

Agenda for a meeting of the Te Kauwhata Community Committee to be held in the St John Hall, 4 Baird Avenue, Te Kauwhata on **7 SEPTEMBER 2016** commencing at **6.30pm.**

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**
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- 5. MATTERS ARISING FROM MINUTES**
- 6. REPORTS**
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 - 6.5 Councillor's Report Verbal
 - 6.6 Chairperson's Report Verbal
- 7. PROJECTS UPDATE**
 - 7.1 Wetlands Walkway Verbal
 - 7.2 Ken Knobbs Memorial Garden Verbal
 - 7.3 Jamieson Memorial Seat Verbal
 - 7.4 Security Cameras Verbal

GJ Ion

CHIEF EXECUTIVE

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Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	26 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1594571
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes minutes of the Te Kauwhata Community Committee meeting held on Wednesday 3 August 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on **Wednesday 3 August 2016** be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

TKCC Minutes

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 3 AUGUST 2016** commencing at **7.00pm**.

Present:

Mr D Boyde (Chairperson)
Cr JD Sedgwick
Mr J Cunningham
Mr K Dawson
Mr D Hardwick
Mr B Weaver

Attending:

Mr AM Sanson (His Worship the Mayor)
Mr TN Harty (General Manager Service Delivery)
Mrs W Wright (Committee Secretary)
Mr A Kahn (NZTA)
I Member of the Public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Sedgwick/Mr Cunningham)

THAT an apology be received from and leave of absence granted to Ms Grace, Mrs H Dillon, Mr L Wilson and Ms J Clegg.

CARRIED on the voices

TKCCI608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Sedgwick/Mr Cunningham)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 3 August 2016 be confirmed and all items therein be considered in open meeting;

AND THAT the following item be discussed at an appropriate time during the course of the meeting:

- **Waikato Expressway Update**

AND FURTHER THAT the Committee resolves that item 6.5 [*Chairperson's Report*] be withdrawn from the agenda.

CARRIED on the voices

TKCCI608/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Weaver/Mr Dawson)

THAT the minutes of a meeting of Te Kauwhata Community Committee held on **Wednesday 1 June 2016** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TKCCI608/03

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS

Te Kauwhata Issues and Works Report – July 2016
Agenda Item 6.1

Additional items discussed:

- Disabled car park needed outside the Post Office
- Travers Road right turn marking into Greenacres missing, Vineyard Road is to have a centre line painted and substandard repairs on road maintenance at Travers and Wayside Rds.
- Tap on sports grounds; health and safety hazard. A hard stand base – eg concrete would be useful.

Resolved: (Mr Hardwick/Mr Cunningham)

THAT the report from the **General Manager Service Delivery** be received.

CARRIED on the voices

TKCCI608/04/1

Waikato Expressway Update

Add Item

Mr Kahn (NZTA) gave a verbal update on the longswamp start dates. The contract has now been let to Downers.

Councillor's Report

Agenda Item 6.2

Cr Sedgwick gave a verbal report and answered questions of the Committee.

- Pre-election report (details will be discussed at next meeting)
- WRC proposed name change (details will be discussed at next meeting)
- The Lions propose a clock tower project for the village
- The rose garden and planting underway (weather permitting); signs required
- Sport turf specialist to look at the rugby park
- Dog park down Mahi road; a seat for owners or dog agility equipment are to be considered and suitable examples found
- Placemaking presentation taking place next month at this meeting. Starting time to be 6.30pm for next meeting.

Discretionary Fund Report to 30 June 2016

Agenda Item 6.3

Mr Dawson declared a conflict of interest, withdrew from the table and did not speak to, or vote on this item.

The following issue was raised:

It was noted that a Resolution was required for the payment for tree trimming to Earthcare Systems Limited.

Resolved: (Mr Hardwick/Mr Weaver)

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

AND THAT an amount of \$57.50 (including GST) be paid to Earthcare Systems Limited for tree trimming.

CARRIED on the voices

TKCCI608/04/2

Youth Engagement Update
Agenda Item 6.4

Resolved: (Mr Cunningham/Mr Dawson)

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

AND THAT if there are any new issues identified in the Youth Action Group's Quarterly Report that the Committee agrees on, be added to the Committee's Works and Issues report so that progress on implementation can be monitored.

CARRIED on the voices

TKCCI 608/04/3

Chairperson's Report
Agenda Item 6.5

This item was withdrawn from the agenda.

PROJECTS UPDATE

Wetlands Walkway
Agenda Item 7.1

Mr Cunningham reported that this project is progressing well albeit being winter and wet. There is a defined pathway now that Tainui land has been purchased by WDC and they have approval from Kiwi Rail that the pathway can go through that area. Some more funds are sought from other sources. It was proposed that a presentation be arranged to show progress to the appropriate WDC group in February/March 2017.

Ken Knobbs Memorial Garden
Agenda Item 7.2

Mr Dawson reported that he is to follow up regarding the planting that is to take place. Some trellis or wires might be needed for the roses.

Jamieson Memorial Seat
Agenda Item 7.3

This seat is completed and awaiting its plaque to be put on.

Open Meeting

To	Te Kauwhata Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	23 August 2016
Prepared by	Lianne van den Bemd Community Development Advisor Betty Connolly Senior Policy Planner
Chief Executive Approved	Y
DWS Document Set #	1591170
Report Title	Placemaking in the district

I. EXECUTIVE SUMMARY

Council has adopted a Placemaking Strategy and the purpose of this report is to advise communities on how Placemaking will be implemented and undertaken in the future.

Feedback received from communities has indicated that they wish to take greater ownership and undertake projects within their communities that are reflective of their areas. Placemaking is an important initiative through which these communities can be supported to empower themselves to create social spaces. To facilitate this process Council has established the Community Placemaking Team (“CPT”) who will work with communities to identify and implement Placemaking projects. The Placemaking Strategy and the accompanying documents have been developed to provide direction to Council while enabling the community to undertake projects that will help build a greater sense of community and civic pride.

The Placemaking concept relates to public open spaces and enables an area to become a creative interactive place. These projects involve partnerships between Council and community groups or individuals. The philosophy behind Placemaking is that projects are owned and driven by the community. For these projects to be successful Council and the groups or individuals need to work together. This concept is also a great way for Council to be seen to be engaging with communities to proactively develop creative social spaces. This will also directly support Council’s 2020 Challenge of having the most engaged community in New Zealand.

Over the coming months the CPT will engage with communities (including youth) on projects that can be undertaken in line with the guidelines. Once a project has been

accepted and approved a project contract letter will be provided to applicants outlining all details of how the project is to be undertaken.

The CPT consists of Lianne van den Bemd, Community Development Advisor and Betty Connolly, Senior Policy Planner and they will be co-ordinating the projects around the district. Other staff will be available when required.

The attached supporting documents provide the necessary guidance to communities and Council to enable these projects to be undertaken.

2. RECOMMENDATION

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

3. ATTACHMENTS

- Placemaking Implementation Plan
- Placemaking Project Plan
- Placemaking Guidelines
- Placemaking Assessment Sheet

Placemaking Implementation Plan

Project Sponsor:	Tony Whittaker	Project Manager:	Betty Connolly
Business Owner:	Vishal Ramduny	Project Co-ordinator	Lianne van den Bemd
		Printed:	2 November 2015

I. PROJECT STATEMENT

Community Placemaking projects occur on public open spaces and develop an area from a space into a creative interactive place. It involves partnerships between Council and community groups or individuals. Placemaking inspires people to collectively reimagine and reinvent public spaces as the heart of every community thereby strengthening the connection between people and the places they share.



2. CONSTRAINTS / ASSUMPTIONS

Projects don't necessarily fit with Council conceived ideals.

The space will be indicative of community desire outcome.

Health and Safety requirements.

3. PROJECT SCOPE

In-Scope

Projects will create unique places for the local community which is reflective of each area. These can be undertaken by community groups or individuals in a partnership with Council, community boards and committees. To ensure a project is robust the feasibility of each project will be assessed.

Out-of-Scope

Projects involving sites of significance or commemorative events and in some cases reserves leased from Council.

4. RISKS – THREATS (T) / OPPORTUNITIES (O)

Risks:

- Health and safety compliance not met.
- Communities may not always engage with the end result.
- Internal council staff not understanding community needs.
- Internal departments do not communicate their placemaking ideas.

Opportunities:

- The district will be seen as a unique place to live and visit.
- Provides the platform to engage with our local communities without perceived constraints by Council departments.



5. MILESTONES / TASKS:

<u>Description</u>	<u>Responsibility</u>	<u>Finish Date</u>
Acceptance by Executive Team of delivery of the strategy	BMC/LMV	
Acceptance by Council	BMC/LMV	
Information reports to community committees and boards	BMC/LMV	February 2016
Placemaking webpage development	LMV	December 2015
Roadshow	BMC/LMV	March 2016
Huntly Garden Place Project	BMC/LMV	Ongoing
Raglan Town Projects	BMC/LMV	Ongoing
Staff community project	BMC/LMV	March 2016



6. OUTPUT MEASURES

- Demonstrable progress made against identified Placemaking projects in accordance with individual departments respective project plans
- Projects are owned by the communities from concept stage through to implementation and maintenance.
- Projects are well used/received by the local community as demonstrated by their use.

Placemaking Project Plan

Important notes for applicant:

- *It is recommended that, prior to submitting your plan you contact a member of the Community Placemaking Team (CPT) to discuss your project.*
- *Please read the Guidelines attached to this plan to help you through the process of planning your project.*
- *Please ensure you complete the **checklist on page 4.***

Where will your project occur?

Section I – Your details

Name of group or individual

Address: (Postal)

Contact name, phone number/s and email address

Section 2 – Your project

Where will your project take place?

What will your project be? *(please provide a description of the proposed project including sketches etc.)*

Who will be involved in your project? *(individuals , groups, volunteers or contractors)*

How will the project enhance the use of this area by the community?

What is the projected life span of the project on completion *eg permanent or up to six months.*

Section 3 - Resource requirements

Please describe what material / resources are to be used in creating your project e.g. *are these upcycled/recycled or new.*

How will the cost of the project be met? e.g. *donated resources, fundraising, donated labour time, other sources of funding (e.g. community funding, external funding agencies).*

Checklist

Please ensure you attach the completed checklist with your application.

Items Required	Enclosed ✓
Read and understood the guidelines document	
Discussed your project with the CPT	
Have you considered H&S aspects in creating your project	
Completed Section 1 – Your details	
Completed Section 2 – Project details	
Completed Section 3 –Resource and cost requirements	
Enclosed any further documentation that may be relevant e.g. sketches, maps etc.	

Community Placemaking Team contact details

Lianne Van Den Bemd
 Community Development Co-ordinator
lianne.vandenbemd@waidc.govt.nz
 Ph: DDI – 07 824 5732

Betty Connolly
 Senior Policy Planner
betty.connolly@waidc.govt.nz
 Ph: DDI – 07 824 5760

Placemaking guidelines for community identified projects in the public space.

“Building communities and creating places” outlines a plan of action that will guide communities and Council in creating vibrant, caring, creative and sustainable public places around the district. These guidelines provide the foundation for a positive and proactive approach to Placemaking in the Waikato District.

Community placemaking projects occur on public open spaces and develop an area from a space into a creative interactive place. They involve partnerships between Council and community groups or individuals. For these projects to be successful Council and the groups or individuals involved need to be open to working together. The Community Placemaking Team (CPT) is a team operating from within council with the aim to assist communities in developing creative spaces.

What is public space?

All road reserve, reserves, esplanades, playgrounds, walkways, cycleways, cemeteries, community facilities or town centres are administered by Council on behalf of the community. Placemaking projects can occur inside public facilities e.g. libraries or outside e.g. walkways. Projects cannot occur in sensitive areas such as cemeteries or historic sites. Commemoration of significant regional or national events must be approved by Council. Some Council reserves are leased to third parties and will require further consideration.

Creating a Project Plan

The expectation of these projects is that the group will undertake the majority of the project and materials are sourced where possible using the reuse/upcycle philosophy. Projects can be short term (e.g. 6 months) or long term (e.g. 10 years). Any project will be subject to CPT endorsement prior to commencement.

The following steps need to be considered:

1. Identify the project idea and contact a member of the CPT to discuss and develop your idea further.
2. Form your community group (the worker bees) to brainstorm your idea with the vision to create a draft project plan. (The CPT can help you with this).
3. The draft project plan should include enough detail to enable the CPT to determine the scope and any staff who will need to be assigned to help you.
4. Once the project plan has been reviewed by the CPT you may be required to present your ideas to the Council team assigned to the project. This team will provide guidance in regards to issues they may have identified, e.g. height restrictions or safety issues that may impact on your project. It may be necessary for you to discuss your project with other parties' e.g. local community board. Part of this review will be to ensure that Health and Safety requirements are met. The CPT will help you with any further information that you have been requested to provide.

5. The CPT will provide final approval and confirmation in writing of the scope of your project and the agreement to which all parties will be bound.
6. Once the Council and community group/individual accept and sign off on the project scope the project can commence.

What to consider in a Project Plan:

The attached template will guide you when formulating your Project Plan. Use the prompts below as a guide.

- Materials – upcycled and new
- Durability and construction of objects
- Costs
- Funding
- Ongoing maintenance
- Health and safety of objects and workers
- Removal/dismantling if a defined time project
- Visual impression
- Community sensitivity
- Location
- Worker bees/labour
- Weather vulnerability
- Local support/opposition
- Is the project enhancing and embracing the community
- Authenticity of information for projects that relate to commemorative events
- Timeframe
- Stages of any development

Moving forward

The CPT have been appointed by Council to help, not hinder, communities in the Waikato District. Your project should be able to be established speedily if the guidelines above are considered and taken into account.

Community Placemaking Team:

Lianne Van Den Bemd
Community Development Co-ordinator
lianne.vandenbemd@waidc.govt.nz
Ph: DDI – 07 824 5732

Betty
Senior Policy Planner
betty.connolly@waidc.govt.nz
Ph: DDI – 07 824 5760

Connolly

Placemaking Assessment Sheet:

Assessment Committee: *Gordon Bailey, Lianne van den Bemd, Betty Connolly, Andrew Corkill, Vishal Ramduny.*

In which community will the project take place:

Is this being undertaken by a Group or an Individual:

What and where is the preferred site:

Are there any reasons why the project can not go ahead on this site (*eg has the site been identified by council for other activities or uses/ is it a leased site*):

What is the expectation of Council involvement:

Are there Council requirements – e.g. building consents:

What resources are required to complete the project – *recycled/upcycled/new* and where will these be sought?

Is the budget realistic and is there funding available (*internal or external*):

What is the projected life span of the project: (*eg long or short term - six months/permanent*)

Who will be responsible for ongoing maintenance and what are the estimated maintenance costs, if applicable:

When will the project commence, are there stages to the project:

Does the project fit with surrounding landscape/streetscapes or is there scope flexibility:

Has resilience to vandalism and graffiti been considered as part of the project plan:

Has there been any community input into the proposal:

Have Health and Safety requirements been taken into account in the implementation phase and in the completed project:

Open Meeting

To	Te Kauwhata Community Committee
From	Tim Harty General Manager Service Delivery
Date	26 August 2016
Prepared by	Karen Bredesen Business Support Team Leader/PA
Chief Executive Approved	Y
DWS Document Set #	1595640
Report Title	Te Kauwhata Issues and Works Report – August 2016

1. EXECUTIVE SUMMARY

This report is to update the Committee on issues arising from the previous meeting and on contracts and projects underway in Te Kauwhata.

2. RECOMMENDATION

THAT the report from the General Manager Service Delivery be received.

3. ATTACHMENTS

N/A

Issues Report - Status of Item Raised at Previous Meeting

	Issue	Assign to	Response
1.	<p>Transfer Station Graph Statistics</p> <p>Metro's Quality Measures/KPIs</p>	Waters/ Marie	<p>Council has three KPIs district-wide for refuse and recycling. They are:</p> <ul style="list-style-type: none"> ▪ 200 missed bags per annum ▪ Refuse response time to complaints = 5 days. ▪ Recycling response time to complaints = 5 days <p>The above KPIs are reported quarterly to Council.</p>
2.	<p>Hampton Downs Road</p> <p>Water coming up through tarseal.</p>	Roading/ Chris	<p>RDG2474/16</p> <p>Pavement dig-out and associated drainage improvements will be undertaken during summer.</p>
3.	<p>Roto Street Lighting</p> <p>Work to be done before winter sets in.</p>	Roading/ Peter F	<p>Roto Stret lights will be erected by Friday 2nd September (weather permitting), awaiting confirmation from electrical utilities company re timeframe for the lights to be connected into their network.</p>
4.	<p>Electric Car Charging Point, possibly by Library discussed</p>	Roading/ Wayne	<p>Service Delivery General Manager will update the Committee at the next meeting on discussions with WEL.</p>
5.	<p>Disabled Car Park Outside Post Office</p> <p>Provide definitive answer on parking spaces and the ideal numbr of disabled spaces within the Main Road. There are 3 disabled parkins spaces in Main Road – one outside the library, one outside the Post office and a rather large one outside the doctor's surgery.</p>	Chris/ Nathan	<p>Staff have evaluated the disabled parking requirements along Main Road and Waerenga Road in Te Kauwhata. There are a total of 91 car parks in the main shopping area of Te Kauwhata. The requirement for disabled parks is three on the basis of Table I below which is an extract from New Zealand Standard – Design for Access and Mobility. Three currently exist within the shopping area and therefore is a sufficient provision for disabled parking.</p>

	Issue	Assign to	Response								
			<p>Table 1 - Number of car parks</p> <table border="1"> <thead> <tr> <th data-bbox="1133 193 1525 288">Total number of car parks</th> <th data-bbox="1525 193 1917 288">Number of accessible car park spaces</th> </tr> </thead> <tbody> <tr> <td data-bbox="1133 288 1525 360">1 - 20</td> <td data-bbox="1525 288 1917 360">Not less than 1</td> </tr> <tr> <td data-bbox="1133 360 1525 424">21 - 50</td> <td data-bbox="1525 360 1917 424">Not less than 2</td> </tr> <tr> <td data-bbox="1133 424 1525 528">For every additional 50 car parks or part of a car park</td> <td data-bbox="1525 424 1917 528">Not less than 1</td> </tr> </tbody> </table>	Total number of car parks	Number of accessible car park spaces	1 - 20	Not less than 1	21 - 50	Not less than 2	For every additional 50 car parks or part of a car park	Not less than 1
Total number of car parks	Number of accessible car park spaces										
1 - 20	Not less than 1										
21 - 50	Not less than 2										
For every additional 50 car parks or part of a car park	Not less than 1										
6.	<p>Travers Road/Vineyard Road/Wayside Road</p> <ul style="list-style-type: none"> ▪ Travers Road right turn marking into Greenacres missing. ▪ Vineyard Road needs to have a centre line painted. ▪ Substandard repairs on road maintenance at Travers and Wayside Roads. 	Nathan/ Mike J	<p>These have been remarked by Alliance.</p> <p>This has been measured out by the Safety Engineer and will be undertaken next time the road markers are in area.</p> <p>Waikato District Alliance inspectors will investigate and report back to the next meeting.</p>								
7.	<p>Dog Area – Maihi Road</p> <p>Can dog agility jumps be added to this area?</p>	Megan	<p>The Animal Control Manager supports the idea to add dog agility equipment to the Mahi Road dog run area. However, the following matters need to be considered:</p> <p>How is the equipment to be funded? Will there be ongoing funding for maintenance of this equipment if it gets damaged?</p> <p>Who will be responsible for doing maintenance checks on the equipment to ensure that it is safe?</p> <p>What type of dog agility equipment would be used (most dog agility equipment is portable)?</p> <p>How will the grounds/mowing be maintained?</p>								
8.	<p>Te Kauwhata Main Road Toilet</p>	Gordon/ Jacki	<p>The tap has been extended as far as practical. Staff are currently looking at possible alternative solutions.</p>								

	Issue	Assign to	Response
	When is the more accessible tap going to be installed?		
9.	<p>Sealing Saleyards Road</p> <p>Where is this on the programme please (remembering that there will be some significant disruption when the Four Square rebuild and parking area happens.</p>	Chris	Funding for this project lies within the WDC District-Wide Minor Improvement Programme. The programme of works for the 2016/17 year has just been confirmed by the Infrastructure Committee and this project forms part of that list. Council will endorse this resolution in September. Following this a programme of work will be developed to identify timing of construction.
10.	<p>Blunt Road Reserve</p> <p>With growth in the area, what opportunities are there for a playground? The playground strategy does not have any works until 2025. Can we use placemaking?</p>	Andrew	<p>This will be referred to Council's Placemaking staff. The Playground Strategy will be updated ahead of the 2018-28 LTP and will allow the Community Committee an opportunity to reflect current issues regarding playground provision.</p> <p>Placemaking has been added as an item to this months Te Kauwhata Community Committee agenda. Staff will be in attendance to present the Placemaking concept. If appropriate this can addressed at the same time.</p>
11.	<p>Skatepark Construction</p> <p>Has the contract been let and what is the timeframe?</p>	Jacki	Rich Landscapes will be undertaking the work. Works are due to start September and be finished in November.
12.	<p>Te Kauwhata Domain – the area opposite the primary school</p> <p>The school attempted to start an interactive native garden but this became stalled. Now we would like to consider putting in community gardens and there may be a presentation to the September 7 meeting. There would be no construction and therefore no permanent materials; if unwanted they would simply revert to grass. This is intended to be a community activity; we have a similar one in Meremere with no H&S or 'lease' of land. How do we get this over the starting line please?</p>	Andrew	This is likely to be able to be achieved. Council staff will work with our open space contractors on a solution and liaise with the school on this.

	Issue	Assign to	Response
13.	Tap on Sports Grounds This is a health and safety hazard. A hard stand base, eg concrete would be useful.	Duncan	A contractor has been engaged to lay a concrete slab.

Open Meeting

To	Te Kauwhata Community Committee
From	TG Whittaker General Manager Strategy & Support
Date	23 August 2016
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
DWS Document Set #	1590228
Report Title	Discretionary Fund Report to 22 August 2016

1. EXECUTIVE SUMMARY

To update the Committee 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

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND 2016/2017**GL 1,207,170.4****Commitments from Committee Meeting Minutes & Other Information****2016/17 Annual Plan**

11,139.00

Carry forward from 2015/16

64,087.00

Total Funding**75,226.00****Expenditure**

28-Apr-16 Earthcare Systems - supply and install Rose Arbour 3,800.00

28-Apr-16 Earthcare Systems - labour - tree trimming 50.00

30-Jun-16 Rush Security - installation of security cameras 2,310.00

Total Expenditure**6,160.00****Income****Total Income**

-

Net Expenditure**6,160.00****Net Funding Remaining (excluding commitments)****69,066.00****Commitments**

06-May-09 Further development of playground 5,000.00

07-Oct-15 Commitment for security cameras 9,436.00

Less: Expenses 2,310.00 7,126.00

03-Sep-14 Commitment for Walkways 25,000.00

07-Mar-12 Railway Cottage Community Park 10,000.00

03-Sep-14 Ken Knobbs memorial garden 5,000.00

Less: Expenses 3,800.00 1,200.00

07-Oct-15 TK Youth Action Group - basketball area project at Village Green 7,500.00

06-Apr-16 TK Community Events Inc. - for expenses towards catering for the ANZAC Parade 750.00

Total Commitments**56,576.00****Net Funding Remaining (Including commitments) as of 22 August 2016****12,490.00**

Open Meeting

To	Te Kauwhata Community Committee
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 #	1593615
Report Title	Youth Engagement Update

I. EXECUTIVE SUMMARY

The purpose of this report is to provide the Te Kauwhata Community Committee with an update on youth engagement in Te Kauwhata which includes progress on finding new youth representatives for the Community Committee and the Te Kauwhata Youth Action Group Quarterly Report.

2. RECOMMENDATION

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

AND THAT any new issues identified in the **Youth Action Group's Quarterly Report** that the **Committee** agrees on is added to the **Works and Issues** report so that progress on implementation can be monitored.

3. YOUTH ENGAGEMENT IN TE KAUWHATA

A farewell for Crystal Tata was held at the Te Kauwhata DISC on Monday, 08 August. Thank you to the Committee members for supporting her time on the Community Committee.

18 young people from Te Kauwhata College have registered their interest to be a part of a new Te Kauwhata Youth Action group. The group meets again on 31 August to develop their projects, set their goals and appoint leaders and youth representatives for various positions.

They plan to meet fortnightly (as a group) and monthly with Council's Youth Engagement Advisor.

It is the intention of Council's Youth Engagement Advisor to introduce a small group of youth representatives at the Community Committee meeting. These youth representatives have been identified due to their keenness in wanting to develop their leadership and advocacy skills. The whole group will formally nominate their representation on the Community Committee once they have more time to discuss potential candidates.

4. LEGAL CHANGES

Schedule I 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 on the Community Committee will therefore need to be police vetted to ensure that Council has complied with due diligence.

The youth representatives will advise the Committee on matters but will not formally be part of the Committee.

5. ATTACHMENTS

Te Kauwhata Youth Action Group Quarterly Report

Te Kauwhata Youth Action Group Quarterly Report

	Identified Issue	Background into Why	Progress/Outcome/Thoughts
1	Bullying	Young people are presenting to me concerned about bullying, emotional harm, and mental health issues in young people	My thoughts are to support young people to develop projects or events in the community to address these issues.
2	Leadership development	Young people are presenting as wanting to develop their confidence, their advocacy skills.	I would like to use the Te Kauwhata Community Committee as a vehicle for learning confidence, leadership, governance and advocacy skills for these young people. I have four or five young people who would be great candidates as youth representatives/ co-ordinators and I would like to offer them a chance to engage meaningfully with the existing youth projects being worked on by the Te Kauwhata Community Committee.
3	Funding	Young people in the youth action group may need extra resourcing for their various projects	I would like to teach some young people in this group how to apply for funding and lobby for funding for their projects. If you have any skills in this area, may know of local sponsorship or funding, could you please contact me so I can pair you up with the youth project leader.