

Work Programmes 2016/17 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
Arts, Community and Events											
2651	CS: ACE: Arts & Culture	Art on the Beach- LDI Art on the Beach Contract	Develop and execute art activation on the beach that is family friendly and celebrates creativity of the Local Board Area.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 12,000	In progress	Green	The West Coast Art Festival took place on Sunday 19 February on Piha Beach and attracted 2300 attendees. 72 performers were involved in the event and 60 participants took part in the sand sculpture competition. The event opened with a kapa haka performance by Oratia High School and involved collaborations with local organisations including Piha Skate Park.	No	A funding agreement with the West Coast Gallery for the 2017 'West Coast Art Festival' has been executed. The event will take place on Sunday 19 February at Piha Beach. This year's programme includes sand sculpture competitions, live music, art demonstrations and environmental displays. Marketing for the event commenced in Q2.
2648	CS: ACE: Arts & Culture	Community arts Programmes- LDI Open Studio Weekend	Administer a contract for the further development, project management and execution of Open Studio Waitākere (OSW).	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	In progress	Green	This project was completed in Q2 and an event report submitted to staff in Q3.	No	'Open Studios Waitākere 2016' was held on 19 and 20 November. More than 60 artists and 40 artist studios in the Waitākere Ranges Local Board area took part in the event. Prior to the weekend, a networking and marketing workshop was held for the participating artists. A full event report will be delivered in Q3.
2649	CS: ACE: Arts & Culture	Community arts Programmes- LDI Digital companion project to Open Studio Waitakere	Create a digital companion project to Open Studios Waitakere that increases awareness of the creative industry in the Local Board area and encourages local economic development.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	This project was completed in Q2.	No	The 'Open Studios Waitākere' digital companion project was completed in early November. The five films profiling individual artists taking part in 'Open Studios Waitākere' and a wider promotional video highlighting the creative industry in the local area, were used in the marketing of the 2016 event. The films have the potential to be used for other promotional purposes in future.
2650	CS: ACE: Arts & Culture	Community arts Programmes- LDI Operational Expenses	Develop and support a range of arts and culture initiatives and activations to be delivered across the local board area.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 12,000	Approved	Green	In Q3, the local board allocated \$8,000 from the Community Arts Programmes budget to the Arataki Visitors Centre to support a Matariki event. A proposal for the remainder of the budget will be shared with the local board in Q4.	No	Projects were scoped in Q2 but due to the elections there was not an opportunity to present these to the local board. Projects will be discussed with the local board in Q3.
2652	CS: ACE: Arts & Culture	Going West Festival- LDI Going West Trust	Administer a funding agreement with Going West Trust to deliver a literary festival.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 60,000	In progress	Green	This project was completed in Q1. A report on the Pacific programmes funded for the 2016 Festival was submitted at the end of Q3.	No	An event report on the 2016 'Going West Books and Writers Festival', including additional local board funding for Pacific programmes in FY17, is due in Q3.
2814	CS: ACE: Arts & Culture	Glen Eden Playhouse- ABS Glen Eden Playhouse	To respond to the establishment needs of asset based service provision at the Gen Eden Playhouse.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 17,449	Approved	Amber	Previous grant acquittal requirements have not been met. The funding agreement is on hold at the local board's discretion The funding agreement with Glen Eden Playhouse is on hold at the Local Board's discretion.	No	The funding agreement with Glen Eden Playhouse is on hold at the Local Board's discretion.
2522	CS: ACE: Arts & Culture	Lopdell Precinct- ABS Operational Expenditure	Provide precinct site management and rent for community arts partners.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 151,950	In progress	Green	In Q3, Lopdell Precinct attracted 2576 visitors and delivered five programmes including a community film night. Highlights during this quarter included the Titirangi Theatre's production of 'The Vicar of Dibley', and the Seaweed Film Festival which included free screenings of environmental films and a music event 'Tunes for Trees' on the rooftop terrace.	No	In Q2, Lopdell Precinct held their first 'Twilight Christmas Market' with events taking place throughout the galleries and precinct. Titirangi Theatre presented a sold-out run of 'Red Riding Hood and the Three Pigs', the Flicks film programme and held various special events and fundraisers. The corner landscaping works were not completed in Q2 and the project has been put on hold until additional funding is secured to complete the works. More than 5,780 people visited the precinct, 52% more than the same period in FY16.
2523	CS: ACE: Arts & Culture	McCahon House- ABS McCahon House Trust Operational Grant	Administer a funding agreement with McCahon House Trust for: facilities management of the house as an artist's residence, providing residencies and exhibitions.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 20,887	In progress	Green	In Q3, the McCahon House Trust attracted 489 visitors to the museum. The artist Imogen Taylor commenced her residency at the house in January. The trust collaborated with Auckland Art Gallery on two public events during Q3 including an artist talk with Imogen Taylor titled 'Lost in the Bush – Cubism in the Waitakere'.	No	In Q2, the McCahon House Trust opened an offsite exhibition of Anne McCahon's work 'A Table of One's Own' at Te Uru Waitākere Contemporary Gallery. The exhibition celebrated the tenth anniversary of McCahon House and its opening event was attended by 180 visitors. The McCahon House Museum attracted 278 visitors during Q2.
2813	CS: ACE: Arts & Culture	Shadbolt House- ABS 35 Arapito Rd development	To respond to the establishment needs of asset based service provision at 35 Arapito Road.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 10,000	In progress	Green	During Q3, Tattico Ltd and staff received the cost estimate for works at Shadbolt House from the Quantity Surveyors. A workshop is scheduled for Q4 to present the cost estimate to the Local Board for discussion.	No	In Q2, the local board received a memo on the works at Shadbolt House. Tattico Ltd, Quantity Surveyors and staff conducted two site visits to determine the scope of works for the cost estimate, which will be completed and presented to the Local Board for discussion in Q3.

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2645	CS: ACE: Arts & Culture	Te Uru (Lopdell Gallery)- ABS Te Uru Waitakere Contemporary Gallery Inc Operational Grant	Administer a funding agreement with Te Uru Waitakere Contemporary Gallery Inc for: operations of Te Uru. - a 'destination' arts facility that develops and attracts exhibitions of local and regional significance.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 619,938	In progress	Green	In Q3, the Te Uru Waitākere Contemporary Gallery attracted 13,173 visitors. During this period the gallery hosted 'HEAT: Solar Revolutions' a programme of 14 events and activities highlighting climate-change, and opened the exhibition 'Picturing Asia: Double Take' which places the work of local photographer Brian Brake alongside work by the American photographer Steve McCurry and is co-presented with the Auckland Arts Festival.	No	In November, the Te Uru Waitākere Contemporary Gallery hosted the 'Portage Ceramics Awards' night which attracted a record turn-out of 270 visitors. Other Q2 highlights included the opening of the gallery's 30th Anniversary and Anne McCahon exhibitions attended by 180 visitors, and a screening event held in partnership with the arts agency Circuit (Artist Film and Video Aotearoa).
2646	CS: ACE: Arts & Culture	Titirangi Community Arts Council- ABS Upstairs Gallery Operational Grant	Administer a funding agreement with Titirangi Community Arts Council to operate the Upstairs Art Gallery.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 46,720	In progress	Green	In Q3, the Titirangi Community Arts Council attracted 2,211 visitors to the Upstairs Gallery. The gallery hosted three exhibitions during this period, including a collection of paintings of West Auckland landscapes by local artist Jill Perrot in the exhibition 'West'.	No	In Q2, the Titirangi Community Arts Council held three exhibitions including 'Swims On' by local Māori artist Tony Brown, and the annual members' summer holiday exhibition 'Summer Lovin'. As part of the Christmas event 'Bright Lights Little Village' in Titirangi, the gallery displayed a lit-up village of miniature buildings created by 45 participants over a course of three community workshops. The gallery attracted a total of 2,255 visitors during Q2.
2647	CS: ACE: Arts & Culture	West Coast Gallery- ABS West Coast Community Arts Trust Operational Grant	Administer a funding agreement with West Coast Community Arts Trust for operations of the West Coast Gallery including programmes /workshops and exhibitions.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 14,456	In progress	Green	The West Coast Gallery held three exhibitions in Q3, including the exhibition 'Reflections' featuring paintings and glass art by Stefanie Kroeger and Sofia Anthineou. The gallery attracted a total of 4888 visitors during Q3.	No	The West Coast Gallery held three exhibitions in Q2, including 'Inspired by John Green' featuring artworks by local artists inspired by the West Auckland ceramicist's work and a collection of pieces by John Green. The gallery attracted a total of 3,691 visitors in Q2.
2473	CS: ACE: Community Empowerment	Community Capacity Building	Develop capacity of community groups to organise, plan, fund-raise and connect with others, such as communities of place, ethnic groups, Hoani Waititi Marae, mana whenua, Pasifika groups, disability groups. 1. Partner with Community Waitakere to deliver capacity development services for community groups (\$88,000), including: - support to neighbourhood development plans in 2-3 neighbourhoods around the Parrs Park and Hoani Waititi Marae area. - leadership training programme for emerging community leaders from the Local Board area. - access to resource material, meeting rooms, networking, training and administration/management support based at the Community Waitakere Resource Centre. 2.Support the capacity of marae and iwi organisations to plan and implement initiatives that address Maori needs and achieve Maori outcomes. Support the capacity of community groups from the Local Board area to plan and implement projects identified through neighbourhood plans, Local Area Plans, or other community-led planning processes. (\$15,000) 3.Support the capacity of Pasifika and other ethnic groups to deliver initiatives for Pasifika and new migrant populations (\$17,000). Support the	Q1; Q2; Q3; Q4	LDI: Opex	\$ 120,000	In progress	Green	1. Community Waitakere working with key other stakeholders supported resident groups' initiatives in the Parrs Park area to organise neighbourhood events, create road safety signage, work with Hoani Waititi marae on a community gardening project and formulate ideas to improve open spaces. 2.CEU staff supported the three west local boards' community engagement at the Waitangi Day event at Hoani Waititi Marae. CEU staff also supported engagement on Auckland Council's 2017 strategic planning at a hui at Hoani Waititi on 14 March. These were opportunities to capture feedback about how the council can better respond to Maori people's needs and aspirations, to help inform council's plans and projects. 3. West Auckland Pasifika Forum held the inaugural West Auckland Pacific Providers Network meeting at Kelston Community Centre. Representatives came from Sport Waitakere, Kelston Community Hub, Avondale, Waitakere and Liston Colleges, Village Trust, Te Whānau o Waipareira, McLaren Park Henderson South, The Fono and government agencies. Priorities collated at this meeting will help inform local board planning.	No	1. Community Waitakere supported resident groups in Parrs Park to progress ideas for improving adjacent public spaces and addressing safety issues. Community Waitakere worked with community leaders in the Prospect School area to plan neighbourhood place activation. 2. Te Kawerau Iwi Tribal Authority provided input into local board, council and community projects. These collaborations will continue in Q3. 3. In collaboration with West Auckland ethnic groups and community conservation groups, Ecomatters Trust led a successful pilot project of discovery of the Waitakere Ranges. 4. A funding agreement with Youth Horizons Trust was finalised on behalf of West Auckland Pasifika Forum for the delivery of Tula'i Pasifika Youth Leadership Programme 2017.
2313	CS: ACE: Community Empowerment	Community Grants (WTK)	Community Grants, funding to support local community groups through (all types of) contestable grants funding: Resolution number WTK/2016/66: To consolidate line 1440 into line 2313: Comunity Grants: \$31,500 Local Constestable Events Fund:\$43,500	Q1; Q2; Q3; Q4	LDI: Opex	\$ 75,000	In progress	Green	Waitākere Ranges has not completed any further community grant round allocations since Q2.	No	Waitākere Ranges has completed Round One and Two Quick Response and Round One Local Grants allocating a total of \$52,818.00 leaving a total of \$67,363.00 for the remaining grant rounds.

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2477	CS: ACE: Community Empowerment	Community Safety	Support the planning and delivery of safety initiatives including the Glen Eden hub.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 36,000	In progress	Green	<p>The strategic broker and specialist advisor worked with the Glen Eden Business Association to organise funding for initiatives that will contribute to increasing perceptions of safety in the town centre. This includes contributions to the expansion of CCTV coverage in the town centre, and to the organisation of the Wheels Out West event in Q3.</p> <p>In addition staff provided advice to the board on a proposed safety approach for 2017/2018.</p>	No	<p>Facilitated discussions between the Glen Eden Safety Hub occupants and Panuku Auckland to identify maintenance and safety improvements for the facility, including how to increase the occupancy of the Safety Hub through an increased presence of local community workers.</p> <p>Staff continue discussions with the Waitakere Police to ensure highly visible patrolling is maintained in the area.</p>
3562	CS: ACE: Community Empowerment	Discretionary Funds	Discretionary fund to support community projects that are not able to be funded through the grants programme, from the Community Response Fund budget line.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	<p>The strategic broker worked with the New Zealand Association for Environmental Education to organise funding for events as part of Seaweek. This is an annual national initiative of environmental education about the sea. This included film screenings in Titirangi and a beach clean-up, education and children's activities at Cornwallis in late February and early March.</p> <p>Further opportunities to support placemaking initiatives led by community groups will be presented to the board in Q4.</p>	No	CEU staff will assess opportunities for supporting community projects in Q3. Viable options will be presented to the board to consider.
2474	CS: ACE: Community Empowerment	Neighbours Day	<p>Support for community events to celebrate Neighbours Day.</p> <p>Recommend Local Board fund from Community Response fund. Delivery dependent upon funding being confirmed.</p> <p>Budget: \$4,000 Community Response Fund (as per LB res: WTK/2016/66)</p>	Q2; Q3; Q4	LDI: Opex	\$ 4,000	In progress	Green	<p>The Neighbours Day small grant funding round was organised in February and March and administered by Community Waitakere. Thirty six applications were received, doubling the number from last year. The strategic broker, specialist advisor, local board communications and services teams and Community Waitakere worked together to produce media advertisements and distribute them through various communication channels to encourage people to celebrate Neighbours Day. More details on the outcomes of the programme will be reported in Q4.</p>	No	CEU partnered with Community Waitakere to deliver Neighbours Day in the Waitakere Ranges. The funding agreement is being finalised for sign off. With the event scheduled for March 2017 an update on the outcome of the activities will be provided in Q4.
2475	CS: ACE: Community Empowerment	Youth Capacity Building	<p>Develop and support young people to have a say on matters of importance to them, and develop young people skills and pathways to employment.</p> <p>1. Develop and support young people in the Local Board area to:</p> <ul style="list-style-type: none"> - have their collective voice heard, and provide input into local board decision-making on issues that affect young people (\$6,000) - implement youth-led projects and events (\$11,000 held by Glen Eden Community House) <p>2. Deliver a leadership training programme for Pasifika youth over the 2017 academic year, in partnership with West Auckland Pasifika Forum.</p> <p>3. Develop the capacity of local youth services providers to run programmes that assist young people to develop their skills and pathways to employment, in partnership with Youth Connections (\$17,000).</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 23,000	In progress	Green	<p>The Youth Worx project had 22 young people registered by end February. Five of these young people completed the First Gear programme and passed their learner licence. The programme has received referrals from local youth training and education providers, and Work and Income New Zealand.</p> <p>CEU staff worked in partnership with Glen Eden Community House and members of the Glen Eden Youth Providers Network to organise a Youth Fund to support youth-led projects. A panel will meet in Q4 to review applications and process successful applicants.</p> <p>The Tula'i Pasifika Youth Leadership Programme 2017 began with 74 students from seven schools attending the Tula'i Youth Summit at Kelston Community Centre. In Q3, parents, caregivers and students attended the Tula'i Family Information Evening at the Henderson Police Station. A group of eight Tula'i graduates, from 2015/2016, are co-developing and co-delivering Tula'i events and modules, with members of the West Auckland Pasifika Forum.</p>	No	Youth Services West launched the Youth Worx pilot project at the Glen Eden Library. The project mentors will develop the skills of young people aged 16-24 to enable them to become job ready. This is an a collaborative initiative between Youth Connections, the Glen Eden Library and the Glen Eden Youth Providers Network.

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2701	CS: ACE: Community Empowerment	REGIONAL: Community Safety (WTK)	Fund community groups to deliver safety initiatives including voluntary community patrols, Neighbourhood Support and Operation Speedo.	Q1; Q2; Q3; Q4	External funding	\$ -	In progress	Green	The specialist advisor facilitated and coordinated the delivery of Operation Speedo. Regular updates were provided to the board throughout the campaign. Funding agreements were completed for Neighbourhood Support Waitakere (across the three west local boards), Waitakere Pacific Wardens (across the three west local boards), Waitakere Bluelight (across the three west local boards), Pacific Wardens Glen Eden, Glen Eden Community Patrol and Waitatarua Community Patrol.	No	The specialist advisor facilitated the launch of Operation Speedo, with 400 children participating in the launch. Operation Speedo operates from 28 November 2016 to 31 March 2017.
2412	CS: ACE: Community Empowerment	Implementation of the empowered communities approach (WTK)	Provide strategic and local brokering advice to connect the community to council activities. e.g. Connecting community to Spatial Priority Areas planning.	Q1; Q2; Q3; Q4	Currently unfunded	\$ -	In progress	Green	- Progressed discussions on options for a waka ama facility with stakeholders at French Bay in collaboration with the Community Lease Advisor and Sports and Recreation Advisor - Engaged with Community Facilities and Park Services to progress community initiatives on local parks - Contributed to the planning of community engagement for the Glen Eden town square development with Community Facilities - Facilitated a site visit and assessment by PhD students to Glen Eden town centre, as part of a research cafe on Universal Access to Public Transport, organised by the University of Auckland - Connected community organisations with other groups, Auckland Council or Auckland Transport services that can add value to or support their initiatives: e.g. Wheels Out West event, Glen Eden Community House Neighbours Day, Swimmable Waterways Te Henga initiative, South Titirangi Neighbourhood Network ecological restoration plans - Gave advice on quick response grant applications - Participated in community engagement activities relating to neighbourhood development at the Glen Eden Whanau Day Out in collaboration with Sport Waitakere and Community Waitakere.	No	- Waitakere Valley trail: helped the community group with project planning and facilitated meetings with Auckland Council and Auckland Transport staff. - Titirangi Waka Ama facility: sought feedback from French Bay recreational users - Outlook for Someday: award-winning short films from local youth screened in the 2017 Movies in Parks programme. - Community capacity building, place-making, open space activation and cycling promotion in Glen Eden: prompted and/or facilitated meetings to encourage community providers to collaborate and leverage off each other's initiatives. - Research on social change in Glen Eden: met with UNITEC and local board members to agree on the scope of stakeholder engagement in Q3. - Geospatial tool for coordinating weed and pest control: assisted Ark in the Park with meetings with community groups and to gauge interest in using a common tool.
2336	CS: ACE: Community Empowerment	REGIONAL: Graffiti Vandalism Prevention (WTK)	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 2097 graffiti incidents in the Waitākere Ranges Local Board area between 1 July 2016 to 31 March 2017. This is a 22 per cent decrease compared to the same period last year. The number of RFS (Requests for Service) graffiti decreased by 29 per cent, with all 46 being removed within the 24 hour target time (KPI). The graffiti prevention team continue to monitor trends in the local board area.	No	There were 1,361 graffiti incidents in the Waitākere Ranges Local Board area between 1 July 2016 to 31 December 2016. This is a 26 per cent decrease compared to the same six month period last year. The number of graffiti RFS (Requests for Service) decreased by 21 per cent, with all 31 incidences being removed within the 24 hour target time (KPI). Waitākere Ranges achieved 99 out of 100 in the September ambient survey, which measures how much of the city is graffiti free. This represents a 5 point increase on the previous survey carried out in April and is the highest score achieved by Waitākere Ranges since the survey began in 2011. The local board average final score for 2016 was 96.5 and is above the overall council average of 94 per cent.
2856	CS: ACE: Community Places	Community Halls Fund	Administer grant funding to support the operation of community led halls.	Q1; Q2	LDI: Opex	\$ 42,000	Approved	Green	Waitakere Ranges Community Halls Fund report was written / approved in Q3 for local board business meeting. The report was subsequently rescheduled to the 27 April 2017 meeting.	No	Initial programme discussions have been held with the local board during Q2 with allocation of funds scheduled for Q3.
2845	CS: ACE: Community Places	Funding Agreement- Hoani Waititi Marae Trust	Support Hoani Waititi Marae Trust to deliver Funding Agreement accountabilities.	Q1	ABS: Opex	\$ 65,641	Completed	Green	Funding Agreement has been signed and payments completed in Q2	No	Funding Agreement has been signed and payments completed in Q2. All community centres, houses and hubs across the network were invited to the six monthly regional hui on 13 December 2016 at the Mt Albert Senior Citizens Hall. The programme covered the strategic view of Community Places, Health and Safety Act Impacts and Bushiness Mentoring services that are available for our community groups

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2091	CS: ACE: Community Places	Funding Agreement- Titirangi Community House and Glen Eden Community House.	Support Titirangi Community House and Glen Eden Community House to deliver Funding Agreement accountabilities.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 76,580	Approved	Green	Work Programme for 2017/2018 is complete for both Glen Eden and Titirangi Community Houses. Programme focus areas in alignment with the local board outcomes are; 1) Bookable activities programme, 2) Centre led activities and programme 3) Partnership programme/s with internal and external stakeholders. Matters pertaining to License to Occupy and Manage for Glen Eden Community House have now been resolved. The new license will be issued for Glen Eden to sign.	Yes	All community centres, houses and hubs across the network were invited to the six monthly regional hui on 13 December 2016 at the Mt Albert Senior Citizens Hall. The programme covered the strategic view of Community Places, Health and Safety Act Impacts and Business Mentoring services that are available for our community groups. The Licence to Occupy and Manage has yet to be signed by the committee. There are ongoing discussions with Community Facilities and Legal around Insurance access matters. It is expected that this will be clarified, resolved and the document signed by early Q3
2102	CS: ACE: Community Places	REGIONAL Social Housing - WTR	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	The Joint Venture will be operational in July 2017. Transition planning and delivery will continue throughout FY17.	No	The Joint Venture will be operational in July 2017. Transition planning and delivery will continue throughout FY17.
2037	CS: ACE: Community Places	Venue hire service delivery - WTK	Provide and manage (directly and indirectly) venues for hire and the activities and opportunities they offer by: - Implementing a 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	During Q3 staff have improved amendment and cancelation self-service capabilities of the online booking system. Staff held community sessions in Q3 to make sure the transition from facilitated to self-made bookings was seamless for customers. Over 50 groups attended these sessions. The 2017/2018 season was opened on 1 March and by the end of the day, there were over 12,000 online bookings from regular customers. The network wide awareness campaign came to a conclusion on the 31 March. Findings and evaluation of campaign to be made available in Q4.	No	The fees and charges schedule has been prepared as part of the local board agreement for 2017/2018. Since the introduction of the new digital booking platform, 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.
1437	CS: ACE: Events	Anzac Services - Waitakere Ranges	Support and/or deliver Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 41,000	In progress	Green	Plans and requirements for Anzac services have been confirmed. Activity is currently focussed on operational arrangements for the day.	No	Planning for Anzac Ceremonies commenced in Q2 with bookings of equipment and services.
1441	CS: ACE: Events	Delivered Events - Waitakere Ranges	Deliver community events within the local board area: - Movies in Parks \$12,000 - Kauri Karnival \$25,000 - Disco for Youth with Disabilities \$3,500 Total = \$40,500	Q1; Q2; Q3	LDI: Opex	\$ 40,500	Completed	Green	Movies in Parks - "Ice Age: Collision Course" was screened at Hoani Waititi Marae, Friday 24th March 2017. The event included pre-entertainment by Sport Waitakere and was attended by approx 1300 people. A debrief report and break-down budget will be provided at the end of the season. Kauri Karnival - Held on Sunday 5 March at Parrs Park. Building on the previous two annual events, the crowds attending seemed to enjoy themselves and were aware of what to expect from the event. An estimated 2000 attended throughout the day. A debrief report will be available in early April.	No	Movies in Parks Planning for Movies in Parks has been completed with dates, venues, pick and mix choices for pre-movie activities and movie choices provided by the Local Board. Planning for delivery of the programme is on track. Kauri Karnival Planning has commenced for the delivery of the Kauri Karnival in Q3 and is currently on track. Disco for Youth with Disabilities This was delivered in Q2 and approximately 50 people attended and enjoyed the Movie Stars themed event.

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1439	CS: ACE: Events	Event Partnership Fund - Waitakere Ranges	Funding to support community events through a non-contestable process. - Glen Eden Christmas Parade (Glen Eden Protection Society) \$20,000 - Titirangi Festival of Music (Titirangi Music Festival Trust) \$20,000 - Waitangi Day (Hoani Waititi Marae) \$10,000 - Luke Tipene Day (Glenora Bears Rugby League Club) \$4,000 - Te Henga Community Day (Te Henga Community Group) \$2,500 - Karekare Beach Races (Karekare Beach Race Committee) \$2,500 - Glow Festival - Christmas Lights \$5,000 Total = \$64,000	Q1; Q2; Q3; Q4	LDI: Opex	\$ 64,000	In progress	Green	All funding except for the \$2500 for the Te Henga Community Day has been paid out. Staff are continuing their efforts to contact the event organisers and provide them with opportunities to complete the simple on-line form to release the payment. Accountability for funding is now starting to arrive and this will be reported to the local board in the 4th quarter, when a critical mass of information has been received.	No	5 grants totalling \$56,500 were paid out during Q2. 2 grants totalling \$7,500 remain to be paid in Q3 as staff chase the groups and organisations for completed paperwork. Accountability for funding will be reported back to the board during Q3 and Q4.
1436	CS: ACE: Events	Local Civic Events - Waitakere Ranges	Deliver and/or support civic events within the local board area. Includes: - Conservation Week - Volunteer Day - International Children's Day - Conferences A planning/scoping document to be prepared outlining how funding is to be spent.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 8,000	In progress	Green	No local civic events were delivered during Q3.	No	The following local civic activity occurred in Q2: - Waitakere Ranges Heritage Film Event - Waitakere Ranges Heritage Conference - Waikumete Cenotaph Blessing
1442	CS: ACE: Events	WW1 Commemorations & Heritage - Waitakere Ranges	Funding to support community led programmes and events with a heritage or WW1 focus. - Artillery Band Concert	Q1; Q2	LDI: Opex	\$ 23,000	Completed	Green	Unspent funding has been reallocated to other activities through the local grants fund.	No	Activity was delivered in Q1 and unspent funding has been reallocated for distribution through the local community grants fund in Q2, Q3 and Q4.
1435	CS: ACE: Events	Citizenship Ceremonies - Waitakere Ranges	Deliver an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 23,000	In progress	Green	The Civic Events team delivered citizenship ceremonies on two occasions during Q3.	No	The Civic Events team delivered citizenship ceremonies on four occasions during Q2. Final numbers of new citizens are not yet available for the local board area.
Libraries											
900	CS: Lib & Info	Library of library service - Waitakere Ranges	Provide library service at Glen Eden Library for 52 hours over 6 days per week, Monday to Saturday. (\$565,346 - FY16/17) Provide library service at Titirangi Library for 52 hours over 6 days per week, Monday to Saturday. (\$420,652 - FY16/17)	Q1; Q2; Q3; Q4	ABS: Opex	\$ 985,998	In progress	Green	Compared to the same quarter last year, library visits in Waitakere Ranges have remained constant.	No	Visits to libraries have remained constant compared to the same quarter last year. This is higher than the regional trend which has seen a two per cent decrease in visits.
910	CS: Lib & Info	Celebrating cultural diversity - Waitakere Ranges	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, PRIDE, Samoan Language Week, Cook Islands Language Week, Tonga Language Week, Tuvalu Language Week, Fiji Language Week, Niue Language Week, Tokelau Language Week, Waitangi. (Funded within ABS Opex budget activity: "Library hours of service - Waitakere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Pasifika displays and storytimes were held at both libraries and at Glen Eden library there were musical performances from local Samoan pre-schools, Lupesina and Arga Savalasi. These were enjoyed by visiting public and regular pre-school programme attendees. Our Waitangi Day promotion included sourced heritage items to raise public awareness of the day's importance. To celebrate Lunar New Year 37 adults and children attended a dumpling making workshop.	No	Henna art was the popular choice at both libraries during Diwali with 33 people attending handpainting at Titirangi and storytimes and body art offered daily at Glen Eden after school to celebrate the festival. Staff took part in the Glen Eden Christmas parade dressed as book characters borrowed from the Glen Eden Playhouse.
909	CS: Lib & Info	Celebrating local places and people - Waitakere Ranges	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 Participate in Going West Book Festival, WW1 centennial. (Funded within ABS Opex budget activity: "Library hours of service - Waitakere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Titirangi Poets held two events with 50 people attending both. Sir Bob Harvey was one of the guest poets. Both libraries supported the EcoWest Festival throughout March with displays and promotion.	No	Titirangi Poets continue to attract good numbers to regular events. There was huge enthusiasm from local children who fully utilised all local board funded Lego creating sculptures which then filled Titirangi's display cabinet.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
908	CS: Lib & Info	Digital literacy support - Waitākere Ranges	Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices. Promote Teen E reading room and resources to High Schools. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	This quarter there were 38,615 Wi-Fi and PC sessions. This is an increase of two per cent compared to the same period last year. Staff continue to engage daily with customers using our PC and Wi-Fi to increase competency accessing information online and to assist them with using their own devices.	No	This quarter there were 35,701 Wi-Fi and PC sessions. This is a decrease of 11 per cent compared to the same period last year. Staff continue to engage daily with customers using our PC and Wi-Fi to increase competency accessing information online and assist them using their own devices.
901	CS: Lib & Info	Information and lending services - Waitākere Ranges	Provide information, Readers Advisory and library collections lending services. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Compared to the same quarter last year, the number of library items borrowed from the libraries in Waitakere Ranges has decreased by four per cent. This is higher than the regional two per cent decrease. The number of eBook and eMagazine issues continue to increase at a regional level and now make up 11 per cent of items borrowed.	No	Compared to the same quarter last year, the number of library items borrowed from the libraries in Waitakere Ranges decreased by three per cent. This is lower than the regional five per cent decrease. The number of eBook and eMagazine issues continue to increase at a regional level and now make up 11 per cent of items borrowed.
907	CS: Lib & Info	Learning and Literacy programming - Waitākere Ranges	Provide learning programmes and events throughout the year including: computer classes, drivers licence classes, CV classes, makerspace, Children's Book Awards, Comic Book Month, Writers & Readers Festival, Adult Learners' Week, Money Week, NZ Sign Language Week, Mad Scientist Mathematics. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Glen Eden staff ran a series of four 'Circle Maths' classes in February and March which saw 54 older students and adults taking part in introductory speed long division and negative numbers maths. A small group from 'Education Action' Glen Eden was included. Book a Librarian requests numbered 24 for one-on-one learning.	No	Youth Worx a free support youth network for local young people ages 16-24 years are meeting twice weekly starting Dec 2016 at Glen Eden Library for Driver's License, job application and cv support. There were 21 requests for one-on-one Book a Librarian sessions for learning and help using digital devices and e-resources.
902	CS: Lib & Info	Preschool programming - Waitākere Ranges	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their children's early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Rhymetime and Storytime. Outreach visits to preschools and kindergartens. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Pre-school programming this quarter catered for 1633 participants in 40 sessions. Pasifika music and storytime sessions were highlights and regular outreach sessions to pre-schools continue to be popular.	No	Demand for preschool programming remains high, with 42 pre-school sessions delivered to 2,076 participants. Titirangi's annual pyjama storytime with Santa and Glen Eden's Play 'Day West' in Sunnyvale Park were particular highlights. Regular visits out to local pre-schools offering a range of interactive story-times continue to be popular.
905	CS: Lib & Info	School engagement and Afterschool programming - Waitākere Ranges	Engage directly with local schools in the board area. Provide creative learning opportunities for children in afterschool hours including Makerspace and chess clubs. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	Through an active partnership with Prospect Primary, new families joined the library by participating in the school's 'Meet the teacher' evening. This school visits Glen Eden Library weekly; Regular after school activities continue to be well attended. In February/March there were 377 participants in Makerspace sessions, chess club and Minecraft. Popular hands-on learning activities included paper and copper circuits, holograms, polymorph and luminescence.	No	The regular after school clubs continue to be very well supported in both libraries with 540 participants in the Chess Club particularly and Makerspace at Glen Eden and the gaming and knitting clubs at Titirangi.
903	CS: Lib & Info	School holiday programming - Waitākere Ranges	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 - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	We are at present planning events and activities for the upcoming school holidays with the theme of 'Construction Wizard'.	No	The 'Steampunk' theme provided the opportunity for 260 children and adults to take part in 7 activity days offering steampunk jewellery, picture frame and airship making and design your own popcorn, flavours and containers during the October school holiday period.
904	CS: Lib & Info	Summer reading programme - Waitākere Ranges	Provide a language- and literacy-building programme that runs during the summer school holidays for 5-13 year olds. 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 - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	Completed	Green	375 children signed up for Kia Maia te Whai running through December/January. Evaluation of the programme in Waitakere Ranges showed that it partially met, met or exceeded 91% of the expectations of respondents. Most parents reported that the reason they wanted their children to be part of the programme was to encourage reading over the break. They appreciated the range of activities offered, particularly the research and learning elements, cultural knowledge, art and crafts, goal achievement and personal contact with the library staff. 161 people attended parties held at both libraries and the Bubble Man and Magician were enthusiastically received.	Yes	Both libraries took a series of roadshows to local schools to promote the Kia Maia te Whai/Dare to Explore summer reading programme which 357 had joined by the end of December. In-house programme activities included 'Makerspace' Christmas activities, a tug toys craft session with the SPCA and gingerbread house making helped enhance the fun atmosphere of participation.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
906	CS: Lib & Info	Supporting customer and community connection - Waitākere Ranges	Provide programmes that facilitate customer connection with the library and community including themed clubs and special events . Pop up Library at community events, e.g. Oratia markets. Housebound services for customers with access issues. Provide community space for hire at Glen Eden Library. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Green	The Titirangi Library deck was completed in early March and made available for public use. Project completion was delayed because of weather and later necessary design changes. The response from the public has been overwhelmingly positive. A small celebratory opening event is planned for Thursday April 13th. Glen Eden Library 'popped up' at the Glen Eden family Fun day at Sunvue Park and staff also visited Oratia Markets jointly with Henderson Library to promote services. Art windows and cabinets have been put to use in both libraries for local artists and a display of miniature models by local enthusiasts was much enjoyed.	Yes	Acclaimed Australian author Graeme Simsion spoke about his life and work at a public event at Glen Eden Library to an audience of 50. The Glen Eden Library outdoor courtyard continues to be well utilised for the local community with sausage sizzles, cake bakes, Christmas activities, music and library summer reading activities including badge making which attracted 60 participants. Glen Eden also offered pop-up storytimes at Oratia Market. The new reading deck at Titirangi Library was on track at the end of December with the expected completion and opening in Q3.
Local Parks											
644	CF: Project Delivery	Walkway development	Continuation of foothills walkway. Little Muddy Creek walkway development, between Rimutaka Place and Huia Road.	Q1; Q2; Q3; Q4	ABS: Capex	\$ 336,416	In progress	Green	Current Status: Physical works underway. Next Step: Physical works to complete June 2017.	No	Park Name: Little Muddy Creek Description of the work: design and consent walkway development from Rimutaka Place to Huia Road including shared access, aggregate paths, timber footbridge, boardwalks and stairs. Physical works financial year 2017. Current status: physical works awarded. Next step: physical works to start mid-March 2017. Issue: budget, boundary issues, Huia Road subsidence, stream erosion.
642	CS: PSR: Local Parks	Programmes and events-Local Parks	Providing events for openings and celebrations	Q1; Q2; Q3; Q4	LDI: Opex	\$ 15,000	In progress	Green	Likely to be a budget underspend of \$12,500. Waitakere Ranges Local Board to advise on reallocation.	No	Programme on track.
643	CS: PSR: Local Parks	Volunteers Local parks	Pest control, planting and restoration involving volunteers. Programme to be agreed with local board.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 32,000	In progress	Green	A group to replace the Perris Road volunteer group can not be found. The funds that were to be applied to the Perris Road volunteer track building project are planned to be put into extending restoration planting at Little Muddy Creek an existing project area near Gill Esplanade off Landing Road. The Friends of Armour Bay MOU for reserve maintenance has been delayed while responsibility for maintenance MOU's are transitioned to the community facilities team from PSR.	No	Perris Road track building project has lost its volunteer group due to change in their organisation deciding other priorities. Search for another group to take over over the Perris Road project continues. All other aspects of the volunteer programme are on track. Gill esplanade, Rimutaka Reserve and Glucina Park are all being prepared as planting sites for volunteer planting in Autumn/Winter period. Friends of Armour Bay are on track to have an MOU for reserve maintenance for signing in February. Discussion is on-going with South Titirangi Neighborhood Network for an MOU with Council to meet its goal of a weed free South Titirangi by 2020.
Sport and Recreation											
2834	CS: PSR: Sport & Rec	Sport and Recreation participation (WTK)	Small parks activation programme	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	In progress	Green	Small parks activation programme including the Glen Eden Park to Park summer series and Whanau Day Out in February 2017. A report evaluating the activation programme is due 31 March 2017, which will be work shopped with the board in April 2017.	No	Delivery of work programme commenced
2691	CS: PSR: Sport & Rec	Facility Partnership 2014 Titirangi Waka Ama (WTK)	Facility Partnership grant \$10,000 and LDI Opex \$5,125 for feasibility study into siting a waka ama facility on Manukau harbour coastline.	Q1	ABS: Opex; LDI: Opex	\$ -	Completed	Green	Project completed. Strategic broker and lease advisor are supporting the waka ama group discussions with existing leases at French Bay.	No	Project completed and feasibility study submitted. Local board have requested additional support for discussions between group and existing lessees in French Bay which is ongoing.
2690	CS: PSR: Sport & Rec	Facility Partnership 2012 Waitemata Table Tennis (WTK)	Facility Partnership grant \$290,000 towards cost of developing a new table tennis facility on Parrs Park	Not scheduled	ABS: Opex	\$ -	On Hold	Amber	Risk that proposed project cannot proceed. Recipient's limited ability to raise sufficient funds for original proposed facility further impacted by proposal to explore potential for a multisport facility on Parrs Park. Recipient participated in the multisport feasibility study but determined that the recommended approach would not represent an improvement on their existing circumstances. Recipient is currently considering its next steps. Recipient is on notice that funding will expire 30 June 2017 unless satisfactory progress is shown. Recipient is now receiving active support from the New Zealand Table Tennis Association.	No	Awaiting project update from recipients to understand how project is progressing.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
Development Projects											
4434	CF: Project Delivery	Glen Eden Town Square	Glen Eden Town Centre Urban Design Framework (2010) and Implementation Plan (2013) provide a high level vision for creating an attractive and vibrant retail shopping and business centre that is a much-loved and used neighbourhood town centre.	Not scheduled	ABS: Capex; External funding	\$ 617,000	In progress	Green	Current Status: The concept plan was presented to the Local Board and received positive feedback. The quantity surveyor has provided cost estimates allowing us to establish how much the project will potentially cost. Next Steps: The Business Case is to be written capturing the need for the investment. Clarification regarding the source(s) of funding needs to be confirmed.	No	Project Description: Design and Implementation to provide a high level vision for creating an attractive and vibrant retail shopping and business centre that is a much-loved and used neighbourhood town centre. Current Status: High level concept plan was presented to the Local Board on 8 December 2016. Received positive feedback and full support to proceed. Next Steps: Quantity surveyor to provide cost estimates. Consultation preparation to begin. Risks/ Issues: Nil
Community Facilities: Renewals											
4265	CF: Project Delivery	Alex Jenkins Memorial Toilet renewal	Alex Jenkins Memorial Toilet renewal	Not scheduled	ABS: Capex	\$ 160,000	Proposed	Green	Current Status: Finalising the scope of works Next Steps: Reviewing the scope of works and assign a project manager for delivery	No	Description of the work: toilet renewal Current status: finalising the scope of works Next steps: reviewing the scope of works and assign a project manager for delivery Issues: none
4266	CF: Project Delivery	Armour Bay Refurbish toilet block	Armour Bay Refurbish toilet block	Q1; Q2	ABS: Capex	\$ 321,024	Completed	Green	Current status: Complete	No	Description of the work: upgrade of toilets and changing rooms. Items such as new fittings and fixtures, painting, roof replacement, etc. Current status: project complete. Next steps: reinstatement monitoring. Issues: none
4267	CF: Project Delivery	Duck park Sports field flood lighting renewal	Duck park Sports field flood lighting renewal	Q3	ABS: Capex	\$ 2,560	Completed	Green	Current status: Complete	No	Description of the work: sports lighting to rugby league field Current status: lights are working, handover documentation has been received and reinstatement is underway Next step: practical completion Issues: none
4268	CF: Project Delivery	Glen Eden Library - Design & install new front entrance way	Glen Eden Library - Design & install new front entrance way	Q1	ABS: Capex	\$ 153,570	Completed	Green	Current status: Complete	No	Description of the work: design and installation front courtyard redesign. Current status: completed Next steps: Issues: none
4421	CF: Project Delivery	Glen Eden Picnic Ground Renew amenity lighting	Improve existing lighting within park along footpath	Not scheduled	ABS: Capex	\$ 36,000	In progress	Green	Current Status: Application for a resource consent Next Steps: Complete design	No	Description of works: Glen Eden Picnic Ground Installation of replacement lights within park, physical works to be undertaken in current financial year Current Status: Resource Consent Next Steps: Complete Design Risks/Issues: Consenting issues work within a historic area, Watercare main line running through park, protected trees.
3132	CF: Project Delivery	Glen Eden Town Centre Toilet Renewal	Glen Eden Town Centre Toilet Renewal	Not scheduled	ABS: Capex	\$ 10,000	Approved	Green	Current Status: This is in FY17/18 pipeline under Glen Eden Town Centre Toilet Renewal.	No	Current status: Work being scoped. Next steps: Assign a project manager for delivery. Issues/Risks: Nil
4269	CF: Project Delivery	Henderson Valley Scenic Reserve - Seibel Road development	Henderson Valley Scenic Reserve - Seibel Road development	Q1; Q2; Q3; Q4	ABS: Capex	\$ 138,783	In progress	Amber	Issues/Risks: Physical works may be potentially be delayed if no submissions for the physical works tender received for the second time. Seibel Reserve Stream Crossing Upgrade Works Current Status: Works completed. Next Steps: Defect Liability till end of March 2017. Henderson Valley Scenic Reserve Track Upgrade, Candia Road to Vineyard Road Current Status: Specifications and plans completed. No submissions received for physical works tender. Next Steps: Send out the tender second time closing end of March 2017.	No	Description of the work: Seibel Reserve stream crossing upgrade works. Current status: works completed. Next steps: defect liability till end of March 2017. Issues: access, stream and public health and safety. Description of the work: Henderson Valley Scenic Reserve Track upgrade- between candia road to vineyard road Current status: engaged an engineer to finalise the plans. Next steps: to award physical works March 2017. Issues: access, stream and public health and safety.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3126	CF: Project Delivery	Huia Domain coastal structure renewal	Huia Domain Retaining Wall Renewal. Existing Renewal Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 720,297	In progress	Green	Current Status: Resource consent lodged. Next Steps: Request for tender physical works	No	Description of works: Huia Domain Complete design and consent current agreed concept. Then carry out construction of groyne structures along with beach replenishment. Current Status: Complete design. Next Steps: Undertake consenting. Risks/ Issues: Works within coastal area and sensitive project stakeholders.
4270	CF: Project Delivery	Kaurilands Hall - Floor replacement & polyurethane	Kaurilands Hall - Floor replacement & polyurethane	Q1; Q2; Q3; Q4	ABS: Capex	\$ 40,757	Completed	Green	Current status: Complete	No	Project completed.
4425	CF: Project Delivery	Kawaka Reserve Track Renewal	Carry forward from FY16	Q4	ABS: Capex	\$ 28,000	Proposed	Green	Current Status: Finalising consents. Next Steps: Commence and complete physical works by June 2017.	No	Description of works: Renewal of the existing track Current Status: Finalising consents. Next Steps: Commence and complete Physical works. Risks / Issues: Health & Safety - School nearby. Used as access.
4271	CF: Project Delivery	Les Waygood Toilet - Install telemetry system	Les Waygood Toilet - Install telemetry system	Not scheduled	ABS: Capex	\$ -	Proposed	Green	Current status: Business case to be reviewed Next steps: Planning	No	Description of the work: install telemetry system Current status: business case is being developed Next steps: to assign a project manager Issues: none
4433	CF: Project Delivery	Lopdell House - Replace Emergency Lighting	The current emergency light fittings are failing in large numbers because of the design of the fittings and the testing regime not being suitable. The current fittings are not coping with regular testing and do not have serviceable components available. It is recommended to start replacing with more standard fittings that are easily serviceable.	Q3	ABS: Capex	\$ 13,230	Completed	Green	Project complete	No	Project being delivered by Operations & Maintenance Business Unit.
4272	CF: Project Delivery	LPWCR - WR - Les Waygood Park - Camp Ground Effluent	LPWCR - WR - Les Waygood Park - Camp Ground Effluent	Q3	ABS: Capex	\$ 20,000	Completed	Green	Current status: Complete.	No	Description of the work: upgrade waste water system serving Les Waygood park campground ablution blocks. Current status: physical works are complete and code of compliance was issued on 27.07.2016. Practical completion was certified on 17.08.2016. Resource consent compliance - sign off has been completed. Next steps: defects liability period will continue until 26.07.2017. Issues: funding for telemetry connections and plumbing fixture upgrades at male and female toilet blocks and Barnett hall (via property operations staff).
4273	CF: Project Delivery	Opanuku Marginal Renew Pedestrian Bridge	Opanuku Marginal Renew Pedestrian Bridge	Not scheduled	ABS: Capex	\$ 37,005	Proposed	Green	Current Status: Consultation with local residents Next Steps: Develop business case	No	Description of the work: replacement of existing bridge over stream Current status: consultation with local residents Next steps: business case Issues: budget, determining return on investment level, sensitive area - ecologically, culturally and publicly
3127	CF: Project Delivery	Parrs Park Building renewal	Parrs Park Toilet Renewal. Existing Renewal Project	Q1; Q2; Q3; Q4	ABS: Capex	\$ 300,000	In progress	Green	Current Status: Physical works contract has been awarded. Building consent has been lodged. Next Steps: Commence physical works once building consent approval has been approved.	No	Description of the work: demolition of existing toilet block and installation of new three pan toilet block. Current status: currently in detailed design, work going according to programme. Physical works has been tendered. Next steps: review tenders and award contract. Issues: time frames
3128	CF: Project Delivery	Parrs Park Carpark Renewals	Parrs Park Carpark Renewal	Q1	ABS: Capex	\$ 6,500	Completed	Green	Current status: Complete	No	Description of the work: Parrs Park - renewal of car park, new line marking seal and island at entrance Current status: handover and closure Next steps: none Issues: none
4274	CF: Project Delivery	Parrs Park Install lighting on no 2 sports field	Parrs Park Install lighting on no 2 sports field	Q1; Q2; Q3	ABS: Capex	\$ -	Completed	Green	Current Status: Practical completion issued Next Step: Defects liability period	No	Description of the work: sports lights on number two sports field Current status: lights complete. Handover documentation received. Next step: reinstatement and project closure Issues: none

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
4275	CF: Project Delivery	Parrs Park Renewal of No 2 sports field	Parrs Park Renewal of No 2 sports field	Q1; Q2; Q3	ABS: Capex	\$ 11,200	Completed	Green	Current status: Complete	No	Description of the work: renewal of number two sand field Current status: has been handed to local and sports parks. Some funding had been allocated to complete a renovation as field did not quite meet completion standards. Next steps: city care to complete renovation. Issues: none
4276	CF: Project Delivery	Parrs Park Table Tennis Carpark Renewals	Parrs Park Table Tennis Carpark Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 6,500	In progress	Green	Current Status: Preliminary report received. Initial recommendations approved. Next Steps: Receive final report and engineer's estimate. Undertake further detailed design. Obtain geotechnical report.	No	Description of the work: parrs park - renewal of car park at table tennis centre, design only this financial year Current status: procurement for professional services Next steps: award professional services Issues: ground conditions, base conditions
4332	CF: Project Delivery	Piha Domain-Supply and install effluent recycling alkalinity dosing system	H & S Reactive Renewals, Piha Domain-Supply and install effluent recycling alkalinity dosing system	Not scheduled	ABS: Capex	\$ 44,100	Proposed	Green	Current status: Enter planning phase. Next step: Plan required works.	No	Description of the work: Health and Safety Reactive Renewals, Piha Domain-Supply and install effluent recycling alkalinity dosing system Current status: reviewing business case Next step: planning Issues: none
4277	CF: Project Delivery	Swanson Oaks Renew lighting	Swanson Oaks Renew lighting	Q3	ABS: Capex	\$ -	Completed	Green	Current status: Complete	No	Description of the work: improve existing lighting within park. Physical works completed during financial year 2015/2016 Current status: handover and closure Next steps: Issues: none
4278	CF: Project Delivery	Takaranga Reserve Playground renewal	Takaranga Reserve Playground renewal	Q1	ABS: Capex	\$ 33,210	Completed	Green	Current status: Complete	No	Description of the work: re-newal of existing playground edging Current status: physical works complete Next steps: reinstatement of grass Issues: none
4279	CF: Project Delivery	Tamariki Reserve Track Renewal	Tamariki Reserve Track Renewal	Q1; Q2	ABS: Capex	\$ 20,683	Completed	Green	Current status: Complete	No	Description of the work: renewal of the existing track. Current status: handed over to operation. Next steps: none. Issues: none
4280	CF: Project Delivery	Taumatara Esplanade Renew track	Taumatara Esplanade Renew track	Q1; Q2	ABS: Capex	\$ 26,016	Completed	Green	Current status: Complete	No	Description of the work: renewal of the existing track. Current status: handed over to operation. Next steps: none Issues: none
4281	CF: Project Delivery	TFB - WR - French Bay Esplanade Toilet/changing room renewal	TFB - WR - French Bay Esplanade Toilet/changing room renewal	Q1	ABS: Capex	\$ 2,131	Completed	Green	Current status: Complete	No	Park name: French Bay Esplanade Description of the work: renewal of existing toilet/changing block Current status: works complete. Next steps: none Issues: none
4358	CF: Project Delivery	Titirangi Library - Asbestos Testing - Roof, Ceiling & Vinyl	Health & Safety Critical Works	Not scheduled	ABS: Capex	\$ 25,000	Proposed	Green	Current Status: Waiting for final costs from contractor Next Steps: Assign a Project Manager for delivery.	No	Description of the work: replace roof, ceiling and test vinyl for asbestos. Current status: waiting for final costs from contractor. Next steps: assign a project manager. Issues: none
4282	CF: Project Delivery	Titirangi Library - Construct reading deck	Titirangi Library - Construct reading deck	Q1; Q2; Q3	ABS: Capex	\$ 125,000	Completed	Green	Current Status: Project completed March 2017	No	Description of the work: installation of new deck with sliding door. Current status: physical work has started. Next step: physical work to be completed. Issues: site access and parking issues with RSA staff needs to be managed carefully.
3129	CF: Project Delivery	Titirangi War Memorial Retaining wall Renewals	Titirangi War Memorial Wall Renewal	Q1; Q2; Q3	ABS: Capex	\$ 2,700	Completed	Green	Current status: Complete	No	Description of the work: Titirangi War Memorial Park - review of structures that have had condition rating reduced, carry out design work as required to bring structures up to standard this financial year. Carry out physical works next financial year. Current status: procurement of professional services. Next steps: engineering review of structure. Issues: works within sensitive ecological areas and highly publicly accessible structures.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3130	CF: Project Delivery	Waitākere Ranges Building renewal FY17-18	Piha South Road Reserve Toilet Renewal	Q4	ABS: Capex	\$ 8,500	Approved	Amber	Issues/Risks: Awaiting confirmation of final scope Current Status: Project scoping	No	Description of the work: building renewal. Current status: in concept stage. No scope. Project on hold. Next steps: Issues:
3131	CF: Project Delivery	Waitākere Ranges Footpath renewal FY17-18	Foster Ave Walkway, Glen Eden Picnic Ground, Harold Moody Reserve Soldiers Memorial Reserve Path Renewals	Q1; Q2; Q3; Q4	ABS: Capex	\$ 8,000	Completed	Green	Current Status: Project completed March 2017	No	Description of the work: Foster Avenue Walkway, Glen Eden Picnic Ground, Harold Moody Reserve and Soldiers Memorial Reserve renewal/ improvement of selected tracks/footpaths. Design and consenting completed in current financial year, completion of physical works in financial year 2017/2018. Current status: confirm scope meets requirements with parks. Next steps: bundle works into physical works contract. Issues: drainage, possible resource consent requirements. Fosters Avenue pathway has been washed out remedial works required.
3703	CF: Project Delivery	Waitākere Ranges FY17 Glen Eden Hall renewals	Glen Eden Hall - Recoat floor. Note this item replaces SP ID: 381	Q2; Q3; Q4	ABS: Capex	\$ 36,214	In progress	Green	Current Status: Obtaining quotes for renew work. Next Steps: Award the works to a contractor.	No	Description of work: Upgrade existing hall floor. Current Status: Scope is yet to be formalised. Next Steps: Procurement documentation upon formalisation of project scope. Issues/Risks: Nil
3711	CF: Project Delivery	Waitākere Ranges FY17 Kaurilands Hall renewals	Kaurilands Hall - Metal airbrick replacement and installation of a diversion. Existing vent covers (in the external walls in the subfloor area) & are restricting the airflow. Replacing the vent covers will allow maximum venting capability underneath the building. Restricting the voids to less than 13mm will prevent vermin entry. Note: this item replaces SP ID: 381	Q2	ABS: Capex	\$ 19,635	Completed	Green	Current status: Complete	No	Description of work: Install a vapour barrier below hall floor and design a French Drain - linked to the storm water drain. Current status: Polythene sheeting installed. Project Completed. Next step: Develop and design - specification of French Drain and type of vapour barrier. Issues/risks: Nil
382	CF: Project Delivery	Waitākere Ranges FY17 Titirangi War Memorial Hall renewals	Titirangi War Memorial Hall - upgrade back stage & main hall floor	Q3; Q4	ABS: Capex	\$ 125,500	In progress	Green	Current Status: Scope is being formalised Next Steps: Procurement documentation upon formalisation of project scope.	No	Description of the work: upgrade back stage main hall floor. Current status: scope is yet to be formalised. Next steps: procurement documentation upon formalisation of project scope. Issues: none
4359	CF: Project Delivery	Woodlands Park Kindergarten - Drainage	Health & Safety Critical Works	Not scheduled	ABS: Capex	\$ 12,000	In progress	Green	Current Status: Detailed design approved Next Steps: Request for quote for physical works	No	Description of works: Woodlands Park - Investigate and resolve water entering into basement of kindergarten building Current Status: Tendering of professional services to investigate and provide solution Next Steps: Award professional services Risks / Issues: Works around children, long term issue with possible complex causes
Community Facilities: Operational Management and Maintenance											
3848	CF: Operations	Arboriculture Contracts	Covers tree maintenance	Q1; Q2; Q3; Q4	ABS: Opex	\$ 303,322	Proposed	Green	Treescape continue to perform well with a quarterly average of 99% for quality In late January, there was a significant weather event that saw a spike in requests for service. This influx in requests resulted in disruption to scheduled street and park tree maintenance. Although most of the follow-up work has been completed, the impact of the storm did create a backlog in jobs. The deluge earlier in March provided additional challenges.	No	Treescape continue to perform well with a quarterly average of 100% 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.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
3847	CF: Operations	Waitākere Ranges Ecological Restoration Contracts	Covers areas of special ecological significance; and pest species control	Q1; Q2; Q3; Q4	ABS: Opex	\$ 287,351	Proposed	Green	The number of pest plant requests (RFS) have increased compared with last quarter which is expected for the season as reserves experience higher public use with good weather and also the holiday season. Requests for rat and possum control have been consistent with the previous quarter. Third quarter is typically the peak period for wasp control. Although still the busiest period, the presence of wasps have been markedly less than previous years.	No	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. 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. Arising issues include weed and general waste dumping along boundaries with private properties and incursion into parks.
3846	CF: Operations	Waitākere Ranges 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	\$ 1,706,385	Proposed	Green	The Piha Community Summer Ranger services have been completed for the year. Bethells Community Summer Ranger service continues on weekends until Easter. Sports field preparation for the winter codes is underway, as are Anzac preparations. End of season maintenance on gravel carparks is also underway. Storm damage from early March flooding is still being assessed and has caused closure of some access ways. All non-essential irrigation is on hold and water features have been turned off in support of Watercare's water saving initiative.	No	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.
Infrastructure and Environmental Services											
1958	I&ES: Environmental services	Coastal and Marine Environment Project	An information report / resource which sets out the current state of the Waitākere Ranges marine and coastal environments. The report will be an accessible, authoritative but not restrictively academic, information report that: • Gathers existing data and information for the Waitākere Ranges marine and coastal area, focusing on the local but placing it within the wider regional context and the Waitākere Ranges Heritage Area context; • Educates people; • Provides a discussion point; • Highlights potential areas for action; • Draws some recommendations, relevant both to the local board's sphere of influence, and also to inform regional advocacy; • Includes coastal, shore, nearshore and offshore zones, within the local board boundaries (both West Coast and Manukau Harbour); • Includes fish and shellfish resources, fauna and flora, especially birds, activity such as fishing, filming, sand mining and petroleum drilling, sea level rise.	Q1; Q2; Q3	LDI: Opex	\$ 57,000	In progress	Green	The supplier presented draft concepts for the report to one of the Waitākere Ranges Local Board environmental leads in February 2017. The final report is expected in early June 2017.	No	A supplier has been chosen to deliver this project. The desktop study is now underway, with a draft report expected to be delivered mid next quarter. This draft will then be reviewed by Auckland Council and the local board by the end of next quarter.
2916	I&ES: Environmental services	Community Nurseries	To fund EcoMatters to support the establishment of community nurseries and advice is provided to the community on how best to establish and maintain these.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	Plant production at the EcoMatters site is progressing as planned, with the plants well cared for over the summer months. As per the quarter two update, more than 2,500 eco-sourced plants will be available to support community initiatives in winter 2017, and a further 2,500 plants will be ready for community planting in 2018. Further development of the nursery area adjacent to the visitor centre has been completed as planned. In quarter four, the best mechanism for allocating and distributing plants to community groups will be determined, so they can be used for community planting in winter 2017.	No	Plant production at the EcoMatters site is progressing as planned and more than 2,500 eco-sourced plants will be available to support community initiatives in the local board area in winter 2017. A further 2,500 will be ready for community planting in 2018. A shade area has been added to the nursery as planned. Focus for quarter three will be to ensure plants are well cared for over the summer months, which will include expanding the nursery area adjacent to the visitor centre to make space for growing plants.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
2002	I&ES: Environmental services	EcoMatters Environment Centre and Sustainability Hub	To fund the operation of EcoMatters Environment Centre, including staffing and associated education programmes.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 35,000	In progress	Green	In quarter three, the environment centre achieved its target of opening to the public for at least 30 hours each week. Planning of workshops and the recruitment of tutors began in December 2016 and continued until February 2017, in time to be included in the EcoWest Festival programme for March and April 2017. Nine workshops were scheduled to coincide with EcoWest with a wide range of subjects to engage and educate. These included Waste Matters; Sharing Responsibility (product stewardship); DIY Rainwater Harvesting; DIY Pads; Geckos, Lizards and Skinks of Aotearoa; All About Ebikes - Further, Fitter, Faster; Hidden Gems of Waitākere; Solar Power or Solar Hot Water. EcoDay workshops have also been planned and tutors have been recruited. Subjects include: Tiny House; DIY Bokashi (Compost Collective); Autumn Edible Garden; Urban Chooks; Sustainable Homes; and a Sustainable Transport Panel.	No	In quarter two, the Environment Centre achieved its target of opening to the public for at least 30 hours each week. Ecomatters is on track to achieve their target of delivering at least 26 sustainability-related seminars or workshops during the funding year. Eleven workshops were held during the reporting period covering cycling and bike maintenance, rainwater harvesting, food waste reduction, and eco-design. Two nature walks were held in the Waitākere Ranges during Conservation week, which focussed on identifying plants and animals and highlighting hidden gems. The workshop programme for quarter three is being finalised.
1959	I&ES: Environmental services	Kauri Dieback Co-ordinator	To co-ordinate a comprehensive community engagement project in the Waitākere Ranges Heritage Areas, and to support the Auckland Council kauri dieback programme.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 48,000	In progress	Green	As per quarter two, the kauri dieback community co-ordinator has continued to maintain and support active relationships with existing kauri advocates, tramping groups, 'Sustainable Neighbourhood' groups, ratepayer groups, as well as schools, providing important support to community responses to kauri dieback disease. She has also provided advice to private landowners in the Waitākere Ranges Local Board area about areas of infection, and responsibilities for managing the disease on their properties. In addition, she has coordinated the six kauri ambassadors, who have talked to over 25,000 park users over the late summer. The kauri dieback advocacy trailer has been well received at events and in visitor hotspots on weekends. Quarter four will continue the work from the previous two quarters, although the ambassadors will be finishing up and there will be fewer events at which to promote kauri dieback.	No	The kauri dieback community co-ordinator has continued to support relationships with existing kauri advocates, tramping, 'Sustainable Neighbourhood', and ratepayer groups, as well as schools. She has also provided advice to private landowners in the local board area about areas of infection, and responsibilities for managing the disease on their properties. The advocacy trailer has been well received at events and in visitor hotspots on weekends. In quarter three, the focus will be on continuing support for individuals and groups undertaking advocacy, and engaging landowners and community groups with seminars and workshops to provide disease management options. Focus will also be on engaging with schools, assisting the delivery of the education resource, and raising awareness at events in the area. This project will also advocate for park visitors to use the cleaning stations at high risk locations over the summer holiday periods.
2006	I&ES: Environmental services	Love Your Place	To fund EcoMatters to provide rapid response funding of up to \$500 to support volunteer-driven practical environmental initiatives (for instance, not-for-profit preschools, environmental clean ups and restoration, community planting and food growing).	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	'Love Your Place' assistance was promoted extensively during quarter three, and six applications were received. The total value of the assistance provided in quarter three was \$3,100. Further promotion of the 'Love Your Place' assistance will be undertaken in quarter four.	No	Eight 'Love Your Place' applications were supported in quarter two, including applications from two not-for-profit pre-schools. The total value of the assistance provided in quarter two was \$3,165.
2915	I&ES: Environmental services	Love Your Place Awards	To fund EcoMatters to support an environmental champion recognition awards that will specifically be for board constituents. The awards will recognise volunteer work in the environment.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 5,000	In progress	Green	Planning for the 2017 Love Your Place Awards commenced in the third quarter. This planning included a meeting with a Waitākere Ranges Local Board environment lead to discuss options for future refinements. Detailed planning for the awards will continue in quarter four based on direction from the local board.	No	Planning for the 2017 Love Your Place Awards will commence in the third quarter.
2005	I&ES: Environmental services	Plastic Bag Campaign	EcoMatters are to engage and support individuals, businesses, schools, and community groups to adopt alternatives to plastic bags. This project will work cooperatively with existing community initiatives.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 5,000	In progress	Green	A meeting with the Waitākere Ranges Local Board environmental leads was held on 21 March 2017 to finalise the priorities for this initiative. The campaign will be delivered in quarter four.	No	The plastic bag campaign was discussed with environment portfolio holders in quarter two and priorities for this initiative will be finalised with environment portfolio holders in quarter three.
2008	I&ES: Environmental services	Waitākere Ranges EcoWest Festival support	To fund EcoMatters to support the running of EcoWest Festival which will run from from March-April 2017.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 10,000	In progress	Green	The festival programme was finalised in quarter three, with a record number of registered events. Thirty events took place in the Waitākere Ranges Local Board area, with most of the events free or low cost. Feedback has been collected from both the participants and the event hosts at as many events as possible. A report summarising this feedback will be developed in quarter four.	No	Planning for the delivery of the annual EcoWest Festival, to be held from 11 March to 9 April 2017, is progressing as planned. The expressions of interest process inviting event holders to include their events in the festival programme was launched as planned in quarter two. In quarter three the festival programme will be finalised and the festival will be promoted and delivered.

Work Programmes 2016/17 Q3 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
2007	I&ES: Environmental services	Waitākere Ranges Project HomeWise	EcoMatters are to hold a minimum of three workshops to be provided to ethnic communities on topics such as: <ul style="list-style-type: none"> Waste minimisation (how to sort your household rubbish, including home composting, options and demonstration); Water saving (how to reduce your water consumption and bills); Energy efficiency (cut your power bill). 	Q1; Q2; Q3; Q4	LDI: Opex	\$ 5,000	In progress	Green	The Glen Eden Community House playgroup hosted a further HomeWise workshop, so that those who missed the previous workshop could participate. The VisionWest Mahi Ora class hosted a HomeWise workshop in the last week of March 2017. Workshop scheduling for quarter four is in progress.	No	Two workshops were held at Vision West in quarter two that covered home energy efficiency, water saving and waste reduction. Workshop scheduling for quarter three is in progress.
2003	I&ES: Environmental services	Waitākere Ranges War on Weeds	A campaign to be run by EcoMatters during the month of March 2017, where jumbo bins are provided at key sites in the local board area for community disposal of weeds.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 23,000	In progress	Green	The campaign went ahead as planned in February 2017, and was delivered throughout March 2017. Campaign results will be reported to the Waitākere Ranges Local Board in quarter four.	No	Preparation is underway for this campaign, which will be delivered in March 2017. Bin locations will be finalised in conjunction with the local board prior to promotion of the campaign in targeted media in February 2017.
2011	I&ES: Environmental services	Weed Management Project	To continue the climbing asparagus weed management project in Huia and Piha. The project engages local communities in an effort to control climbing asparagus. The project in 2016/17 will involve: <ul style="list-style-type: none"> Continuing to engage (door knocking etc) with residents at Huia and Piha in an effort to control climbing asparagus; Conducting surveys of landowner properties (when permission given) to establish the presence of climbing asparagus; Control by contractors once the weed is identified as well as a follow up round of weed control. The project will also look to expand into new target areas such as Karekare and may also look to target new weeds.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 100,000	In progress	Green	The second period of control work was completed at the end of February 2017. This included a follow-up at 27 properties that received control last season and new control at four properties. Numerous properties in Glen Esk Road in Piha have reported extensive ginger infestations. Survey work is ongoing in all three target areas. No climbing asparagus has been found in the Karekare target areas yet, however ginger has been found. Target area seven in Piha has reached 65 per cent engagement. Twenty-two properties (33 per cent) in target area seven have no climbing asparagus.	No	Engagement is well underway in Karekare, Huia and Piha. Surveying has commenced in all three areas. The first period of control work concentrating on follow up work began at the end of November 2016. Organising follow-up control with the community has been easy. Many property owners have observed climbing asparagus recovery from the controlled areas from last year. One working bee focussing on manual control has been held in Huia with student volunteers. The focus for quarter three will be organising more community working bees, completing engagement within Target Area 7 (Piha), and continuing engagement and survey in Karekare and Huia. Another period of control will be scheduled in quarter three.
3585	I&ES: Environmental services	Waitākere Ranges Heritage Area Act Work Programme	The Waitākere Ranges Heritage Area Act work programme budget is a regional budget held by the North West Planning Team. The biosecurity team and biodiversity team within Infrastructure and Environmental Services are delivering two projects as part of the work programme for the north-west planning team. The two projects are the Community Weed Bins – \$90,000 and the Long Tailed Bat research, protection and recovery - \$5,000. In order for Infrastructure and Environmental Services to report on progress for these two projects to the local board a Sharepoint entry has been created for the environmental work programme quarterly update.	Q1; Q2; Q3; Q4	ABS: Opex	\$ -	In progress	Amber	While the long-tailed bat project is tracking as planned, the weed bin project is currently tracking above budget. Discussions are underway with the northwest planning team to increase the budget by approximately \$10,000 to support the initiative until the end of June 2017. The long-tailed bat monitoring field work component is now almost complete with bat recorders now being pulled in for analysis. A detailed memo will soon be sent to the local board, which will provide an update of the current bat research in the Waitākere Ranges. The change to monthly weed bin availability in Oratia and Glen Eden in October 2016 had no reported adverse effects. There were also no reported complaints or abuse of the four remaining permanent bins at the Piha, Huia, Laingholm or Mountain Road sites. As per the RAG explanation of this update, this project is currently tracking above budget, and if the current weed amounts continue, an additional \$10,000 will be required to maintain the current service levels.	No	Staff are using a newly created bat habitat modelling map to be used as a decision-making tool for optimal long-tailed bat monitoring. Requests for quotes for contractors to undertake this work are due to go out in December 2016, with work due to start in February or March 2017.
1949	I&ES: Healthy waters	Waitākere Ranges Manukau Harbour Support	To contribute funding to support implementation of the Manukau Harbour work programme.	Q1; Q2; Q3; Q4	LDI: Opex	\$ 8,000	In progress	Green	Contracts are being awarded for the communications and delivery of the Manukau Harbour symposium which has been scheduled for 19 May 2017 at the Māngere Arts Centre. The second flagship site event was delivered at Flint Group in Penrose on 22 February 2017, and 18 people attended. The next flagship site event is being organised and expected to be held at the Mainfeeds in Wiri at the end of April 2017.	No	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.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY16/17	Activity Status	RAG	Q3 Commentary	Q3 Highlight	Q2 Commentary
2009	I&ES: Healthy waters	West Coast Lagoons septic tank subsidy scheme	To administer a \$75,000 grant fund to encourage septic tank owners in the west coast lagoons catchment to upgrade their systems. <ul style="list-style-type: none"> Property owners in the lagoon catchments can apply for a subsidy for 50 per cent of the cost of any significant improvement of their septic system, up to a maximum of \$5,000. The definition of 'significant upgrade' should be consistent with those developed for the voluntary targeted rate pilot. The subsidy should be open until the 30 November 2016. This will create time pressure for people to take up the offer, should encourage upgrades of systems over the summer swimming season and will allow plenty of time to reallocate the funding if uptake continues to be low. 	Q1; Q2; Q3; Q4	LDI: Opex	\$ 75,000	In progress	Green	Ten successful applications of \$5,000 each prior to Christmas 2016, meant that the full programme fund of \$50,000 was allocated. The subsidy is paid via a reimbursement process with payment released upon receipt of proof of a code compliance certificate for the new system. This incentive is now closed for the 2016/2017 financial year.	No	Eleven applications have been received by residents wanting uptake on the scheme. Nine applications have been accepted and approved, which will commit \$45,000 from the budget. Two applications are under consideration, awaiting building consent approval. However, there will only be enough budget for one of these applications to be approved. The other applicant will be encouraged to re-apply in the next financial year, should the Waitākere Ranges Local Board choose to continue this scheme.
2010	I&ES: Healthy waters	Septic tank pumpout programme for Waitakere Ranges Local Board	To manage the triennial pumpout of septic tanks within the former Waitākere City Council area.	Q1; Q2; Q3; Q4	ABS: Opex	\$ 602,868	In progress	Green	Over January and February 2017, 220 scheduled pump-outs and seven unscheduled pump-outs were completed in the Waitākere Ranges Local Board area. Unscheduled pump-outs are carried out in response to a problematic situation such as a risk of overflow.	No	The septic tank pump-out programme is on track, and a detailed report will be provided to the local board in the new year.
Local Economic Development: ATEED											
1966	CCO: ATEED	Glen Eden Value Proposition	Glen Eden's current retail mix is low value and does little to attract people in to the centre. At the same time electrification of the rail line and improved journey times once the CRL is complete will make Glen Eden a more attractive suburb. <p>This project will develop a Glen Eden Value proposition and, working in partnership with the Glen Eden BID, articulate the Glen Eden offer to a range of investors and developers. The aim is to showcase the opportunities that there are for investing or setting up a business in Glen Eden in order to capitalise on the Proposed Unitary Plan zonings and forthcoming road and rail improvements that will make Glen Eden much more readily connected to central Auckland.</p> <p>A strategy for targeting the messages to desired target audiences will also be developed. This may involve the development of a prospectus outlining the opportunities there are for high quality business and investment in Glen Eden.</p>	Q1; Q2; Q3; Q4	LDI: Opex	\$ 20,000	In progress	Green	Project underway with Glen Eden Summit planned for 29 March and finalisation of prospectus content in April 2017.	No	Project scope agreed, contractor appointed and services agreement signed. Project to commence in January 2017.
1926	CCO: ATEED	Young Enterprise Scheme (WTK)	ATEED, on behalf of the Young Enterprise Trust, delivers the Young Enterprise Scheme (YES) in Auckland. YES is a practical, year-long programme for year 12 and 13 students. Through the programme, students develop creative ideas into actual businesses, complete with real products and services and experience real profit and loss. The funding from the local board will support the delivery of 10 sub-regional events across Auckland (5x Dragon's Den and 5x Regional Awards).	Q3	LDI: Opex	\$ 500	Completed	Green	The E-days have been held and the funding has been used.	No	The contribution from the Local Board will be drawn down in Q3 and will support the delivery of the Young Enterprise Scheme E-Days in February 2017. The e-days are held in sub-regions (north, south, east, central/west) and are the first day students get to meet the Young Enterprise team, and find out about their 2017 year, what YES is all about, and what is installed for them.

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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	Q3 Commentary	Q3 Highlight	Q2 Commentary
Arts, Community and Events												
1878	CF: Community Leases	French Bay Yacht Club Incorporated	Proposed new build of shed at French Bay Esplanade Reserve, 52 Valley Road, Titirangi	Q4		\$ 250.00	\$ 250.00	Approved	Green	Titirangi Coastguard advises that it will cancel its resource consent, building consent and landlord approval for its proposed build of the a new boat shed on the southern end of French Bay Esplanade Reserve. There is now no requirement for French Bay Yacht Club to surrender part of its lease over that portion of the reserve. Cancellation of the consents is due in quarter four.	No	This project is proposed to start in Q4
1873	CF: Community Leases	Glenora Eagles Softball Club	New lease for Harold Moody Reserve, 44 Glendale Road, Glen Eden	Q3				Approved	Green	Project started with site visit undertaken. Waiting for further information from Lessee. Reporting expected in quarter four.	No	This project is proposed to start in Q3
1871	CF: Community Leases	Harbour City Rod Club	Renewal of lease for Singer Park	Q3	30/03/2017		\$ 200.00	Completed	Green	Completed in Q2.	No	Renewal of lease for a term of 33 years commencing 31 March 2017.
1872	CF: Community Leases	Piha Tennis Club Incorporated	New lease for Piha Domain, 21 Seaview Road, Piha	Q1	31/05/2026	\$ -	\$ 1.00	Completed	Green	Completed in Q1	No	Completed in Q1
1880	CF: Community Leases	Swanson Railway Station Trust	New lease for Swanson Station Park, 760 Swanson Road, Swanson	Q4	30/11/2015	\$ 250.00	\$ 250.00	Approved	Green	This project is proposed to start in quarter four.	No	This project is proposed to start in Q4
1877	CF: Community Leases	Te Kawerau a Maki Tribal Iwi Authority	Proposed new build of a marae and papakainga for 240A Bethells Road, Te Henga	Q4				Approved	Green	This project is proposed to start in quarter four.	No	This project is proposed to start in Q4
3587	CF: Community Leases	The Bethells Beach Surf Lifesaving Patrol Incorporated	New lease for part of Te Henga Park, Bethells Beach	Q3	31/08/2020		\$ 1.00	Completed	Green	New community lease approved 23 March 2017 for a term up to 31 August 2020. Resolution number to be advised.	No	This project is proposed to start in Q3.
1874	CF: Community Leases	The Roundabout Society Incorporated	New lease for Laingholm Hall Reserve, 4 Lookout Drive, Laingholm	Q1		\$ 1.00	\$ 1.00	Completed	Green	Lease approved in Q1	No	Lease approved in Q1.
1876	CF: Community Leases	The Royal New Zealand Plunket Society Waitemata Area Incorporated – Titirangi	New lease for Titirangi War Memorial Park, 500 South Titirangi Road, Titirangi	Q1	27/08/2018	\$ 841.75	\$ 1.00	Completed	Green	Completed in Q1	No	Completed in Q1
1879	CF: Community Leases	Titirangi Volunteer Coastguard Incorporated	Proposed new build of shed at French Bay Esplanade Reserve, 52 Valley Road, Titirangi	Q4				Approved	Green	Titirangi Coastguard advises that it will cancel its resource consent, building consent and landlord approval for its proposed build of the a new boat shed on the southern end of French Bay Esplanade Reserve. Cancellation of the consents is due in quarter four.	No	This project is proposed to start in Q4
1875	CF: Community Leases	Waitakere Citizens Advice Bureaux Inc - Glen Eden	New lease for part of Glen Eden Library, 12-32 Glendale Road, Glen Eden	Q1	30/06/2018		\$ 1.00	Completed	Green	Completed in Q1	No	Completed in Q1
1881	CF: Community Leases	Waitakere Residents and Ratepayers Association	New lease for Waitakere War Memorial Park, 13 Bethells Road, Waitakere	Q1; Q2; Q3; Q4	30/04/2023	\$ -	\$ -	Approved	Green	Report due in April 2017 as per resolution WTK/2016/148 dated 24 November 2016. This is referred to in Q2 commentary.	No	Resolution WTK/2016/148 dated 24.11.2016 - council officers to report back to the local board by April 2017 with the options, process, costs and time estimate to classify all or part of Waitakere War Memorial Park as a reserve and options for leasing to the Waitakere Resident and Ratepayers Association Incorporated.
1882	CF: Community Leases	Waitakere Volunteer Rural Fire Force	New lease for 10-14 Township Road, Waitakere Township	Q4				In progress	Green	This project is proposed to start in quarter four	No	This project is proposed to start in Q4
1870	CF: Community Leases	Waterhole Swimming Centre	Renewal of lease for Parris Park, 471-479 West Coast Road, Glen Eden	Q3	30/09/2015	\$ 5.00	\$ 5.00	Approved	Green	This project has commenced with a workshop held with the local board on 2 March 2017. Site visit booked. Expecting to report in quarter four.	No	This project is proposed to start in Q3