

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								
181	Citizenship Ceremonies - Upper Harbour	Delivery of an annual programme of citizenship ceremonies in partnership with the Department of Internal Affairs.	No further decisions anticipated.	CS: ACE: Events	\$25168 ABS: Opex	In progress	Green	The Civic Events team delivered two citizenship ceremonies on two separate occasions during Q1, with 142 people from the local board area becoming new citizens.
182	Anzac Services - Upper Harbour	Supporting and/or delivering Anzac services and parades within the local board area.	Further decision point: 1. Local Board representation at local Anzac Services and Parades.	CS: ACE: Events	\$10000 LDI: Opex	In progress	Green	Scheduled for Q4. Planning will commence in Q2.
183	Event Partnership Fund - Upper Harbour	Funding to support community events through a non-contestable process. his provides an opportunity for the local board to work in partnership with local event organisers by providing core funding for up to three years to selected events. - Mud Rush (Harbour Sport) \$3,000 - Greenhithe Christmas Parade (Harcourts Cooper & Co) \$5,000 - Pascoe NZ Tennis Open (Tennis Northern) \$6,000 - Albany Lakes Summer Series (Running Events) \$6,000 - Shore to Shore (Harbour Sport) \$3,000 Total = \$23,000	Further decision points: 1. Confirm activities and delivery organisations included in this line. 2. Confirm funding allocations to each activity.	CS: ACE: Events	\$23000 LDI: Opex	In progress	Green	Three grants with a value of \$14,000 have been paid out to recipients. Confirmed dates for funded events; Mud Rush - 8 September 2018 to 9 September 2018 Greenhithe Christmas Parade - 2 December 2018 Albany Lakes Summer Series - 20 January 2019 to 24 March 2019.
184	Movies in Parks - Upper Harbour	Programme and deliver 2 Movies in Parks series events.	Further decision points: 1. Confirm venues 2. Confirm movie selection	CS: ACE: Events	\$30000 LDI: Opex	In progress	Green	Programming and delivery planning for two Regional Movies in Parks series events are underway. Venue 1: Luckens Reserve Date: 8 February 2019 Movie: Ant-Man and the Wasp Venue 2 : Rosedale Park Date: 13 April 2019 Movie: Solo: Jumanji: Welcome to the Jungle Pre-entertainment will be sourced locally during Q2, for engagement and activation by those from within the community.
195	Meadowood Community House, Funding year 2	Fund Meadowood House Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Meadowood Community House for the years 2017-2020, commenced 1 July 2017 and terminating on 30 June 2020. Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.	No further decisions anticipated for 2018/2019.	CS: ACE: Community Places	\$53477 ABS: Opex	In progress	Green	During Q1, payment was made to the group. Highlights for this quarter include the arrival of the Armenian Stone, the close relationship with the Northern Corridor Improvements team and collaboration with the Albany Community Hub with projects like the fairy doors. Planning has started for the regional hui which is set for 5 December 2018.
315	Community Grants	Funding to support local community groups through contestable grant rounds.		CS: ACE: Community Empowerment	\$113425 LDI: Opex	Approved	Green	There have not been any rounds allocated in Quarter One. Local Grants Rounds One will be allocated in Q2.
666	Transition Hobsonville Headquarters & Sunderland Lounge from twelve month interim council management to Community-led management.	Interim council management from July 2018 to June 2019, opening Hobsonville HQ once refurbishments to both buildings completed. Establish initial operating practice, procedures, programming and community engagement / initiatives, interest, utilisation and working relationships with local community. Define and confirm preferred expression of interest (EOI) selection criteria with local board. Undertake an EOI process commencing Q3 to select a community group to manage Hobsonville HQ under a Community-Led Model. Undertake transition of Hobsonville HQ, from council managed to a community-led operation, actively supporting the community group through transition phase, with an operational plan in place.	Identify through an expression of interest process, a community organisation, endorsed/approved by agreed local board selection criteria, to operate and manage Hobsonville Community Hub (Headquarters & Sunderland Lounge) as a community-led model. Local board has an oversight and monitoring role.	CS: ACE: Community Places	\$78029 ABS: Opex	In progress	Green	Selection criteria has been workshopped with the local board this quarter. A report to confirm these will be presented to the local board at the October 2018 business meeting.

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687	Inclusion and Diversity - Age Friendly Upper Harbour - local response to the needs of older residents by implementing recommendations from the 2017 Age Friendly survey	<p>Enable the aspirations and needs of senior residents to be recognised in local decision-making, and to support implementation of recommendations made through the Age Friendly survey undertaken in partnership with Age Concern, in 2017.</p> <p>Support local residents with activities and initiatives identified through the survey by brokering appropriate relationships, identifying resourcing needs and where appropriate providing advocacy – for example, working in conjunction with PSR staff to implement some of the actions proposed in the survey.</p> <p>Work in conjunction with an identified local provider to host an intergenerational forum during the year, and establish an annual event for the International Day of Older Persons (1 October)</p> <p>This project will continue to increase knowledge amongst the older community regarding the process of local government including how residents can participate in decision making, such as through local board and governing body consultations.</p> <p>Facilitate access to and information on similar work in other parts of the Auckland region to help foster a culture of partnering, regional networking and strengthened connectivity within our older communities</p> <p>Encourage and increase awareness of mana whenua in local communities, seeking to enable connection across all cultures in the Upper Harbour area</p>	No further decisions anticipated.	CS: ACE: Community Empowerment	\$5000 LDI: Opex	In progress	Green	Staff have identified local groups that could be involved in delivering on the project outcomes. Staff will seek opportunities for community collaboration on this project in Q2 and Q3. In Q2, planning will begin to bring together age friendly groups to further scope the current activities and local needs of groups.
688	Placemaking: Albany CoCo Inc annual work schedule	<p>Fund Albany CoCo Inc to:</p> <ul style="list-style-type: none"> provide a range of programmes and activities to meet the needs of Upper Harbour residents and communities, with a particular focus on Albany and immediate neighbouring communities area work with local neighbourhoods such as Pinehill, Norcross, Oteha Valley and Fairview, to identify and support local initiatives and opportunities for activation support and, as necessary, co-ordinates key community events, such as Summer Fun and an annual Christmas event provide support for smaller and emerging groups, acting as an umbrella organisation and fund-holder as required work in partnership with key sub-regional capacity development agencies, local stake holders and communities, Auckland Council and the Upper Harbour Local Board to develop a culture of partnering, regional networking and strengthened connectivity <p>Albany CoCo Inc receives annual funding to deliver the above and more specific activities and programmes as detailed in the annual work schedule, which is attached to the annual Funding Agreement.</p>	Staff will develop options for consideration by the local board on the unspent funds (\$45,000).	CS: ACE: Community Empowerment	\$45000 LDI: Opex	On Hold	Amber	Staff identified that the Albany Coco Trust required significant assistance with governance, management, planning, and long term development planning. After years of successful service delivery, the organisation did not have the community volunteers or resources to further develop a structure that would be capable of taking on additional responsibilities, staff and service contracts. The Albany Coco Executive Committee decided they were no longer in a position to continue operating and resolved that they would wind up the organisation. Staff provided advice and guidance to the group regarding the winding up process. Some activity will continue through to November 2018 using existing financial resources. In Q2, staff will continue to provide the Albany Coco Executive Committee with support and assistance.

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689	Placemaking: Fund Greenhithe Community Trust to deliver placemaking activities to meet the needs of local residents and promote community participation and wellbeing	Fund Greenhithe Community Trust to :•provide a range of programmes and services to meet the needs of residents and the community in the Greenhithe area. •support and, as necessary, co-ordinates key community events, such as the annual Lantern Festival and Neighbours Day •co-ordinate a successful youth focussed programme of events and activities working with local youth leaders and in partnership with relevant youth development and employment and training organisations •co-ordinate the Upper Harbour Community Garden network and support local action to improve the natural environment, in partnership with mana whenua, and other relevant local and sub-regional groups •work in partnership with key sub-regional capacity development agencies, local stake holders and communities, Auckland Council and the Upper Harbour Local Board to develop a culture of partnering, regional networking and strengthened connectivityGreenhithe Community Trust receives annual funding to deliver the above and more specific activities, services and programmes as detailed in the annual work schedule, which is attached to the annual Funding Agreement.	No further decisions anticipated	CS: ACE: Community Empowerment	\$45000 LDI: Opex	In progress	Green	Staff met with the organisation's chairperson to discuss projects for the 2018/2019 financial year. Staff negotiated a schedule of work and finalised the funding agreement with Greenhithe Community Trust.
691	Placemaking: fund Hobsonville Community Trust to deliver placemaking activities to meet the needs of local residents and promote community participation and wellbeing	Fund Hobsonville Community Trust to :• provide a range of programmes and services to meet the needs of residents and the community in the Hobsonville Point area. • support and, as necessary, co-ordinates key community events, such as the Summer Evenings in the park and focus groups for community activation • co-ordinate a successful youth focussed programme of events and activities working in partnership with local schools and other relevant youth development, employment and training organisations • support and, as necessary, co-ordinate community initiatives that encourage sustainable neighbourhood practices in relation to waste minimisation, up-cycling and alternative transport modes • work in partnership with key sub-regional capacity development agencies, local stake holders and communities, Auckland Council and the Upper Harbour Local Board to develop a culture of partnering, regional networking and strengthened connectivityHobsonville Community Trust receives annual funding to deliver the above and more specific activities, services and programmes as detailed in the annual work schedule, which is attached to the annual Funding Agreement	No further decisions anticipated	CS: ACE: Community Empowerment	\$45000 LDI: Opex	In progress	Green	Staff met with representative from the Hobsonville Community Trust to discuss activities and aspirations for the Hobsonville community for the 2018/2019 financial year. Staff negotiated a schedule of work and finalised a funding agreement with Hobsonville Community Trust.
692	Inclusion and Diversity: support a Newcomers Network to identify the social, professional and recreational needs and develop a comprehensive programme to meet these.	A Newcomers Network will encourage participation of the diverse migrant communities' resident in the Local Board area, and specifically engage with local mana whenua to foster cross-cultural connection and support local aspirations. Support capacity building and organisational development for a Newcomers Network to enable it to take a lead role in the co-ordination and delivery of relevant programmes, events and support services in the Upper Harbour Local Board area Increased capacity will support greater cross-regional engagement and collaboration with other migrant service providers, newcomer networks and social support agencies, and enable enhanced delivery in the various local communities. A Newcomers Network will actively encourage and promote opportunities for employment skills and social enterprise development, partnering with relevant training providers and sub-regional organisations.	No further decisions anticipated.	CS: ACE: Community Empowerment	\$20000 LDI: Opex	In progress	Amber	The Albany Coco Executive Committee are no longer in a position to continue operating and resolved that they would wind up the organisation, meaning they would not be delivering a Newcomer Network. Staff investigated opportunities to provide Newcomers Network activity with other groups in the area. Staff will seek to facilitate implementation of a Newcomers Network and engagement opportunities for the Upper Harbour community in Q2.

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693	Placemaking: Whenuapai - work with the community to develop a local response and community capacity as outlined in the Whenuapai Structure Plan	Engage with the local community in Whenuapai to organise, plan, and effectively contribute to the proposed development in their local area, as outlined in the Whenuapai Structure Plan (WSP)Continue to work with local groups and residents to identify opportunities to engage the wider communitySupport local residents with activities and initiatives identified by the community to develop momentum around local engagement, decision making and participationEncourage mana whenua participation in community planning activities.Broker relationships between community groups, Council departments, capital developers and external service providers to address the Whenuapai community aspirations and objectives.Support capacity development for groups in the Whenuapai community, including access to resources, meeting rooms, networking, training and administration/management support. This project will continue to increase knowledge amongst the community regarding the process of local government including how residents can engage in the process, such as through Local Board Plan consultation.Work in partnership with key sub-regional capacity development agencies, local stakeholders and communities, Auckland Council and the Upper Harbour Local Board to develop a culture of partnering, regional networking and strengthened connectivity	No further decisions anticipated	CS: ACE: Community Empowerment	\$5000 LDI: Opex	In progress	Green	Gecko Trust worked with local students attending Hobsonville Point Secondary School to develop stories about Whenuapai heritage and future development. Short films and stories created through the project will be launched in Q2. Staff will seek community engagement and placemaking opportunities emerging from the students' projects with the Whenuapai community.
694	Children and Young People: Youth Engagement and Capacity Building	Partner with key community partners, local iwi and kaupapa maori organisations. and the Upper Harbour Youth Caucus to support youth engagement, build youth capacity and develop a culture of youth enterprise and employment in the Upper Harbour Local Board area.Support the Upper Harbour Youth Caucus (UHYC) to become a point of engagement and activity for young people in the local board area. Encourage and support youth diversity within UHYC activities and initiatives, acknowledging culture, ability and gender identity.Enable greater engagement of youth with iwi and kaupapa maori initiatives in the local communities, supporting access through Council relationships and resources.Facilitate youth engagement in relevant activities and projects of the Local Board and Council units, including open space developments, neighbourhood plans, town centre and community facility improvementsWork with key community organisations to develop and implement youth-led projects and events in the Upper Harbour area.The UHYC will actively encourage and promote opportunities for employment skills and social enterprise development, partnering with relevant training providers and sub-regional organisations.Provide access to funding support for youth generated enterprise in the local community	No further decisions anticipated	CS: ACE: Community Empowerment	\$20000 LDI: Opex	In progress	Green	Staff finalised Youthline's youth engagement events to be delivered in Q2 and Q3 using existing resources. Staff will seek opportunities for youth focused collaboration with local groups and young people across the local board area in Q2.
751	Venue Hire Service Delivery - UH	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 92 per cent of hirers were satisfied with the venues they have visited. Participant numbers and bookings hours have increased due to the opening of Headquarters and Albany House. The top three activity types during quarter one are meetings, special interest 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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1263	Apply the empowered communities approach – connecting communities (UH)	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 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.		CS: ACE: Community Empowerment	\$0 LDI: Opex	Approved	Green	No activity in Q1 as recruitment for the Strategic Broker took place. Strategic broker activity will commence in Q2.
1459	Community-led placemaking : Take PART Community Art	Develop an integrated programme of neighbourhood creative and arts focused community-led placemaking initiatives. Partner and co-design with community organisations already working in the local board area to deliver creative and arts activities. Engage with Mana Whenua regarding any notable historical events, relevant flora and fauna, and cultural importance for mana whenua in the Upper Harbour area, to inform the planning and placement of proposed local installations.	No further decisions anticipated	CS: ACE: Community Empowerment	\$10000 LDI: Opex	In progress	Green	Staff encouraged local artist Chris Berthelsen and the Meadowood Community House Manager to work together on a community arts initiative. Staff are following up on completion of 'Curious Tamariki' placemaking project and will identify potential outcomes to develop further through this project.
1529	Hobsonville Headquarters & Sunderland Lounge Interim Council Management and Programme Delivery 2018/2019	Twelve month council management from July 2018 to June 2019, opening Hobsonville HQ and establishing operating practice, procedures and programmes.		CS: ACE: Community Places	\$51000 ABS: Opex	In progress	Green	During Q1, Headquarters delivered a Community Open Day on Saturday 25 August 2018, which was attended by approximately 200 people. The content of the Open Day was delivered by local organisations, groups, businesses and schools. Headquarters was loaded into the Auckland Council Venue Hire booking system with the approved fees and charges by the local board. A database of 100 people has been collated manually by Headquarters staff, and are working closely with the Hobsonville Point Residents Society and their community liaison to gain a clearer channel of communication to the community. Headquarters is currently using their electronic monthly newsletter, local publications, community and Headquarters Facebook page, flyers, posters and Auckland Council website to communicate to the community about the activities, services and access available at Headquarters. The focus for Q2 will further progress in communicating and establishing relationships with local community organisations and groups. Headquarters will provide guidance, through activation and programme partnerships, for local community organisations and will deliver the findings to the Upper Harbour Local Board and Auckland Council.
1530	Transition Albany Community Hub from council to community led management.	Define / confirm preferred expression of interest (EOI) selection criteria with local board. Undertake an EOI process commencing Q3 to select a community group to manage Albany Community Hub under a Community-Led Model. Undertake transition of Albany Community Hub, from council managed to a community-led operation, actively supporting the community group through this transition phase, and with an operational plan in place. Actively support preferred community-led operator prior, during and post transition as applicable to ensure smooth, successful transition.	Endorsement of selection criteria - Q2 Adoption of community provider - Q4	CS: ACE: Community Places	\$0 ABS: Opex	In progress	Green	In Q1, the selection criteria was workshoped with the local board and they are now referred to as the 'focus areas for the expression of interest' to better match the expression of interest process.

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1538	Albany Community Hub Interim Council Management and Programme Delivery 2018/2019	Extend council management from July 2018 to June 2019 at Albany Community Hub to continue operating practice and programming.		CS: ACE: Community Places	\$0 ABS: Opex	In progress	Green	During Q1, The Albany Community Hub has over 2000 local people attend centre activities, with 25 permanent hiring groups each week. A diverse number of activities has run from The Hub which include, dance, disability, church, family services, older persons, and art groups. The Hub has also been hired out for a high number of functions during the weekends. The biggest challenge for the Hub has been for the local community to find out where we are and making sure we get the word out to local schools, universities, business and community organisations. To address this, staff have created a Facebook page, a term newsletter and holding events that attract the community to visit the Hub. There have been several improvements to the inside and the outside of the buildings. The highlight is having a new herb garden and fruit trees. In Q2, the Hub will be holding two major events, International Day of Persons with Disabilities, and launch of the fairy doors. The Hub will be setting up a monthly community network forum as well.
1781	Legacy ARST contestable funding – Upper Harbour allocation	Legacy Auckland Regional Services Trust Fund (ARST) for arts and culture purposes. Reallocation of residual funds granted by the former North Shore City Council to be returned by the Shore Exhibition Centre Trust in FY19, and added to LDI budgets across four local boards. The funds must be used for arts and culture purposes and as per the policy, any unallocated budget at the end of the 2018/19 financial year will go towards savings.	Detail on how the contestable funding will be administered will be brought back to the local board.	CS: ACE: Arts & Culture	\$55650 LDI: Opex	In progress	Green	In Q1, staff met with the four north local board advisors to workshop a process for the reallocation of the funds for significant arts projects. A report will be presented at a business meeting in Q2, for a decision on how the local board wish to progress the funding allocation.
Community Facilities: Build Maintain Renew								
809	Upper Harbour 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	\$3670322 ABS: Opex	Approved	Green	The first quarter has coincided with unusually wet weather and maintenance of Upper Harbour parks and reserves has been impacted accordingly. Mowing operations were reduced due to saturated ground conditions. Edging of the entrances to the reserves continued, and informative signage was installed to explain why normal mowing operations could not be undertaken. Considerable effort and resourcing has gone into improving the track networks, with significant work carried out in Sanders Reserve, Wainoni Park North, Unsworth Reserve and Churchouse Esplanade Reserve. A significant erosion slip occurred in the Orchard Reserve watercourse during July. This raised concerns with Community Facilities and Healthy Waters as to what remedial work will be required to return the reserve to a fully functioning public amenity. A geo-tech report has been compiled, and a programme of works will be formulated based on recommendations. The local board funded improvement plan mini projects operating in Kell Park and Albany Domain progressed smoothly, with the Kell Park programme of works being completed during August and Albany Domain on target to be completed by the end of October. Building maintenance as a whole has run smoothly over the first quarter, with standard maintenance requests completed in a timely manner. Programmed, preventative maintenance on; community buildings is high priority going forward.
813	Upper Harbour Arboriculture Contracts	The Arboriculture maintenance contracts include tree management and maintenance.	No further decisions anticipated	CF: Operations	\$352889 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.
814	Upper Harbour 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	\$266209 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.
1235	Upper Harbour - Local Park Art Maintenance	Maintenance of art work at the local parks	No further decisions anticipated	CF: Operations	\$8000 LDI: Opex	Approved	Green	All work completed in April 2018 - annual re-oiling of all art pieces will be done in February 2019.

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1672	Albany Coronation Hall - renew toilets	Stage one - investigate options to renew the asset to ensure it remains fit for purpose - complete. Current status -stage two - implement works for the hall toilet renewal. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2563). Estimated completion date yet to be established.	No further decisions anticipated	CF: Investigation and Design	\$70000 ABS: Capex - Renewals	In progress	Green	Current status: Developed design has been approved, detail design is underway. Next steps: Lodge resource and building consent.
1673	Alexander Underpass - improvement contribution	Contribution to the investment into improving the underpass in Upper Harbour. The opportunity to do this work comes through the northern corridor improvement works.	Design to be approved by the local board	CF: Investigation and Design	\$1250000 ABS: Capex - Renewals; ABS: Capex - Growth	Approved	Green	Current status: Awaiting investigation and design to confirm the project partners funding contribution from Auckland Transport and New Zealand Transport Agency, before design can be initiated. Next steps: Conduct site investigation, before any design work is undertaken.
1674	Exeter Reserve - replace steps to Devonshire Place and renew walkways	Replace the failed steps that connect Exeter Reserve to Devonshire Place to ensure they are fit for purpose. This project will be investigated, scoped and delivered within this financial year.	No further decisions anticipated	CF: Investigation and Design	\$7000 ABS: Capex - Renewals	In progress	Green	Current status: The project has been added to the work programme for the financial year 2018/2019. Next steps: Review the project brief, understand options and scope works.
1675	Fernhill Escarpment - renew walkway and wayfinding signage	Renew failed walkways to future proof the asset in accordance to the current Greenways plan including updated wayfinding signage. Current status - stage one - investigate, design, scope and plan the works required. Stage two - deliver physical works. Estimated completion date yet to be confirmed.	Wayfinding signage design to be approved by the local board	CF: Investigation and Design	\$80000 ABS: Capex - Renewals	In progress	Green	Current status: Site investigation and scope clarifications being undertaken. Next steps: Put together a scope of works to enable the procurement of a design consultant.
1676	Herald Island Hall - renew heating and electrical system	Replace the hall heating and electrical system as required. Current status - stage one - investigate, design, scope and plan the works required. Stage two - deliver physical works. Estimated completion date yet to be confirmed.	No further decisions anticipated	CF: Investigation and Design	\$25000 ABS: Capex - Renewals	In progress	Green	Current status: initial site visit done to determine requirements (mid-September 2018). Further site visits required to refine the scope, scheduled for end-September 2018. Next steps: obtain pricing and appoint the preferred supplier. The work is planned during January/February 2019.
1677	Hobsonville Headquarters - redevelopment, exterior landscaping and car park construction	Hobsonville Headquarters redevelopment - construction of a car park and landscaping. Redevelopment of the Hobsonville HQ building to create a community hub that provides community focused activities, services and programmes, designed to promote the overall wellbeing and connectedness of Hobsonville Point and is associated with the outcomes of the Upper Harbour local board Plan. Development of a car park with 25 parking spaces. Landscaping in accordance with the plans to be developed through the Headquarters design process. Refurbishment, construction, plus minor furniture and fittings including the Headquarters building (including asbestos removal and furniture and fixtures, car park and landscaping). This project is a continuation of the 2017/2018 programme (previous SP18 ID 3012).	Design to be approved by the local board	CF: Project Delivery	\$600399 ABS: Capex - Development; ABS: Capex - Renewals	In progress	Amber	Car park ground remediation scope has been added to contract, however work required has resulted in delays to programme and costs. Car park will only be operational once local connecting roads are completed likely in late 2018 Current status: Physical works to complete the car park are nearing completion. Only surface sealing is still outstanding. Landscaping elements are yet to be started and can not commence until surfacing works are completed. Minor items still requiring attention are being scoped, this includes signage and minor outstanding internal items within the headquarters building. Next steps: Complete the car park surfacing works and peripheral landscaping and services. Landscaping between the car park and headquarters building will be completed by the local developer after completion of the car park. Address the minor internal items.
1678	Rosedale Park - renew sports fields 3 and 4	Renew sports fields 3 and 4. Stage one - investigate, design, scope and plan the works required - complete. Current status - stage two - deliver physical works. Estimated completion date yet to be confirmed. This project is a continuation of the 2017/2018 programme (previous ID 2578).	No further decisions anticipated	CF: Investigation and Design	\$500000 ABS: Capex - Renewals	In progress	Green	Current status: The contract has been awarded and a prestart meeting held. Site fencing has been installed and site works have commenced on the installation of the new water main. Next steps: Progress physical works.
1679	Scott Point - develop sustainable sports park	The provision of local parks amenity within Scott Point Park. Sports field replacement and development at Hobsonville Point. The installation of four new changing rooms and four toilets. Develop pathways to connect the new sports fields, pedestrian and cycling linkages. Stage one - investigate, design, scope and plan the works required. Current status - stage two - deliver physical works. Estimated completion date yet to be confirmed. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2826).	Design to be approved by the local board	CF: Project Delivery	\$300000 ABS: Capex - Growth	In progress	Green	Current status: The supplier has produced a detailed program of works that meet the project timelines, and an on-site visit with supplier and council staff has occurred. Both council and supplier have gained good knowledge from the site visit, and were able to identify aspects that need to be consider for this project, including the surrounding housing developments. Next steps: Continue to work with Auckland Transport on the roading aspect of the project.

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1680	Upper Harbour - renew fixtures and furniture 2017/2018+	Renew fixtures and furniture at the following sites: Malcolm Hahn Memorial Reserve; Marina Esplanade; Herald Island Domain; Pahiki Reserve; Picasso Reserve; Hobsonville War Memorial; Rahui Reserve; Starlight Park; Unsworth Quarry Reserve and Greenhithe War Memorial Park. Stage one - investigate, design, scope and plan the works required - complete. Current status - stage two - deliver physical works. Estimated completion date yet to be confirmed. This project is a continuation of the 2016/2017 programme (previous ID 3030).	No further decisions anticipated	CF: Project Delivery	\$200000 ABS: Capex - Renewals	In progress	Green	Current status: All works have been completed, except for the path realignment at Marino Esplanade Reserve. The path construction is in progress, as it was delayed due to wet weather. Next steps: Inspect works once the path construction is completed.
1682	Upper Harbour - renew park toilets 2018/2019+	Renew toilet blocks at the following parks: Christmas Beach; Kell Park and Pahiki Reserve. Current status - stage one - investigate, design, scope and plan the works required (including proposals to the board with recommendations for an increase level in service where required). Stage two - deliver physical works. Estimated completion date yet to be confirmed.	No further decisions anticipated	CF: Investigation and Design	\$38000 ABS: Capex - Renewals	In progress	Green	Current status: The project has been added to the work programme for the financial year 2018/2019. Reviewing project brief. Next steps: Arranging site visits and identifying scope of works.
1683	Upper Harbour - renew walkways and paths 2017/2018+	Renew walkways and paths at the following parks: Churchouse Esplanade Reserve; Rame Reserve and Paremoro Scenic Reserve. Stage one - investigate, design, scope and plan the works required (including proposals to the board with recommendations for an increase level in service where required) - completed. Current status - stage two - deliver physical works. Estimated completion date yet to be confirmed. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2583).	No further decisions anticipated	CF: Investigation and Design	\$150000 ABS: Capex - Renewals	In progress	Green	Current status: Project scoping has been completed for all three walkways. Paremoro Scenic Reserve - a land-use resource consent has been lodged and this is currently being processed. There may be delays in getting this granted due to issues around Kauri Die Back. Churchouse Esplanade - a designer is being engaged for the design of the new stairs to replace the stone steps, and for the renewed footbridge. Rame Esplanade - although scoping has been completed, further site investigation and design work is being undertaken following the identification of Kauri in the area. This may impact on the timeframe for delivery. Next steps: Paremoro Scenic Reserve - continue to pursue obtaining a resource consent. If granted - tender documentation will be compiled and released for physical works. Churchouse Esplanade - engineered design for the new stairs and the renewed footbridge is to be completed and resource and building consents lodged. Rame Esplanade - internal advice is to be sought regarding the proximity of Kauri to the proposed track works. This may lead to more specialist design of the track.
1684	Wharepapa Reserve - reconfigure playspace	Due to the playspace being built prior to the housing development being complete, there are privacy issues to the neighbouring homes which need to be addressed. This project is for design and scoping only, design to be approved by the board. Current status - stage one - investigate, design and scope the works required. Stage two - (if approved by the board to proceed) deliver physical works. Estimated completion date yet to be confirmed.	Design to be approved by the local board	CF: Investigation and Design	\$15000 ABS: Capex - Renewals	In progress	Green	Current status: The project has been added to the work programme for the financial year 2018/2019. Next steps: Review the project brief, arrange a site visit to understand options.
2016	Upper Harbour - renew walkways and paths 2018/2019+	Renew walkways and paths at the following sites: Awatahi Reserve; Bay City Park; Brookfield Stream Reserve; Centorian Reserve; Gills Reserve; Herald Island Domain - Access; Malcolm Hahn Memorial Reserve; Northwood Reserve; Sanders Reserve; Te Wharau Creek Esplanade Reserve and Wharf Reserve - Albany. Current status - stage one - investigate, design, scope and plan the works required (including proposals to the board with recommendations for an increase level in service where required). Stage two - deliver physical works. Estimated completion date yet to be confirmed.	No further decisions anticipated	CF: Investigation and Design	\$5000 ABS: Capex - Renewals	In progress	Green	Current status: The project has been added to the work programme for the financial year 2018/2019. Review the project brief. Next steps: Arrange site visits to various locations to understand options and establish potential scope works.
2116	Hooton Reserve - improvements	Investigate and design stage of the improvement works in collaboration with Auckland Transport at Hooton Reserve. This project is in relation to the major roading development which will have both Auckland Transport and Massey University involvement. Current status - stage one - investigate, design, scope and plan the works required. Stage two - deliver physical works. Estimated completion date yet to be confirmed.	Design to be approved by the local board	CF: Investigation and Design	\$40000 LDI: Capex	In progress	Green	Current status: Scoping has not yet begun on this project. Continue to work with Community Services to confirm scope of project in order to progress concepts. Next steps: Confirm scope and prepare concept plans.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
2117	Hosking Reserve - development	Investigate and design stage of the development of Hosking Reserve. As approved by the local board (UH/2018/94) the prioritised works to be undertaken are: (i) traffic access assessment, prior to committing significant funding to any other elements of the project (ii) the development of a fencing plan (iii) water provision options. Current status - stage one - investigate, design, scope and plan the works required. Stage two - deliver physical works. Estimated completion date yet to be confirmed.	Design to be approved by the local board	CF: Investigation and Design	\$40000 LDI: Capex	In progress	Green	Current status: Strategic assessment and scope of works has been received from Community Services department. Next steps: Prepare brief to engage a consultant to prepare the next level of detail for the key priorities of the development plan.
2118	Huntington Reserve - develop playspace	Investigate and design stage of the development of playspace at Huntington Reserve. Current status - stage one - investigate, design, scope and plan the works required. Stage two - deliver physical works. Estimated completion date yet to be confirmed.	Design to be approved by the local board	CF: Investigation and Design	\$30000 LDI: Capex	In progress	Green	Current status: The project has been added to the work programme for the financial year 2018/2019. Next steps: Review the project brief, understand options and scope works. Engage specialists consult to begin concept design.
2119	Luckens Reserve - improve park facilities	Investigate and design stage of the park facility improvement initiative at Luckens Reserve. All works to be agreed by the local board. Current status - stage one - investigate, design, scope and plan the works required. Stage two - deliver physical works. Estimated completion date yet to be confirmed. This initiative will be funded by the renewals budget and the local board discretionary budget.	Design to be approved by the local board	CF: Investigation and Design	\$20000 LDI: Capex	In progress	Green	Current status: The project has been added to the work programme for the financial year 2018/2019. Next steps: Review the project brief, understand options and scope works.
2121	Limeburners Reserve - develop esplanade with walkway	Investigate and design stage of the development of the esplanade with walkway at Limeburners Reserve. Current status - stage one - investigate, design, scope and plan the works required. Stage two - deliver physical works. Estimated completion date yet to be confirmed.	Design to be approved by the local board	CF: Investigation and Design	\$30000 LDI: Capex	In progress	Green	Current status: The project has been added to the work programme for the financial year 2018/2019. Next steps: Review the project brief, understand options and scope works.
2122	Upper Harbour - renew fixtures and furniture 2018/2019+	Renew fixtures and furniture at the following sites: Albany Cemetery; Albany Domain; Awatahi Reserve; Bass Reserve; Bay City Park; Centurion Reserve; Churchouse Esplanade Reserve; Clear Reserve; Crimson Park; Devonshire Reserve; Fairview Reserve; Gills Reserve; Hooton Reserve; Kell Park; Lucas Esplanade Reserve; Marae Reserve; Meadowood Reserve; Orchard Reserve – Greenhithe; Rame Esplanade Reserve; Rame Reserve; Redfern Nature Reserve; Remu Reserve; Saunders Reserve – Rosedale; Tawa Reserve; The Knoll; Wainoni Park North; Wharf Reserve – Albany; Windsor Park and Wiseley Reserve. Current status - stage one - investigate, design, scope and plan the works required. Stage two - deliver physical works. Estimated completion date yet to be confirmed.	No further decisions anticipated	CF: Investigation and Design	\$54000 ABS: Capex - Renewals	In progress	Green	Current status: The project has been added to the work programme for the financial year 2018/2019. Review the project brief. Next steps: Arrange site visits to various locations to understand options and establish potential scope works.
2124	Upper Harbour - implement actions from the Marine Sport Facility audit	Investigate and design stage of the actions to implement from the Marine Sport Facility audit. Current status - stage one - investigate, design, scope and plan the works required. Stage two - deliver physical works. Estimated completion date yet to be confirmed. Design to be approved by the local board.	Design to be approved by the local board	CF: Investigation and Design	\$20000 LDI: Capex	Approved	Green	Current status: Community Services are still to complete the Marine Facility Audit. Once this is completed actions from the audit can be investigated. Next steps: On hold until Community Services complete the audit.
2321	Upper Harbour additional parks planting maintenance	Additional maintenance of reserve planting per annum	No further decisions anticipated	CF: Operations	\$20000 LDI: Opex	Approved	Green	A number of mini parks improvement projects have been done in Kell Park, Albany. The projects have been completed, and included cleaning out of old shrubbery, mulching and infill shrub planting, the relocation of a litter bin, removing redundant signage and cleaning of the timber bollards, removing dirt and lichen. A hard edge border was also constructed to prominently demarcate the playground play area/cushion fall and the surrounding lawn. A small scale trial planting of Clivia Miniata around the base of some specimen trees was also conducted with the intention of improving the visual amenity of the park. If the trial is successful, the local board may wish to consider expanding the planted area.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
2717	Upper Harbour - implement actions from the Greenways Plan	Investigate and design stage of the actions to implement from the Greenways Plan. Propose the Mallard Place to Calypso Way works as priority. Design to be proposed to the board for approval prior to physical works commencing. Current status - stage one - investigate, design & cost estimate works. Stage two - propose to the board for approval, plan and deliver physical works. Estimated completion date yet to be confirmed.	Design to be approved by the local board	CF: Investigation and Design	\$40000 LDI: Capex	Approved	Amber	Suggest that Greenways review is completed prior to further work being undertaken on this small section. Current status: The Greenways Plan is being reviewed by Community Services. More details of this project need to be determined before investigation can occur. The project description is for the Mallard Place to Calypso Way section of the plan. Next steps: Confirm scope with the local board advisor and discuss the implementation of this section, in light of the greenways plan review.
2731	Upper Harbour - LDI scoping fund 2018/2019	Investigate and scope potential Locally Driven discretionary projects as approved by the board throughout the financial year. Information is to be presented to the board for their consideration and further decision making.	Details to be approved by the local board	CF: Investigation and Design	\$25000 LDI: Opex	Approved	Green	Current status: No ideas/ projects have been identified to scope at this stage. Next steps: If ideas are raised that need further investigation and scoping this budget will be used to undertake the work.
2732	Upper Harbour – renew signage 2018/2019+	In conjunction with the findings of the signage audit undertaken in 2017/2018, investigate and scope renewing all old council signage throughout the Upper Harbour local board at their community facilities. Current status – stage one – identify and scope the signage to be replaced. Stage two – prioritise the sites with the board, plan and deliver physical works. Estimated completion date yet to be confirmed.	Details to be approved and prioritised with the local board	CF: Investigation and Design	\$2750 ABS: Capex - Renewals	In progress	Green	Current status: The project has been added to the work programme for the 2018/2019 financial year. Review the project brief. Next steps: Arrange site visits to various locations to understand options and establish the potential scope of works.
2866	(OLI) Upper Harbour - develop an indoor sports facility	Overview - development of an indoor sports facility in the Upper Harbour area. Stage one - investigate feasibility and develop a business case for the indoor sports facility requirements. Stage two - yet to confirm the full staged approach to the initiative. The local board have indicated that they will contribute \$500,000 from their LDI Capex budget towards the project.	Ongoing decision making anticipated throughout the delivery of this initiative.	CF: Project Delivery	\$100000 ABS: Capex - Development; LDI: Capex	Approved	Green	Current status: Conducting the needs assessment as part of establishing the strategic case. Next steps: Will be workshopped with the Upper Harbour Local Board on 22 November 2018. Based on the outcome of the workshop, a business case will be develop.
Community Services: Service Strategy and Integration								
1387	Upper Harbour Open Space Management Plan	Develop a multi-park management plan (year 1 of 2) that assists the Upper Harbour Local Board in managing use, development and protection of all parks, reserves and other open space they have allocated decision-making for. \$40k will be required in 2019/20 for year 2 of this project.	10/18: Decision to notify intent to prepare open space management plan 02/19: Decision on classifying, reclassifying or revoking Reserves Act status on any local parks 04/19: Decision to notify draft open space management plan	CS: Service Strategy and Integration	\$80000 LDI: Opex	In progress	Green	Classification work stream will commence shortly. An update for the local board will be provided in quarter two.
1404	Investigate provision of library facilities in this area giving consideration to tenure and suitability.	Investigate options for provision of library services in Upper Harbour acknowledging the final lease expiry of Albany Library	Oversight of options identified Feedback on preferred option to inform business case	CS: Service Strategy and Integration	\$0 Regional	Approved	Green	The scope for this project is currently being developed and will be presented back to the local board in quarter two.
Infrastructure and Environmental Services								
362	Sustainable Schools Project - Our Local Streams	Provide expertise and assistance for schools in the Upper Harbour Local Board area to connect with their local streams. To test and monitor water quality, connect with community restoration groups working in the same catchment and take action for improvement of the stream area. Link to the Marine Metre Squared Programme.	No further decisions anticipated.	I&ES: Environmental Services	\$30000 LDI: Opex	In progress	Green	The project scope has been defined and contractors for delivery have been identified and approached. Schools continuing from 2017/2018 have been confirmed and new schools have been identified. Engagement of the contractors and confirmation of participating schools will occur in quarter two.
363	New Project - Small Building Sites Ambassador - Upper Harbour	Engagement of an ambassador to work with and support Council's compliance team to reduce the amount of sedimentation, run off and litter produced from small building sites which are entering the waterways. Targeted areas within the Upper Harbour Local Board area to be identified after consultation with the consents team and the local board. This could include Te Wharau Creek catchment in stage one.	No further decisions anticipated.	I&ES: Healthy Waters	\$20000 LDI: Opex	In progress	Green	The initial project planning phase is complete and the contract is currently being finalised. The targeted initiatives team will assist with compliance in areas identified by the contractor after the education programme. This project is planned to commence 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
386	Industry Pollution Prevention Programme - Upper Harbour	This programme is primarily educational and aims to inform urban industry and businesses about the impacts their activities may be having on local waterways. The programme includes a site inspection and discussion with the business owners about potential pollution issues as well as waste minimisation techniques and spill training. If changes are recommended, a report is sent to the business. The programme involves a GIS mapping exercise to ensure that commercial businesses understand the stormwater network connections in relation to local waterways. The exact area for the project is to be identified after further research and feedback from the local board. Staff have suggested Rosedale may be an area to consider as this would benefit the Oteha and Alexandra Streams. The Rosedale area is a large catchment and may take several years to complete.	No further decisions anticipated.	I&ES: Healthy Waters	\$20000 LDI: Opex	In progress	Green	Procurement has been finalised and the project is due to commence in quarter two.
387	Septic tank pumpout programme Upper Harbour Local Board	To manage the pumpout of septic tanks within the Upper Harbour Local Board area.	No further decisions required.	I&ES: Healthy Waters	\$112610 ABS: Opex	In progress	Green	There are approximately 4,300 private onsite wastewater treatment systems serviced on a triennial cycle by the pumpout programme. The septic tanks are spread across three local boards on properties paying the targeted rural sewage rate. In the Upper Harbour Local Board area for the period from June 2018 to September 2018 there were 233 scheduled triennial pump outs of properties and one unscheduled pumpout. An agenda item was presented to the local board at its September 2018 business meeting outlining a proposed regional management system for septic tanks which would see this legacy pumpout programme cease. The local board were in support of the proposed programme.
391	Upper Harbour North-West Wildlink Assistance Programme	Assist and grow capability to deliver community-led initiatives for safe, healthy and connected habitat in priority areas across the North-West Wildlink. Provide technical advice, practical support and facilitation to private landowners and community groups to undertake restoration actions that improve biodiversity values and native habitat linkages across the local board area. Feedback from the Upper Harbour Ecology Network and local board will continue to be used to shape the approach to delivery of this assistance programme. The Lucas Creek Sedimentation report will also be used to select priority areas for riparian restoration. The assistance programme will continue to build on community-led restoration activities aiming to engage and encourage more people and groups to take action across the whole local board area.	No further decisions anticipated.	I&ES: Environmental Services	\$80000 LDI: Opex	In progress	Green	The allocation of funds was collectively agreed through two meetings of the Upper Harbour Ecology Network in quarter one. Funding agreements have been completed for Forest and Bird Youth (\$2090), Chinese Conservation Education Trust (\$4680), Herald Island Environmental Group (\$6,045), Whenuapai Restoration (\$5,140), Sustainable Paremoremo (\$21,728), Kaipatiki Project (\$14,518), and Greenhithe Community Trust (\$6,449). Reports have been received from last years projects and a summary of these will be shared with the board at a presentation by the Upper Harbour Ecology Network in quarter two.
869	PC14 Waiarohia Ponds, Hobsonville Corridor	The North-West Transformation Area (Westgate, Hobsonville Corridor and Hobsonville Point) is a priority development area in the Auckland Plan. Rawiri Stream is a permanent stream in Hobsonville. The riparian margins and Rawiri Stream restoration is identified in Plan Change 14 and was assessed by Council as a high priority acquisition. Riparian margins assist with stormwater treatment and also provide amenity for the community via the corridor. The related stormwater land acquisitions are complete.	No further decisions anticipated.	I&ES: DPO	\$1000000 ABS: Capex - Development	Deferred	Grey	Funding for the restoration project has been confirmed, and the business case has been finalised. The business case identified the project as an opportunity for developer funding through the stream offset mitigation programme. In order to align with the offset programme funding, delivery of the project has been deferred to the 2020/2021 financial year. Development Programme Office staff provided an update to the local board about the restoration project and deferral in August 2018.
Libraries								
1180	Provision of Library Service - Upper Harbour	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	\$416272 ABS: Opex	In progress	Green	Albany Village Library visits and issues are on par compared to the same period last year. Library memberships continue to rise. Demand has increased for digital experts onsite and library staff are delivering daily instruction on the use of smartphones and devices, accessing eBooks, and online literacy.
1181	Preschool programming - Upper Harbour	Provide programming for preschoolers that encourages early literacy, active movement, and supports parents and caregivers to participate confidently in their childrens' early development and learning. Programmes include: Wriggle and Rhyme, Rhymetime, Storytime.	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	Wriggle and Rhyme and Storytimes in English and Russian constantly attract between 15-30 attendees. The popular inclusion of Te Reo Māori songs and rhymes are integral to this programme delivery. Successful parenting classes in Mandarin were held by volunteer group Whanau Marama Parenting. Library staff have also been trialing impromptu (pop-up) storytelling sessions with small groups of children, encouraging social interaction and language development.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
1182	Children and Youth engagement - Upper Harbour	Provide children and youth services and programming which encourage learning, literacy and social interaction. Engage with children, youth and whanau along with local schools to support literacy and grow awareness of library resources. Provide a flagship language and literacy-building summer reading programme for 5-13 year olds.	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	As part of the Oneroa Community of Learning project aimed at lifting reading literacy, our Children's Librarian and two colleagues from East Coast Bays Library visited Long Bay College to promote books and reading, online databases, and library services. Eight 50 minute sessions were delivered to every Year 9 class - approximately 300 students and their teachers. Sessions took place over four weeks and were well received by students and teachers. Further presentations are being planned for other year levels. As part of our July school holiday programme Albany volunteer firefighters visited the library with a fire vehicle and equipment to provide a hands-on talk about fire safety. Holiday activities were well attended with 18-30 children participating each day.
1183	Support customer and community connection and Celebrate cultural diversity and local places, people and heritage - Upper Harbour	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	During Matariki, local astronomer Bill Thomas gave an evening talk which concluded with telescope viewing in Kell Park. This event was attended by 89 adults and children. We have had preliminary discussions with Hobsonville Community Hub with the intention of using a co-design approach to developing programmes of interest.
1184	Celebrating Te Ao Māori and strengthening responsiveness to Māori. Whakatipu i te reo Māori - Upper Harbour	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	Storytime sessions in Te Reo were run during Matariki and Māori language week. Te reo storytimes also delivered to Apollo Learning Tree childcare centre and playgroups at the Albany Community Hub. During the school holidays two staff members held a Raranga Putiputi workshop (weaving flax flowers) for 16 children and adults. Library staff are also attending te reo pronunciation classes and learning to write their Mihimihi.
1185	Learning and Literacy programming and digital literacy support - Upper Harbour	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	Storytime sessions in Te Reo were run during Matariki and Māori language week. Te reo storytimes also delivered to Apollo Learning Tree childcare centre and playgroups at the Albany Community Hub. During the school holidays two staff members held a Raranga Putiputi workshop (weaving flax flowers) for 16 children and adults. Library staff are also attending te reo pronunciation classes and learning to write their Mihimihi.
Local Economic Development: ATEED								
531	UH Pop-up Business School	Upper Harbour Local Board aspires for the area to become a base for entrepreneurial growth with more self-employed people able to work locally. The Pop Up Business School provides a free 10 day business school to provides education, support for local people interested in starting their own business. Examples elsewhere have had positive results in terms of the numbers of businesses established. By supporting local residents by providing entrepreneurial training the generation of local businesses will be increased and local employment opportunities provided. This initiative could be co-funded with a neighbouring local board	Confirmation of any financial contribution from ATEED and any neighbouring local boards. It is likely that one neighbouring local board will be fully funding its own Pop-Up Business School. This would have implications for how the Upper Harbour Local Board could support the initiative without a partnering local board. i.e. the contribution would need to be larger. This could be offset by using unspent 2017/18 funds for the deposit to secure the business school.	ATEED: Local Economic Growth	\$7500 LDI: Opex	Approved	Green	A Pop-up Business School ran in Henderson in August 2018. Given the proximity of that event to Upper Harbour it is recommended the Upper Harbour Pop-up Business School is run later in the financial year. This will also allow time for other sponsoring organisations to be identified that will share to cost of delivering the event with 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
657	Young Enterprise Scheme (UH)	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	\$2000 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								
414	UH: Third Party Facility Sport and Recreation Service Assessment	Complete service assessment that identifies public access opportunities, for sport and recreation purposes, to facilities owned/operated by third parties (for example: schools and sports clubs)	No further decisions anticipated	CS: PSR: Active Recreation	\$15000 LDI: Opex	In progress	Green	A draft scope has been written for the service assessment. Professional services to be engaged by Quarter 2.
429	UH: Greenways Plan Service Assessment	Complete refresh of the Upper Harbour Greenways (Local Path) Plan.	A proposed project plan will be presented at a local board workshop on 11 October.	CS: PSR: Park Services	\$40000 LDI: Opex	In progress	Green	Professional services engaged and project plan being prepared. Workshop with the local board scheduled for October.
488	UH: Specific implementation plan for Auckland's Urban Forest (Ngahere) Strategy	Develop a local board specific programme which will identify, increase and protect Auckland's Urban Forest (Ngahere). Information sessions were held with local boards on the Urban Forest Strategy in August 2017. This is a three year project: Year one 'knowing' phase: complete spatial mapping of the existing tree canopy cover on public and private land in the local board area. Determine the extent, type and age of urban Ngahere. Develop options and identify any funding required for programmes in years two and three: Year two 'growing' phase: Find space for planting new trees using partnerships, including community groups, schools and the Million Trees Program. Year three 'protecting' phase: direct and indirect methods for the community to nominate and protect trees.	Q2/3 briefing on progress at a local board workshop. Confirm deliverables and to make sure the work is aligning to the boards initial feedback on the local board area Ngahere Knowing programme.	CS: PSR: Park Services	\$15000 LDI: Opex	In progress	Green	Local board workshop took place in August to discuss the programme and seek feedback. Background analysis of the Light Detection and Ranging (LIDAR) mapping is underway to determine early indicators on the extent and condition of the local board area tree cover.
559	UH: Tennis Charitable Trust Facility Partnership Grant	Support Tennis Charitable Trust to investigate multi-sport opportunities and the sustainable development of Albany Tennis Park together. A Facility Partnership grant of \$240,000 was provided to Tennis Charitable Trust from the 2013/14 Facility Partnership Scheme, no additional budget required.	For Information only - reporting on progress of a grant payment in FY14.	CS: PSR: Active Recreation	\$0 ABS: Opex	In progress	Green	Workshop with the local board took place on 27 September 2018. The different type of operating models are being investigated.
560	Albany Stadium Pool: Operations	Operate in a safe and sustainable manner the Albany Stadium Pool. 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	Active visits have increased by 19% (22,105 more people) compared to the first quarter last year. In the last three months a total of 134,994 people visited, with 81,319 people using the pools (20,055 under 16yrs) and 47,204 using the gym. Three team members from the centre won leadership awards at Active Recreation's Annual Be Inspired Award Ceremony, and the entire aquatics team won a special recognition award for the work they have put into Health and Safety. There is a 2-week rolling facility maintenance shutdown in October, planned so it has the least possible impact on the community.
561	UH: Equitable Access to Sport and Recreation	Provision of funding to schools, communities and sporting organisations to support equitable access to sport and recreation. Funding allocation informed by Third Party Sport and Recreation Service Assessment. (Equitable access: providing opportunities to participate in sport and recreation across the range of sporting codes and related activities).	No further decisions anticipated	CS: PSR: Active Recreation	\$30000 LDI: Opex	Approved	Green	To be progressed on completion of Third Party Facility Sport and Recreation Service Assessment

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept/Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary
562	UH: Ecological Volunteers and Environmental Programme FY19	Programme of activity supporting volunteer groups to carryout ecological restoration and environmental programmes in local parks including: <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 	No further decisions anticipated	CS: PSR: Park Services	\$40000 LDI: Opex	In progress	Green	It has been a busy quarter for ecological volunteers in the Upper Harbour area with a total of 1,200 volunteer hours recorded. Community and school planting days have taken place at several reserves with a total of 4,675 trees planted by volunteers.
1249	Sanders Reserve: Service Assessment	Review the service provision of walking, cycling and equestrian activities on Sanders Reserve to identify how to deliver an enhanced user experience.	Present draft service assessments at a local board workshop in Q3.	CS: PSR: Park Services	\$15000 LDI: Opex	In progress	Green	Initial investigation and scoping underway.
2772	UH: Tennis Northern operational grant	To provide maintenance support to Tennis Northern, for the Albany Tennis Park	No further decisions anticipated.	CS: PSR: Active Recreation	\$50000 LDI: Opex	In progress	Green	Draft funding agreement has been developed. Awaiting report from Tennis Northern.

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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										
1356	Albany Domain, 575 Albany Highway, 0632: lease to Albany Community Preschool Incorporated.	New ground lease to existing group.	CF: Community Leases	1/08/1998	1 x 10 years	31/07/2018	\$ 1.00	Completed	Green	Approved by resolution UH/2018/93 at the business meeting of 16 August 2018.
2606	Picasso Reserve, Picasso Drive, Waitakere: New lease to Waitakere City Racquets Sports Trust	New ground lease to existing group. Deferred from the 2017/2018 work programme.	CF: Community Leases			31/10/2017	\$ 1.00	In progress	Green	Staff are meeting with the club and the Sports and Recreation Lead team to discuss the new lease application and utilisation of courts.
2607	321 Library Lane, Albany, Albany Fruitgrowers Association Incorporated:	New ground lease to existing group. Deferred from the 2017/2018 work programme.	CF: Community Leases			1/08/2017	\$ 1.00	In progress	Green	A meeting was held with the group in August to discuss their application. The group has updated their lease application information since their last submission, to include evidence of how extensively the facility is utilised.
2608	New lease at Rosedale Park, Albany to Harbour Hockey Charitable Trust	New ground lease to existing group for the North Harbour Hockey Stadium as a result of the NCI project. Deferred from the 2017/2018 work programme.	CF: Community Leases		Two (2) renewals		\$ 1.00	Completed	Green	Deed of lease being finalised. Resolution UH/2017/222 approved a new lease for the North Harbour Hockey Stadium, at Rosedale Park, following the local board business meeting held on 14 December 2017.
2814	Chichester Cottage, Buckley Road, Hobsonville	Ground lease to Hobsonville Point Residents Society	CF: Community Leases					In progress	Green	The proposed lease and leased area footprint was discussed at a local board workshop in July 2018. The board's feedback has since been relayed to the group. Staff are awaiting the group's response.
2815	Sand turf, Rosedale Park North	New lease to Harbour Hockey Charitable Trust for the sand turf, Rosedale Park	CF: Community Leases	29/09/1989	2 x 10 years	28/09/2021		Completed	Green	Existing lease expires in 2021. Group requested a new long-term lease to seek funding to upgrade to a water-based turf. This lease project was added in quarter one. A new community lease to the Harbour Hockey Charitable Trust and a sub-lease with North Harbour Hockey Association Incorporated for the sand turf at Rosedale Park, Albany was approved on 20 September 2018 by local board resolution.
2816	Licence for off-site grazing at Brigham Creek Road	Proposed licences for grazing of land at 161 -167 Brigham Creek Road, Whenuapai.	CF: Community Leases					In progress	Green	There have been changes to grazing areas used by pony clubs in the Upper Harbour Local Board area because of the NZTA Northern Corridor Improvements Project. As a result a proposal is being considered to grant a licence to a new equestrian entity (Wainoni Park Equestrian Trust) for land at Brigham Creek Road for off-site grazing. This lease project was considered at the business meeting of the board on 20 September 2018, with a resolution approving the proposal for public notification. Iwi engagement and public notification is planned for quarter two.
2837	Rosedale Park, North Harbour Softball Association Incorporated, Jack Hinton Drive	New licence to occupy to existing group for kiosk to align with ground lease 2012-2022	CF: Community Leases					Approved	Green	The group have applied for land owner approval at Rosedale Park (classified recreation reserve) to install a portable building to trade food, drinks, merchandise, tickets which is outside the leased area. A licence to occupy arrangement is recommended as required to support this. These matters will be discussed at a future workshop of the local board.