roskill War Memorial Park Spatial Plan: The project is in the tender phase. - Hillsborough Cemetery Spatial Plan: The design team will produce plan and site visits are scheduled for Q2.-Margaret Griffen Spatial Plan: The design team will produce plan and site visits are scheduled for Q2. -Shade & Shelter Provision Assessment: The project is in the data collection phase. Principles of provision of shade and shelter will be workshopped with members in Q2 before a consultant is engaged to undertake a provision assessment.-Toilet & Drinking Fountains Provision Assessment: The project is in the data collection phase. Principles of provision of toilets and drinking fountains will be workshopped with members in Q2 before staff undertake a provision assessment.-Transport Maps: Scope is being worked through in discussion with ALK Paths and I&ES. -Heritage Signage Investigation - The project is in the data collection phase. Meetings with Mana Whenua and Council departments scheduled for Q2 to identify opportunities. Members will be updated at Green Cluster meetings in Q2.

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486	PKTPP: specific implementation plan for Auckland's Urban Forest (Ngahere) Strategy	<p>This project is to develop a local board specific programme which will identify, increase and protect Auckland's Urban Forest (Ngahere). An information session was held with the local board's 'Green Cluster' on the Urban Forest Strategy on 23 August 2017.</p> <p>This is a three year project:</p> <p>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:</p> <p>Year two 'growing' phase: Find space for planting new trees using partnerships, including community groups, schools and the Million Trees Program.</p> <p>Year three 'protecting' phase: direct and indirect methods for the community to nominate and protect trees.</p> <p>This project will help to deliver the local board's Low Carbon Action Plan 2017.</p>	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	\$15000 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.
554	Lynfield Youth & Leisure Centre: Operations	Operate Lynfield youth & Leisure Centre in a safe and sustainable manner through a management agreement with the YMCA. Deliver a variety of accessible programmes and services that get the local community active. These services include: fitness; group fitness; learn to swim; early childhood education; aquatic and recreation services. Along with core programmes that reflect the needs of the local community.	No further decisions anticipated	CS: PSR: Active Recreation	\$0 ABS: Opex	In progress	Green	Lynfield Youth and Leisure Centre Lynfield teamed up with Sport Waitakere to deliver a 10 week programme targeting inactive Indian families and provided them with free family memberships. Staff provided the families with free consultations, programme demonstrations, free access to the fitness club during opening hours, all group fitness classes, and supervision of their children for three classes per week. Customer Satisfaction There was a slight increase in customer satisfaction (measured by NPS survey) from the previous quarter. The NPS score for Quarter 1 is 37.7, this is a 1.9 increase from the previous quarter. Activation this quarter: 8% increase in centre visits 7% increase in fitness visits 8% increase in stadium visits
555	PKTPP: Informal social recreation projects	Supporting "Out and about" programmes and initiatives that encourage participation in sport and recreation. Synergies have been identified with the ACE program # 936 (Capacity building for delivery). PSR will work with ACE to deliver shared outcomes.	No further decisions anticipated	CS: PSR: Active Recreation	\$15000 LDI: Opex	In progress	Green	A summary for the FY17/18 program was presented to the local board in September 2018 and the draft FY18/19 program was discussed. Staff are now finalising the program and are working towards a November deadline for communications. Staff are also working with ACE on enabling a community group to lead and deliver an Out and About event this summer.
556	PKTPP: Ecological volunteers and environmental programme FY19	<p>Programme of activity supporting volunteer groups to carryout ecological restoration and environmental programmes in local parks including:</p> <ul style="list-style-type: none"> •Community planting events; •Plant and animal pest eradication; •Litter and green waste removal; •Contractor Support; •Tools and Equipment; •Beach/stream Clean Ups. •Brochures •Pacific oyster shell removal 	No further decisions anticipated	CS: PSR: Park Services	\$18000 LDI: Opex	In progress	Green	It has been a busy quarter for the ecological volunteers in the Puketapapa area with the focus on planting and pest animal programme.
584	PKTPP:Māori naming of reserves and facilities FY19 Phase Two	Identifying opportunities for park and facility naming/renaming and engaging with Mana Whenua to develop Māori names and enhance Auckland's Māori identity and Māori heritage	No further decisions anticipated	CS: PSR: Park Services	\$18000 LDI: Opex	In progress	Green	At the 6 September 2018 Extraordinary business meeting the board approved 30 local parks to invite mana whenua to provide a Māori name and narrative for dual naming. In support for the report, the board granted speaking rights to Mana whenua representatives Hero Potini-Ngāti Tamaoho and Ngaio Kemp- Te Runanga o Ngāti Whātua. Mana whenua will progress their process to identify Māori names for the approved local parks.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
1046	Cameron Pool Centre: Operations	Operate Cameron Pool Centre in a safe and sustainable manner, through a management agreement with the YMCA. Deliver a variety of accessible programmes and services that get the local community active. These services include: fitness; group fitness; learn to swim; early childhood education; aquatic and recreation services. Along with core programmes that reflect the needs of the local community.	No further decisions anticipated	CS: PSR: Active Recreation	\$0 ABS: Opex	In progress	Green	Cameron Pools Cameron Pools has had good participation in retention initiatives. Fitness membership has increase by 144 members and swim School enrolments has also increase by 24 enrolments on the same quarter last year. Customer Satisfaction There was a slight increase in customer satisfaction (measured by NPS survey) from the previous quarter. The NPS score for Quarter 1 is 5.2, this is a 0.9 increase from the previous quarter. Activation this quarter: 9% increase in centre visits 16% increase in fitness visits 16% increase in learn to swim visits
Plans and Places								
1433	Scoping centre planning for Three Kings town centre	Scoping of what local planning or master planning is required for Three Kings centre to be undertaken early in 2018/19. Identified and recommended planning work can commence once more certainty has been reached on the outcome of Plan Change 11 (Three Kings Precinct Plan Change), probably during the first quarter of 2018/19.		CPO: Plans and Places	\$0 Regional	Approved	Green	Plan Change 11 (Three Kings Precinct Plan Change) was made operative by the council on 2 October 2018. It is envisaged that scoping of what local planning or master planning is required for Three Kings centre to be undertaken be commenced at the start of the third quarter.
1434	Scoping of planning for Stoddard Road centre	Scoping and commencement of a centre plan for Stoddard Road centre, to occur after the alignment of the mass transit project route has been confirmed. This will include liaison with HNZA and HLC on the redevelopment of HNZA properties in the Stoddard Rd and Wesley areas, to ensure that any redevelopment planning is integrated with the programme of planning for Stoddard Rd centre.		CPO: Plans and Places	\$0 Regional	Approved	Green	This activity has been scheduled to occur after the alignment of the mass transit project route has been confirmed and hence has not been commenced.
1444	Mt Roskill Village revitalisation	Investigation into improvements to the town centre including streetscape enhancement design		CPO: Plans and Places	\$25000 LDI: Opex	In progress	Green	The draft streetscape enhancement design was completed; engaged occurred with mana whenua, Auckland Transport and others. Puketāpapa Local Board approved in principle the draft design in August 2018. The Chair exercised delegation to approve changes arising from engagement and for technical reasons. Construction is scheduled for Q2, in conjunction with Auckland Transport projects.

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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 (excluding GST)	Activity Status	RAG	Q1 Commentary
CF: Community Leases										
1358	Buckley Road Reserve, 50 Buckley Road, Epsom: Lease to Royal New Zealand Plunket Trust (Greenwoods Corner)	Renew building lease for five years from 1 January 2019 to existing group	CF: Community Leases	1/01/2009	2 x 5 years	31/12/2023	\$ 250.00	In progress	Green	An application for lease has been received and a site visit undertaken. Plunket support a variation to the renewal of lease to include the smokefree policy clause and a community outcomes plan. A workshop to discuss the renewal of lease with the Puketāpapa Local Board is scheduled for 4 October 2018.
1359	660A Mt Albert Road, Mt Roskill: Lease to Scout Association of New Zealand (Royal Oak)	New ground lease to existing group	CF: Community Leases	1/07/1987	1 x 10 years	30/06/2018	\$ 250.00	Completed	Green	Resolution number PKTPP/2018/138 - granting a new community lease to The Scout Association of New Zealand for five years commencing 16 August 2018 with one five year renewal to be considered. The renewal term will be considered after further engagement with mana whenua closer to the expiry date of the initial term in 2023.
1360	Oriana Reserve, 18 The Avenue, Lynfield: Lease to Lynfield Tennis Club Incorporated	Renew building lease for five years from 1 January 2019 to existing group	CF: Community Leases	1/01/2009	2 x 5 years	31/12/2023	\$ 250.00	Approved	Green	This lease is proposed to start in quarter four. The current lease is holding over on a month by month basis.
1361	Bob Bodt Reserve, 1325 Dominion Rd Extension, Mount Roskill: Lease to Scout Association of New Zealand (Waikowhai)	New ground lease to existing group	CF: Community Leases	1/07/1998	1 x 10 years	30/06/2018	\$ 250.00	Completed	Green	Resolution number PKTPP/2018/139 - granting a new community lease to The Scout Association of New Zealand for five years commencing 16 August 2018 with one five year renewal to be considered. The renewal term will be considered after further engagement with mana whenua closer to the expiry date of the initial term in 2023.
2623	Three Kings Reserve, Mt Roskill Community Library Building, 546 Mt Albert Road, Mt Roskill: Lease to Citizens Advice Bureaux	New ground lease to existing group. Deferred from the 2017/2018 work programme.	CF: Community Leases	30/06/2008	4 x 3 years	30/06/2020	\$ 500.00	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.
2624	War Memorial Park, 75A Gifford Ave, Mt Roskill: Lease to Eden/Roskill Softball Club Incorporated	New ground lease to existing group. Deferred from the 2017/2018 work programme. Group to complete application.	CF: Community Leases	1/12/2002	2 x 5 years	30/11/2017	\$ 250.00	Approved	Green	This lease is proposed to start in quarter two. The current lease is holding over on a month by month basis.
2625	Keith Hay Park, 660 Richardson Road, Mt Roskill: Lease to Three Kings United Soccer Club Incorporated	Short term lease to club for existing clubrooms. Deferred from the 2017/2018 work programme.	CF: Community Leases	1/01/1985	1x5 years	31/12/2014	\$ 50.00	In progress	Green	An agreement to lease, new lease and licence to occupy was granted by the Puketāpapa Local Board (PKTPP/2012/225) for Three Kings United Football Club's proposed new build. The deeds will be drafted once ownership and maintenance is finalised between Auckland Council and the club. An interim lease is required for the current clubrooms until the new build is constructed. The interim lease proposal will start in quarter two.