

Agenda for a meeting of the Onewhero-Tuakau Community Board to be held in the Glen Murray Hall, 2400 Highway 22, Glen Murray on **MONDAY 5 SEPTEMBER 2016** commencing at **7.30pm**.

Note: An Open Forum will be held at 7.00pm prior to the commencement of the meeting.

Information and recommendations are included in the reports to assist the Board in the decision making process and may not constitute Council's decision or policy until considered by the Board.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Monday 1 August 2016

2

5. MATTERS ARISING FROM MINUTES

6. REPORTS

6.1 Discretionary Fund Report to 22 August 2016

7

6.2 Onewhero-Tuakau Issues and Works Report

9

6.3 Year to Date Service Request Report

10

6.4 Youth Engagement

22

6.5 Pre-meeting forum

Verbal

6.6 Chairperson's Report

Verbal

6.7 Councillors' and Community Board Members' Report

Verbal

GJ Ion

CHIEF EXECUTIVE

Agenda2016\OTCB\160905 OTCB OP.dot

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	2 August 2016
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1571513
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Onewhero-Tuakau Community Board meeting held on Monday 1 August 2016.

2. RECOMMENDATION

THAT the minutes if the meeting of the Onewhero-Tuakau Community Board held on Monday 1 August 2016 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

OTCB minutes 1 August 2016

MINUTES of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Town Hall, George Street, Tuakau on **MONDAY 1 AUGUST 2016** commencing at **4.36pm**.

Present:

Mr N Miller (Chairperson)
 Cr R Costar
 Cr L Petersen
 Mrs A Anderson
 Mr B Cameron
 Mr R Gee [from 6.12pm]
 Mrs F Gower
 Mrs B Watson

Attending:

His Worship the Mayor Mr AM Sanson
 Mayoress T Sanson
 Mr GJ Ion (Chief Executive)
 Mrs LM Wainwright (Committee Secretary)
 Ms S Kelly (Community Development Co-ordinator)
 Mr N Hawira (Tuakau Placemaking Group)
 Ms L Beunton (Tuakau Playcentre)
 Ms D Meads (Tuakau Playcentre)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Petersen/Ms Gower)

THAT an apology for lateness be received from Mr Gee.

CARRIED on the voices

OTCBI608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Cameron/Cr Costar)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday 1 August 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

OTCBI608/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Costar/Mrs Watson)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Tuesday 7 June 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

OTCBI608/03

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS

Placemaking in Tuakau
Agenda Item 6.1

Mr Hawira gave a verbal presentation and answered questions of the board.

The Community Development Co-ordinator gave a verbal presentation and answered questions of the board.

Resolved: (Mr Miller/Cr Costar)

THAT the report from the Chief Executive be received.

CARRIED on the voices

OTCBI608/05/1

Discretionary Fund Report to 30 June 2016
Agenda Item 6.2

Resolved: (Cr Petersen/MsGower)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

OTCBI608/05/2

Application for Funding – Tuakau Kindergarten
Agenda Item 6.3

Ms Beunton and Ms Meads gave verbal presentations and answered questions of the board.

Resolved: (Ms Gower/Cr Costar)

THAT the report from the General Manager Strategy & Support be received;

AND THAT an allocation of \$2,928.60 is made to the Tuakau Kindergarten towards the cost of hosting the Tuakau community duck racing event.

CARRIED on the voices

OTCBI608/05/3

Hall Committee Formation
Agenda Item 6.4

Resolved: (Cr Petersen/Mrs Anderson)

THAT the report from the Chief Executive be received;

AND THAT the Onewhero-Tuakau Community Board recommend to the new incoming Board that two members be delegated to liaise with Council on both the running and maintenance of the Tuakau Memorial Town Hall and the Tuakau Domain Hall.

CARRIED on the voices

OTCBI608/05/4

Works & Issues Report
Agenda Item 6.5

Resolved: (Cr Costar/Mr Miller)

THAT the report of the Chief Executive – *Works & Issues Report* - be received.

CARRIED on the voices

OTCBI608/05/5

Pre-meeting Forum
Agenda Item 6.6

- Placemaking in Tuakau
- Community facility for at risk men
- ANZAC – flag exchange with Doncaster RSL, Melbourne, Australia and Tuakau RSA

Chairperson's Report
Agenda Item 6.7

The Chairperson gave a verbal report and answered questions of the Board.

Councillors' and Community Board Members' Report

Agenda Item 6.8

Crs Costar and Petersen gave verbal reports and answered questions of the Board.

Board members gave verbal reports and answered questions of the Board.

Mr Gee entered the meeting at 6.12pm during discussion on the above item.

There being no further business the meeting was declared closed at 6.38pm.

Minutes approved and confirmed this day of 2016.

N Miller
CHAIRPERSON
Minutes2016/OTCB/060801 OTCB Minutes

Open Meeting

To	Onewhero-Tuakau Community Board
From	TG Whittaker General Manager Strategy & Support
Date	22 August 2016
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
DWS Document Set #	I590446
Report Title	Discretionary Fund Report to 22 August 2016

I. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 22 August 2016.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received.

3. ATTACHMENTS

Discretionary Fund Report to 22 August 2016

ONEWHERE TUAKAU COMMUNITY BOARD DISCRETIONARY FUND 2016/2017

	GL	1.215.1704
2016/17 Annual Plan		28,878.00
2015/16 Carry forward		30,656.00
Total Funding		59,534.00
EXPENDITURE:		
14-Jul-16 Tuakau Community Patrol - cost of upgrading community patrol vehicle (OTCB1605/06/3)		5,000.00
15-Jul-16 Glen Murray Community Equestrian Centre - upgrading the access track leading into the club's equestrian grounds (OTCB1511/06/8)		1,300.00
Total Expenditure		6,300.00
Total Income		-
Net Expenditure		6,300.00
Net Funding (Excluding commitments)		53,234.00
COMMITMENTS:		
01-Jul-15 Allocated amount to the Chair to purchase misc. items (balance from 30/6/2015)		301.81
01-Sep-14 Contribution towards placemaking project (OTCB1409/06/2)		6,000.00
02-Nov-15 Onewhero Area School - cost of purchasing a defibrillator (OTCB1511/06/5)		3,262.00
02-Nov-15 Opuatia Hall Committee - cost of painting the interior of the community hall facility (OTCB1511/06/7)		5,500.00
07-Dec-16 ANZAC 2016 commitments (OTCB1512/06/6)	3,000.00	
Less: Expenses	609.75	2,390.25
07-Mar-16 Port Waikato Resident and Ratepayers Association - cost of upgrading the security surveillance systems located at Port Waikato (OTCB1603/06/4)		5,000.00
01-Aug-16 Tuakau Kindergarten - cost of hosting the Tuakau community duck racing event (OTCB1608/05/3)		2,928.60
TOTAL COMMITMENTS		25,382.66
NET FUNDING REMAINING (Including commitments) as of 22 August 2016		27,851.34

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	25 August 2016
Chief Executive Approved	Y
DWS Document Set #	1593584
Report Title	Works & Issues Report

1. Executive Summary

To update the Board and provide information on works and issues raised at previous meetings.

2. Recommendation

THAT the report of the Chief Executive – *Works & Issues Report* - be received.

1.	Traffic calming measures are requested outside the Tuakau Library pedestrian crossing due to speed concerns. There have been concerns expressed about speed and zero harm issues in this area.	Service Delivery	Following on from discussions of the last Community Board meeting, staff have attempted to make contact with the Chair by phone without success and are awaiting a response to an email that has been sent.
2.	Tuakau Bridge	Service Delivery	Planned for when daylight saving starts and weather patterns improve (Warmer weather and longer dry spells). We have erected a sign stating bridge work is on hold for winter and will start again in late September.
3.	Tuakau Memorial Hall – Supper Room	Service Delivery	Contractors have temporarily repaired the leak. Further investigation is being organised to understand the extent of possible roofing issues.

Open Meeting

To	Onewhero-Tuakau Community Board
From	TG Whittaker General Manager Strategy & Support
Date	18 August 2016
Prepared by	Sharlene Jenkins PA to General Manager Strategy & Support
Chief Executive Approved	Y
DWS Document Set #	I585257
Report Title	Year to Date Service Request Report

1. EXECUTIVE SUMMARY

To update the Board on the Year to Date Service Request Report for Onewhero-Tuakau.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received.

3. ATTACHMENTS

Year to Date Service Request Report for Onewhero-Tuakau.

Service Request Time Frames By Ward for

ONEWHEREO

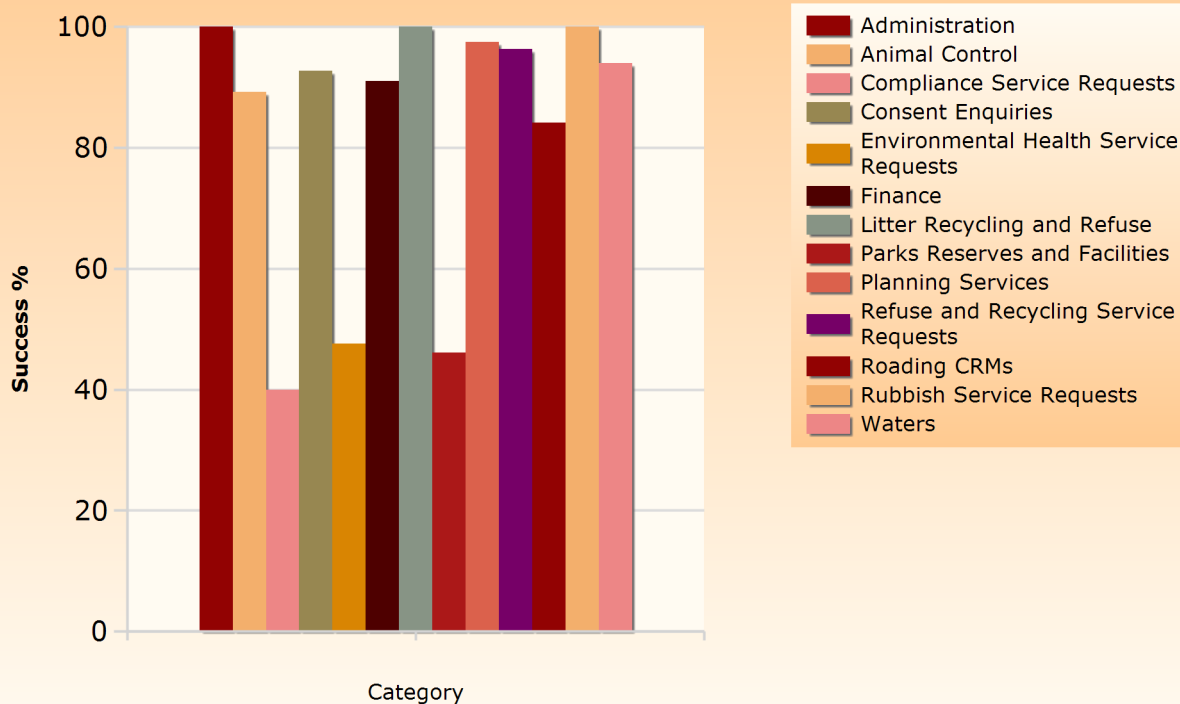


Date Range: 01/07/2015 to 31/07/2016

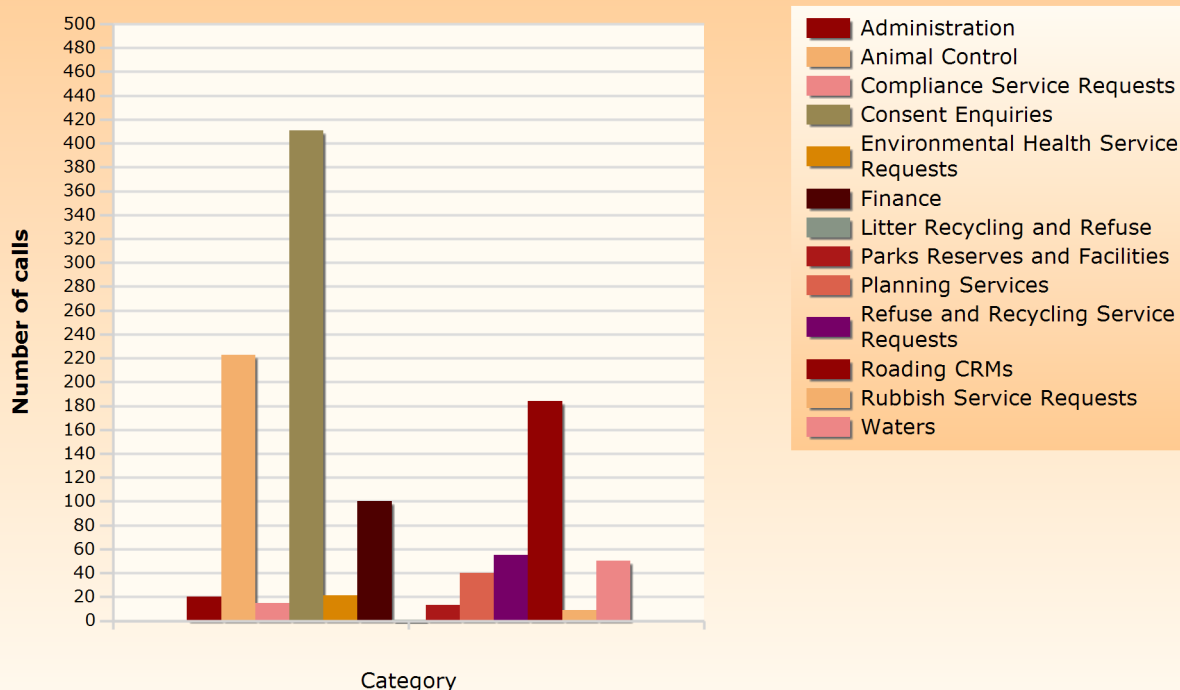
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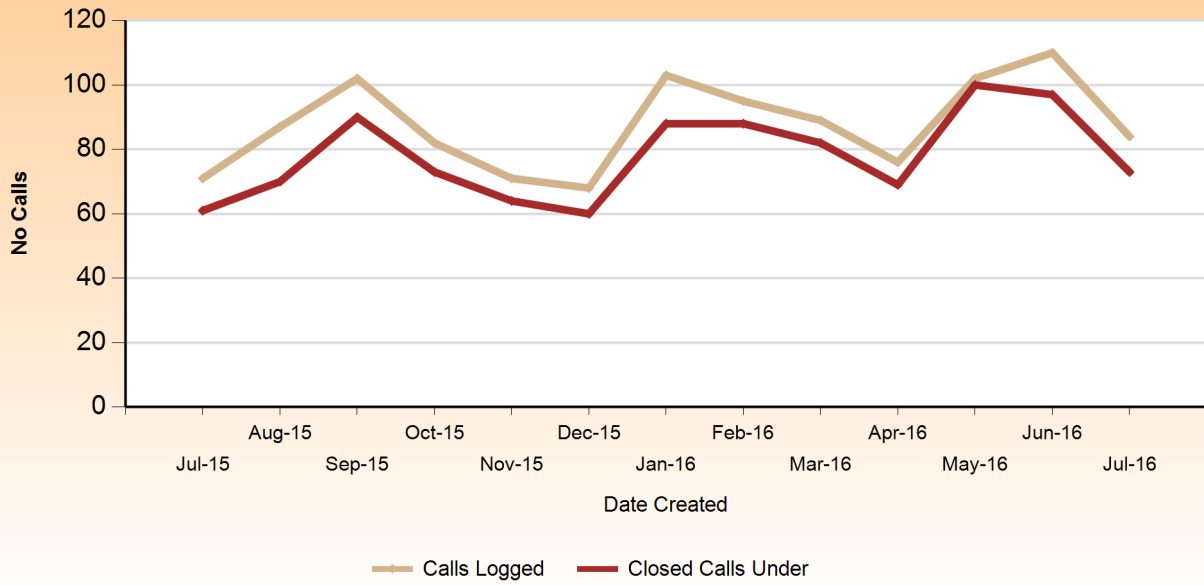
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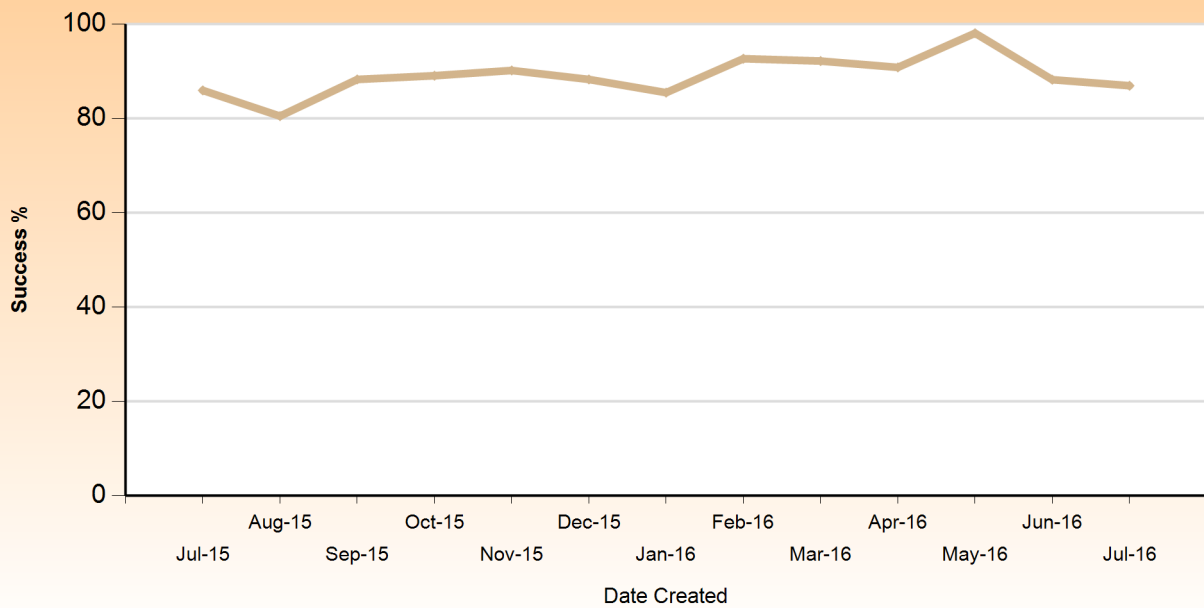
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



			Open		Closed		
		Calls Logged	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Administration							
	Summary	20				20	100.00%
	House/rural address numbering	2				2	100.00%
	Property Information Request	18				18	100.00%
Animal Control							
	Summary	223			24	199	89.24%
	Animal Charges	38			3	35	92.11%
	Dog / Cat Trap Required	2				2	100.00%
	Dog Property Visit	60			10	50	83.33%
	Dog Straying - Current	25			3	22	88.00%
	Dog Straying - Historic	5				5	100.00%
	Dog Surrender	7				7	100.00%
	Dog Welfare - Not immediate threat to life	3				3	100.00%
	Dog/Animal Missing	26				26	100.00%
	Dogs Aggression - Current	8				8	100.00%
	Dogs Aggression - Historic	8				8	100.00%
	Dogs Barking Nuisance	21			3	18	85.71%
	Livestock Trespassing - Current	15			4	11	73.33%
	Livestock Trespassing - Historic	5			1	4	80.00%
Compliance Service Requests							
	Summary	15			9	6	40.00%
	Compliance - Environmental Spill	1			1		0.00%
	Compliance - Unauthorised Activity	14			8	6	42.86%
Consent Enquiries							
	Summary	411		1	30	380	92.68%
	Land Hazard Enquiries	1		1			NaN
	Onsite Services	28			1	27	96.43%
	Planning Process	38			8	30	78.95%
	Property Information Request	158				158	100.00%
	Zoning and District Plan Enquiries	186			21	165	88.71%
Environmental Health Service Requests							
	Summary	21			11	10	47.62%
	Environmental Health Complaint	12			11	1	8.33%
	Noise Complaint - Environmental Health	2				2	100.00%

		14	Open		Closed		
		Calls Logged	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Environmental Health Service Requests	Noise complaints straight to contractor	7				7	100.00%
Finance							
	Summary	100			9	91	91.00%
	Rates query	100			9	91	91.00%
Litter Recycling and Refuse							
	Summary	1				1	100.00%
	New collections	1				1	100.00%
Parks Reserves and Facilities							
	Summary	13			7	6	46.15%
	Parks & Reserves - Beach Issues	2			1	1	50.00%
	Parks & Reserves - Buildings	2			1	1	50.00%
	Parks & Reserves - Council owned land	1			1		0.00%
	Parks & Reserves - Graffiti	1			1		0.00%
	Parks & Reserves - Reserve Issues	6			3	3	50.00%
	Reserves	1				1	100.00%
Planning Services							
	Summary	40			1	39	97.50%
	Business Activity	4				4	100.00%
	Dependent Persons/Second/Farm Workers Dwelling	3				3	100.00%
	Land Use Consent (Resource Consent)	2				2	100.00%
	Other	5				5	100.00%
	Re-site	1				1	100.00%
	Setbacks/boundaries/building bulk and location	18				18	100.00%
	Subdivision	7			1	6	85.71%
Refuse and Recycling Service Requests							
	Summary	55			2	53	96.36%
	New collections	5				5	100.00%
	Recycling Not Collected	3				3	100.00%
	Refuse - Non-Collection	12			1	11	91.67%
	Refuse & Recycling Contractor Complaints	1				1	100.00%
	Refuse & Recycling Enquiries	33			1	32	96.97%
	Tuakau Wheelie Bins	1				1	100.00%
Roading CRMs							
	Summary	184	1		29	154	84.15%
	Bridge Maintenance Non-Urgent	1				1	100.00%

		15		Open		Closed		
		Calls Logged	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate	
Roading CRMs	Emergency Events - 1 Hr Response	3				3	100.00%	
	Footpath Maintenance - Non_Urgent	1				1	100.00%	
	New Vehicle Entrance Request	6				6	100.00%	
	Request 4 new street light path sign etc	25			6	19	76.00%	
	Road Culvert Maintenance	31			2	29	93.55%	
	Road Safety Issue Enquiries	5			1	4	80.00%	
	Roading Work Assessment Required - OnSite 5WD	38			3	35	92.11%	
	Routine Rooding Work Direct to Contractor 5WD Comp	26			12	14	53.85%	
	Street Light Maintenance	6				6	100.00%	
	Urgent - Footpath Maintenance	2			1	1	50.00%	
	Urgent Rooding Work 4Hr Response	27			3	24	88.89%	
	Vegetation Maintenance	13	1		1	11	91.67%	
Rubbish Service Requests								
	Summary	9				9	100.00%	
	Abandoned Vehicle	1				1	100.00%	
	Illegal Rubbish Dumping	8				8	100.00%	
Waters								
	Summary	50			3	47	94.00%	
	3 Waters Enquiry	15			2	13	86.67%	
	Drinking water billing	7				7	100.00%	
	Drinking Water Final Meter Read	3				3	100.00%	
	Drinking Water minor leak	5				5	100.00%	
	Drinking Water quality	1				1	100.00%	
	Drinking Water Quantity/Pressure	1			1		0.00%	
	Fix Water Toby	1				1	100.00%	
	New Drinking Storm Waste water connections	1				1	100.00%	
	No Drinking Water	3				3	100.00%	
	Stormwater Blocked pipe	2				2	100.00%	
	Stormwater Open Drains	4				4	100.00%	
	Stormwater Property Flooding	7				7	100.00%	
Total		1142	1	1	125	1015	89.04%	

Service Request Time Frames By Ward for ¹⁶ TUAKAU

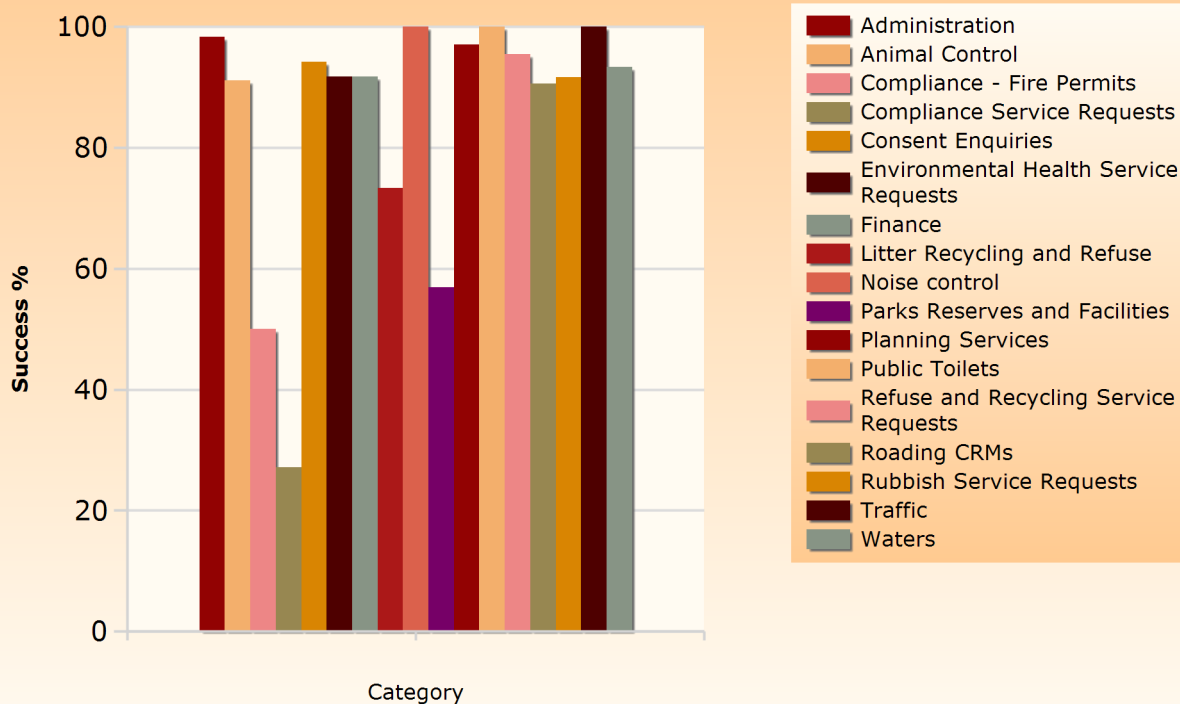
Date Range: 01/07/2015 to 31/07/2016



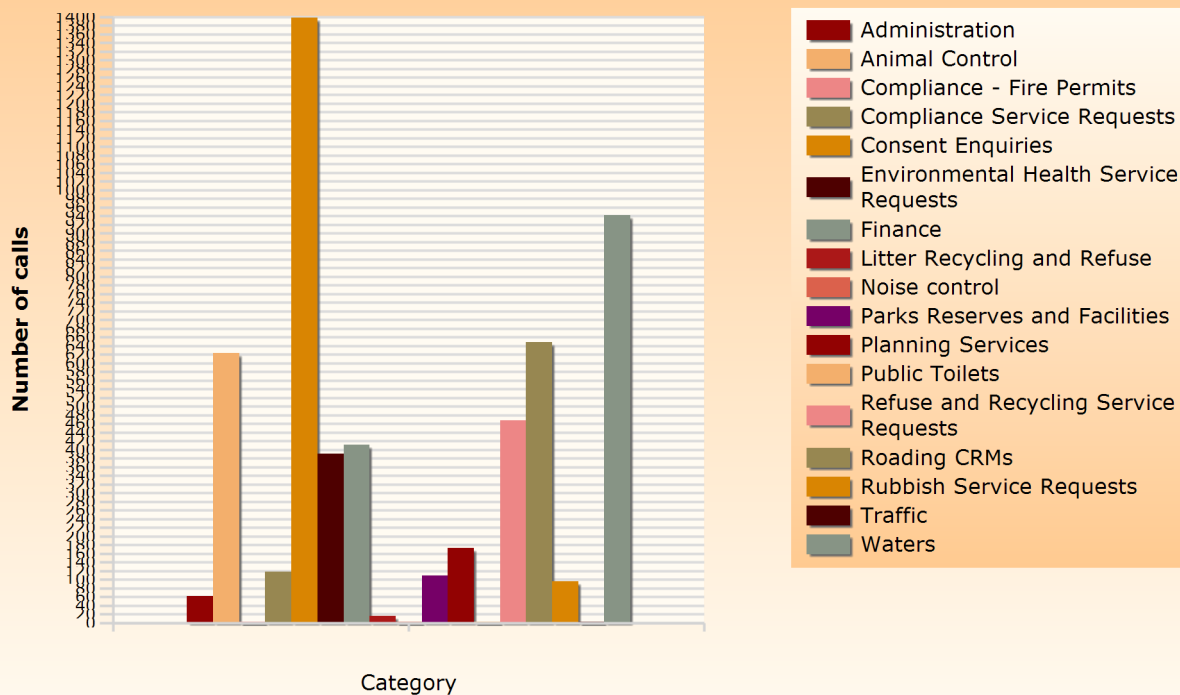
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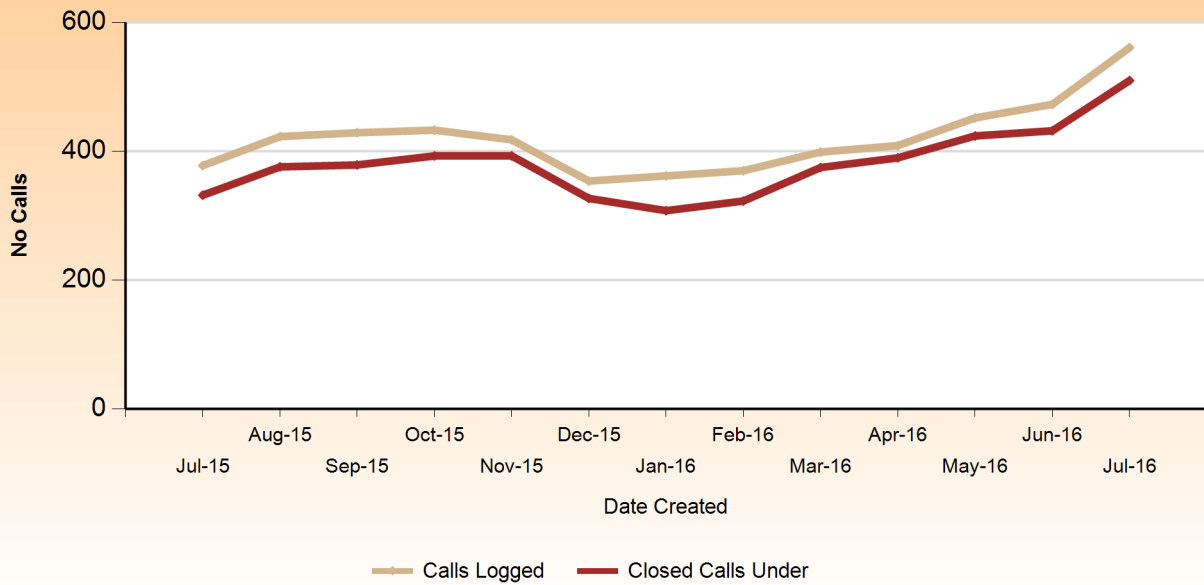
Call Completion % Success by Type



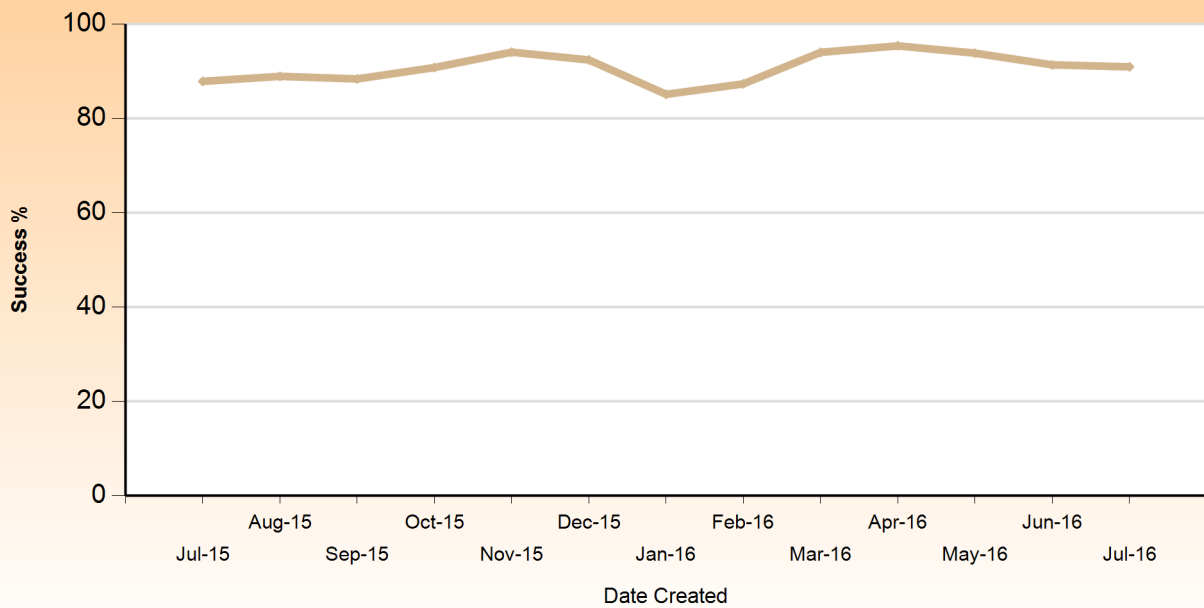
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



			Open		Closed		
		Calls Logged	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Administration							
	Summary	62			1	61	98.39%
	House/rural address numbering	3				3	100.00%
	Property Information Request	54				54	100.00%
	Service Plan	5			1	4	80.00%
Animal Control							
	Summary	623			55	568	91.17%
	Animal Charges	139			1	138	99.28%
	Dog / Cat Trap Required	4				4	100.00%
	Dog Control Assist Police	1				1	100.00%
	Dog Property Visit	74			16	58	78.38%
	Dog Straying - Current	160			17	143	89.38%
	Dog Straying - Historic	37			3	34	91.89%
	Dog Surrender	7				7	100.00%
	Dog Welfare - Immediate threat to life	2				2	100.00%
	Dog Welfare - Not immediate threat to life	8				8	100.00%
	Dog/Animal Missing	50				50	100.00%
	Dogs Aggression - Current	23			4	19	82.61%
	Dogs Aggression - Historic	20			2	18	90.00%
	Dogs Barking Nuisance	59			6	53	89.83%
	Livestock Trespassing - Current	35			6	29	82.86%
	Livestock Trespassing - Historic	4				4	100.00%
Compliance - Fire Permits							
	Summary	2			1	1	50.00%
	Fire permits	2			1	1	50.00%
Compliance Service Requests							
	Summary	118			86	32	27.12%
	Compliance - Animal By Law	16			14	2	12.50%
	Compliance - Environmental Spill	3			1	2	66.67%
	Compliance - Unauthorised Activity	88			64	24	27.27%
	Compliance - Urban Fire Hazard (Dry conds only)	5			5		0.00%
	Illegal parking	5			1	4	80.00%
	Non-animal bylaws	1			1		0.00%
Consent Enquiries							
	Summary	1399		1	81	1317	94.21%
	Land Hazard Enquiries	1				1	100.00%

		19	Open		Closed		
		Calls Logged	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Consent Enquiries	Onsite Services	54			8	46	85.19%
	Planning Process	114			9	105	92.11%
	Property Information Request	582			4	578	99.31%
	Zoning and District Plan Enquiries	648		1	60	587	90.73%
Environmental Health Service Requests							
	Summary	390			32	358	91.79%
	Environmental Health Complaint	31			26	5	16.13%
	Noise Complaint - Environmental Health	15			3	12	80.00%
	Noise complaints straight to contractor	344			3	341	99.13%
Finance							
	Summary	411			34	377	91.73%
	Rates query	411			34	377	91.73%
Litter Recycling and Refuse							
	Summary	15			4	11	73.33%
	New collections	2				2	100.00%
	Not Collected	6			1	5	83.33%
	Tuakau Wheelie Bins	7			3	4	57.14%
Noise control							
	Summary	3				3	100.00%
	Noise Control	3				3	100.00%
Parks Reserves and Facilities							
	Summary	109			47	62	56.88%
	Buildings	7			1	6	85.71%
	Parks & Reserves - Buildings	39			6	33	84.62%
	Parks & Reserves - Cemetery Complaints (not mowing)	7			1	6	85.71%
	Parks & Reserves - Council owned land	3			3		0.00%
	Parks & Reserves - Graffiti	7			2	5	71.43%
	Parks & Reserves - Non-urgent Public Toilet Issues	3				3	100.00%
	Parks & Reserves - Park Furniture	1				1	100.00%
	Parks & Reserves - Reserve Issues	34			30	4	11.76%
	Parks & Reserves - Urgent Public Toilet Issues	5			4	1	20.00%
	Parks & Reserves-Council owned buildings on reserv	2				2	100.00%
	Vegetation Removal - Urban	1				1	100.00%

		20	Open		Closed		
		Calls Logged	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Planning Services							
	Summary	172			5	167	97.09%
	Affected Party / Neighbours Written Approval	1				1	100.00%
	Business Activity	10				10	100.00%
	Dependent Persons/Second/Farm Workers Dwelling	11				11	100.00%
	Land Use Consent (Resource Consent)	10				10	100.00%
	Other	29			1	28	96.55%
	Policy & Zoning	12			1	11	91.67%
	Re-site	1				1	100.00%
	Setbacks/boundaries/building bulk and location	33				33	100.00%
	Subdivision	65			3	62	95.38%
Public Toilets							
	Summary	1				1	100.00%
	Toilet maintenance	1				1	100.00%
Refuse and Recycling Service Requests							
	Summary	468			21	447	95.51%
	New collections	17			2	15	88.24%
	Recycling Not Collected	90			5	85	94.44%
	Refuse - Non-Collection	134			3	131	97.76%
	Refuse & Recycling Contractor Complaints	25				25	100.00%
	Refuse & Recycling Enquiries	124			7	117	94.35%
	Tuakau Wheelie Bins	78			4	74	94.87%
Roading CRMs							
	Summary	649	1		61	587	90.59%
	Boundary fences on roads - permanent & temporary	1				1	100.00%
	Bridge Maintenance Non-Urgent	2				2	100.00%
	Emergency Events - 1 Hr Response	4			1	3	75.00%
	Footpath Maintenance - Non_Urgent	18				18	100.00%
	New Vehicle Entrance Request	233				233	100.00%
	Request 4 new street light path sign etc	82			9	73	89.02%
	Road Culvert Maintenance	54			6	48	88.89%
	Road Marking Sign & Barrier Maint Marker Posts	6				6	100.00%
	Road Safety Issue Enquiries	14			1	13	92.86%
	Roading Work Assessment Required - OnSite 5WD	78			7	71	91.03%

		21		Open		Closed		
		Calls Logged	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate	
Roading CRMs	Routine Roothing Work Direct to Contractor 5WD Comp	41			23	18	43.90%	
	Stock Crossing & Moving	1				1	100.00%	
	Street Light Maintenance	55			7	48	87.27%	
	Urgent - Footpath Maintenance	8			1	7	87.50%	
	Urgent Roothing Work 4Hr Response	21			3	18	85.71%	
	Vegetation Maintenance	31	1		3	27	90.00%	
Rubbish Service Requests								
	Summary	96			8	88	91.67%	
	Abandoned Vehicle	10				10	100.00%	
	Illegal Rubbish Dumping	86			8	78	90.70%	
Traffic								
	Summary	3				3	100.00%	
	Illegal parking	2				2	100.00%	
	Safety issue	1				1	100.00%	
Waters								
	Summary	942			63	879	93.31%	
	3 Waters Enquiry	91			11	80	87.91%	
	3 Waters Safety Complaint - Non Urgent	4				4	100.00%	
	3 Waters Safety Complaint - Urgent	3			2	1	33.33%	
	Drinking water billing	72			2	70	97.22%	
	Drinking Water Final Meter Read	374			16	358	95.72%	
	Drinking Water Major Leak	41			5	36	87.80%	
	Drinking Water minor leak	144			16	128	88.89%	
	Drinking Water quality	3				3	100.00%	
	Drinking Water Quantity/Pressure	8				8	100.00%	
	Fix Water Toby	42				42	100.00%	
	New Drinking Storm Waste water connections	60				60	100.00%	
	No Drinking Water	34			1	33	97.06%	
	Stormwater Blocked pipe	10			3	7	70.00%	
	Stormwater Open Drains	7			1	6	85.71%	
	Stormwater Property Flooding	17				17	100.00%	
	Wastewater Odour	5			1	4	80.00%	
	Wastewater Overflow or Blocked Pipe	19			3	16	84.21%	
	Wastewater Pump Alarm	1			1		0.00%	
	Waters Pump Station jobs - only for internal use	7			1	6	85.71%	
Total		5463	1	1	499	4962	90.86%	

Open Meeting

To	Onewhero-Tuakau Community Board
From	TG Whittaker General Manager Strategy & Support
Date	25 August 2016
Prepared by	Shannon Kelly Youth Engagement Advisor
Chief Executive Approved	Y
DWS Document Set #	I593608
Report Title	Youth Engagement

I. EXECUTIVE SUMMARY

Council's Youth Engagement Plan focuses on how Council, its Community Boards and Community Committees can give young people a voice in local decision-making structures.

Council's 2020 challenge is to have the most engaged community in New Zealand. The Youth Engagement Plan helps towards achieving this by better integrating young people into our communities and giving them a platform to air their views at a local governance level.

The key recommendation in the Youth Engagement Plan is that Community Boards and Community Committees have youth representation. This has been trialled with the Te Kauwhata Community Committee and the Huntly and Ngaruawahia Community Boards, which as a result of the work committed by the Waikato District Council, have youth representation and youth action groups and forums working on empowering young people in these areas.

Council is keen to roll-out its youth engagement model by having youth representation on the Onewhero-Tuakau Community Board ("The Board"). This is especially so in light of the interest expressed by the Board and members of the community in this regard.

Tuakau already has an active youth action group so it is envisaged that the youth representation on the Board would be made up of one representative from that youth action group and one youth representative from Onewhero.

2. RECOMMENDATION

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Board agrees to establish two youth representative positions on the Board;

AND FURTHER THAT the two representatives be from a youth action group in Tuakau (one) and a youth action group in Onewhero (one).

AND FURTHER THAT the Board agrees that Council's Youth Engagement Advisor, work on formalising the youth action group in Taupau (based on the existing youth action group operating in the area) and establishing a youth action group in Onewhero.

AND FURTHER THAT the Board agrees that two youth mentors be identified from within its membership once the new Board is reconstituted.

3. BACKGROUND

The Youth Engagement Advisor role and the Youth Engagement Plan ("YEP") were developed out of collaboration between the Ministry of Social Development and the Waikato District Council in the Waikato Social Sector Trials. The focus of the YEP was to develop stronger engagement with young people. As a result of the successful work in Ngaruawahia, Huntly and Te Kauwhata, the Youth Engagement Advisor has been contacted by community members in both Tuakau and Onewhero to enquire into having youth action groups and co-ordinators in their areas.

The Youth Engagement Plan focuses on how Council and its communities can better integrate young people into our communities by giving them a platform to air their views. Council's 2020 Challenge is to have the most engaged community in New Zealand. The youth form a critical component of our residents who need to be engaged.

The key objectives of the YEP are as follows:

- Giving young people a voice in local decision-making.
- Building the confidence of young people to engage in local government matters.
- Helping to ensure that the views of youth are considered in community planning matters.
- Helping to create a cadre of future leaders.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

At the Board meeting held on 01 August 2016 it was noted that:

- Many members of the Board have been trying to engage youth representatives for many years with little success.
- The Board is receptive and supportive of having youth representatives on it.
- Council's Youth Engagement Advisor, work with the Board to establish these positions and formalise the respective youth action groups.

- Due to the diverse geographical representation of the Onewhero-Tuakau area the Board suggested appointing two youth representatives - one from Tuakau and one from Onewhero.

From that meeting it was determined that Council's Youth Engagement Advisor would work with Councillor Costar to develop a plan of action for creating a youth action group in Onewhero.

In order to continue the momentum of the work it is proposed that the Board formally accept two youth representatives to attend future Board meetings on behalf of the youth of Onewhero-Tuakau.

It is proposed that when the new Board meets in November 2016, two youth mentors are nominated from the Board to provide support training and mentoring to develop the skillset and confidence of the youth representatives on the Board.

It is proposed that the youth representatives attend the induction training with the new Board members during October to develop their skillsets, understand how Council works and build relationships.

5. CONSIDERATION

5.1 FINANCIAL

Council provides a reward (a \$20 gift voucher) for each youth representative for each Board meeting they attend.

5.2 LEGAL

Schedule 1 of the Vulnerable Children Act 2014 has recently been updated to require local authorities to implement safety checking systems (including police vetting) for staff involved in 'children's services'. The youth mentors (the two Community Board members to be identified by the Board) will therefore need to be police vetted to ensure that Council has complied with due diligence.

Whilst it is intended to fully engage youth representatives in the activities of the Board, legally they are not members of the Board and are therefore not able to vote. Youth representatives can certainly advise the Board.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The Youth Engagement Plan will help Council achieve its 2020 challenge of having the most engaged community in New Zealand by directly supporting the implementation of Council's Community Engagement Strategy. It also directly supports the Youth Development Strategy Aotearoa which is about how government and society can support young women and men aged 12 to 24 years to develop the skills and attitudes they need to take part positively in society, now and in the future.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

(Ascertain if the Significance & Engagement Policy is triggered or not and specify the level/s of engagement that will be required as per the table below (refer to the Policy for more detail and an explanation of each level of engagement):

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This report is about the Community Board involving youth representatives in their activities.

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
		✓	Internal (Councillors)
		✓	Internal (Council Staff)
	✓		Onewhero-Tuakau Community Board
		✓	Waikato-Tainui/Local iwi
		✓	Other: Tuakau Youth Action Group

6. CONCLUSION

Council is keen to roll-out its youth engagement model by having youth representation on the Onewhero-Tuakau Community Board. This is especially so in light of the interest expressed by the Board and members of the community in this regard.

7. ATTACHMENTS

NIL