

## 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>								
154	Event Partnership Fund - Papakura (Externally Delivered Events)	Funding to support community events through a non-contestable process:  Funding amounts to be confirmed at a local board workshop.  - Papakura Carols in the Parks \$30,000 (Harvest Christian Church)  - Papakura Santa Parade \$15,000 (Papakura Rotary Club)  - NZRL Secondary School League Competition \$25,000 (New Zealand Rugby League)  - Papakura Street Festival \$30,000 (Papakura Business Association)  - Eye on Nature \$2,500 (Manukau Beautification Trust)	Confirm funding and amounts.	CS: ACE: Events	\$102,500 LDI: Opex	In progress	Green	Funding agreements have been completed for three events with \$85,000 either paid out across the three or currently awaiting payment.  This includes: Papakura Carols in the Parks \$30,000 NZRL Secondary School League Competition \$25,000 Proud Papakura Proud Street Festival Event \$30,000.  The remaining two agreements for Papakura Santa Parade and Eye on Nature events totalling \$17,500 are expected to be completed and paid out in Q2.
158	Event Partnership Fund - Papakura (Movies in Parks)	Program and deliver a Regional Movies in Parks series event.  Funded as a line item from Events Partnership fund (non-contestable) up to \$13,500.	1. Approve budget increase of \$1,000 covering increased expected operational costs. 2. Choose delivery package from options available. This includes pre-movie entertainment.	CS: ACE: Events	\$13,500 LDI: Opex	In progress	Green	Programming and delivery planning for one regional Movies in Parks series event is underway.  Venue: Central Park Date: 9 March 2018 Movie: Ferdinand  Pre-entertainment will be sourced locally during Q2, for engagement and activation by those from within the community.
160	Citizenship Ceremonies - Papakura	Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	No further decisions anticipated.	CS: ACE: Events	\$12,617 ABS: Opex	In progress	Green	The Civic Events team delivered one citizenship ceremony during Q1 with 128 people from the local board area becoming new citizens.
161	Anzac Services - Papakura	Support and/or deliver Anzac services and parades within the local board area.	Confirm allocation of funding to local Anzac services and parades.	CS: ACE: Events	\$12,000 LDI: Opex	In progress	Green	Scheduled for Q4. Planning will commence in Q2.
163	Local Civic Events - Papakura	Deliver and/or support civic events within the local board area.  Including:  - Armistice Day \$2,000 (Staff to liaise with Papakura RSA)	Confirm programmes and activities that are to be supported by this line.	CS: ACE: Events	\$10,000 LDI: Opex	In progress	Green	The Takanini Hub and Library sod-turning/blessing was held on the 3 August 2018, with 15 people attending. After the opening ceremony the guests were invited to The Coffee Club for breakfast.  Planning for Armistice day has started, the event will be delivered in Q2.
165	Community Volunteer Awards - Papakura	Community Volunteer Awards recognise and celebrate the contributions of residents to the local community.  Note: the 2018/2019 budget figure shown for this activity includes the \$8,000 originally approved plus \$8,000 deferral from 2017/2018.	Confirm plan and expenditure budget.  Delivery of a Community Volunteer Awards event within the local board area.	CS: ACE: Events	\$16,000 LDI: Opex	Completed	Green	The event was held in Q1 at Hawkins Theatre, Papakura. 85 volunteers received an Award and gift plant to take home.
297	Operational Expenditure - Hawkins Theatre (Council Facility)	Operate the Hawkins Theatre, providing a varied and diverse programme of arts and culture events and activities that appeal to the Papakura community, and reflect the cultural diversity of the local and regional community in accordance with the organisation's business plan and strategic action plan. The programme will include special events, performances, film screenings, community classes and workshops and a Youth Theatre Company for 8 -18 year olds. A coordinated approach shall be taken to align activities and programming with other facilities in the local board area. The Hawkins Theatre is also available to the community for hire.		CS: ACE: Arts & Culture	\$364,425 ABS: Opex	In progress	Green	During Q1, Hawkins Theatre had a total of 1,497 visitors and delivered 159 performances with 14,804 attendees, seven of which had Māori outcomes. There were 18 classes delivered with 231 enrolments. The Hawkins Theatre secured the rights from film distributor Fox/Universal to enable the box office movie Mamma Mia 2 to be screened at the theatre during August and September 2018.
298	Operational Expenditure - Papakura Art Gallery (Council Facility)	Operate the Papakura Art Gallery, developing and delivering a diverse programme of quality curated contemporary art exhibitions featuring a range of art forms by local, national and international artists, both emerging and established.  Artists are selected through an Expression of Interest process. Each exhibition period will have an opening event and connected public programming based on the ideas and themes of the exhibition.  A coordinated approach shall be taken to align activities and programming with other facilities in the local board area.	Further decision points not anticipated.	CS: ACE: Arts & Culture	\$109,676 ABS: Opex	In progress	Green	During Q1, 1,111 people visited the Papakura Art Gallery and 341 people participated in 36 programmes that were delivered. Highlights included the opening exhibition 'The Hau' which included art work from local artists Dr Haare Williams, Anita Jacobsen-Driss, Leone Samu Tui, Maaka Potini, Pascal Atiga-Bridger Wharepapa and Te Aoatea Alternative Education Trust and the public programme that accompanied the exhibition where the artists discussed how they navigated the loss of a loved one through their art.

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300	Operational Grant - Papakura Brass	Fund Papakura Brass to provide community performances, a major annual performance as part of a Papakura music event, large community concerts and training/tuition for learner musicians.	Further decision points not anticipated.	CS: ACE: Arts & Culture	\$12,000 LDI: Opex	In progress	Green	A funding agreement for the 2018/2019 financial year was administered with the Papakura Brass Band. During Q1, the Brass Band continued with the junior and senior band rehearsals and delivered 15 performances. Highlights included the Auckland Band Association annual concert that was held at The Hawkins Theatre and hosted by the Papakura Brass Band. The band received eligibility to compete in the National Championships that are being held in Hamilton in July 2019.
301	Operational Grant - Papakura Museum	Fund the Papakura & Districts Historical Society to operate the Papakura Museum in accordance with the organisation's updated business plan and strategic action plan:- providing essential museum services to the local and wider community through the provision of a museum and research facility;- developing and delivering a visitor programme aimed at fostering a sense of community; - developing and implement an education programme of guided tours, lectures, workshops, special events, schools and school holiday programmes aimed at the general community, schools and community groups with a special emphasis on the history of the district. A coordinated approach shall be taken to align activities and programming with other facilities in the local board area.	Further decision points not anticipated.	CS: ACE: Arts & Culture	\$115,706 ABS: Opex	In progress	Green	A funding agreement for the 2018/2019 financial year was administered with the Papakura Museum. During Q1, a total of 7,034 people visited the museum, and 6,686 people participated in the 13 programmes that were delivered. The museum recorded a total of 888 volunteer hours. Highlights included the 'Mt Felix Tapestry' exhibition which received 80 attendees at the opening ceremony, and approximately 3,000 visitors during the first four weeks. The museum sold over 150 Mt Felix Tapestry books which will support the exhibition on its tour of New Zealand.
302	Operational Grant - Papakura Pipe Band	Fund the Papakura Pipe Band to deliver public performances and provide training/tuition for learner musicians.	Further decision points not anticipated.	CS: ACE: Arts & Culture	\$10,000 LDI: Opex	In progress	Green	A funding agreement for the 2018/2019 financial year was administered with the Papakura Pipe Band. During Q1, a total of 13 programmes were delivered with 54 participants, and two performances were staged with over 300 attendees. Highlights included the bands performance at the Papakura Music School Concert at Karaka Bloodstock which showcased Academy students in front of their music peers, and a Whisky Tasting Fundraiser that was held at Glengarry Wines.
303	Community Arts Programmes - Papakura	Fund and develop arts and culture activities across the local board area, including initiatives that celebrate Matariki, the Māori New Year, youth and Pacific arts and culture (\$48,000).	Projects to be scoped in Q1, and options will be presented to the local board prior to delivery.	CS: ACE: Arts & Culture	\$48,000 LDI: Opex	In progress	Green	During Q1, the local board agreed to support a Matariki event in 2019 and a Town Centre Art Activation that will build on the success of the youth and sports project 'Representing Papakura'.
305	Business Plan Initiatives - Papakura Art Gallery	Implement the business plan for the Papakura Art Gallery including delivery of the Ako Art Bus project.	No further decisions required.	CS: ACE: Arts & Culture	\$2,000 LDI: Opex	Approved	Green	The Ako art bus project will be delivered as part of the Matariki festival of events in 2019.
334	Community grants (PPK)	Grants to support local community groups through contestable grant processes  Budget: Local community grants \$127,000.  Note: - includes Senior Citizen's funding of \$2k.		CS: ACE: Community Empowerment	\$129,000 LDI: Opex	In progress	Green	The local board has completed Round One Quick Response (PPK/2018/149) allocating a total of \$8,654. The local board also allocated \$2,000 to Counties Manukau Softball Association (PPK/2018/184) and \$2,000 to the Senior Citizens' Association (ACE - work programme 2018/2019) leaving a total of \$116,346 for the remaining grant rounds.
762	Venue Hire Service Delivery - PPK	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 73 per cent of hirers would recommend the venues they have visited. Participant numbers have decreased by 1 per cent compared to the same period last year. Booking hours have increased by 4 per cent compared to the same period last year. The top three activity types during Q1 are meetings, special interest, fitness, arts and cultural events. A focus for staff in Q2 will be promoting our network through Google and Facebook channels.
778	Building capacity: build the capacity and capability of Papakura community networks	Build the capacity and capability of community groups by providing funding and opportunities for training and support. This will allow the various groups to contribute to the Local Board outcomes through sharing of resources which will enrich the work they do in the community. Support opportunities for the networks to collaborate with each other so they are operating in a joined up way.  Potential groups include Papakura Networks, local community gardens, civil defence groups, residents and ratepayers.	No further decisions anticipated.	CS: ACE: Community Empowerment	\$20,000 LDI: Opex	In progress	Green	Staff supported the development of the Papakura Networks meetings which has seen attendance levels, connections and productivity grow throughout this quarter. Staff are working with key community members to create a direction for the up-coming meetings. Staff are investigating creating an online database and notice board resource for Papakura community groups. The creation of this is based on the feedback from the community during the 2017/2018 financial year. Staff are working with Civil Defence and community groups to create a plan to map places that the community may go to for shelter in the event of an emergency.

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779	Build capacity: assist young people to develop their workforce skills and access further education and training through youth scholarships	<p>Assist young people to develop their workforce skills, access further education and training, and achieve their desired careers.</p> <p>To be implemented in association with schools, the Papakura Youth Council and local training providers. In developing scholarships:</p> <ul style="list-style-type: none"> <li>• ensure they are accessible to a diverse range of ethnic groups</li> <li>• use established community networks, including Papakura Marae, Papakura Business Association, local church/places of worship groups, high schools and local community places.</li> </ul>	Decision on award recipients in Q3.	CS: ACE: Community Empowerment	\$30,000 LDI: Opex	In progress	Green	Staff reviewed the 2017/2018 financial year Papakura Youth Scholarship process and criteria and presented recommendations for improvement to the local board. The approved criteria and name change have been implemented for the 2018/2019 financial year grant round. The Papakura Youth Pathways and Excellence Grants close on 2 November 2018. Staff will provide ongoing workshops and support to applicants on request. In Q2, a panel will meet to review the applications and recommendations will be presented to the local board.
780	Community led placemaking: facilitate community-led planning and neighbourhood development in Smiths Ave	Facilitate community-led planning and neighbourhood development through: <ul style="list-style-type: none"> <li>• engaging a community co-ordinator to work with the community and local organisations</li> <li>• convening and facilitating a whole of council approach which will be driven internally by a steering/working group.</li> <li>• change in operating model from venue hire to community place</li> </ul> Regular activity occurring on site	No further decisions anticipated	CS: ACE: Community Empowerment	\$55,000 LDI: Opex	In progress	Green	Staff meet with 15 community members and agencies at Smiths Ave on a fortnightly basis. They are collectively developing a programme of activities and an understanding/kaupapa on the way the place should be used and how the community work together. Staff are working with Community Facilities and Parks colleagues to plan the development of the site during phase one of the concept plan. The role of a community coordinator for Smiths Ave will be advertised in Q2.
781	Community-led placemaking: support community led and council supported placemaking through town centre initiatives	<p>Support community led and council supported place-making initiatives – total budget: \$60K and includes:</p> <ul style="list-style-type: none"> <li>• Providing opportunities for local groups and talent to showcase and contribute to a welcoming and safe town centre.</li> <li>• Support the activation of empty retail shops in Papakura, towards the development of a community hub supporting youth and unemployed with various innovative activities and training opportunities.</li> <li>• Work in conjunction with Youth Connections and Papakura Youth Council to connect youth to projects and activities in the town centres.</li> </ul> <p>Safety Initiatives – total budget \$229,000 (see further split below):</p> <ul style="list-style-type: none"> <li>• \$60K – To fund established community organisations to manage safety issues in the town centres (Papakura and Takanini), and increase collaboration and co-ordination with police and community volunteer groups</li> <li>• \$169k for Papakura Town Centre safety and security initiatives, which includes: <ul style="list-style-type: none"> <li>- \$99k to other safety initiatives aligned with the BECA report</li> <li>- \$70k to contract Papakura Business Association to continue to fund a Crime Prevention Officer role.</li> </ul> </li> </ul>	No further decisions anticipated	CS: ACE: Community Empowerment	\$289,000 LDI: Opex	In progress	Green	<p>Staff are developing a placemaking plan for the town centre in collaboration with local community members, the business association and Arts and Culture colleagues. The Corner has an activation plan for the town centre.</p> <p>The local board approved funding to The Corner from November 2018 to November 2019 to operate a minimum 20 hours per week. Staff are supporting The Creative Souls Project to secure additional external funding to enable continued full operation of The Corner.</p> <p>The funding agreement for the Crime Prevention Officer (CPO) is completed. The CPO conducted a crime prevention trial in the town centre and will provide recommendations to staff.</p> <p>Staff meet every six weeks with the CPO, Papakura Business Association and Auckland Transport to track the actions in the BECA Town Centre Safety report. Progress on the actions are being achieved. A crime prevention booklet is being distributed to over 400 town centre businesses.</p>
783	Increase diverse participation: fund key community partners to develop and support youth initiatives	<p>Fund key community partners to develop and support youth engagement, youth initiatives and build the capacity of the Papakura Youth Council.</p> <p>Specific activities include:</p> <ul style="list-style-type: none"> <li>• implement youth-led projects and events</li> <li>• lead the implementation of the Integrated Area Plan concept "A voice for YOUth" This concept is to be developed and led by youth for youth</li> <li>• increase the participation and engagement of Māori youth through partnerships with mana whenua and matawaaka</li> <li>• build the capacity of youth council to participate in local board workshops.</li> </ul> <p>Budget: Youth Council: \$25,000 Capacity Building/Mentoring: \$7,000 Youth Initiatives: \$43,000</p>	No further decisions anticipated	CS: ACE: Community Empowerment	\$75,000 LDI: Opex	In progress	Green	<p>Youth Council: Staff met with Youthtown to review the 2017/2018 financial year youth council activities. An Expression of Interest will begin in Q2. This will identify a funding partner that will support the youth council. In the interim, the local board agreed to fund Youthtown through to January 2019. Papakura Youth Council is recruiting new members. Staff are working with the Youth Council to identify opportunities for events in Q2, Q3 and Q4.</p> <p>Youth Initiatives: The Youth Council and Sustainable Papakura have both become residents at The Corner. They have recorded over 1,000 visitors to the facility in the first three months.</p>
784	Placemaking Mara Kai: community gardens	Fund community organisations (eg Gardens for Health and Auckland Teaching Garden) to work with local neighbourhoods and communities to create sustainable gardens and provide a source of locally grown food for community use. Facilitate cross council alignment to make it easier for communities to establish community gardens. Support Rollerson community garden Includes: \$5,000 Gardens for Health. \$4,000 Rollerson Gardens.	No further decisions anticipated	CS: ACE: Community Empowerment	\$9,000 LDI: Opex	In progress	Green	A funding agreement for the Gardens for Health project umbrella organisation will be completed in Q2. This will enable Gardens for Health to deliver capacity building through education and maintenance of the local community garden network.

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787	Responding to Māori aspirations: engage with Mana Whenua, Mataawaka and local board members - identify activities that respond to Māori aspirations	<p>Engage with the Mana Whenua, Mataawaka and local board members to identify appropriate projects that respond to Māori aspirations in a practical and effective way.</p> <p>Align with the "Māori Input Into Local Board Decision Making Group" (multi-board Māori decision making group) and recommendations that the group have made.</p> <p>Work alongside Te Oro O Manukau and Papakura Marae to support projects that improve Māori outcomes as well as align to the local boards priorities.</p>	No further decisions anticipated	CS: ACE: Community Empowerment	\$10,000 LDI: Opex	In progress	Green	<p>In Q1 the strategic broker:</p> <ul style="list-style-type: none"> <li>- continued to strengthen the relationship with Papakura Marae and provided learnings and insights from work readiness programmes on rangatahi pathways and development with funding of Tohu 6 Pilot.</li> <li>- attended Improving Māori Input into Local Board Decision Making Hui at Manukau Institute of Technology (MIT) Marae a collaboration across the southern local boards.</li> <li>- introduced the local board services team to the CEO of Papakura Marae, who hosted a morning tea and a tour of the Marae, sharing current mahi with outcomes and benefits to the local community and future aspirations. Staff provided the donation towards the food bank.</li> </ul>
790	Youth Connections - Papakura	<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	\$30,000 LDI: Opex	In progress	Green	<p>The Passion to Profession programme began in September 2018. Eight young people are being trained at The Corner in DJing, computer building and live sound skills. Trainees are also participating in paid work experience with activations in Manukau with Panuku Auckland Development. The programme will offer paid work and work experience within Papakura to local youth. The team have met with the local business associations to plan the roll out of these opportunities in Q2. Inzone Careers Kiosks are installed in the Papakura High School Library, Papakura Marae, Rosehill College School and Papakura Sir Edmund Hillary Library. Interim reporting on their usage is due in Q2. 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 (TSI). Staff are working towards transitioning the programme to TSI as of 1 November 2018.</p>
1257	Apply the empowered communities approach – connecting communities (PPK)	<p>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. Strengthening 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 and council-controlled organisations. 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.</p>	No further decisions anticipated	CS: ACE: Community Empowerment	\$0 ABS: Opex	In progress	Green	<p>In Q1 the strategic broker:- worked alongside local board services staff ensuring a diverse range of community participated in the successful Community Volunteer Awards held in July.- attended the southern Diversity Forum held in July 2018, involving the Southern local boards, the Ethnic Peoples Panel and the Pacific Peoples Panel supporting local board members meeting ethnic community groups. - assisted NZ Chinese Association to perform at Papakura Community Volunteer Awards.- connected with a wide range of community assisting community-led initiatives, sharing local community grants process, highlighting how community initiatives align to local board priorities and funding they may be eligible for, provided subject matter knowledge to grants assessments.- re-establishing the working together group of council officers and community groups within Papakura to collaborate and share upcoming events and progressing with options for an online method to share community notices.- supported the community feedback process for the Takani Library and Community Hub concept plans.- empowered the residents of Bottle Top Bay to better understand the alcohol ban request process and Crime Watch patrol in the area.- supported community placemaking, feeding into the Commercial Project Group that came out of the Manurewa Takani Papakura Integrated Area Plan Implementation.</p>
1417	Hire fee subsidy - PPK	Administer further subsidy of hire fee \$2,089 for specific groups funded by LDI.		CS: ACE: Community Places	\$2,089 LDI: Opex	In progress	Green	<p>During Q1, staff have administered the additional subsidised rates as approved by the local board. Each group has been notified and are aware of their charges for this financial year.</p>

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<b>Community Facilities: Build Maintain Renew</b>								
795	Papakura 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	\$2,510,565 ABS: Opex	In progress	Green	Quarter one was a relatively wet start to the 2019/2020 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.
796	Papakura Arboriculture Contracts	The Arboriculture maintenance contracts include tree management and maintenance.	No further decisions anticipated	CF: Operations	\$309,987 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.
797	Papakura 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	\$64,573 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.
1474	Bruce Pulman Park - renewals	Bruce Pulman Park base course, goalposts, lighting, rubbish bin, seats, signs and fence renewals. This project is a continuation from the 2016/2017 programme (previous ID 3254).	No further decisions anticipated	CF: Project Delivery	\$50,000 ABS: Capex - Development	Completed	Green	Project completed.
1476	Conifer Grove Esplanade Reserve - renew park structures	Parks Structure renewal of - steps, pedestrian bridge, deck, handrail, pontoons and seats. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2708).	No further decisions anticipated	CF: Investigation and Design	\$25,000 ABS: Capex - Renewals	Completed	Green	Project completed.
1477	Cross Street Reserve - renew playground and signs	Investigate playground provision, design and deliver appropriate playground and signs including a no smoking and liquor ban sign	Design to be agreed with local board	CF: Investigation and Design	\$15,000 ABS: Capex - Renewals	In progress	Green	Current status: Awarded contract for design and schedules, waiting for draft designs and community engagement dates if required. Next steps: Present concept findings to the board.
1478	Drury Hall - renew car park	This project was initially resolved to renew 40sqm of carpark surface, upon further investigation this carpark requires a full renewal and is currently posed as a health and safety risk for users.	No further decisions anticipated	CF: Project Delivery	\$150,000 ABS: Capex - Renewals	In progress	Green	Current status: Physical works are underway. Next steps: The defects liability period will begin upon certification of practical completion.
1479	Hawkins Theatre - renew auditorium seating	Replace main auditorium seat upholstery.	No further decisions anticipated	CF: Investigation and Design	\$20,000 ABS: Capex - Renewals	In progress	Green	Current status: Working on budget to be confirmed from final investigation. Business case has been completed and updated. Next steps: Physical works to be programmed and tendered.
1480	Hingaia Park - development	Develop new park including: entrance, car park, playground and open green.	Design to be signed-off by local board	CF: Investigation and Design	\$71,000 ABS: Capex - Growth	In progress	Green	Current status: Developed design near completion, and resource consent to be lodged early October. Next steps: Lodge resource consent application and preparation of detailed design.
1481	Karaka Harbourside - erosion	Seawall extension, additional drainage, footpath realignment, slip restoration. Project will require \$100,000 renewals funding and \$200,000 LDI CAPEX.	Design to be approved by local board	I&ES: Engineering and Technical Services	\$300,000 ABS: Capex - Renewals; LDI: Capex	In progress	Green	Current status: The consultant is undertaking scoping, preparation of issues and options report, and preparing a concept design. Next steps: To lodge the resource consent application.

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1483	Keri Downs Park - renew changing block	Refurbish facility. Year one - investigation and scoping, year two - physical works	No further decisions anticipated	CF: Investigation and Design	\$4,000 ABS: Capex - Renewals	In progress	Green	Current status: Staff are working on producing concept plans for overall park development. Mana Whenua site walkover completed on 16 October 2018. Mana Whenua to acknowledge unique partnership arrangement working in this space with Auckland Council, local iwi and local board. Ngāti Tamaoho is concerned about the priority of the water quality in the park redevelopment, especially in stream downstream from online storm water system for the wetland (more of a pond).  Next steps: Community open day planned for 27 October 2018 at the Redhill Community Centre. Update local board end of November on progress.
1484	Keri Downs Park - renew park assets	Renew pergola and retaining wall. Year one - investigation and scoping, year two - physical works. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3281).	No further decisions anticipated	CF: Investigation and Design	\$50,000 ABS: Capex - Renewals	In progress	Green	Current status: Staff are working on producing concept plans for overall park development. Mana Whenua site walkover completed on 16 October 2018. Mana Whenua to acknowledge unique partnership arrangement working in this space with Auckland Council, local iwi and local board. Ngāti Tamaoho is concerned about the priority of the water quality in the park redevelopment, especially in stream downstream from online storm water system for the wetland (more of a pond). Next steps: Community open day planned for 27 October 2018 at the Redhill Community Centre. Update local board end of November on progress.
1485	Keri Downs Park - renew skate park	Renew skate park. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2712).	No further decisions anticipated	CF: Investigation and Design	\$20,000 ABS: Capex - Renewals	In progress	Green	Current status: Staff are working on producing concept plans for overall park development. Mana Whenua site walkover completed on 16 October 2018. Mana Whenua to acknowledge unique partnership arrangement working in this space with Auckland Council, local iwi and local board. Ngāti Tamaoho is concerned about the priority of the water quality in the park redevelopment, especially in stream downstream from online storm water system for the wetland (more of a pond).  Next steps: Community open day planned for 27 October 2018 at the Redhill Community Centre. Update local board end of November on progress.
1486	Opaheke Reserve - develop toilets and changing room	Develop four new changing rooms and four new toilets. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2850).	Design to be agreed with local board	CF: Project Delivery	\$1,570,000 ABS: Capex - Growth	In progress	Green	Current status: Resource consent has been approved. Building consent is under application, pending specifications for the waste water treatment system. Next steps: Approach the contracting market through an Expression of Interest (EOI), create a shortlist of suitable suppliers for tender.
1487	Opaheke Reserve development	Installation of sand carpets on field 1 and 2. Installation of lighting on fields 1 and 2. Install new turf cricket block on field 1. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2820).	Design to be agreed with local board	CF: Project Delivery	\$300,000 ABS: Capex - Growth	In progress	Green	Current status: Grass growth is progressing well on northern fields 1 & 2 and will be supplemented with a seeding of additional species in several months' time. Lighting installation on fields 1 & 2 is complete, and will be adjusted and calibrated when grass growth and ground conditions allow. The new turf cricket block will be complete and ready for use later this year. Next steps: Seeding of the additional grass species and calibration of the lighting on fields 1 & 2. Construction of new turf cricket block also needs to be completed.
1488	Pahurehure Esplanade (Young's Beach Reserve) - renew boardwalk and walkway	Renew boardwalk and walkway including the cracks in the concrete and drainage issues identified along the Prince Edward Park side of the walkway. Investigation, design, and consenting in year one; physical works year two.	No further decisions anticipated	CF: Investigation and Design	\$90,000 ABS: Capex - Renewals	In progress	Green	Current status: Investigation and design completed. Internal cost assessment to advise the final cost in the business case. Next steps: Engaging a contractor to proceed with the physical works.
1489	Pahurehure Esplanade Reserve (Young's Beach Reserve) - renew playground	Replace the playspace that was removed ensuring this is sited back from the coast.	Design to be signed off by local board	CF: Project Delivery	\$220,000 ABS: Capex - Renewals	In progress	Green	Current status: The concept plan was presented to the Papakura Local board and the direction of the project is positive. Detailed design has commenced. Next steps: Commence preparation of tender documentation.
1492	Papakura - renew park car parks and roading 2018/19+	Renew roading & car parks at McLennan Park, Massey Park, Ray Small Park, Katavic Park, Smiths Reserve and Southern Park.	No further decisions anticipated	CF: Investigation and Design	\$15,000 ABS: Capex - Renewals	In progress	Green	Current status: The initial investigation is complete. There are seven parks with carparks and roads to renew under this project namely, McLennan Park, Massey Park, Smiths Reserve, Ray Small Park, Papakura Leisure Centre, Katavic Park and Southern Park. These seven projects have been bundled with thirteen other park roads and carparks that has been packaged for procurement of professional services. The civil engineering services will be procured through a closed tender process. Next steps: Evaluate each tender and appoint a civil engineer. Manage the appointed Civil Engineer to ensure the recommendations and cost estimates meet the standards required as per the contract.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/ Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
1493	Papakura - renew park furniture and fixtures 2017/18+	Army Fields, Children's Forest, Drury Domain, Hingaia Stream Esplanade Reserve, Hunua Road 75, Old Dog Pound, Keri Downs Park, Kirks Bush, Longford Park Esplanade Reserve, Takanini Reserve (plaques, chain on basketball hoop, vandalised furniture), Smiths Reserve, Southern Park, Te Koiwi Park furniture equipment renewals.	No further decisions anticipated	CF: Investigation and Design	\$129,500 ABS: Capex - Renewals	Approved	Green	Current status: Investigation and scoping completed. Next steps: Engaging a contractor to proceed with the physical works.
1494	Papakura - renew park land fixtures 2018/19+	Scoping for future years physical works. Condition 4 and 5 seats, rubbish bins, and signs. Priority sites identified as: Boundary Road Reserve, Chichester Reserve. Investigate upgrading Chichester Reserve play space concurrently.	Board to decide if Chichester Reserve play space will be upgraded	CF: Investigation and Design	\$10,600 ABS: Capex - Renewals	In progress	Green	Current status: Investigation, scoping and design start this financial year. Next steps: Business case with scope and estimated cost of the project.
1495	Children's Forest - renew play space	Renew play space undersurfacing and condition 4 and 5 components	No further decisions anticipated	CF: Investigation and Design	\$21,000 ABS: Capex - Renewals	In progress	Green	Current status: Awarded contract for design and schedules. Waiting for draft designs and community engagement dates if required. Next steps: Present concept findings to the local board.
1496	Smiths Reserve - renew playspace and courts	Renew condition 4 and 5 courts and playspace at the site	Board to approve playspace design	CF: Investigation and Design	\$50,000 ABS: Capex - Renewals	In progress	Green	Current status: Awarded contract for design and schedules. Waiting for draft designs and community engagement dates if required. Next steps: Present concept findings to the local board.
1497	Smiths Reserve - renew toilet block	Renew the facility.	No further decisions anticipated	CF: Investigation and Design	\$20,000 ABS: Capex - Renewals	In progress	Green	Current status: Investigation, scoping and design to start this financial year. Next steps: Pricing and development of business case.
1499	Southern Park - renew fitness equipment, carpark & furniture	Renewal of park assets	No further decisions anticipated	CF: Investigation and Design	\$50,000 ABS: Capex - Renewals	In progress	Green	Current status: Started investigation and scoping. Next steps: Pricing and development of business case.
1500	Takanini - develop multi-purpose facility	Develop a multi-purpose facility in Takanini. This project is a continuation of the 2017/18 programme (previous SP18 ID 2732).	Design to be agreed with local board	CF: Investigation and Design	\$1,500,000 ABS: Capex - Development	In progress	Green	Current status: Public consultation is complete and concept is to be finalised by November 2018. Next steps: Prepare developed design and consenting.
1501	Takanini Hall - renew fencing and wall panelling	Refurbish perimeter fencing and exterior wall panelling	No further decisions anticipated	CF: Project Delivery	\$25,000 ABS: Capex - Renewals	Completed	Green	Project completed in 2017-2018 financial year.
1547	Central Park Reserve - renew lighting	Renew condition 4 and 5 lighting. Year one - investigation and scoping; year two - physical works.	No further decisions anticipated	CF: Investigation and Design	\$18,000 ABS: Capex - Renewals	In progress	Green	Current status: Engage consultant and price requirements. Next steps: Business case.
1548	Central Park Reserve - renew park public amenities	Renew novaloo toilets. Year one - investigation and scoping, year two - physical works.	No further decisions anticipated	CF: Investigation and Design	\$10,000 ABS: Capex - Renewals	In progress	Green	Current status: Investigation, scoping and design start this financial year. Next steps: Pricing and development of business case.
1549	Massey Park Aquatic Centre - comprehensive renewal	Renew all condition 4 and 5 assets in the facility. Year one - investigation, scoping and physical works, year 2+ - physical works.	No further decisions anticipated	CF: Investigation and Design	\$20,000 ABS: Capex - Renewals	Approved	Green	Current status: In discussion with an external consultant to carry out a condition survey and conduct scoping. Next steps: Prepare the business case and plan timelines for physical works to commence next financial year.
1550	McLennan Park - renew public amenities	Renew condition 4 and 5 components of McLennan Park toilets and changing rooms	No further decisions anticipated	CF: Investigation and Design	\$20,000 ABS: Capex - Renewals	In progress	Green	Current status: Investigation, scoping and design start this financial year. Next steps: Pricing and development of business case.
1551	Papakura Art Gallery - renew interior	Renew interior fit out	No further decisions anticipated	CF: Investigation and Design	\$5,000 ABS: Capex - Renewals	Approved	Green	Current status: Pricing required and developing a business case. Next steps: Commence physical works.
1552	Papakura - renew minor park buildings 2018/19+	Scoping for future years physical works. Condition 4 and 5 clubrooms and changing rooms. Priority sites identified as: Prince Edward Park; Southern Park. Alternative priority sites may be nominated by the board.	No further decisions anticipated	CF: Investigation and Design	\$15,000 ABS: Capex - Renewals	In progress	Green	Current status: Investigation, scoping and design start this financial year. Next steps: Pricing and development of business case.
1555	Papakura - renew park play spaces 2018/19+	Renew play equipment at various sites including playgrounds, skate, half courts. Berwyn Reserve; Challen Reserve; Clarice Reserve; Elsie Morton Reserve; Fernaig Reserve; Ray Small Park 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.	No further decisions anticipated	CF: Investigation and Design	\$25,000 ABS: Capex - Renewals	In progress	Green	Current status: Awarded contract for design and schedules. Waiting for draft designs and community engagement dates if required. Next steps: Present concept findings to the local board.
1557	Ray Small Park - refurbish minor park buildings	Renew changing rooms and Novaloo toilets	No further decisions anticipated	CF: Investigation and Design	\$5,000 ABS: Capex - Renewals	In progress	Green	Current status: Investigation, scoping and design start this financial year. Next steps: Pricing and development of business case.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/ Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
2723	Bruce Pulman Park - sports lighting capital grant	\$200,000, from the Sport and Recreation Partnership Fund, has been granted to the Pulman Park Trust to co-fund the installation of sports lighting at Bruce Pulman Park. \$150,000 LDI CAPEX to further grant towards the sports lighting at Bruce Pulman Park. A funding agreement will be developed that will outline Council and Local Board expectations around community access and increased participation as a result of this investment. The remainder of the funds required to deliver this project will be sourced by the Pulman Park Trust. The project is to be delivered by the Pulman Park Trust in accordance with Auckland Council's sport field lighting design guidelines.	No further decisions anticipated	CF: Investigation and Design	\$150,000 LDI: Capex	Approved	Green	Current status: A draft of the funding agreement has been prepared by the Community Services department. Next steps: Sign agreement with Pulman Park Trust. Funding will be released in stages as per the funding agreement.
2724	McLennan Park - upgrade walkway (stage 1)	Design, consent, and physical works for the first stage of the McLennan Park upgrade project, a shared access way from Battalion Drive to Artillery Drive. \$292,100 LDI CAPEX; \$26,000 renewals (to be funded by 2017/18 LDI carry-over budget).	Sign-off design	CF: Investigation and Design	\$318,110 ABS: Capex - Renewals; LDI: Capex	In progress	Green	Current status: This walkway has 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 to procure the services of a structural engineer. All recommendations and cost estimates provided by the appointed structural engineer must align with the McLennan Park concept plan. This will be explicitly stated in the contract. Next steps: Finalise all the sites to be included in the structural engineer, Conditions of Contract for Consultancy Services (CCCS) contract and specify alignment with the concept plan. Assemble the contract documentation. Send out invitations to tender.
<b>Community Services: Service Strategy and Integration</b>								
1400	Develop library and community space in the Takanini area to address population growth and existing gaps.	Community engagement and activation to inform concept design scope for fitout and operation	Oversight of community engagement to confirm concept design scope for fitout	CS: Service Strategy and Integration	\$0 ABS: Capex - Growth	In progress	Green	Community engagement on the interior concept plans closed on 21 September 2018. Results will be reported to the board at the end of October 2018.
<b>Infrastructure and Environmental Services</b>								
17	Dominion Reserve Weed Control 2018/2019 to 2020/2021 (three year project)	To continue restoration work in Dominion Reserve over the next three financial years. This will primarily involve weed control of selected species, allowing native species to expand into the resulting gaps. This work will help to connect this area of native forest with Red Hill Scenic Reserve.	No further decisions anticipated.	I&ES: Environmental Services	\$15,000 LDI: Opex	In progress	Green	Follow-up control of reshooting bamboo was undertaken in quarter one. Staff are currently procuring a suitable contractor to undertake the next weed control initiative. This initiative will include an initial knockdown of the tree privet forest, as well as follow-up control visits to ensure the native plant species are able to regenerate.
55	Manukau Harbour Forum (Papakura)	To implement the Manukau Harbour Forum work programme. The proposed work programme includes a governance review, communications plan, symposium, and education projects.	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	\$8,000 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: <ul style="list-style-type: none"> <li>• governance and management support review (\$22,000)</li> <li>• symposium and community event (\$20,000)</li> <li>• communications plan (\$14,000)</li> <li>• industry education programme (\$10,000)</li> <li>• youth leadership programme (\$15,000).</li> </ul> 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.
439	Wai Care (Papakura)	To work with local schools to create better understanding of streams, undertake riparian restoration and water quality monitoring.	No further decisions anticipated.	I&ES: Environmental Services	\$15,000 LDI: Opex	In progress	Green	Site selection is in progress and conversations with potential contractors took place in quarter one. Conversations with schools will begin, and contracts will be finalised in quarter two.



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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/ Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
1163	Celebrating Te Ao Māori and strengthening responsiveness to Māori. Whakatipu i te reo Māori - Papakura	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 and Te Wiki o te reo Māori. A highlight was Matariki reo rua storytime with four Early Childhood Education Centre (ECE) and Rosehill School students. An interactive Matariki outreach; storytelling at Conifer Grove received outstanding feedback. A te reo Māori language activity matching items to kupu was a fun learning experience in the library. A new co-designed library service to 6 Rumaki units will start during October. Kelvin Road Māori Immersion unit will receive a library bus visiting the school and staff delivering a learning activity in te reo Māori.
1164	Learning and Literacy programming and digital literacy support - Papakura	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	During Family History Month a combined research day was held with the Papakura NZ Society of Genealogists. As well as a programme exploring the range of digital Family History resources, Auckland Libraries provides two Ebook technical help sessions were delivered at Longford Park Retirement Village. The uptake with seniors using digital devices continues to rise. A weekly ukelele club has started for youth and adults. New songs have been learnt each week. Being in the library has attracted others to come and listen or join in. Book a Librarian sessions and walk-in help for customer using Ebooks and resources continue to be popular.
<b>Local Economic Development: ATEED</b>								
665	Commercial Project Group Implementation	The local board has convened a commercial centre project group to drive forward the revitalisation of Papakura and support the transition of the town centre to a metropolitan centre.  This fund will provide budget to support the Commercial Centre Project Group and the implementation of any actions identified by the group.  Emerging activities that could be pursued by the group include: Looking at how Papakura can build on its sporting assets to attract events and become a sporting destination; producing a video promotion campaign in partnership with tourism operators to promote Papakura as a tourism / visitor destination.	Formal sign off of any use of the funds as a grant will need to be approved by the Local Board.	ATEED: Local Economic Growth	\$80,000 LDI: Opex	In progress	Green	Richard Knott Ltd have completed the Papakura Framework for Action report in September 2018. This was approved by the local board on the 26 September 2018. This will now be used by the Commercial Project Group to support its approach to the activities it undertakes.  Business Lab also completed the key messages report and the recommendations were shared with the Local Board via a workshop in September. A report will be considered by the Local Board at its October business meeting.
2727	Takanini Business Association pre BID establishment research project	This project will engage with the Takanini business owners to collect information and feedback on doing business in Takanini and the role of their business within the local business community. The survey information will be collected utilising a number of ways including online, face to face and at business association events. The information collected will include business owner contact details. This information will be used by the Takanini Business Association to provide updates and progress information to the business owners relating to doing business and being part of the Takanini business community. The project will also collect a range of feedback from business owners on how they think their business is doing, identify issues, concerns and opportunities for their business and their collective business community. And lastly the project will identify the level of support for being part of or joining the business association and what level of commitment they would be happy with. The end survey report will provide a range of information for the Takanini Business Association to use to develop the membership, identify those issues, concerns and opportunities that galvanise business owners, using the results to develop a potential Business Improvement District (BID) strategic plan. Lastly the survey will capture the level of interest and appetite to be part of and contribute to a coordinated approach and possible BID programme.	No decisions anticipated. A copy of the survey report will be made available to the Local Board.	ATEED: Local Economic Growth	\$15,000 LDI: Opex	Approved	Green	The Takanini Business Association is to present via a deputation to the September local board business meeting on their plans for becoming a Business Improvement District (BID). The BID team will be inviting tenders to complete a business survey of the area utilising the \$15,000 allocated by the local board. A scope will be developed prior to the project being commissioned.
<b>Parks, Sport and Recreation</b>								
380	PPK: Sports and Volunteer Recognition Awards	Deliver the Papakura sports and volunteers in sports awards.	No further decisions anticipated	CS: PSR: Active Recreation	\$17,000 LDI: Opex	In progress	Amber	Venue and event options are currently being discussed at the time that the report was submitted.  On 19 September the Sport and Recreation Lead requested whether CM Sport could change the venue for this event. Counties Manukau Sport confirmed it is not in a position to make a loss due to a change in venue.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/ Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
381	Central Park Reserve: Service provision review	Review the service provision for Central Park Reserve, Papakura. A key driver for the review is linked to the Parks and Open Spaces Strategic Action Plan and delivery at the local level.	Workshop in Q3 to identify park improvement projects.	CS: PSR: Park Services	\$0 ABS: Opex	In progress	Green	A park service review was undertaken and workshopped with the local board in September 2018. The next project steps are to investigate resource consent conditions linked to the use of the performance stage at the site and to continue discussion with Auckland Transport on an additional path route through the site. A second workshop later in the year will also help identify future park improvements that can be delivered in 2019/2020.
546	Massey Park Pool:Operations	Operate Massey Park Pool (through a management agreement with CLM). Deliver a variety of accessible programmes and services that get the local community active to include: learn to swim; recreational swimming and aquatic services.	No further decisions anticipated	CS: PSR: Active Recreation	\$0 ABS: Opex	In progress	Green	Massey Park Pool Customer Satisfaction: There was a slight increase in customer satisfaction (measured by NPS survey) from the previous quarter. The NPS score for Q1 is 4.2, this is a 0.7 increase from the previous quarter. Activation this quarter: 21% decrease in centre visits; 35% decrease in spectators; 33% decrease in learn to swim lessons.
548	Papakura Leisure Centre:Operations	Operate Papakura Leisure Centre (through a management agreement with CLM). Deliver a variety of accessible programmes and services that get the local community active to include:fitness; group fitness; early childhood education; recreation activities and facilities for hire.	No further decisions anticipated	CS: PSR: Active Recreation	\$0 ABS: Opex	In progress	Green	Papakura Leisure Centre Customer Satisfaction: there was a slight decrease in customer satisfaction (measured by NPS survey) from the previous quarter. The NPS score for Q1 is 36.5, this is a 5.5 decrease from the previous quarter. Activation this quarter: 34% increase in centre visits; 29% increase in fitness visits; 28% increase in stadium visits.
551	Massey Park: Stadium Management	Manage and operate the Massey Park Stadium as a community facility. Provide a facilities coordinator who is based at and manages, Massey Park Stadium for a minimum of 20 hours per week. The facilities coordinator also performs all administration duties related to the monthly Massey Park User Group.	No further decisions anticipated	CS: PSR: Active Recreation	\$50,000 ABS: Opex	In progress	Green	A co-ordinator is in place. The first grant payment has been made in Q1 and the second payment will be released in Q3. The strategy to recognise Massey Park Stadium as a premier sporting venue is starting to be reflected in data collected. In the year on year comparison (1 July to 30 June: competition use (summer and winter) has increased from 29% in 2016-17 to 44% in 2017-18.; the hours of use for training, competition and the function room have all increased during 2017-18 when compared to 2016-17. Massey Park has seen growth in the past two financial years and this year's data will be available in Q1 2019/2020.
552	PPK: Out and About active parks programme	Deliver a range of 'free to attend' activities and events in local parks, spaces and places with a greater focus on Papakura East as a community 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 in Q2 to agree programme and discuss communication of activities.	CS: PSR: Active Recreation	\$27,000 LDI: Opex	In progress	Green	Four activations delivered in July including 1 x amazing race at Ray Small Reserve(79), 1 x kite day at Central Park (106), 1 x 'on ya wheels' treasure hunt at Brylee Drive Reserve (94), and 1 x play day at Pulman Park (15) which was rain affected.  There was 1 x park play day at Mary Beth Reserve in September that had 68 in attendance. There were no activations scheduled for August.  A total of eight Community Leisure Management activations are scheduled for Q2, and we are in the process of confirming some community led bike and fitness activations. These activations will be confirmed in Q2 and delivered in either Q2 or Q3.
553	PPK: Ecological volunteers 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.•BrochuresFull details of the work programme are in the attached memo.	No further decisions anticipated.	CS: PSR: Park Services	\$67,000 LDI: Opex	In progress	Green	306 Volunteer hours were recorded for Q1 with 820 plants planted.
583	PPK: Māori naming of reserves and facilities - Phase one	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 one - involves specialist research of existing names, mana whenua involvement in the project and developing communications materials. 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	\$15,000 LDI: Opex	In progress	Green	At the 8 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.
720	PPK: Sport and recreation partnership fund.	Provide a contestable grant that will contribute to community partnerships which improve the utilisation of existing sport & recreation facilities, develop new facilities or implement programmes to increase participation in sport and active recreation. The assessment criteria will be set by the local board and linked closely to the Facility Partnerships Policy, the Sports Facilities Priority Plan and Papakura's Sports Needs Assessment.	Direction regarding criteria to assess potential grants on, and the process for allocation of grants.	CS: PSR: Active Recreation	\$100,000 LDI: Opex	In progress	Green	This was discussed with the local board in a workshop on Wednesday 12 September. Two options for a process to allocate grant funding were discussed. The board advised it would like the opportunity to consider the priorities from recommendations within the Papakura Local Board Sports Needs Assessment.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/ Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
738	Pukekiwiriki Pā joint governance committee	Provide support to the Joint Governance Committee which has responsibility for determining the maintenance and development of the Pā.	No further decisions anticipated	CS: PSR: Park Services	\$0 ABS: Opex	In progress	Green	The focus for the quarter has been on track design and ecological management. The committee meet every six months and the next hui is booked in for 12 October. At that hui, in addition to track design and ecological management, some direction is sought on entranceway signage.
948	PPK: Local sporting programmes	Provide funding to deliver programmes and events to increase opportunities for children to participate in sport and recreation including, but not limited to, "have a go" days that remove barriers to participation and focus on getting children active and involved.	Active Recreation will present this plan at an October workshop, with activations delivered in Q2, Q3 and Q4.	CS: PSR: Active Recreation	\$40,000 LDI: Opex	In progress	Green	Active Recreation presented their new 'Game Plan' at 15 August local board workshop, highlighting a greater focus on outdoor community activations that support those parts of the community which are least active. Regional activation projects such as out and about, youth social sport, and a greater focus on play, paths, and community group fitness were provided as options for this funding, aligned to local board outcomes. A shift from research to gathering insight through activation was proposed with Active Recreation due to present a more detailed plan by the end of September.
1254	PPK: Mangrove removal from Pahurehure Inlet	Undertake a review of mangroves removed to date from the Pahurehure Inlet and identify if the intended outcomes/benefits have been realised. Develop a prioritised work programme for future removals of mature mangroves and seedlings. Implement the removal of mature mangroves permitted under the resource consent, and ongoing seedling removals of areas previously cleared of mature mangroves.	No further decisions anticipated.	CS: PSR: Park Services	\$50,000 LDI: Opex	In progress	Green	Juvenile mangrove removal was completed in 2017/2018, The development of an ongoing maintenance programme will be agreed with Community Facilities.
<b>Plans and Places</b>								
1560	Coordination of Manurewa-Takanini-Papakura Integrated Area Plan implementation - Papakura actions	Ongoing coordination of implementation of the Manurewa-Takanini-Papakura Integrated Area Plan, including identification of specific actions for delivery in 2018/19		CPO: Plans and Places	\$0 Regional	In progress	Green	<p>Work continues with Community Empowerment to develop a detailed implementation plan. Some short term actions already being delivered by various departments / key stakeholders.</p> <p>Local Board kept updated through the monthly Commercial Centre Project Meetings.</p> <p>Plan Action: Develop, connect and implement a greenways network plan across both the Manurewa and Papakura Local Boards. The Greenways Plan identifies ways to improve and create walking and cycle connections, ecological corridors and links to existing sports and community facilities in the area.</p> <p>In progress - Papakura Greenways Plan adopted.</p> <p>Plan Action: Identify and deliver physical improvements at Takanini train station which may include new CCTV, canopy, help points, tactile indicators, safety fencing and balustrades, and signage.</p> <p>In Progress - Takanini Station Platform upgrades which includes new light and CCTV expected to be completed later this year.</p> <p>Plan Action Implement the Smith's Avenue Reserve Masterplan through a community-led approach.</p> <p>In Progress.</p>
2393	Heritage trails	Develop a plan to establish options in relation to a heritage trail within Papakura.		CPO: Plans and Places	\$25,000 LDI: Opex	In progress	Green	Research undertaken of Cultural Heritage Inventory, lists ready to present to portfolio holder in Q2. A project manager will be appointed once the trail concept is established.

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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
<b>CF: Community Leases</b>										
1366	57R Wood Street, Papakura: Lease to Auckland Citizens Advice Bureaux (Papakura)	Renew building lease to Auckland Citizens Advice Bureaux (Papakura). 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 staff will work with Auckland Council legal advisors to review these changes to prepare a deed for final review and execution.
1370	41R Elliot Street, Papakura: Lease to Counties Badminton Association Incorporated	Renew ground lease to Counties Badminton Association Incorporated, for the final term of 10 years.	CF: Community Leases	1/07/2009	1 x 10 years	30/06/2029	\$100.00	Approved	Green	The application pack for a new lease will be sent to the group in quarter three.
1371	Elizabeth Campbell Centre, 294R Great South Road, Papakura: Lease to Papakura Parents Centre Incorporated	Renew building lease to Papakura Parents Centre Incorporated, for the final term of 10 years.	CF: Community Leases	1/11/2008	1 x 10 years	31/10/2028	\$1,500.00	Approved	Green	The application for the renewal of 10+10-year lease has been received, with an application for additional space within the Elizabeth Campbell Centre. A report is being prepared for October 2018 local board meeting.
1372	200R Dominion Road, Papakura (entrance to gardens off Redcrest Avenue): Licence to Papakura Tongan Otu Motu Anga'ofa Society Incorporated	Renew licence to occupy to Papakura Tongan Otu Motu Anga'ofa Society Incorporated, for the final one year term.	CF: Community Leases	1/10/2017	1 x 1 year	30/09/2019	\$1.00	Approved	Green	A report to consider the renewal of the licence will be prepared for consideration in quarter two.
1373	200R Dominion Road, Papakura (entrance to gardens off Redcrest Avenue): Licence to Umutaha Papakura Tongan Community Association Incorporated	Renew licence to occupy to Umutaha Papakura Tongan Community Association Incorporated, for the final one year term.	CF: Community Leases	1/10/2017	1 x 1 year	30/09/2019	\$1.00	Approved	Green	A report to consider the renewal of the licence will be prepared for consideration in quarter two.
1374	2R Ron Keat Drive, Papakura: Lease to Papakura Rugby Football Club Incorporated - Ron Keat Drive	New lease to Papakura Rugby Football Club Incorporated.	CF: Community Leases	1/04/1999	Nil	31/03/2019	\$10.00	Approved	Green	Meeting arranged with the rugby club to advance the new lease application.
2584	44-58 Beach Road, Papakura: Lease to Papakura Rugby Football Club Incorporated (Beach Road)	New ground lease to Papakura Rugby Football Club Incorporated, term to be concurrent with Ron Keat Drive lease. Deferred from the 2017/2018 work programme. Awaiting finalisation of resource consent issues.	CF: Community Leases	1/11/1997		31/10/2017	\$10.00	Approved	Green	Meeting arranged with the rugby club to advance the new lease application.
2585	1R Great South Road, Papakura: Lease to Papakura Radio Club Incorporated	Renew ground lease to Papakura Radio Club Incorporated, for the final term of 10-years. Deferred from the 2017/2018 work programme.	CF: Community Leases	1/11/1996	1 x 19 years + 360 days	26/10/2036	\$10.00	Approved	Green	Renewal of lease reported to the local board's 26 September 2018 meeting. Resolution ID number to be received.