

Work Programme 2019/2020 Q2 Report

ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
Arts, Community and Events									
123	Clean, safe and attractive town centres programme	<p>Fund the three business associations operating Business Improvement Districts (BIDs) to deliver initiatives that</p> <p>(a) encourage economic development of these centres (b) improve perceptions of public safety* in their centres (c) strengthen the role of town centres as community hubs.</p> <p>Key elements of this programme include:</p> <ol style="list-style-type: none"> 1. Grants to BIDs to fund an agreed outline of work 2. Biannual dialogue meetings between local board and BIDs 3. Support capacity building needs <p>* Safety is about building strong, cohesive, vibrant and participatory communities. Safety initiatives can include community events, activations and place-making activities that welcome locals and visitors.</p>	CS: ACE: Community Empowerment	LDI: Opex	\$240,000	In progress	Green	<p>In Q1, staff focussed on building relationships with the four business associations in the local board area. Accountability report for grants issued in 2018/2019 are due to be presented to the local board in Q2. Discussions regarding funding for projects and initiatives in 2019/2020 are underway.</p>	<p>Staff worked alongside the three local business associations who receive annual funding from the local board. They are being supported to complete accountability reporting requirements, and are scheduled to meet with the local board in February 2020.</p> <p>Staff also worked with council's Business Improvement District oversight team to build the capability of business association leadership, with a particular focus on good governance and inclusivity.</p> <p>Subject to receipt of accountability reporting, outcomes-based funding will be issued in Q3.</p>
124	Build capacity: community-led response to alcohol licensing and advertising	<p>Provides funding to a consultant to provide policy support and advice, as requested, by community people or groups who want to engage in alcohol licensing advocacy, objections and submissions.</p> <p>The project has been implemented under a contract negotiated in 2014 and managed by Local Board Services Department, with CEU providing only a fund-holding function.</p>	CS: ACE: Community Empowerment	LDI: Opex	\$15,000	In progress	Green	<p>In Q1 consideration was given to thirteen renewal applications and two new applications. Eight objections were made including to the two new applications; one for a new tavern on the DB Breweries site in Papatoetoe and one for Scorpion Liquor in Papatoetoe.</p> <p>Objections were also made to the renewal of a Liquor Centre Golden Circle in Papatoetoe, Drinkz Caspar in Papatoetoe, Republic Bar & Kitchen in Manukau, Thirsty Liquor Ranfurly in Papatoetoe, Hunters Inn in Papatoetoe and Pak 'n Save Ormiston. Several objections are awaiting hearing, including Club Royalz and Gordy's Bar. An appeal has been made by the Alcohol Inspector to the decision regarding Paradise Tavern and OGAAG is supporting that appeal. Monthly meetings of members of OGAAG are being held.</p> <p>In Q2 further monitoring will be kept up to date.</p>	<p>In Q2, activity included:</p> <ul style="list-style-type: none"> - five applications for renewal; - one application made by the new owner of the Weighbridge 132 Great South Road Hunters Corner with one objection received based on suitability grounds; - further objections being considered for the renewal of Blackbull Sky Liquor 74 St George Street Papatoetoe; - an appeal for Paradise Tavern 128 Bairds Road Otara is yet to be heard by the Alcohol Licensing and Regulatory Authority; - an appeal by Liquorland Papatoetoe was made to the Alcohol Licensing and Regulatory Authority (ALRA) against the decision of the District Licensing Committee who refused its license. The ALRA appeal was successful and the Liquorland Papatoetoe licence has been renewed; - applications for two new liquor stores at 169 Puhinui Road were withdrawn due to objector submissions; - several objections are awaiting hearing for the Liquor Centre Golden Circle 743 Great South Road Papatoetoe, Republic Bar & Kitchen 5 Putney Way Manukau, Hunters Inn 22 Charles Street Papatoetoe, Club Royalz Unit 8, 57 Cavendish Drive Manukau and Gordys Bar 5C Jack Conway Ave Manukau.

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125	Capacity building - empowering diverse ethnic communities	Identify and support locally-led initiatives to build on and strengthen cultural connections, safety, health and wellbeing outcomes, with a view to increase diverse leadership and civic participation, especially for newer migrants.Planned activities will focus on:1. Working with local ethnic/cultural/faith-based organisations to showcase their unique practices and activities offered to the wider community, increase community involvement and interaction between the different ethnicities and cultures. These organisations would include the participation of nga marae and Pacific churches to promote celebration of strength and unity in diversity - \$20,000.2. Facilitating triannual diversity forums to provide an inclusive platform for ethnic community leaders to socialise and network; identify and collaborate on effective ways to address common concerns and aspirations; and to participate actively in council decisions that affect them - \$6,000. 3. Partnering with appropriate local nga marae or similar to host learning and interactive opportunities in Te Ao Maori for new migrants and resettled refugees - \$5,000.Any new activities or opportunities identified during the year will need to be allocated additional funding by the local board.Note: the 2019/2020 budget figure shown for this activity includes the \$31,000 originally approved plus \$5,000 carried forward from 2018/2019.	CS: ACE: Community Empowerment	LDI: Opex	\$36,000	In progress	Green	In Q1, staff reviewed accountability reports from funding recipients and scoped capacity building projects aiming to add innovation and include more low-visibility ethnic communities. In Q2 staff are negotiating with ethnic organisations on open days and cultural tours and will complete all funding agreements by the end of Q2. Staff will be including the Pacific community as part of the initiative for cultural tours.	In Q2, funding agreements were negotiated and signed:- The Asian Council on Reducing Crime, \$6,000. - NAAD Charitable Trust for Indo-Pacific Cultural expo, \$6,000. - The United Buddhist Youth Association for Enviro-Wisdom in multiple communities, \$5,000. - The International Swaminarayan Satsang Organisation to host an open day at their Papatoetoe Hindu Temple, \$3,000.The first diversity forum was held on 10 December 2019 at Manukau Civic with 50 representatives from diverse communities.

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126	Capacity-Building for neighbourhood development in Otara-Papatoetoe	Identify and partner with community-led initiatives to build on and strengthen efforts to make Ōtara-Papatoetoe neighbourhoods safe, well-connected and desirable places to live, work, learn and visit in. The planned activities include: 1. Empower local groups to facilitate and promote community connectedness and safety e.g. hosting regular community, safety networks and other meetings, organising local events to promote greater inclusion and community cohesion in Otara-Papatoetoe – \$12,000. 2. Support community initiatives to progress and advocate The Otara Vision (Thriving Otara Collective) – \$5,000. 3. Programmes identified through feedback and regular surveys on community needs and interest to teach whanau skills to make empowered choices and to enhance their mana (eg literacy, numeracy, cooking, governance, accountability). The – \$6,000. 4. Empower Otara-Papatoetoe residents to organise and host neighbourhood events and activities to promote neighbourliness and increase a sense of community. The primary activity supported in this activity is Neighbours Day events but efforts will be made in FY19/20 to promote and increase a diverse range of neighbourhood activities all year round – \$6,000. 5. Support community partner organisations who are demonstrating leadership in building thriving neighbourhoods - the aim of this work is to support recognised community leaders. In FY19/20 this will continue the collaboration in Otara (\$15,000) through Community Builders Trust and identifying a group who can help develop a similar Papatoetoe neighbourhood support programme (\$8,000) - total \$23,000. 6. Provide a range of activities at Boundary Road Skills Shed that are focused on offering learning opportunities for locals to reduce waste, growing food security (ie increase food production), innovative income generation ideas etc - \$30,000 Any new activities or opportunities identified during the year will need to be allocated additional funding by the local board.	CS: ACE: Community Empowerment	LDI: Opex	\$82,000	In progress	Green	In Q1 staff reviewed accountability reports from funding recipients and scoped capacity building projects aimed at adding innovation and including more low-visibility ethnic communities. In Q1 staff completed four funding agreements;- \$1000 Otara Business Association - \$1000 Otara Safety Network Meetings with Age Concern Auckland - \$8000 Papatoetoe Community Network Meetings with World Council of Sikh Affairs - \$5000 Papatoetoe Safety Network Meetings and Indian Wardens. In Q2 staff will monitor deliverables and attend meetings as required.	In Q2, staff negotiated funding agreements with organisations to promote community safety and connectedness in neighbourhoods:- Otara Network Action Committee for Otara Community Network meetings in Otara, \$1,000. - Network Action Committee for Thriving Otara, \$5,000. - Let's Get It Legal for building thriving neighbourhoods in Otara, \$15,000. Staff also renewed funding agreements for TOPS (\$6,000) and The ROOTS (\$30,000). Once accountability reports have been received from these two organisations for 2018/2019 work the current funding agreements will be progressed to finalisation.

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127	Capacity-Building for seniors in Ōtara-Papatoetoe	<p>Fund local community groups to provide programmes that will ensure seniors have access to quality information, facilities, resources, opportunities and social activities.</p> <p>The planned activities include:</p> <ol style="list-style-type: none"> 1. Work with local provider to implement agreed activities to be informed by the Independent Living Services Research and findings of the Older Persons' Working Groups - 30,000 2. Fund programmes for residents living in villages to become more informed, connected and willing to interact with and participate in the wider community (in partnership with Haumaru Trust) - up to \$20,000 <p>Any new activities or opportunities identified during the year will need to be allocated additional funding by the local board.</p> <p>Note: the 2019/2020 budget figure shown for this activity includes the \$50,000 originally approved plus \$10,000 carried forward from 2018/2019.</p>	CS: ACE: Community Empowerment	LDI: Opex	\$60,000	In progress	Green	<p>In Q1 staff worked with the Independent Living Services who are analysing their report to identify priorities and aspirations for senior citizens in the local board area.</p> <p>Their recommendations and findings will inform further actions for the community empowerment unit to develop this financial year.</p> <p>In Q2 Staff will liaise with Haumaru Housing to identify programmes to increase connectedness and participation in the wider community for residents living in villages.</p>	<p>In Q2, staff received the report from Independent Living Services with the aim to increase capacity for local seniors to identify and address their own needs and aspirations. Work is progressing on identifying local providers to implement some of the recommendations from the report.</p> <p>Staff engaged with Haumaru Housing to identify programmes that would increase connectedness and participation in the wider community for residents living in villages.</p> <p>Staff also completed a funding agreement with Sistema Aotearoa for \$10,989 to deliver the Connecting Generations and Culture initiative in partnership with Haumaru Housing.</p>
128	Capacity-Building for youth in Ōtara-Papatoetoe	<p>Partner with local youth groups to support youth-led initiatives that encourages leadership and civic participation in sectors that affect young people's lives i.e education, employment and training (including entrepreneurial skills) Planned activities include:1. Fund local youth leadership programme (The Ōtara-Papatoetoe Squad) - \$12,0002. Support youth events and other youth-led activities that are being coordinated and delivered by local youth groups. Ōtara events will be delivered by The Ōtara-Papatoetoe Squad (\$8,000); expand to include other youth groups (\$8,000) - total \$16,0003. Support the Civic Leadership Award programme with local high schools - \$10,0004. Continue to contribute to the YWCA youth scholarships programme. This activity aims to support and recognise young wahine in the Ōtara-Papatoetoe area by contributing towards total cost of participation (cost of each participant to completion is \$2,000) of Sir Edmund Hillary Collegiate students from Years 11 and 13 - \$4,000Any new activities or opportunities identified during the year will need to be allocated additional funding by the local board.</p>	CS: ACE: Community Empowerment	LDI: Opex	\$42,000	In progress	Green	<p>in Q1 staff completed the funding agreement for the Ōtara-Papatoetoe Squad (TOPS), who held their 'Untitled' event at the Papatoetoe Town Hall in July 2019. TOPS members facilitated workshops on building confidence with a focus on self-affirmation to help build the capacity of the prefects who lead the schools. In Q2, TOPS members will be liaising with schools in preparation for the Ōtara-Papatoetoe Local Board Civic Service Awards. TOPS Coordinators will confirm with schools and Council staff the names of the award winners by the end of December 2019. In Q2, decisions from the local board about funding additional youth organisations will be discussed in workshops.</p>	<p>In Q2, staff worked on the local youth leadership programme and the Ōtara-Papatoetoe Local Board Civic Service Awards. These awards were successfully completed in December 2019. A total of eleven students from five different schools were presented with awards. Staff noted that the balance of \$10,000 for the second half of the funding for the Ōtara-Papatoetoe Squad (TOPS) has not been released as accountability reports are still to be received. In Q3, additional funding for youth organisations will be discussed in workshops. TOPS will be hosting a Civic Service Awards dinner and will advise council staff and local board members.</p>

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130	Respond to Māori aspirations - Māori responsiveness	Continue to build and strengthen relationships with local Māori manawhenua and mataawaka groups in order to understand their priorities, advocate for and promote these widely with local board and the wider community so as to increase their capacity and capability to influence community decision-making and outcomes. Planned activities include: 1. Support mana whenua aspirations by successful delivery of their Work Plan via the mechanism of the Increasing Māori Input Into Local Board Decision-Making project delivery group -- \$10,000. 2. Support mataawaka aspirations through respectful partnerships with appropriate Māori community groups, such as Kia Aroha College - \$5,000 3. Support and enable programmes offered to local Maori whanau to build their capacities and capabilities in te reo and tikanga Maori - \$5,000 Any new activities or opportunities identified during the year will need to be allocated additional funding by the local board. Note: the 2019/2020 budget figure shown for this activity includes the \$20,000 originally approved plus \$5,000 carried forward from 2018/2019.	CS: ACE: Community Empowerment	LDI: Opex	\$25,000	In progress	Amber	In Q1, staff attended a hui to put in place a series of workshops to increase Māori input in local board decision making. Workshops and events were held to involve local rangatahi in the local government elections. This included: - Supporting rangatahi with key messaging to promote voter participation and collaboration on one-stop-shop events- Collaboration with council departments and partnering effectively with the incoming local board and local Māori- Use of tikanga and the Empowered Communities Approach to communicate key messages for the local elections - Approaching mataawaka groups to strengthening relationships and work together on an engagement plan with Te Ora O Manukau to support Māori.	With the absence of a Strategic Broker during recruitment period, limited activity in scoping funding agreements to meet activities 2 and 3 occurred. However, with the SB now in place, scoping out delivery of these initiatives is currently underway - no anticipated issues of under delivery. In Q2, staff continued to build and strengthen relationships with local manawhenua and mataawaka groups. A funding agreement of \$10,000 to Otara Health was completed to support Māori input into local board decision making. In partnership with Nga Kete Marae, this also resulted in the inauguration of the newly elected local board members taking place at the marae. This was a first and significant event for the local board and local Māori. Further scoping is in progress to consider other activities that include mataawaka and mana whenua. Negotiations are in progress for delivery of te reo and tikanga programmes with the Clover Park Community House with the aim to complete these by April 2020. Staff also supported the pre-election information evenings at Nga Kete Marae and discussions are in progress with Te Ora O Manukau for Māori engagement and input into the draft of the next three year Local Board Plan.
132	Apply the empowered communities approach (ECA) – connecting communities (OP)	Engage with community groups and model ECA in building strategic and positive relationships: 1. Increase their sense of belonging, inclusion and engagement with each other and the wider council; 2. Strengthen community-led placemaking initiatives to include urban revitalisation activities e.g. Transform Manukau project; and 3. Exemplify a more enabling council by identifying and addressing barriers to community empowerment, increasing community access to operational and technical expertise, and innovating more people-centred solutions together e.g. community grants workshops. The discretionary allocation will enable the Strategic Broker to respond to any unforeseen and unbudgeted community engagement needs.	CS: ACE: Community Empowerment	LDI: Opex	\$2,000	In progress	Green	In Q1, a new strategic broker was appointed for the local board area. Staff implemented the Empowered Communities Approach by: - Attending the Youth Diversity hui to gain a better understanding of youth issues in the area. Staff will work with The Salvation Army to action the ideas that were shared at the hui to positively profile youth in the area. - Supporting the Te Ora o Manukau collective to understand the local board structure and the opportunity to share their mahi with the local boards in the future. In Q2, the strategic broker will identify further opportunities to implement the Empowered Communities Approach.	In Q2, staff worked with community organisations to deliver the empowered community approach by: - working with community groups to scope opportunities and options for the draft 2020/2021 work programme; - working with the Ministry of Social Development to develop a partnering model to work more collaboratively on community projects, such as beautification projects that benefit the community; - worked with the funding team to deliver a funding workshop for the community; - identifying potential America's Cup and Te Matatini opportunities for local communities; and, - identifying community groups that require governance and capacity building.
279	Annual Diversity Festival (Signature Event)	To host a cultural festival that celebrates diversity, including and especially ethnic diversity, and promotes Manukau as a multicultural metropolitan city of the future. The long term aspiration is to develop into a major/national event. The desired outcomes for this event is to provide an opportunity to: • celebrate the diverse communities of Otara-Papatoetoe Local Board area and diverse communities across Auckland • bring people together from all cultures and backgrounds and further develop and strengthen relationships between them to create a sense of place, pride and belonging • educate children and participants about other cultures and promote tolerance and unity in the local community • promote local people, groups and businesses and utilise local procurement. Delivery details to be discussed with the local board.	CS: ACE: Events	LDI: Opex	\$50,000	In progress	Green	The local board confirmed in a workshop the expectations, roles, responsibilities, and outcomes for the Diversity Festival 2020. The grant is to be allocated in Q2 through a service agreement process which will be managed by the Event Production Team. The local board are also exploring delivery models for 2021 which have been highlighted in a workshop.	A funding agreement of \$50,000 is currently being drawn up for the Otara Business Association, to be signed and paid out in Q3. Staff have started working with the Otara Business Association on their event permit application, and have offered further workshops to assist them in the development of their Health and Safety Plan, Waste Management Plan, and work with the Healthy Families team. The event is to take place on 22 February 2020.

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280	Event Partnership Fund - Ōtara-Papatoetoe (Empowered Events Workshops)	Delivery of a community focused programme of activities to support capacity and capability of community groups and organisations in the events space. Deliver at least two empowered event workshops with local event organisers to assist them in up-skilling in delivery of their events Funding to support this programme is a line item taken from Event Partnerships Fund (non-contestable) for up to \$5,000.	CS: ACE: Events	LDI: Opex	\$5,000	In progress	Green	Deliverer and plan to be confirmed in Q2.	Planning still in progress with expected delivery in Q3 or Q4.
281	Event Partnership Fund (Movies in Parks)	Programming and delivery of a Regional Movies in Parks series event.	CS: ACE: Events	LDI: Opex	\$13,500	In progress	Green	Programming and delivery planning for one Regional Movies in Parks series event in Q3 is underway. The movie listing and screening location will be confirmed in Q2. Pre-entertainment will be sourced locally during Q2, for engagement and activation by the local community.	Planning for Movies in Parks is on track with pre-entertainment booked and event permits issued for the Manukau Sports Bowl screening on Saturday 8 February 2020. A public screening licence for "Aladdin" has been approved. Event specific marketing starts three weeks prior to each event.
282	Citizenship Ceremonies - Ōtara-Papatoetoe	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	CS: ACE: Events	ABS: Opex	\$13,994	In progress	Green	The Civic Events team delivered citizenship ceremonies on two separate occasions during Q1 with 316 new citizens from Ōtara-Papatoetoe local board area.	The Civic Events team delivered two citizenship ceremonies on two separate occasions during Q2 with 320 new citizens from Ōtara-Papatoetoe local board area.
283	Anzac Services - Ōtara-Papatoetoe	Supporting and/or delivering Anzac services and parades within the local board area.	CS: ACE: Events	LDI: Opex	\$26,750	Approved	Green	Scheduled for Q4, with planning to commence in Q2.	Event planning has started in Q2 for delivery in Q4.
284	Local Civic Events - Ōtara-Papatoetoe	Delivering and/or supporting civic events within the local board area and community volunteer awards (\$6,000). Note: the 2019/2020 budget figure shown for this activity includes the \$16,000 originally approved plus \$17,000 carried forward from 2018/2019.	CS: ACE: Events	LDI: Opex	\$33,000	In progress	Green	Meetings were held with the local board to confirm the list of civic events being delivered in 2019/2020. Six civic events will be held during the financial year: PACT Building opening, Ngati Ōtara Park- Sod turning, Ōtara Creek Esplanade Path blessing, Ōtara Creek Reserve opening, Tupu Youth Library opening and Ōtara Library & OMAC blessing. The Civic events team delivered one event during Q1: Sunnyside Domain playground opening, with 120 people in attendance.	The Ngati Ōtara sod turning and dawn blessing was held on 3 December 2019. Approximately 50 people attended the ceremony.
285	Event Partnership Fund - Eye on Nature	The annual Eye on Nature event delivers environmental educational activities for South Auckland schools. Funding recipient: Manukau Beautification Trust	CS: ACE: Events	LDI: Opex	\$10,000	In progress	Green	In Q1 it was determined that Eye On Nature will be delivered via an overall Service Agreement with the Manukau Beautification Trust and other contributing south local boards.	The Service Agreement for Eye on Nature is being processed for payment and is expected to be paid in Q3.
345	Community grants (OP)	Provision of grants to support local community groups and individuals. There are three types of grants available: 1. Local Grants - 2 rounds 2. Quick Response - 3 rounds 3. Pursuit of Excellence - open throughout the year	CS: ACE: Community Empowerment	LDI: Opex	\$360,000	In progress	Green	The Local and Multi-board Grant Round One 2019/2020 was completed in Q1. \$186,307 was allocated, and an allocation of \$9,248 towards the Excellence Awards in this quarter leaving a total of \$167,693.00 for the remaining grant rounds.	The Local Board Quick Response Grant One 2019/2020 was completed in Q2. An amount of \$19,793 was allocated, leaving a total of \$147,900 for the remaining grant rounds.
691	Operational Expenditure - Fresh Gallery Ōtara (Council Facility)	Operate Fresh Gallery Ōtara in an inclusive manner, curating exhibitions and related public programming; providing programmes of creative and cultural activities that reflect the cultural diversity of the local and regional community; and facilitating the display and sale of artwork to support both amateur and professional artists.	CS: ACE: Arts & Culture	ABS: Opex	\$125,518	In progress	Green	During Q1, Fresh Gallery delivered 4 programmes to a total of 1,699 attendees and participants. A highlight included Pusi Urale's exhibition "A Village in Ōtara".	A total of 6 programmes were delivered to 1073 attendees. Highlights included pop-up exhibitions collaborating with the Ōtara Leisure centre and the library, offering free art activities over the Christmas holiday and exhibiting artist Sokpart Pao drawing portraits for public. Fijian group Cakaudrove also performed during Fiji language week.

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694	Operational Grant - Sistema Aotearoa	Fund Sistema Aotearoa to provide a programme that encourages youth in South Auckland to participate in orchestral music activities including community pre-school music sessions, concert performances, in school musicianship lessons, and instrumental tuition afterschool and in school holidays.	CS: ACE: Arts & Culture	LDI: Opex	\$11,000	In progress	Green	During Q1, 16 programmes were delivered with 126 programme sessions, a total of 1,987 attendees and participants, and 13 performances. Highlights included a side by side performance with the APO at Vodafone Events Centre; the establishment of a Parent's Advisory Group; and young leaders planning and leading a 'Music Market' event in the Ōtara Town Centre.	During Q2, 16 programmes were delivered with 94 programme sessions with a combined total of 7,081 attendees and 11 performances. Highlights included performing for the Inauguration of Auckland Council at Auckland Town Hall, performing for the APPA Festival, our Hui Taurima at Vodafone Events Centre Arena with over 400 young performers, and young leaders performing at the Te Puke o Tara Life Soup Kitchen Christmas Dinner.
696	Operational Expenditure - Otara Music Arts Centre (Council Facility)	Operate Otara Music Arts Centre (OMAC), providing music lessons for children and adults, SoundHouse classes, Recording Studio programmes and music based events. Foster and grow partnerships with external industry programmes such as Sistema Aotearoa and music education providers.	CS: ACE: Arts & Culture	ABS: Opex	\$313,893	In progress	Green	During Q1, OMAC hosted the annual Stand Up Stand Out competition. There were a large numbers of entries, with 52 Schools registering for the competition including approximately 1200 students participating. The semi-finals were featured on Māori Television.	During Q2, 16 programmes were delivered with 94 programme sessions with a combined total of 7,081 attendees/participants and 11 performances. Highlights included performing for the Inauguration of Auckland Council at Auckland Town Hall, performing for the APPA Festival, our Hui Taurima at Vodafone Events Centre Arena with over 400 young performers, and young leaders performing at the Te Puke o Tara Life Soup Kitchen Christmas Dinner.
700	Operational Grant - Papatoetoe Historical Society	Fund the Papatoetoe Historical Society to provide essential museum services to the local and wider community through the provision of a museum and research facility, education outreach programme and six public or special events per year. Programmes will include a Community Learning Programme of guided tours, special events, schools and holidays programmes. The Society will present permanent displays and special focus exhibitions about the history of Papatoetoe, and provide access to its research materials and collections for students and individuals undertaking research.	CS: ACE: Arts & Culture	LDI: Opex	\$20,000	In progress	Green	During Q1, the Papatoetoe Historical Society delivered 26 programmes which included 49 programme sessions, to a total of 1,087 attendees and participants. Highlights included the opening of the Footwear exhibition which attended by 419 people in the first month, the school holiday programme held at the Manurewa Sikh Temple that was attended by 14 local youth, and the delivery of 9 heritage walks.	During Q2, 27 programmes were delivered to 867 attendees and participants. Highlights included visitors from English Language Partners and Papatoetoe West Schools and the Auckland Sikh Society celebration. Outreach included attending several community events, and the delivery of 14 heritage walks.
704	Business Plan Initiatives - Fresh Gallery Otara	Execute specific initiatives from the business plan actions to be delivered in 2019/2020.	CS: ACE: Arts & Culture	LDI: Opex	\$15,000	In progress	Amber	During Q1, the local board received the detailed designs for the Fresh Gallery signage project and requested staff gather community feedback before progressing with the project. Upon receiving the community feedback, the local board requested the project to be put on hold until the next available workshop in Q2 to discuss next steps.	The local board requested the project to be put on hold until the next available workshop in Q2 to discuss next steps. In Q2, three options were workshopped with the local board. The recommended approach to install a permanent structure to the roof of the Fresh Gallery to display two-dimensional vinyl-printed artworks was supported. The artist will create additional designs (incorporating the feedback from the community) alongside a digital designer and these will be presented to the local board in Q3.
1077	Access to Community Places - OP	Provide fair, easy and affordable access to a safe and welcoming venues in the Ōtara-Papatoetoe Local Board area. Council delivery: East Tamaki Community Hall Papatoetoe Town Hall Te Puke o Tara Community Centre Tui Room - Ōtara Town Centre. Community delivery: (supported by council through a contract for service/funding agreement) Clover Park Community House Friendship House.	CS: ACE: Community Places	ABS: Opex	\$0	In progress	Green	During Q1 participant numbers across council and community managed venues have increased by 61 per cent compared to the same period last year. Booking hours across council and community managed venues have also increased by 52 per cent compared to the same period last year. The reason for the increase in participant numbers and booking hours is due to the re-opening of Te Puke o Tara Community Centre. Satisfaction results show that 75 per cent of hirers would recommend the venues they have visited in this local board. The top two activity types are religious and meetings.	During Q2, participant numbers across council and community managed venues have increased by 25 per cent compared to the same period last year. Booking hours across council and community managed venues have increased by 14 per cent compared to the same period last year. The reason for the increase in participant numbers and booking hours is due to the re-opening of Te Puke o Tara Community Centre. Satisfaction results show that 80 per cent of hirers would recommend the venues they have visited in this local board. The top two activity types are religious and early childhood/school groups.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1078	Activation of Community Places - OP	Enable and co-ordinate a wide range of activities that cater to the diversity of the Ōtara-Papatoetoe local community. Council delivery; Te Puke o Tara Community Centre Community delivery; (supported by council through a contract for service/funding agreement) Clover Park Community House; three year term expires 30 June 2022 (\$66,084) Friendship House; one year term expires 30 June 2020 (\$97,429) Operational funding/management fee amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.	CS: ACE: Community Places	ABS: Opex	\$163,513	In progress	Green	Q1 activation highlights for Otara-Papatoetoe Community Centres and houses included: - The Community Builders NZ Trust, our new partner at Clover Park Community House, have quickly established themselves and are delivering community programmes such as AWHI health housing service, beginner Te Reo Classes, food bank services through the Pataka community pantry, and Māori arts and crafts workshops. They have also collaborated with Plunket and Tupu Library to provide free playgroups. - Te Puke o Tara Community Centre staff collaborated with their programme partners to celebrate Samoan and Cook Islands Language Weeks and International Day of the Older Persons. All events were well attended. The focus for Q2 will be collaborating with Life Church and Otara Pool and Leisure staff to plan and deliver a Christmas celebration and meals for over 1,000 local residents.	During Q2, an activation highlight is the collaboration with Life Church and Otara Pool and Leisure in which 1,000 meals were served at the Christmas celebration community dinner held on 17 December 2019. The focus for Q3 will be the Kahunanui event, which is a collaboration with Te Puke O Tara Community Centre, Otara Music Arts and Otara Pool.
1079	Programming in Community Places - OP	Develop and deliver programmes that respond to a need or gap in the Ōtara-Papatoetoe local community. Council delivery: Te Puke o Tara Community Centre (112,387) Community delivery: (supported by council through a contract for service/funding agreement) Friendship House (as per contract)	CS: ACE: Community Places	ABS: Opex	\$112,287	In progress	Green	During quarter one Otara-Papatoetoe Community Centres and houses developed and delivered a range of programmes with a number of partners. Programme highlights included the ELEI Samoa Siva Dance programme seeing an increase in enrolments with 190 young girls participating this term. Around 2,000 residents attended Fiafia night on 17 September 2019. Due to its growth, the ELEI Dance programme has now expanded to West Auckland at Te Atatu Peninsula Community Centre, with 100 girls enrolled for the first term, and over 700 residents attending Fiafia night on 19 September 2019. The Q2 focus for Te Puke o Tara Community Centre staff will be to support the ELEI Samoan Siva Dance Tutor to secure external funding to support its growth.	During Q2, Ōtara-Papatoetoe community centres and houses delivered a range of programmes with a number of partners. Programme highlights are the well attended International Men's Day event held on 19 November 2019 at Te Puke o Tara Community Centre. Approximately 100 attended, with positive feedback received. Christmas celebrations across the Otara-Papatoetoe communities have also been well attended. This included the LifeChurch Soup Kitchen in collaboration with Te Puke o Tara Community Centre staff. Christmas dinner was provided to over 1000 residents. The focus for Q3 will be on the continuation of last years successful Proud Centres programme, to celebrate and support Pride activities in February 2020 and the Aroha ki te Taonga Maori arts and crafts workshops.
1235	Increasing Community Voice - Clover Park Community House	Support building operational and organisational capacity and capability for new community centre operator, through: - Development and implementation of tools and guidelines for community centre management. - Development of organisations' web-based tools. - Support governance growth and stability. - Grow the organisations involvement/leadership in programming and place making	CS: ACE: Community Places	LDI: Opex	\$20,000	In progress	Green	Community Builders NZ Trust completed their organisational self-assessment during Q1. This assessment helped identify areas of strength and areas for development in their core functions to support them to become an increasingly effective organisation. Staff and the committee are reviewing the results and working together to develop a 12-month capacity and capability plan.	Staff and the committee continued to work together to develop the 12-month capacity and capability plan.
3318	Community Response Fund Otara-Papatoetoe	Discretionary fund to respond to community issues as they arise during the year	CS: ACE: Advisory	LDI: Opex	\$81,407	Approved	Green	No Allocations	No Allocations

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
ATEED									
1198	Young Enterprise Scheme (OP)	The Auckland Chamber of Commerce , on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. ATEED as the economic development agency is a strategic partner supporting the delivery of YES. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of the Young Enterprise Scheme Kick Start Days in February 2020. The Kick Start days are held in sub-regions (north, south, east, central/west) and are the first day students get to meet the Young Enterprise team, and find out about their 2020 year, what YES is all about, and what is in store for them.	ATEED: Local Economic Growth	LDI: Opex	\$3,000	In progress	Green	The Auckland Business Chamber is expected to draw down the funds allocated by the Local Board in Q2. This will enable them to deliver the YES Kick Start days in February 2020.	The Auckland Business Chamber is currently planning the YES Kick Start days to be held in February 2020. Payment of the funds allocated to support the Kick start days will be made in Q3.
1199	PopUp Business School South Auckland (OP)	The Pop Up Business School provides a free 10 day business school to provides education, support for local people interested in starting their own business. Examples elsewhere have had positive results in terms of the numbers of businesses established. By supporting local residents by providing entrepreneurial training the generation of local businesses will be increased and local employment opportunities provided.	ATEED: Local Economic Growth	LDI: Opex	\$7,500	In progress	Green	Venue and dates for the PopUp confirmed for November 25th to December 6th 2019 at Te Haa O Manukau and event listed on ATEED website and Eventbrite for registrations. Promotional video completed and various channels being used to drive registrations by community members.	Event successfully delivered in Q2 with around 50 attendees. A report of the event will be available in Q3.
1261	Business Sustainability Follow- Up Programme	The proposed Business Sustainability Follow-up Programme aims to encourage local businesses (2017/18 programme participants) working collaboratively together to become more sustainable, with events designed to allow businesses to share their sustainability goals and experiences , along with presentation from expert speakers on sustainability topics most relevant to businesses.This follow up programme will be provided if only a satisfactory evaluation result is achieved for the 2018/19 Business Sustainability Programme which will be available in May 2019This follow up programme will be provided if only a satisfactory evaluation result is achieved for the 2018/19 Business Sustainability Programme which will be available in May 2019	ATEED: Local Economic Growth	LDI: Opex	\$20,000	In progress	Green	Staff have been working with an environmental consultant to design a local business sustainability challenge. The proposal was sent to business associations for feedback.	The contract has been signed with the environmental consultant. The local business sustainability challenge will be launched on 5 March 2020.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1303	Little India Promotion	<p>Continue to promote Hunter's Corner as 'Little India', an authentic Indian shopping and dining destination.</p> <p>Promotion will focus on the area's Indian character with other strands woven in. The collective vision for Hunters Corner is built on three themes including:</p> <ul style="list-style-type: none"> Indian retail (clothing, jewellery, food) Places of worship (temples and churches) Historical heritage <p>The output will include</p> <ol style="list-style-type: none"> Continuation of current digital promotion programmes with more videos produced to showcase the three themes encourage local businesses and their customers to use mobile app and Facebook page Investigate the opportunity of erecting landmark signs (i.e. billboards/decorations) in Hunter's Corner to support three themes 	ATEED: Local Economic Growth	LDI: Opex	\$20,000	In progress	Green	A planning meeting was held on 26 September. A raft of promotion activities were discussed. The steering committee will approach a media specialist seeking a quote from the planned promotion activities.	Based on the quote received from the media specialist in November, the digital visitor's attraction programme was agreed including a social media campaign via its mobile apps, facebook and Instagram. The campaign
Community Facilities: Build Maintain Renew									
2030	Otara Creek Esplanade Path Network	<p>Renew pathways through Otara Creek Reserve. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2287).</p> <p>Additional Auckland Transport funding available to upgrade specific routes: External Funding \$480,000</p>	CF: Investigation and Design	ABS: Capex - Renewals;#External funding	\$236,405	In progress	Green	Current status: Consenting has been applied for. Detailed design and contract specifications completed for sections that connect Hill St, Cosmo Place and East Tamaki Drive to the new bridge. Next steps: Consenting must be approved before starting physical works.	Current status: Physical works have started for sections that connect Hill St, Cosmo Place and East Tamaki Drive to the new bridge. Next steps: Complete works before the bridge opening.
2032	Sunnyside Domain - renew play space	<p>Renew playground. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3208). Project previously was to reconfigure the car park but this work is not needed now. However, the play space does need renewal.</p>	CF: Project Delivery	ABS: Capex - Renewals	\$40,000	Completed	Green	Current status: Project completed in May 2019. Next steps: Close project.	Project completed May 2019
2060	(OLI) Ngati Otara Park - develop multi-purpose facility and park	<p>Develop a multi-purpose facility at Ngati Otara Park Stage 1 and the Marae - Stage 2. \$3,717,850 LTP development budget (2017/18-2019/20); \$500,000 renewal (2018/19); \$500,000 LDI CAPEX (2018/19). This project is a continuation of the 2017/2018 programme (previous SP18 ID 2270).- FY20 - \$1.1M Growth - FY21 - \$1,592,850 Growth- FY21 - \$1.5M (OLI) Approved - Resolution number FIN/2019/35- FY22 - \$1,800,000 Growth</p>	CF: Investigation and Design	ABS: Capex - Development;#ABS: Capex - Renewals;#LDI: Capex	\$1,100,000	In progress	Green	Current status: Developed designs for both the multi-purpose and marae facilities are complete. Resource consent has been granted for the multi-purpose facility and procurement for the physical works contractors is underway with tenders closing on 18/10/2019. Social procurement has been incorporated in the tender, supplier diversity is ensured with the condition that the tenderer shall provide their approach to deliver supplier diversity within their supply chain as part of this contract. Specifically, how they will ensure that at least 15% of their supply chain value is spent with Māori and Pasifika enterprises (registered with wen.org.nz) and/or social enterprises (certified by akina.org.nz). Demolition works are planned within sustainable initiatives by nomination of a specialist sub-contractor registered with HWEN. Next steps: Tender evaluation and physical works contract award for the multi-purpose building with proposed site works commencement date in early November 2019. The outcomes / conditions of the marae facilities resource consent application are pending and will form the basis of next steps when known.	Current status: Tender evaluation has been completed and an award letter forwarded to the preferred supplier. Next steps: Physical works on site.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
2071	Te Puke o Tara Sports Park - develop change rooms	Development of toilet and changing room facilities to meet the increased demand due to population growth in the area. FY18/19 investigate and design FY19/20 consenting and planning FY20/21 deliver physical works Risk Adjusted Programme (RAP) project	CF: Project Delivery	ABS: Capex - Growth	\$81,819	In progress	Green	Current status: This is a multi year project. The funding for the physical work is available in financial year 2019/2020. Consultation and investigation is complete. Next steps: Tender architectural services	Current status: This is a multi year project. The funding for the physical work is available in financial year 2019/2020. Consultation and investigation is complete. Tender for professional services is complete. Next steps: Award contract for architectural services
2085	Hayman Park - develop park - stage 1	Development of a destination park including playspace infrastructure, pathway network, toilet facility and kiosk to meet the increase demand due to population growth in the area. FY18/19 investigation and design FY19/20 concept, planning and commencing physical works FY20/21 complete physical works Risk Adjusted Programme (RAP) project	CF: Project Delivery	ABS: Capex - Growth; #LDI: Capex	\$328,509	Completed	Green	Current status: All work practically complete June 2019 and is open to the public. Next steps: Complete the remaining defects, and close the project as complete.	Project completed June 2019.
2086	Otara Creek Reserve - renew pedestrian bridge and path	Otara Creek Reserve South, pedestrian bridge renewals. Renewals funding is \$1,090,000 over 3 years, arts funding \$325,000 in 2018/19. This project is a continuation of the 2017/2018 programme (previous SP18 ID 3147). *Risk Adjusted Programme (RAP) project*	CF: Project Delivery	ABS: Capex - Renewals	\$821,422	In progress	Green	Current status: Pre start meeting concluded and site has been handed over. Tree consent applied. Next steps: Physical works commencement post tree consent approval.	Current status: Physical works in progress. Next steps: Complete project
2136	Hayman Park - renew assets	Renew rubbish bins, seats and signs. Removal of maze and salvage tiles where possible. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2280).	CF: Project Delivery	ABS: Capex - Renewals	\$0	Completed	Green	Current status: Project completed June 2019. Next steps: None.	Project completed June 2019.
2149	Allan Brewster Recreation Centre - comprehensive renewal	Comprehensive upgrade including kitchen, fitness area air-conditioning, fitness area changing room, full refit and paint throughout, lunch room, roof, stadium air-conditioning, stadium changing rooms, staff shower, storeroom roller door, committee rooms, offices, CCTV replacement and lift if needed. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2275).	CF: Project Delivery	ABS: Capex - Renewals	\$587,606	In progress	Green	Current status: All elements except the stadium Air Handling Unit have been completed and handed over. Next steps: Ensure the Stadium Air Handling Unit works.	Current status: Fire remediation work has been designed and consent has been lodged. Next steps: Procure and plan to award physical works contract.
2206	Otara Business Hub - replace roof stage 1	Stage 1 (of 2) - Isolated and temporary renewal of roofs 3, 4, and 6 of the Otara Business Hub. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2266). Project previously named Otara Citizens Advice Bureau - replace roof and is bundled with Otara Music and Arts Centre - investigate feasibility of canopy replacement & subsequent physical works.	CF: Project Delivery	ABS: Capex - Renewals	\$280,000	In progress	Green	Current status: Physical works underway. Work currently focused on Library roof and skylights. Stage 2 pricing received from physical works contractor. Next steps: Procure stage 2 physical works.	Current status: Stage 1 already in progress as the roof replacement for stage 2 is now underway. Next steps: Completion of physical works for both stages 1 and 2.
2207	Otara-Papatoetoe - renew car parks and roading FY18+	Renewal of car parks and roading in Kohuora Park, Ngati Otara Park, Osterley Way 9 Grounds, Papatoetoe Recreation Grounds, Robert White Park, Murdoch Park. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2291). *Risk Adjusted Programme (RAP) project*	CF: Project Delivery	ABS: Capex - Renewals	\$174,247	In progress	Green	Current status: Detailed designs underway. Next steps: Tender	Current status: Detailed designs underway and expected to be completed in December 2019. Next steps: Undertake a planning assessment and then prepare tender documentation.
2208	Otara-Papatoetoe - renew park public amenities FY18+	Condition 4 and 5 toilets. Priority sites identified as: Omana Park, Kohorua Park, 21 Wallace Road and Mayfield Park. (previously included James Watson Park - removed as renewal not needed). Alternative priority sites may be nominated by the board. Wallace Rd has been nominated by LB as a priority site. Mayfield Park seen as LB priority (include as investigation). FY 18/19 - scoping for future years physical works. FY19/20/21 - consenting (if required) and plan delivery of physical works. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2292).	CF: Project Delivery	ABS: Capex - Renewals	\$161,318	In progress	Green	Current status: Contractor has commenced work on site. Next steps: Monitor project to completion.	Current status: Contractor has commenced work on site. Next steps: Monitor project to completion.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
2210	Otara-Papatoetoe - renew park access FY18+	Renewal of condition 4 and 5 carparks, paths, and wheel stops. Priority sites identified as: Sandbrook Reserve, Stadium Reserve, Wiri Stream, Kimpton Park and Omana Park. FY 18/19 - scoping for future years physical works. FY19/20 - plan delivery of physical works. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2294).	CF: Project Delivery	ABS: Capex - Renewals	\$118,892	In progress	Green	Current status: Business case approval obtained. Next steps: Tender works and award physical works for 2019/2020 financial year.	Current status: Works awarded to contractor and construction expected to commence in January 2020 Next steps: Monitor works through to completion
2215	Papatoetoe Centennial Pools - renew various major components throughout centre	Renew outdoor plant room roof; repaint indoor pool area, public changing rooms, reception, spa area; replace concourse; reception carpet offices; replace poolside doors; retiling family changing room and spa pool; and replace fencing. This project is a continuation of the 2017/18 programme (previous SP18 ID 2277). Board interested in increasing level of service.	CF: Project Delivery	ABS: Capex - Renewals	\$673,338	Completed	Green	Current status: Physical works contract in progress, handover planned for 25th October 2019. Next steps: Handover.	Project completed.
2236	Tupu Youth Library - replace roof	Full reroof due to continuing leaks. The comprehensive renewal scheduled for FY20 has been bought forward on the basis of the roof renewal. Upon investigation the roof has leaked into the ceiling and the internal structural walls. This facility will require shutdown while works are underway, therefore we want to conduct physical works in their entirety throughout FY19. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2274). Risk Adjusted Programme (RAP)	CF: Project Delivery	ABS: Capex - Renewals	\$716,798	In progress	Green	Current status: Physical works. Next steps: Complete physical works.	Current status: Physical works practical completion Next steps: Defects liability period
2353	Otara Town Centre - renew fish canopy	This asset poses a health and safety risk in its current condition. The rating has escalated to a 4 to 5. Investigation is in progress to address the structure and options will be presented to the local board for their consideration.	CF: Project Delivery	ABS: Capex - Renewals	\$374,280	In progress	Green	Current status: Tender underway. Next steps: Physical works	Current status: Tender package underway. Next steps: Place a contract with a contractor
2368	Aorere Park - renew amenity buildings	Renew toilet block and changing rooms	CF: Project Delivery	ABS: Capex - Renewals	\$26,406	In progress	Green	Current status: the preliminary design is completed. Further investigation is required for the full replacement option. Next steps: Engaging a contractor to proceed with the detailed design.	Current status: The preliminary design is completed with options. Next steps: Seek local board feedback on the preferred design.
2404	Fresh Art Gallery - renew roof, gutters and internal fit-out	Roof and gutter replacement. Internal refit to support	CF: Project Delivery	ABS: Capex - Renewals	\$272,850	In progress	Green	Project being combined with 18208 Otara Music Arts Centre - renew co-located entrance and reception area Current Status: Proposed physical works currently in consent process. Next steps: Procure physical works	Current Status: This project has been merged with: (SP ID: 3685) Otara Music Arts Centre - renew co-located entrance and reception area. Proposed physical works currently in consent phase. Next steps: Procure, plan and award physical works contract.
2468	Otara Library - comprehensive renewal	Comprehensive building refit including exterior repaint including furniture, fitting and equipment. 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, year 2+ - physical works.	CF: Project Delivery	ABS: Capex - Renewals	\$138,785	In progress	Green	Current Status: Awaiting final approval from stakeholders for detailed design. Next steps: Procure physical works	Current status: Awaiting final approval from stakeholders for detailed design. Next steps: Procure physical works.
2469	Otara Pool and Leisure Centre - renew roof	Refurbish/replace roof where required. Lobby and sports hall roof refurbishment including flashings and minor weather proofing tightness applicable where required. FY 18/19 - investigation, scoping and physical works, FY 19/20 - consenting (if required) and deliver physical works.	CF: Project Delivery	ABS: Capex - Renewals	\$241,286	In progress	Green	Current status: Tender Next steps: Physical works	Current status: The project remains in the tender stage. Next steps: Physical works for the Te Puke roof edge gutter lining replacement

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
2470	Otara-Papatoetoe - investigate options for sports lighting and sportfield upgrades	Increase sports playing capacity by 48 hours to meet the demand due to growth in the area and provision requirements to support the sports network in the area. Identified sites for development are Papatoetoe Recreation Grounds, Rongomai Park, East Tamaki Reserve and Ngati Otara Park as agreed by the local board. FY18/19 investigate and confirm sites for delivery FY19/20 consent and plan physical works FY20/21 deliver physical works Risk Adjusted Programme (RAP) project	CF: Investigation and Design	ABS: Capex - Growth	\$78,012	In progress	Green	Current status: Professional services scope has been awarded to our consultants for Papatoetoe Rec and Rongomai Park. Next steps: Start concept design work	Current status: Concept plans and cost estimates have been completed for Rongomai Park and Papatoetoe Rec. Next steps: Update local board at next available workshop and seek resolution on which park to upgrade.
2471	Otara-Papatoetoe - renew courts 2018/19	Renew courts: Dissmeyer Park Note: Sandbrook Reserve will be delivered under a new project line in FY19/20. Removed Cooper-Whitley No:2 and Sunnyside, the courts have been implemented within the concept plans. *Risk Adjusted Programme (RAP) project*	CF: Project Delivery	ABS: Capex - Renewals	\$32,000	In progress	Green	Current status: Dissmeyer court physical works pricing received from specialist contractor. Next steps: Commence physical works	Current status: The quote for the renewal of the Dissmeyer Park court renewal is currently being assessed by a quantity surveyor. Next steps: Commence physical works.
2476	Papatoetoe Town Hall - renew facility	Renew condition 4 and 5 assets including repainting the dining area and renewing the airflow system. FY18/19 - investigation (including options for sites that would benefit from an increase level of service to propose to the local board), scoping and physical works, FY 19/20/21 - consenting and plan delivery of physical works. *Risk Adjusted Programme (RAP) project*	CF: Project Delivery	ABS: Capex - Renewals	\$86,565	In progress	Green	Current status: Consultant undertaking scoping, recommendations and design work. Next steps: Complete business case obtain estimates and tender physical works	Current status: Consultation on preliminary designs is underway Next steps: Complete business case, obtain estimates and tender physical works.
2589	Cambria House - renew homestead heritage chimney	Historic chimney currently sitting in the carpark area. Requiring safer placement to ensure that the heritage aspects of the asset are protected.	CF: Investigation and Design	ABS: Capex - Renewals	\$15,000	In progress	Green	Current status: Finalise project scope and costing. Next steps: Issue a contract for this project.	Current status: Finalise project scope and costing. Next steps: Issue a contract for this project.
2592	Aerovista Park - renew walkway	Metal track renewal	CF: Investigation and Design	ABS: Capex - Renewals	\$15,000	Approved	Green	Current status: Finalise project scope and costing. Next steps: Issue a contract for this project.	Current status: Finalise project scope and costing. Next steps: Issue a contract for this project.
2593	Aerovista Park - replace old railway bridge	Replacement of old railway bridge	CF: Investigation and Design	ABS: Capex - Renewals	\$20,000	Approved	Green	Current status: Finalise project scope and costing. Next steps: Issue a contract for this project	Current status: Finalise project scope and costing. Next steps: Issue a contract for this project.
2735	Otara Business Hub - replace roof stage 2	Remediate and/or replace roofs 1, 2, 5, and 7 of the Otara Business Hub	CF: Investigation and Design	ABS: Capex - Renewals	\$0	Approved in principle	Green	Project will be scoped and completed in future years.	Project will be scoped and completed in future years.
2747	Otara Pool and Leisure Centre - comprehensive renewal	Renew all condition 4 and 5 assets in the facility. 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, year 2+ - physical works.	CF: Investigation and Design	ABS: Capex - Renewals	\$30,000	Approved	Green	Current Status: Investigation and condition assessment of all 4 and 5 assets has commenced by the Asset Management Intelligence Support Team. Next Steps: Year one FY20 - Completion of level 4 and 5 assets condition assessment due by the end of October 2019. Further investigation of condition assessment will occur during the upcoming pool shutdown in October 2019, (including options for sites that would benefit from an increase level of service to propose to the local board), scoping and physical works, year 2 2021	Current status: The project manager is currently reviewing the asset assessment reports. Next steps: Year one financial year 2020 - the asset assessment report and annual shutdown reports will be provided to the contractor to undertake site visits in February 2020.
2762	Otara-Papatoetoe - renew park furniture FY20+	Renewal of park furniture at Antrim Crescent Esplanade Reserve, Clover Park Community House, Fergusson Oaks Reserve, Kimpton Park, Middlemore Park, Papatoetoe Recreation Grounds, Robert White Park, Wyllie Park, Hillside Park, (renew seats) at Bairds Road Otara Town Centre.	CF: Investigation and Design	ABS: Capex - Renewals	\$10,000	In progress	Green	Current status: Investigation and scoping phase. Next steps: Engaging a contractor to proceed with the physical works.	Current status: Investigation and scoping phase is completed. Next steps: Engaging a contractor to proceed with the physical works.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
2863	Manukau and South Research Centre Library - furniture, fittings and equipment renewal	Comprehensive building refit including furniture, fittings and equipment. FY 19/20 investigation and scoping FY 20/21 Detailed design FY 21/22 physical works Estimated completion date yet to be established *Risk Adjusted Programme (RAP) project*	CF: Investigation and Design	ABS: Capex - Renewals	\$10,000	In progress	Green	Current status: This record has been cancelled as it's a duplicate. Please refer to Sentient #18236 Otara-Papatoetoe - renew libraries furniture, fittings and equipment for an update.	Current status: Preliminary design and estimate complete, more consultation underway. Next steps: Detailed design
2889	Whitley Ave No: 2 - delivery of recommendations identified in the concept plan	As per the Parks, Sports and Recreations strategic assessment completed in FY18/19 and In conjunction with the renewals team, implement the works approved in the concept plan for the park.FY 18/19 - Details with actions to be provided to the local board before end of the calendar year.	CF: Investigation and Design	LDI: Capex	\$200,000	Approved	Green	Current status: Staff are waiting for the community group leaders to confirm a time to meet and present the results from the consultation, including a draft design before returning to the local board. Next steps: Meet with the community leaders and return to the local board workshop for further direction.	Current status: A concept plan is currently being prepared for the park development. Next steps: Finalise draft design, apply costs and return to the local board workshop for further direction in the new year.
2890	Whitley No:2 Reserve (Coopers) - Renew court(s) and playgrounds	Renew court(s) at Whitley Reserve, also investigate informal volleyball court on site.	CF: Investigation and Design	ABS: Capex - Renewals	\$30,000	Approved	Green	Current status: Staff are waiting for the community group leaders to confirm a time to meet and present the results from the consultation, including a draft design before returning to the local board. Next steps: Meet with the community leaders and return to the local board workshop for further direction.	Current status: A concept plan is currently being prepared for the park development. Staff met with a community leader on 24 October to present the results from the consultation and review draft design. Next steps: Finalise draft design and costs and return to the local board workshop for further direction in the new year.
2891	Otara Town Centre - replace wooden bench seats outside TAB building	Replace the 3 wooden bench seats under the trees outside the TAB at the Otara Town Centre. Note* This project is being brought forward as part of the risk adjusted programme as it's deemed health and safety.	CF: Investigation and Design	ABS: Capex - Renewals	\$30,000	Completed	Green	Current status: Contractor has completed work on site. Next steps: Close project	Project completed.
2892	Te Puke O Tara Community Centre - roof renewal	Renew and remediate roof repairs (repair if required) including flashings, valley gutters and glazed glass panels to meet code compliance standards. FY 19/20 - Investigation, design with scoping and plan to deliver physical works. FY 20/21 - Consenting (if required) and delivery of physical works.	CF: Investigation and Design	ABS: Capex - Renewals	\$0	In progress	Green	Project will be scoped and completed in future years.	Current status: The project is currently being scoped. Next steps: Preliminary designs
2932	Cambria House (Park Homestead) - Investigate building criticality	Renewal of possible failing structures with possible seismic and asbestos likely, local board to be updated with criticality assessment to follow. FY 19/20 investigate building criticality and scope work required. FY 20/21 plan and deliver the physical works. Estimated completion date to be confirmed.	CF: Investigation and Design	ABS: Capex - Renewals	\$20,000	In progress	Green	Current status: Scoping project.Next steps: budget estimate.	Current status: Scoping project and assessing criticality of the buildingNext steps: Budget estimate.
2933	Otara-Papatoetoe - Renew courts Sandbrook Reserve	Renew courts at Sandbrook Reserve.	CF: Investigation and Design	ABS: Capex - Renewals	\$0	Approved in principle	Green	Project will be scoped and completed in future years.	Project will be scoped and completed in future years.
2934	Tupu Youth Library - Internal Renewal	Internal renewal of the library.Risk Adjusted Programme (RAP).	CF: Investigation and Design	ABS: Capex - Renewals	\$25,000	Completed	Green	Current status: Scope investigation work. Next steps: Drawings and tender to current contractor delivering roofing project.	Project completed.
2936	The Chambers - Renewals	Reroofing for weather tightening and inline with Seismic strengthening, to include Panuku development plans	CF: Investigation and Design	ABS: Capex - Renewals	\$0	Approved in principle	Green	Project will be scoped and completed in future years.	Project will be scoped and completed in future years.
2939	Sunnyside Domain - shade sail to play space	Investigate options and install sun-shade sails	CF: Investigation and Design	LDI: Capex	\$30,000	Approved	Green	Current status: Strategic assessment. Next steps: investigate to confirm the scope and report back to the local board.	Current status: This project is in the early strategic assessment stage. Next steps: Investigate to confirm the scope and report back to the local board.
3056	Otara-Papatoetoe - Auckland Urban Forest (Ngahere) Strategy 2019-2020 Planting Plan	Delivering the Planting Plan identified in the Growing phase of the local board specific implementation of Auckland's Ngahere Strategy. This CAPEX aligns to Parks Services OPEX line #452	CF: Investigation and Design	LDI: Capex	\$25,000	Approved	Green	Current status: Finalise project scope and costing. Next steps: Issue a contract for this project	Current status: Council's urban forest advisor finalising the draft growing programme for approval Next steps: On approval of the growing programme order the trees for planting.
3057	Ferguson Oaks Reserve - maintain Christmas lights	Maintenance of Christmas lights	CF: Project Delivery	LDI: Opex	\$2,000	In progress	Green	Current status: Finalise scope and costing. Next steps: Issue a contract for this project	Current status: Contractor has commenced work on site. Next steps: Monitor project to completion

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
3058	Papatoetoe RSA (22 Wallace Road) - maintain Christmas lights	Maintenance of Christmas lights	CF: Project Delivery	LDI: Opex	\$2,000	In progress	Green	Current status: Finalise scope and costing. Next steps: Issue a contract for this project	Current status: Contractor has commenced work on site Next steps: Monitor project to completion
3064	The Chambers - internal refurbishment	Replace the carpet upstairs and lights throughout the whole building, refurbish kitchen and toilet and make the building habitable and sustainable for tenants to occupy. We need to ensure that the property is warm, dry and sanitary.	CF: Project Delivery	ABS: Capex - Renewals	\$200,000	In progress	Green	Current status: Finalise project scope and costing. Next steps: Issue a contract for this project	Current status: Finalised project scope and costing. Next steps: Issue a contract for this project and commence work on site
3065	Otara Town Centre - install LED Christmas lights	Investigate and install LED Christmas lights	CF: Project Delivery	LDI: Capex	\$40,000	Approved	Green	Current status: Strategic assessment phase. Next steps: Confirm scope and investigate	Current status: This project remains in the early strategic assessment phase. Next steps: Confirm scope and investigate.
3066	Kohuora Park - renew toilet and changing rooms	Renewal of park toilet and changing rooms FY 20/21 investigate, design and scope the works required. FY 21/22 plan and deliver the physical works. Estimated completion date to be confirmed.	CF: Project Delivery	ABS: Capex - Renewals	\$0	In progress	Green	Project will be scoped and completed in future years.	Current status: Tendering for Professional Service Next steps: Confirm the scope of the project.
3155	Otara-Papatoetoe Full Facilities maintenance contracts	The Full Facilities maintenance contracts include all buildings, parks and open space assets, sports fields, coastal management and storm damage.	CF: Operations	ABS: Opex	\$4,410,896	In progress	Green	The start of 2019/20 financial year presented a relatively good start to the first quarter for City Care in the RIMA local boards areas. The turf mowing in both open and built spaces has been challenging, due to wet and soft ground preventing access to some of the parks and sportsfields. Despite the wet conditions however City Care have managed to maintain a high mowing frequency during the period. Some sites were exempted from mowing to avoid causing damage to the grounds but the contractor has agreed to ensure to maintain reserve frontages, boundaries, tree clearance and edging. The results were reflected in the audit as well as lower number of customer complaints received during the quarter. The streetscape clean contract started off well at the beginning of the quarter, berm mowing and litter and town centre cleaning in the Otara-Papatoetoe Local Board area. However there is still some improvement required moving forward. Council staff and City Care are working together to address some of the neglected berm mowing and having these included in the scheduled berm mowing. Discussions with City Care in relation to especially the building wash, with the recent water restrictions in winter, is to focus on scheduling these building washes in the upcoming summer. The primary focus for the contractor moving into summer is ensuring all assets are ready for summer and are fit for purpose and maintenance frequencies are adequate to meet expected demand.	City Care have continued to improve throughout the quarter across all of the southern local board areas. In particular we have seen improvement in turf mowing and most open space services compared to the same period last year. To meet the demands of high growth during spring, City Care bolstered resources, improved their frequencies and sought out efficiencies in the scheduling and order of site visits. As a result there have been very few complaints received for this very important service. The second quarter has also seen our contractor shift into a 'cluster' management way of working where a site's services are no longer scheduled separately, but rather, all elements are visited concurrently by each relevant team e.g. hardsurfaces, mowing, gardens, etc. This change aims to improve efficiency and ensure that the site is maintained holistically. In November, Council received the annual playground inspection report generated by our contractor. The findings from this report will help ensure that our playground assets remain safe and fit for purpose as they inform the renewal programme and generate a large number of smaller maintenance tasks that can be actioned through operational budgets. City Care have also provided a condition report on plant and mulch densities in all amenity garden assets right across the contract area including both street and reserve plantings. Staff will be working with City Care to prioritise sites and allocate budgets to action infill planting during the 2020 planting season.
3156	Otara-Papatoetoe Arboriculture Contracts	The Arboriculture maintenance contracts include tree management and maintenance.	CF: Operations	ABS: Opex	\$415,126	In progress	Green	The first quarter was focused on reduction of the requests for service. This was balanced against addressing deferred requests 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 dependent. The scheduled works programme was delayed as a consequence of the large amount of requests, but is now on track. Replacement planting of trees removed throughout the year has been completed during the quarter.	In the second quarter the backlog of request for service was successfully reduced to a more manageable level. The drier weather has allowed the work that had been deferred due to wet ground conditions to commence during November. The drier conditions also allowed the annual park programme work to start in December. This includes aftercare and watering of recently planted trees.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
3157	Otara-Papatoetoe Ecological Restoration Contracts	The Ecological Restoration maintenance contracts include pest plant and animal pest management within ecologically significant parks and reserves.	CF: Operations	ABS: Opex	\$123,515	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. 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.	The majority of the first stage of pest plant visits are now complete and pest animal control visits have been increased throughout the high value reserves. Aftercare maintenance visits of newly planted areas within reserves was carried out during November.
3207	Papatoetoe Adolescent Christian Trust (PACT) Building (ex St Johns Hall) - roof renewal	Replace roof A and roof B and the internal gutter in the entirety as the roof pitch is not in compliant to building code.	CF: Project Delivery	ABS: Capex - Renewals	\$13,657	Approved	Green	Current status: Finalise project scope and costing. Next steps: Issue a contract for this project	Current status: Finalise project scope and costing. Next steps: Issue a contract for this project.
3211	Otara-Papatoetoe - LDI minor capex fund FY20	Funding to deliver minor capex projects throughout the financial year as identified FY19/20 - \$100,000 proposed	CF: Project Delivery	LDI: Capex	\$100,000	Approved	Green	Current status: As this is the beginning of the financial year, no projects have been identified to progress from this line of funding. Next status: Receive direction the local board.	Current status: No projects have been identified to progress from this line of funding. Next status: Receive direction from the local board in the new year
3272	Otara-Papatoetoe - install CCTV cameras	Install CCTV cameras within the Otara-Papatoetoe area. Year one - investigation in collaboration with the council security team and Community Empowerment, scoping and physical works. Possible sites include Rongomai and East Tamaki.	CF: Project Delivery	ABS: Capex - Development	\$15,000	Approved	Green	Current status: Close circuit televisions be installed at the various sites is being investigated in collaboration with the Council security team and Community/Corporate facilities. Next steps: Finalise the close circuit television sites, scope of work and complete the project.	Current status: Close circuit televisions to be installed at the various sites is being investigated with outside consultants in collaboration with the Council security team and Community/Corporate facilities. Next steps: Waiting feedback from the external consultant on the close circuit television sites and scope of work to complete the project.
3531	Otara-Papatoetoe - renew libraries furniture, fittings and equipment	This project will occur at the Manukau Library and Papatoetoe Library. This design of the project will occur in 2017/2018 and installation of the furniture, fittings and equipment in 2018/2019. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2273).	CF: Project Delivery	ABS: Capex - Renewals	\$176,800	In progress	Green	Current status: Tender for Manukau Library. Next steps: Start Physical Works Manukau Library.	Current status: Tender review underway for the Manukau Library, Research Library Preliminary design consultation underway Next steps: Start physical works at the Manukau library.
3532	PACT Building (ex St Johns Hall) - refurbish facility	Full building refurbishment. Occupier: Papatoetoe Adolescent Christian Trust.	CF: Investigation and Design	ABS: Capex - Renewals	\$32,878	Completed	Green	Current status: Project complete Next steps: Defects period	Project completed.
3564	Puhinui Reserve - renew tracks & crossings	Metal track & structure renewal.	CF: Investigation and Design	ABS: Capex - Renewals	\$22,937	Completed	Green	Current status: Contractor has completed work on site. Next steps: Close project.	Project completed.
3594	Charntay Park - Teaching garden expansion	Charntay Park - construct a 1.8M high security fence surrounding the new garden area.	CF: Project Delivery	LDI: Capex	\$15,700	Completed	Green	Current status: Project and handover complete. Project closed.	Project completed.
3638	Rongomai Walkway	Completion of the pathway through Rongomai Park connecting to Te Irirangi Drive, East Tamaki (2m wide concrete path approximately 200m long). This project was carried over from FY2017/2018, previous SP ID 3550	CF: Investigation and Design	ABS: Capex	\$241,250	In progress	Green	Current status: The resource consent application for tree removal and boardwalk in overland flow path was lodged on 17 September 2019. Next steps : Working drawings and tender documentation to be completed.	Current status: Tender documentation has been complete Next steps: A project manager will be assigned to progress the project.
3639	Otara Hub Canopy	Install a canopy for the area between Otara Music and Arts Centre and Fresh Gallery Otara with the preferred option of the signature canopy.	CF: Investigation and Design	External funding	\$188,360	In progress	Green	The local board has confirmed the preferred concept design and the additional funding required to complete this design. Next : Engage consultants to complete the detailed design documentation for building consent.	Current status: The architects have been engaged to complete the detailed design documentation for building consent. Next: Establish work program with the architects. Engage the artist.
3664	Hayman Park - renew skate park	Hayman Park Skate Park renewal. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2281).	CF: Project Delivery	ABS: Capex - Renewals	\$0	Completed	Green	Current status: Project completed June 2019. Next steps: None.	Project completed June 2019.
3684	OMAC - investigate feasibility of canopy replacement and subsequent physical works	Redesign and replace canopy if needed. This project was carried over from FY2017/2018, previous SP ID 2268	CF: Investigation and Design	ABS: Capex - Renewals;#External funding	\$0	In progress	Green	Current status: Project being combined with the following projects to create single tender package for physical works. Rates completed for physical works and tender package being compiled. Otara Music Arts Centre - renew co-located entrance and reception area. Otara Library - comprehensive renewal. Fresh Art Gallery - renew roof, gutters and internal fit-out. Next steps: Assess tender responses and plan physical works.	Current status: Project being combined with the following projects to create single tender package for physical works. Rates completed for physical works and tender package being compiled. (SP ID: 3685) Otara Music Arts Centre - renew co-located entrance and reception area. (SP ID: 2468) Otara Library - comprehensive renewal. (SP ID: 2404) Fresh Art Gallery - renew roof, gutters and internal fit-out. Next steps: Assess tender responses and plan physical works.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
3685	Ōtara Music Arts Centre - renew co-located entrance and reception area	Renew co-located entrance and reception area. Include lighting to brighten entrance and reception. This project is a continuation of the 2017/2018 programme (previous SP18 ID 2269).	CF: Investigation and Design	ABS: Capex - Renewals	\$26,896	In progress	Green	Current status: Project being combined with 20477 Fresh Art Gallery - renew roof, gutter and internal fit-out . Proposed physical works currently in consent process. Next steps: Procure physical works.	Current status: Project being combined with 20477 Fresh Art Gallery - renew roof, gutter and internal fit-out . Proposed physical works currently in consent process. Next steps: Procure physical works.
3686	Ōtara Business Hub - investigate options for installing lighting	Investigate options and CPTED concerns for installing lighting (solar preferred) in the courtyard outside OMAC and Ōtara Library. Further costs may be incurred dependent on lighting design chosen	CF: Investigation and Design	LDI: Capex	\$854	In progress	Green	Current status: Lighting options and pricing received. Next steps: Furnish stakeholders with available options and await decision	Current status: Drafting the memo of lighting options with available pricing for consultation. Next steps: Advise the stakeholders with available options for final decision making.
3804	Colin Dale Park Development - undertake landowner's works (Stage 2)	To undertake landowner's works. Scope to be further defined.	CF: Project Delivery	ABS: Capex - Renewals	\$500,000	In progress	Green	Current status: Car park works bays 3-5 and 11 tender document preparation underway. Kartsport preliminary design and scoping underway. Next steps: Complete physical works car park bays 3-5 and 11 lodge resource consent for Kartsport area.	Current status: Construction started on car park works on bays three-five and 11 is underway. Kartsport preliminary design and scoping underway. Bore drilling planned for December 2019. Next steps: Complete physical works car park bays three, five and 11 and lodge resource consent for the Kartsport area.
3830	Papatoetoe Centennial Pools and Leisure Centre – reline outdoor pool, upgrade the CCTV surveillance system and install automatic access gate	Reline the 50m outdoor pool lanes, upgrade the closed-circuit television (CCTV) equipment, thus ensuring the levels of safety and security that Papatoetoe Centennial Pools and Leisure Centre requires and install automatic access gate. Physical works commenced in FY19/20 to address urgent health and safety concerns. FY19/20 - investigate and design, complete concept design and physical works Risk Adjusted Programme (RAP)	CF: Operations	ABS: Capex - Renewals	\$0	Approved	Green	0	Current status: Outdoor pool relining completed December 2019. Assessment of closed circuit television (CCTV) and automatic staff entry security staff entry security gate to be scheduled January 2020. Next steps: After completion of the CCTV and automatic staff entry gate assessments, the contractor will submit quotes.
Community Services: Service Strategy and Integration									
1227	Investigate community need and demand in Papatoetoe recognising current provision and anticipated growth.	Undertaking community needs assessment and investigating options for provision of services in Papaptoetoe.	CS: Service Strategy and Integration	Regional	\$0	In progress	Green	Preparation of current state analysis report. Planned for Q2: LB workshop to introduce project scope, process/timeframes and engagement approach. Complete current state analysis and procure consultant.	Confirmation of alignment with Unlock Papatoetoe to inform proposed scope that will be workshopped with the local board in February. Procurement approach will follow the workshop. Planned for Q3: LB workshop to introduce project scope, timeframes and engagement approach which was delayed from Q2 while alignment and scope was confirmed.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
Infrastructure and Environmental Services									
466	Building Sustainable Communities - EnviroSchools year two	<p>To generate momentum for a sustainable future in Ōtara-Papatoetoe, year two of this project will build on the foundations established in year one. With scope to respond to any new developments and relationships, the work programme will follow an expanded but similar structure to the previous year.</p> <p>The work programme for the 2019/2020 includes:</p> <ul style="list-style-type: none"> • developing buddy relationships between new and established EnviroSchools • commencing the first enviroSchools teacher aide training cohort • contract a sustainable community coordinator with an increased focus on supporting and coordinating relationships • mentoring of new EnviroSchools by strong EnviroSchools • delivery of two action days and a mini showcase • delivery of seven workshops • mana whenua engagement and community reference group. <p>Note: the 2019/2020 budget figure shown for this activity includes the \$41,000 originally approved plus \$8,000 carried forward from 2018/2019.</p>	I&ES: Environmental Services	LDI: Opex	\$49,000	In progress	Green	<p>The Kairāanga/Sustainable Community Coordinator is continuing to build relationships with community interests such as Lions Club and Rotary. A new gardening project is underway based at Ōtara Library using raised bed garden structures provided by Healthy Families Manukau and Fergusson Intermediate students will be responsible for growing the gardens once they are established. Papatoetoe Intermediate has been enlisted as a new EnviroSchool to be supported as a Hoa Pūmau/buddy by Papatoetoe East School, as both schools are in the same Kāhui Ako (Community of Learning). The EnviroSchools Teacher Aide Training programme is set to begin in Ōtara-Papatoetoe with two trainees approved to join the 2020 cohort.</p>	<p>Benefits aligned particularly with local community priorities are emerging from Sustainable Community Coordinator connections. Events like Sikh Guru Nanak 550th Celebrations are raising awareness of sustainability needs and local amenities such as the Papatoetoe Historical Society, Library, and Food Hub. In Ōtara, the Church of Latter-day Saints has offered Fergusson Intermediate School a garden plot to use as an outdoor classroom. Ope has supported the Auckland Teaching Gardens to connect with schools, whilst keeping strong connections with the Papatoetoe Food Hub. Ope principals reflected on progress in 2019 and discussed future collaboration at a breakfast hui, followed by a community tour of four local EnviroSchools. Additional funding from Toimata Foundation will enable more schools to participate in the Smart-testing of Local Air and Waterway Quality 2020 pilot. The intention is that this initiative be directed by mana whenua subject to their availability. In 2020, Aorere College are due to be buddied by De La Salle College. This is a significant development that will enable Pacific youth interests, such as For Tha Culture based at Aorere to take climate action in their school life.</p>
488	Neat Streets Papatoetoe	<p>This project will deliver three Neat Street events in the Papatoetoe area. Neat Streets aims to reduce the occurrence of illegal dumping and littering impacting waterways by connecting people with local creeks, and increasing knowledge about responsible waste management.</p>	I&ES: Waste Solutions	LDI: Opex	\$40,000	In progress	Green	<p>The Neat Streets programme in the Ōtara-Papatoetoe Local Board area is being co-ordinated by Healthy Waters who have contracted the Neat Streets Team to deliver events across the local board area. Sites for Neat Street programmes in Ōtara-Papatoetoe have been identified based on recommendations from Housing New Zealand, known illegal dumping hotspots and proximity to suitable sites. The sites confirmed for the three Ōtara-Papatoetoe events are:- Laxon Avenue, Wymondley Road on 2 November 2019- Pah Road on 8 February 2020- Station Road on 4 April 2020</p>	<p>A Neat Streets event was held on 16 November 2019 in Laxon Avenue, Larsen Street and Wymondley Road in Ōtara. A total of 111 homes were invited to the event with 51 households attending. Over 30 volunteers assisted residents to move their waste including 17 Elders and Sisters from the Church of Jesus Christ Latter Day Saints, 10 Māori wardens, and volunteers from Kāinga Ora. Approximately 14,260 kilograms of landfill waste was collected, filling 131 cubic metres of skip space, and two trailer loads of metal were collected by local metal collectors. Around 1,350 kilograms of e-waste was collected by Abilities Trust for recycling and six bikes were repaired. Another event was held on 7 December 2019 in Cobham Crescent in Ōtara, with 76 households attending. 11.2 tonnes of landfill waste was collected - filling 104 cubic metres of skip space. Five trailer loads of metal were collected, as well as 820 kilograms of e-waste. Time to Thrive Charitable Trust repaired 15 bikes, and South Auckland Mower Repairs repaired five mowers and six weed eaters. The next Neat Streets event will be at Pah Road in Papatoetoe on 15 February 2020.</p>
491	Puhinui Reserve Restoration	<p>This project will support continued restoration of Puhinui Reserve wetland, a high value ecosystem, through planting of native trees, shrubs and grasses at the southern end of the reserve.</p>	I&ES: Environmental Services	LDI: Opex	\$20,000	In progress	Green	<p>Staff carried out planning this quarter to confirm planting plans for next autumn and winter. Discussions with Vector Limited have occurred as they are interested in holding a community event at the site next year as part of the Vector Urban Forest initiative. Staff are currently working through this proposal to ensure it expands on existing local board funded activity.</p>	<p>Staff continued to work with Vector Limited this quarter to plan for next year's Vector Urban Forest planting, which will be held on the reserve in May 2020. A total of 30,000 native plants will be planted by Vector staff and volunteers in the lower wetland conservation area of the park. Sustainable Coastlines is also involved in organising this planting event.</p>

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
821	Tāmaki Estuary Environmental Forum (Ōtara-Papatoetoe)	The Tāmaki Estuary Environment Forum operate as a collaboration between five local boards and several community organisations to advocate for the Tāmaki catchment. The forum's vision is "To see Te Wai o Taiki (the Tāmaki Estuary) as a thriving, dynamic and healthy ecosystem that is loved and used by the community and which positively enhances and connects with the Manukau Harbour, the Waitematā Harbour and the Hauraki Gulf." This is the third year where Ōtara-Papatoetoe Local Board budget will enable the funding of a coordinator for 12 hours per week to support the forum and associated groups in progressing the vision for the Tāmaki Estuary. Remaining funds not used for the coordinator contract will be used to implement projects, such as beach clean-ups, which progress the vision of the forum.	I&ES: Healthy Waters	LDI: Opex	\$5,000	In progress	Green	During quarter one, Tāmaki Estuary Environmental Forum members decided a review of the community and local board co-chair positions should be postponed until after local body elections. This ensures continuity of leadership during the election period. Tāmaki Estuary Environmental Forum has completed a promotional video and developed information pamphlets that will be presented at the local board inductions in November 2019. This material will also be uploaded to the newly created Tāmaki Estuary Environmental Forum Facebook page and used to raise the profile of the forum. The Tāmaki Estuary Environmental Forum executive group made up of the co-chairs and staff is continuing to identify and develop the 2019/2020 work programme with input from participants and key partners including the Auckland Council Healthy Waters team. The forum meets every two months with the next meeting scheduled for 12 December 2019.	Tāmaki Estuary Environmental Forum members welcomed the newly elected local board members in quarter two, and thanked those who were leaving their roles. The decision to elect a new local board member to co-chair was shifted to the new year (February 2020). The Tāmaki Estuary Environmental Forum executive group plans to present to each of the local boards in early 2020 as the members are inducted into their roles. The forum continues to act as a voice for the Tāmaki Estuary catchment, submitting on public consultation documents such as the Ministry for the Environment Action for Waterways paper and local board open space plans. The Forum has continued discussion with Plastics New Zealand on an industry partnership to address plastic waste in the estuary; opportunities to align this project with other industrial waste projects are being scoped. The forum has developed a new project proposal addressing community-led water quality improvements and will seek support from the forum local boards through the 2020/2021 work programme. The coordinator delivered a Christmas newsletter and end of year report in December 2019.
842	Ōtara Waterways Coordinator	To continue the engagement of a project coordinator for the Ōtara Waterways and Lake Trust. The coordinator will:- lead the implementation of projects guided by the trust's strategic plan - provide administration support to the trust - coordinate projects being led by the trust - support the trust to grow in capacity and ability to deliver projects. This project budget has been reduced as the Howick Local Board will co-fund the coordinator cost for the trust.	I&ES: Healthy Waters	LDI: Opex	\$15,000	In progress	Green	A three-year business plan for the trust was developed by the coordinator with the trust chairman and a board member. The trust coordinator had discussions with DB Breweries regarding support and is progressing discussions with the council's events team about the trust's involvement in the new pedestrian bridge at Ōtara Creek Reserve. The trust's 2019 Charities Services report is complete and they held their annual general meeting on 3 September 2019 and the community panel meeting on 25 July 2019.	In quarter two the trust coordinator confirmed the Adopt a Spot and Stream Team work programme. They also organised and attended the trust meeting on 31 October 2019 to discuss the trust's new three-year plan. The coordinator continued the development of a three-year business plan for the trust with the trust chairman and a board member alongside Healthy Waters. The coordinator will continue to support the trust with project management, fundraising and coordination in quarter three.
843	Ōtara Litter Action Plan	To continue the implementation of the Ōtara Litter Action Plan. Project activities will include: - two Neat Streets event - two major creek clean-ups - engagement with original Neat Streets sites from the 2018/2019 financial year to support good waste practices.	I&ES: Healthy Waters	LDI: Opex	\$40,000	In progress	Green	The Ōtara Creek Clean Up event was organised and delivered on 17 September 2019. Sixty volunteers collected 40 bags of rubbish, one shopping trolley and various other items. The main focus for quarter two will be Neat Streets Cobham Crescent, which will take place on 7 December 2019.	The Ōtara Trust was involved in organising the Neat Streets event on 7 December 2019 at Cobham Crescent, Ōtara. This was a successful event and an update on the results has been provided in the Neat Streets work programme line, as well as emailed to the local board. The next Neat Streets event will be at Pah Road in Papatoetoe on 15 February 2020.
846	Ōtara Adopt a Spot	To continue the implementation of the Adopt a Spot programme in the Ōtara Creek Reserve. Project funding will contribute towards: • an Adopt a Spot Coordinator • a local ambassador to promote the initiative • plants for planting season • specialist contractors for work that cannot be undertaken by volunteers • equipment and materials for site maintenance and planting	I&ES: Healthy Waters	LDI: Opex	\$20,000	In progress	Green	The Adopt a Spot local ambassador led two weeks of youth engagement in environmental based activities as part of a camp in the Ōtara Creek Reserve for the October 2019 school holidays. Three planting activities took place in the reserve with 150 youth involved in planting activities. The calendar of mini mahi days continues to be progressed by the Adopt a Spot local ambassador and will be the foundation for organising ongoing community engagement in the Ōtara Creek Reserve. A plan for the Ōtara Creek Reserve 2019-2020 Adopt a Spot programme has been completed and submitted to Community Facilities for approval.	The Adopt a Spot local ambassador organised and delivered nine volunteer events in the Ōtara Creek Reserve in quarter two. The Stream Team also maintained nine sites in the reserve in quarter two and undertook tasks to assist volunteers, for example the application of herbicide. Work has continued to secure landowner approval from council for the upcycling of large dead macrocarpa tree in the reserve. The land advisory team is currently securing final approvals from council's arborist and maintenance staff. The Adopt a Spot local ambassador has created a calendar of regular volunteer days for planting and maintenance for the Ōtara Creek Reserve based on the work programme for the remainder of the financial year.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
848	Ōtara community planting project	This project will implement stage three of the Preston Road Reserve planting project. Local schools will be engaged and the budget will cover event costs such as a community barbecue.	I&ES: Healthy Waters	LDI: Opex	\$10,000	In progress	Green	The planting location has changed to a site adjacent to the South Auckland Bible Church on Rapson Road. This is due to the church site offering more ecological value than Preston Road Reserve, therefore enabling greater environmental outcomes within the available budget. The local board indicated its support for this change following a memo in September 2019. Seventeen volunteers attended a community planting day at the South Auckland Bible Church site on 28 September 2019 and planted 1150 plants. Ongoing maintenance by the stream team and members of the church will continue on the site.	The Stream Team was involved in the site preparation and planting day for the stream restoration at the South Auckland Bible Church in Ōtara on 28 September 2019. On the day 1,100 plants were planted. The Stream Team will be involved in the ongoing maintenance of this site. A planting day was held with Mayfield Primary School at Pearl Baker Reserve on 3 September 2019, with students planting 600 pioneer species. A further planting day will be organised in late 2019 for students from May Road School to plant a further 100 canopy trees. The Stream Team will be present on this day to support the students.
850	Ōtara planting maintenance	Maintenance for Preston Road community planting stages one and two will be undertaken. This will include four rounds of maintenance and the planting of approximately 10 per cent replacement plants.	I&ES: Healthy Waters	LDI: Opex	\$10,000	In progress	Green	The procurement process commenced following confirmation of the Ōtara community planting project location. The contract will be in place in October 2019 for this work. The Ōtara Waterways and Lake Trust is working with students from East Tāmaki Primary School for the maintenance of Preston Road Reserve. A student mahi day in the reserve is expected to be organised for quarter two. Students from Mayfield Primary School will also be involved in the planting project in Pearl Baker Reserve in quarter two.	The Stream Team is leading this project, including providing infill planting. The Stream Team will again lead the site preparation for this planting work, with the planting expected to be completed in May 2020. They have continued working on the bamboo removal project at Bolton Place, as well as continuing maintenance on Te Irirangi Reserve restoration project. Stage three planting for Preston Road Reserve will commence in quarter three.
852	Ōtara Waterways and Lake Trust Communications	This project will continue the communication campaign for the Ōtara Waterways and Lake Trust. The campaign is targeted at encouraging people to register their interest in trust activities or become a member of the Friends of the Ōtara Waterways and Lake Trust. The campaign also aims to create a general awareness of the waterways and their importance.	I&ES: Healthy Waters	LDI: Opex	\$2,000	In progress	Green	The Ōtara Waterways and Lake Trust's website has been updated and is ready to be put into production. This work has been completed via the Auckland Council ICT team. A contractor has been engaged as the trust's social media and communications specialist and has been working on the trust's Facebook page. A calendar of events and volunteer mahi days for the Ōtara Creek Reserve and Adopt a Spot programmes has been developed and is being led by the Adopt a Spot local ambassador. Quarter two will see ongoing growth of Facebook as a communication tool for the trust with a target of 200 followers by December 2019. An evaluation of the social media campaign will be undertaken in December 2019.	The Auckland Council ICT team has completed the upgrade of the Ōtara Waterways and Lake Trust's website. The website was transferred to council's platform on 1 November 2019. The trust also launched their Facebook page on 2 September 2019. The Facebook page will be used as a tool to engage with different audiences. Work will be undertaken in quarter three to raise the profile of the page.
875	Manukau Harbour Forum - Ōtara-Papatoetoe	To continue to support the implementation of the Manukau Harbour Forum work programme. This year's work programme includes a youth leadership sustainability wānanga (educational programme held over three days), a communications plan, support for young environmentalists in southern Auckland, and supporting volunteer action during Seaweek. Additional proposed project/s informed by the governance and management support review report will be considered by the forum early in 2020.	I&ES: Healthy Waters	LDI: Opex	\$8,000	In progress	Green	In June 2019 the member local boards allocated funding totalling \$70,000 to the Manukau Harbour Forum work programme, with detailed projects to be presented to the forum for consideration early in the 2019/2020 financial year. At the 30 August 2019 business meeting the Manukau Harbour Forum approved a budget of \$48,000 for the following projects: <ul style="list-style-type: none"> continued support for the delivery of a youth leadership sustainability wānanga - \$15,000 continued support for the delivery of a communications plan - \$10,000 support for the Southern Auckland Youth Environmentalists - \$5,000 support for enabling Seaweek volunteer action across the Manukau Harbour - \$18,000. Updates on the delivery of these initiatives will be provided in quarter two. Project proposals for delivering on priority recommendations identified in the governance and management support review report will be developed in quarter two. The forum will consider project proposals for allocating the remaining \$22,000 of work programme budget in December 2019.	In quarter two each of the nine member local boards agreed to reinstate the Manukau Harbour Forum and nominated a board member and an alternate to represent the board on the forum. The first forum workshop and business meeting was held on 13 December 2019 and the forum approved the allocation of the remaining \$22,000 work programme budget towards the delivery of a part-time Manukau Harbour Forum Coordinator. The coordinator will support the forum to deliver their vision, including the development of a forward work programme and a plan for engaging with mana whenua. Staff will progress procurement for a part-time coordinator in quarter three. Also in quarter two, staff worked with the Southern Auckland Youth Environmentalists to develop initiatives for progressing their vision for an environmental movement in southern Auckland. Initiatives include delivering up to three workshop events to unite, inspire, educate and support Pasifika and rangatahi environmental groups. Planning for these events will progress in quarter three.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
Libraries									
999	Access to Library Service - Ōtara-Papatoetoe	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: - Manukau Library for 56 hours over 7 days per week. (\$441,595) - Ōtara Library for 48 hours over 6 days per week. (\$346,356) - Papatoetoe Library for 48 hours over 6 per week. (\$420,957) - Tupu Library for 56 hours over 7 days per week. (\$354,114) (Budget based on FY18/19, will be updated when available)	CS: Libraries & Information	ABS: Opex	\$1,607,761	In progress	Green	Key measures this quarter have been adversely affected by the closure of Tupu Library.	Key measures this quarter have been adversely affected by the closure of Tupu Library from July through to October 24 and the closure of Manukau Library for a week in early December as the result of a fire. Local Board staff have worked collectively on the Hindi Language Week celebrations and a shared local board event calendar of our Kia Māia te Whai Dare to Explore summer reading activities.
1000	Preschool programming - Ōtara-Papatoetoe	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.	CS: Libraries & Information	ABS: Opex	\$0	In progress	Green	Loopy Tunes Preschool Music group provided special performances to preschoolers and care givers at Papatoetoe and Tupu libraries. Akoteu Sia'ae'toutaiola Preschool visited the library during Tongan Language Week for a special Rhyme time with all participants joining in with the bilingual songs. Manukau Library has started delivering a Rhyme time / Storytime session in the Westfield Mall on the last Wednesday of every month. Our outreach programme to ECEs in Manukau has been refined to enable us to visit ten centres once a term.	Papatoetoe held special preschool events with a Diwali interactive puppet show for 87 participants and a Christmas storytime with Santa and friends in Burnside Park. Tupu held a special Christmas storytime play with 'The Grinch' and 130 kids in attendance. Despite having just opened that week after being closed for the past four months, the community were very strong in supporting the event.
1001	Children and Youth engagement - Ōtara-Papatoetoe	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.	CS: Libraries & Information	ABS: Opex	\$0	In progress	Green	iPads are incorporated into holiday and afterschool programmes with the children exploring apps aligning with the theme of the week e.g. star navigation for Matariki and using the "Seek" app to identify plants during Conservation Week. Children from Holy Cross Catholic school completed their annual public service day at the library by making the display for the October School Holiday programme. Staff visited 8 classes at Papatoetoe Central School during Tongan Language Week for an interactive session on Tongan culture, customs and traditional stories. Tupu continues to run some of its programmes despite the closure of the library, Wriggle & Rhyme, preschool storytimes and the Adullam boys club being held at other locations to maintain these relationships.	Five classes from Papatoetoe West School visited the library to learn about library resources pertaining to Tokelau and other Pacific nations. Papatoetoe Library started a Saturday coding club for children in November in partnership with Code Club Aotearoa. Staff visited local schools in November to promote Kia Māia te Whai Dare to Explore summer reading programme and enrolments are steady with a lot of interest from both children and parents. Ōtara Library has joined the libraries 'Waka to schools' programme which engages with schools on the outskirts of Ōtara such as Wymondley Road Primary School. The programme connects children to the local library by registering them as members of the mobile library bus and encouraging them to visit their local library. Manukau has also joined the scheme with visits to Wiri Central School in the planning phase. Manukau hosted classes from the Wiri Central School Fofoa i Vaoese students who learn in Gagana Samoa.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1002	Support customer and community connection and Celebrate cultural diversity and local places, people and heritage - Ōtara-Papatoetoe	Provide services and programmes that facilitate customer connection with the library and empowers communities through collaborative design and partnerships with Council and other agencies. Celebrate local communities, cultural diversity and heritage. Gather, protect and share the stories, old and new, that celebrate our people, communities and Tāmaki Makaurau.	CS: Libraries & Information	ABS: Opex	\$0	In progress	Green	Community members attended a meeting at Papatoetoe Library about the Hindi and Punjabi book collections. They provided useful feedback on the current collection and input into what they would like to see in the future. The partnership with TANI (The Asian Network Inc) provided a talk on managing arthritis. Other talks included Owen Gill author of "Turning point Auckland" on the problems and opportunities for the city and author Grace Adams. Information sessions at Manukau from partners such as The Electoral Commission and Auckland Transport continue to provide information on issues which affect and impact on everyday life for our people.	The annual Papatoetoe Family Fun Day was held at the library in partnership with the Hindu Heritage Research Foundation (NZ) with community performances and stalls, making Fijian fans and Siapo barkcloth crafts as part of Fiji and Niue Language weeks as well as the Papatoetoe Historical Society talking about volcanoes. Papatoetoe celebrated Diwali with a Bollywood dance workshop and an evening event. Library staff and the Waka Mobile van attended the 550th celebrations of Guru Nanak Dev Ji's birth at an event at the Papatoetoe Food Hub showcasing books in Punjabi and the environment to support the Guru's teachings on environment. A painting display on the Guru's life and legacy sponsored by Sikh Legacy was on display at Manukau and Papatoetoe. Ōtara Library continues to provide a collective community/event service together with other Auckland Council facilities in Ōtara with pop up art exhibits in libraries for amateur artists, language week celebrations as well as school holiday programmes. Tupu co-hosted the annual 'Lights Up' Christmas celebration with almost 400 attendees. This event provided an opportunity to positively reconnect with the community after the four months closure. Manukau is hosting regular Saturday Oracle bone writing workshops where attendees learn traditional Chinese calligraphy techniques.
1003	Celebrating Te Ao Māori and strengthening responsiveness to Māori. Whakatipu i te reo Māori - Ōtara-Papatoetoe	Celebrating te ao Māori with events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with Iwi and Māori organisations. Whakatipu i te reo Māori - champion and embed te reo Māori in our libraries and communities.	CS: Libraries & Information	ABS: Opex	\$0	In progress	Green	Kaikōkiri Ratonga Māori staff from Tupu and Ōtara libraries provided a bilingual puppet show during Matariki with a traditional creation story and a favourite children's book. This was an opportunity for children to listen to Te Reo Māori and see the stories acted out and was very popular. Manukau hosted a session on traditional Maori healing and herbal remedies.	Kaikōkiri Ratonga Māori staff from Ōtara and Tupu were a part of a group who designed a Matariki kahoots gaming challenge online on Facebook for all libraries across Auckland. Over 20 staff and their customers took part in the quiz to learn more about Tāmaki Makaurau. Tupu ran a special Christmas storytime play, in te reo Māori for kōhanga reo kids with 45 attendees.
1004	Learning and Literacy programming and digital literacy support - Ōtara-Papatoetoe	Provide learning programmes and events throughout the year. Support our customers to embrace new ways of doing things. Lift literacy in the communities that need it most. Help customers and whānau learn and grow, and provide opportunities for knowledge creation and innovation.	CS: Libraries & Information	ABS: Opex	\$0	In progress	Green	Papatoetoe staff provided a session in Mandarin to a group of older Chinese customers about Vox books. These are printed books that have an inbuilt audio controlled by a push button so that customers can listen and read along at the same time. Ōtara Library continues to provide CV and Job ready workshops every Tuesday afternoons as well as Basic computer skills as a part of our Book a Librarian service. Manukau Library now offers Dungeons and Dragons on Sundays and Chinese oracle bone writing every second weekend. A Mandarin e-book workshop at Manukau had a huge community response and complements our weekly Mandarin computer classes.	Papatoetoe's monthly talks are popular with a range of topics from the heritage photographic collection on the history of tea and tea making in New Zealand; showing customers how to use the new recycle app to reduce waste and the TANI (The Asian Network INC) talk on healthy holiday eating with Nivedita Sharma Vij from CMDHB. Tupu staff presented at LIANZA (Library and Information Association of New Zealand Aotearoa) a national libraries conference which was held at the Vodafone Events Centre in October. The team was able to showcase to other library systems nationally, how successful engagement with youth occurs in Ōtara. Manukau and Papatoetoe have joined Ōtara and Tupu in becoming participants in the Spark Jump network and several members of our community have taken the opportunity to obtain a free modem and reduced "top up as you go" internet costs.
1005	Support customer and community connection and Celebrate cultural diversity - Ōtara-Papatoetoe	Provide programmes to support the "International Year of Indigenous Languages 2019".	CS: Libraries & Information	LDI: Opex	\$5,000	In progress	Green	Planning is underway to provide engaging programmes for the community for Hindi Language Week. Collectively the Local Board libraries have increased capacity around honouring our Pasifika language weeks. Ōtara Library hosted a talk by Moerea Hobbs about the 500 Cook Islands soldier's, as well as having a Fijian performing arts group, Tokelauan story times and traditional games.	Local Board staff worked collectively on the Hindi Language Week with the support of the local board. A collective board event was held in late October featuring Hindi story time, Bollywood dancing, henna painting and more. Manukau also held a Hindi "discussion" group morning where community members attended and talked about their learnings and experience of and in the language and the challenges facing intergenerational language preservation.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1006	Student internship programme	Develop and trial a "paid" work experience programme for local college students at Tupu youth library.	CS: Libraries & Information	LDI: Opex	\$10,000	In progress	Green	The first student internship programme for libraries, had its first opportunity to stretch its legs after some long planning. Two Year 13 students from Tangaroa College, were selected to be part of this trial of paid work experience. Their experiences on the programme have been recorded to see how they have been progressing. The students have spoken about their growing confidence, the new skills they have learnt and the opportunity to lead an activity	The internship was intentionally halted for term four as we allowed students to focus on external exams. Plans to reinstate the programme for the first term of the Year 2020 school year will commence soon.
Parks, Sport and Recreation									
1259	Stadium Reserve service assessment	Undertake a service assessment which will inform the development of a concept plan for Stadium Reserve as part of the Unlock Papatoetoe project. The plan will identify a range of sport and recreation amenity outcomes.	CS: PSR: Park Services	ABS: Opex	\$0	Approved	Green	This work will not be progressed until Panuku, in consultation with PSR, have identified the extent of their development scope.	This work will not be progressed until Panuku, in consultation with PSR, have identified the extent of their development scope.
3223	Puhinui Reserve service assessment	Prepare a service assessment for Puhinui Reserve based on mana whenua and local board aspirations to inform future park development	CS: PSR: Park Services	LDI: Opex	\$10,000	In progress	Green	A service assessment will be produced following meetings with mana whenua representatives and the board. It is anticipated that draft service assessment findings will be reported to a Q4 workshop.	Staff have developed a process and timeline for discussions with mana whenua, stakeholders and the local board to inform future park development.
365	OP: Te Kete Rukuruku (Māori naming of parks and places) FY20	Māori naming (and associated story telling) of parks and places in partnership with wana whenua to value and promote Auckland's Māori identity and use of te reo Māori. 2019-2020 will be year three for this programme and continue naming of community parks with the option of considering community places.	CS:PSR: Te Waka Tai-ranga-whenua	LDI: Opex	\$33,000	In progress	Amber	Mana whenua have identified all overlapping mana whenua interest for naming in the Ōtara-Papatoetoe Local Board area and are currently working through the naming process for parks in tranche one.	The overlapping interest step in the process will require longer than initially planned - this will push this process out across Q3 and Q4. More mana whenua have joined the programme this quarter with good collaborative discussions taking place. Mana whenua will agree who has responsibility for naming each park. The process for the gifting of names will be workshopped with the local board.
407	Otara Pool and Leisure Centre: Operations	Operate Otara Pool & Leisure Centre. Deliver a variety of accessible programmes and services that get the local community active including:fitness; group fitness;learn to swim;early childhood education;aquatic services;recreation services.	CS: PSR: Active Recreation	ABS: Opex	\$0	In progress	Green	Active visits increased by 3.2% in comparison to the same time last year. We have continued to see an increase in Group Fitness and stadium usage, in particular an increase in participation in our social evening competitions, venue hire and drop in time. Pool usage has seen also seen a 4% growth with an increase children 16 years and under. Customer satisfaction for this quarter remains steady from the last quarter. Our customers rate staff friendliness and staff support as the main reasons for them coming back and using our services however our customers have also highlighted that our facilities do not match the spirit of our community and needs an upgrade. The highlights for this quarter are our language week celebrations where we were able to put a distinct cultural twist in our exercise programmes by incorporating culture and language with activities such as 'aqua ura' in the pool, pacific games fitness challenge in the gym, items performed by our childcare and Oscar children and community lunches celebrating our diverse cultures. The festivities were well received by our Otara community and we were able to provide opportunities to get active whilst also celebrating our language weeks.	Active visits for this quarter have increased in comparison to the same period last year. Pool visits grew between late October and November as Papatoetoe Centennial Pools was closed for extended maintenance to the sauna area. During this time their members utilised our facility. The outdoor pool opened on Saturday 7 December. Manukau Kayaking Club continue to provide free kayaking sessions every Tuesday. There has been an increase in visits for sports bookings in the stadium and continued growth in drop-in basketball attendance. Customer satisfaction survey results (NPS) are down by 7% in comparison to the same period last year. Feedback is increasing including comments on pool temperatures and cleaning. This enables staff to address issues of concern. ECE held a few graduations during September, which decreased enrolments from 18 to 15. In October the ECE team celebrated Diwali with traditional foods shared with the children and their families. A target to grow membership numbers to 900 has been exceeded and current membership is 915. Term 4 included community events to celebrate the success of our programmes: Community Swim students receive their certificates, ORCAS junior basketball Run and Gun tournament and the Raise Up youth party held at Moana-Nui-a-Kiwa.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
408	Papatoetoe Centennial Pool: Operations	Operate Papatoetoe Centennial Pool in a safe and sustainable manner. Deliver a variety of accessible programmes and services that get the local community active including learn to swim, recreational swimming and aquatic services.	CS: PSR: Active Recreation	ABS: Opex	\$0	In progress	Green	The centre's fitness membership sits at 248 vs 270 this time last year, an 8% decrease. As there are no longer fitness staff in our cardio room, we think members feel they don't get the full benefit of their membership. Centre management have organised to collaborate with Allan Brewster Leisure Centre, to combine fitness staff and roster a staff member in the cardio room. Overall active visits to the centre have improved by 14% when measured against quarter 1 2018-2019. Swimming visits have improved significantly during this period, improving by 83%. We believe the influx in centre visits is partly attributed to maintenance shutdowns of nearby leisure centres. Our customer satisfaction score measured through net promoter score (NPS) for quarter 1 has seen a 5 point improvement when compared to the same quarter last year. We have had continuous negative feedback about our carpark around health and safety for the following - lights out, potholes, carpark needs resurfacing, faded lines and lack of disability car parks. The centre had its annual shut down combined with back of house refurbishment from 16-29 September. During this time the centre has undergone maintenance work on the spa, sauna, new filter fittings in the plant room and other minor additions. The back of house refurbishment project is taking place in all our office spaces, reception and the lunchroom. The entire facility is also getting a repaint.	Active visits increased by 6% (to 95,097) in comparison to this time last year. Fitness membership sits at 268- a very slight decrease. Staff have identified an opportunity to increase value by rostering fitness staff from Allan Brewster in the cardio room to provide programmes and nutrition advice. Swimming visits have increased by 12%, following the comprehensive centre shutdown in September – possibly due to the refreshed look and feel in the centre and the annual shutdown at the Otara Pool and Leisure Centre. Customer satisfaction survey (NPS) results are down by 15%. There was a low response rate which staff have been working to increase so results are more accurate. The maintenance shutdown, combined with a back of house refurbishment, closed the centre from 16-29 September. Renewals of the outdoor pool area were completed in time for the opening of the outdoor pool on December 7. Security guards have been booked from December to March to help deal with the regular health and safety issues.
409	Allan Brewster Leisure Centre: Operations	Operate Allan Brewster Leisure Centre. Deliver a variety of accessible programmes and services that get the local community including group fitness, early childhood education and recreation activities.	CS: PSR: Active Recreation	ABS: Opex	\$0	In progress	Green	Active visits decreased compared to the same period last year by 26,288 (58%), due to the disruptions from the renovations and the fire in the main stadium. Despite this, there was an increase of 71 memberships and 100% retention of children in the OSCAR programme. Highlights this quarter were a new floor layout in the fitness centre which included the installation of new cardio equipment. We also had 36 members participate in a weight loss challenge. The customer satisfaction score for this quarter in comparison to this time last year has increased from 46.6 to 86.9, which reflects the workstreams focusing on better outcomes for customers. The centre has had a \$1.4M renovation for fitness changing areas, office spaces, upstairs community spaces, kitchens, main reception areas, staff areas, and the early childhood education centre. With the refurbishment almost complete, a fire then occurred on the roof, affecting the stadium space which meant the cancellation of numerous regular user group bookings and facility hire bookings. It will take several months for the repairs to take place, meaning we will need to reduce the number of bookings we take over this time.	Active visits have decreased by 71% in comparison to this time last year, as the centre is still unable to operate at normal capacity due to the fire. The repairs to the roof & stadium wall should be starting in early January. Gym membership has increased significantly, due to a 97% increase in new members and improvements in the retention of current members. Group fitness visits have dropped 12% compared to the same time last year and in response the team added new group fitness options in November. ECE occupancy has dropped by almost 6%. While there is an annual cycle of growth and decline, five new ECE centres have opened in the Papatoetoe/Otara local board in recent months so there is a more competition in the local market. Neilson online customer satisfaction survey (NPS) results are down by 26%. Most feedback was about the fire, but some fitness customers gave negative feedback about the service they have received. Each piece of feedback is reviewed and responded to, to ensure our community know their voice has been heard. Highlights for this quarter include upskilling opportunities for staff through secondments, and the best possible outcome for a serious incident that occurred during the October holiday programme as well as our fitness staff involved in a successful pilot group fitness programme aimed at people with Parkinson's disease.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
452	OP: Urban Forest (Ngahere) Strategy FY20	This is the second year of the local board specific implementation of Auckland's Ngahere Strategy. The local board area 'Knowing' report, from year one (2018/2019), will be used to help guide the board on options in a planning workshop. This includes: a desktop exercise identifying potential sites in parks and streets across the local board area recommending species; and investigating opportunities to further develop partnerships (including community groups, schools, volunteers). This will be delivered in partnership with Community Facilities Operations activity line #3056 which is the ABS:CAPEX for planting the trees in Autumn/Winter 2020. Phase three (2020/2021) will develop the Protecting Phase, in addition to the ongoing growing programme.	CS: PSR: Park Services	LDI: Opex	\$10,000	In progress	Green	The "knowing" report of stage one was formally reported to the September business meeting. Work is underway to develop a long term planting programme. This will be workshopped in Q3.	Preparation for the long term and annual planting plan for a workshop in Q3.
537	OP: Teaching Gardens Trust	Provide funding to the Auckland Teaching Gardens Trust to operate four teaching gardens for the community, to encourage and mentor people to grow their own food. The teaching gardens are located: * East Tamaki Reserve * Middlemore Park * Charntay Park, * Stadium Reserve, Papatoetoe	CS: PSR: Park Services	ABS: Opex	\$60,000	In progress	Green	Middlemore Park: Auckland Teaching Gardens Trust hosted Neat Street in June where local community members dumped inorganic rubbish into large skips. The Trust carried out garden tours and cooked free food for the public. Stadium Reserve: the Trust is working with Enviro Schools. This will involve Holy Cross School and Papatoetoe West School teachers and students being taught about vegetable gardening both on site and at the school. The Foodbank crop is still in operation and harvesting is carried out weekly. East Tamaki Reserve: Fergusson Intermediate is learning from the site and the trust is tutoring the school as well.	<ul style="list-style-type: none"> The Auckland Teaching Gardens (ATG) have just had their AGM and ATG have finalised their 1-3 year strategic plan. ATG have been working on site signage to explain the project and welcome new members A new ATG website is being developed to promote the gardens and provide for people to sign up for a site Improved relationships with local schools per site ATG and Auckland Council won the national "Outstanding Community Programme Award 2019" at the Recreation Aotearoa National Conference in November
609	Manukau Sports Bowl – masterplan	Continue to work with Panuku Develop Auckland to prepare a masterplan for the Manukau Sports Bowl.	CS: PSR: Park Services	ABS: Opex	\$0	In progress	Green	A business report was considered in Q1 and the following objectives were identified - 1: preparation of a plan to improve safety and increase use of the park by the community in the short term 2: preparation of a programme of works to support park master planning 3: further investigation into the short list of sport and recreation services to be provided at the redeveloped sports bowl.	Community Facilities will provide costs to deliver short-term development options which will be prioritised at a Q3 local board workshop and funded by Panuku.
760	OP: Ecological volunteers and environmental programme FY20	This is an ongoing programme to support community and volunteer ecological and environmental initiatives. This includes: annual pest plant and animal control; local park clean ups; and community environmental education and events. Additional activities have been planned throughout the year. Q1 - Winter/spring community plantings Q3 - Prepare for autumn planting Q4 - Autumn community plantings	CS: PSR: Park Services	LDI: Opex	\$60,000	In progress	Green	The Community Park Ranger attended four events - two planting events and two clean ups at Plunkett Ave, East Tamaki Domain, Otara Creek and Laxon Ave Reserve. A total of 705 volunteer hours recorded and 3220 plants were planted across the quarter.	Two volunteer training days this quarter - risk assessment and Level 1 First Aid course. Community Park Ranger has been meeting with groups to discuss and plan next year's planting programme, including large planting with Vector in Puhinui Reserve. A large clean-up happened in Laxon reserve with Defence Force personnel, tons of rubbish removed, mainly illegal dumping. Last planting of the 2019 season was by Bunnings staff behind the store in Manukau, along the Puhinui Stream.
1172	OP: Learn to Ride (cycle) programme	Provide learn to ride cycle lessons to primary school children, aimed at increasing skills and confidence in bike riding. Raise awareness of existing and future local paths and opportunities for bike riding in local parks and facilities.	CS: PSR: Active Recreation	LDI: Opex	\$61,000	In progress	Green	Fourteen schools confirmed the timing for delivery of the Learn to Ride programme. The remaining six schools are expected to confirm their preferred dates in October. Instructors from Time to Thrive, Counties Manukau Sport, Outdoor Experience and He Oranga Poutamaki Tamaki will deliver the programme. One school will receive delivery in Te Reo, as requested. The school is Te Kura Whakahou ki Otara.	The Learn to Ride programme was delivered in Papatoetoe Central School, Papatoetoe South School, Papatoetoe East School and Papatoetoe West School. In Term 1, the programme will be delivered into Bairds Mainfreight Primary School, East Tamaki School, Puhinui School, Dawson Primary School and St John the Evangelist Catholic School. Flat Bush School and Rongomai School advised they will not participate in the Learn to Ride Programme in 2019/2020.

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ID	Activity Name	Activity Description	Lead Dept / Unit or CCO	Budget Source	Budget	Activity Status	RAG	Q1 Commentary	Q2 Commentary
1178	Papatoetoe Sports Centre community access grant	Provide a community access grant to Kolmar which will assist with the operational costs to manage the Papatoetoe Sports Centre. Funding is provided from the regional community access grant scheme. The local board is responsible for setting the objectives. This is year three of a three year funding agreement.	CS: PSR: Active Recreation	ABS: Opex	\$150,000	In progress	Green	2019/2020 Access Grant received by Kolmar Charitable Trust on 2 August 2019.	2019/2020 Access Grant received by Kolmar Charitable Trust on 2 August 2019. No further payments planned for this financial year. Staff are reviewing the region-wide Community Access Scheme and will engage with local boards in Q3
1258	Ngati Otara Park service assessment	Complete a service assessment to identify the sports and recreation outcomes to be provided on Ngati Otara Park.	CS: PSR: Park Services	ABS: Opex	\$0	In progress	Green	A workshop in Q1 was carried out and the scope for the service assessment agreed. The assessment will be drafted in Q2 and taken back to a Q3 board workshop.	A workshop in Q1 was carried out and the scope for the service assessment agreed. The assessment will be drafted in Q2 and taken back to a Q3 board workshop.
The Southern Initiative									
131	Youth Connections - Ōtara-Papatoetoe	<p>Youth Connections will:</p> <ul style="list-style-type: none"> retain and build on the impactful work of Youth Connections to date particularly the community-led solutions demonstrated to create impact; boost and scale up tried and tested The Southern Initiative activities relating to young people and employment or entrepreneurship; trial and experiment new approaches to support young marginalized youth (such as those in care, in the youth justice system or discriminated against). 	TSI: The Southern Initiative	LDI: Opex	\$50,000	In progress	Amber	<p>Accelerator programme by MIT – no updates since last report, however they have exams arranged and looking to complete the delivery by end of the calendar year 2019. ICT mentoring programme Pasifika in IT – 30 young people engaged from school and have received mentoring from Pasifika/Maori IT professionals. 29 of the mentees completed the mentoring programme and received advice and guidance on selecting of school papers, experience work atmosphere and career advice in IT roles. This has encouraged the young people (mentees) to pursue a IT career. Only one mentee had dropped out of the programme. Participation Allowances for IT Business Experience course by Mission Ready HQ – 15 young people were going to be provided with the allowances to support them take part on the IT experience course which will give them a good opportunity to upgrade their IT skills as well as be involved with the industry to secure potential employment and references. However, it has been difficult to get the numbers for this programme from the Local Board area and so far only two young people have been given this allowance. Out of this one person completed the programme successfully. Received the first cut of the Big Data on Young People by BERL. Planning to use this information in guiding TSI to provide advice for the next local board plan and also deep dive into some areas of concern with the community groups in the new year. Some more budget for 2018/19 and 2019/20 budget to be allocated, some programmes to be considered by the Local Board in November/December 2019.</p>	<p>Some funding from 2018/19 and 2019/20 is to be allocated in February 2020. Programmes have been developed, but it depends on the LGG board to approve.</p> <p>Accelerator programme by MIT has completed it's programme now. In 2019 they have worked with totally 35 young people. Out of this 16 passed learner license from the 22 young people worked with. 12 further students did their restricted license and 2 passed and one did the full license test and passed. Over all in 2018 and 2019 together, 65 young people were engaged out of that 20 got learner license, 8 got restricted and 1 got full driver license. ICT mentoring programme Pasifika in IT – 30 young people engaged from school and have received mentoring from Pasifika/Maori IT professionals. 29 of the mentees completed the mentoring programme and received advice and guidance on selecting of school papers, experience work atmosphere and career advice in IT roles. This has encouraged the young people (mentees) to pursue a IT career. Only one mentee had dropped out of the programme. Participation Allowances for IT Business Experience course by Mission Ready HQ – 15 young people were going to be provided with the allowances to support them take part on the IT experience course which will give them a good opportunity to upgrade their IT skills as well as be involved with the industry to secure potential employment and references. Only two took up this programme and completed it. 13 young people's funding will be reallocated for another programme. BERL research conducted on the 'State of youth in South Auckland', which includes Ōtara-Papatoetoe and this research is expected to inform future work in the Ōtara-Papatoetoe area. Some more budget for 2018/19 and 2019/20 budget to be allocated, some programmes to be considered by the Local Board in February 2020.</p>

Work Programme 2019/2020 Q2 Report

ID	Activity Name	Activity Description	Lead Dept/Unit or CCO	CL: Lease Commencement Date	CL: Right of Renewal	CL: Final Lease Expiry Date	Activity Status	RAG	Q1 Commentary	Q2 Commentary
CF: Community Leases										
1393	161 East Tamaki Road, Otara: Otara Business Association Incorporated (Otara Seniors' Lounge)	Renewal of building lease.	CF: Community Leases	01-07-18	1 x 1 year	30-06-20	In progress	Green	An application has been received and will be discussed with the local board during the new term.	This item will be considered by the local board at a workshop in quarter three. Following this the lease will be reported to the local board for a decision.
1394	244R East Tamaki Road, Otara: East Tamaki Domain Tennis Club Incorporated	New ground lease.	CF: Community Leases	01-12-09	nil	30-11-19	In progress	Green	A meeting has been held with the club president. The Tongan Tennis Club has been struck off the Companies Office Register and a new group "East Tamaki Domain Tennis Club" is to be formed and an application for the lease submitted.	Application for a new lease received, site visit completed and the community outcomes plan discussed with the group. A report will be prepared for local board consideration in quarter three.
1395	161 East Tamaki Road, Otara: Otara Business Association Incorporated (Otara Seniors' Lounge)	New building lease.	CF: Community Leases	01-07-18		30-06-20	Approved	Green	This item will be initiated in quarter three.	This item will be initiated in quarter three.
1396	24R Kingswood Road, Papatoetoe: Tamaki Playcentres Association Incorporated (Papatoetoe)	New building lease.	CF: Community Leases	01-08-09	nil	31-07-19	In progress	Green	The application has been received and a site visit completed. The group is finalising the community outcomes plan. Once agreed, the new lease will be reported to the board for consideration.	The group has considered the draft community outcomes plan which was presented at a workshop of the local board in November 2019. A report has been prepared for local board consideration in quarter three.
1397	244R East Tamaki Road, Otara: Find new tenant for vacated council-owned building	New building lease.	CF: Community Leases				In progress	Green	A second advertising for expressions of interest has been undertaken and six applications received. These will be assessed and discussed with the local board.	A workshop will be arranged for quarter three, for the local board to consider the applications received for a new tenant for this vacant building.
1398	Ōtara-Papatoetoe Local Board Community Leases FY2020/2021 Work Programme	Leases to be progressed in the 2020-2021 Work Programme year: Age Concern Counties Manukau Incorporated; Indian Association of New Zealand Incorporated (formerly Manukau Indian Assn Incorporated); Kolmar Charitable Trust; South Auckland Woodturners Guild Incorporated; St George Bowls and Sports Club Incorporated; Te Ara Rangatu O Te Iwi O Ngati Te Ata Waihoua Incorporated; Multicultural Christian Education and Sporting Trust; Papatoetoe Association Football Club Incorporated; Papatoetoe Softball Club Incorporated	CF: Community Leases				Approved	Green	Leases to be progressed in the 2020-2021 work programme year.	Leases to be progressed in the 2020-2021 work programme year.
1399	Ōtara-Papatoetoe Local Board Community Leases FY2021/2022 Work Programme	Leases to be progressed in the 2021-2022 Work Programme year: Board of Administration of Methodist Church of New Zealand; Sunnyside Tennis Club; Taeaofou I Puaseisei Pre School; East Tamaki Rugby Football Club Incorporated; Papatoetoe Adolescent Christian Trust	CF: Community Leases				Approved	Green	Leases to be progressed in the 2021-2022 work programme year.	Leases to be progressed in the 2021-2022 work programme year.
3409	145 St George Street, Papatoetoe: Lease to Youthline Auckland Charitable Trust	Renew and vary building lease to Youthline Auckland Charitable Trust for the final term of 10 years. Deferred from 2018/2019 work programme.	CF: Community Leases	01-04-09	2 x 10 years	31-03-40	Completed	Green	A report was presented to the July and August 2019 local board meetings and deferred. A decision was made on the renewal and variation in September 2019 under Resolution number OP/2019/140.	This item was completed in quarter one.
3410	244R East Tamaki Road, Otara: Lease to East Tamaki Bowling Club Incorporated	New ground lease. Deferred from 2018/2019 work programme.	CF: Community Leases	01-06-19	1 x 10 years	30-06-39	In progress	Green	The group has submitted an application, a site visit has been done and once the Community Outcomes Plan is agreed, a report will be presented to the local board for consideration.	The group has agreed to the measures in the community outcomes plan as discussed with the local board in November 2019. A report has been submitted for the local board to consider in quarter three.

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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	Activity Status	RAG	Q1 Commentary	Q2 Commentary
3417	67R Swaffield Road, Papatoetoe: Lease to Te Kohanga Reo National Trust Board (Ki Papatoetoe Whanau)	New ground lease. Deferred from 2018/2019 work programme.	CF: Community Leases	01-05-19	1 x 10 years	30-04-39	On Hold	Amber	The group has submitted an application, a site visit has been done and once the Community Outcomes Plan is agreed, a report will be presented to the local board for consideration.	Consideration on the application for a new lease delayed until the local board has met with the kohanga reo to discuss the group's work in the local area, trends and challenges. A report was prepared for consideration at the local board's December 2019 meeting. The local board requested a meeting with the group, to be arranged by Local Board Services. Once the local board has met with the group the report will be resubmitted.
3421	100R Otara Road, Otara: Lease to Ngati Otara Marae Society Incorporated	Renewal of the ground lease to Ngāti Ōtara Marae. Deferred from the 2018/2019 work programme.	CF: Community Leases	30-03-85	1 x 33 years	29-03-51	On Hold	Amber	A report was presented to the July 2019 local board meeting and the decision deferred pending a local board workshop.	- The local board, at the 16 July 2019 meeting, requested a meeting with the marae committee to discuss their planned withdrawal from the current site once the new building is completed. - The meeting is to be arranged by local board services. - Once held the report for renewal of the lease will be resubmitted. A meeting between the local board and the marae committee was requested at the workshop and is to be arranged by Local Board Services.
3423	44R Station Road, Papatoetoe: Lease to Papatoetoe Panthers Rugby League Football Club Incorporated	New ground lease for clubrooms. Deferred from the 2017/2018 work programme.	CF: Community Leases				In progress	Green	The group has submitted an application, a site visit has been done and once the Community Outcomes Plan is agreed, a report will be presented to the local board for consideration.	The community outcomes plan has been agreed with the group and will be considered at a local board workshop in quarter three.
3425	44R Station Road, Papatoetoe: Lease to Papatoetoe Panthers Rugby League Football Club Incorporated	New building lease for the former works depot building. Deferred from the 2018/2019 work programme.	CF: Community Leases		1 x 5 years		In progress	Green	The group has submitted an application, a site visit has been done and once the Community Outcomes Plan is agreed, a report will be presented to the local board for consideration.	The community outcomes plan has been agreed with the group and will be considered at a local board workshop in quarter three.
3428	35 St George Street, Papatoetoe, Papatoetoe Chambers: new tenants	Find new tenants for council-owned building, once renewal works complete.	CF: Community Leases				On Hold	Amber	Renewal works are to be undertaken on the interior of the building. Once completed new tenants will be sought for the vacant areas.	Progress on lease project is pending on completion of the renewal works. Renewal works are to be undertaken on the interior of the building. Once completed new tenants will be sought for the vacant areas.
3429	311R Great South Road, Papatoetoe: Papatoetoe Adolescent Community Trust - building mural	Consider the application for landlord approval to paint a mural on the council-owned building.	CF: Community Leases				Completed	Green	A workshop will be held with the local board to review the application for a mural and then a report will be presented to the local board for consideration.	A local board workshop to consider the request was held on 26 November 2019. At the 3 December 2019 local board business meeting the application was approved. Matter completed.
3441	238 Te Irirangi Drive, Flat Bush:AMMI Athletics Club Incorporated	New ground lease.	CF: Community Leases	01-11-19	1 x 2 years	31-10-23	Completed	Green	The local board approved a two year lease, plus a single two-year right of renewal for the siting of a shipping container for equipment storage on Rongomai Park at the 17 September 2019 meeting under resolution number OP/2019/139.	This item was completed in quarter one.
3442	1 Boundary Road, Clover Park: Tennis Auckland Region Incorporated	New ground lease.	CF: Community Leases	01-10-19	1 x 2 years	30-09-13	Completed	Green	The local board approved a two year lease with a single two year right of renewal at the 17 September 2019 meeting under resolution number PO/2019/141.	This item was completed in quarter one.
3446	95R Ōtara Road, Ōtara:The Otara Rugby League Football Club Incorporated	New building lease, on completion of new building in late 2020	CF: Community Leases				Approved	Green	This item will be initiated in quarter four.	This item will be initiated in quarter four.

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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	Activity Status	RAG	Q1 Commentary	Q2 Commentary
3454	23R Omana Road, Papatoetoe: Papatoetoe Athletics Club Incorporated	New building lease. Item deferred from 2018/2019 work programme.	CF: Community Leases				In progress	Green	All the required information has now been received for a new community lease; a draft community outcomes plan will be sent to the group for consideration in quarter two; it will then be discussed with the local board.	The draft community outcomes plan was sent to the group on 15 November 2019. Once agreed it will be discussed with the local board and a report prepared for consideration of the new lease.
3456	24R York Road, Papatoetoe: The Scout Association of NZ (Puhinui)	New building lease. Item deferred from 2018/2019 work programme.	CF: Community Leases				In progress	Green	Scouts NZ have advised the Puhinui Scout group no longer operates. They are looking to on-sell the building to another local community group. Any group selected by Scouts must be approved by the local board.	The Scout Association has received an application from the martial arts groups that currently use the building. An application for the lease has been requested from the group and will be discussed with the local board at a future workshop.