

Work Programme 2017/2018 Q1 Report

ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
Arts, Community and Events									
58	CS: ACE: Events	Anzac Services - Waitākere Ranges	Supporting and/or delivering Anzac services and parades within the local board area.	Q4	LDI: Opex	\$ 41,000	Approved	Green	Scheduled for Q4. Staff will commence planning in Q2.
662	CS: ACE: Community Empowerment	Apply the empowered communities approach – connecting communities (WTK)	<p>Broker strategic collaborative relationships and resources within the community. This includes three key activity areas:</p> <ol style="list-style-type: none"> 1. Engaging communities – reaching out to less accessible and diverse groups - focussing on capacity building and inclusion. 2. Enabling council – ensuring that groups have access to operational and technical expertise and identify and address barriers to community empowerment. 3. Reporting back - to local board members on progress in activity areas 1 and 2. <p>Includes responding to the aspirations of mana whenua, mataawaka, marae and Māori organisations.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ -	In progress	Green	<p>During Q1, staff58;</p> <ul style="list-style-type: none"> - progressed agreements with other council units to better enable community groups in Parau and South Titirangi to look after their local parks and coordinate council operations on public land in those areas. These agreements are expected to be finalised in Q2 - documented changes in community-led initiatives in the Waitakere Ranges Heritage Area between 2012 and 2017 for a monitoring report to be published by Auckland Council in 2018. This information will help inform governing body and local board funding decisions and programmes - advised community groups on a potential community-led Pest Free Waitakere project in the context of the Pest Free Auckland project led by Auckland Council.
273	CS: ACE: Arts & Culture	Art on the Beach - Art on the Beach Contract	Develop and execute art activation on Piha 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	Q1;Q2;Q3;Q4	LDI: Opex	\$ 12,000	In progress	Green	The delivery partner for Art on the Beach has withdrawn. This budget will be reallocated at the discretion of the local board.
548	CS: ACE: Community Empowerment	Build capacity - community leadership skills training delivered by Community Waitakere	Partner with Community Waitakere to deliver leadership skill training in the Waitakere Ranges Local Board area. These courses aim to give people confidence and tools to plan and lead projects in their communities (for example place making).	Q3;Q4	LDI: Opex	\$ 5,500	In progress	Green	<p>This activity is part of the funding agreement signed during this quarter with Community Waitakere to deliver a range of capacity building services to Waitakere Ranges community groups.</p> <p>Community Waitakere will deliver leadership skill training in the Waitakere Ranges Local Board area in Q3 and Q4.</p>
550	CS: ACE: Community Empowerment	Build capacity - Tula'i Pasifika Youth Leadership Programme – Waitākere Ranges	Fund West Auckland Pasifika Forum to deliver a leadership training programme for Pasifika youth over the 2018 academic year.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 12,000	In progress	Green	<p>The funding agreement with West Auckland Pasifika Forum for the delivery of the 2018 Tula'i programme is progressing and will be finalised in Q2.</p> <p>The Tula'i programme had an independent review and the report is currently being finalised.</p> <p>West Auckland Pasifika Forum planning for the 2018 programme is underway, with the venue being secured for the modules.</p>
551	CS: ACE: Community Empowerment	Build capacity – Youth Waitākere Ranges	<p>Fund a youth provider to facilitate youth-led projects and events (youth fund). Participate in the local youth providers' network.</p> <p>Engage youth, in particular Māori through environmentally focussed projects (to be scoped).</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 10,000	In progress	Green	<p>The Youth Fund closed at the end of September 2017, with applications being reviewed during the October school holidays. On 18 August13 service providers shared updates at a youth providers network meeting. Staff promoted the Youth Fund, 2018 intake for Tula'i and JobFest.</p> <p>Staff will continue exploring options for environmental projects during Q2.</p>

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549	CS: ACE: Community Empowerment	Building capacity - funding for core activities of Community Waitakere Resource Centre	Funding contribution to the Community Waitakere Resource Centre's core activities. This enables community groups to access networking events and Open Door Days (including with Hoani Waititi marae and other Māori organisations), social wellbeing campaigns (including White Ribbon Day event at Hoani Waititi marae), training opportunities, e-noticeboard, resource material, meeting rooms and administration/management support.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 30,500	In progress	Green	<p>This activity is part of the funding agreement signed during this quarter with Community Waitakere to deliver a range of capacity building services to Waitakere Ranges community groups.</p> <p>Community Waitakere continued to provide their e-noticeboard, resource material, meeting rooms and administration/management support to community groups and not-for-profit organisations at the Resource Centre in Henderson. They delivered six training sessions to help build capability in the areas of facilitation, fundraising, conflict resolution, collaboration and workplace management. Three Open Door Days organised at Best Pacific, Te Whanau o Waipareira Trust and Community Waitakere Resource Centre provided opportunities for organisations to network and learn about West Auckland service providers, particularly in the fields of tertiary education and whanau support. Community Waitakere also held a community breakfast with author and journalist Max Rashbrooke to discuss social inequality, and supported a suicide awareness event.</p>
60	CS: ACE: Events	Citizenship Ceremonies - Waitakere Ranges	Delivery of an annual programme of citizenship ceremonies in conjunction with the Department of Internal Affairs.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 13,328	In progress	Green	The Civic Events team delivered a combined Western Cluster citizenship ceremonies on two occasions during Q1 with 814 people becoming new citizens.
271	CS: ACE: Arts & Culture	Community Arts Programmes - Open Studio Weekend	Administer a contract for the further development, project management and execution of Open Studio Waitākere (OSW), including additional events.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 25,000	In progress	Green	The services agreement with Renee Tanner for delivery of 'Open Studios Waitākere' in FY18 has been executed. The event will take place on the weekend of 18 and 19 November and will include activities at Te Uru, Lopdell Precinct and the Arataki Visitors Centre. More than 70 artists based in the local board area have registered to take part in the event. Additional activities this year include two marketing and networking workshops, and an exhibition of works by participating artists at Lopdell House.
473	CS: ACE: Arts & Culture	Community Arts Programmes - partner outreach	Develop and support a range of arts and culture initiatives and activations to be delivered across the local board area by local arts partners.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 15,000	In progress	Green	A workshop will be held with the local board in Q2 once full reporting has been received from the Going West Trust on outreach projects delivered in Glen Eden during Q1.
348	CS: ACE: Community Empowerment	Community Grants (WTK)	Community Grants, funding to support local community groups through (all types of) contestable grants funding.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 75,000	In progress	Green	Waitakere Ranges Local Board has completed Round One Local Grants and Round One Quick Response allocating a total of \$43,201.80 and leaving a total of \$31,798.20 for the remaining grant rounds.

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371	CS: ACE: Community Places	Community Halls Partnership Fund	<p>A three year term grant to support community halls through a non-contestable process:</p> <ul style="list-style-type: none"> - Glen Eden Community and Recreation Centre War Memorial Hall (Glen Eden Community and Recreation Centre Incorporated) \$3,000 - Laingholm Village Hall (Laingholm and District Citizens Association (1998) Incorporated) \$3,000 - Oratia Settlers Hall (Oratia District Ratepayers and Residents Association Incorporated) \$3,000 - Oratia Small Hall (Oratia District Ratepayers and Residents Association Incorporated) \$3,000 - Waiatarua Hall (Waiatarua Ratepayers and Residents Association Incorporated) \$3,000 - Waitākere Domain Hall (Waitākere Residents and Ratepayers Association Incorporated) \$3,000 - Barnett Hall (Piha Community Centre Society Incorporated) \$6,000 - Huia Hall (Huia Cornwallis Ratepayers and Residents Association Incorporated) \$6,000 - Waitākere Township Hall (Waitākere Residents and Ratepayers Association Incorporated) \$6,000 - Paturoa Bay Hall (Paturoa Bay Ratepayers and Residents Association) \$6,000 	Q1;Q2;Q3	LDI: Opex	\$ 42,000	In progress	Amber	<p>Staff met with the community groups on 11 August to discuss the new process over the next three years. The process is that grants being paid out in Q1 rather than Q4. Due to this change, more time is required than anticipated to administer the payments to the group. Oratia District Ratepayers and Resident's Association are providing feedback on the new funding agreement. Staff will pay the association the outstanding grant amount once feedback is received. Staff anticipate this will be resolved early Q3 which will then initiate the payment being processed.</p> <p>During Q1 the Glen Eden Community Recreation Centre War Memorial Hall received their first year payment as part of their three year funding agreement. Staff anticipate the outstanding first year payment instalments will be completed early Q2.</p>
2037	CS: ACE: Community Places	Community house wi-fi pilot	Fund wifi provision for Glen Eden Community House (Glen Eden Community House Incorporated) \$2,000 and Titirangi Community House (Titirangi Community House Society Incorporated) \$2,000 as a two year pilot for the years 2017-2019, commencing 1 July 2017 and terminating 30 June 2019.	Q1;Q2;Q3	LDI: Opex	\$ 4,000	In progress	Amber	<p>No progress has been made on this initiative this quarter because staff need further internal discussions and clarifications for this piece of work.</p> <p>Staff have arranged to meet early Q2 to discuss what is required to progress this pilot and understand next steps. This will include meeting with both Glen Eden and Titirangi Community Houses to gauge their interest in participating in the pilot and agreeing an approach.</p>
2185	CS: ACE: Advisory	Community Response Fund - Waitākere Ranges	Discretionary fund to respond to community issues as they arise during the year	Q1;Q2;Q3;Q4	LDI: Opex	\$ 14,400	In progress	Green	No allocations in Q1
414	CS: ACE: Community Places	Community Venues WTK - participation increase	Develop a network wide marketing strategy to increase participation within community venues in the Local Board area based on relevant and current research.	Q1;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Staff considered insights from research undertaken on non-users of venues for hire across the network. Key opportunities for further investigation include: -Capitalise on strengths in positioning – family friendly, local and convenient, affordable - Improve the condition and amenities of venues to meet expectations - Develop our offer and tailor to meet distinct interests - Provide event package options -Improve visibility of centre activities that will enable participation - Develop a digital solution to promote both venues and activities - Drive repeat business, share experiences, satisfaction and reach new customers. Staff will develop an improvement plan in Q2 and Q3.

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556	CS: ACE: Community Empowerment	Community-led place making - Glen Eden Safety Hub	Fund the lease and outgoings for Glen Eden Safety Hub. The hub provides a co-location space for the local community constable, safety voluntary patrol groups and the town centre manager.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 21,000	In progress	Green	The local board approved a further two-year renewal of the hub's lease through to 2019. The hub continued to provide increased visibility of safety patrols within the town centre and assist collaboration amongst agencies and stakeholders operating from the hub.
554	CS: ACE: Community Empowerment	Community-led place making - neighbourhood planning facilitated by Community Waitakere - Parrs Park and Prospect Park areas	Fund Community Waitākere to develop community groups' skills, for planning and leading neighbourhood improvements in the Parrs Park/Hoani Waititi Marae area and Prospect Park/Glen Eden Community House area. Facilitate the involvement of relevant council services where required.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 52,000	In progress	Green	This activity is part of the funding agreement signed during this quarter with Community Waitakere to deliver a range of capacity building services to Waitakere Ranges community groups. Community Waitakere and the Glen Eden Community House planned to engage with local residents, including young people, on how their needs could be better met by the services and amenities at the community house and their neighbourhood parks. This engagement will take place in Q2. Community Waitakere continued to broker relationships between residents of Tuck Nathan Drive, Hoani Waititi marae and Te Kura Kaupapa to develop community gardens at the marae. The staff gave advice to and mentored Te Kura Kaupapa staff to develop their fundraising skills.
553	CS: ACE: Community Empowerment	Community-led placemaking - Neighbour's Day (WTK)	Fund Community Waitakere to deliver Neighbours Day activities.	Q3	LDI: Opex	\$ 6,500	In progress	Green	Staff administered a funding agreement with Community Waitakere which included delivering the Neighbours Day programme in March/April 2018. The planning for the programme will start in Q2. Community Waitakere has asked council staff to develop posters and flyers and they will promote the campaign as they did successfully this year.
65	CS: ACE: Events	Delivered Events - Waitākere Ranges	Deliver community events within the local board area as agreed: - Movies in Parks \$12,000 - Waikumete Cemetery Open Day \$12,000 - YWD Disco \$3,500 (TBC)	Q2;Q3	LDI: Opex	\$ 27,500	In progress	Green	Movies in Parks: Planning for the Movies in Parks series is on track. Hoani Waititi Marae has been booked for Friday 23 March 2018. Public screening licence for "Hunt for the Wilderpeople" has been approved. Regional sponsorship will be confirmed in October 2017. Regional marketing will commence in November 2017 with specific event advertising starting three weeks prior to each event. Waikumete Open Day: Planning for this event, occurring on 12 November, is on schedule and no major issues have arisen. Approximately 2000 people are expected to join in a wide range of activities, presentations, exhibitions over the six hour period.
368	CS: ACE: Community Places	Funding Agreement- Hoani Waititi Marae	A one year term agreement with Hoani Waititi Marae Trust towards operation and maintenance associated costs enabling Hoani Waititi Marae to be open and available for public use for the 2017/2018 year, commencing 1 July 2017 and terminating 30 June 2018. <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q3	ABS: Opex	\$ 66,166	In progress	Green	During Q1 payment was made to Hoani Waititi Marae. Key highlights from the Marae this quarter include: -hosting the West Auckland Historical Society talk about the history of the Marae -a korero by Mike King on 'You and Suicide' -a one man whakaari play called "Confessions of a Depressed Bullet" written and performed by Rob Mokaraka -the entire Saint Pauls School taking part in a three-day cultural experience, including Oratia Primary and Vision Direct Kindergarten. Staff will commence planning for the regional hui in Q2.

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279	CS: ACE: Arts & Culture	Glen Eden Playhouse - ABS Glen Eden Playhouse	To respond to the establishment needs of asset based service provision at the Glen Eden Playhouse.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 17,589	On Hold	Red	<p>Previous grant acquittal requirements have not been met. The funding agreement is on hold at the local board's discretion.</p> <p>A workshop on the Glen Eden Playhouse was held with the local board in Q1. The funding agreement with the Waitakere Playhouse Theatre Trust is on hold at the local board's discretion.</p>
275	CS: ACE: Arts & Culture	Going West Festival - 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	The 2017 'Going West Books and Writers Festival' took place in September. A total of 44 individual events were held across ten West Auckland venues, and included poetry slams, theatre and film screenings. Due to a fire at the Titirangi War Memorial Hall, this year's 'Books and Writers Weekend' moved to Waitakere Central in Henderson. The weekend event attracted 1,215 attendees and featured readings, panel discussions and a literary musical experience.
2848	CS: ACE: Community Places	Hire fee subsidy - WR	A waiver of the venue hire fee for Titirangi War Memorial Hall for the Going West Books and Writers Festival, and Titirangi Painters Exhibition for the next three (2017-2020)	Q1;Q2	LDI: Opex	\$ 2,018	In progress	Green	Staff have administered the additional subsidised rates as approved by the board. Each group has been notified and are aware of their charges for this financial year.
552	CS: ACE: Community Empowerment	Increase diverse participation - community and iwi engagement and initiatives – Waitākere Ranges	<p>Fund and facilitate community and mana whenua engagement in local board initiatives.</p> <p>Contribute funding to capacity building initiatives of community organisations in the local board area, including the Waitakere Ethnic Board, West Auckland Pasifika Forum and Hoani Waititi Marae</p> <p>Contribute funding (where appropriate) to the planning and delivery of community projects. This includes communities of places as well as communities of interest and identity.</p> <p>Develop a local Māori responsiveness action plan.</p>	Q1;Q2;Q3;Q4	LDI: Opex	\$ 28,000	In progress	Green	Staff facilitated the engagement of Te Kawerau Iwi Tribal Authority in the design of an information and interpretation feature for Te Henga (Bethells Beach) led by Te Henga Swimmable Waterways. Staff undertook initial scoping for projects that will support diverse participation. Capacity building initiatives that enable the community to express their views and deliver on their aspirations will be prioritised for funding through local neighbourhood groups e.g. in Glen Eden or rural and coastal villages, as well as through community-led organisations e.g. West Auckland Pasifika Forum, Waitakere Ethnic Board and Hoani Waititi Marae.
183	CS: ACE: Events	Kauri Karnival - Waitakere Ranges	Delivery of a signature event for the local board with a focus on kauri dieback and education of the community on the issue.	Q3	LDI: Opex	\$ 25,000	Approved	Green	Staff will commence planning for this event in Q2.
62	CS: ACE: Events	Local Civic Events - Waitākere Ranges	Delivering and/or supporting civic events within the local board area which may include: - Conservation Week	Q1;Q2;Q3;Q4	LDI: Opex	\$ 3,000	In progress	Green	The Passchendaele Brass Band concert was held on Saturday 30 July 2017 at the Swanson RSA. Around 130 people attended.

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63	CS: ACE: Events	Local Events Fund - Waitākere Ranges	Funding to support community events through a non-contestable process. <ul style="list-style-type: none"> - Glen Eden Christmas Parade (Glen Eden Protection Society) \$20,000 - Waitangi Day (Te Whanau O Waipareira Trust) \$10,000 - Luke Tipene Day (Glenora Rugby League Football Club) \$4,000 - Te Henga Community Day (Te Henga Community Group) \$2,500 - Karekare Beach Races (Lone Kauri Community School Trust) \$2,500 - Titirangi Glow Festival (Bright Lights Little Village) \$3,000 - Outlook for Someday Youth Development (Connected Media) \$5000 - Seaweed Festival \$3,000 - Wheels out West (Glen Eden Business Association) \$3,000 - Matariki at Arataki - \$8,000 Total \$61,000	Q2;Q3;Q4	LDI: Opex	\$ 61,000	In progress	Green	Four grants totalling \$38,000 have been paid out in Q1. Organiser of the Luke Tipene Day have decided not to hold the event in 2018 and the \$4000 held for this event has been reallocated with \$3000 provided to the Friends of Arataki for their Children's Event. This leaves \$1000 yet to allocate through to other activities.
260	CS: ACE: Arts & Culture	Lopdell Precinct - ABS Operational Expenditure	Provide spaces for community arts partners to rent and deliver a series of community activations.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 153,166	In progress	Green	In Q1, Lopdell Precinct attracted 4,060 visitors. Highlights during this period included nine film events, four days of Going West Festival programming, and 11 performances of Titirangi Theatre's production of 'Birthrights' by David Williamson.
261	CS: ACE: Arts & Culture	McCahon House - ABS McCahon House Trust Operational Grant	Administer a funding agreement with McCahon House Trust to manage the house as an artist's residence, providing residencies and exhibitions.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 21,044	In progress	Green	Staff executed the funding agreement with McCahon House Trust for FY2018. In Q1, the museum attracted 325 visitors. During this period the international artist Taro Shinoda commenced his residency at the studio, and a display of new video works by alumni artist Sarah Smuts-Kennedy's opened at the museum to coincide with her post-residency exhibition "Light Language" at Te Uru Waitakere Contemporary Gallery.
757	CS: ACE: Community Empowerment	REGIONAL: Improve safety through community-led place making	Fund and partner with local organisations such as voluntary community patrols, Neighbourhood Support and Operation Speedo to deliver initiatives that will make the area feel safe and vibrant. Activities: <ul style="list-style-type: none"> • build local organisations capacity and capability to respond flexibly to any local safety issues; • activate community-led responses, through a variety of place-making activities that increase the sense of community belonging and safety in their communities Waitākere. 	Q1;Q2;Q3;Q4	Regional	\$ -	In progress	Green	In Q1, funding agreements have been drafted to deliver safety programmes across 3-west local boards, including high visibility patrols, and educational initiatives, such as Bluelight discos within primary schools. This includes draft agreements with: - Pacific Wardens Glen Eden - Community Patrols - Waitakere Pacific Wardens - Neighbourhood Support Waitakere - Waitakere Bluelight. All funding agreements will be completed in Q2.
277	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	In Q1, demolition works were completed in the basement area of Shadbolt House. Community Facilities have conducted an inspection of the property and a report is being developed to assist the transfer of the asset from Panuku.

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262	CS: ACE: Arts & Culture	Te Uru Waitakere Contemporary 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	\$ 624,898	In progress	Green	The funding agreement with Te Uru Waitakere Contemporary Gallery for FY18 has been executed. In Q1 the gallery attracted 9,578 visitors. Highlights included the opening of Robert George's exhibition "a memoir for falling light" and Sarah Smuts-Kennedy's exhibition "Light Language" with 222 visitors, and an Indie Book Fair held as part of the Going West Festival.
265	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	\$ 47,094	In progress	Green	Staff executed a funding agreement with Titirangi Community Arts Council (Upstairs Gallery) for F20Y18. In Q1 the gallery hosted five exhibitions, including the exhibition "300 Cups" by local school children, and "Kotahitanga" a joint exhibition of work by 18 Māori artists. During Q1 the gallery attracted a total of 3367 visitors.
411	CS: ACE: Community Places	Venue Hire Service Delivery - WTK	Provide and manage venues for hire and the activities and opportunities they offer by: - managing the customer centric booking and access process - aligning activity to local board priorities through management of the fees and charges framework. These include activities contributing to community outcomes offered by not-for-profit and community groups.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Staff identified the need and value of understanding hirer satisfaction and experiences. Staff developed a survey on customers' experience with council-managed venues which will be sent out monthly to casual and regular hirers in Q2. The Q1 statistics are based on the first two months of FY2018 and one month of estimates. Visitor numbers are steady compared to last year.
270	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	\$ 14,571	In progress	Green	Staff executed a funding agreement with West Cost Gallery for FY18 has been executed. In Q1 the gallery held three exhibitions, including the exhibition "It's the Little Things" featuring botanical paintings by local artist Leah Wilson. During Q1 the gallery attracted 2015 visitors.
67	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 x2 - \$5,000 - New Stories in the Old West Heritage Conference - \$18,000 Total - \$23,000	Q2;Q3;Q4	LDI: Opex	\$ 23,000	In progress	Green	The Artillery Band Concert was delivered in Q1 with around 300 attendees. Planning for the New Stories in the Old West Heritage Conference is well underway. A contractor has been employed to deliver the programme.
206	CS: ACE: Community Places	Year 2 of 3 year term grant: Funding Agreement- Titirangi Community House	Fund Titirangi Community House Society Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Titirangi Community House for the years 2016-2019, commenced 1 July 2016 and terminating 30 June 2019. <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 38,290	In progress	Green	During Q1 payment was made on year two of the three-year funding agreement to the Titirangi Community House. Staff will commence planning for the regional hui in Q2.
267	CS: ACE: Community Places	Year 2 of 3 year term grant: Funding Agreement-Glen Eden Community House.	Fund Glen Eden Community House Incorporated to facilitate and deliver work plan outcomes, including activities and programmes at Glen Eden Community House for the years 2016-2019, commenced 1 July 2016 and terminating 30 June 2019. <i>Operational funding amount to be adjusted annually in accordance with Auckland Council's agreed inflationary mechanism once confirmed.</i>	Q1;Q2;Q3;Q4	ABS: Opex	\$ 38,290	In progress	Green	During Q1 payment was made on year two of the three-year funding agreement to Glen Eden Community House. Staff will commence planning for the regional hui in Q2.

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268	CS: ACE: Community Places	Year 2 of 3 year term: Licence to Occupy and Manage -Glen Eden Community House.	Licence to occupy and manage to Glen Eden Community House Incorporated for operation of Glen Eden Community House for the years 2016-2019, commenced 1 July 2016 and terminating 30 June 2019.	Not scheduled	ABS: Opex	\$ -	Completed	Green	No update scheduled or required; licence to occupy and manage was executed 2016/2017 financial year.
207	CS: ACE: Community Places	Year 2 of 3 year term: Licence to Occupy and Manage-Titirangi Community House	Licence to occupy and manage to Titirangi Community House Society Incorporated for the operation of Titirangi Community House for the years 2016-2019, commenced 1 July 2016 and terminating 30 June 2019.	Not scheduled	ABS: Opex	\$ -	Completed	Green	No update scheduled or required; licence to occupy and manage was executed 2016/2017 financial year.
555	CS: ACE: Community Empowerment	Youth Connections – WTK	Collaborate with multiple sectors to support youth from secondary education through pathways to employment and or entrepreneurships. Close the gap between youth and business, through work readiness and sharing learnings and insights to enable youth ready businesses. Provide local opportunities to improve social and economic outcomes for the local board area, aiming for all youth to be meaningfully engaged in education, employment or training and have clear and viable employment pathways.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Green	The Future Ready Summit was held in July with over 200 business representatives across Auckland attending. The summit provided an opportunity to educate business about the benefits and savings from investing in youth as the future workforce. The Youth Employer Pledge now has 70 business partners, with the Waitemata, Auckland and Counties-Manukau District Health Boards being the most recent to commit to the pledge. In partnership with Auckland Transport (who fully funded the course) an online course on driver licensing (Road to Work) was launched on the YouthFull website. JobFest will be held on 11 October in West Auckland. Youth Connections have developed a pilot programme to engage, train and support young people so that they are best placed to benefit from all of the opportunities JobFest has to offer. Staff promoted JobFest to all West Auckland business associations and at West Auckland Business Club After 5 event. Fifty-eight businesses have signed up with hundreds of job opportunities for youth. Youth Connections have initiated a collaborative approach across the local Youth Service Provider and Community Action Youth Alcohol and Drugs to support youth dealing with mental health and drug/alcohol issues.
Community Facilities: Build Maintain Renew									
2909	CF: Project Delivery	Alex Jenkins Memorial - renew toilet	Current Phase: Helen is scoping the project requirements. Work will need to be delivered in FY18.Next Steps: Complete scope, defer budget to FY18. This project is carried forward from the 2016/2017 work programme, previous ID 4265	Q1;Q2;Q3;Q4	ABS: Capex	\$ 65,000	In progress	Green	Current Status: Project planning is underway. Next Steps: Procurement planning for professional services for design and specification of toilet block renovation.
2462	CF: Investigation and Design	Armour Bay Reserve - renew park roading and car park	Renew park roading and car park	Q2;Q3;Q4	ABS: Capex	\$ 78,000	Approved	Green	Current Status: Engaging engineer to investigate and report on required work. Next Steps: Complete scope.
2463	CF: Investigation and Design	Ceramco Park - driveway renewal	Renew area of driveway.	Q2;Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Current status: Investigation is underway by engineer to determine requirements. Next steps: Complete scope.
2464	CF: Investigation and Design	Glen Eden Community & Recreation Centre War Memorial Hall - refurbish hall	Renew roof and investigate rewiring and heating.	Q2;Q3;Q4	ABS: Capex	\$ 76,900	Approved	Green	Current Status: Scoping is now completed and project is ready for delivery. Next Steps: Engage contractor to undertake physical work.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
2465	CF: Investigation and Design	Glen Eden Community House - renew matta tiles	The matta tile surface in the outdoor play are old and require replacing.	Not scheduled	ABS: Capex	\$ 20,000	Cancelled	Red	Following specialised testing it has been determined that the matting is currently in reasonable condition and does not require replacement. Current Status: Project has been cancelled
2466	CF: Investigation and Design	Glen Eden Picnic Ground - renew amenity lighting	Renew park lighting to ensure the asset is fit for purpose.	Q2;Q3;Q4	ABS: Capex	\$ 50,000	In progress	Green	Current Status: The physical works are underway, awaiting the delivery of lights. Next Steps: Completion of physical works.
2467	CF: Investigation and Design	Glen Eden Town Centre - refurbish toilet block	Glen Eden Town Centre toilet block refurbishment. This project is carried-over from the 2016/2017 programme (previous ID 3132).	Q2;Q3;Q4	ABS: Capex	\$ 10,000	Approved	Green	Current status: The toilet block is in reasonable condition. The Glen Eden Town Centre will planned for major development starting in September 2018. This project should be postponed until the future of the toilet block is determined. Next Steps: Provide findings for the Waitakere Ranges Local Board for their consideration.
2468	CF: Project Delivery	Glen Eden Town Square	Develop a town square in Glen Eden	Q1;Q2;Q3;Q4	ABS: Capex	\$ 4,749	Approved	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.
2469	CF: Investigation and Design	Harold Moody Park - renew sport fields	Renew sport fields for continued enjoyment.	Q2;Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Scope currently being prepared for extent of the renewal at Harold Moody Park.
3005	CF: Project Delivery	Henderson Valley Scenic Reserve - develop Seibel Road	1. Seibel Reserve Stream Crossing Upgrade Works 2. Henderson Valley Scenic Reserve Track Upgrade- between Candia Road to Vineyard Road This project is carried forward from the 2016/2017 work programme, previous ID 4269	Q1;Q2;Q3;Q4	ABS: Capex	\$ 85,000	In progress	Green	Current Status: Physical works completed. Next Steps: Start the construction to extend the existing track at Seibel Reserve in early November 2017.
2470	CF: Project Delivery	Huia Domain - renew coastal structure	Huia Domain - retaining wall renewal. This project is carried-over from the 2016/2017 programme (previous ID 3126).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 650,000	In progress	Green	Current Status: Contract has been awarded and works are due to begin later September 2017. Next Steps:Begin physical works, with a pre-start meeting to be held on site.
2471	CF: Investigation and Design	Huia Domain - renew park roading and car park	Renew park roading and car park	Q2;Q3;Q4	ABS: Capex	\$ 15,000	Approved	Green	Current status: Seeking to engage roading engineer to undertake design of the driveway and car park. Next steps: Undertake a review of the design and complete scope.
3034	CF: Project Delivery	Kawaka Reserve - renew tracks	Renewal of the existing track This project is carried forward from the 2016/2017 work programme, previous ID 4425	Q1;Q2;Q3;Q4	ABS: Capex	\$ 26,000	In progress	Green	Current Status: The construction contract has been awarded. Next Steps: Commence and complete physical works by June 2018.
2472	CF: Investigation and Design	Laingholm Hall - refurbishment of exterior	Refurbish roof, cladding and disability access to main entrance.	Q2;Q3;Q4	ABS: Capex	\$ 142,500	In progress	Green	Current status: Engage contractor to undertake physical work. Next Steps: Start physical works.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
3054	CF: Project Delivery	Les Waygood - install telemetry system in toilet	This project is carried forward from the 2016/2017 work programme, previous ID 4271	Q1;Q2;Q3;Q4	ABS: Capex	\$ 16,288	On Hold	Green	Current Status: Auckland Council is reviewing its telemetry use to develop a consistent system for gathering data. This is anticipated to be completed by November 2018. In the interim the project is on hold as the type of telemetry system required will depend on what approach council adopts. Next Steps: Procure a supplier and install a telemetry system once council has determined its approach.
3056	CF: Project Delivery	Little Muddy Creek - install walkway	Design and consent walkway development from Rimutaka Place to Huia Rd including shared access, aggregate paths, timber footbridge, boardwalks and stairs. Physical works FY17. New track network (Stage 1, 2, 3) This project is carried forward from the 2016/2017 work programme, previous ID 644	Q1;Q2;Q3;Q4	ABS: Capex	\$ 115,628	Completed	Green	Current Status: Physical works completed July 2017. Next Step: Defect Liability period to complete January 2018.
2473	CF: Investigation and Design	Mahoe Walk - renew walkways and path	Renew walkway	Q2;Q3;Q4	ABS: Capex	\$ 50,000	In progress	Green	Current Status: Tender documents are being prepared to engage professional services (e. g. arborist). Next Steps: Initiate tender and review tender submissions.
2474	CF: Project Delivery	Opanuku Marginal Renew Pedestrian Bridge	Opanuku Marginal Renew Pedestrian Bridge. This project is carried-over from the 2016/2017 programme (previous ID 4273).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 1,200	Approved	Green	Current Status: No physical work will be undertaken except the installation of signage. Next Steps: Install signage and monitor condition of bridge.
2475	CF: Investigation and Design	Oratia Settlers Hall - renew boundary fence	Renew boundary fence	Q2;Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current Status: Awaiting discussion with lease holder about changes to the current lease before proceeding with this project.
2476	CF: Investigation and Design	Owens Green - renew sport fields	Renew goal posts	Q2;Q3;Q4	ABS: Capex	\$ 10,000	In progress	Green	Current Status: The contract for the supply and installation has been awarded. Next Steps: The installation is planned to commence in October 2017.
3156	CF: Project Delivery	Parrs Park - renew toilet block	Demolition of existing toilet block and Installation of new 3 pan toilet block. This project is carried forward from the 2016/2017 work programme, previous ID 3127	Q1;Q2;Q3;Q4	ABS: Capex	\$ 200,000	In progress	Green	Current Status: Works are underway with the water pressure issues are nearly resolved and final works are underway to complete the toilet block. The code of compliance application will be lodged once all works are complete. Next Steps: Demolish existing toilet block and construct new half court. Receive code of compliance. Completion of the project is forecast for late October 2017.
2477	CF: Investigation and Design	Piha area - renewal of interpretative signage	Renewal of unique heritage, bylaw and H&S signs.	Q2;Q3;Q4	ABS: Capex	\$ 20,000	Approved	Green	Current status: Undertaking revision of content of current signs. Engaging specialist designer to provide design ideas. Next steps: Discuss findings with the local board parks portfolio holder.
3157	CF: Project Delivery	Piha Domain - install effluent recycling alkalinity dosing system	H & S Reactive Renewals, Piha Domain- Supply and install effluent recycling alkalinity dosing system This project is carried forward from the 2016/2017 work programme, previous ID 4332	Q1;Q2;Q3;Q4	ABS: Capex	\$ 103,750	In progress	Green	Current Status: A price has been obtained for constructing a shed. Clarifications are being sought from the contractor on their price, including supply of the pump. Next Steps: Award once all clarifications have been satisfactorily addressed.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
2478	CF: Project Delivery	Piha South Road Reserve - renew toilet	Renew toilet. This project is carried-over from the 2016/2017 programme (previous ID 3130).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 85,000	In progress	Green	Current Status: Request for quotation to be sent to the contractor for pricing. Next Steps:Physical work to be undertaken.
2479	CF: Investigation and Design	Rahui Kahika Reserve - renew park fencing	Renew park fencing	Q1	ABS: Capex	\$ 6,000	Completed	Green	Current Status: completed in September 2017.
2480	CF: Investigation and Design	Te Henga Park - renew waste water system pump	Renew pump for waste water system.	Q2;Q3;Q4	ABS: Capex	\$ 12,000	In progress	Green	Current Status: Tender process underway. Next Steps: Award contract and schedule physical works.
2481	CF: Investigation and Design	Titirangi Community House - replace hessian wall	Replace hessian wall	Q2;Q3;Q4	ABS: Capex	\$ 3,500	Approved	Green	Current status: Investigation required prior to writing business case. Next step:write business case.
2482	CF: Investigation and Design	Titirangi Library - comprehensive renewal	Comprehensive Building Refit	Not scheduled	ABS: Capex	\$ 160,000	Deferred	Red	Risks/issues This project has been deferred to future years as there was insufficient budget to deliver this project within this financial year. Following the local board's approval of the work programme, all projects were assessed and re-prioritised to align within local board budget. Low priority projects have subsequently been deferred to next years' work programme. We will still try to deliver them earlier if it's possible under the Risk Adjusted programme. Investigation required prior to writing business case.
3226	CF: Project Delivery	Titirangi Library - remove asbestos in ceiling and vinyl	Current Status: BC and associated documents have been uploaded. Next steps: PS procurement and physical work This project is carried forward from the 2016/2017 work programme, previous ID 4358	Q1;Q2;Q3;Q4	ABS: Capex	\$ 265,300	In progress	Amber	Risks/issues Asbestos, time constraints and unforeseen roof structural issues. Current Status: Contractor has found significant rust in the roof at the library during the construction work. Structural repair work in the roof is required that will take an additional 4-6 weeks for the job to be completed. The contractor has just started roof repair work and awaiting for new completion dates. Next Steps: Commence roof repair work, ceiling and lighting renewal work.
2483	CF: Investigation and Design	Titirangi War Memorial Hall - replace joinery	Replace timber joinery with timber joinery (not aluminium) incl glazing	Q2;Q3;Q4	ABS: Capex	\$ 5,000	Approved	Green	Current Status: Developing scope. Next Steps: Scope approval
3227	CF: Project Delivery	Titirangi War Memorial Hall - upgrade back stage & main hall floor	Upgrade back stage & main hall floor This project is carried forward from the 2016/2017 work programme, previous ID 382	Q1;Q2;Q3;Q4	ABS: Capex	\$ 46,846	On Hold	Amber	Risks/issues Had a fire weekend of 19/20 August. Work will now be delayed. Current Status: Fire has delayed works to complete the final stages of this project which includes the meter board upgrade. On further investigation the main power line is a paper lined lead powerline, which is difficult to repair and the insulation may have deteriorated, currently testing. Next Steps: Depending on testing, main line may need to be replaced to the street connection.
3228	CF: Project Delivery	Titirangi War Memorial Park, Titirangi Play Centre - renew power supply	renew power supply This project is carried forward from the 2016/2017 work programme, previous ID 4556	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	In progress	Green	Current status: Contract for physical works awarded. Next steps: Plan delivery timeline and start works at the play centre.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
2849	CF: Investigation and Design	Waitakere Ranges - renew facility signage	Replace old facility signage which has Waitakere City Council information. This item replaces item 2484.	Q2;Q3;Q4	ABS: Capex	\$ 20,000	In progress	Green	Current Status: Project scope has been completed and project is ready for delivery. Next Steps: Work will be tendered and physical work undertaken.
2489	CF: Project Delivery	Waitakere Ranges - renew footpaths FY17-18	Foster Ave walkway, Glen Eden picnic ground, Harold Moody Reserve Soldiers Memorial Reserve path. This project is carried-over from the 2016/2017 programme (previous ID 3131).	Q1;Q2;Q3;Q4	ABS: Capex	\$ 30,000	In progress	Amber	Risks/issue Additional budget may be required dependent on final estimates. Current Status: Designs for the staircase at Foster Ave, and alignment for the new path at Harold Moody Park have been drafted and are being reviewed. Next Steps: Procurement for construction will commence once the design work is finalised.
2485	CF: Investigation and Design	Waitakere Ranges - renew park furniture 2017-18	Olive Grove, Owen's Green, Sandy's Parade	Q2;Q3;Q4	ABS: Capex	\$ 39,700	In progress	Green	Current Status: The contract for the installation and supply of furniture has been awarded. Next Steps: Order furniture and confirm programme for installation.
2486	CF: Investigation and Design	Waitakere Ranges - renew park lighting 2017-18	French Bay Esplanade, Nicolas Reserve, Owen's Green, Parrs Park, Piha South Road Reserve, Titirangi Beach	Q2;Q3;Q4	ABS: Capex	\$ 22,500	Approved	Green	Current status: Investigation required prior to writing business case. Next step:write business case.
2487	CF: Investigation and Design	Waitakere Ranges - renew park structures 2017-18 & 2018-19	Oratia Esplanade, Garden Walkway Reserve, Duck Park, Piha South Rd Res, Sandys Parade, Western Park	Q2;Q3;Q4	ABS: Capex	\$ 23,500	Approved	Green	Current status: Investigation required prior to writing business case. Next step:write business case.
2488	CF: Investigation and Design	Waitakere Ranges - renew signage 2017-18	Clayburn Reserve, Glen Eden Picnic Ground, Harold Moody Reserve, aingholm Hall Reserve, Laingholm Reserve, Mahoe Walk, Milan Reserve, Nicolas Reserve, Oratia Esplanade, Owen's Green, Parrs Park, Paturoa Way, Seaview Walkway, Singer Park, Tamariki Reserve, Wekatahi Reserve, Prospect Park	Q2;Q3;Q4	ABS: Capex	\$ 40,720	In progress	Green	Current status: Investigation required prior to writing business case. Next step:write business case.
2490	CF: Investigation and Design	Waitakere Ranges - renew walkways & paths 2017-18 & 2018-19	Marine Parade Plantation Reserve, Taumatatea Esplanade	Q2;Q3;Q4	ABS: Capex	\$ 1,750	Approved	Green	Current status: Investigation required prior to writing business case. Next step:write business case.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
1669	CF: Operations	Waitākere Ranges Maintenance Contracts	The maintenance contracts include all buildings, parks and open space assets, sports fields, tree management and maintenance, ecological restoration, pest management, riparian planting, coastal management and storm damage. The budget for these contracts is determined by the Governing Body.	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	Approved	Green	The new full facilities contract started on 1 July. Higher than normal precipitation has resulted in saturated ground conditions, which has presented a challenge for mower operations, including preparing for the summer sports season. There have also been some ongoing challenges with security gates and loose litter, which staff are focusing on resolving. In the building space, the main challenge has been the response timeframes for reactive maintenance, this will be addressed by increasing trades personnel by the contractor and the implementation of planned preventative maintenance. Highlights have been improved garden maintenance outcomes and the trial of bin sensors, which could potentially result in more efficient and improved on the ground service delivery. Arboriculture: The beginning of the first quarter saw mobilisation of new contracts. A priority was ensuring requests for service were effectively managed, particularly after hours emergency response. Replacement tree planting was completed over July/August. Annual inspections of street and park trees has commenced which will inform proactive programmes of tree maintenance. Ecological Restoration: A key focus of the first quarter has been the commencement of site assessments and the preparation of restoration plans for sites of ecological high value, working with other council departments and understanding volunteer activity on sites.
Infrastructure and Environmental Services									
74	I&ES: Environmental Services	Bus subsidies for participation in education for sustainability - Waitākere Ranges	To provide bus subsidies for the 14 schools within the Waitākere Ranges Local Board area to attend education for sustainability programmes at Arataki, and other experience centres. The Sustainable Schools team operates six experience centres around Auckland which offer hands-on education for sustainability experiences, inspiring children to make a difference for their environment. Staff are aware, from direct teacher feedback, that the cost of buses is restricting students from being able to attend these experience centres. As a guide, \$1,500 would allow 10 schools to attend an experience centre.	Not scheduled	LDI: Opex	\$ 2,000	In progress	Green	In quarter one marketing collateral was produced and distributed via email to principals and/or key sustainability teachers at all schools in the Waitākere Ranges local board area. Funds will be awarded on a first-come-first-served basis up to 13 schools. Schools arrange their own transport and funds are paid directly to the school following their visit.
635	I&ES: Environmental Services	Coastal and Marine Environment Programme	To increase local knowledge and appreciation of the marine and coastal environment in the Waitākere Ranges Local Board area; including threats, challenges and opportunities, and to improve the quality of the marine and coastal environment. This may involve events, further research, community workshops, improving coastal assets, restoration, or conservation management. This programme will be informed by the coastal and marine environment report, to be delivered to the local board by the second quarter of the financial year.	Not scheduled	LDI: Opex	\$ 50,000	In progress	Amber	Project definition and deliverables still being worked through. To be defined at October 2017 workshop. A workshop with local board members is scheduled for 19 October 2017 for the board to endorse the Big Blue Waitakere report ahead of publication and to agree on objectives of community hui to be scheduled in 2018. In quarter two, further work will be done to plan and prepare for the community hui which will likely be held towards the end of quarter 3 to coincide with Seaweeek.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
134	I&ES: Environmental Services	Community Nurseries (EcoMatters) - Waitākere Ranges	To establish and support community nurseries, and to provide advice to the community on how best to establish and maintain these.	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	In quarter one 1,000 plants were propagated and 900 plants were used for buffer zone planting in the Waitākere Ranges Local Board area. Deputy Chair Saffron Toms and board member Sandra Coney participated in a tour of the EcoMatters nursery site on 15 August 2017. Planning is underway with the Titirangi Rudolf Steiner School for a seed collection workshop in early 2018 to assist the set-up of a nursery at the school.
525	I&ES: Environmental Services	Community weed bins - 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 in the Chief Planning Office. The biodiversity team within Infrastructure and Environmental Services plan to continue to deliver a community weed bin project, which has been operating over several years, as part of the work programme for the north west planning team. A SharePoint entry has been created for the Infrastructure and Environmental Services work programme. As this project is proposed to be funded the Waitākere Ranges Heritage Area fund, the final allocation amount is to be confirmed at a later date.	Not scheduled	ABS: Opex	\$ 30,000	In progress	Green	In quarter one, the project has continued unchanged since last financial year. A revised programme has been workshopped with the board and planning is underway to have the streamlined programme operational from November 2017.
139	I&ES: Environmental Services	EcoMatters Environment Centre and Sustainability Hub (EcoMatters) - Waitākere Ranges	Funding will support the operation of EcoMatters Environment Centre and associated education programmes, as well as provide baseline funding for EcoMatters Trust. EcoMatters deliverables include: <ul style="list-style-type: none"> • Manage the EcoMatters Environment Centre • Promote service to the diversity of Waitākere Ranges communities • Provide and promote free or affordable meeting space to other environmentally focused community groups • Deliver a minimum of 26 sustainability-related seminars and workshops within the funding period 	Not scheduled	LDI: Opex	\$ 35,000	In progress	Green	In quarter one the Environment Centre was open to the public for 33 hours per week which is consistent with its operating target of being open at least 30 hours per week. EcoMatters is on track to achieve their target of delivering at least 26 sustainability-related seminars or workshops during the funding year. A total of 12 workshops were held in the first quarter covering zero waste, gardening, fruit preserving, making reusable food wraps, reusable bags and cleaning care products, and how to upgrade a computer. All of the workshops held in August 2017 had a waste minimisation theme. Evaluations were carried out for each workshop and in quarter one 74% per cent of participants rated the workshops as excellent, 26 per cent rated them as good and none rated them average/poor. On 22 July 2017 EcoMatters held a Kiwi Bottle drive event at the Centre to promote the potential of a 'container take back scheme' to the public. The workshop and events programme for quarter two was developed and distributed prior to the end of quarter one. Quarter two commences with a "Big Little Bike Day" (family fun day event) being held on 1 October 2017.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
141	I&ES: Environmental Services	EcoWest Festival (EcoMatters) - Waitākere Ranges	<p>Funding to support the EcoWest festival which will run from March-April 2018. The project deliverables will include:</p> <ul style="list-style-type: none"> • Provide a community-based environmental festival with access to free public events • Design and deliver an event that provides information and practical ideas for making sustainable living easy • Market the festival to businesses, institutions and community groups acknowledging Waitākere Ranges Local Board's funding • Promote the festival in ways that target the diversity and distribution of the population <p>To work collaboratively with other agencies who may be delivering similar events in the other sub-regions at the same time.</p>	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	Funding applications were completed and submitted to The Trusts' Community Foundation (TTCF) for further financial support of the EcoWest Festival and the flagship EcoDay event. The outcome of the TTCF application is due in October 2017. In quarter two, recruitment for the EcoWest Festival delivery team will commence as well as a call for expressions of interest from event organisers to register their event(s).
144	I&ES: Environmental Services	Kauri dieback community coordinator	To co-ordinate a comprehensive community engagement project in the Waitākere Ranges Heritage Areas, and to support the Auckland Council kauri dieback programme.	Not scheduled	LDI: Opex	\$ 48,000	In progress	Green	The Kauri Dieback Community Co-ordinator ran school holiday programmes in two locations, reaching more than 5000 children and their families. At Glen Eden Intermediate school, 1,100 students in 36 classes were taught key kauri and kauri dieback stewardship messages, supplemented by both science and art activities. Activities were also undertaken with Gladstone Primary school and support was given to Woodlands Park Primary and Bruce McLaren Intermediate. Resources were provided to volunteers and a number of community groups. The Community co-ordinator is planning Conservation Week activities and initiating co-operative deployment of summer track ambassadors with Department of Conservation. Support and advice has also been provided around the release and management of the update of the status of kauri in the Waitākere Ranges. Deliverables in the next quarter include a Conservation Week kauri dieback community workshop for the Bethells-Te Henga area, development of this summer's ambassador programme and further school holiday engagement.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
649	I&ES: Environmental Services	Long-tailed bat project - 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 in the Chief Planning Office. The biodiversity team within Infrastructure and Environmental Services plan to continue to deliver a long-tailed bat research, protection and recovery project, which has been operating over several years, as part of the work programme for the north west planning team. A SharePoint entry has been created for the Infrastructure and Environmental Services work programme quarterly update. As this project is proposed to be funded the Waitākere Ranges Heritage Area fund, the final allocation amount is to be confirmed at a later date.	Not scheduled	ABS: Opex	\$ -	In progress	Green	In quarter one, the 2016/2017 long-tailed bat monitoring programme summary report was released. It noted that two sites roosting sites were studied between February- March 2017 at Cascade Kauri Park and Lower Huia Reservoir with the following results: 1) Cascade Kauri Park had the highest bat activity results with up to 1800 bat passes over 13 nights, and 2) Lower Huia Reserve had a lower bat activity recorded with up to 330 bat passes over 14 nights. These sites were specially chosen to reduce the risk of kauri dieback spread, and monitoring methods involved the use of bat detectors (to record bat call / activity) and infrared cameras. In the future, radio tracking and thermal imaging cameras may prove more useful to track bat roosts. For the 2017/2018 staff are: - redeveloping the original project scope to focus on advocacy, and community awareness events for summer 2018. This will involve partnering with a community organisation to better engage the community and target specific audiences about bat conservation. - investigating multi-partner funded research on long-tailed bats in West Auckland, through radio tracking to better identify roosting habitats and bat range across peri-urban landscapes each night.
137	I&ES: Environmental Services	Love Your Neighbourhood (EcoMatters) - Waitākere Ranges	<ul style="list-style-type: none"> • Provide rapid response assistance up to a value of \$500 to support volunteer-driven practical environmental initiatives such as environmental clean ups and restoration, community planting and food growing. • Includes providing practical assistance to not-for-profit preschools to enable environmental education initiatives; in particular edible gardens and water saving and collection devices. • Promote the availability of the assistance through appropriate networks across the Waitākere Ranges Local Board area • Respond to requests from the Waitākere Ranges Local Board to support community action. 	Not scheduled	LDI: Opex	\$ 10,000	In progress	Green	Four applications were received and approved in quarter one, with a total value of \$2,370. Among the applicants were a school, a kindergarten, an individual and two community organisations. Promotion of the initiative commenced using Facebook. An improved poster and flyer is being developed to distribute at libraries and community centres early in quarter two. Also scheduled for quarter two is a mail out to schools, kindergartens and play centres.
135	I&ES: Environmental Services	Love Your Place Awards (EcoMatters) - Waitākere Ranges	To fund and support environmental champion recognition awards that will specifically be for Waitākere Ranges Local Board constituents. The awards will recognise volunteer work in the environment, and will be delivered every 2 years.	Not scheduled	LDI: Opex	\$ 5,000	In progress	Green	Activity is planned to occur from quarter two onwards for organising the promotion and call for nominations for the Love Your Place Awards to be held in September 2018.
59	I&ES: Healthy Waters	Manukau Harbour Forum - Waitākere Ranges	To continue to support the Manukau Harbour Forum.	Not scheduled	LDI: Opex	\$ 8,000	In progress	Amber	Work programme has not been finalised and agreed to by the Forum as yet. The next opportunity for the Forum to finalise the work programme is at a scheduled meeting on 20 October 2017. The Manukau Harbour Forum considered its work programme at its August 2017 meeting. Funding was approved for a communications programme with the forum reserving its decision on \$30,000 of budget until receipt of a report on the marine education programmes and funding of external programmes. Local Board Services department will look to incorporate the governance review of the forum within the wider Governance Framework Review currently underway.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
136	I&ES: Environmental Services	Plastic Bag Campaign (EcoMatters) - Waitākere Ranges	<ul style="list-style-type: none"> To engage and support individuals, businesses, schools, and community groups to adopt alternatives to plastic bags. This project will work in conjunction with existing community initiatives. 	Not scheduled	LDI: Opex	\$ 5,000	In progress	Green	Love Titirangi have created an updated design for a new reusable bag that will be part funded by EcoMatters / Waitakere Ranges Local Board and part funded by local retailers. Fifteen businesses have each chipped in \$100 and Supervalu contributed \$300. Adoption of the Plastic Bag Free Titirangi initiative is progressing as planned and the community is still actively producing 'Boomerang Bags' that are available from local retailers to use and then return, providing a convenient alternative to single use plastic bags.
140	I&ES: Environmental Services	Project HomeWise (EcoMatters) - Waitākere Ranges	<p>A minimum of three workshops to be provided to communities on topics such as:</p> <ul style="list-style-type: none"> Waste minimisation (how to sort household rubbish, including home composting, options and demonstration) Water saving (how to reduce water consumption and bills) Energy efficiency (how to reduce power bills) Sustainable living 	Not scheduled	LDI: Opex	\$ 5,000	In progress	Green	No workshops were held in the Waitākere Ranges local board area in quarter one. The board's Strategic Broker has provided a list of local groups reflecting the intended audience for the initiative and communication with these groups is in progress to develop the workshop schedule for quarter two onwards. Engagement is planned with the Glen Eden United Church of Tonga and the new intake for Vision West's Mauri Ora class, with the intent of scheduling workshops with these groups.
110	I&ES: Healthy Waters	Septic Tank Pumpout Programme - Waitākere Ranges Local Board	This programme manages the triennial pumpout of septic tanks in the former Waitākere City Council area.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 614,925	In progress	Green	Properties within the Waitākere Ranges local board area pay a targeted rate for pump outs, cleaning and inspection of on-site wastewater treatment systems including septic tanks, long drops, grease traps and grey water systems. Within the local board area, there are an estimated 221 households that pay a targeted rate for maintenance of rural sewage systems. These households are visited every three years to have their tanks pumped out and cleaned. Between July to September 2016 there were 155 scheduled and eight unscheduled pump outs within the board area. Unscheduled pump outs are carried out in response to a problematic situation such as a risk of over flow.
146	I&ES: Environmental Services	Waitākere weed action project	<p>Working with the communities at Piha, Karekare and Huia to reduce the density of the ecosystem transformational weed climbing asparagus on private property. The goal is to achieve zero density of this weed (within three seasons).</p> <p>Climbing asparagus is an ecosystem transforming pest plant - smothering desirable plants and preventing regeneration. It is becoming an increasing issue within the regional park with infestations associated with human settlement. Weed management was occurring on the park but not on private land. Birds can spread seed up to one kilometre from a mature fruiting plant, so without a whole of landscape approach this pest plant will continue to threaten the high biodiversity values of the Waitākere Ranges.</p>	Not scheduled	LDI: Opex	\$ 100,000	In progress	Green	Budget has been allocated to engagement, survey and control. Contracts have been created and are awaiting sign-off. A new contractor familiar with the project has been appointed to control work. Engagement has started in Huia in the new target area (6). The project update newsletter is in the final draft stage and is planned to be sent out in the new quarter.
138	I&ES: Environmental Services	War on weeds (EcoMatters) - Waitākere Ranges	A campaign to be run in March 2018, where jumbo bins are provided at key sites in the local board area for a four week period for community disposal of weeds.	Not scheduled	LDI: Opex	\$ 23,000	In progress	Green	Activity is planned to occur from quarter two onwards for organising this public weeding campaign (to be delivered in March 2018). EcoMatters will provide jumbo bins at sites in the local board area throughout March 2018 for community disposal of weeds and to raise awareness of weed issues. The bin sites will be determined in conjunction with the board in quarter two, prior to promotion of the campaign, in targeted media in February 2018.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
109	I&ES: Healthy Waters	Yet to be allocated to specific projects	Funding has been approved by the board, for projects aligned with environmental outcomes. The specific projects this funding is allocated to is pending confirmation of final budget allocation and decision-making on projects in the 17/18 Waitākere Ranges Heritage Area work programme in July 2017.	Not scheduled	LDI: Opex	\$ 20,000	Approved	Amber	<p>Funding has not been allocated to any specific projects. Of the original \$50,000 budget proposed for a septic tank subsidy scheme, \$30,000 has been allocated to Community Weed Bins (resolution number WTK/2017/123) to bolster the budget made available through the Waitākere Ranges Heritage Area work programme. \$20,000 funding in the 2017/2018 local environment programme remains unallocated to project.</p> <p>It is too late to undertake septic subsidies to deliver a project in the 2017/2018 financial year. A decision needs to be made on how to allocate the remaining \$20,000 budget.</p>
Libraries									
1349	CS: Libraries & Information	Celebrating cultural diversity and local communities - Waitākere Ranges	Celebrate cultural diversity and local places and people and tell local stories with displays and events including regionally coordinated and promoted programmes: Ecofest, local artist displays. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Contributing to the 'Going West Festival' Glen Eden Library held a Human Libraries series starring Mary Woodward, Val Blomfield, and Robin Kewell. 64 people attended a talk given by Dr Sharad Paul whose well received book The Genetics of health: understand your genes for better health was published in April 2017. The Glen Eden window boxes are booked out for the year and held promotions this quarter for the Playhouse Theatre's Little Mermaid, Dominion Rd Musical, & Sunset Boulevard. Other displays included Going West, Ecomatters, Glen Eden Transition, and local painter Tiriwa.
1347	CS: Libraries & Information	Celebrating Te Ao Māori and strengthening responsiveness to Māori - Waitākere Ranges	Celebrating te ao Māori with events and programmes including regionally coordinated and promoted programmes: Te Tiriti o Waitangi, Matariki and Māori Language Week. Engaging with Iwi and Māori organisations. Increasing the use and visibility of te reo Māori. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Promotion for Te Wiki o te Reo in Glen Eden Library included a storytime and names and signs throughout the library to encourage language knowledge and use.
1344	CS: Libraries & Information	Children and Youth engagement - Waitākere Ranges	Provide children and youth activities and programming, including a programme of children's activities during school holidays, which encourage learning and literacy. Engage directly with local schools in the board area to support literacy and grow awareness of library resources. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Regular school visits throughout this quarter were to Prospect and Konini Primary schools with an additional evening session for parents about improving literacy at Konini. 8 activity sessions offered in the July school holidays drew 461 participants in both libraries. Highlights included the NZ Black Stacks showing off their cup stacking skills and inviting people to have a go and 'How to create worm farms'.
1342	CS: Libraries & Information	Information and lending services - Waitākere Ranges	Provide information 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	Amber	<p>Temporary closure of Titirangi Library has seen reduced borrowing numbers this quarter.</p> <p>Items loans show the same picture as for visits. A marked 18 per cent increase in borrowing from Glen Eden Library compared to the same quarter last year. Staff members have coped well during this period transferring readily from Titirangi to work at Glen Eden to cope with the heavier workload there. Libraries in the Whau Board have been affected also by the Titirangi closure and Titirangi staff have been supporting these libraries as well.</p>

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
1348	CS: Libraries & Information	Learning and Literacy programming and digital literacy support - Waitākere Ranges	Provide learning programmes and events throughout the year including: classes, Book a Librarian sessions, Makerspaces. Provide support for customers using library digital resources including PCs, WiFi, eResources and customers' own devices. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	With the closure of Titirangi Library there has been a 20 per cent increase in WIFI and PC sessions for Glen Eden Library compared to the same period last year. Book a Librarian sessions numbered 35 offering one-on-one help for cv and job seeking assistance, using digital devices and e-learning. Makerspace sessions numbered 14 this quarter with 411 participants with the most popular activities being slime making, 3D drawing, hydrogen balloons and Aboriginal art.
1341	CS: Libraries & Information	Library hours of service - Waitākere Ranges	Provide library service at Glen Eden Library for 52 hours over 6 days per week, Monday to Saturday. (\$569,961 - FY17/18) Provide library service at Titirangi Library for 52 hours over 6 days per week, Monday to Saturday. (\$423,937 - FY17/18)	Q1;Q2;Q3;Q4	ABS: Opex	\$ 993,899	In progress	Amber	Temporary closure of Titirangi Library has seen reduced visitor numbers this quarter. Titirangi Library closed its doors on the 31st July and is to re-open in mid-November. This has had a marked effect on the number of visits to the Waitakere Ranges Board's libraries compared to the same quarter last year. There has been a ten per cent increase in customer visits to Glen Eden Library.
1343	CS: Libraries & Information	Preschool programming - Waitākere Ranges	Provide programming for preschoolers that encourages active movement, early literacy and supports parents and caregivers to participate confidently in their childrens' early development and learning. Including regional coordinated and promoted programmes: Wriggle and Rhyme, Rhymetime, Storytime, and outreach to local early childhood education providers and at local festivals. (Funded within ABS Opex budget activity: "Library hours of service - Waitākere Ranges")	Q1;Q2;Q3;Q4	ABS: Opex	\$ -	In progress	Green	Pre-school sessions this quarter numbered 37. Participants in these Storytime and Wriggle n Rhyme sessions numbered 2,178. To cope with the increased numbers attending at Glen Eden Library another weekly session was added from August onwards. Regular outreach to six local early childhood education centre's (ECEs) has continued this quarter.
1345	CS: Libraries & Information	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")	Q2;Q3	ABS: Opex	\$ -	In progress	Green	Promotion of 2017 Kia Māia te Whai regional summer reading programme will be scheduled in the fourth school term. Planning is underway.
1346	CS: Libraries & Information	Supporting customer and community connection - Waitākere Ranges	Provide programmes that facilitate customer connection with the library and community including Titirangi Poets, writer's groups and author talks. 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	In Waitakere Ranges libraries, 24 housebound customer have books selected for them by library staff with volunteers then delivering them to these customers. With their local library closed the Titirangi Poets met in Glen Eden Library and Titirangi Book Chats groups have continued meeting at Glen Eden also. The Glen Eden meeting room continues to have a significant number of public bookings. It is listed alongside Venues for Hire rooms available from ACE. Library room hire rates have been standardised across the region with a 50% reduction given for community groups booking the space.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
Local Economic Development: ATEED									
725	ATEED: Local Economic Growth	Implementation of the Glen Eden Prospectus	<p>The local board plan identifies Glen Eden as the priority under the 'revitalised town centres and urban villages' outcome. Work on a prospectus to attract investment to the area was undertaken in 2016/17. Following the Glen Eden Summit (29 March 2017) and development to of the prospectus there are opportunities to further support the development of the Glen Eden offer in order to attract investment in to the town centre.</p> <p>A review of the Glen Eden Prospectus project and the Glen Eden BID Strategy will be undertaken to identify tangible actions that the BID can lead in order to maximise the opportunity that the creation of the prospectus brings.</p>	Not scheduled	LDI: Opex	\$ 15,000	Approved	Green	Awaiting a workshop to discuss taking forward an investment attraction plan proposed on conclusion of the prospectus project.
771	ATEED: Local Economic Growth	Youth Entrepreneurship Development	<p>A series of meet ups to develop creative and entrepreneurial thinking amongst the area's Maori and / or migrant youth. The workshops will build the capacity of local youth for both employment or exploring starting a business. Following this workshops will be held to further develop and refine thinking with input from local business leaders. Support for those interested in developing a business or social enterprise will be provided.</p> <p>This programme could be hosted by or delivered in partnership with Hoani Waititi Marae if there was a Māori focus.</p>	Q2;Q3;Q4	LDI: Opex	\$ 5,000	Approved	Green	Working to bring some clarity as to what this project will focus on. Keen to work closely with Henderson-Massey who have a similar project to combine resources. Further discussion with ATEED Maori ED team to see how the project could align with their re-focused approach. Given limited funds available options are limited to: i) a small scale pilot of an approach to providing access to entrepreneurship capacity building ii) research to better understand the barriers face by maori entrepreneurs or iii) work in with enterprise initiatives already planned to develop a Maori focused component e.g. the planned incubator kitchen in Henderson which Waitakere residents could access.
Parks, Sport and Recreation									
1969	CS: PSR: Park Services	Luckens Land Strategic Assessment	<p>To consult with the community, consider options and investigate feasibility of those options for future use of the Luckens land recently acquired by Council.</p> <p>Consider walking and biking tracks, public access and parking, environmental outcomes and linkages with the wider parks network including Kay Rd Balefill.</p>	Q1	ABS: Opex	\$ -	On Hold	Amber	<p>On hold as no funding has been allocated.</p> <p>Feasibility and options has been workshopped with the Local Board. - Traffic Management and ecological assessment are completed. - Consultation underway with Iwi. - Consultation with neighbours is about to start.</p>
807	CS: PSR: Park Services	Waitakere Quarry: prepare a strategic assessment	<p>Complete a strategic assessment of options and feasibility for the Waitakere Quarry including a clear statement of the benefits expected from the park development, establishing community and local board aspirations, alignment of the park development with the Waitakere Ranges Local Board Plan and Auckland Council planning and policy documents.</p>	Not scheduled	ABS: Opex	\$ -	On Hold	Red	<p>On hold until reserve status of Local or Regional Park is confirmed.</p> <p>This is not expected until 2018.</p>

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	Budget Source	FY17/18	Activity Status	RAG	Q1 Commentary
990	CS: PSR: Park Services	WTK local parks: Ecological volunteers and environmental programme FY17/18	Programme of activity supporting volunteer groups to carry out ecological restoration and environmental programmes in local parks including: •Community planting events •Plant and animal pest eradication •Guided walks programme •Litter removal	Q1;Q2;Q3;Q4	LDI: Opex	\$ 33,000	In progress	Green	Milan Reserve - All local group planted 200 plants. A great outcome with small group! Gill Esplanade - approximately 30 people planting 705 plants. Rimutaka Reserve - 20 people planting 400 plants. Okewa Reserve - locals planting 80 plants.
916	CS: PSR: Park Services	WTK: Celebrate park openings and events programme FY17/18	Opening ceremonies and ribbon cutting to celebrate the completion of the Huia Seawall and Rimutaka walkway	Q1;Q2;Q3;Q4	LDI: Opex	\$ 3,000	In progress	Green	Preparation for the Rimutaka Walkway opening has started and is scheduled for November. The other two openings will be confirmed once the projects near completion.
1009	CS: PSR: Active Recreation	WTK: Deliver an activation programme 2017/2018	Sport and recreation initiatives designed to get residents active in parks in the Waitakere Ranges local board area. Delivered via the Sport Waitakere community recreation broker.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 20,000	In progress	Amber	Draft funding agreement and work programme for Sport Waitakere has stalled. Sport & Rec Lead to progress as soon as possible.
810	CS: PSR: Park Services	WTK: Parks information project 2017/2018	Evaluate methods of delivering information about the parks network and connecting trails in the Waitakere Ranges Local Board area. Choose an information delivery method and implement the project within budget constraints.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 25,000	In progress	Green	Workshop held with local board to confirm the budget allows for information to be used in a printed format. Use as an app or online will be able to be considered for a following stage. Information will be captured in a format that is able to be utilised online in the future. Initial contact has been made with some Community Groups. Information on walking routes and connections is being gathered.
1124	CS: PSR: Park Services	WTK: Parks strategic assessment programme 2017/18	Complete strategic assessments of: Pennihana Park, Kay Road Bale Fill site and other projects as they are identified during the 2017/2018 year. Funding covers materials and expert input when required, for example public consultation materials, geotechnical experts, local needs assessment and any professional advice needed to allow the board to determine outcomes and benefits of a project.	Q1;Q2;Q3;Q4	LDI: Opex	\$ 5,000	In progress	Green	Prioritisation of strategic assessments has been discussed and agreed with the Local Board: 1. Harold Moody Reserve improvements 2. Penihana Reserves development 3. Swanson Foothills walkway 4. Luckens Land 5. Recreation assessment 6. Piha skatepark
1939	CS: PSR: Park Services	WTK: Project Twin Streams community maintenance 2017-2018	Complete contracts with community organisations to deliver maintenance activities in the Project Twin Streams areas in the Waitakere Ranges local board area. Enable and monitor delivery of Project Twin Streams community contracts in the Waitakere Ranges local board area.	Q1;Q2;Q3;Q4	ABS: Opex	\$ 219,175	In progress	Green	Funding agreements for FY2018 have been signed. MPHS completed a bird count and heard/saw 13 different species of birds in their Project Twin Streams area. Ecomatters have been working hard clearing weeds and have seen approximately a 65% reduction in Chinese Privet Seedlings. Total volunteer hours:662.8 and engaging 115 people.
1008	CS: PSR: Active Recreation	WTK: Waitemata Table Tennis Association facility partnership programme 2017/2018	Manage possible expiration of funding on 30 June 2017. Facility Partnership grant \$290,000 to Waitemata Table Tennis Association towards cost of developing a new table tennis facility on Parrs Park. Staff time only for 2017/2018.	Q1	ABS: Opex	\$ -	In progress	Green	Extension of funding period on basis of revised project plan has enabled WTT to progress to preliminary design and submitting applications for land owner approval and resource consent in September 2017. Both applications are in processing. WTT is continuing with its' fundraising plans in the meantime.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary
Community Facilities: Community Leases										
1744	CF: Community Leases	Sovereign in Right of New Zealand	Renewal of lease over part of Westview Reserve, Janet Clews Place, Glen Eden	Q2	31/10/2027	\$ 210.00	\$ -	In progress	Green	The lessee advises that it wishes to renew its lease with Auckland Council. An application for renewal of lease has been sent. A site visit and reporting to the local board is planned for quarter two.
1747	CF: Community Leases	Auckland Playcentres Association Inc - Titirangi	New lease for part of Titirangi War Memorial Park, 500 South Titirangi Road, Titirangi	Q3	30/11/2017	\$ 1.00	\$ -	In progress	Green	The lessee advises it wishes to continue leasing the council owned building on Titirangi War Memorial Park. An application for a lease has been sent to the Playcentre. A site visit and reporting is planned for quarter two.
1748	CF: Community Leases	Kaurilands Community Kindergarten Inc	New lease for part of Kaurilands Domain, 57-67 Atkinson Road, Titirangi	Q3	28/02/2018	\$ 1.00	\$ -	In progress	Green	An application for lease was sent to the lessee on 13 September 2017. Quarter two will involve monitoring the filing of the application and liaising with key internal stakeholders.
1749	CF: Community Leases	New Zealand Fire Service - Huia	New lease for part of Karamatura Reserve, 1282-1284 Huia Road, Huia	Q4	30/04/2018	\$ 150.00	\$ -	In progress	Green	Application for lease received 15 September 2017. Quarter two will be liaising with key internal stakeholders, site visit and negotiating a community outcomes plan.
1750	CF: Community Leases	Piha Ratepayers & Residents Association Inc - Library	New lease for part of Piha Domain, 21 Seaview Road, Piha	Q4	31/03/2018	\$ 50.00	\$ -	In progress	Green	This will be progressed in quarter four.
1751	CF: Community Leases	West Coast Community Arts Gallery Trust	New lease for part of Piha Domain, 21 Seaview Road, Piha	Q3	31/01/2018	\$ 210.00	\$ -	In progress	Green	Application for lease sent to lessee on 13 September 2017. Quarter two will involve monitoring the filing of the application and liaising with key internal stakeholders.
1752	CF: Community Leases	RNZ Plunket Society - Titirangi	New lease or assignment of lease for Titirangi War Memorial Park, 500 South Titirangi Road, Titirangi	Q1	27/08/2023	\$ 1.00	\$ -	Completed	Green	RNZ Plunket Society Waitemata Area Inc has assigned its interest to the national entity, RNZ Plunket Society Inc. The lease was approved by the Waitakere Ranges Local Board. This matter is now complete.
1753	CF: Community Leases	Citizens Advice Bureau Waitakere - Glen Eden	Renewal of lease for part of Glen Eden Library, 12-32 Glendale Road, Glen Eden	Q4	30/06/2024	\$ 1.00	\$ -	In progress	Green	Multi premises lease has been drafted and provided to Auckland Citizens Advice Bureau, the umbrella for Citizens Advice Bureau across the region. This was sent 11 July 2017 and is for their review and if in order, execution. We await their response.
1754	CF: Community Leases	Waterhole Swimming Centre	Renewal of lease for Parris Park, 471-479 West Coast Road, Glen Eden	Q1	30/09/2048	\$ 5.00	\$ 5.00	Completed	Green	A renewal of lease was approved by the Waitakere Ranges Local Board on 11 May 2017 (quarter four of the 2016/2017 Work Programme Year).
1755	CF: Community Leases	Glenora Eagles Softball Club	New lease for Harold Moody Reserve, 44 Glendale Road, Glen Eden	Q1	7/06/2037	\$ 1.00		Completed	Green	A new community lease was granted by the Waitakere Ranges Local Board on 22 June 2017 (in quarter four of the 2016/2017 Work Programme Year).
1756	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 will be progressed in quarter four to enable the applicant enough time to consider the proposal.
1757	CF: Community Leases	French Bay Yacht Club Inc	Proposed new build of shed at French Bay Esplanade Reserve, 52 Valley Road, Titirangi	Q1				Cancelled	Red	This project will not be continuing as per advice from the lessee. This project, initiated by Titirangi Volunteer Coastguard Incorporated is not proceeding on verbal advice received from Coastguard. Requests have been made for this to be confirmed in writing. No written advice has been received. Despite this the matter can not proceed as the resource consent expired on 1 June 2017.

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ID	Lead Dept/Unit or CCO	Activity Name	Activity Description	Timeframe	CL: Final Lease Expiry Date	CL: Annual Rent Amount (excluding GST)	CL: Annual Opex Fee (excluding GST)	Activity Status	RAG	Q1 Commentary
1758	CF: Community Leases	Titirangi Volunteer Coastguard Inc	Proposed new build of shed at French Bay Esplanade Reserve, 52 Valley Road, Titirangi	Q1				Cancelled	Red	<p>This project will not be continuing as per advice from the lessee.</p> <p>This project is not proceeding on verbal advice received from Coastguard. Requests have been made for this to be confirmed in writing. No written advice has been received. Despite this the matter can not proceed as the resource consent expired on 1 June 2017.</p>
1760	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	In progress	Green	Auckland Council's Specialist Technical Statutory Advisor has identified another option regarding the proposed reclassification of the Swanson Station Park. This option will need to be considered by the legal team before being presented to the local board in quarter two.
1761	CF: Community Leases	Waitākere Residents and Ratepayers Association	New lease for Waitākere War Memorial Park, 13 Bethells Road, Waitākere	Q4			\$ -	In progress	Green	Auckland Council's Specialist Technical Statutory Advisor has identified an option regarding the classification of Waitakere War Memorial Park. This option will need to be considered by the legal team before being presented to the local board in quarter two
1762	CF: Community Leases	Waitākere Volunteer Rural Fire Force	New lease for 10-14 Township Road, Waitākere Township	Q1	30/04/2033			In progress	Green	With the amalgamation of the New Zealand Fire Service and Rural Fire New Zealand creating Fire and Emergency New Zealand (FENZ) and the passing of legislation on 1 July 2017, Auckland Council's legal team have approved an interim ground agreement for one year and documentation has been sent to FENZ for signing.
1763	CF: Community Leases	Oratia District Ratepayers & Residents Association	Proposed variation of lease to include maintenance schedule	Q1	31/10/2053			Completed	Green	Auckland Council presented a proposed variation of lease to the Association in June 2017. A legal opinion on the interpretation of the maintenance obligations under the current lease was sent to them on 14 August 2017. The association has requested time for them to obtain its own legal opinion. This matter will be monitored in quarter two for a response.
1764	CF: Community Leases	Titirangi Waka Ama	Proposed new lease for part of French Bay Esplanade Reserve, 52 Valley Road, Titirangi	Q2				In progress	Green	This will be progressed in quarter two to enable Auckland Council's legal team to interpret and give an opinion on the terms and leased area.
1765	CF: Community Leases	Titirangi Potters Inc	Renewal of lease for part of Titirangi War Memorial Park, 500 South Titirangi Road, Titirangi	Q2	26/03/2023			In progress	Green	Application for renewal of lease sent to lessee on 13 September 2017. Quarter two will involve monitoring the filing of the application and liaising with key internal stakeholders.