

Work Programme 2018/2019 Q3 Report

ID	Activity Name	Activity Description	Further Decision Points	Lead Dept / Unit or CCO	Budget	Activity Status	RAG	Q2 Commentary	Q3 Commentary
Arts, Community and Events									
233	Operational Grant - Great Barrier Island Community Heritage and Arts Village	Fund Great Barrier Island Community Heritage and Arts Village Trust to operate the facility in a professional and inclusive manner that enables access to and participation in the visual arts for people of all ages, cultural experience and level of experience. Funding will also be used to provide community arts programmes and opportunities that reflect the cultural diversity of the local Great Barrier Island community.	No further decisions anticipated.	CS: ACE: Arts & Culture	\$10,000 LDI: Opex	In progress	Green	During Q2, the Great Barrier Island Community Heritage and Arts Village ran 13 exhibitions and held a book launch. These events were attended by a total of 3277 visitors. Highlights included the Spectacular by Nature exhibition, which coincided with a garden tour, the Downsized exhibition, and five exhibitions by solo artists, two of whom were emerging artists. We also hosted the launch of a book of poetry by Dorothy Morris, which included photographs by the local Photo Artz group. The launch included a number of performances and readings, and this event proved very popular with the local community.	During Q3, the Great Barrier Island Community Heritage and Arts Village had a combined total of 4,241 attendees and participants. Highlights included hosting the Travelling Museum display from Auckland Museum. This also created an opportunity to develop relationships with Auckland Museum and gain advice to inform development of the Great Barrier Museum. Training and development for a Social Media and Digital Strategy has also been a key focus this quarter.
405	Community Grants (GBI)	Funding to support local community groups through contestable grants.	There will be two decision rounds in Q2 and Q4.	CS: ACE: Community Empowerment	\$115,000 LDI: Opex	In progress	Green	The local board had one local grant round, allocating a total of \$42,619.50. This leaves an amount of \$72,380.50 available to allocate for round two.	During Q3, Local Grant Round Two closed in March 2019. Decisions on grants will be made in Q4.
933	Investment of capital grants to sustain local community facilities	Funding to support community facilities owned by local community groups through a contestable grant. Provide advice regarding the investment of capital grants, with a focus on maintaining easy access to community services provided from fit for purpose, independently owned facilities.	There will be two decision rounds in Q2 and Q4.	CS: ACE: Community Places	\$252,000 ABS: Opex	In progress	Green	During Q2, staff have developed advice to enable decision-making around grant allocation as required and have executed grants as approved. The local board had one capital grant round in Q2 allocating a total of \$84,310. The local board also allocated up to \$6,000 from the capital grants budget to support community-owned facilities receiving voluntary asbestos inspections. There will be \$161,690 available to allocate for round two of the capital grants funding rounds in Q3. Staff have completed site visits for the Community Facilities Infrastructure Needs Assessment report and the updated version will be available by the end of Q3.	During Q3, staff have continued to develop advice to enable decision-making around grant allocation as required. The Community Facilities Infrastructure Needs Assessment report will be completed in time for the next grant allocation round in May 2019. In February, Council's Asset Risk Assessment Team carried out Asbestos Management Surveys on council and community facilities. Thirteen of the nineteen community-owned community facilities took up the opportunity for board-funded asbestos checks. All 13 facilities have been informed of the results and sent asbestos management plans. The full reports are available via the Strategic Broker. The next grant allocation round will be in Q4.
982	ANZAC Service - Great Barrier	Support Anzac services and parades within the local board area: - \$850 (grant).	A workshop will be held in Q3 to discuss the service.	CS: ACE: Events	\$850 LDI: Opex	In progress	Green	Scheduled for Q4 and the grant will be paid in Q3.	The Strategic Broker, Service Centre Manager and local board chair have been working alongside community members to create an ANZAC day programme for the island. Barrier Social Club have agreed to be the umbrella group for any funding required to support the event. The event will be delivered in Q4.
1059	Increase diverse participation: Aotea Lifelong Learning Action Strategy	Collaborate with community organisation Aotea Education Limited to develop and implement a lifelong learning action strategy. Activities include:- developing options to establish additional early childhood education on the island - support for a learning hub for correspondence school students- integration of vocational pathways into secondary schooling- developing options to improve opportunities and pathways for adult education- developing and implementing a skills development programme to identify and address skills shortages amongst island businesses.	No further decision required	CS: ACE: Community Empowerment	\$30,000 LDI: Opex	In progress	Green	Staff continued to work with the Aotea Education Trust to further the goals set out in its 2018/2019 workplan. This included hiring a Trust Administrator, planning for the 2019 winter workshop programme, overseeing the Aotea Learning Hub (a group study space for the island's correspondence school children), and ongoing investigations into additional early childhood education on the island.	The strategic broker assisted Aotea Education Trust with its 6-monthly accountability report, which was submitted to the local board and followed up with a workshop in March. The report highlighted: • Attendance has risen to 16 students at the Learning Hub and students are reporting great achievements • Conversations continuing around ECE with existing on island early childhood services and groups to try and find the right model • Halfway through delivery of a successful 'origins and history of The Moon series

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1062	Community capacity building: fund local organisations to design and deliver community-centred activities	<p>Fund local community organisations to provide:</p> <ul style="list-style-type: none"> - youth services and youth development - activities for over 65s - liaison between the community, council and central government to allow residents to access community services with ease - tourism development. <p>Budget:</p> <ul style="list-style-type: none"> - Aotea Family Support \$30,000 - Community Health Trust \$42,000 - Destination Great Barrier Island (GBI) \$29,000. 	No further decisions anticipated.	CS: ACE: Community Empowerment	\$101,000 LDI: Opex	In progress	Green	The three funded community groups have continued their respective work in Q2. Highlights include the ongoing success of the Health Trust's scheme to help islanders travel to town for specialist medical appointments, a quadrupling in the number of kids attending Aotea Family Support Group's school holiday and after school programmes, Destination Great Barrier Island's (GBI) progression of the Aotea Great Barrier Island Visitors Strategy (including securing funding for a full time, on-island tourism coordinator), and confirmation of several major tourist events for 2019.	During Q3, the 6-monthly accountability reports were submitted to the local board in February 2019. The reports demonstrated the high calibre of work being produced by the three organisations and conveyed a real sense that these groups are an invaluable asset to the community. Other highlights from Q3 include: <ul style="list-style-type: none"> - the opening of a community dental clinic (New Zealand's only solar-powered dental clinic) by the Health Trust, and the growing popularity of the community workers' clinics in the north of the island. - the launch and success of Aotea Family Support's "Home Handyman" scheme which provides a local handyman to elderly residents every Thursday free of charge. - an incremental growth in the number of people using the Destination Great Barrier Island (DGBI) website, growing engagement with tourists at the DGBI-run visitors centre and the appointment of a full-time tourism coordinator.
1262	Apply the empowered communities approach – connecting communities (GBI)	<p>Broker strategic collaborative relationships and resources within the community. This includes five key activity areas:</p> <ol style="list-style-type: none"> 1. Engaging communities: <ul style="list-style-type: none"> • reaching out to less accessible and diverse groups - focusing on capacity building and inclusion • supporting existing community groups and relationships. 2. Strengthen community-led placemaking and planning initiatives - empowering communities to: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 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 additional decisions anticipated.	CS: ACE: Community Empowerment	\$0 LDI: Opex	In progress	Green	The strategic broker:- began a project assessing all community-run facilities on the island in order to update the Great Barrier Island Community Facility Report, a key document which guides local board capital grant decision-making- continued improvement of council and community communications via regular local paper articles, radio interviews with local board/ council representatives, regular radio notices and updating the local board Facebook page- assisted various council departments to promote and publicise events, consultation rounds and changes to services for example recycling- worked with the island's new council arts advisor, the Great Barrier Arts Trust and organisers of Great Barrier's Artists in Residence programme to develop arts and culture opportunities on the island- worked with Destination Great Barrier Island to progress the Great Barrier Island Visitors Strategy- worked with the newly appointed Great Barrier representative on Auckland Council's Youth Advisory Panel to share his experiences with the community and the local board- attended the triannual Aotea Community Hui- began scoping of housing issues on the island and identifying possible solutions.	During Q3, the strategic broker:- completed the Community Facilities Report 2019 which will guide local board capital grant decision-making.- worked with community-run facilities to have their properties tested for asbestos. - began work pulling together a roundtable of experts working in the housing field, for a half day meeting with the local board to discuss possible solutions to Great Barrier's housing issues.- began work with council staff and local community members to organise 2019 ANZAC commemorations.- created an online calendar for all public workshops on the island so clashes of events can be avoided.- continued improvement of council and community communications via regular articles in the local paper, radio interviews with local board/council representatives, radio notices and via the local board Facebook page.- assisted various council departments to promote and publicise events, consultation rounds and changes to services for example recycling.
2804	Community Response Fund - Great Barrier	Discretionary fund to respond to community issues as they arise during the year	The local board will consider strategic assessments of proposed initiatives and/or projects, and approve funding for those projects after consideration of their likely benefits	CS: ACE: Advisory	\$9,251 LDI: Opex	In progress	Green	No allocations in Q2. Balance: \$4,105	No allocations in Q3. Balance: \$4,105

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2868	Iwi responsiveness - Respond to Maori aspirations: Ngāti Rehua Ngatiwai ki Aotea coordinator	Note: the budget for this activity was deferred from 2017/2018. Fund Ngāti Rehua Ngatiwai ki Aotea to appoint a Great Barrier-based representative to: - develop a relationship with the local board - coordinate responses to council-led initiatives and projects. Liaise with the appointed coordinator to develop a collaborative plan to respond to the key iwi aspirations and priorities.	No further decisions anticipated until iwi are ready to appoint a representative.	CS: ACE: Community Empowerment	\$9,828 LDI: Opex	In progress	Amber	Activity has not progressed to date as staff are waiting for Ngati Rehua Ngatiwai ki Aotea Trust to appoint a representative to the coordinator role.	There is a delay to this project due to local Iwi undergoing the processes of an Annual General Meeting and Treaty Settlements. The local board remain committed to this project and once iwi are ready will look to pick up discussions for an iwi liaison. With an interim Ngati Rehua Ngatiwai ki Aotea Trust board now appointed, discussions around the appointment of an iwi liaison person will commence. During Q3, the local board allocated \$5,000 from its iwi responsiveness fund to support the appeal of Kelly Moana Klink, (Ngati Rehua Ngatiwai ki Aotea) to the High Court to get a controversial Environmental Protection Agency (EPA) decision overturned. The EPA granted Coastal Resources Limited a 35-year consent to annually dump up to 250,000 cubic metres of dredged material, 25km off Great Barrier's East Coast. Kelly Moana Klink, Ngati Rehua Ngatiwai ki Aotea, has appealed the decision in the High Court.
2869	Technology connectivity	Note: the budget for this activity was deferred from 2017/2018. The \$5,000 covers the final payment to the technology expert/contractor who produced a current state of technology report to the Great Barrier Local Board. The report:- provided baseline information across the island on broadband "black spots"- identified existing technology deployed- outlined potential solutions to address issues identified. The report was delivered to the local board at the end of 2017/2018 financial year, but not in time for the final payment to come out of that year's budget. Hence the carry-forward.	No further decision points.	CS: ACE: Community Empowerment	\$5,000 LDI: Opex	In progress	Green	Staff are awaiting a response from the Provincial Growth Fund to the local board's application for \$50,000 for a feasibility study into solutions to the island's technology issues. Should the funding come through, work will begin on the feasibility study, led by a locally-based IT consultant.	During Q3, the local board was unsuccessful in its application to the Provincial Growth Fund of \$50,000 for a feasibility study into solutions to the island's technology issues. It will discuss possible next steps with a locally-based IT consultant in the coming months. Staff are looking into the impact (if any) of the Government's RBI (rural broadband initiative 2) rollout for the island.
Community Facilities: Build Maintain Renew									
835	Great Barrier 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	\$379,210 ABS: Opex	In progress	Green	Coming into the second quarter, there has been a major focus on ensuring the contractors are meeting their service delivery outcomes, particularly in the open spaces. As a result of the quarterly playground inspections, three work orders have been raised to cover minor remedial repair and paint touch ups on Medlands Playground Reserve, Claris playground and Gooseberry Flat Beach. The uneven concrete path between Pa and Gooseberry Flat beaches has been removed and is in the renewals process to be completed and delivered at a future date. Above all, continuous conscientious effort is being made towards management and improved maintenance delivery outcomes for our customers on Great Barrier.	The third quarter was marked by dry weather. While this caused some vegetation in our open spaces to struggle, the contractor did a good job of keeping them healthy and the area aesthetically pleasing. Working with the community has been a focus of the third quarter, and there will be good outcomes in Mulberry Grove, with planting taking place later in the season.
1228	GBI: Maintaining View Shafts programme 2018/19	Maintaining view shafts across the island for views and safety.	A further workshop is anticipated in quarter three to discuss additional viewshafts in walkways	CF: Operations	\$5,000 LDI: Opex	In progress	Green	Scoping of additional viewshafts in four walkways (Harataonga, Rosalie Bay, Te Ahumata and Dolphin Bay) to be completed by the end of February 2019. Photos, GPS positions and brief descriptions will be provided for quarter three workshop (March date to be confirmed). \$1,000 to \$2,000 will be used over the next two months, to improve viewing points through Pine, Hakea and other weed removal on Harataonga track, with the remaining budget to be used in quarter four, once sites confirmed.	Workshop with the local board planned for 28 May, with new view shafts on a few tracks detailed, as per quarter two report.
2020	Gooseberry Flat - renew and relocate playground	Dispose or relocate and renew the playground at Gooseberry Flat in conjunction with the Coastal Management team.	Options to be approved by local board	CF: Investigation and Design	\$80,000 ABS: Capex - Renewals	Completed	Green	Project completed December 2018.	Project completed.

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2022	Pa Point - renew concrete steps	Renew the concrete steps at Pa Point Reserve.	No further decisions anticipated	CF: Operations	\$30,000 ABS: Capex - Renewals	Completed	Green	Project completed December 2018. Repair completed by operations team under repairs and maintenance work.	Project completed.
2023	Great Barrier - LDI Minor Capex Fund 2018/19	Local Improvement Projects (LIPs) funding to deliver minor capex projects throughout the financial year as approved in the monthly local board workshops.	A further workshop is anticipated in quarter two to discuss proposed works	CF: Investigation and Design	\$20,000 LDI: Capex	In progress	Green	Current status: Proposed works to be identified. Next steps: Proposed works to be workshopped with the local board in quarter three.	Current status: Proposed works to be identified. Next steps: Proposed works to be workshopped with the local board.
2863	(OLI) Great Barrier - develop solar energy system including electric vehicle with infrastructure	Overview - Replace and upgrade council's solar energy system, introduce a PHEV (plug-in hybrid electric vehicle) with associated charging infrastructure.	Ongoing decision making anticipated throughout the delivery of this initiative	CF: Project Delivery	\$300,000 ABS: Capex - Development	In progress	Green	Current status: Installation of the batteries for the storage of the solar power have commenced. Next steps: Installation works to continue and installation of the solar panels to commence. An event to celebrate the switching over to solar energy is scheduled for early April.	Current status: Works are continuing onsite and working towards completion in March 2019. Next steps: Complete works. Prepare for official opening in early April 2019.
2870	Tryphena Coastal Trail directional signage - design	Tryphena Coastal Trail directional signage - design as per the concept plan. The scope of works includes 1. \$20k for Signage & walkway design, 2. \$10k for moving the Gooseberry Flat walkway exit to the Beach and 3. \$10k for steps to the Beach by the stone wall at the schoolplan	A further workshop is anticipated in quarter three	CF: Project Delivery	\$40,000 LDI: Capex	In progress	Green	Current status: A graphics and signage specialist has been engaged and is progressing the initial stage of this project to develop interpretive signage that is appropriate for this location. Next steps: Continue to progress this initiative with input from the local board.	Current status: A graphics and signage specialist is progressing the Tryphena Coastal directional signage in conjunction with the interpretation signage project. Next steps: Socialise the proposed directional signs including a mock up of the proposed customised timber sign boards.
2871	Great Barrier Island Interpretive signage - stage two continuation	Great Barrier Island Interpretive signage - stage two continuation	A further workshop is anticipated in quarter three.	CF: Project Delivery	\$40,000 LDI: Capex	In progress	Green	Current status: A graphics and signage specialist has been engaged and is progressing the initial stage of this project to develop interpretive signage that is appropriate for this location. Next steps: Continue to progress this initiative with input from the local board.	Current status: A graphics and signage specialist has been engaged and good progress has been made to develop concepts for the proposed interpretive signage, including themes for micro, small and large signs, interface, a concept for a novel hinged display sign. An 'open house' meeting with locals and members of the local board has been arranged for Sunday 7 April 2019. The intent is to invite people to come and share stories they think are worth including in the interpretation project. In particular, to uncover some of the stories and experiences of the 'third wave' i.e. people who settled on Aotea from the 1970s onwards. Next steps: - Gather stories- consider 'Barrier style' signage- Prepare content for location and history stories- Consider video with local stories told by local people.
2872	Claris playground shade sail - design consent build	Shade sail over the Claris playground - design consent build	A further workshop is anticipated in quarter three to confirm the design.	CF: Project Delivery	\$10,000 ABS: Capex - Renewals	In progress	Green	Current status: Confirming resource consent requirements as part of the design phase. Next steps: Confirm the design with the local board and timeframe for delivery.	Current status: Resource consent has been lodged for the shade sail. Next steps: Receive consent decision. Confirm the design with the local board and timeframe for delivery.
3076	Great Barrier - renew general park assets 2017-18	Renew structures, footpaths, roading and fixtures and furniture in various parks (detail to be provided by end of calendar year). This project was carried over from FY2017/2018, previous SP ID 2262	No further decisions anticipated	CF: Project Delivery	\$37,912 ABS: Capex	Completed	Green	Project completed December 2018.	Project completed.
3209	Claris Cemetery – develop facility	Progress the proposed Claris Cemetery development including detailed design and resource consent. This is a carry forward project, previous SharePoint ID #2782.	Further decisions anticipated following resource consent decision.	CF: Project Delivery	\$41,359 LDI: Capex	In progress	Amber	Current status: It was confirmed that the resource consent and change of land designation will be dealt with concurrently. Specialist reports and plans are being completed in accordance with pre-lodgement advice from specialists at regulatory services. The resource consent application is expected to be lodged in the next two weeks. Next steps: Lodge the resource consent and undertake the formal public engagement process. Implement the resource consent conditions, if applicable. Prepare detailed design, specifications and contract documentation. Confirm the engineers estimate.	Risks from cost and schedule Current status: No submissions were received for the publicly notified resource consent or the proposed change of land designation which is a significant positive step forward for the project. There are still a number of issues that need to be addressed for the resource consent application and special conditions may be applied if granted. An external Quantity Surveyor has prepared a cost estimate which is significantly higher than expected. Next steps: Discuss the cost estimate with the local board. Implement the resource consent conditions, if applicable. Prepare detailed design, specifications and contract documentation after discussion with the local board regarding the design and estimated costs to construct.

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3212	Windy Canyon - develop lookout stage one design	Design, consult and consent a structure enabling a short walkway and a lookout at Windy Canyon. Stage 1 is the design, consult and consent phase of the project.	The local board to sign off the design before lodgement of the consents. An estimate for build to be provided to the Local Board as part of the formal design signoff process. A formal report to then be submitted to the Local Board seeking the stage 2 physical works stage.	CF: Project Delivery	\$27,530LDI: Capex	In progress	Amber	Current status: The Department of Conservation manager on Great Barrier Island is assisting Auckland Council with the application for asset owner approval and the lease arrangements. Designers are progressing the structural design of the approved lookout platform option. Example, loop walkway. Next steps: Undertake preliminary geotechnical and planning work on site. Progress the structural design and obtain a cost estimate. As the design progresses engage other specialists as required.	Cost is the major issue. Resolving this will in turn impact on the schedule. Current status: The revised cost estimate for the Windy Canyon project is significantly higher than expected. The high cost of this project is a concern and has the potential to impact upon other projects. Following discussions with the local board the project is not going to progress at this stage. Next steps: Project to be cancelled and costs to date to be transferred to opex at a local board workshop in early April.
3319	Great Barrier - renew general park assets 2018-19	Renew structures, footpaths, roading and fixtures and furniture in various parks (detail to be provided by end of calendar year). December 2018 - Addition of a new project. Scope -Renewal of the surface of the access track between Gooseberry Flat and Pa Beach. OMM have proposed a temporary creation of soil path or steps around 2m inland and review of location/style of path before concrete renewed. Proposed by OMM, supported by Community Services and approved by the Local Board.	No further decisions anticipated	CF: Project Delivery	\$20,000 ABS: Capex - Renewals	In progress	Green	0	Current status: The renewal of Gooseberry Flats steps is being progressed. The contractor will submit a second quotation following the discovery of additional required works. An artistic gate is being progressed for the cemetery at Tryphena. The quotation for the works has been accepted. Next steps: Progress contracts for works.
Community Services: Service Strategy and Integration									
1394	Great Barrier Island Community spaces and reserves activation plan	Consult on and deliver a plan for the development and activation of public spaces and reserves on Great Barrier Island	No further decisions anticipated.	CS: Service Strategy and Integration	\$30,000 LDI: Opex	In progress	Green	Community engagement took place in November/December 2018. Q3 deliverables: community feedback analysed and will be reported to the local board in February.	Draft plan prepared for presentation at a workshop with the local board in April 2019.
Infrastructure and Environmental Services									
7	Argentine ant and plague skink surveillance	To carry out surveillance for the presence or absence of Argentine and Darwin's ants, and plague skinks. The surveillance programme is complementary to the regionally funded monitoring and control work.	No further decisions anticipated.	I&ES: Environmental Services	\$24,000 LDI: Opex	In progress	Green	During quarter two, plague skink surveillance using intensive trapping was completed at five high risk sites in Tryphena, and Argentine ant surveillance was completed at three high risk sites in Okupu. Neither species were detected during surveillance work. Surveillance work will continue in quarter three at identified high risk residential sites in Schooner Bay, Awana and Port FitzRoy.	In quarter three, Argentine ant surveillance was carried out at Shoal Bay skip sites and no new populations were found. Ongoing Argentine ant surveillance will be focused on the north end of the island in Okiwi and Port FitzRoy. Surveillance work for Argentine ants and plague skinks will continue in quarter four.
8	Rabbit control	To control rabbits at Claris, Awana, Okiwi township, and Whangapoua.	No further decisions anticipated.	I&ES: Environmental Services	\$26,000 LDI: Opex	In progress	Amber	Procurement for rabbit control was progressed in quarter two and is expected to be finalised in January 2019. Once confirmed, rabbit control work will begin in quarter three continuing into quarter four.	The board was advised that rabbit control would commence in quarter two. Due to slight delays with finalising the procurement of a pest control contractor, the work will begin in quarter three. The pest control work is still on track to be completed within the 2018/2019 financial year. A relative abundance of rabbits was measured using spotlight counts in quarter three. Night shoots took place at the end of February 2019 with approximately 500 rabbits killed across 600 hectares. Further rabbit control work will be undertaken throughout quarter four.
9	Weed survey	To continue the survey of the Aotea Great Barrier coast for pest plants, and undertake any removal or control of low incidence weeds.	No further decisions anticipated.	I&ES: Environmental Services	\$10,000LDI: Opex	In progress	Green	Planning and preparation for the coastal weed surveillance was undertaken in quarter two. Surveillance work will commence in quarter three to capitalise on the key flowering season of coastal weed species.	Due to logistical issues the surveillance work is slightly delayed and will begin in April 2019 instead of March 2019. The project is still on track to be delivered within the current financial year. In quarter four the contractor will focus coastal weed surveillance on the east coast of the island (north of Awana) and on the strand zones between Fitzroy and Whangaparapara.

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11	Biodiversity Biosecurity Advisor	To employ a part time biodiversity advisor to support the delivery of environment programmes, provision of expert technical advice and supporting and facilitating landowner and community-based restoration initiatives to protect and enhance locally important indigenous biodiversity on Aotea Great Barrier.	No further decisions anticipated. A workshop with the board will be scheduled once recruitment and onboarding has been completed.	I&ES: Environmental Services	\$45,000 LDI: Opex	In progress	Amber	In November 2018 the biosecurity/biodiversity advisor role became vacant as the incumbent staff member was recruited into a new fulltime biosecurity position on Aotea Great Barrier. At a December 2018 workshop the board gave direction they support the continuation of the biosecurity/biodiversity advisor role. Plans to recruit a new staff member to the vacant role are underway. It is expected that this role will be filled by the end of March 2019.	The biosecurity/biodiversity advisor role was vacated in November 2018. The biosecurity team will continue to manage the biosecurity/biodiversity advisor's existing workload until the new staff member is recruited. There is a risk that not all of the work planned for quarter four will be delivered if significant delays in recruitment are experienced. Recruitment for the vacant role began in February 2019. Candidates were interviewed in the week commencing 11 March 2019. Evaluations of the candidates were completed in late March. A decision was made to readvertise the role as a suitable candidate was not identified in this recruitment round.
510	Pest Pathways	To provide advice to visitors to, and residents of, Aotea Great Barrier of the risks of them inadvertently transporting pests to the island, and to support inspection of goods being transported to the island. Note: the 2018/2019 budget figure shown for this activity includes the \$10,000 originally approved plus \$5,000 deferral from 2017/2018.	No further decisions are anticipated.	I&ES: Environmental Services	\$15,000 LDI: Opex	In progress	Green	The procurement for two pest pathway ambassadors was completed in quarter two. The ambassadors will undertake advocacy work at wharves and airports between December 2018 and May 2019. Work is forecast to be undertaken in quarter three and aligned with peak visitor times to Aotea Great Barrier.	In quarter three, pest pathway ambassadors have been working periodically at Claris Airport, Shoal Bay wharf, Port FitzRoy wharf and Whangaparapara wharf to promote biosecurity awareness. Residents and visitors have completed 182 surveys on pest knowledge and the transport of goods to Aotea Great Barrier. The ambassadors will continue to undertake surveys and promote biosecurity awareness in April 2019 up until the Easter weekend. A final report summarising survey findings will be presented to the board in quarter four.
608	Aotea Great Barrier freshwater management programme	To deliver a comprehensive programme of water quality improvement projects, including continuing septic tank education, identifying issues on streams, training a local to inspect septic tanks, and implementing a waterways protection fund. The proposed programme follows on from the septic tank education, and stream assessment projects delivered over the past two financial years. Funding will support landowners to address any potential pollution issues through more targeted education, or providing access to funding for fencing and planting streams of stock. A portion of the proposed funding will support training of a local resident to undertake septic tank inspections.	No further major decisions are anticipated. Further updates will occur throughout the delivery of the activity.	I&ES: Healthy Waters	\$50,000 LDI: Opex	In progress	Green	In quarter two the service agreement with the contractor was finalised and planning was undertaken for delivering on the recommended initiatives. Educational material has been developed to promote the septic tank education programme. The contractor will attend the Aotea Great Barrier Christmas market to promote the septic tank programme and to provide information on water quality and wastewater management. In quarter three the following activities will be progressed: <ul style="list-style-type: none"> fencing discussion with residents upstream of the Blackwell Stream further development and distribution of educational and promotional material coordination of septic tank inspections planning for septic tank inspections and servicing training planning and preparation for a community planting day in April 2019. 	Follow up phone surveys on the previous 45 septic tank inspections will be undertaken between 25 March and 12 April 2019. A member of the community is to be trained to undertake septic tank inspections in April and May 2019. There is an agreement in principle with landowners along Blackwell Stream to fence with a wide buffer to allow for riparian planting and to stop cattle entering the stream. Options for progressing this riparian fencing project are being developed and will be discussed with the local board in quarter four. A community planting day along the lower Blackwell Stream in Tryphena is scheduled for 11 May 2019. The plants have been ordered and weed suppression has begun for site preparation.
682	Great Barrier Ecology Vision - Community Governance	To support a community governance group to implement initiatives arising from the ecology vision. Funding will also support purchase of plants, and other equipment required by community groups.	No further decisions are anticipated.	I&ES: Environmental Services	\$20,000 LDI: Opex	In progress	Green	The procurement for the ecology vision facilitator was completed during quarter two. The facilitator has commenced their forward work planning for quarters three and four. The work plan will include undertaking feasibility assessments of four large community projects which are centred around the key ecology vision concepts of 'natural neighbourhoods' and 'plant, protect and provide'.	In quarter three, the ecology vision facilitator has undertaken the following work: <ul style="list-style-type: none"> held two monthly meetings and completed two pest control survey mail-outs in Medlands and Tryphena (Gooseberry Flat). These surveys resulted in the establishment of the Medlands eco-vision initiative organised a Medlands eco-vision initiative newsletter and fortnightly meetings to discuss possible community-led restoration activities with the group, including rodent control around the fixed dune system. The facilitator is planning to undertake the following work in quarter four: continue to hold monthly meetings, including a workshop on community-led ecological monitoring continue to support and guide the Medlands eco-vision initiative and work towards the formation of an ecological oasis support pest control and biodiversity projects with the three schools and work with the Great Barrier Island Environment Trust to establish community trap libraries for community-led pest control projects.

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1231	Community pest control	To facilitate community pest control activity, in particular at Okiwi.	No further decisions anticipated.	I&ES: Environmental Services	\$15,000 LDI: Opex	In progress	Green	The pest coordinator programme has continued throughout quarter two with monitoring of rodent and feral cat traps. A community hui was held with nine community members in attendance. Plans have been finalised to undertake a five-minute bird count in quarter three in addition to the continuation of rodent monitoring and trap maintenance.	The community pest coordinator is maintaining community participation for rodent control in Okiwi. A five-minute bird count was held in quarter three with 26 people taking part. The coordinator has distributed the bi-monthly newsletter informing the community of local biodiversity and biosecurity information including rabbit control, wasp nest removal and kākā abundance. The coordinator will continue to support the Okiwi biodiversity project in quarter four.
2876	Provision of emergency water supply to Aotea Great Barrier	To enable the provision of emergency water supply to Aotea Great Barrier. Note: the 2018/2019 budget is a \$15,000 deferral from the Auckland Emergency Management 2017/2018 work programme project (Sharepoint #2561).	In quarter four, staff will discuss with the board recommended next steps.	I&ES: Healthy Waters	\$15,000 LDI: Opex	In progress	Amber	A range of options for progressing the provision of emergency water supply to Aotea Great Barrier were presented and discussed at a workshop with the board on the 6 November 2018. The board decided to meet separately in order to consider in detail the range of options. Once the board have chosen their preferred option, they will provide feedback to staff. Staff will progress the installation of emergency water supply facilities in quarter three and four.	There is a risk that this project will not be delivered in this financial year due to delays with identifying agreed next steps with the local board and with mana whenua. The delivery of this project will be funded through regional Healthy Waters budgets in the next financial year. Therefore, it is recommended that the allocated \$15,000 budget be given up as savings. In quarter three, the local board provided feedback to staff on the preferred option for progressing the provision of emergency water supply to Aotea Great Barrier. This included direction about consulting with mana whenua before proceeding with any work. Staff are planning to engage with the newly appointed interim Chair of the Ngāti Rehua - Ngātiwai o Aotea Trust in quarter four before coming back to the board with recommended next steps.
Libraries									
1098	Provision of Library Service - Great Barrier	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: - 42.5 hours over 5 days per week.	No further decisions anticipated	CS: Libraries & Information	\$0 ABS: Opex	In progress	Green	While visits have remained the same during this quarter compared to last year, item borrowing numbers are down by four per cent.	Library visits are 7% higher and items borrowed are 2% higher than the same period last year.
Local Economic Development: ATEED									
348	Great Barrier Visitor Strategy Implementation	Work with Destination Great Barrier Island, the local island community, Ngāti Rehua Ngātiwai ki Aotea, DOC and our island based service providers to implement Great Barrier Island Visitor Strategy developed by New Zealand Tourism Research Institute in April 2018.	Local Board alongside DGBI and the Visitor Strategy steering group will confirm the implementation plan. Staff will then agree a funding agreement with DGBI implement the determined priorities for FY18/19	ATEED: Local Economic Growth	\$25,000LDI: Opex	In progress	Green	Further discussions to be held with DGBI	A funding agreement with Destination Great Barrier Island(DGBI) has been prepared to utilise the \$25k towards extending the contract period of the new tourism co-ordinator role, and producing at least one 'local stories' promotional videos in 2019.
1457	Dark Sky Sanctuary Leverage	Work alongside Destination Great Barrier and Dark Sky Advisory Group to leverage a successful Dark Sky Sanctuary accreditation. The funding will be used for activities such as provision of capability workshop, promotion and meeting compliance costs for having Dark Sky Sanctuary status.	no further decisions anticipated	ATEED: Local Economic Growth	\$20,000 LDI: Opex	In progress	Green	In Q2 the regulatory annual report was submitted by the Dark Sky Advisory Group (DAG) to the International Dark-Sky Association; an information leaflet outlining favoured lighting arrangements for the island was completed and distributed; and metal plaques indicating dark sky sanctuary measurements were installed on council picnic tables and bus shelters across the island highlighting best viewing locations.	The Dark Sky Advisory Group (DAG) has continued to manage the day-to-day issues arising from the Sanctuary status, deal with long-term regulatory and strategic planning questions, outreach programme development, local signage, and general matters.

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Parks, Sport and Recreation									
462	GBI Accessway and linkages plan FY19	Community and mana whenua consultation will be undertaken on the Great Barrier Island Accessway and Linkages Plan developed in FY18, in order to assess the level of support for those linkages that the board consider to be a priority.	In Q4 board will decide whether to progress any access opportunities to consultation/design/ consent stage in FY20.	CS: PSR: Park Services	\$15,000 LDI: Opex	In progress	Green	The contractor will present the desktop survey to staff in December and the board will be presented with the findings in Q3.	Supplier now preparing final report outlining costs and benefits of top 25 opportunities for new access routes.
463	GBI northern cemetery site identification	Selecting an appropriate site for a new cemetery in the north of Great Barrier Island.	Board to confirm preference for site in Q4.	CS: PSR: Park Services	\$10,000 LDI: Opex	In progress	Green	Staff are awaiting confirmation from Department of Coservation as to when site visits anticipated for December/January will be undertaken in the Okiwi area.	Two sites identified and supplier briefed to complete investigation by Q4.
1241	GBI: Visitor Maps	Implement (including launch online content) the visitor maps strategy developed in FY17/18. This includes a FY17/18 budget deferral of \$5,000.	No further decisions anticipated.	CS: PSR: Park Services	\$10,000 LDI: Opex	In progress	Green	Staff are investigating options for a community group to lead the project. This will be discussed with the local board and confirmed in Q3.	Supplier briefed to develop 'Like Aotea' brand across online platforms, working with interpretation project to share content. Aotea Education Trust will house project budget.
Plans and Places									
1428	An area plan for Aotea Great Barrier	Scoping and commencement of area planning process (deriving from governing body resolution) to prepare an area spatial plan for Aotea Great Barrier based on existing strategies, which will lead to a plan change to incorporate the land use outcomes of the area plan (the existing Great Barrier HGI section of ADP) into the AUP.	Working Party (including local board) approval of Draft Area Plan for public consultation in late february 2019.	CPO: Plans and Places	\$0 Regional	In progress	Amber	Preparation of background research topic papers continued with completion date expected to be end of January 2019. Project Brochure advising of project; and timelines created and sent to residents in November 2018. Iwi contacted to establish first stages of consultation, with some issues re representation arising and not resolved as at 31 December 2018. Summaries of Topic papers to be reported to working party early February 2019.	Background research topic papers summaries have been provided to working party. The working party have agreed for the delivey date to be delayed to 2019/2020 due to lack of census material and delays in obtaining Iwi views. Next steps: Continue workshopping key issues and to prepare draft plan for public consultation for plan to be delivered in 2019/2020
3213	Great Barrier Island Historic Heritage Survey - deferral from 2017/2018	The Great Barrier Island Level 1 Heritage Survey is intended to provide the foundations of on-going study by improving our understanding of historic heritage in this area and enable recommendations for its future management. This is a carry forward project from 2017/2018, previous ID #91.		CPO: Plans and Places	\$8,000 LDI: Opex	In progress	Green	The draft survey was delivered to the local board on 4 December 2018. The survey is now being finalised to be delivered to the board in March.	The completion of the final survey has been delayed from the original March delivery. It is now intended to deliver the survey to the board in May.

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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	Q2 Commentary	Q3 Commentary
CF: Community Leases											
2676	Lease Renewal Great Barrier Island Golf Club Inc.	Renewal or new lease at 59 Whangaparapara Road, Great Barrier Island. Club was informed by letter on 18 May 2018 to offer options for either renewal or new lease. Current term of the lease is 15 years from 1 September 2007 (final expiry 2022). Club have expressed interest in longer term lease. Deferred from the 2017/2018 work programme.	CF: Community Leases	1/09/2012	2x5 years	31/08/2022	\$500.00	Completed	Green	Completed	Completed
2677	To consider lease of community room at local board office.	EOI to be carried out following workshop with the local board on 15 May 2018. Hector Sanderson Road, Great Barrier Island. Deferred from the 2017/2018 work programme.	CF: Community Leases	13/12/2005	2x 5 years	12/12/2020	\$500.00	Completed	Green	Completed	Deferred item from Work Programme 2017/2018 Completed