

Work Programme 2018/2019 Q2 Report

ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
Arts, Community and Events									
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.	Funding agreements have been completed for four events with \$100,000 either paid out across the four or currently awaiting payment. This includes: Papakura Carols in the Parks; \$30,000 Papakura Santa Parade \$15,000 NZRL Secondary School League Competition \$25,000; Proud Papakura Proud Street Festival Event \$30,000. Eye on Nature (\$2,500) is the only event remaining that needs to be paid out. This is being done as a service agreement which will be completed and paid out in Q3.
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.	Planning for Movies in Parks is on track with pre-entertainment booked and event permit issued for Central Park screening Saturday, 9 March. Public screening licences for "Ferdinand" has been approved. Event specific marketing starts three weeks prior to each event. Movies in Parks is zero waste, smoke and alcohol free. Series sponsors are NIB Health Cover, Te Wananga o Aotearoa, Globelet, MenuLog and media partner More FM.
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.	The Civic Events team delivered one citizenship ceremony during Q2 with approximately 120 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.	Event planning and document requirements for the event permit is being processed.
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.	Armistice was successfully organised by the Papakura RSA. There was around 300 attendees. Kauri Reserve Playground Opening was held on 27 October 2019 with approximately 100 attendees. Friends of Kirk's Bush 25 years was supported by the Civic Events team including flyers printing, internal catering booking for hot beverages, photographer and an event operator. The event was held on 18 November 2018.

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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	\$8,000 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.	The event was held in Q1. No further action required.
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.	During Q2, Hawkins Theatre had a total of 1,214 visitors and delivered 145 performances with 13,221 attendees. There were 17 classes delivered with 188 enrolments. Highlights included the Hawkins Youth Theatre Company intermediate and senior student's production of 'Goldilocks on Trial', and the visiting dance school from Australia who hired the Theatre for their dance production.
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.	During Q2, 806 people visited the Papakura Art Gallery and 259 people participated in 28 programmes that were delivered. Highlights included the two public programmes that were delivered; Sarah Yates women only car maintenance workshop which helped women to learn about how to take basic care of their vehicles, and Laura Marsh's music workshops which introduced senior citizens to the art of DJing with turntables.
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.	During Q2, the Brass Band continued with the junior and senior band rehearsals and delivered 16 performances. Highlights included the series of community concerts and carols that were performed over the Christmas period in Pahurehure, Papakura Town Centre, Conifer Grove and Opaheke.

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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.	During Q2, a total of 3,755 people visited the museum, and 2,118 people participated in the 11 programmes that were delivered. The museum recorded a total of 542.78 volunteer hours. Highlights included the 'Influenza Pandemic 1918 Exhibition' which explored the repercussions of the silent and deadly virus that killed around 20 per cent of those it infected after WW1 in Papakura.
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.	During Q2, a total of 18 programmes were delivered with 11,525 attendees. Highlights included the band's performance for the Papakura Santa Parade and the band's 1st place positioning in the Palmerston North Square Day Concert, the Hamilton Gardens Contest and the Auckland Highland Games.
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'.	Local artist Sam Evans has been contracted to deliver the second edition of the town centre activation which is expected to be installed in vacant shop windows in Papakura Town Centre during Q3. Local artist Kelly King has been contracted to deliver the Matariki ki Papakura event as part of the Matariki festival of events in 2019.
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.	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 Small Grants 2018/2019 (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.	The local board has completed Round One Local Board and Multi-board Round One grant 2018/2019, allocating a total of \$62,626.00. This leaves a total of \$53,720.00 for the remaining grant rounds.

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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.	During Q2, hirer satisfaction remains high with 80 per cent of hirers indicating that they would recommend the venues they have visited. Participant numbers have increased by 1.5 per cent and booking hours have increased by 6.4 per cent. The statistics are based on the first five months of 2018/2019. Staff held an open drop-in session on 28 November 2018 at Massey Park Grandstand Function Room. A number of topics were raised by regular hirers who stopped in to talk to the staff and hirers were pleased to see that staff were readily available in person to assist. In Q3, staff will be working with communities in preparation for the 2019/2020 booking calendar opening.
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 have supported the development of the Papakura Network. There has been an increase in meeting attendance numbers, connections and productivity 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.	The Papakura Networks meetings are consistently attended by over 50 local community groups, individuals and organisations. The focus for Q3 and Q4 is to create an effective steering group made up of community members to organise relevant and engaging meetings and to further develop the Networks. Staff will support the steering group and will look to make these meetings more inclusive and action-based. The Corner is developing an online resource for Papakura which will house the community database of contacts and a calendar of events in the local board area. There is a strong desire for an online platform to support connection and information sharing. The aim is to have this platform up and running in March 2019. Auckland Emergency Management have identified community organisations in Papakura to partner with to deliver 'In Case of Emergency' workshops to grow neighbourhood connectedness and resilience, and to help families and communities consider how they can get ready for an emergency. These workshops are being prepared for delivery in Q4. The process of mapping community-led places to shelter in the event of an emergency is ongoing in parallel with these workshops.

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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"> • ensure they are accessible to a diverse range of ethnic groups • use established community networks, including Papakura Marae, Papakura Business Association, local church/places of worship groups, high schools and local community places. 	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.	The local board has completed Papakura Youth Pathways and Excellence Grants 2018/2019 allocating a total of \$18,734 (PPK/2018/219). This leaves a balance of \$11,266 to reallocate in Q3 and Q4. A Papakura Youth Pathways and Excellence Grants 2018/2019 celebratory event was held on 19 December 2018.
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"> • engaging a community co-ordinator to work with the community and local organisations • convening and facilitating a whole of council approach which will be driven internally by a steering/working group. • change in operating model from venue hire to community place • 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.	A part time community co-ordinator for Smiths Ave has been employed by Papakura Marae with support from council staff. The co-ordinator Wilhemina Lauulu has been running programmes out of Smiths Ave for the past year and staff will be supporting Wilhemina and regular users and leaders in the community to work together in a collaborative, community-led way. Work will progress on the use of Awhi House with the view to several groups having access to the house. In December, the Smiths Ave project team from CEU and The Southern Initiative met with senior council executives and confirmed support for continued work and investment in the development of the people and physical space at Smiths Ave. Staff continue to work with Community Facilities on prioritising aspects of the stage one concept plan. Offers of philanthropic investment are being followed up to support physical works.

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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"> • Providing opportunities for local groups and talent to showcase and contribute to a welcoming and safe town centre. • 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. • Work in conjunction with Youth Connections and Papakura Youth Council to connect youth to projects and activities in the town centres. <p>Safety Initiatives – total budget \$229,000 (see further split below):</p> <ul style="list-style-type: none"> • \$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 • \$169k for Papakura Town Centre safety and security initiatives, which includes: <ul style="list-style-type: none"> - \$99k to other safety initiatives aligned with the BECA report - \$70k to contract Papakura Business Association to continue to fund a Crime Prevention Officer role. 	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>	<p>The local board have funded The Corner to support youth-led activation of the town centre. This consists of murals and pop up events. There is a programme of activity planned for the summer months.</p> <p>Community Empowerment, Arts and Culture and The Creative Souls Project have worked together to support local talent and project managers to submit expressions of interest for the Representing Papakura Project headed up by Arts and Culture. This has resulted in a local artist being awarded the contract.</p> <p>Staff are continuing to work with the Crime Prevention Officer and the Business Association on actions from the BECA report and meet on a six-weekly basis.</p> <p>It has been identified that Neighbourhood Support needs some capacity building support and staff are investigating how to do this in the New Year.</p> <p>Staff will also convene meetings with all entities contributing to safety initiatives in the town centre to ensure all parties are aware of the future vision for safety and their part in that.</p>

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783	Increase diverse participation: fund key community partners to develop and support youth initiatives	Fund key community partners to develop and support youth engagement, youth initiatives and build the capacity of the Papakura Youth Council. Specific activities include: <ul style="list-style-type: none"> • implement youth-led projects and events • 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 • increase the participation and engagement of Māori youth through partnerships with mana whenua and matawaaka • build the capacity of youth council to participate in local board workshops. Budget: Youth Council: \$25,000 Capacity Building/Mentoring: \$7,000 Youth Initiatives: \$43,000	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. 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>	<p>Youth Council: Staff presented recommendations to approve the amended Papakura Youth Council Terms of Reference to the local board. This was approved by the local board at a business meeting on 12 December 2018 and has been implemented by the Papakura Youth Council. A payment of \$32,000 was processed for YouthTown Inc. to continue to develop, support and build the capacity of the Papakura Youth Council. Youth initiatives: The Corner is continuing to gain traction and tweaking its service offerings to adapt to community needs. The Corner is partnering with a local community group to host Christmas Lunch for 100 local people, which is open to the public. The Corner is yet to secure additional funding, so it is operating on reduced hours until further funding is secured. Staff are working with The Corner and The Creative Souls Project to conduct an expression of interest (EOI) process to identify local leadership for The Corner for the remaining part of the contract, from March onwards. The EOI process opened in December 2018 and closes towards the end of January 2019. The local board may want to consider future investment in The Corner for a three year period so they are able to fully establish themselves and attract philanthropic investment.</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	<p>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.</p>	<p>A payment of \$5,000 was processed for the Gardens for Health umbrella organisation in Q2. This has enabled Gardens for Health to deliver capacity building through education and maintenance of the local community garden network. A funding agreement for Rollerson Gardens will be completed in Q3.</p>

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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	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. Align with the "Māori Input Into Local Board Decision Making Group" (multi-board Māori decision making group) and recommendations that the group have made. 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.	No further decisions anticipated	CS: ACE: Community Empowerment	\$10,000 LDI: Opex	In progress	Green	In Q1 the strategic broker:- 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. - attended Improving Māori Input into Local Board Decision Making Hui at Manukau Institute of Technology (MIT) Marae a collaboration across the southern local boards. - 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.	The Strategic Broker is on the Project Delivery Team for Improving Māori Input Into Local Board Decision Making. Meetings this quarter were held at Ngāti Tamaoho Offices. A work programme has been ratified by mana whenua and local board members. Actions agreed are:-Working together to focus council effort and resources on increasing Māori voter participation in the urban south, incorporating ideas and suggestions of mana whenua.-Working together to ensure opportunities for education of local government.-Working together to explore holding swearing-in ceremonies for the new local board members on local marae in November 2019, to commence a strong partnership in the new electoral term.The Strategic Broker has listened to aspirations of Papakura Marae for Destination Papakura – Te Manaakitanga, to provide cultural experiences including Iwi stories, Kapa Haka and Powhiri unique and memorable to Papakura. Staff encouraged the application of a local board grant for the creation of a business plan.The Papakura Māori Wardens increased their patrols around the town centre by 10 per cent with four new routes and 10 new recruits. The trainees require a formal uniform to participate in warden duties, providing visibility and presence to the community. Staff encouraged the application of a local board grant to cover the new uniforms.

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1257	Apply the empowered communities approach – connecting communities (PPK)	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.	No further decisions anticipated	CS: ACE: Community Empowerment	\$0 ABS: Opex	In progress	Green	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, Papakura Business Association 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 Takanini 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 Takanini Papakura Integrated Area Plan Implementation.	In Q2, the Strategic Broker has: -supported the Papakura Community Networks Steering Group ensuring an inclusive network with capability to maintain and share a database of groups, produce newsletters and a calendar of events to minimise clashes of events within the Papakura Community. - facilitated Papakura Athletic and Harrier Club to have their field bookings reinstated by council for their free community modules that Parks, Sport and Recreation had inadvertently declined.-assisted Innovation South to collaborate with Council departments and CCO's on their Paradigm Leap which was presented to the Papakura Commercial Project Group. -connected Innovation South, Paula and Kurt Schultz, to TSI for a meeting with Deputy Mayor and now working on a meeting with ATEED.-supported community placemaking with collaborations between council departments and community. -brokered relationships with The Corner and the Papakura Art Gallery for promotion of 'work in the window'. There have been positive comments on social media from the collaboration with The Corner and The Papakura Business Association with town centre activations and murals. See 'Creativity rules at Papakura's The Corner': A community hub is fostering creativity in young people to help improve their local area.
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	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.	In Q2, staff have administered the additional subsidised rates as approved by the local board.
3273	Papakura Museum Business plan	Work with the Papakura Museum in the creation of a business plan.		CS: ACE: Arts & Culture	\$20,000 LDI: Opex	In progress	Green	Nil	A call for proposals for the development of a business plan for the Papakura Museum was advertised during Q2. The proposals will be reviewed and the successful applicant will be engaged to begin the project in Q3.
3279	Communit Response Fund - Papakura	Discretionary fund to respond to community issues as they arise during the year		CS: ACE: Advisory	\$42,000 LDI: Opex	In progress	Green	Nil	A new work programme line for Community Response Fund has been created, with \$42,000 which was a refund from the MBCT unused grant PPK/2015/98b

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
Community Facilities: Build Maintain Renew									
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.	Rainfall and soil temperature readings were down from the historical average which has resulted in a rather slower growth than expected during this quarter. Sports fields preparations were undertaken early in the quarter with, summer sports generally commencing in early November 2018. Sportsfield preparations included line marking, adjusting the mowing heights and the preparation of cricket wickets to ensure a safe and fit for purpose playing surface. However, the rain in December 2018 created the ideal growth condition which saw a lot of the turf growth across the RIMA Region. This was notable in December and was picked up in the audits for the period. The building space has been relatively uneventful over this quarter. The primary focus for the contractor has been ensuring all the summer hot spots (particularly coastal sites) are fit for purpose and that cleaning and litter collection frequencies are adequate to meet expected demand.
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.	The second quarter continued to be influenced by wet weather, limiting access to many locations, with remaining material from the April storm only being able to be cleared during December 2018. As conditions improve we see a general movement from primarily street tree focused activities to a summer parks tree maintenance programme. As weather improves, a close watch will be kept on the need for watering of new trees planted during winter.
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.	Works during the second quarter have predominantly been undertaken in high value sites. The first pulse of the rat control programme has been completed and now moving to the second pulse. High value pest plant control remains high on the agenda throughout the summer months. Request for service work orders received are trending slightly above average for the season. It is anticipated that requests for wasp control will likely pick up in quarter three.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	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.	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.	Current status: Community engagement and consultation is underway to determine the demographics and ideals of the community and through the Have Your Say website. Letters have been delivered. This will help inform a draft concept of each playspace that was identified in the scope. Findings will be presented to the local board to make decisions for future funding and programming. Next steps: Present the draft concept plan to the board for any additional funding and upgrades and determine a priority for future programming.
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	Completed	Green	Current status: Physical works are underway. Next steps: The defects liability period will begin upon certification of practical completion.	Project completed November 2018.
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.	Current status: Contract has been awarded for this project. Next steps: Monitor project to completion
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: Development design near completion, and resource consent to be lodged early October. Next steps: Lodge resource consent application and preparation of detailed design.	Current status: Development design near completion and resource consent lodged October 2018. Next steps: Preparation of detailed design following resource consent decision.
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	CF: Project Delivery	\$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.	Current status: Consultant undertaking scoping, preparation of issues and options report and concept design. Next steps: Lodge resource consent application.
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.	Current status: At the November workshop staff presented outcomes from public consultation for the overall park development. Next steps: Progress to complete concept plan in 2019.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Current status: At the November workshop staff presented outcomes of the public consultation for the overall park development. Next steps: Progress to complete concept plan in 2019.
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.	Current status: At the November workshop staff presented outcomes of the public consultation for the overall park development. Next steps: Progress to complete concept plan in 2019.
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	Amber	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.	Current status: The most recent cost estimate exceeds the available budget. The design is being reviewed to find opportunities for cost saving and the local board will be kept informed of these opportunities. Next steps: Establish if there is any opportunity for cost saving, then either implement the changes or seek additional budget.
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.	Current status: Replacement grass species is growing well. The new turf cricket block is being prepared for use early in the new year 2019. Next steps: Complete preparation of the grass block, and continue to closely manage the growth of new grass on the fields.
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.	Current status: Investigation and design completed. Business case is approved now. Next steps: Engaging a contractor to proceed with the physical works.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Current status: Physical works tender has been awarded. Next steps: Commence physical works in February 2019.
1492	Papakura - renew park car parks and roading 2018/19+	Renew roading and 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.	Current status: The civil engineer is preparing options to renew these car parks and working on cost estimates. Next steps: Get cost estimates for options to renew the carparks, evaluate the options and prepare for delivery.
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	In progress	Green	Current status: Investigation and scoping completed. Next steps: Engaging a contractor to proceed with the physical works.	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.	Current status: Investigation and scoping phase. 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.	Current status: Community engagement is underway to determine the demographics and ideals of the community in consultation and the have your say website. Letters have been delivered. This will help inform a draft concept of each playspace that was identified in the scope at the time of the resolution with the board, findings will be presented to the board to make decisions for future funding and programming. Next steps: Present the draft concept plan to the board for any additional funding and upgrades and determine a priority for future programming.
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.	Current status: Currently working through concept plan and renewals funding for play space and courts. Next steps: Present concept findings to the 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.	Current status: Investigation and scoping phase (in progress). Next steps: Build a business case and determine the cost estimates for year 1.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	Current status: investigation and scoping phase completed. Next steps: Build a business case and determine the cost estimates for year 1.
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.	Current status: Concept approved by local board at December business meeting; developed design underway. Next steps: Developed, detailed 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.	Project completed.
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.	Current status: Asset condition report complete and pricing for required physical works being completed. Next steps: Complete business case and plan physical works.
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.	Current status: Investigation and scoping phase. Next steps: Build a business case and determine the cost estimates
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.	Current status: In discussion with an external consultant to carry out condition survey and scoping. Next steps: Build 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.	Current status: Investigation and scoping phase. Next steps: Build a business case and determine the cost estimates for year 1.
1551	Papakura Art Gallery - renew interior	Renew interior fit out	No further decisions anticipated	CF: Investigation and Design	\$5,000 ABS: Capex - Renewals	In progress	Green	Current status: Pricing required and developing a business case. Next steps: Commence physical works.	Current status: Pricing for scoped works being obtained. Next steps: Complete business case and plan 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.	Current status: Investigation, scoping and design phase. Next steps: Business Case with scope and estimated cost of the project.
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.	Current status: Community engagement and consultation is underway to determine the demographics and ideals of the community and through the Have Your Say website. Letters have been delivered. This will help inform a draft concept of each playspace that was identified in the scope. Findings will be presented to the board to make decisions for future funding and programming. Next steps: Present the draft concept plan to the board, outline any additional funding and upgrades, and determine a priority for future programming.
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.	Current status: Investigation and scoping phase in progress. Next steps: Build a business case and determine the cost estimates for year 1.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 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.	Current status: Final agreement has been prepared and is ready to be executed. 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	Amber	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.	Current status: Delays due to a delay in the granting of resource consent approval. Healthy Waters has been re-modelling the retention pond and assessing its performance to determine the project's potential impact on the environment. Pathways may be redesigned as a result. Next steps: Obtain resource consent and proceed to detailed design.
2889	Airfield subdivision - general park development of new open space	General park development of new open space to include playground, pathways, seating and signage. This project is a continuation from the 2016/2017 programme (previous ID 3412).	No further decisions anticipated	CF: Investigation and Design	\$0 ABS: Capex	On Hold	Red	Q1 commentary not captured for Carry Forward projects.	This project is on hold until the concept plan has been approved and funding is received before proceeding further with this project. Development of the concept plan is under another activity line, see SharePoint 3339 (Airfield Village Reserve develop concept plan) for commentary details. Current status: Council staff presented an updated concept plan to the local board on 19 September 2018. Next steps: This concept plan will be prepared as a report for approval at a future local board business meeting.
2890	Pukekiwiriki Pa	Pukekiwiriki Pa - no scope available. This project is carried over from the 2017/2018 programme (previous SP18 ID 3285).	No further decisions anticipated	CF: Project Delivery	\$101,326 Growth	In progress	Green	Q1 commentary not captured for Carry Forward projects.	Current status: Preliminary design review completed by Mana Whenua. Works have commenced for preparing the Assessment of Environmental Effects (AEE) report, arborist report and Heritage NZ authority. Next steps: Undertake detailed design, contact Heritage NZ and proceed for resource consent and building consent.
2900	Kauri Drive - develop general park	General Park Development of new reserve land - subdivision extending now. This project is carried over from the 2017/2018 programme (previous SP18 ID 3280).	No further decisions anticipated	CF: Project Delivery	\$159,245 Growth	Completed	Green	Q1 commentary not captured for Carry Forward projects.	Current status: Playground is complete. In the following months some edging will be installed around the cushion fall. Estimated installation date April 2019. Next steps: Close-out project

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
2949	Papakura - renew park car parks FY17	Bottle top Bay Esplanade, Central Park Reserve, Papakura Cemetery car park renewals. This project is a continuation from the 2016/2017 programme (previous ID 3262).	No further decisions anticipated	CF: Project Delivery	\$0 ABS: Capex	In progress	Green	Q1 commentary not captured for Carry Forward projects.	Current status: Investigation and scoping completed. Next steps: Engaging a contractor to commence the work.
2987	Ray Small Park - renew skate park	Ray Small skate park renewal. This project is carried over from the 2017/2018 programme (previous SP18 ID 3286).	No further decisions anticipated	CF: Project Delivery	\$53,801 ABS: Capex	Completed	Green	Q1 commentary not captured for Carry Forward projects.	Project completed.
3013	Elsie Morton Reserve - renew skate park	Renewal of skate park elements. This project is carried over from the 2017/2018 programme (previous SP18 ID 2711).	No further decisions anticipated	CF: Project Delivery	\$185,175 ABS: Capex	In progress	Green	Q1 commentary not captured for Carry Forward projects.	Current status: We are in the process to engage a design consultant for designing the features on the skate park. Next steps: Detailed design of the skate park.
3101	Massey Park Aquatic Centre - replace outdoor grass area shade sail	Renew shade sail. This project is carried over from the 2017/2018 programme (previous SP18 ID 2715).	No further decisions anticipated	CF: Project Delivery	\$23,300 ABS: Capex	Completed	Green	Q1 commentary not captured for Carry Forward projects.	Project completed.
3111	Papakura - renew park lighting 2017-18	Evanda Link walkway renew lighting. This project is carried over from the 2017/2018 programme (previous SP18 ID 2733).	No further decisions anticipated	CF: Project Delivery	\$26,460 ABS: Capex	In progress	Green	Q1 commentary not captured for Carry Forward projects.	Current status: Investigation and design stage is completed. Next steps: Engaging contractor to proceed with the works
3112	Papakura - renew park structures 2017-18	Chrisarda Reserve, Hingaia Stream Esplanade Reserve, Longford Park Esplanade Reserve, Prince Edward Park Step, Retaining Wall and Carpark Renewals. This project is a continuation from the 2016/2017 and 2017/2018 programme (previous ID 2728).	No further decisions anticipated	CF: Project Delivery	\$16,035 ABS: Capex	In progress	Green	Q1 commentary not captured for Carry Forward projects.	Current status: Investigation and scoping completed. Next steps: Engaging a contractor to proceed with physical works.
3113	Papakura Art Gallery - renew humidity temperature control in storeroom	Install humidity and temperature control unit in storeroom. This project is carried over from the 2017/2018 programme (previous SP18 ID 2729).	No further decisions anticipated	CF: Project Delivery	\$10,450 ABS: Capex	Completed	Green	Q1 commentary not captured for Carry Forward projects.	Project completed November 2018.
3157	Airfield Village Reserve - develop concept plan	Develop a landscape concept plan for the design and development of a new recreation facility at 27 Kauri Heart Ave, part of the Airfield sub-division. This project was carried over from FY2017/2018, previous SP ID 3339	No further decisions anticipated	CF: Investigation and Design	\$0 LDI: Opex	In progress	Green	Q1 commentary not captured for Carry Forward projects.	Current status: Auckland Council staff have reviewed available funding options since presenting the Final Concept Plan to the local board workshop on 19 September 2018. Next steps: Auckland council staff will proceed with seeking a formal approval of the final concept plan at the next available business meeting.
3161	Papakura - develop concept plans	Develop concept plans for Keri Downs Park and Carisbrook Reserve utilising a community led approach. This project was carried over from FY2017/2018, previous SP ID 3455	No further decisions anticipated	CF: Project Delivery	\$37,680 LDI: Capex	In progress	Green	Q1 commentary not captured for Carry Forward projects.	Current status: At the November workshop staff presented outcomes from public consultation for the overall park development. Next steps: Progress to complete concept plan in 2019.
3178	Elliot to Freelance Greenway - develop shared path	Prepare report outlining design work and firm order of costs to build the priority Greenway Project Section 12 from the Papakura Greenways Plan - from Elliot Street to Freelance Terrace. This project was carried forward from FY17/18, previous SharePoint ID #3589	No further decisions anticipated	CF: Investigation and Design	\$168,700 ABS: Capex	In progress	Green	Q1 commentary not captured for Carry Forward projects.	Current status: Auckland Council staff are procuring professional services to assist in the investigation, design, and consultation for sections 12 and 13 of the Papakura Greenways Plan. The period will close end of November 2018, and evaluation of proposals will be carried out during December. Next steps: Contract for professional services is expected to be signed before the end of year. Consultation, concept designs, and site investigations will commence in the new year.

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3189	10 Lees Cove, Karaka - renew failed pathway	Reinstate failed pathway and ensure full stability for future use and reduced maintenance. This project is carried over from the 2017/2018 programme (previous SP18 ID 3533).	No further decisions anticipated	CF: Project Delivery	\$148,790 ABS: Capex	In progress	Amber	Q1 commentary not captured for Carry Forward projects.	Project has not progressed, investigation still underway. Current status: Design is currently being finalised for physical works. Next steps: Complete design, tender physical works. It is estimated that all construction works will be completed over the summer/autumn 2019.
3220	Massey Park Aquatic Centre - install solar panel heating and thermal pool covers	Install solar panel heating and new thermal pool covers for the outdoor pool at Massey Aquatic Park	No further decisions anticipated	CF: Project Delivery	\$170,000 LDI: Capex	In progress	Green	Q1 commentary not captured for new projects created after Q1 completion.	Current status: reviewing safety planning. Next steps: physical works.
3234	Old Wairoa Reserve (Papakura City Brass Band) - install all-weather parking surface	Install an all-weather parking surface (gobi block or grasscrete) for the Papakura City Brass Band facility. This project was carried forward from FY17/18.	No further decisions anticipated	CF: Project Delivery	\$84,800 LDI: Capex	Completed	Green	Q1 commentary not captured for new projects created after Q1 completion.	Project completed November 2018.
3235	Papakura - scope fitness equipment	Progress the scoping of fitness style equipment requirements across the Papakura local board area and report back to the Local Board with recommendations. This project was carried forward from FY17/18.	Decide to accept or reject recommendations	CF: Project Delivery	\$5,000 LDI: Capex	In progress	Green	Q1 commentary not captured for new projects created after Q1 completion.	Current status: At the November workshop an assessment progress update was presented to the local board. Next steps: The assessment report will be completed by February 2019 and used for future work programme planning.
3236	Papakura - scope water drinking fountain requirements	Progress the scoping of water drinking fountain requirements across the Papakura local board area and report back to the Local Board with recommendations. This project was carried forward from FY17/18.	Decide to accept or reject recommendations	CF: Project Delivery	\$5,000 LDI: Capex	In progress	Green	Q1 commentary not captured for new projects created after Q1 completion.	Current status: At the November workshop an assessment progress update was presented to the local board. Next steps: The assessment report will be completed by February 2019 and used for future work programme planning.
3257	Smiths Reserve - Implement actions from the concept plan	Overview - Smiths Reserve - Implement actions from the concept plan as agreed. Stage one - investigate, design, obtain consents where applicable and plan the physical works. Stage two - deliver the physical works stage. Estimated completion date yet to be established.	No further decisions anticipated	CF: Project Delivery	\$297,256 LDI: Capex	In progress	Green	Q1 commentary not captured for new projects created after Q1 completion.	Current status: This project is in investigation and scope phase to implement stage one of the concept plan. Next steps: Identify elements to deliver in 2019.
3260	Drury Library - provide equipment to support learning programmes	Provide equipment to support learning programmes at the Drury library.	No further decisions anticipated	CF: Project Delivery	\$6,000 LDI: Capex	Completed	Green	Q1 commentary not captured for Carry Forward projects.	Project completed.
3284	Massey Park - Install grandstand running track window + scope and investigate additional items	Overview- install the window at the running track		CF: Investigation and Design	\$16,500 LDI: Capex	In progress	Green	Q1 commentary not captured for new projects created after Q1 completion.	Current status: Window installation complete. Next steps: Staff will engage user group to investigate and scope additional items in early February 2019.

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Community Services: Service Strategy and Integration									
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	Completed	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.	Community engagement results were workshopped with the local board in October 2018. The concept plan was approved by the board on 12 December 2018 which completes this phase of the project. Handover to Community Facilities is complete and reporting on the next phase of the project is under SharePoint ID 1500.
Infrastructure and Environmental Services									
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.	Procurement for the weed control and planting contract was undertaken in quarter two. The successful supplier will begin work in January 2019 and follow-up visits will be undertaken through the rest of the financial year. This work will primarily involve clearing the remaining bamboo and control of mature privet trees.
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.	No further decisions anticipated.	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:• governance and management support review (\$22,000)• symposium and community event (\$20,000)• communications plan (\$14,000)• industry education programme (\$10,000)• youth leadership programme (\$15,000).During quarter one, two forum newsletters were produced and distributed to the stakeholder list. An interview with the forum chair was published on Our Auckland and shared via local board social media. The video footage taken last financial year is currently being edited into promotional videos of the Manukau Harbour. Planning for the youth leadership programme, symposium and community event, and the governance and management support review is underway. An industry education programme has yet to be developed and will be discussed at the forum's October 2018 workshop.	In quarter two the forum:• provided feedback on projects to be considered under the natural environment targeted rate• presented to the Environment and Community Committee on the small sites ambassador report advocating for more funding for sedimentation and pollution regulatory activity• distributed the October-November 2018 forum newsletter• supported the proposed industry education programme which will deliver a construction field day event in either Drury or Takanini in quarter three • supported a proposal to expand the symposium and community event into several staggered components, including a stand at the February 2019 Onehunga Festival, support for March 2019 Sea Week, and a symposium in quarter four. In quarter three the next issue of the forum's newsletter will be distributed, the governance review will begin and the promotional video will be ready for publication. The youth leadership programme wānanga is scheduled for quarter four in April 2019.
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.	Two contractors have been engaged to deliver the programme. One is focussing on engaging and educating schools and the other is delivering the planting site preparation and maintenance. Education sessions will begin in quarter three and planting will occur in quarter four.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
801	Community waste minimisation (Papakura)	To create a sense of belonging and identity within Papakura through learning about waste awareness by utilising the arts as a conduit and practicing a Māori world view has seen quiet achievements in the community which we would like to grow further. This project will use the arts to engage Papakura residents in conversations around waste minimisation and sustainable living through a te ao Māori perspective. In particular, funding will support workshops with local women (teenagers to grandmothers) to learn about waste awareness (reusable menstrual cups and pads, the impact of personal hygiene products on the environment, composting, healthy eating, and consumer habits) leading to a plastic free community. This project will be delivered in partnership with the Papakura art gallery.	No further decisions anticipated.	I&ES: Waste Solutions	\$10,000 LDI: Opex	In progress	Amber	Workshop planning discussions have been held between Waste Solutions staff and Papakura Art Gallery staff. Public workshops will begin in quarter two.	The initial start date for this project has been pushed out due to the proposed workshop venue (Papakura Art Gallery) having a lack of availability. The project is still expected to be completed within this financial year. This project is scheduled to commence in quarter three with outcomes delivered over quarter three and four.
826	Papakura Stream restoration (Papakura)	To undertake planting along the Papakura Stream. Planting sites will be upstream noting that significant planting is being undertaken downstream as part of the development of the old Manukau golf course. Upstream planting is where water quality outcomes are best achieved.	No further decisions anticipated.	I&ES: Healthy Waters	\$15,000 LDI: Opex	In progress	Green	An opportunity for weed control and riparian planting has been identified at the Papakura Esplanade Reserve. Riparian planting at this location would require weed control for a minimum of two years before being included in the parks maintenance contract. Before staff can progress this project to the procurement phase, feedback is required from the board regarding their support to fund a further two years of plant maintenance. A workshop with the board will be held in quarter two to discuss an agreement in principle to fund planting maintenance.	At a workshop in December 2018, the board agreed the riparian planting site along the Papakura side of the Papakura Stream would be Papakura Esplanade Reserve. The board also agreed in principle to fund ongoing plant maintenance for the next three to five financial years. A contractor has been engaged to organise weed control and riparian planting for the Papakura Esplanade Reserve. There is limited opportunity for a community planting event due to limited site access, although plans to engage property owners at Taipan Place may provide easier access to make this possible. Staff are investigating options for some planting to be funded through the Mayors Million Trees project. Planting will be undertaken in the winter 2019 planting season.
2324	Litter prevention plan (Papakura)	To work with Keep Auckland Beautiful Trust on designing and implementing a plan to address littering. To be delivered in collaboration with Franklin and Manurewa local boards.	No further decisions anticipated.	I&ES: Waste Solutions	\$5,000 LDI: Opex	In progress	Green	The Waste Solutions team is working with Keep Auckland Beautiful to set up the contract for this work. Due to the tight timeframes around the 2018 school year it is likely that the school event will take place in term one of the 2019 school year. The board have chosen the Papakura town centre and either Settlement Road (including Settlement Road Extension) or Dominion Road (in the rural area) for the project. In quarter two an initial litter survey of the two sites will be carried out, followed by signage installation.	One Be A Tidy Kiwi roadside hoarding will be installed on Settlement Road or Dominion Road, and five smaller Be A Tidy Kiwi signs (similar in dimension to council's alcohol ban signs) will be installed around the town centre in early January 2019. Litter monitoring will be undertaken at each site before installation of the signage, and again in February and March 2019. One local school will be engaged in a community litter clean up event in quarter four. The event will promote the Be A Tidy Kiwi message and encourage students to take the Be A Tidy Kiwi pledge. The council's communications team will support and promote this event in quarter three.

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Libraries									
1159	Provision of Library Service - Papakura	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: - 52 hours over 6 days per week (Monday to Saturday.)	No further decisions anticipated	CS: Libraries & Information	\$601,869 ABS: Opex	In progress	Green	Library visits and checkouts continue to track positively.	Library visits and issues declined slightly compared to the same period last year.
1160	Preschool programming - Papakura	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 & Rhyme continues to be our busiest weekly programme with three sessions each Friday morning. Adults and children of varied ethnicities are engaging with Te Reo Māori at Reo & Rhymes. A Wriggle & Rhyme type session is delivered at the fortnightly Plunket Asian session.	Wriggle & Rhyme continues to be our busiest weekly programme with three sessions each Friday morning. Adults and children of varied ethnicities are engaging with Te Reo Māori at Reo & Rhymes using A Wriggle & Rhyme type session is delivered at the fortnightly Plunket Asian session.
1161	Children and Youth engagement - Papakura	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	Two classes from Te Hihi School visited the library and museum. Students enjoyed learning to use the microfiche reader to search for Family History. A new weekly minecraft club has started which has enthralled young people. A monthly Saturday minecraft option has also been well received. The July school holiday programme was themed Building Heroes. Activities included supporting Plastic Free July and an activity run my Compost Collective. Holiday programmes using robotics and 3D printing get booked out quickly. Kuraz Matariki Whānau Feud was enjoyed by families and youth. Edmund Hillary School is part of a six month trial of a library bus service which start on 24 October 2018	Minecraft club continues to be well attended. Dare to Explore summer reading program was promoted at Hingaia and Edmund Hillary schools.
1162	Support customer and community connection and celebrate cultural diversity and local places, people and heritage - Papakura	Provide services and programmes that facilitate customer connection with the library and empowers communities through collaborative design and partnerships with Council and other agencies including service integration of facilities in Papakura town centre. Continue to advise and support the volunteer Drury Library as required. Celebrate local communities, cultural diversity and heritage. Gather, protect and share the stories, old and new, that celebrate our people, communities and Tāmaki Makaurau Continue to advise and support the volunteer Drury Library as required.	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	The JP service continues to be well used by locals. The monthly Games Night has seen an increase in family participation especially since the Xbox has been added to the board game offer. Comic Book Month finished with KuraCon event. Families participated in a creative space and games surrounded by displays of graphic novels and artwork. Drury Library now provides public WIFI, a laptop and printer. A collection of preschool books has been started to attract family use of the service. The volunteers are working hard to promote the profile of the library.	A workplace 'Upskills' outreach at Dempsey Woods promoting library services and English language resources resulted in new library memberships. Tokelau Language week and Diwali themed storytimes were delivered to Rosehill Special School students. The library hosted exhibitions by Papakura Art Group and Sustainable Papakura's SMART (Sustainably Made ART). A photograph of the library's vegetarian month display was shared by S.A.F.E on their Instagram stories. Auckland Council Drury/Pukekohe structure plan and Love Food Hate Waste held drop in information sessions at the library.

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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.	A draft scope for the survey work has been developed. ATEED will commission the research on behalf of the Local Board in January/February 2019.
Parks, Sport and Recreation									
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	Completed	Green	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.	Venue and event options are currently being discussed at the time that the report was submitted. This year's Sports and Volunteer Recognition Awards were held on Sunday 29 October with 180 attendees. On 7 November the local board evaluated the event funding and made suggestions for the future. This included ensuring that all finalists are acknowledged on the stage. The board's feedback was provided to Counties Manukau Sport on 26 November. In December, Counties Manukau Sport submitted an expression of interest to deliver the event in 2019/2020.
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.	Working with Auckland Transport on the proposed walkway through the park to link the transport hub with the King Edward Avenue cul de sac. The resource consent requirements around conditions of use of the stage in the park, were reported to the board in Q2.

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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.	Active visits Sept-Nov = 69,932; a 9% decrease on the same period last year. Customer satisfaction decreased slightly from Q1;
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.	Active visits Sept-Nov = 33,746; a 32% increase on the same period last year. Customer satisfaction increased from Q1;
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.	The role of facilities co-ordinator continues to be delivered by Community Leisure Management. The next payment for the role is due to be released in Q3.
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.	Events delivered October - Two Amazing Races at Keri Downs and Ray Small Reserves, both with 30 attendees; the Park Fun Day, also at Ray Small Reserve, and a Kite Day at Brylee Drive Reserve were popular with 100+ attendees; a Toddlers in the Park event at Central Park had nearly 80 attendees, but the Park Play sessions at Keri Downs had no engagement so this needs to be reconsidered.

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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: <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 Full 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.	246 volunteer hours were recorded in Q2. Volunteer activities in Papakura Local Parks this quarter focused on ongoing restoration work, rubbish clean-ups, weed control and animal pest control.
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 Q3.	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.	Mana Whenua have attended the monthly hui for the Te Kete Rukuruku programme and continue to work with staff on the partnership programme for Māori naming of parks and places. Historical research findings and parks data have been completed and are to be distributed to the local board. A Q2 workshop was deferred and rescheduled for Q3 to discuss the historical research findings, parks data and the communications approach for the programme.
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	\$88,000 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.	Recommendations in the Papakura Sports Needs Assessment were reviewed with staff from the Community Facilities Team. Many of the recommendations require capex and will need to be added to future Community Facilities work programmes. Options for investment of the \$88,000 remaining LDI opex will be presented to the local board for consideration at a workshop on 13 February 2019.
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.	Mana whenua have provided some input on the track design and project staff have moved the project to detailed design and consent phase. The next joint committee hui is booked in for 27 March. This will include some preliminary review of signage and entranceway options.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
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.	No further decisions anticipated	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.	At a workshop in October, the local board agreed to take a wider approach based on the Active Recreation game plan focus supporting insufficiently active Aucklanders with a range of community based activations primarily through an extension of the out and about programme delivery with a specific focus on play, paths and community group fitness. There were also proposed initiatives expanding the regional youth social sport model in a school setting (Papakura High) with new activities identified as opportunities to gather insight that might provide future direction and advice. November saw the start of 2 new initiatives based out of Pulman park including our Zumba, box fit and boot camp fitness classes based out of a gymbox (20ft container studio), and free bike rides. Saturday morning fitness classes have proved popular despite some challenging weather. Time2Train, a local Māori provider deliver the bike activations, fitting participants with a bike and helmet so they can safely explore the full expanse of the park on a Sunday afternoon 1-3pm. This has attracted a range of participants including families, and couples of all ages. Active Recreation have also been working closely with Aktive Sport and Recreation, who have supported Papakura High to deliver 'glow in the dark' social sport sessions.
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.	The maintenance programme is being developed and will be completed in Q3.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
Plans and Places									
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	\$0Regional	In progress	Green	Work continues with Community Empowerment to develop a detailed implementation plan. Some short term actions already being delivered by various departments / key stakeholders. Local Board kept updated through the monthly Commercial Centre Project Meetings. 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. In progress - Papakura Greenways Plan adopted. 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. In Progress - Takanini Station Platform upgrades which includes new light and CCTV expected to be completed later this year. Plan Action Implement the Smith's Avenue Reserve Masterplan through a community-led approach. In Progress.	Further refinement of implementation plan and actions. Local Board will continue to be updated through the monthly Commercial Centre Project Meetings.
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.	Lists of potential Heritage Trail sites sent back to Local Board portfolio holders and investigations started for suggestions to Local Board for a project manager to start mid Q3.

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ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
The Southern Initiative									
790	Youth Connections - Papakura	<p>Youth Connections will:</p> <ul style="list-style-type: none"> • Provide quality advice and expertise on youth employment solutions. Locally, this is done through community-led solutions that identify and create jobs for youth; particularly those who are furthest from the job market. • Facilitate local opportunities for all youth to be meaningfully engaged in education, employment or training, and have clear employment pathways • Develop an extensive network of stakeholders in the youth employment space throughout the council family and the business community • Develop tools to build an enabling environment for young job seekers and youth-friendly employers. 	Local board to approve Youth Connections youth employment initiatives to be delivered by The Southern Initiative from 1 November 2018	TSI: The Southern Initiative	\$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>	<p>Youth Connections has now been transitioned over from the CEU to be managed by the Southern Initiative. Introducing the 16 week program to the Papakura community has been hugely successful creating a space to co design and explore what rangatahi are passionate about within the music industry addressing the issues and barriers experienced by rangatahi on their pathway to further education, employment or training. Eight young people focused on Djing, Live Sound, Beat Making and Computer building. The program was delivered from "The Corner" in Papakura.</p> <p>Ongoing relationships are being built with Panuku Development to add value to the program through scoping further hands on (paid) work experience. The station Repfm and Passion To Profession students perform and DJ every 2nd weekend at the Manukau activations run by Panuku Development. Three students were able to play as Dj's at 4 of the events, (Papakura, Manukau and with the Auckland Arts Festival). A graduation was held on 6 January 2019 with Papakura Local Board member 'Felicity Auva'a' speaking on behalf of the class.</p>

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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	Q2 Commentary
CF: Community Leases											
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.	The draft lease is with council's solicitors for review following input from CAB and council staff. If no further issues are raised, the revised deed will be sent to CAB for execution and any renewals under the lease can be progressed. This is anticipated to be finalised in quarter four. Board still to approve multi premises lease before this can be progressed.
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.	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	Completed	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.	Renewal of the lease and a lease for additional premises approved by the Papakura Local Board at the 28 November 2018 meeting under resolution number PPK/2018/195.
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	In progress	Green	A report to consider the renewal of the licence will be prepared for consideration in quarter two.	Renewal of the licence underway, report due to be presented to the board in February 2019.
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	In progress	Green	A report to consider the renewal of the licence will be prepared for consideration in quarter two.	Renewal of the licence underway, report due to be presented to the board in February 2019.
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	In progress	Amber	Meeting arranged with the rugby club to advance the new lease application.	The club will meet with a resource consents planner to establish whether a consent is needed to allow for the expanded gymnasium to operate; once this issue is resolved the lease application will be reported to the local board. Meeting held with rugby club representatives who will meet with council's consents team to establish whether a resource consent is required for the expanded gymnasium at the clubrooms. The club will advise the outcome of the meeting.

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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	Q2 Commentary
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 Massey Park lease. Deferred from the 2017/2018 work programme. Awaiting finalisation of resource consent issues.	CF: Community Leases	1/11/1997	0/01/1900	31/10/2017	\$10.00	In progress	Red	Meeting arranged with the rugby club to advance the new lease application.	The local board approved the club's request to align the two leases (Southern Park and Massey Park); the Southern Park lease will be actioned when the outstanding issues at Massey Park are resolved. The granting of a new lease for the Southern Park building will be considered together with the new lease for the Massey Park clubrooms.
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	Completed	Green	Renewal of lease reported to the local board's 26 September 2018 meeting. Resolution ID number to be received.	Renewal of lease approved by the local board's 26 September 2018 meeting under resolution number PPK/2018/168.