

## Work Programmes 2016/17 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
<b>Arts, Community and Events</b>											
2565	CS: ACE: Arts & Culture	Brass Band- LDI Papakura Brass Operational Support Grant	Administer a funding agreement with Papakura Brass to provide community performances, a major annual performance as part of a Papakura music event, large community concerts and training/tuition for learner musicians.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 12,000	Approved	Green	The Papakura Brass Band delivered 24 public performances to audiences of 9,070 people. Performances included Christmas and community events, and a show at Opaheke School fair, where the band delivers weekly classes.	No	The funding agreement with the Papakura Brass Band has been executed. Q1 highlights included being the co-winner of the 'Public Appeal Trophy' at the 'Auckland District Contest' and young band member Vincent Brzozowski successfully auditioning for the National Secondary Schools Brass Band.
2568	CS: ACE: Arts & Culture	Community Arts Programmes- LDI	Develop and support arts and culture activities to be delivered across the local board area that celebrate Matariki the Māori New Year \$14,000  Support a free arts and culture event that celebrates youth and Pacific culture \$16,000  New project to activate Papakura main street and the library foyer \$15,000 (funding sourced from \$10,000 Parks, Sports and Recreation – improving Smiths Ave and \$5,000 from Youth initiatives)	Q1; Q2; Q3; Q4	LDI: Opex	\$ 45,000	Approved	Green	Mikey Mayz surprised workers and shoppers in the Papakura Town Centre with a pop-up performance as part of the Urbanesia Festival. He also performed with Vince Harder, Team Dynamite and TJ Taotua at the Hawkins Theatre VPMA Showcase. 'Māori Artists in the Foyer' is scheduled for delivery in Q4, for 'Matariki Festival'.	No	'Urbanesia' and 'Māori Artists in the Foyer' are on track for delivery in Q2 and Q4 respectively. A new youth project that utilises empty shops in the Papakura Town Centre has been scoped and agreed with the local board in Q1.
2567	CS: ACE: Arts & Culture	Pipe Band- LDI Papakura Pipe Band Operational Support Grant	Administer a funding agreement with Papakura Pipe Band.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	Approved	Green	In Q2, Papakura Pipe Band delivered 13 programmes to 60 participants, and 11 performances to 52 attendees. Papakura Pipe Band achieved a second place in the Grade 4 in their first full band contest, hosted by the Hamilton Caledonian Society New Zealand. Event performances in Q2 included 'Papakura's Armistice Day', the NZ Warbirds 'Armistice Day' Open Day at Ardmore, the 'Farmers Santa Parade', and leading the 'Papakura Santa Parade'.	No	The funding agreement with Papakura Pipe Band for FY17 has been executed. A key highlight of Q1 was the band's participation in the 'Papakura Music School Concert'.
2663	CS: ACE: Arts & Culture	Papakura Art Gallery- Business Planning Project	To undertake the development of a business plan for the Papakura Art Gallery. This project is resourced internally by the Arts and Culture Unit.	Q1; Q2; Q3; Q4	External funding	\$ -	Approved	Green	The Papakura Art Gallery business planning project was initiated in Q4 FY16, and is on track for completion in Q3.	No	The Papakura Art Gallery business planning project was initiated in Q4 FY16, and is on track for completion in Q3.
2563	CS: ACE: Arts & Culture	Hawkins Theatre operations	Coordinate a varied and diverse programme of events, shows and film screenings that appeal to the community of Papakura.  Coordinate a Youth Theatre Company for 8 -18 year olds.  Provide a venue for hire.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 367,190	Approved	Green	Key highlights of Q2 were the 'Vodafone Pacific Music Awards' featured in Urbanesia Festival and Hawkins Theatre's first Skype Q&A session with a London-based film spokesperson for the movie 'Hard to Believe'. Other activity included the screening of 'Sully' and 'The Light Between Oceans', and the delivery of two open mic sessions and the performance of 'Memories that Time Forgot' by Hawkins Youth Theatre Company.	No	During Q1, Hawkins Theatre achieved an occupancy rate of 92% comprising of events; workshops; more than 20 films; and the Hawkins Youth Theatre Company's junior production of 'Moa's Arch', a play devised especially for the company, and 'Speaking Of...', the free monthly spoken-word and music event that is open to all local community members to perform.
2564	CS: ACE: Arts & Culture	Papakura Art Gallery operations	Develop and deliver a programme which includes curated exhibitions. Offer an EOI process for exhibiting artists. Each exhibition period has an opening event and connected public programming based on the ideas in the exhibition.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 119,840	Approved	Green	In Q2, more than 1,100 people visited Papakura Art Gallery and 95 participated across 20 programmes delivered by the gallery. Highlights of the quarter were the exhibitions 'Empty Orchestra/Rock Garden', 'Thinking Globally, Acting Locally' and 'Our Inherited Body'.	No	In Q1, 1,400 people visited Papakura Art Gallery and 290 participated in the 27 workshops and activities delivered at the gallery. Key highlights included the exhibition 'Hikohiko' by Aroha and Star Gossage featured in 'Matariki Festival 2016', the music session 'Mana Wahine Unplugged' with Nat Rose, and 'Active Listening - Korero and Kai' by Robbie Fraser.

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2566	CS: ACE: Arts & Culture	Papakura Museum- ABS Papakura & Districts Historical Society Operational Grant	<p>Administer a funding agreement with Papakura &amp; Districts Historical Society for museum services through the provision of a museum and research facility as well as public special events or programmes.</p> <ul style="list-style-type: none"> <li>- provide essential museum services to the local and wider community through the provision of a museum and research facility</li> <li>- develop and deliver a visitor programme aimed at fostering a sense of community. The programme will cater for people of all ages and abilities, gender, ethnic and socio-economic backgrounds.</li> <li>- develop and implement an education programme of guided tours, lectures, workshops, special events, schools and school holiday programmes aimed at the general community, schools and community groups with a special emphasis on the history of the district.</li> </ul>	Q1; Q2; Q3; Q4	ABS: Opex	\$ 111,201	Approved	Green	<p>In Q2, Papakura Museum led regular heritage walks. In early October (end of school holidays) and again from December, two holiday activities were offered:</p> <ul style="list-style-type: none"> <li>- an interactive Survivor WW1 exhibit for ages 5 years plus</li> <li>- 'Who am I' worksheets, as a means of exploring and interpreting exhibits.</li> </ul> <p>Museum staff have actively maintained facebook as a means of engaging their audience, enlightening readers to significant historical events specifically in relation to museum photographs and highlighting newspaper excerpts that tell stories of Papakura area and NZ's military and war history.</p>	No	The funding agreement with Papakura Museum for FY17 has been executed. More than 3,580 people visited the museum and 3,116 participated in activities in the 16 activities delivered during Q1. Highlights included free childrens holiday activities; the exhibitions 'As We Saw It', 'About Town' and 'Story of Papakura'; and the public talk 'History of Place Names' by Phil Sai Loui.
2637	CS: ACE: Community Empowerment	CDEM capacity building	<p>Civil Defence and Emergency Management</p> <p>Equip two local emergency response groups to provide support in the case of a civil defence or emergency situation.</p> <ol style="list-style-type: none"> <li>1. Papakura Community Response Group (\$5,000)</li> <li>2. Conifer Grove Community Response Group (\$5,000)</li> </ol> <p>Budget: - Civil Defence \$10,000</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	Staff are working closely with the new Civil Defence and Emergency Management (CDEM) Resilience team to implement changes to the Auckland-wide approach to emergency management. The CEU and CDEM will prepare a joint memo to the Papakura Local Board to provide an update and options on how this funding will be allocated in Q3. Both teams are scoping community-led approaches to emergency management, including work with marae.	No	The strategic broker and specialist advisors of the Community Empowerment Unit met with the Civil Defence and Emergency Management team to progress a joint collaborative approach to the identification of civil defence initiatives during 2016/2017. This work will continue to progress in the second quarter.
3607	CS: ACE: Community Empowerment	Community Gardens and Food Systems	<p>Develop the capacity of community gardens to support local neighbourhoods and communities to develop individual skills, enable families to create sustainable gardens and provide a source of locally grown food for community use.</p> <p>Papakura Local Board has made annual provision for resourcing Hingaia Reserve Community Garden, Rollerson Park Garden and Keri Down Tongan Community Garden.</p> <p>NOTE: An additional \$23,000 carried forward from 2015/2016 Community Gardens Papakura budget.</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 23,000	In progress	Green	<p>Gardens4Health were funded in Q2 to provide mentoring and development assistance to local garden coordinators.</p> <p>Keri Downs Reserve - Community Facilities will present to the board in Q3 applicants and recommendations for the community lease - land owner approval. Once a decision on the lease holder is confirmed a funding agreement will be prepared.</p> <p>Hingaia Reserve Garden - Parks are progressing a park design process for Hingaia Reserve area. CEU will continue to work with the local community to encourage a legal entity to be established for the garden, which is required to initiate a land owner approval process regarding any future garden development.</p>	No	The Community Empowerment Unit has liaised with groups leasing community gardens to enable them to meet the requirements of their lease agreement. The strategic broker continues to work closely with the Keri Downs community group and the Hingaia community group to support the establishment of legal entities.
2308	CS: ACE: Community Empowerment	Community grants (PPK)	<p>Funding to support local community groups through contestable grant funding.</p> <p>Budget: - Local community grants \$127,000</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 127,000	In progress	Green	Round Two Quick Response Grants allocating \$8,221 with \$80,959 for the remaining grant rounds.	No	Papakura has completed Round One Quick Response and Local Grants allocating a total of \$37,820 leaving a total of \$89,180 for the remaining grant rounds.



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3610	CS: ACE: Community Empowerment	Smiths Ave – Awhi House activation	<p>Reactivate Awhi House as a community hub to improving health, wellbeing and community connectedness.</p> <p>NOTE: - 95,000 carried forward from 2015/2016 Local community initiatives budget.</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	In progress	Amber	<p>Innovation Hub - the strategic broker will continue sourcing background information about the need, rationale and objectives of setting up an innovation hub in this local board area.</p> <p>Smiths Ave - the strategic broker manager and local board relationship manager have met and are setting up a meeting with managers from Operational Management and Maintenance, Parks Services, The Southern Initiative, Service Strategy and Integration, Community Places, Te Waka Agamua and Local Economic Development.growth with the intention to develop a whole of organisation plan and approach to the Smith's Avenue community-led master plan.</p> <p>Te Whanau Hapori have signed the lease of Awhi House for one year and completed a community outcome plan. Staff and the Roots Collective led two Smiths Ave community engagement activities. Two open days were held November and December to gather ideas for the park. Events, activities and play equipment were identified as priority needs. Staff held a planning session in December to identify a joint plan of action that will intensify council response to this high needs community.</p> <p>The strategic broker has been sourcing background information about the need, rationale and objectives of</p>	No	<p>Community Empowerment Unit staff have been working collaboratively with Te Whanau Hapori to build the trust's capability to enhance the delivery and coordination of eight programmes designed to engage the local community and increase participation at Smiths Ave Community Hall. Awhi House restoration is completed and Te Whanau Hapori will occupy the venue from October 2016.</p> <p>Innovation/ Digital Learning Hub: The strategic broker met with Papakura Library to discuss options for a space to be created to house the Hub. The Hub will also be utilised as an engagement space for community feedback on plans such as the Integrated Area Plan for Manurewa, Takanini and Papakura.</p>
2640	CS: ACE: Community Empowerment	Spatial Priority Area - Manurewa Papakura (PPK)	<ul style="list-style-type: none"> <li>- Participate in inter- departmental planning for the spatial priority area.</li> <li>- Influence coordinated engagement with mana whenua and "hard to reach" diverse communities</li> </ul> <p>As required:</p> <ul style="list-style-type: none"> <li>- Identify opportunities for community led or co designed projects</li> <li>- Identify local community outcomes aligned with social wellbeing, social procurement/social enterprise/employment and training</li> <li>- Identify connection pathways with community and council stakeholders.</li> </ul>	Q1; Q2; Q3; Q4	LDI: Opex	\$ -	In progress	Green	<p>Manurewa and Papakura Local Board members, ward councillors and Mana whenua representatives attended a workshop to discuss draft concepts for the integrated plan. The concepts were revised and circulated with local people at marae, the three town centres and Papakura and Manurewa Train Stations. Community consultation will continue through January and February 2017 with council staff attending local events.</p>	No	<p>The strategic broker and specialist advisors led the development of the engagement for the Integrated Area Plan. This sets out the agreed approach to engage with Mana Whenua, Mataawaka, stakeholders and the community. A hui with Mana Whenua was held in September and resulted in those represented by Mana Whenua expressing an interest to be involved in the development of the Manurewa, Papakura and Takanini Integrated Area Plan.</p>

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2252	CS: ACE: Community Empowerment	Youth Connections (PPK)	<p>Support youth from secondary education through pathways to employment. This will be done through:</p> <ul style="list-style-type: none"> <li>• A drivers licensing pilot with business support (Veolia)</li> <li>• Planning and implementation of a Tracking Tool in Papakura</li> <li>• Partnership scoping and relationship building for a Training / Traction Hub with a rangatahi focus</li> <li>• Multi sector collaboration and testing of interventions and innovation</li> <li>• Feedback and evaluation</li> </ul> <p>Budget: - Youth Connections \$25,000</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 25,000	In progress	Green	<p>Staff promoted YouthFULL to local business and Papakura Town Centre Association members during the 50:500 campaign.</p> <p>The YouthFULL social media campaign is gaining momentum, with 630 users on the platform. It is providing entry level jobs, free short online work ready courses and employer's feedback on every application. Staff launched YouthFULL to youth at Sir Edmund Hillary Library, Papakura. Local inspirational speaker Sara-Jane Auva'a created a welcoming environment. Hard to reach local rangitahi were engaged and able sign in to the platform to pitch for roles.</p> <p>Staff attended the International Indigenous Employment Symposium to share learnings and gain insights to work towards higher employment outcomes for local rangatahi.</p> <p>The inspirational "letter to self" video campaign providing advice from well-known New Zealanders to their former 18 year old selves, has been shared with school leavers from Papakura High School.</p>	No	<p>The Youth Connections specialist broker supported Papakura High School and Rosehill College to deliver learners and restricted drivers licence programmes.</p> <p>The Youth Hub pilot has concluded and a market scope exercise indicated more cost effective digital engagement options. As a result, YouthFULL, a digital destination for unemployed 16-24 years olds to upskill and grow their understanding of job-seeking, career decision-making and how to sell their brand in a highly competitive market was created to give youth a helping hand to land their first job.</p> <p>YouthFULL launched one week prior to JobFest, giving youth the opportunity to complete work-ready computer courses in preparation for meeting employers. In September, over 80 employers attended JobFest with young people pitching for 800+ available roles. Papakura youth accounted for almost ten per cent of attendees from the south with 154 registrations. Over forty per cent of attendees from Papakura were of Maori ethnicity with 17 and 18 year old youth the largest group of attendees.</p> <p>An associated Facebook "letter to self" campaign was extremely successful with over 34,000 views of a dozen well known New Zealanders giving advice to their 18 year old self.</p>
2266	CS: ACE: Community Empowerment	Youth voice and youth-led initiatives (PPK)	<p>Develop and support young people to have their voice heard and provide input into local board decision-making on issues that affect them.</p> <p>Implement youth-led projects and events such as Youth Week careers expo and the Great Spring Clean.</p> <p>Budget: - Careers expo \$7,000 - Great Spring Clean \$11,000 - Youth Council \$32,000 - Youth Initiatives \$23,000</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 73,000	In progress	Green	<p>Youth Council - Youthtown met with the Papakura Youth Council and have agreed to hold a workshop in Q3 to support the development of an action plan for the youth council.</p> <p>Careers Expo – the specialist advisor has been canvassing options for an expo that will deliver the greatest impact and cost effectiveness for youth in Papakura. Options will be presented to the local board in Q3.</p>	No	<p>Connecting Papakura submitted the final 2015/2016 accountability report in this quarter. Following an expression of interest Youthtown were appointed the new provider to oversee Papakura Youth Council, with a handover meeting taking place on 28 September 2016.</p> <p>Community Empowerment Unit staff facilitated a regional youth Claim The Concept workshop on Saturday 27 August involving members of the Papakura Youth Council, where initial implementation plans were developed for the youth-designed concepts. Each concept now has a working group of youth voice members from across Auckland leading its implementation.</p>
2895	CS: ACE: Community Empowerment	Youth Connections (PPK) - externally funded	<p>Support youth from secondary education through pathways to employment. This will be done through: • A drivers licensing pilot with business support (Veolia) • Planning and implementation of a Tracking Tool in Papakura • Partnership scoping and relationship building for a Training / Traction Hub with a rangatahi focus • Multi sector collaboration and testing of interventions and innovation • Feedback and evaluation</p> <p>Budget: - Externally funded \$100,000 (Hugh Green Foundation)</p>	Q1; Q2; Q3; Q4	External funding	\$ 100,000	In progress	Green	Please refer to Youth Connections line number 2252.	No	Please refer to Youth Connections line number 2252.



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2330	CS: ACE: Community Empowerment	REGIONAL: Graffiti Vandalism Prevention (PPK)	Delivery on the Auckland Council graffiti vandalism prevention plan by providing high quality prevention, education, enforcement and education services.	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	There were 1891 graffiti incidents in the Papakura Local Board area between 1 July 2016 to 31 December 2016. This is a four per cent increase compared to the same six month period last year. The number of graffiti RFS (Requests for Service) decreased by six per cent, with 85 incidences being removed within the 24 hour target time (KPI). Papakura achieved 91 out of 100 in the September ambient survey, which measures how much of the city is graffiti free. This represents a four point decrease on the previous survey carried out in April and gives the local board an average final score of 93 for 2016. This score is on par with the overall council average for 2016.	No	There were 856 graffiti incidents in the Papakura Local Board area between 1 July 2016 to 30 Sept 2016. This is a 1 per cent decrease compared to the same period last year. The number of RFS (Requests for Service) graffiti decreased by 12 per cent, with all 36 being removed within the 24 hour target time (KPI). The graffiti prevention team continue to monitor trends in the local board area.
2684	CS: ACE: Community Places	Hire fee subsidy - PPK	Administer further subsidy of hire fee's for specific groups funded by LDI.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 5,757	Approved	Green	During Q2 peak and off peak utilisation time periods have increased compared to the same period last year.	No	Staff have administered the additional special subsidised rates as approved by the board. Each group has been notified and are aware of their charges for this financial year. During Q1 off peak utilisation time periods have increased, however peak utilisation has remained the same compared to the same period last year.
2100	CS: ACE: Community Places	REGIONAL Social Housing - PPK	Auckland Council has appointed the Selwyn Foundation as the proposed community housing partner for its portfolio of homes for older Aucklanders in December.  Panuku has finalised a non-binding Memorandum of Understanding (MOU) with The Selwyn Foundation, which allows feasibility work, due diligence and an indicative development programme to be developed.  The results from the special consultative process will be reported to the Governing Body for decision on 28 July 2016.	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Approved	Green	Auckland Council Housing for Older Persons (HfOP) Partnering Proposal was adopted by the Governing Body on 28 July 2016. On the 25 August 2016, the Governing Body approved the establishment of a limited partnership (Joint Venture) between the Auckland Council and The Selwyn Foundation. It is now expected that the Joint Venture will be operational in July 2017. Transition planning and delivery will continue throughout FY17.	No	Auckland Council Housing for Older Persons (HfOP) Partnering Proposal was adopted by the Governing Body on 28 July 2016. On 25 August 2016, the Governing Body approved the establishment of a limited partnership (Joint Venture) between the Auckland Council and The Selwyn Foundation. It is expected that the Joint Venture will be operational in May 2017. The transition of HfOP services from Auckland Council to the Joint Venture will be overseen by an Auckland Council project team managed by Arts, Community and Events.
2032	CS: ACE: Community Places	Venue hire service delivery - PPK	Provide and manage (directly and indirectly) venues for hire and the activities and opportunities they offer by: - Implementing the customer-centric booking and access process including online booking - Aligning activity to Local Board priorities through management of the fees and charges framework	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Approved	Green	The fees and charges schedule has been prepared and presented as part of the local board agreement for 2017/2018. Since the new digital booking platform was introduced, both expressions of interest in the service and bookings are continuing to increase with over 280,000 hits on the venue hire webpage since launched. A network wide awareness campaign has been developed and will be launched in Q3.	No	The online booking system "Going Places Online" went live in April, and online bookings have been increasing since. During Q1 staff have improved invoicing and self service capabilities, to implement during Q2. Staff have also implemented swipe card access to community facilities, to be released in Q2. A network-wide promotional campaign for venues will go live prior to Christmas.
429	CS: ACE: Events	Anzac Services - Papakura	Supporting and/or delivering Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 11,000	In progress	Green	Initial planning has started and will continue into and throughout Q3.	No	Scheduled for Q4, planning will commence Q2/Q3.
425	CS: ACE: Events	Community Volunteer Awards - Papakura	Delivery of a Community Volunteer Awards event within the local board area.  NB: Funded as a line item in Events Partnership Fund (non-contestable) \$8,000 allocated.	Not scheduled	LDI: Opex	\$ -	Approved	Green	Scheduling to be confirmed for delivery in Q3/Q4.	No	Scheduling of event yet to be confirmed.

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424	CS: ACE: Events	Event Partnership Fund (non-contestable) - Papakura	Funding to support community events through a non-contestable process. - Papakura Carols in the Parks (Harvest Christian Church) \$25,000 - Papakura Santa Parade (Papakura Rotary Club) \$15,000 - NZRL Secondary School League Competition (New Zealand Rugby League) \$25,000 - Papakura Fireworks (Lions Club of Papakura Charitable Trust) \$27,000 - PIPS Canoe Day (Pahurehure Inlet Protection Society PIPS) \$2,500 - Movies in Parks (Auckland Council Events Delivery Team) up to \$12,000 - Community Volunteer Awards (Auckland Council Civic) \$8,000 Total = \$114,500	Q1; Q2; Q3; Q4	LDI: Opex	\$ 114,500	In progress	Amber	The Papakura Fireworks event will no longer be delivered in 16/17. The Papakura RSA have submitted a funding request for support for their Armistice Day event. Staff provided a memo on 27 September outlining the situation and future requirements.  Funding agreements and payments have been completed for all externally delivered events.  There is still \$22,500 available within this fund for the Papakura Local Board to reallocate.	No	Funding agreements have been completed for four events in this fund with \$67,500 either been paid out or currently waiting to be paid. One event was delivered in Q1.  The Events Delivery team have started the planning for the Movies in Parks event with the final budget and event plan to be confirmed in Q2.
428	CS: ACE: Events	Local Civic Events - Papakura	Delivering and/or supporting civic events within the local board area.  Includes: -Pukekiwiriki Paa Matariki dawn ceremony (Jun) \$1,000 -Official opening of covered walkway project. (completion date Jul-Sep) \$3,000 -Sod turning Opaheke Park (Aug) and official opening (Dec) \$3,000 -Opening of Karaka Harbourside playground (May/Jun 2016) \$2,000 -Opening of Addison playground (Mar 2017) \$2,000 -Opening of Ray Small Park skate bowl upgrade (Dec 2016) \$2,000 Total \$13,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 13,000	In progress	Green	Awaiting advice from the local board regarding dates for remaining events. Staff will discuss with the board in Q3.	No	The following local civic events were held during Q1: Covered Walkway Project blessing was held on 22 September and opening on 24 September 2016.  The local board has elected not to proceed with the Karaka Harbourside Playground opening.
2241	CS: ACE: Events	Movies in Parks - Papakura	Programming and delivery of a Regional Movies in Parks series event.  Funded as a line item from Events Partnership fund (non-contestable) up to \$12,000.	Q3	LDI: Opex	\$ -	In progress	Green	Finding Dory will screen on Friday 24 February 2017 at Central Park, Papakura from 6pm. Live music on stage from 5:30pm, organised and promoted by Music in Parks featuring Tues of I and ManaLion.  The Local Board logo will appear on event specific marketing, flags at the event and onscreen prior to the movie. Regional marketing is underway and local marketing will commence three weeks prior to the date.	No	The Events Delivery team have confirmed with the Local Board programming for the Movies in Parks event along with pre-movie activities. "Finding Dory" has been selected for screening at Central Park, Papakura on Friday 24 February 2017.
427	CS: ACE: Events	Citizenship Ceremonies - Papakura	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 22,839	In progress	Green	The Civic Events team delivered citizenship ceremonies once during Q2. Final numbers of new citizens are not yet available for the local board area.	No	The Civic Events team delivered citizenship ceremonies on two occasions during Q1 with 142 people becoming new citizens in the local board area.
<b>Libraries</b>											
839	CS: Lib & Info	Library hours of service - Papakura	Provide library service at Papakura Library for 52 hours over 6 days per week, Monday to Saturday.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 645,957	In progress	Green	Library visits 53,658 have decreased by four per cent compared to the same quarter last year. This is on par with the regional trend.		Library visits in Papakura have decreased by 6% cent compared to the same quarter last year. This is on par with the regional trend.

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849	CS: Lib & Info	Celebrating cultural diversity - Papakura	Celebrate cultural diversity with displays and events including regionally coordinated and promoted programmes: Christmas, Diwali, Lunar New Year, Māori Language Week, Matariki, NZ Music Month, Pasifika and Waitangi. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter we celebrated Christmas with themed Wriggle & Rhyme, Rhymetime, Storytime programmes as well as an evening Carols & Stories - 156 people participated. Planning is underway for Lunar New Year programmes.		Special storytimes were held for Cook Islands & Tuvalu Language Weeks. Staff from Counties Area Community Education helped deliver the Tuvalu storytime.
848	CS: Lib & Info	Celebrating local places and people - Papakura	Celebrate local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: ANZAC, Family History Month and Heritage Festival. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	During this quarter we showcased some of our local creative people. The library hosted Jacqueline Ritete's Art Exhibition 'Blind in the ears, deaf in the eyes' throughout Mental Health Awareness Week. Stunning displays were created by Papakura Art Group and Papakura Floral Art Group.		During August we promoted Family History month with a Research Day combined with Papakura NZ Society of Genealogists, a beginners Family History session at the library and a Maori Whakapapa outreach session.
847	CS: Lib & Info	Digital literacy support - Papakura	Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices with group classes and one on one Book a Librarian sessions. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter there were 24331 Wi-Fi and PC sessions. This is a decrease of four per cent compared to the last quarterstaff promoted PressReader and other e-Resources to a group of 60 people at Senior.net. Two Hour of Code sessions were held for children. Three groups of Dept. of Corrections Community Service workers were given a library induction and demonstration of Lynda.com a video tutorial database available through the Digital Library.		Book a Librarian sessions continue to be popular with 21 sessions providing help - mainly with digital devices, CV writing and e-books.
840	CS: Lib & Info	Information and lending services - Papakura	Provide information and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	The number of library items borrowed from Papakura Library is 68,583 which is a decrease of four per cent compared to the same quarter last year. The number of eBook and eMagazine issues continue to increase at a regional level and now make up 11 per cent of items borrowed regionally. These are not included in the items borrowed figures above.		The number of library items borrowed from Papakura Library have decreased by 6% compared to the same quarter last year. The number of eBook and eMagazine issues continue to increase at a regional level and now make up 9% of items borrowed regionally.
846	CS: Lib & Info	Learning and Literacy programming - Papakura	Provide learning programmes and events throughout the year including: computer classes, makerspace, Children's Book Awards, Comic Book Month, Writers & Readers Festival, Adult Learners' Week, Money Week, NZ Sign Language Week. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter we hosted a Community Grants Workshop, promoted PressReader with many customers who read newspapers and held monthly Family History Help sessions. Staff support customers learning with book a librarian service which had 12 bookings this quarter. Papakura WRAPS held four workshops on Love Food Hate Waste, Composting, Plastic Bag Crafting and Talking rubbish at Christmas.		Basic computer help classes were held with Real World Living students. Online newspapers and Lynda.com - a tutorial database were promoted during Adult Learners Week. The CGI Team NZ presented a QR code Digital Adventure called Hemi and the bushwalk. They will also shortly present another activity 'Hemi and the Steampunk Era' as part of the Sept/Oct school hold programme
841	CS: Lib & Info	Preschool programming - Papakura	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their childrens' early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Rhymetime and Storytime. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	We have delivered 25 Wriggle & Rhyme programmes to 1041 participants - our most popular programme. Ten Rhymetime programmes were delivered to 237 participants.		Demand for preschool programming remains high, We have delivered 46 number of programmes to 1739 number of participants. Wriggle & Rhyme is our most well attended programme with 2 sessions every Friday and once a month on Saturday.
844	CS: Lib & Info	School engagement and Afterschool programming - Papakura	Engage directly with local schools in the board area including Kohanga Reo. Provide creative learning opportunities for children in afterschool hours. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter Papakura Normal, Cosgrove, Kelvin Road and Ardmore schools in Papakura were visited and Rosehill School and Rosehill Intermediate Chess Club students came in to visit. Monthly visits continued to Ngā Puāwai O Wikitoria Te Kōhanga Reo. We engaged with Bright Horizons preschool in Drury for the first time as well as visiting two other early childhood centre. A special Star Wars Reads event was held with 25 participating.		Monthly visits to Ngā Puāwai O Wikitoria Te Kōhanga Reo continue. Two groups of students from Rosehill School visit each week. Class visits were held at Papakura Normal and Ardmore Primary Schools. A Reading Together Programme visit was held at St Mary's School.
842	CS: Lib & Info	School holiday programming - Papakura	Provide children's activities and programming in the holidays during the school year. Delivered locally under a regional theme, with activities developed to meet the needs and interests of local communities. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	A programme of Steam and Steel events was run for the October school holidays with 121 participants attending 6 events. The CGI Team delivered one of the programmes Hemi & the Steampunk Era which involved a video created for the programme and a craft activity making a robot.		A successful programme of events was run for the July school holidays with 247 participants in 15 events themed 'Game On'. Planning and the start of delivery began for the September/October holidays themed Steam and Steel.



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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
843	CS: Lib & Info	Summer reading programme - Papakura	Provide a language- and literacy-building programme that runs during the summer school holidays for 5-13 year olds in both English and Te Reo Māori (Kia Maia te Whai). Developed and promoted regionally and delivered locally with activities and events designed to meet the needs and interests of local communities. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Delivery of the Dare to Explore programme commenced in December with 230 children enrolled as of early January. Four activities were held before Christmas with 74 participants. The Literature Hub partnered with us to run a creative writing session for children aged 10-13 years. Staff promoted the programme to 1073 students at 4 schools including Te Whatitoka Maori class at Kelvin Road School.		Planning began for delivery in Q2 and Q3 (December/January)
845	CS: Lib & Info	Supporting customer and community connection - Papakura	Provide programmes that facilitate customer connection with the library and community including themed clubs : book chat, games night for families, adult colouring and crafts and meet and greet for seniors as well as special events. Continue to advise and support the volunteer Drury Library as required (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	We continue to deliver quality programming to support customer and community engagement. Highlights this quarter included: Monthly Games Nights, Book Chat and starting the Great Summer Read for adults and youth 14 and over. A three monthly loan of 180 books was delivered to Drury Library and a staff member made two visits to deliver promotional pamphlets.		Our Roald Dahl centenary celebration was well attended by at least 65 people - some in costume. Regular programmes of Adult Colouring, 60's up meet & greet, games nights and book chat were held. A Librarian visits Drury Library once a month to provide support and take along current Auckland Council notices. A 3 monthly loan of 180 books was delivered.
850	CS: Lib & Info	Takanini Library and Community Hub planning - Papakura	After community needs and initial site location and analysis, work on feasibility for the proposed library and community hub in the Takanini area to address population growth and existing gaps.	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Progress is being made on the feasibility study for the proposed Takanini Integrated Space.		Progress is being made on the feasibility study for the proposed Takanini Integrated Space.
851	CS: Lib & Info	The Southern Initiative and Libraries - Papakura	Explore how The Southern Initiative and Libraries can form an effective working relationship. Map services of interest to The Southern Initiative in each library, and start conversation about possible collaborations and partners. (Funded within ABS Opex budget activity: "Library hours of service - Papakura")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	A Papakura launch of the YouthFULL platform to support job seeking skills was a highlight for this quarter. Learners Licensing classes have continued through Oct/Nov delivered by Counties Area Community Education. Angela Chairman a local qualified Careers Counsellor held a Job Search Strategies and CV WOF sessions. Library staff are partnering with Papakura High School & Kootuitui ki Papakura- Supporting whānau to enable lifelong outcomes for tamariki in Papakura to look for ways the library service can support shared outcomes.		Papakura Library has partnered with Counties Area Community Education to provide free Learners License classes. Library staff continue with a Customer Centric Design challenge 'How might we design library services to support Papakura Job seekers'.
<b>Local Parks</b>											
3412	CF: Project Delivery	Airfield Subdivision General Development	Identify reserve location for general park development- non specific	Not scheduled	LDI: Opex	\$ -	On Hold	Amber	Funding was requested for FY18 from growth but in the meantime the project has been deferred from FY16 due to delays with the land availability. PLB have allocated \$20k in FY17 to develop a concept plan for the park. Once this has been developed the advisor can apply for growth funds for physical development of the park.  Description of the work: Playground development. Current status: Awaiting confirmation of land available for development from developers. Next steps: Planning. Risks/ Issues: Unable to start project until land is vested with Council.	No	Description of the work: playground development Current status: awaiting confirmation of land available for development from developers Next steps: planning Issues: unable to start project until land is vested with Auckland Council
2800	CF: Project Delivery	Mangrove Seedling/Juvenile Removal	Removal of mangrove seedling and juveniles to prevent re-growth following removal of large mangroves	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	In progress	Green	Current Status: Contractors have commenced work on the seedling removal in the Pahurehure Inlet. Next Steps: Progress report in Quarter three	No	Scoping of the Pahurehure Inlet is underway to determine the area of seedlings to be removed and to identify costs
3728	CF: Project Delivery	Addison Subdivision development of walkways, play space and park development	General Park Development of new reserve land - subdivision extending now (SHA). NOTE: This item and item 3729 replace ID 3410.	Not scheduled	Growth	\$ 260,000	Approved	Green	Description of the work: Playground development Current status: Consultation/detailed design Next steps: Tender for physical works Risks/Issues: None	No	Description of works: Addison Subdivision development of walkways, play space and park development Current status: Waiting on scope of work Next steps: Design Issues: none known
3411	CF: Project Delivery	Hingaia Park GD	Identify reserve location for general park development- non specific	Q1; Q2; Q3; Q4	Growth	\$ 150,000	In progress	Green	Description of the work: Park development Current status: Concept development Next steps: Detailed design/consenting Risks/Issues: Nil known	No	Description of the work: park development Current status: planning Next steps: detailed design/consenting Issues: none

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
3414	CF: Project Delivery	Milano Reserve play area development PD	Design for Milano Reserve playground	Q1; Q2; Q3	Growth	\$ 60,000	Completed	Green	Description of the work : Milano Reserve playground Current status: Physical works completed, Defect and liberty period on-going Next steps: Nil Risks/Issues: Nil	No	Description of the work: playground Current status: physical works completed. The defect and liability period is on-going. Next steps: none Issues: none
3729	CF: Project Delivery	Papakura - Addison Subdivision - Kauri Drive GD	General Park Development of new reserve land - subdivision extending now (SHA). NOTE: This item and item 3728 replace ID 3410.	Q1; Q2; Q3; Q4	Growth	\$ 120,000	In progress	Green	Description of the work: Playground development. Current status: Consultation and detailed design. Next steps: Tender for physical works. Risks/Issues: Nil	No	Description of the work: playground development Current status: consultation and detailed design Next steps: tender process for physical works Issues: none
2961	CS: PSR: Local Parks	Airfield Park Concept Plan	Develop a landscape concept plan for the design and development of a new recreation facility at Airfield sub-division	Not scheduled	LDI: Opex	\$ 20,000	Approved	Red	The park space is yet to be identified within the the new sub-division.  No progress on concept plan development until developers define the park location.	No	It is recommended that this project is deferred until the park has been identified and has been vested in council.
592	CS: PSR: Local Parks	Bruce Pulman Park Concept Plan	Concept plan for a play space at Bruce Pulman Park	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	Approved	Green	Initial concept planning commenced.	No	Parks will be working with Bruce Pulman Park Trust to develop the concept design for playground development
2801	CS: PSR: Local Parks	Children's Forest - Papakura	a five year programme of weed removal, under-storey planting and tree planting/replacements.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	Approved	Green	Implement weed removal and under-storey planting work	No	Implement weed removal and under-storey planting work
2871	CS: PSR: Local Parks	Hingaia Park Concept Plan	Provide a landscape driven design for the new park at Hingaia that provides recreation opportunity for the community.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	In progress	Green	Initial concept design has been developed and will be workshoped with the local board in Q3.	No	Initial work has commenced including the topographical surveying to inform the concept design.
590	CS: PSR: Local Parks	Improve Smiths Ave reserve	Concept planning & consultation	Q1; Not scheduled	LDI: Opex	\$ -	Approved	Green	Budget reallocated to ACE Resolution number PPK/2016/121 Sept 2016  n/a	No	This budget was transferred to ACE: Resolution number PPK/2016/121
2798	CS: PSR: Local Parks	Mangrove Removal - Pahurehure and Conifer Grove	Execution of resource consent to remove mangroves around Pahurehure inlet and Conifer Grove	Q1; Q2; Q3; Q4	LDI: Opex	\$ 300,000	Approved	Amber	Mana whenua have raised concerns about water quality issues which are being investigated further.  The resource consent process is currently being navigated. Mana whenua have raised concerns related to water quality issues.	No	Approval of detailed costs and LDI funding for mangrove removal via report
593	CS: PSR: Local Parks	Programmes and Events - Papakura	Education and Recreation activities on Parks and Reserves	Q1; Q2; Q3; Q4	LDI: Opex	\$ 47,000	Approved	Green	Education Programmes: Schools – Adopt a Park school scheme 4 school groups involved in programme this quarter, 150 participants, 300 student hours. Out and About recreational programmes: Attendance 223, events 12.	No	Education Programmes - General public ranger walk - Kirks and Margans Bush 15 people. School planting Red Hill primary Children's Forest grasses, 24 students. Out and About- 352 attendees over 12 events Park sport at Marybeth Reserve was very successful with over 20 attendees at most sessions
594	CS: PSR: Local Parks	Volunteers - Papakura	Support volunteer activity on Parks and Reserves. Programme developed and circulated.	Q1	LDI: Opex	\$ 30,000	Approved	Green	294 volunteer hours. Corrections have done great work in mulching around a planting area in Bruce McLennan park. Friends of Kirks and Margans Bush are doing weekly weeding and litter pick ups. There was some vandalism of trees in the Children's Forest. Replacement trees will be replanted next planting season.	No	408 volunteer hours, 1400 plants planted ( McLennans and Children's Forest)
2870	CS: PSR: Local Parks	Pukekiwiriki Paa maintenance	Weed control, revegetation, tree removal and grass reinstatement	Q1; Q2	ABS: Opex	\$ 101,300	In progress	Green	Work on updating the archaeological report is pending further meetings with Mana Whenua.	No	Parks are working Mana Whenua to finalise the Pukekiwiriki Pa Archaeological Report in readiness for submission to HNZ and to gain resource consent for works.
<b>Sports Parks</b>											
3413	CF: Project Delivery	Opapeke SID	Rugby 2 lights and sand, Rugby 3 DTA lights and DTA sand, Rugby 4 sand, Football 5 lights and sand, League 8 lights and sand, New changing rooms (2 toilets, 4 changing rooms, referee room, storage, services)	Q1; Q2; Q3; Q4	Growth	\$ 225,000	Approved	Green	Description of the work: Sportsfield drainage/sandcarpet lighting. Current Status: Design/consent Financial Year 2017/2018 for build to begin Financial Year 2018/2019 in accordance with sports infrastructure development budgeting. Next Steps: Complete developed design. Risks/Issues: Nil.	No	Description of the work: sportsfield drainage and sandcarpet. Current status: design Next steps: consent Issues: none.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
<b>Leisure</b>											
2731	CS: PSR: Leisure	Community Leisure Management (CLM) operators of Massey Park Pool & Leisure Centre & Papakura Leisure Centre	Management Agreement ACPN_16238 - Supplier will provide a comprehensive range of programmes to meet the Council/LB objectives that reflect the local community demographics/needs	Q1; Q2; Q3; Q4	ABS: Opex	\$ 510,525	In progress	Green	Papakura Leisure Centre's Business Plan – KPI programming targets are on track to meet the Local Board objectives for the second quarter. Facility won "Outstanding Recreation Centre" award and the New Zealand Recreation Association conference.  Massey Pool and Leisure Centre Business Plan - KPI programming targets are on track to meet Local Board objectives for the second quarter	No	Papakura Leisure Centre's Business Plan – KPI programming targets are on track to meet the Local Board objectives for the first quarter. Held a Seniors Expo on 3 September 2016 to increase awareness of activities & services in the facility and Papakura community. The facility has new attendees participating in the 50's forward classes, feedback from stall holders has stated they also have new people from the community attending their sporting clubs. Massey Park Pool & Leisure Centres Business Plan – KPI programming targets are on track to meet the Local Board objectives for the first quarter. Gateway programme continues to offer opportunities for qualifications & more importantly employment for a number of students from local colleges meeting the Local Board objective of 'A skilled community and opportunities for youth'. CLM have employed 6 of the Gateway students who took part in the Term 3 programme.
<b>Sport and Recreation</b>											
591	CS: PSR: Sport & Rec	Papakura Sports Awards	Sports Awards Dinner to raise the profile of sport and sports clubs and to celebrate the success and dedication of athletes.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 12,000	In progress	Green	Accountability report received.	No	Awards dinner held 11 September 2016
2851	CS: PSR: Sport & Rec	Sporting initiatives delivered by Counties Manukau Sport	Papakura schools programme to increase skills and opportunities for children to participate in sports, Have-a-go days focussed on getting people involved in sport and related activities, Papakura Sports Forum, Papakura Coaches Club, Papakura (Sports) Volunteer Recognition Awards.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 57,000	In progress	Green	Funding agreement signed. Delivery of work programme underway. Dates confirmed for 2017 events.	No	Funding agreement awaiting execution. Delivery underway.
2770	CS: PSR: Sport & Rec	Bruce Pulman Park	Manage operational relationship with Bruce Pulman Park Trust	Q1; Q2; Q3; Q4	Currently unfunded	\$ -	In progress	Green	Renewal planning continues with timetabling scheduled to avoid adverse impact on World Masters Games 2017.	No	Ongoing support provided. Renewals of Walters Road carparks completed. Additional renewals of internal roading and carparks scoped and tendered. Indoor Courts Centre due for completion early 2017
<b>Development Projects</b>											
4114	CF: Project Delivery	Massey Park Pool - Extend plant room and install a shade sail	Massey Park Pool - Extend plant room and install a shade sail	Q3; Q4	ABS: Capex	\$ 142,488	Approved	Green	Description of the work: Massey Park Pool - Extend plant room and install a shade sail Current Status: Request quotes, review contractors' quotes and issue a contract for this work Next Step: Monitor the project to completion. Estimate start and finish dates are 1 February 2017 to 31 May 2017 Risks/Issues: There are no known issues	No	Project carried-over from previous financial year
<b>Community Facilities: Renewals</b>											
4187	CF: Project Delivery	AFBR - Papakura - Massey Park Aquatic Centre Reroof swim club & plant rooms & turret	AFBR - Papakura - Massey Park Aquatic Centre Reroof swim club & plant rooms & turret	Q1; Q2; Q3	ABS: Capex	\$ -	In progress	Green	Description of the work: Re-roof plant room and swim club, demolish turret building and staff room alterations. Current Status: Re-roofing of plant room and swim club completed, together with removal of turret building. Next steps: Consultant to prepare preliminary design and obtain building consent for staff room alterations Risks/Issues: Nil	No	Project carried-over from previous financial year
3254	CF: Project Delivery	Bruce Pulman Renewals	Bruce Pullman Park Basecourse, Goalposts, Lighting, Rubbish Bin, Seats, Signs and Fence Renewals	Q2; Q3; Q4	ABS: Capex	\$ 447,504	Approved	Green	Description of the work: Renew carparks, furniture, barriers Current status: Planning Next steps: Design - work staged to avoid World Masters Games occurring on site April 2017 Risks/Issues: Nil	No	Description of the work: carpark, furniture, and barriers renewal Current status: planning Next steps: design Issues: none
4188	CF: Project Delivery	Central Park Reserve lights	Central Park Reserve lights	Q1	ABS: Capex	\$ 3,000	Completed	Green	Description of the work: Lights Current status: Concept design completed Next steps: Completed Risks/Issues: Nil	No	Project carried-over from previous financial year

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
3255	CF: Project Delivery	Coles Crescent HFTE Village Structure Renewals	Coles Crescent HFTE Village Retaining Wall Renewal	Q3	ABS: Capex	\$ 14,400	Approved	Green	Description of the work: Structural renewal of stone wall at the front of Coles Crescent Village Current Status: Review contractor's quote and issue a contract for this work Next Step: Monitor the project to completion. Estimate start and finish dates are 31 January 2017 to 31 March 2017 Risks/Issues: There are no known issues	No	Description of the work: structural renewal of stone wall at the front of Coles Crescent Village Current status: review contractor's quote and issue a contract for this work Next step: monitor the project to completion. Estimate start and finish dates are 31 January 2017 to 31 March 2017 Issues/Risks: none
3256	CF: Project Delivery	Conifer Grove Esplanade Reserve Structure Renewals	Conifer Grove Esplanade Reserve Handrail and Step Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 26,008	Approved	Green	Description of the work: Stair and pulley removal at Conifer Grove Esplanade Reserve Current Status: Scoping/consultation. Next steps: Physical works removal. Risks/Issues: Nil	No	Description of the work: stair and pulley removal at Conifer Grove Esplanade Reserve Current status: scoping/consultation. Next steps: physical works removal. Issues: none
4189	CF: Project Delivery	Conifer Grove Reserve assessment of floating pontoons for renewal or removal	Conifer Grove Reserve assessment of floating pontoons for renewal or removal	Q1; Q2	ABS: Capex	\$ 182,898	In progress	Green	Description of the work: Remove floating pontoons replace with fixed timber deck on additional piles. Current status: Physical works. Next steps: Physical works - completion of piles, finishing of deck structure. Risks/Issues: Delays to pile removal and addition of new piles. Access is limited to barge due to resource consent conditions.	No	Project carried-over from previous financial year
4190	CF: Project Delivery	Drury Sports Complex sand carpet works, sand slits and top dressing	Drury Sports Complex sand carpet works, sand slits and top dressing	Not scheduled	ABS: Capex	\$ -	Cancelled	Red	This project was cancelled to help fund the Southern Park Lighting project.  This project was cancelled to help fund the Southern Park Lighting project.	No	Project carried-over from previous financial year
4191	CF: Project Delivery	Elsie Morton Reserve Skate Park renewals	Elsie Morton Reserve Skate Park renewals	Not scheduled	ABS: Capex	\$ 12,000	Approved	Green	Description of the work: Renewal of skate park elements Current Status: Project currently in planning phase Next Steps: Engage design services Risks/Issues: The skate construction industry had limited contractors available.	No	Project carried-over from previous financial year
3726	CF: Project Delivery	Ernie Clark Reserve replacement or removal of bridge	Ernie Clark Reserve replacement or removal of bridge. NOTE: This item and item 3727 replace ID3257.	Not scheduled	ABS: Capex	\$ 49,720	Approved	Green	Description of the work: Removal of bridge and construction of retaining wall to support path to Gills Ave Current status: Consent lodged Next steps: Tenders for physical work Risks/Issues: Working in semi coastal environment	No	Description of the work: removal of bridge and construction of retaining wall to support path to Gills Avenue Current status: consent lodged Next steps: tenders process for the physical work Issues: the area is semi-coastal
3727	CF: Project Delivery	Ernie Clark Reserve retaining wall	Ernie Clark Reserve retaining wall. NOTE: This item and item 3726 replace ID3257.	Not scheduled	ABS: Capex	\$ 30,000	Approved	Green	Description of the work: Repair to retaining wall Current status: Consent application Next steps: Tender physical work Risks/Issues: Adjacent coastal area and stormwater outfall	No	Description of the work: repair to retaining wall Current status: consent application Next steps: tender process for physical work Issues: adjacent coastal area and stormwater outfall
4192	CF: Project Delivery	Harbourside Detention Pond erosion control	Harbourside Detention Pond erosion control	Not scheduled	ABS: Capex	\$ -	Completed	Green	Description of the work: Implementation of sea wall structure. Current status: Project completed. Next steps: Manage adjacent coastal areas. Risks/Issues: On-going erosion adjacent to coastal structure.	No	Project carried-over from previous financial year
3258	CF: Project Delivery	Keri Downs Park Skatepark Renewals	Keri Downs Park Skatepark Renewals	Not scheduled	ABS: Capex	\$ -	Proposed	Green	Description of the work : Renewal of skate park and car park elements Current Status: Review of scope Next Steps: Engage design services Risks/Issues: The skate construction industry has limited contractors available.	No	Current Status: Work being scoped. Next Steps: Present to local board for approval Risks/Issues: None identified
3259	CF: Project Delivery	Massey Park Athletic Track renewal	Massey Park Papakura Athletic Track Renewals. Existing Renewal Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 50,000	In progress	Green	Description of the work: Resurface athletic track Current status: Contract awarded to Polytan. Physical works underway. Track surface removed, old internal ring drain replaced. Base layers have been laid. Final line marking and tidy up underway. Next steps: Finish line marking and tidy up. Risks/Issues: Nil	No	Description of the work: resurface athletic track Current status: contract awarded to Polytan. Next steps: physical works. Scheduled start date is 12 October 2016 Issues: Agreed with Local Board (16 December 2015) to renew track surface spring/summer 2016/2017. Work is subject to weather therefore bookings have been deferred to the months of October to February



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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
4193	CF: Project Delivery	Massey Park Grandstand Papakura Shower hot water retain line renewal	Massey Park Grandstand Papakura Shower hot water retain line renewal	Q2; Q3	ABS: Capex	\$ -	Completed	Green	Description of the work: Renew the shower hot water retain line at the Massey Park Grandstand Current status : Physical works completed. Next step: Handover and closure Risks/Issues: No known issues.	No	Project carried-over from previous financial year
3260	CF: Project Delivery	Mclennan Park Retainingwall Renewals	McLennan Park Retaining Wall Renewal	Not scheduled	ABS: Capex	\$ 18,000	Approved	Green	Description of the work: Retaining wall renewal at Mclennan Park. Current Status: Awaiting scope of work. Next Steps: Design. Risks/ Issues: Nil	No	Description of works: retaining wall renewal at Mclennan Park Current status: awaiting scope of work Next steps: design Issues: none
3261	CF: Project Delivery	Ngakaroa ReserveStructure Renewals	Ngakaroa Reserve Bridge Renewal	Q2; Q3; Q4	ABS: Capex	\$ 16,128	In progress	Green	Description of the work: Structural renewals at Ngakaroa Reserve Current Status: Assesment in progress. Next steps: Concept designs. Risks/Issues: Nil known	No	Description of the work: structural renewals at Ngakaroa Reserve Current status: awaiting scope Next steps: design Issues: none
4194	CF: Project Delivery	Opaheke Fields toilet and changing room	Opaheke Fields toilet and changing room	Q1; Q2; Q3; Q4	ABS: Capex	\$ 100,490	Approved	Green	Description of the work: Renew the toilet and changing rooms at Opaheke Fields Current status: Detail design Next steps: Physical works Risks/Issues: None at this stage	No	Project carried-over from previous financial year
3253	CF: Project Delivery	Pahurehure Esplanade boardwalk & walkway	Pahurehure Esplanade Reserve, Papakura Scout Group (50 Queen St), Ray Small Park Boardwalk and Walkway Renewal. Existing Renewal Project	Not scheduled	ABS: Capex	\$ 167,000	Approved	Green	Description of the work: Walkway development Current status: Physical works complete Next steps: One year defects liability and two years plant maintenance periods underway Risks/Issues: None	No	Description of the work: Pahurehure Esplanade Reserve, Papakura Scout Group (50 Queen St), Ray Small Park boardwalk and walkway renewal. Current status: work being scoped. Next steps: assign a project manager for delivery. Issues: none
4376	CF: Project Delivery	Papakura Art Gallery - Remove Asbestos, Repair Leak & Gallery Wall	Health & Safety Critical Works	Q2; Q3; Q4	ABS: Capex	\$ 38,588	Approved	Green	Description of the work:Papakura Art Gallery - Remove Asbestos, repair leak & gallery wall Current status : Physical works quote recived - negotiation in progress. Next step: Award physical works contract. Risks/Issues: No known issues	No	Project carried-over from previous financial year
3262	CF: Project Delivery	Papakura Carpark Renewal FY17	Bottletop Bay Esplanade, Central Park Reserve, Papakura Cemetery Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 10,780	Approved	Green	Description of the work: Renewal of carparks at various sites Current status: scoping Next steps: design Risks/Issues: none	No	Description of the work: car park renewal Current status: scoping Next steps: design Issues: none
3263	CF: Project Delivery	Papakura Carpark Renewal FY19	Keri Downs Park Carpark Renewal	Q3; Q4	ABS: Capex	\$ 15,680	Approved	Green	This is discussed in commentary for Keri Downs Park Skate Park renewal	No	Description of the work: Keri Downs Park carpark renewal Current status: scoping Next status: assign the project to a project manager Issues: none
3264	CF: Project Delivery	Papakura Furniture Equipment Renewals FY17	Bottletop Bay Esplanade, Cargill Reserve, Carisbrook Reserve, Central Park Reserve, Chichester Reserve, Children's Forest, Clarice Reserve, Conifer Grove Court HFTE Village, Conifer Grove Esplanade Reserve, Cross Street Reserve, Dominion Reserve, Drury Domain, Drury Library & Hall, Drury Sports Complex, Elsie Morton Reserve, Ernie Clark Reserve, Evanda Link Reserve, Fairdale Reserve, Game Reserve, Hingaia Stream Esplanade Reserve, Inlet Reserve, Jack Farrell Park, Keri Downs Park, Kirks Bush, Mansell Field, Mclennan Park, Ngakaroa Reserve, Papakura Cemetery, Papakura Rec Ctr-Elizabeth Campbell Hall, Papakura South Cemetery, Prince Edward Park, Ray Small Park, Red Hill Scenic Reserve, Redcrest Accessway, Rollerson Reserve, Scotts Field Wetland Reserve, Sheralee Reserve, Smiths Reserve, Sonja Reserve Furniture Equipment Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 14,410	Approved	Green	Description of the work: Furniture renewal at various sites Current status: Planning Next steps: Tender for physical works Risks/Issues: Nil known	No	Description of the work: furniture renewal Current status: planning Next steps: tender for physical works Issues: none

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
3265	CF: Project Delivery	Papakura Furniture Equipment Renewals FY18	Army Fields, Children's Forest, Drury Domain, Hingaia Stream Esplanade Reserve, Hunua Road 75, Old Dog Pound, Keri Downs Park, Kirks Bush, Longford Park Esplanade Reserve, Marne Road 2 (22) HFTE Village, Smiths Reserve, Southern Park, Te Koiwi Park Furniture Equipment Renewals	Not scheduled	ABS: Capex	\$ -	Proposed	Green	Future project - will be reported on at a later date	No	Current Status: Work being scoped. Next Steps: Present to local board for approval Risks/Issues: None identified
3266	CF: Project Delivery	Papakura Furniture Equipment Renewals FY19	8R Redcrest Avenue, Papakura, Army Fields, Bruce Pulman Park, Children's Forest, Cross Street Reserve, Drury Domain, Drury Hills Esplanade Reserve, Drury Sports Complex, Fairdale Reserve, Game Reserve, Hingaia Stream Esplanade Reserve, Hunua Road 75, Old Dog Pound, Keri Downs Park, Mansell Field, Massey Park - Papakura, Mclennan Park, Papakura South Cemetery, Papakura Stream Esplanade Reserve, Prince Edward Park, Roundtree Reserve, Sonja Reserve, Southern Park, St Aidan's Reserve, Takaanini Reserve (aka Taka Reserve), Te Koiwi Park, Tironui Reserve, Tironui Reserve, Wilencote Reserve, Wing Park, Zenith Link Reserve Furniture Equipment Renewals	Not scheduled	ABS: Capex	\$ -	Deferred	Green	FY19 project - Will be reported on at a later date	No	Current Status: Work being scoped. Next Steps: Present to local board for approval Risks/Issues: None identified
313	CF: Project Delivery	Papakura FY17 Arts Facility renewals	Hawkins Theatre - Replace guttering and spouting, replace tiles	Q1; Q2; Q3; Q4	ABS: Capex	\$ 48,498	In progress	Green	Description of the work: Replace guttering & spouting, replace tiles at Hawkins Theatre Current status: Pricing received from physical work contractor Next step: award physical works contract Risks/Issues: No known issues.	No	Description of the work: Hawkins Theater - replace guttering and spouting, and replace tiles Current status: agreeing with the project timelines with the facility manager. Next step: engage professional services to go to the market with advised specifications. Issues: none.
314	CF: Project Delivery	Papakura FY17 Community Centre & Hall renewals	Smiths Avenue Community Hall - Renew kitchen & reconfigure toilets	Q2; Q3; Q4	ABS: Capex	\$ 80,952	Approved	Green	Description of the work: Removal of ceiling tiles, replacement of kitchen, redesign of toilets. Current status: In planning. Next steps: Obtain professional architectural services, apply for building consent (if necessary). Risks/Issues: Nil.	No	Description of the work: removal of ceiling tiles, replacement of kitchen, redesign of toilets. Current status: in planning. Next steps: obtain professional architectural services, apply for building consent (if necessary). Issues/Risks: None
315	CF: Project Delivery	Papakura FY17, FY18 Elizabeth Campbell Centre renewals	Elizabeth Campbell Centre - Remove asbestos roofs from verandas, change rafter angles to increase fall and reroof	Q1; Q2; Q3; Q4	ABS: Capex	\$ 42,857	Approved	Green	Description of the work: Redesign and re-cladding verandah roofs. Current status: Engaging architectural professional services. Next steps: Consenting Risks/Issues: Nil.	No	Description of the work: redesign and re-cladding of the verandah roofs. Current status: engaging architectural professional services. Next steps: engage with architect and produce a design. Issues/Risks: none.
4195	CF: Project Delivery	Papakura Museum - Refurbishment of void space	Papakura Museum - Refurbishment of void space	Not scheduled	ABS: Capex	\$ -	Completed	Green	Description of the work: Extension of the existing Papakura Museum into an unused void space. Current Status: Works completed last financial year. Next Steps: Nil Risks/Issues: Nil	No	Project carried-over from previous financial year
3267	CF: Project Delivery	Papakura Play Renewal FY17-18	Berwyn Reserve, Brylee Drive Reserve, Challen Close Park, Clarice Reserve, Elsie Morton Reserve, Fernaig Reserve, Ray Small Park Playspace Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 68,900	Approved	Green	Description of the work: Furniture renewal at various parks Current status: Tendering for physical works Next steps: Award physical works Risks/Issues: Nil	No	Description of the work: furniture renewal Current status: planning Next steps: tendering Issues: none
3268	CF: Project Delivery	Papakura sport lights renewals	Mansell Field Sports Lighting Renewal	Q2; Q3; Q4	ABS: Capex	\$ 15,600	On Hold	Amber	On hold as funds have been allocated to Southern Park as per Turf Adviser request.  Description of the work: Sports light renewal. Current Status: On hold as funds have been allocated to Southern Park as per Turf Adviser request. Next Steps: None	No	Description of the work: sports light renewal. Current status: scoping. Next steps: design. Issues: none.
3269	CF: Project Delivery	Papakura Structure Renewals FY17	Chrisarda Reserve, Hingaia Stream Esplanade Reserve, Longford Park Esplanade Reserve, Pahurehure Flats HFTE Village, Prince Edward Park Step, Retaining Wall and Carpark Renewals. Existing Renewal Project	Not scheduled	ABS: Capex	\$ 17,446	Approved	Green	2017/18 project - to be updated in the next financial year	No	Description of the work: Papakura structure renewals 2017/18 Current status: work being scoped. Next steps: assign a project manager for delivery. Issues: none

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
4196	CF: Project Delivery	Pikorua House (Awhi House) - Upgrade Pikorua House to make it fit for community leasing	Pikorua House (Awhi House) - Upgrade Pikorua House to make it fit for community leasing	Q1	ABS: Capex	\$ 48,227	Completed	Green	Description of the work: Interior refurbishment (flooring, painting, plumbing, carpentry, electrical work) at the Pikorua House Current Status: Contractor has completed work on site. Next Step: Contractor has been paid. Close project Risks/Issues: Project budget was carried forward to 2016/2017. There are no other issues	No	Project carried-over from previous financial year
4197	CF: Project Delivery	Pukekiwiriki Pa	Pukekiwiriki Pa	Q2; Q3; Q4	ABS: Capex	\$ 35,000	On Hold	Green	Description of the work: Upgrading the access to Pa Current Status: Concept Next Steps: Design sign off Risks/Issues: Archaeological and historic	No	Project carried-over from previous financial year
3270	CF: Project Delivery	Ray Small Park Retainingwall Renewals	Ray Small Park Retaining Wall Renewals	Q2; Q3; Q4	ABS: Capex	\$ 16,800	Approved	Green	Description of the work: Renew retaining wall at Ray Small Park Current status: Planning Next steps: Request for quotes for physical works Risks/Issues: Nil known	No	Description of works: Ray Small Park Retaining Wall Renewal Current status: Awaiting scope Next steps: Design Issues: none
4198	CF: Project Delivery	Ray Small Park skate park	Ray Small Park skate park	Q1; Q2; Q3; Q4	ABS: Capex	\$ 662,171	In progress	Green	Description of the work: Skate park development Current status: Tendering Next steps: Physical works Risks/Issues: Difficulty in sourcing supplier	No	Project carried-over from previous financial year
3271	CF: Project Delivery	Red Hill Scenic Reserve Structure Renewals	Red Hill Scenic Reserve Bridge and Step Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 15,590	In progress	Green	Description of the work: Renew Red Hill Scenic Reserve bridge and step Current status: Professional services output received-consenting Next step: Award physical works contract. Risks/Issues: No known issues.	No	Description of the work: Red Hill Scenic Reserve structure renewals Current status: scoping requirements Next step: engage professional service Issues: none
3272	CF: Project Delivery	Slippery Creek Reserve Renewals	Slippery Creek Reserve Boat Ramp, Carpak and Seawall Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 17,420	Approved	Green	Description of the work: Renewal/ maintenance of Gabion stream bank protection, boat ramp and car park. Current Status: Physical works Next steps: Tender for car park resurfacing Risks/Issue: Coastal environment.	No	Description of the work: renewal/ maintenance of gabion stream bank protection, boat ramp and car park. Current status: physical works Next steps: tender for boat ramp and car park resurfacing Issues: coastal environment.
4199	CF: Project Delivery	Southern Park light renewal	Southern Park light renewal	Not scheduled	ABS: Capex	\$ 250,120	Approved	Green	Description of the work: Replace lights at Southern Park Current status: Detailed design - resource consent lodged. Next steps: Resource consent request for quote Risks/Issues: Nil	No	Project carried-over from previous financial year
4200	CF: Project Delivery	Wharf Street to Price Edward boardwalk connection	Wharf Street to Price Edward boardwalk connection	Q2	ABS: Capex	\$ 327,546	In progress	Green	Description of the work: Walkway development Current status: physical works complete Next steps: One year defects liability and Two years plant maintenance periods underway Risks/Issues: None	No	Project carried-over from previous financial year
<b>Community Facilities: Operational Management and Maintenance</b>											
3833	CF: Operations	Papakura Arboriculture Contracts	Covers tree maintenance	Q1; Q2; Q3; Q4	ABS: Opex	\$ 223,839	Proposed	Green	Asplundh continue to perform well with a quarterly average of 99% for quality. Spring works in the Arboriculture Contracts have focused on maintenance of street trees, including pruning away from powerlines and the aftercare maintenance of juvenile trees. A summer programme of park tree maintenance is also in place taking advantage of improved ground conditions that allow access that is not possible during winter. The spring windy season appears to be prolonged causing isolated instances of tree damage. The recent failure of a dead tree in a kindergarten and a large tree in Cornwall Park, both privately owned situations, has generated an increase in interest and requests for tree inspection or removal due to perceived danger.	No	Asplundh have been performing well during this period with the following KPI results - July 100% - August 93% - September not available as yet We have been planning for this years work programme with the emphasis on reserve tree pruning this year. Work on these reserve trees will commence once the ground condition dry out a bit. The tree planting programme has been completed across the south. Some Asplundh staff have obtained new qualifications to enable them to work close to power lines. This will enable us to work through the backlog of utility clearance work.

## Work Programmes 2016/17 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
3832	CF: Operations	Papakura Ecological Restoration Contracts	Covers areas of special ecological significance; and pest species control	Q1; Q2; Q3; Q4	ABS: Opex	\$ 60,864	Proposed	Green	<p>NZ Biosecurity Services continue to perform well with a quarterly average of 91% for quality. Spring works in the Ecological Restoration Contracts have focused on maintenance of planting areas, spring pest plant control and scheduled animal pest control works. The scheduled pest plant control is progressing in accordance with this year's program, and we are continuing to see reduction in pest plant species in the areas controlled.</p> <p>Supplementary funding from Local Boards has enabled additional ecologically valuable linkages to be made in a number of areas where this would otherwise not be possible.</p> <p>Bait take for animal pest works has been increasing overall, indicating usual seasonal fluctuations in rat and possum numbers. Wasp activity, which was very bad last year, is not yet significant; wasp call outs to date have typically been for spring bee swarms. In some parks natural regeneration of rare species has been found.</p> <p>Arising issues include weed and general waste dumping along boundaries with private properties and incursion into parks. In summary, Ecological Restoration Contract has made significant progress towards healthier ecosystems in Auckland and are focused on the approaching end</p>	No	<p>NZ Biosecurity Services have been performing well during this period with the following KPI results</p> <ul style="list-style-type: none"> <li>- July 100%</li> <li>- August 99%</li> <li>- September 100%</li> </ul> <p>We have received a high proportion of animal pest complaints over this period, mainly for rats, possums and rabbits. NZ Bio have responded with a mixture of trapping, poisoning and shooting where appropriate. We have also had a lot of pest plant complaints outside the main control areas which we have responded to. The yearly plan for the main control areas has been submitted and approved.</p>
3831	CF: Operations	Papakura Full Facilities Maintenance Contracts	Covers grounds and open spaces maintenance; and parks amenities maintenance; includes cleaning of public toilets on parks	Q1; Q2; Q3; Q4	ABS: Opex	\$ 1,841,601	Proposed	Green	<p>Downer Ltd has performed to expectation during this period with the following KPI results recorded – September 100% - October 99% - November 98%. The spring sports season was challenging with very wet weather conditions and the grass growth slower than previous years, however cancellations were kept to a minimum and the sports clubs overall have been very satisfied with our service delivery. The annual bedding displays and plantings are in good health and will provide a vibrant display over the festive season. Mowing and edging proved to be challenging during October and November with extremely wet conditions experienced in council reserves. Conditions on some reserves were so wet that the edging teams could not carry out their normal maintenance schedules. Downer Ltd has been able to implement alterations to work programmes for the mowing and edging work to address the spring growth, and operations have almost returned to normal.</p>	No	<p>Downer have been performing well during this period with the following KPI results</p> <ul style="list-style-type: none"> <li>- July - Rural 98% - Urban 97%</li> <li>- August - Rural 100% - Urban 100%</li> <li>- September not available as yet</li> </ul> <p>We have a successful end the winter sports season with a 3% cancellation for the whole season which was very good. The spring conditions have been very challenging with one of the wettest springs for the last 20 years. This has made it very difficult for Downer to get on the parks with only frontages and path edges being mown in some areas. Cricket wicket preparations were completed early this year however early games may be delayed due to the wet ground conditions. Downer have also carried out 28 toilet deep cleans across the south in preparation for the summer use.</p>
<b>Infrastructure and Environmental Services</b>											
1391	I&ES: Environmental services	Strategic Weed Initiative - Dominion Reserve	To undertake weed control at Dominion Reserve. This park has been identified as being a high priority park for ecological restoration.	Q3; Q4	LDI: Opex	\$ 20,000	In progress	Green	<p>An audit of initial control works funded last financial year indicated the control had been successful with only a few follow up issues to be actioned. Procurement for control works to be funded this year is currently being undertaken to commence work early in 2017.</p>	No	<p>Weed control will be undertaken across Dominion Reserve to reduce the overall presence and impact of weeds in Dominion Reserve. Project planning has commenced with a specialist weed contractor to be engaged to undertake control in quarter two.</p>
1390	I&ES: Environmental services	Wai Care - Papakura	To undertake water quality monitoring at local streams, and to undertake some riparian restoration, in conjunction with local schools and community groups	Q3; Q4	LDI: Opex	\$ 15,000	In progress	Green	<p>Site selection is finalised at McLennan Park and Keri Downs Reserve. Planting plans are being prepared for planting in quarter four.</p>	No	<p>No work has been carried out in quarter one. Site selection will be finalised in quarter two for restoration planting in the quarter four. Education and engagement with schools will be held prior to planting to connect students with their local place and grow ownership.</p>



## Work Programmes 2016/17 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
1393	I&ES: Healthy waters	Manukau Harbour Forum Work Programme - Papakura	To contribute funding to support the implementation of the Manukau Harbour Forum strategic work programme.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 8,000	In progress	Green	The development and implementation the Manukau Harbour Forum communications and engagement plan will be delivered internally by council's communications and engagement department. Any savings from delivering this work internally will be reported to the forum (or member boards if the forum is not reconstituted) for reprioritisation. A total of 26 people attended the first flagship sites event held at Papakura Timber in December 2016. The next event will be at Flint Group in Penrose in February 2017. Planning has commenced for the symposium to be held in March or April 2017.	No	Council's communications department have agreed to develop and implement the Manukau Harbour Forum communications and engagement plan. Feedback on the direction of this year's communications plan is being sought as part of the planned informal workshop with forum members being held in late September 2016. This will clarify if the communications programme should focus on the harbour, the forum or both. Any savings from delivering this work internally will be reported to the forum for reprioritisation. Work is underway to identify host businesses for the flagship sites events.
<b>Local Economic Development: ATEED</b>											
2173	CCO: ATEED	Commercial Centre Project Group Action Implementation	Following the establishment of the Papakura Commercial Centre Project Group, actions will be identified. This allocation will allow the Local Board to contribute to the delivery of Actions where there is a financial cost, e.g. space activation, research, or to contribute to initiatives being delivered by other partners.	Q3	LDI: Opex	\$ 30,000	Approved	Green	The commercial centre project group was reconvened in December 2016. The group agreed to allocate funds to help deliver a temporary closure of Broadway to highlight the potential that a shared space may deliver to the Town Centre. the exact costings will be finalised in early 2017.	No	The Commercial Centre Project Group has met in June and September 2016. The group has identified two areas of potential project focus for the current financial year. 1) leveraging off of the World Masters Games and 2) bringing forward some of the recommendations made by Will Thresher in his Urban Design report for the Local Board.  The group will be discussing these opportunities further to develop the scope of activities and costs of bringing specific proposals forward at its next meeting later in the calendar year.

## Work Programmes 2016/17 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Lease Expiry Date	CL: Annual Opex Fee (excluding GST)	CL: Annual Rent Amount (excluding GST)	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
<b>Libraries</b>												
1788	CF: Community Leases	Counties Manukau Kindergarten Assn – Ninia Busing Kindergarten	New lease for 13A Clevedon Road	Q2	31/07/2013		\$ 10.00	In progress	Green	Community Outcomes Plan agreed with Counties Manukau Kindergarten Association, report prepared for February 2017 board meeting.	No	Second request sent to group to approve draft Community Outcomes Plan.
1789	CF: Community Leases	Counties Manukau Softball Assn Inc.	New lease for Prince Edward Park, Wharf Street, Papakura	Q2	31/12/2008	\$ 300.00	\$ 300.00	In progress	Green	Incomplete application received, applicant being contacted for additional information and to arrange a site visit.	No	Further attempts will be made in Q2 to arrange site visit for lease renewal.
1790	CF: Community Leases	Drury & District Rugby Football Club & Recreation Club Inc.	Renewal lease for Drury Domain Reserve 214R Great South Road	Q2	31/07/2016		\$ 1.00	In progress	Green	No response received to initial email query. Letter sent to club requesting application by 31 January 2017.	No	Request sent to group for contact details to initiate new lease process.
1787	CF: Community Leases	Hingaia Park	New lease for community garden at Hingaia Park	Q2				Proposed	Green	No update this quarter. No contact details held for this group.	No	No update this quarter.
1791	CF: Community Leases	Papakura Bridge Club	New lease for 13 Opaheke Road	Q2			\$ 50.00	In progress	Green	Application received, site visit to be arranged for early 2017.	No	Application form sent to group.
1792	CF: Community Leases	Papakura Citizens Advice Bureau	New lease for 4 Opaheke Road	Q1	30/06/2024	\$ 3,000.00	\$ 1.00	In progress	Green	Community Outcomes Plan to be discussed and agreed with the group in early 2017.	No	Local board approved surrender of existing lease and replacement with a negotiated single, multi-premises lease for all Auckland Citizens Advice Bureaux properties.
1794	CF: Community Leases	Papakura City Brass	New lease for Old Wairoa Reserve 30 Old Wairoa Road	Q2				In progress	Green	Application for lease received, site visit to be undertaken in quarter 3.	No	No update this quarter.
1793	CF: Community Leases	Papakura City Football Club Inc.	New lease for McLennan Park, 98R Arimu Road	Q1	30/09/2036		\$ -	Completed	Green		No	New ground-lease granted.
1795	CF: Community Leases	Papakura Pony Club	New lease for Opaheke Sportsfield 165 Opaheke Road	Q2				Approved	Green	Club due to vacate Opaheke Park by 31 December 2016.	Yes	Resolution of the 17 August 2016 meeting of the Papakura Local Board: That the Papakura Local Board: a) approve the updated Opaheke Park Concept Plan prepared by Surface Design Inc dated 10 August 2016, Attachment C and require the Papakura Pony Club to vacate the park by 31 December 2016.
1796	CF: Community Leases	Papakura Radio Club Inc.	New lease for Wellington Park, 1 Great South Road, Papakura	Q2	26/10/2016	\$ 10.00	\$ 10.00	In progress	Green	Application for new lease form sent to club, to be returned by 30 November 2016. Not received, to be followed up.	No	No update this quarter.
3602	CF: Community Leases	Papakura Rugby Football Club Inc - Ron Keat Drive	New lease, term to be concurrent with Beach Road lease	Q4	31/03/2019	\$ -	\$ 10.00	Approved	Amber		No	Issue of sub-lease to commercial gym operator to be resolved. Lease for additional premises to be included for exterior ramp, landing and stairs. Floodlights to be transferred to council ownership.
3603	CF: Community Leases	Papakura Rugby Football Club Inc. - Beach Road	New lease, term to be concurrent with Ron Keat Drive lease.	Q4	26/10/2017	\$ -	\$ 10.00	Approved	Amber		No	Issue of sub-lease to commercial gym operator to be resolved. Lease for additional premises to be included for exterior ramp, landing and stairs. Floodlights to be transferred to council ownership.
1797	CF: Community Leases	Papakura Support and Counselling Centre Inc.	Renewal lease for 4 Opaheke Road, Papakura	Q2	30/06/2017		\$ 10.00	Approved	Green	Contact made with the group. Lease renewal application to be sent February 2017.	No	No update this quarter.
1798	CF: Community Leases	Papakura Tongan Community Assn Inc. and Ofa Relief Club Inc.	New lease for Keri Downs Reserve community garden.	Q2	31/07/2013			In progress	Green	Contact being made with Papakura Tongan Community Association and Umataha Papakura Tongan Community Association regarding the two groups use of the garden.	No	Applications for lease to be followed-up. Group needed to reinstate their incorporation status.
1799	CF: Community Leases	Rollerston Park Community Gardening Committee	New lease for community garden at Rollerston Park 44R Rollerston Street	Q2				Approved	Green	No update this quarter. No contact details held for this group.	No	No update this quarter.
1801	CF: Community Leases	Te Kohanga Reo National Trust Board - Nga Puawai O Wikitoria Kohanga Reo	New lease for 32 Old Wairoa Road	Q3	31/05/2017	\$ 10.00	\$ 10.00	Approved	Green			No update this quarter.
1786	CF: Community Leases	Te Whanau Hapori Charitable Trust	New lease for Smiths Avenue Community House, 18R Smiths Avenue, Papakura	Q2		\$ 250.00	\$ 0.10	Completed	Green	Iwi and public consultation on lease for recreation reserve undertaken, no objections received. Deed of lease signed by group, awaiting execution by council prior to handing over of keys to the building.	No	Lease awarded by LB to Te Whanau Hapori Charitable Trust, application received, lease being prepared.
1802	CF: Community Leases	The NZ Society of Genealogists - Papakura Branch	New lease for 11 Opaheke Road, Papakura	Q1	31/12/2014	\$ 2,640.00	\$ 10.00	Completed	Green	Deed of lease sent to tenant for execution. Meeting held to discuss ongoing operational charges. Once signed by tenant lease will be signed and executed by council.	No	Local board approved new building lease.
1800	CF: Community Leases	The Scout Assn of NZ – Papakura Sea Scouts	New lease for Cliff Road Reserve 21R Cliff Road	Q2	30/06/2016	\$ 2.00	\$ 2.00	In progress	Green	Report underway for February 2017 local board agenda.	No	No update this quarter.

## Work Programmes 2016/17 Q2 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Lease Expiry Date	CL: Annual Opex Fee (excluding GST)	CL: Annual Rent Amount (excluding GST)	Activity Status	RAG	Q2 Commentary	Q2 Highlight	Q1 Commentary
1803	CF: Community Leases	Uenuku Room	New lease for Accent Point, 209 Great South Road, Papakura	Q2				Approved	Green	No update this quarter.	No	No update this quarter.