

Agenda for a meeting of the Ngaruawahia Community Board to be held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 6 DECEMBER 2016** commencing at **6.15pm**.

Note: A public forum will be held at 5.45pm 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.

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GJ Ion

CHIEF EXECUTIVE

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DECLARATION BY MEMBER

I,, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Waikato District the powers, authorities and duties vested in or imposed upon me as a member of the Ngaruawahia Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Ngaruawahia this 6th day of December 2016.

.....

Signed in the presence of:

.....

S Duignan
GENERAL MANAGER CUSTOMER SUPPORT

Open Meeting

To	Ngaruawahia Community Board
From	Gavin Ion Chief Executive
Date	10 November 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	Gov0508
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of a triennial meeting of the Ngaruawahia Community Board held on Tuesday 8 November 2016.

2. RECOMMENDATION

THAT the minutes of a triennial meeting of the Ngaruawahia Community Board held on Tuesday 8 November 2016 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

NCB Minutes - Triennial

MINUTES of the Triennial Meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 8 NOVEMBER 2016** commencing at **6.00pm**.

Present:

Mr J Whetu (Chair)
Cr JM Gibb
Cr E Patterson
Mrs W Diamond
Ms R Kirkwood
Ms K Morgan
Mr BJ Sherson
Ms J Stevens

Attending:

Mr AM Sanson (His Worship the Mayor) [until 6.50pm]
Mr GJ Ion (Chief Executive) [until 6.50pm]
Ms S Duignan (General Manager Customer Support)
Mrs W Wright (Committee Secretary)
Mrs L van den Bemd (Community Development Adviser)
Miss A van den Bemd (Interim Ngaruawahia Youth Action Group Co-ordinator) [until 7.00pm]
Master W Eriepa (Youth Representative)
Ms M Flynn (Horotiu Playcentre)
Mr L Hamill (Ngaruawahia High School)
Mr C Jarnett (Ngaruawahia High School)
Ms E Preston (Ngaruawahia High School)
Ms A Ramsay (Ngaruawahia Community House)
Ms V Rice (Ngaruawahia Community House)
2 Members of Staff
Members of the public

The Chief Executive opened the meeting and welcomed Community Board Members and Councillors to the meeting. He explained that as this was the first triennial meeting of the Board following the 2016 Elections, he would Chair the meeting until agenda item 11, where members would appoint a new Chairperson. Once he had undertaken those duties he would hand over to the new chairperson.

DECLARATION BY MEMBERS' PURSUANT TO SCHEDULE 7 CLAUSE 14 OF THE LOCAL GOVERNMENT ACTS 2002

Agenda Item 1

Members made and signed their declarations in accordance with Schedule 7 Clause 14 of the Local Government Act 2002.

APOLOGIES AND LEAVE OF ABSENCE

Agenda Item 2

There were no apologies.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Agenda Item 3

Resolved: (Mr Sherson/Ms Kirkwood)

THAT the agenda for the triennial meeting of the Ngaruawahia Community Board held on Tuesday 8 November 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

NCBI611/01

DISCLOSURES OF INTEREST

Agenda Item 4

Cr Gibb advised members of the Board that she would declare a non-financial conflict of interest in item 12.4 [*Application for Funding for Ngaruawahia High School*] due to being on the Board of Ngaruawahia High School.

Mr Whetu advised members of the Board that he would declare a non-financial conflict of interest in item 12.4 [*Application for Funding for Ngaruawahia High School*] due to his wife being on the Board of the Ngaruawahia High School.

Master Eriepa (Youth Representative) advised members of the Board that he would declare a non-financial conflict of interest in item 12.4 [*Application for Funding for Ngaruawahia High School*] due to him being the Head Boy and on the Board of the Ngaruawahia High School.

Ms Morgan advised members of the Board that she would declare a non-financial conflict of interest in items 12.5 and 12.6 [*Ngaruawahia Community House Inc – Christmas Parade and Ngaruawahia Community House Inc – Waitangi Day*] as she is an employee of Radio Tainui who supports Ngaruawahia Community House.

Ms Stevens advised members of the Board that she would declare a non-financial conflict of interest in items 12.5 and 12.6 [*Ngaruawahia Community House Inc – Christmas Parade and Ngaruawahia Community House Inc – Waitangi Day*] due to her being the chair of Ngaruawahia Community House.

STATUTORY REQUIREMENTS

Agenda Item 5

Resolved: (Mr Whetu/Mr Sherson)**THAT** the report from the Chief Executive be received;**AND THAT** Council acknowledge the report as a general explanation of the statutory requirements under schedule 7 clause 21 of the Local Government Act 2002.**CARRIED on the voices****NCBI611/02****STANDING ORDERS FOR MEETINGS OF LOCAL AUTHORITIES AND COMMUNITY BOARDS**

Agenda Item 6

Resolved: (Cr Gibb/Mr Whetu)**THAT** the report from the Chief Executive be received;**AND THAT** the Ngaruawhia Community Board cease conducting its meetings under the NZ Model Standing Orders NZS 9202:2003 incorporating Amendment No. 1;**AND FURTHER THAT** the Ngaruawahia Community Board adopt the new Waikato District Council Standing Orders (Community Boards) with the amendment to clause 21.3 Option B, fourth bullet point to read: *'Members can speak to any amendment.'* and conduct its meetings using those Standing Orders.**CARRIED on the voices****NCBI611/03****APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON**

Agenda Item 7

Prior to calling for nominations, the Chief Executive clarified that Community Board members and Councillors were eligible to stand for the role of Chairperson and that a member could vote for themselves. He explained that if there was more than one nomination, an election by show of hands would be held. If that election tied, the result would be determined by drawing a name out of a hat. The Chief Executive called for nominations for the position of Chairperson of the Ngaruawahia Community Board.

One nomination was received; Mr Whetu was nominated by Ms Kirkwood and seconded by Cr Gibb.

Resolved: (Cr Patterson/Ms Morgan)**THAT** nominations for the position of Chairperson of the Ngaruawahia Community Board be closed.

CARRIED on the voices**NCBI611/04/1**

The Chief Executive duly declared Mr Whetu elected as Chairperson on the Ngaruawahia Community Board.

The Chief Executive then called for nominations for the position of Deputy Chairperson.

One nomination was received; Ms Kirkwood was nominated by Ms Morgan and seconded by Mr Whetu.

Resolved: (Cr Patterson/Ms Stevens)

THAT nominations for the position of Deputy Chairperson of the Ngaruawahia Community Board be closed.

CARRIED on the voices**NCBI611/04/2**

The Chief Executive duly declared Ms Kirkwood elected as Deputy Chairperson of the Ngaruawahia Community Board.

Resolved: (Cr Gibb/Ms Morgan)

THAT the report from the Chief Executive be received;

AND THAT Mr Whetu be appointed as Chairperson of the Ngaruawahia Community Board;

AND FURTHER THAT Ms Kirkwood be appointed as Deputy Chairperson of the Ngaruawahia Community Board.

CARRIED on the voices**NCBI611/04/3****COMMUNITY COMMITTEE CHARTER**

Agenda Item 8

Resolved: (Cr Patterson/Ms Morgan)

THAT the report from the Chief Executive be received;

AND THAT the Ngaruawahia Community Board confirms the Community Committee Charter as attached to the Agenda;

AND FURTHER THAT the Charter specifically reference the Ngaruawahia Community Board.

CARRIED on the voices**NCBI611/05**

CODE OF CONDUCT

Agenda Item 9

Resolved: (Ms Kirkwood/Cr Patterson)**THAT the report from the Chief Executive be received.****CARRIED on the voices****NCBI611/06****USE OF COMMUNITY BOARD AND COMMUNITY COMMITTEE
DISCRETIONARY FUNDS**

Agenda Item 10

Resolved: (Mr Sherson/Cr Gibb)**THAT the report from the Chief Executive be received.****CARRIED on the voices****NCBI611/07****DATE AND TIME OF MEETINGS**

Agenda Item 11

Resolved: (Mr Sherson/Ms Stevens)**THAT the report from the Chief Executive be received;****AND THAT the Ngaruawahia Community Board holds its meetings on the second Tuesday of each month commencing at 6.15pm, with a Public Forum prior to the meeting that commences at 5.45pm;****AND FURTHER THAT it is suggested no meeting is held in the months of January, April, July and October in line with Council practice.****CARRIED on the voices****NCBI611/08**

His Worship the Mayor thanked the previous Board and gave a short overview of what he expects from the Board in future.

The Chief Executive vacated the Chair and Mr Whetu presided as Chair for the remainder of the meeting.

His Worship the Mayor and the Chief Executive retired from the meeting at 6.50pm.

REPORTS

Discretionary Fund Report to 25 October 2016
Agenda Item 12.1

Resolved: (Crs Gibb/Patterson)

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

CARRIED on the voices

NCB1611/09/1

Discretionary Funding Guidelines
Agenda Item 12.2

Resolved: (Cr Patterson/Ms Morgan)

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

CARRIED on the voices

NCB1611/09/2

Miss van den Bemd retired from the meeting at 7.00pm during discussions on the above item and was not present during voting.

Application for Funding – Horotiu Playcentre
Agenda Item 12.3

Ms Megan Flynn gave an overview of the report and answered questions of the board.

Resolved: (Cr Gibb/Ms Morgan)

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

AND THAT an allocation of \$1,449.25 is made to the Horotiu Playcentre towards the cost of re-barking the playground.

CARRIED on the voices

NCB1611/09/3

Application for Funding – Ngaruawahia High School
Agenda Item 12.4

Cr Gibb and Master Eriepa declared a non-financial conflict of interest and withdrew to the gallery and did not take part in discussion or voting on this item.

Mr Whetu declared a non-financial conflict of interest and did not take part in discussion or voting on this item.

Mr Hamill, Mr Jarnett and Ms Preston provided an overview of the report and answered questions of the board.

Resolved: (Cr Patterson/Ms Stevens)

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

AND THAT an allocation of \$5,000 be made to Ngaruawahia High School towards the cost of purchasing a new electronic notice board.

CARRIED on the voices

NCB1611/09/4

Application for Funding – Ngaruawahia Community House Incorporated - Christmas Parade
Agenda Item 12.5

Ms Stevens and Ms Morgan declared a non-financial conflict of interest on the following two items [12.5 and 12.6], withdrew to the gallery and did not take part in discussion or voting on these items.

Ms Ramsay and Ms Rice gave a powerpoint presentation and answered questions of the board.

Tabled Item: Powerpoint Presentation

Resolved: (Mr Sherson/Ms Kirkwood)

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

AND THAT an allocation of \$4,964.50 is made to the Ngaruawahia Community House Incorporated towards the cost of Christmas on Jesmond Street event.

CARRIED on the voices

NCB1611/09/5

Application for Funding – Ngaruawahia Community House Incorporated - Waitangi Day
Agenda Item 12.6

Tabled Item: Powerpoint Presentation

Resolved: (Cr Gibb/Ms Kirkwood)

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

AND THAT an allocation of \$2,695.60 is made to the Ngaruawahia Community House towards the cost of the Picnic at the Point event.

CARRIED on the voices

NCB1611/09/6

Project Accountability Form
Agenda Item 12.7

Resolved: (Cr Gibb/Ms Morgan)

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

AND THAT the Board notes that the following amount has been spent:

- \$1,577.92 Ngaruawahia RSA Memorial Club – Hopuhopu Military Mural Project.

CARRIED on the voices

NCB1611/09/7

Service Requests
Agenda Item 12.8

Resolved: (Crs Patterson/Gibb)

THAT the report from the Chief Executive be received.

CARRIED on the voices

NCB1611/09/8

NCB Works & Issues Report Nov 2016
Agenda Item 12.9

Resolved: (Mr Sherson/Cr Gibb)

THAT the report from the General Manager Customer Support be received.

CARRIED on the voices

NCB1611/09/9

Te Mana o Te Rangi Reserve Update
Agenda Item 12.10

Resolved: (Cr Patterson/Ms Kirkwood)

THAT the report of the General Manager Service Delivery –Te Mana o Te Rangi Reserve Update - be received;

AND THAT the Board agrees to partner with Council to develop an agreed process for collaborating with the Community for the development of Te Mana o Te Rangi Reserve.

CARRIED on the voices

NCB1611/09/10

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 12.11

Resolved: (Cr Patterson/Cr Gibb)

THAT the report of the General Manager Customer Support be received.

CARRIED on the voices

NCB1611/09/11

There being no further business the meeting was declared closed at 8.20pm.

Minutes approved and confirmed this day of 2016.

Mr J Whetu

CHAIRPERSON

Minutes2016/NCB/161102 NCB Triennial Minutes

Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	21 November 2016
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0508
Report Title	Discretionary Fund Report to 21 November 2016

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 21 November 2016.

2. RECOMMENDATION

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

3. ATTACHMENTS

Discretionary Fund Report to 21 November 2016

NGARUAWAHIA COMMUNITY BOARD DISCRETIONARY FUND 2016/2017

	GL	1.205.1704
2016/17 Annual Plan		20,999.00
Carry forward from 2015/16		51,473.00
Total Funding		<u><u>72,472.00</u></u>
Expenditure		
16-Jun-16 Turangawaewae Rugby League Sport & Cultural Club - cost of replacing the clubroom electrical switch		5,625.00
30-Jun-16 Fiberglass Developments Ltd - Mini Waka and freight charges		685.53
30-Aug-16 Ngaruawahia RSA Memorial Club Inc. - upgrading damaged window frames		1,462.39
14-Sep-16 Refreshments for end of triennium		140.17
Total Expenditure		<u>7,913.09</u>
Income		
Total Income		<u>-</u>
Net Expenditure		<u>7,913.09</u>
Net Funding Remaining (Excluding commitments)		<u><u>64,558.91</u></u>
Commitments		
Workshop costs/room		100.00
Information signage boards		5,000.00
General signage		10,000.00
Hakarimata Walkway entrance - consent and engineering costs		10,000.00
10-Nov-15 Commitments for the following projects (Resolution NCB 1511/06/2)		
Workshop Expenses		300.00
Adult playground fitness proposal		10,000.00
14-Jun-16 Te Mana o Te Rangī Reserve		8,000.00
08-Nov-16 Horotiu Playcentre - rebarking of playground		1,449.25
08-Nov-16 Ngaruawahia High School - new electronic notice board		5,000.00
08-Nov-16 Ngaruawahia Community House Inc. - Christmas on Jesmond Street event		4,964.50
08-Nov-16 Ngaruawahia Community House Inc. - Picnic at the Point event		2,695.60
Total Commitments		<u>57,509.35</u>
Net Funding Remaining (Including commitments) as of 21 November 2016		<u><u>7,049.56</u></u>

Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	26 October 2016
Prepared by	Shannon Kelly Youth Engagement Advisor
Chief Executive Approved	Y
DWS Document Set #	GOV0508 / 1634464
Report Title	Youth Engagement Report

1. EXECUTIVE SUMMARY

The purpose of this report is to provide the Ngaruawahia Community Board with:

1. An overview of Council's Youth Engagement Plan
2. An update from Council's Youth Engagement Advisor, Shannon Kelly
3. The Youth Action Group's Quarterly Report, prepared by Antonia Van den Bemd.

2. RECOMMENDATION

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 **Board** supports that they be added to the **Board's Works and Issues** report so progress on implementation can be monitored.

AND FURTHER THAT **Community Board** continue to support **Antonia Van den Bemd** and **Wirihana Eriepa** as the youth representatives of the **Ngaruawahia Community Board** for 2017.

AND FURTHER THAT the **Community Board** discuss the expectations required for the youth mentoring roles and appoint two youth mentors from the **Community Board** to support the youth representatives.

3. COUNCIL'S YOUTH ENGAGEMENT PLAN

The Youth Engagement Plan was developed in consultation with key members of the community and youth service providers in the district.

Council adopted the Youth Engagement Plan (“YEP”) in August 2015 after engaging with the Huntly and Ngaruawahia Community Boards and the Te Kauwhata Community Committee. These communities were chosen as they were part of a Social Sector Trials pilot programme aimed at facilitating youth involvement in local decision making structures such as Community Boards and Community Committees for which Waikato District Council received funding from the Ministry of Social Development.

The YEP aligns with the Council’s 2020 challenge, which is to have the most engaged community in New Zealand. It focuses on how Council and its communities can better engage with young people in our communities by providing them a platform to engage in a range of initiatives.

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.

The key recommendation in the Youth Engagement Plan was that community boards and community committees have youth representation. Youth Action groups were initially set up in Huntly, Ngaruawahia and Te Kauwhata as pilot programmes.

The Ngaruawahia Community Board has already had a long history of supporting youth engagement, and has supported youth representation since 2010. Antonia Van den Bemd and Wirihana Eriepa were appointed as youth representatives to the Ngaruawahia Community Board in 2016.

4. YOUTH MENTORS

A key action of the Youth Engagement Plan is for the Board to identify two youth mentors to support and guide the youth representatives.

Effective youth mentors will:

- Be the first point of contact and support for youth representatives on the Board.
- Be available to attend the Youth Action Group meetings if requested by the Youth representatives.
- Support and mentor the youth representatives on the Board.
- If needed, provide assistance to the youth representatives when writing tri monthly reports to the Board.
- Be available to find answers to questions the youth representatives may have relating to Council and/ or the Board.
- Be police vetted to ensure safety and align with best practice in youth development and engagement.

Youth mentors are volunteer positions and a particular type of skill set is required to be a youth mentor:

- Engage meaningfully with the youth action groups and youth representatives.
- Respect the youth representative's viewpoint and values.
- Be consistent, dependable, and always be on time for scheduled meetings with young people.
- Actively listen to information the youth representative shares.
- Keep their word.
- Especially in the early days meet in public, ensuring that the youth representative feels safe and secure at all times.
- Keep the relationship alive - persevere at the beginning of the relationship
- Empathise.

Council's Youth Engagement Advisor would like to ask the Board to discuss how the process of youth mentoring has gone for the current mentor and youth representative.

The Youth Engagement Advisor also asks the Board to discuss how we could improve this process to create more meaningful engagement to benefit the Ngaruawahia Community Board and the Ngaruawahia Community.

Finally, the Youth Engagement Advisor asks the Board to consider the expectations required of a youth mentor, and appoint two youth mentors for the 2017 year.

5. YOUTH ENGAGEMENT UPDATE

Ngaruawahia Youth Workers Network

Once a term the Youth Engagement Advisor facilitates a Ngaruawahia Youth Workers Network Hui. A group of community members met on Tuesday, 27 September at the Waikato District Council. More than 60% of the attendees were new to the network Hui. 20 local community members from Taupiri, Huntly and Ngaruawahia attended with the intention to share their services and support, hear about what was happening for young people in Ngaruawahia and discuss their issues and concerns.

Some of the concerns highlighted in this meeting were:

- The lack of support and capacity for community members to develop their youth projects and initiatives.
- The high levels of poverty that are affecting young people in our community.
- The loss of funding in smoking cessation services for Nga Miro Health Clinic.
- The level of sameness in attending meetings like this – the feeling of hearing about the same issues in many meetings over (across the board, e.g. health forums, community forums, etc.).

Services and programmes of particular interest were:

- A new alcohol and drug service being offered to young people in Ngaruawahia – Youth Intact.
- A promotion of new initiatives running from Waingaro Road via Andy Ralph.
- Free drumming lessons for young people (lessons are held in Huntly but they are available for young people in Ngaruawahia too) – Graeme Mackay.
- Social work and whanau support from Nga Tu Tangata.

The next meeting will be held in Term 1 of 2017. Date and place to be advised.

Embrace the Future

The Ngaruawahia Youth Action Group, Embrace the Future, was established in April 2016 by six young people in Ngaruawahia and the Youth Engagement Advisor. The group has been co-ordinated and facilitated voluntarily by Antonia Van den Bemd, a young leader in the Ngaruawahia Community. Ms Van den Bemd was nominated by the group to represent their voice at the Ngaruawahia Community Board. Ms Van den Bemd is supported by key young leaders in the group.

Embrace the Future holds a monthly meeting, every second Wednesday of the month, and is open to all young people between 12 and 25 years old from Ngaruawahia. The young people discuss issues and concerns they see in Ngaruawahia and discuss and develop ideas to address these concerns.

Embrace the Future has recently developed a project called “Frame Your Town”. The project asks young people from Ngaruawahia to design and create a giant picture frame for the town. The project is project-managed by Embrace the Future, and the group meet with various staff at EDC to get this project off the ground.

Waikato District Council (“WDC”) provide a small contribution towards the costs of food for the monthly meeting and a reward voucher in consideration of the youth representative attending the Community Board meeting.

Unfortunately there is no WDC funding available to support the Youth Action Group Co-ordinator to co-ordinate or facilitate the Youth Action Groups. Nor is there funding support to follow up on any of the projects that young people want to progress.

The lack of funding often means ideas are not implemented. All capacity development falls on to the voluntary youth co-ordinators, who at key times (due to exams, work roles, family responsibilities) do not have the capacity to continue with the development of many of these projects. This is highlighted in the Youth Engagement Plan.

The Youth Engagement Advisor would like the Ngaruawahia Community Board to generate possible opportunities to alleviate some of these concerns regarding the sustainability of these youth engagement initiatives in Ngaruawahia and determine which ones could be a good fit for community.

6. ATTACHMENTS

- Ngaruawahia Youth Action Group Quarterly Report
- Youth Engagement Plan

Ngaruawahia Youth Action Group Quarterly Report

These are some ideas put forward from the Youth Action Group's meeting, on the 12 October 2016. Some of these may have already been discussed with the Ngaruawahia Community Board and Council staff. These are updates about previous ideas about what could be improved in Ngaruawahia from a youth's perspective. This report is presented to the Community Board for consideration and inclusion in the Works and Issues report.

	Identified Issue	Background into Why	Progress/Outcome/Thoughts
1	Extended "Frame Your Town" competition	Because there were no entries	Close date: 01 November Entries accepted from people up to age 24
2	Fundraiser for funds to go towards photo frame		Potentially have a bake sale / sausage sizzle / sell candy floss
3	Youth Hub	To give the youth of Ngaruawahia a safe environment where they can hang out and do fun activities	Still in discussion

Antonia Van den Bemd



YOUTH ENGAGEMENT PLAN



Waikato



DISTRICT COUNCIL
Te Kaunihera aa Takiwaa o Waikato

The story so far...

our Youth Engagement Plan

The Background

Early in 2013 the Ministries of Social Development, Justice, Education and Health, and the New Zealand Police launched the Waikato Social Sector Trial (WSST) in our district. The Social Sector Trial is motivated to improve outcomes for youth aged 12–18 years in Huntly, Ngaruawahia, Raglan, Te Kauwhata and Tuakau.

A key outcome was for Waikato District Council to better engage with youth. To achieve this, we welcomed Youth Engagement Advisor, Sam Dockary to our team for three months. Sam has been tasked with developing a youth engagement plan to encourage youth in Huntly, Ngaruawahia and Te Kauwhata to participate in local decision-making and community activities. Sam's role was made possible with funding from the Ministry for Social Development.

Our 2020 challenge is to have the most engaged community in New Zealand. The Youth Engagement Plan shows how we can achieve this by better integrating young people into our communities and giving them a platform to air their views. Youth are a key group in our communities who need to be engaged. If we do not actively engage with the 13,000 youth within our district we are missing the mark on a sixth of the total population of our district. Even though youth may be too young to pay rates and are not legally entitled to vote, they still have insights into issues which are relevant to them and they are the future of our communities. Council is keenly aware of this and by working together with our community boards and community committees we are hoping to make a difference.

Currently there is some great work happening with young people in our district. There are well-established youth action groups in Huntly and Te

Kauwhata. These groups meet regularly and help make decisions from a youth perspective. But they have very little input into local level governance processes either through their own community board or community committee.

By listening to youth opinion on issues, getting them involved in community development and engaging with them, Council's 2020 challenge of being the most engaged community in New Zealand will be much easier to achieve. Engaging with youth will also greatly support Council's Community Engagement Strategy.

Engaging youth today will hopefully help build a group of future leaders and residents that are engaged with local government.

Maaori make up 24% of the total population in our district and 31% are youth aged between 10 and 24. This makes Maaori youth a key group that Council wants to make a positive impact on.

Creating a district where youth feel valued and engaged in local government matters will encourage youth to stay, potentially retaining social capital. This means that new skills acquired by youth through learning and training would be retained in our district and more people would be proud to continue living in the Waikato district.

The purpose of the plan

This Youth Engagement Plan focuses on how Council and its community boards and community committees can give youth a voice in local decision-making structures. The assumption is that young people will start taking more of an interest in local government matters if they feel that their opinions on relevant issues matter. The youth of today are the leaders of tomorrow. They are an important interest group in our community and it is important that they feel that they are heard as well as listened to. They are often the eyes and ears of our community and have a lot to contribute to its development.

This plan contains:

- ***The story behind the plan.***
- ***How it has been developed.***
- ***The key findings from the consultation process.***
- ***What can be done to address the issues raised.***

The key points to this plan:

- ***Giving young people a voice in local decision-making.***
- ***Create confidence in young people to be able to have a voice.***
- ***To help shape our community's to be more youth-focused.***
- ***To create a specific group of future leaders.***

This plan is the foundation document, alongside which other plans could be developed and possibly lead a number of future developments, including potentially permanent youth representation on community boards, establishment of youth councils, national youth conferences and online youth collective forums.

Developing the plan

Development of the Youth Engagement Plan has been led by Council's Youth Engagement Advisor, Sam Dockary. Sam has been supervised by Council's Planning & Strategy Manager, Vishal Ramduny, and Ministry of Social Development's Waikato Social Sector Trial Manager, Kodi Hapi. Council's Community Development Co-ordinator, Lianne van den Bemd, has also worked closely with Sam on this project and has accompanied Sam to many internal and external meetings. Additional support has been provided by Council's Corporate Planner, Maria Edgar.

This plan has been developed based on consultation with Community Boards and Committees, Councillors, Waikato District Council staff, other Councils, Government agencies, high schools, youth providers and youth action groups in Huntly, Ngaruawahia and Te Kauwhata. These discussions have shaped the plan to what it is.

Issues/problems

The plan has set out to address the following:

- ***Limited engagement by youth in the district with community groups and Council-run community boards and committees. As a consequence of this youth are not having a say in decisions that affect them.***
- ***A sense of disengagement of youth from the wider community.***

Plan Objectives

The key objectives of the Plan are:

- *To provide youth in Huntly, Ngaruawahia and Te Kauwhata a voice in local (community board and community committee) decision-making.*
- *To help youth understand they have an important role to play in shaping their communities.*
- *To help build a group of future leaders.*

Benefits of the Plan

The key benefits of the Plan are:

- *Give youth the opportunity to have a say in matters that affect them now and in the future.*
- *Boost morale and pride amongst youth knowing that they have had the opportunity to provide input into decision-making.*
- *Help create a generation of future leaders who understand the role of Council and how they can contribute.*
- *Youth benefit by gaining skills, knowledge and self-esteem.*
- *Foster a sense of connectedness amongst youth.*
- *Adults benefit by enhancing their own competencies, learning to better understand and value youth, and increasing their commitment and energy to their organisations.*
- *Organisations benefit by improving their programmes, gaining community recognition, and attracting funders.*
- *Communities benefit by improving quality of life, coordinating youth services and authentically embracing diversity by representing young people.*

Stakeholder & roleplayer engagement

The plan was developed in consultation with youth service providers and key members of the community. Regional, district and local stakeholders were engaged and asked to provide feedback on the aims and objectives of the engagement.

Community consultation meetings were held during May and June 2015 in Huntly, Ngaruawahia and Te Kauwhata. Almost 50 community members participated in the meetings where the concept of a youth engagement plan was discussed.

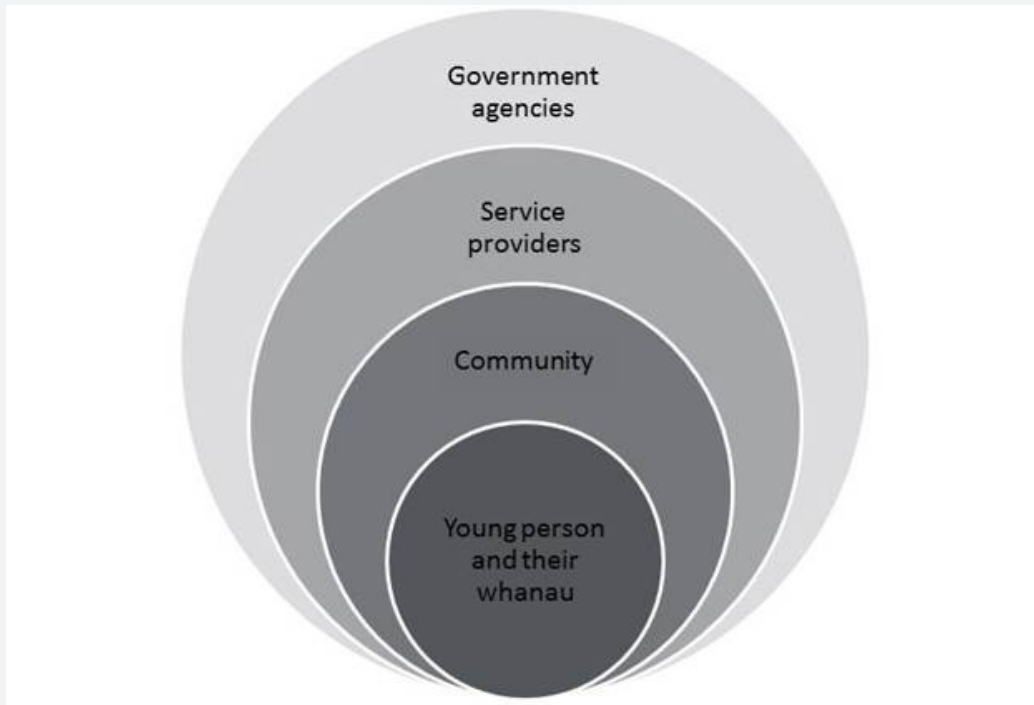
An online youth survey was undertaken, providing valuable information from young people in regards to their understanding of the work Council does, their community and their needs.

The complete group of stakeholders and roleplayers engaged can be broken up to:

- **Councillor**
- **Council staff**
- **External stakeholders:**
 - Huntly Community Boards
 - Ngaruawahia Community Board
 - Te Kauwhata Community Committee
 - Local iwi
 - Community groups
 - Local high schools
 - Youth action groups
 - Youth service providers within the district
 - Individuals with an interest in youth matters from within the community
 - Ministry for Social Development
 - Ministry for Youth Development
 - Other councils and government agencies

Key stakeholder groups

The graphic below demonstrates that if all stakeholders and roleplayers work well together it will maximise benefits for youth and foster unity within households and the community.



Source: MSD, Social sector trial graph, 2013.

Key findings

Consultation with the Huntly and Ngaruawahia Community Boards, the Te Kauwhata Community Committee, youth action groups and other members of the community helped us identify key issues.

Meetings with agencies and community groups who are involved directly with youth in the three communities also helped shape the plan.

The findings of this engagement have been grouped together into key themes.

Three distinct themes have emerged.

Disconnected

- Many young people do not know what council does.
- Facebook can be a key communication tool between Council and youth. Youth aren't aware that they can use Facebook to communicate with Council.
- Mentoring and support is required to keep youth on track and motivated.

- Youth feel there is no support to help them get involved in local decision-making bodies.
- Youth don't know how Council meetings work or how to make submissions on important Council planning documents such as the Long Term Plan.

Inactive

- There is currently no youth representation on the Huntly Community Board and the Te Kauwhata Community Committee.
- There is currently no youth action group in Ngaruawahia.
- Training is needed to upskill youth in personal and professional development.
- Lessons are not shared by youth across community boards/committees due to a lack of youth representation.
- Youth feel there is no support to help them get involved in local decision-making bodies.

Unsustained

- The sustainability of youth engagement initiatives is a concern. The lack of funding often means ideas are not implemented.
- Many youth organisations are not aware that they can access funding from the community board, community committee or from Council discretionary funds.
- Lack of continuity in youth leadership – no rewards for their time and effort.
- The current Youth Engagement Advisor role is a good initiative by Council and the Ministry for Social Development. How can this be sustained and the good ideas that have emerged implemented?

Key findings

Disconnected to connected

Intervention One:

Youth representation on the Te Kauwhata Community Committee, Huntly Community Board and Ngaruawahia Community Board.

It's clear that youth want to be involved in community matters but feel powerless because they're seen as either too young or not interested.

One of the key recommendations is for the Huntly Community Board, Ngaruawahia Community Board and Te Kauwhata Community Committee, to appoint a youth representative from the local youth action group, to air views from a youth perspective.

Intervention Two:

Youth representation is made up of a local Youth Action Group Co-ordinator and a Youth Action Group Representative (two youth members on the community board or community committee).

Youth aged between 16-24, who live in the community, have the opportunity to join their local youth action group. They will identify issues and share ideas with the community board/committee and advocate on those issues. The youth action groups will speak on behalf of all youth within the

community and will be the voice of your people on the community board or committee.

The youth action groups will discuss relevant issues from the monthly board/committee agenda prior to their meetings at least four times a year. The youth representatives will present the issues on a quarterly basis in the form of a report to the board/committee.

Youth will not have any voting rights on the boards but they will have the opportunity to have a voice. A quarterly report will be provided to the respective community board or committee on the issues found in the agendas and anything else the action group wish to put forward. The Youth Action Group Co-ordinator will also write a report to Council (the Strategy & Finance Committee) regarding the progress of the action group and how they feel being on the community board/committee is working. Along with a yearly survey to the community boards/committee and the youth action groups, this will help with monitoring project outcomes.

Intervention Three:

A mentor is identified from within the Te Kauwhata Community Committee, Huntly Community Board and Ngaruawahia Community Board to support and guide the youth representatives at meetings and be a general point of contact.

The mentor needs to be an elected member of the community board/committee. The mentor will be responsible for ensuring that the youth representative is well supported through the meeting and that they have the opportunity to share their ideas. The mentor will be a "go to" person for any issues or questions that the youth action group representatives may have. Once the board/committee adopts this engagement plan, a mentor should be identified by the time of its next meeting.

Intervention Four:

Taking Council to the youth.

- Open days at Waikato District Council for youth to gain an understanding of what council does.

- An annual session at each of the high schools in the district which the local ward councillor can host and share their experiences of being a councillor.
- Run workshops for the youth action group members in each town to build the relationship between community boards and committees, council staff and youth. These meetings will enable young people to ask questions about issues relevant to their community. Council staff can also provide an overview on how submissions to Council can be made.
- Bring awareness to youth around the importance of having a voice for and giving a vote for the candidate that has their best interests in mind.
- Generate awareness around the importance of voting in local and national elections and the impact it has on our lives.

Inactive to active

Intervention Five:

A youth action group be established in Ngaruawahia.

- Linking the youth of Ngaruawahia, and encouraging participation in the setup of a Ngaruawahia Youth Action Group.
- Making sure the youth action group is representative of youth belonging to different organisations and groups, even to those that do not attend school in Ngaruawahia. We propose that this youth action group is modelled on the Huntly and Te Kauwhata groups.
- While the Ngaruawahia Youth Action Group is being established, the current youth representative on the Ngaruawahia Community Board, Salem Waters, will continue to be supported and strengthened.

Intervention Six:

Establish a Ngaruawahia service providers networking group, to discuss relevant youth issues within the sector and to support the youth action group.

- This group should consist of anyone who is interested in working with or helping

young people. These organisations should have a youth focus e.g. services providers, parents, youth workers, high schools, Council, government agencies etc.

- The group meets regularly to discuss relevant issues involving youth and their community. This group is required to work together for the benefit of youth in the community.
- This group will support the running of the youth action group and provide assistance where needed.
- This group should follow the current model of the Raahui Pokeka Rangatahi networking group which meets once a month in Huntly.

Intervention Seven:

A dedicated budget for advancing youth engagement.

This budget is for the costs associated with the youth action group representatives and also the youth action groups in each community.

Community boards and committees members are paid for their service. What they do with their funds is up to them, some put them back into the board's/committee's discretionary fund.

If we want young people to share their opinions and be the voice of youth then we need to acknowledge the time and effort they will be putting in. Young people's needs and comprehension of community service and volunteering can be difficult to work with, so by asking a young person to give up time without reward may not work. This fund would help the youth action groups to function well and would encourage young people to attend such meetings.

Rewarding the efforts of the youth action group representatives

It is proposed that a payment in the form of a \$20 gift voucher be given to each of the two youth action group representatives (the Youth Action Group Co-ordinator and Youth Action Group Representative) for each community board/committee meeting they attend. This is not an incentive to serve the community, but rather a reward for the time and effort put into the community.

It is proposed that the funds be provided from a new budget which will sit under the Strategy and Support Group General Manager. \$400 per year for each community board/committee will be required (\$20 per person per meeting (10 meetings altogether) for the two youth action group representatives). This will equate to \$2800 across the seven community boards/committees per annum.

Youth action group meeting costs

The youth action group will be meeting quarterly. Any expenses the group may need to be met e.g. meeting room hire, costs of food for the meetings, resources etc. These costs will be approximately \$1800 per year. This will cover all five community boards and two formally recognised community committees.

A permanent Youth Engagement Advisor position within Council

The arrangement that Council had with the Ministry for Social Development with regards to employing a Youth Engagement Advisor ended on 30 June 2015. It is important the momentum that has been generated by the work done so far continues through the implementation of the Youth Engagement Plan. Council should consider sourcing additional funding so the Youth Engagement Advisor position can be continued until the end of the 2015/16 financial year. If this role proves successful and the desired outcomes of the plan realised, it is proposed that this position be made permanent.

Measuring success

How will we know if this plan is successful?

- By gauging the meeting frequency of the youth action groups.
- By gauging the interest shown by youth in the action groups and in the topics and issues discussed with the community board/committee.

- Attendance by youth action group co-ordinators and youth action group representatives of the Huntly and Ngaruawahia community boards and the Te Kauwhata committee meetings and their contribution to the discussions.
- Quarterly reports provided to each of the community boards/committees by the youth action group co-ordinators.
- Feedback from the youth action group co-ordinators and youth action group representatives on the mentoring provided by their respective mentors.
- Feedback from each community board/committee about the benefits of youth representation in the development of their community and in their decision-making processes.
- Increased participation from youth in local community events.
- An increase in youth initiatives/projects run by the youth action groups and their community board/committee.
- Annual youth survey.

Conclusion

The Youth Engagement Plan can only achieve its goals if there is commitment from all parties.

This includes Council, each community board or committee, the youth action groups, youth service providers, high schools and community groups.

Using an analogy from the Maaori model for health and well-being - Te Whare Tapa Wha - the symbol of the whareniui illustrates the four dimensions of Maaori well-being (akin to the four walls of a house). Should one of the four dimensions be missing or in some way damaged, a person, or a collective may become 'unbalanced' and subsequently unwell (in other words, the house will collapse).

The projected outcomes sought will not be successfully met if, for instance, a youth action group stops meeting (then there will be no youth voice). In the same way, if funding is stopped youth action groups may not have a venue to meet and the youth representative may not attend community board or community committee meetings as they may feel they are not being valued.

The key to this plan is engagement i.e. how to get youth engaged through giving them a voice in local decision making processes. If this engagement plan succeeds in the pilot communities of Huntly, Ngaruawahia and Te Kauwhata, it will then be rolled out to other community boards and committees in our district.

This Plan will be updated on a regular basis. It forms the foundation document for future youth engagement initiatives.

The future possibilities for youth engagement could be:

- A Youth Forum – youth action groups coming together to discuss youth events in their communities and to network with each other.
- The possible establishment of a Youth Council (if deemed feasible) – responsible for fostering networks and building relationships with decision makers in order to influence change for young people at a local council level.
- Youth conferences - hosting or attending youth conferences, for those that are involved in local, regional and national decision making, for personal and professional development purposes.

These are just some of the possibilities which can be explored through future reviews of the Youth Engagement Plan.

However, first things first. Let's give our youth a voice – then the possibilities will be endless.

Appendices

Appendix One: Person specifications for youth action group members, the youth action group representative and the youth action group co-ordinator

Youth action group members

Youth action group members should be 12 – 24 years of age and from their respective communities.

Some of the key qualities a youth action group member should possess include:

- Committed to wanting to help give a youth voice.
- Passionate about change.
- Being a team player.
- Approachable and friendly.
- Willing to attend and contribute to youth action group meetings.
- Punctual.

Youth action group representative (on community boards or committees)

Youth action group representatives should ideally be between 16 – 24 years of age. They too should possess the qualities required of the youth action group member plus the following:

- Good people skills.
- Good communications skills.
- Be presentable.
- Able to relate in a professional manner with community boards or community committee members.
- Is respected by his/her peers and willing to represent youth and the issues they have.
- Reliable and proactive.

- Willing to be mentored by the nominated youth mentor on the community board/ committee and by the Youth Action Group Co-ordinator.

Youth co-ordinator

The Youth Action Group Co-ordinator should ideally be 16 years and older. Some of the key qualities that s/he must have include:

- Relatable to young people.
- Good facilitation and communication skills.
- Good organisational skills.
- Good time management.
- Being a role model for the youth.
- Able to bring the different members of the youth action group together for regular meetings.

Appendix Two: Individuals and groups consulted throughout the development of this plan

Community groups/providers

Ngaruawahia

- Ngaruawahia Community Board
- Nga Tu Tangata
- Nga Miro
- Ngaruawahia Community House
- Ngaruawahia High School
- Turangawaewae Marae – Rangatahi Rep
- Community members - David Ivory
- St John's Ambulance Cadet leader

Huntly

- Huntly Community Board
- Waikato District Health Board - Emily Kerr, Lyn King
- Huntly in Action - Lila Tekani
- Inspire Hub Huntly – Amy Henderson
- Huntly Youth Action Group
- Huntly College
- Huntly Library
- Volunteering Waikato - Lorraine Hooper
- Te Ahurei A Rangatahi - Potaea Maipi, Letari Paku

- Kaitumutumu Marae – Rangatahi Rep
- Community members - Kelley Mara, Chick Rameka, Lorna Hambleton, Yve Heanga, Michelle Doak
- Waahi Whanui (invited)
- All Marae (invited) - Te Ohaaki Marae, Waahi Pa, Maurea Marae, Horahora Marae, Kaitumutumu Marae

Te Kauwhata

- Te Kauwhata Community Committee
- DISC – Community House
- Events Committee
- St Andrew’s Church
- St Margaret’s Church
- Te Kauwhata College
- Youth Centre - youth action group
- Community members - Debbie Tonks, Richard Stewart, Ann Cooper
- Waikare Marae (invited)

Waikato District Council Councillors

- Allan Sanson (Mayor)
- Dynes Fulton (Deputy Mayor)
- Clint Baddeley (Raglan Ward Councillor)
- Jacqui Church (Awaroa ki Tuakau Ward Councillor)
- Rosemarie Costar (Onewhero-Te Akau Ward Councillor)
- Janet Gibb (Ngaruawahia Ward Councillor)
- Wally Hayes (Tamahere Ward Councillor)
- Shelley Lynch (Huntly Ward Councillor)
- Rob McGuire (Eureka Ward Councillor)
- Lionel Petersen (Awaroa ki Tuakau Ward Councillor)
- Jan Sedgwick (Whangamarino Ward Councillor)
- Noel Smith (Newcastle Ward Councillor)
- Moera Solomon (Ngaruawahia Ward Councillor)
- Graeme Tait (Huntly Ward Councillor)

Waikato District Council Staff

- Gavin Ion (Chief Executive)
- Tony Whittaker (General Manager Strategy and Support)
- Sue Duignan (General Manager Customer Support)

- Tim Harty (General Manager Service Delivery)
- Vishal Ramduny (Planning and Strategy Manager)
- Lianne Van Den Bemd (Community Development Co-ordinator)
- Kurt Abbot (Organisational Planning & Project Support Team Leader)
- Maria Edgar (Corporate Planner)
- Marae Tukere (Iwi & Community Partnership Manager)
- Jeff Myles (Project Management Advisor)
- Andrew Corkill (Asset Management Team Leader)
- Anne Beex (Communications Manager)
- Erin Rangi-Watt (Senior Communications Advisor)
- Nicole Nooyen (Communications Advisor)
- Nadine Rogers (Communications Assistant)
- Clive Morgan (Economic Development Manager)
- Alison Diaz (Finance Manager)
- Jenni Vernon (Strategic Planning and Resource Management Team Leader)
- Donna Tracey (Strategic Planning Analyst)
- Betty Connolly (Senior Policy Planner)

Ministry for Social Development

- Kodi Hapi (Ngati Haua, Ngati Pukenga - Waikato Social Sector Trial Manager)
- David Ivory (Waikato Social Sector Trial Co-ordinator)

Ministry for Youth Development

- Rob Griffiths (Youth Participation Advisor)

Other Territorial Local Authorities

- Waipa District Council
- Auckland Council

Appendix Three: Specific input derived from each of the pilot communities

Theme: Disconnected

Ngaruawahia

- The youth action group should be informed on how to make a submission to council.
- Facebook should be the key element in communication between Council and young people, a Facebook page will be started by youth co-ordinator and the youth action group to communicate easily to each other and to other young people .
- There are a lot of young people who are community minded and will be willing to join the action group.
- Need to make the roles clear to all parties involved on what they are to do/how it all works, especially the young people, keep it simple.

Huntly

- Keep the meetings short and not complex or they will get bored and not want to attend.
- An awesome opportunity for the community and good for community engagement.
- This will be beneficial in the development of Huntly and its young people.

Te Kauwhata

- A personal approach with youth members is needed to make it relevant and real.
- A diverse range of young people are needed to successfully hear all aspects on a topic or issue.
- Training the young people in professional development and also how the meetings work, what to do, how to make submissions to Council etc.
- Facebook is a key communication tool for young people and can be used to share community events of interest to youth or general community events. Youth can also share events on each other's pages.

- Good for community engagement.
- Open the youth action group up to any young person who is willing to share ideas. Do this during school lunch time to get the biggest audience.
- The group needs strong community and Council support.
- All community groups and members are backing the idea of giving youth a greater voice, as they are key for the future development of this country.
- Great idea of having a youth voice and representatives, but they need mentoring and support to keep on track.

Theme: Inactive

Ngaruawahia

- Currently there is no Youth Action Group for Ngaruawahia and the community would like one started.
- A youth focused, networking group be established for service providers to discuss relevant youth issues and events within their community.
- Love the idea, but want to see it go forward and happen, rather than it being just another good idea from Council.

Huntly

- Have food at meetings and make them different, not just writing ideas down, but explore different options.
- Two youth representatives will be better than one, as they can support each other and bounce ideas etc and they won't feel alone in the room with older members.
- Training is needed to upskill the young people in personal and professional development.

Te Kauwhata

- Have two youth representatives to support each other at the meetings in addition to the Youth Action Group Co-ordinator.

- The representatives should attend each meeting and be involved in meeting procedures.
- The youth representatives and co-ordinator should be able to speak about relevant issues at the start of the meeting and then be able to leave once all relevant topics are discussed.
- The young people need to know that all decisions take time and nothing will be done immediately. They need to be prepared for that.
- That the high schools allow the space and time to hold meetings to support the youth action group to fulfil its responsibilities. Other support could be through speaking to other students about the topics, handing out and receiving surveys, speaking in assemblies etc.
- Approach from a solutions-based plan e.g. graffiti clean-up costs more than graffiti prevention. Having the help at the top of the cliff rather than the ambulance at the bottom.

Theme: Unsustained

Ngaruawahia

- Funding is a concern, who is funding the group and for how long, also what for?

Huntly

- Is it sustainable and will it carry on if there is no youth engagement advisor through Council?
- Is there funding available for the group to access if they want to put on events or a project?

Te Kauwhata

- If the youth representative only stays on for 12 months, it will be difficult to keep the ball rolling, as training of new representative would have to happen each year and will restart the process of the relationship building again – keep youth representatives on for a three year term if they are successful.

- Sustainability? Can this initiative be successful? Are there any funds available for the group for food and for meetings? What about payment for members and representatives, training etc. If there is funding, there needs to be a continuation of this so it doesn't fall over after a short time and hard work isn't ruined. Funding is key to the success of this venture, shifting the focus from clean up, to prevention.
- Continuation of leadership, who is going to carry it on if someone is away or not present in the community anymore.

Appendix Four: Youth Engagement Budget for 2015/16

Council will be seeking further funding for the roll out of the Youth Engagement Plan including the role of the Youth Engagement Advisor in supporting this.

Task: Roll out of the Youth Engagement Plan

Committed (for 2015/16): \$15,000

Source: Ministry of Social Development

Task: Roll out of the Youth Engagement Plan

Committed (for 2015/16): \$20,000

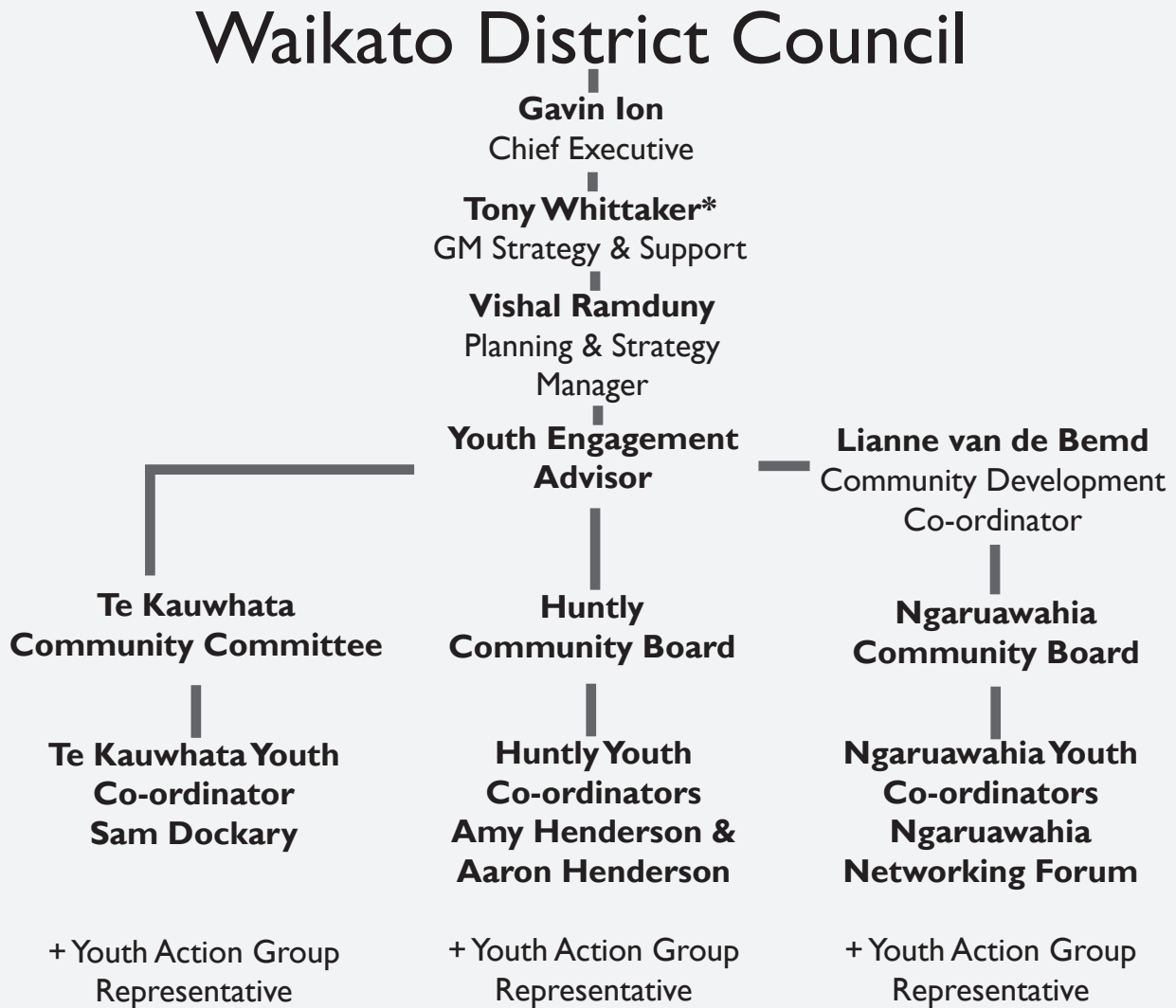
Source: Waikato District Council

Task: Youth awards and support to facilitate youth events in accordance with the Youth Engagement Plan

Committed (for 2015/16): \$15,000

Source: Ministry for Youth Development

Appendix Five: Main accountability oversight for youth engagement between Council and Community Boards and Committees



* Whilst the General Manager for Strategy & Support will have GM oversight for youth development the General Managers for Customer Support (Sue Duignan) and Service Delivery (Tim Harty) will also maintain oversight with regards to the respective community boards/committees they have been assigned to.

Appendix Six: Quotes in support of youth engagement

“Young people live in a community where they are recognised, valued and supported to fulfil their potential and aspirations.” – **Ministry of Social Development, Waikato District Youth Action Plan, Social Sector Trials, 2013.**

“Restless Development reaches out to young people in a unique way; from the youth to the youth, so the messages aren’t lost in a generation gap.” – **Restless Development, Youth Engagement Strategy, 2012 – 2015.**

“Despite their numbers, passion and experience, the voices of young people often go unheard. Young people - both in the global North and South - rarely have the opportunity to inform development policy and practice. Young people have the right to be heard.” - **Restless Development, Youth Engagement Strategy, 2012 – 2015.**

“We recognise that young people have the right to be involved in decisions that affect them and that they are best placed to make informed decisions.” – **Restless Development, Youth Engagement Strategy, 2012 – 2015.**

“Youth formal (positional) and non-formal (non-positional) leaders:

- Help other young people to identify their own needs and those of their communities.
- Advocate for vulnerable and marginalised groups.
- Share information, transfer skills and knowledge to their peers and to adults.
- Encourage other young people to take a leadership role in their communities.
- Act as the link enabling young people to work with others at different levels of the community.”

Restless Development, Youth Engagement Strategy, 2012 – 2015.

“Strong youth for strong national societies and safe and resilient communities. Youth doing more, doing better, and reaching further.”

Red Cross and Red Crescent Society, Youth Engagement Strategy, 2013.

Waikato



DISTRICT COUNCIL
Te Kaunihera aa Takiwaa o Waikato

Open Meeting

To	Ngaruawahia Community Board
From	S Duignan General Manager Customer Support
Date	1 December 2016
Chief Executive Approved	Y
DWS Document Set #	1643036
Report Title	Ngaruawahia Works and Issues Report

1. EXECUTIVE SUMMARY

To update the Community Board on issues arising from the previous meeting and on contracts and projects underway in Ngaruawahia.

2. RECOMMENDATION

THAT the report from the General Manager Customer Support be received.

3. ATTACHMENTS

	Issue	Area	Action
I	House at 7 Uenuku Street - can Council please advise if the house was relocated to its current site with or without permission or bond; and if it was without permission, what are council's options to require its removal	Customer Support/ Strategy Support	This property is currently subject to unrelated legal proceedings and we are unable to comment further on this matter at this stage. We anticipate that the issue of the relocated building will be able to be resolved before the end of the financial year.

Open Meeting

To	Raglan Community Board Ngaruawahia Community Board Taupiri Community Board Huntly Community Board Onewhero-Tuakau Community Board Te Kauwhata Community Committee Meremere Community Committee Pokeno Community Committee Tamahere Community Committee
From	Tony Whittaker General Manager Strategy & Support
Date	23 November 2016
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference/Doc Set #	GOV0515
Report Title	Community Board/Committee Annual Workshop

I. EXECUTIVE SUMMARY

A inaugural workshop was held on 22 March 2016 that included discussion on the role of the community boards/committees, health and safety, growth nodes and economic development within the district, and the interface of boards/committees with Council.

This year's workshop is planned to be held at Council on 15 February 2017 at 5.30pm. His Worship the Mayor, Councillors and members of the Executive Team will again be in attendance. The Chief Executive will facilitate the workshop.

Members are requested to provide topics for the agenda to the Council Support Team Manager by Wednesday 1 February 2017.

The following topics have been identified for discussion:

- Zero Harm
- Community Board and Community Committee Charter.

2. RECOMMENDATION

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

3. ATTACHMENTS

Nil

Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	22 November 2016
Prepared by	Betty Connolly Senior Policy Planner
Chief Executive Approved	Y
Reference/Doc Set #	GOV0506
Report Title	Ngaruawahia Structure Plan Update

I. EXECUTIVE SUMMARY

The purpose of this report is to provide the Board with an update on the Ngaruawahia and Surrounding Villages Structure Plan document. Work on the Structure Plan project began in 2013 and has progressed through a series of project steps to this final stage and has involved community consultation and workshops with Councillors and Community Boards.

The draft structure plan was presented for approval to Council in September with the final stage of consultation with Community Boards now being undertaken. Stage 1 of the zone changes as indicated in the structure plan is being implemented by Plan Change 17. The hearing for this plan change has been completed and decisions released. These decisions are currently subject to the appeal phase. Staff will provide an overview of the decisions at the Board meeting.

The draft Structure Plan document is attached for your comments. In particular we welcome your feedback on the proposed Stage 2 and 3 zone changes. The closing date for feedback is Tuesday, 20 December 2016 (feedback to be sent to Betty Connolly). It is intended to finalise the Draft Structure Plan in January 2017 and present to Council in February for adoption.

2. RECOMMENDATION

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

3. ATTACHMENTS

Draft Ngaruawahia and Surrounding Villages Structure Plan document

Ngaruawahia, Hopuhopu, Taupiri, Horotiu, Te Kowhai & Glen Massey Structure Plan



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1. Introduction

The Ngaruawahia, Hopuhopu, Taupiri, Horotiu, Te Kowhai & Glen Massey Structure Plan¹ (The Structure Plan) is a guide to the development of the town of Ngaruawahia and the satellite settlements of Hopuhopu, Taupiri, Horotiu, Te Kowhai & Glen Massey over the next 30 years to 2045. The plan has been prepared by Waikato District Council working with local iwi, residents and key stakeholders.

Importantly, the plan reflects the vision of the local communities to each maintain their individual identity and character and continue to thrive as settlements while absorbing the expected growth in population and development over the next 30 years.

The Structure Plan is a non-statutory document that will be given effect to by Waikato District Council in two ways. Firstly, it will inform a plan change to the Waikato District Plan and the District Plan Review to incorporate appropriate rezoning and development controls to enable the future growth and development of these six settlements where required. Secondly, but equally important, the plan and proposed staging of development will be used to guide the council's Long Term Plan and strategic planning of infrastructure and service delivery of projects in these settlements over the next 30 years.

1.1 Purpose of the Structure Plan

The Structure Plan provides a strategic and spatial framework for future land uses, open space, transport and utility networks in the six settlements over the next 30 years. The plan is a guide to the staging of development and the integrated provision of transport networks, water supply, wastewater and stormwater disposal, open space, other utility networks, community facilities and the funding of development.

Key benefits of the Structure Plan

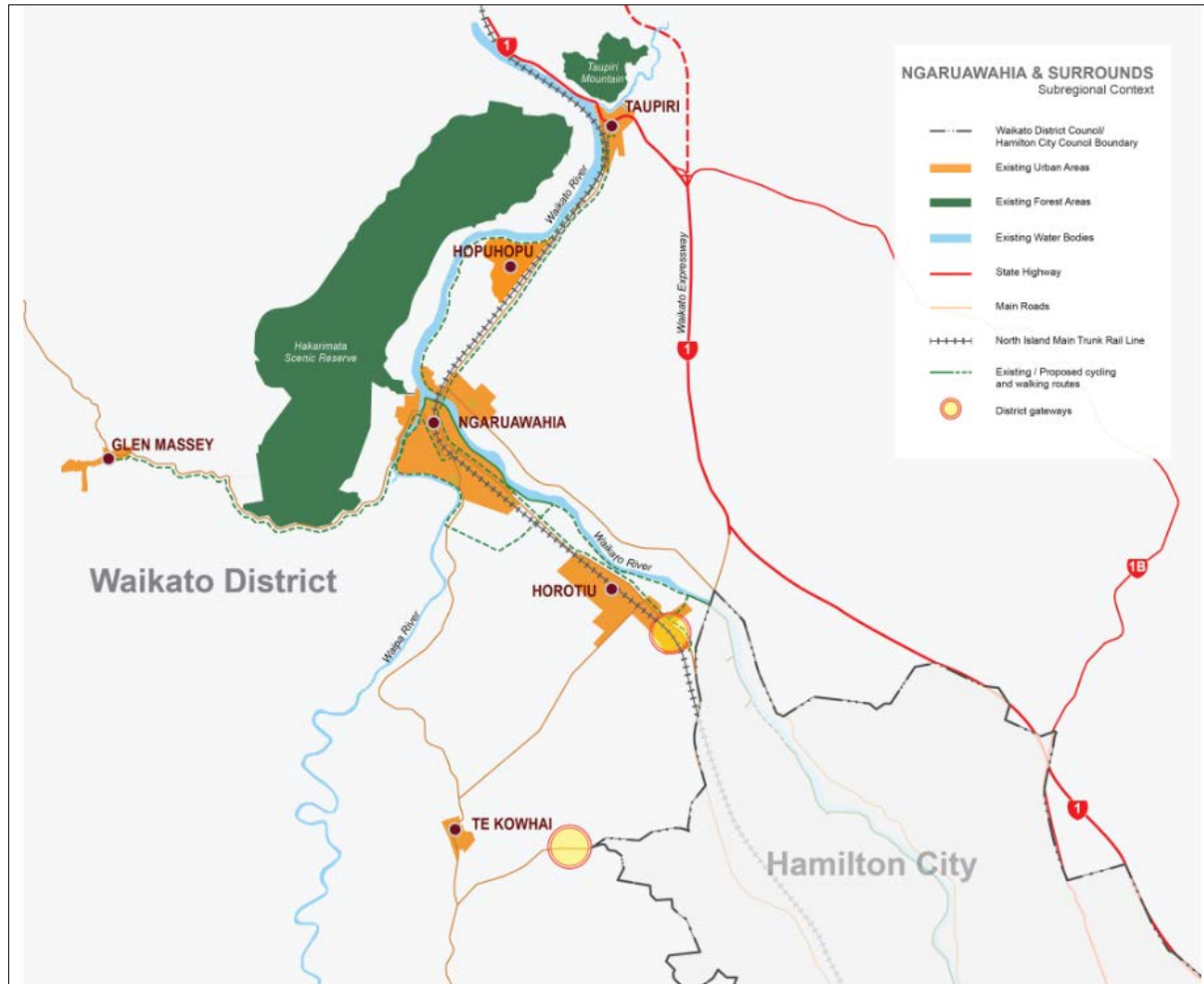
- Incorporation of community values and aspirations for the future development of Ngaruawahia, Hopuhopu, Taupiri, Horotiu, Te Kowhai & Glen Massey ;
- Setting of agreed development standards;
- Guidance to landowners and the council regarding the layout and form of future development of the settlements;
- Coordination and staging of infrastructure funding and development;
- Reduction of land use conflict;
- Better monitoring and timely release of land supply for urban development; and,
- More efficient assessment and approval of subdivision and land use consents.

¹ The Structure Plan is a report and plan together with supporting technical documents and maps

2. Background and Strategic Context

Ngaruawahia, Hopuhopu, Taupiri, Horotiu, Te Kowhai & Glen Massey comprise a town and five smaller satellite settlements strategically located in the area immediately to the north west of Hamilton. (see Figure 1).

Figure 1. Sub-regional Context



A key purpose of the structure plan is to provide a guide to the Waikato District Council as to the expected additional development capacity required to accommodate projected population growth of these settlements over the next 30 years. More specifically, the plan spatially identifies the areas for urban growth and where the Council needs to focus future infrastructure and services. Table 1 below provides information on the Council's projected population growth in the structure plan study area.

Table 1. Projected Population growth for the six structure plan settlements from 2015 to 2040

Location	2015	2020	2030	2040
Ngaruawahia	5440	5550	5620	5960
Horotiu	800	830	850	870
Hopuhopu	?	?	?	?
Taupiri	440	570	620	650
Te Kowhai	1570	1580	1620	1670
Glen Massey*	270	280	280	280

Source: NIDEA 2015 number of people round to the nearest ten.

*Glen Massey NIDEA 2014 at the time of publishing since the population spilt between rural and urban census area units (CAU) for the 2015 data had not been completed. Note that Glen Massey is a small urban area within a large rural CAU.

Ngaruawahia, Hopuhopu Taupiri, Horotiu, Te Kowhai & Glen Massey (see Table 1) had a combined estimated 2015 population of approximately 8,520 people.

A number of the structure plan settlements are finding that they have a new role and potential related to the spin-off effects of on-going urban growth of Hamilton and Auckland. Hamilton City has a current estimated population of approximately 140,000 people and is expected to grow by an additional 60,000 people in the next 30 years to over 200,000². While the city plans to intensify the density of existing residential development in the city, it can be expected that there will be significant greenfield expansion and spill over effects on the surrounding areas and settlements within the Waikato and Waipa districts.

During the last 10 years Hamilton has experienced significant growth northwards with infill and new commercial and industrial development extending northwards to Te Rapa on the west side of the Waikato River and new residential development extending northwards from Rototuna towards Lake Road.

Alongside this urban expansion of Hamilton, there has been considerable development of regional and national level road infrastructure with completion of the Te Rapa bypass in 2012 and the Ngaruawahia bypass in 2013. These road developments will soon be followed by the Huntly and Hamilton by-passes which are due for completion in 2019/20. These developments will complete the New Zealand Transport Agency's Waikato Expressway project and see the establishment of the country's longest length of continuous dual carriageway motorway reaching from Auckland to south of Cambridge by 2020.

2.1 Ngaruawahia – Local Context and Key Features

Ngaruawahia is a small town of approximately 5400 residents located about 22 minutes drive north of Hamilton at the confluence of the Waipa and Waikato Rivers. The town is home to the Maori Kiiingitanga and as a river based settlement is one of the oldest settlements in the Waikato Region. The landscape surrounding Ngaruawahia is dominated by the two rivers, the Hakarimata Range and nearby Taupiri Mountain. These have significant cultural value to the local iwi, Waikato Tainui (see photographs and Figure 2 below) and Maori generally.

Although Ngaruawahia has itself become a satellite dormitory town to Hamilton, the town provides important community services for the outlying settlements of Tuapiri, Horotiu, Te Kowhai and Glen Massey. It is also an important gateway and service centre for the area north of Hamilton.

The town currently comprises mostly residential with some commercial and limited service industrial activities in the town's central area (see Figure 3 below). Over the last decade, development in the town has been relatively static with existing residents being largely reliant on Hamilton, Horotiu, Huntly or Auckland for meeting employment and higher order retail and community services needs. During the last two years, however, there has been a new interest in development in Ngaruawahia from a residential and business point of view. It does appear that the favourable location of the town is being re-discovered with a growing number of visitors using the Hakarimata Range for recreation and people exploring the 70km Te Awa cycle trail (Ngaruawahia to Horahora) and local history.

² Statistics New Zealand estimates (2014).

Photographs of Ngaruawahia



Quarry trucks through the town with the Hakarimata range in the background



The railway line past the town



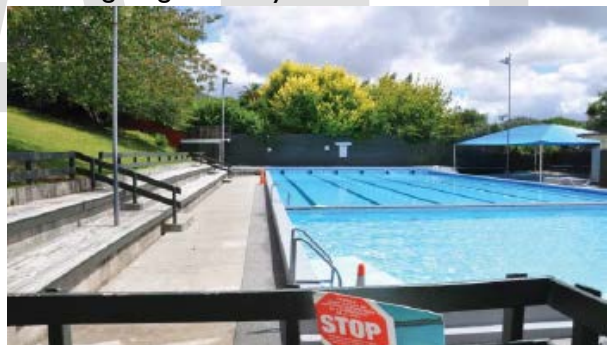
The Waikato River through the town



The Kingitangi walkway at the Point



Characteristic residential street



The town's swimming pool



The main street in town



Patterson Park

Figure 2. Ngaruawahia - Local Context and Key Features

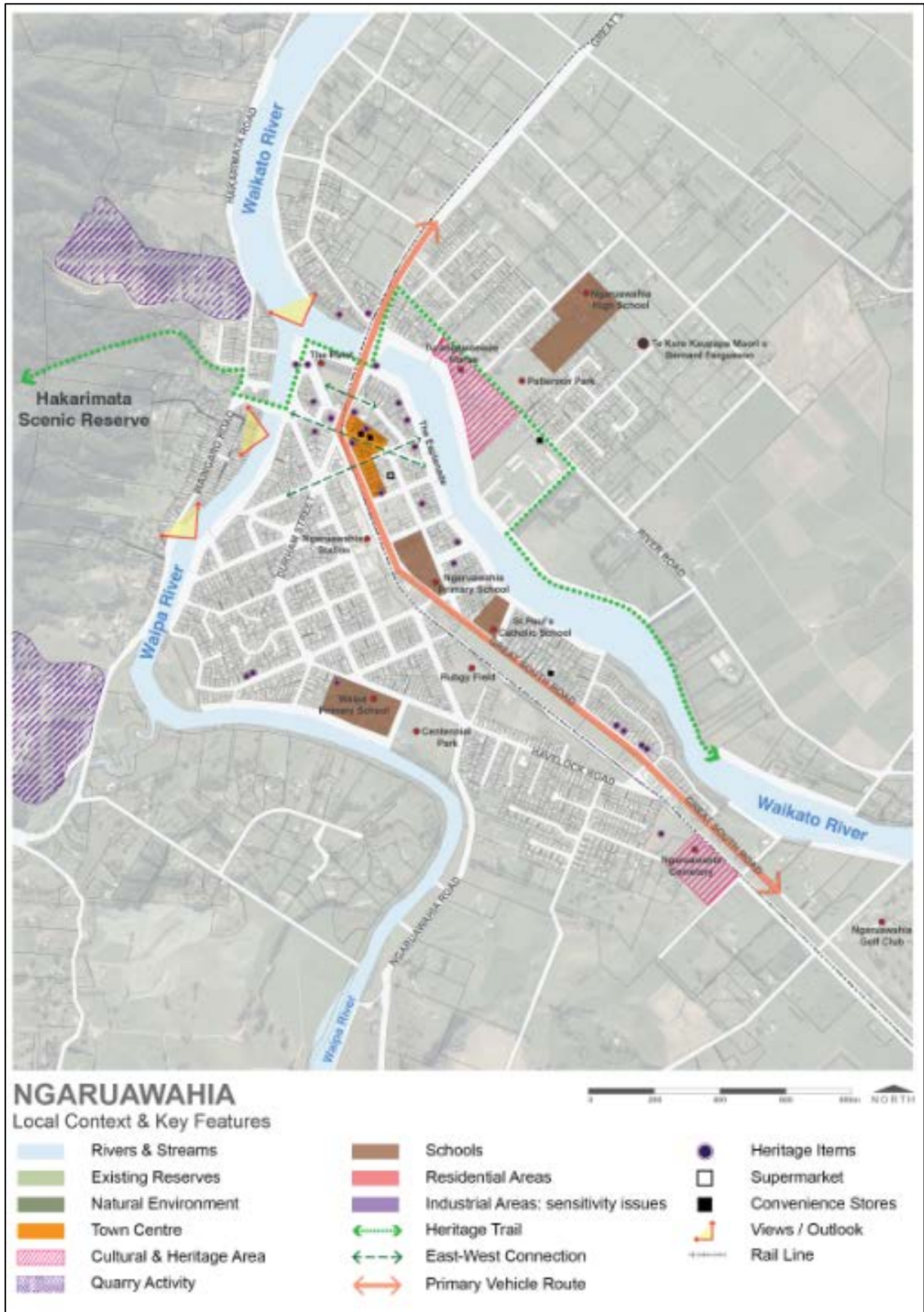
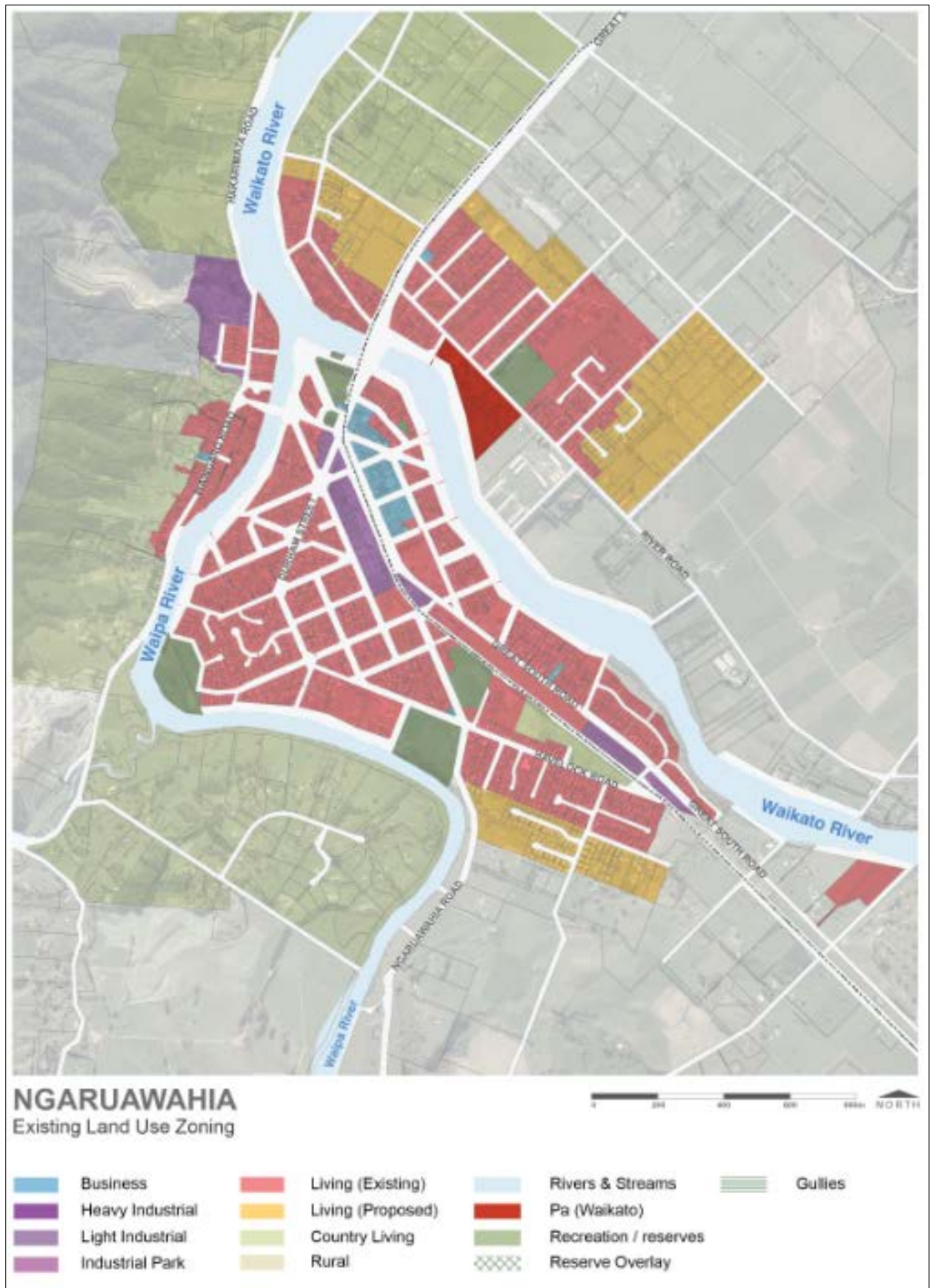


Figure 3. Current Waikato District Plan Land Use Zoning for Ngaruawahia



2.2 Hopuhopu – Local Context and Key Features

Hopuhopu is located approximately 6 minutes north-east of Ngaruawahia and immediately north of the Ngaruawahia waste water treatment plant. The township was formerly the site of an army camp from 1920 until 1993 when the land was returned to Waikato-Tainui, who established a complex including the Waikato-Tainui Endowed College and tribal administrative centre. The village is located off the main road and provides a pedestrian friendly environment compared to the main road. The school, Rugby Club and Church can all be accessed from side roads away from the State Highway creating a safe environment for parents and children (see photographs and Figure 4 below).

Photographs of Hopuhopu



Some of the Endowed College building on the hill



Some of the former army base buildings



Entrance to Hopuhopu



Some of the houses in Hopuhopu with the Hakarimata Range in the background

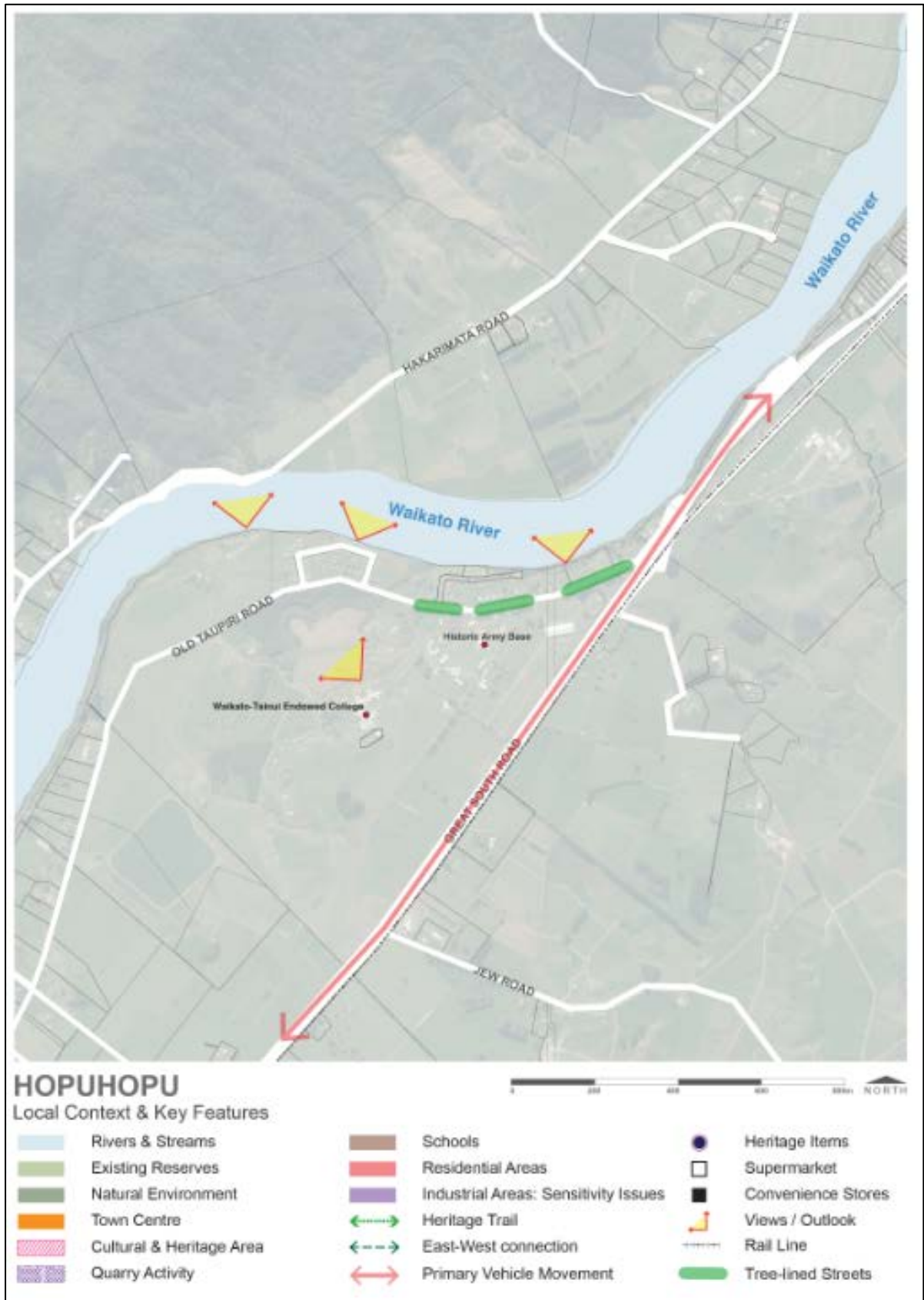


Well established trees line the road through Hopuhopu



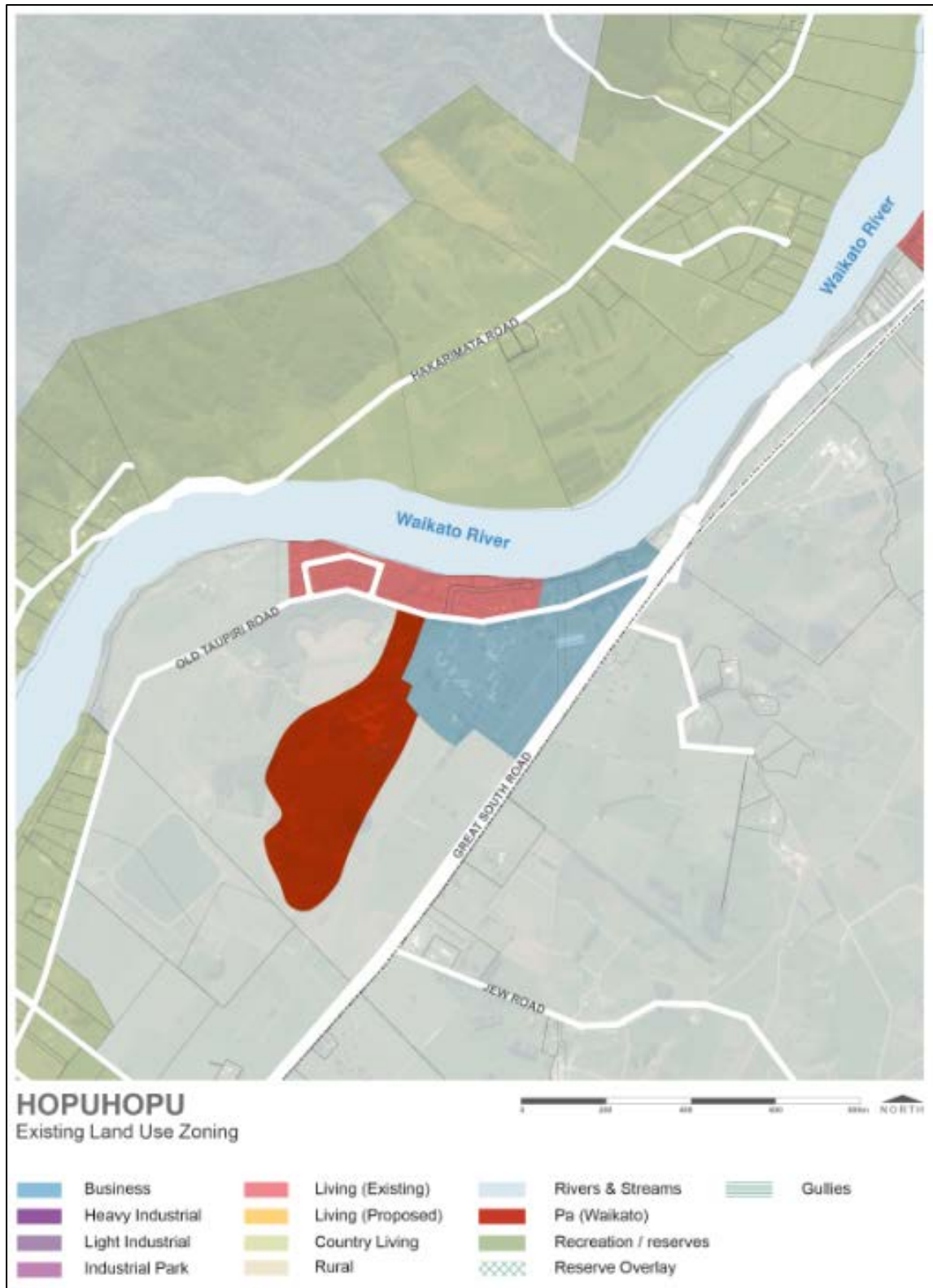
Large open spaces alongside the Waikato River at Hopuhopu

Figure 4. Hopuhopu Local Context and Key Features



Hopuhopu currently has a handful of residents and is predominately zoned 'Living', 'Business' and 'Pa.' The settlement and Tainui complex are surrounded by land zoned for 'Rural' activities. Any future plans for the development Hopuhopu will be dependent on the aspirations and visions of Waikato Tainui.

Figure 5. Current Waikato District Plan Zoning for Hopuhopu



2.3 Taupiri – Local Context and Key Features

Taupiri is located on the eastern bank of the Waikato River approximately 7 minutes north-east of Ngaruwahia and is overlooked by Mount Taupiri (Ko Taupiri te maunga) – the sacred burial ground for Maori of the Waikato iwi. The township was settled by Pakeha in the 1870s and became a farming centre with flax mills, sawmill and a dairy factory. The population of Taupiri is approximately 440 people. Taupiri has a significant youthful population, with approximately 25% aged 14 years of age or younger. Approximately 62% of the population is of ‘working age’ (between 15 years and 64 years of age). Key features of Taupiri are shown in the photographs and Figure 6 below.

Taupiri has witnessed a significant reduction in vehicle traffic through the village due to the completion of the State Highway One by-pass of Taupiri, Ngaruwahia and Horotiu in 2013.

Photographs of Taupiri



The main road through Taupiri (formerly State Highway 1).



Small group of businesses off the main road.



The café on the main street.



The church in the main street

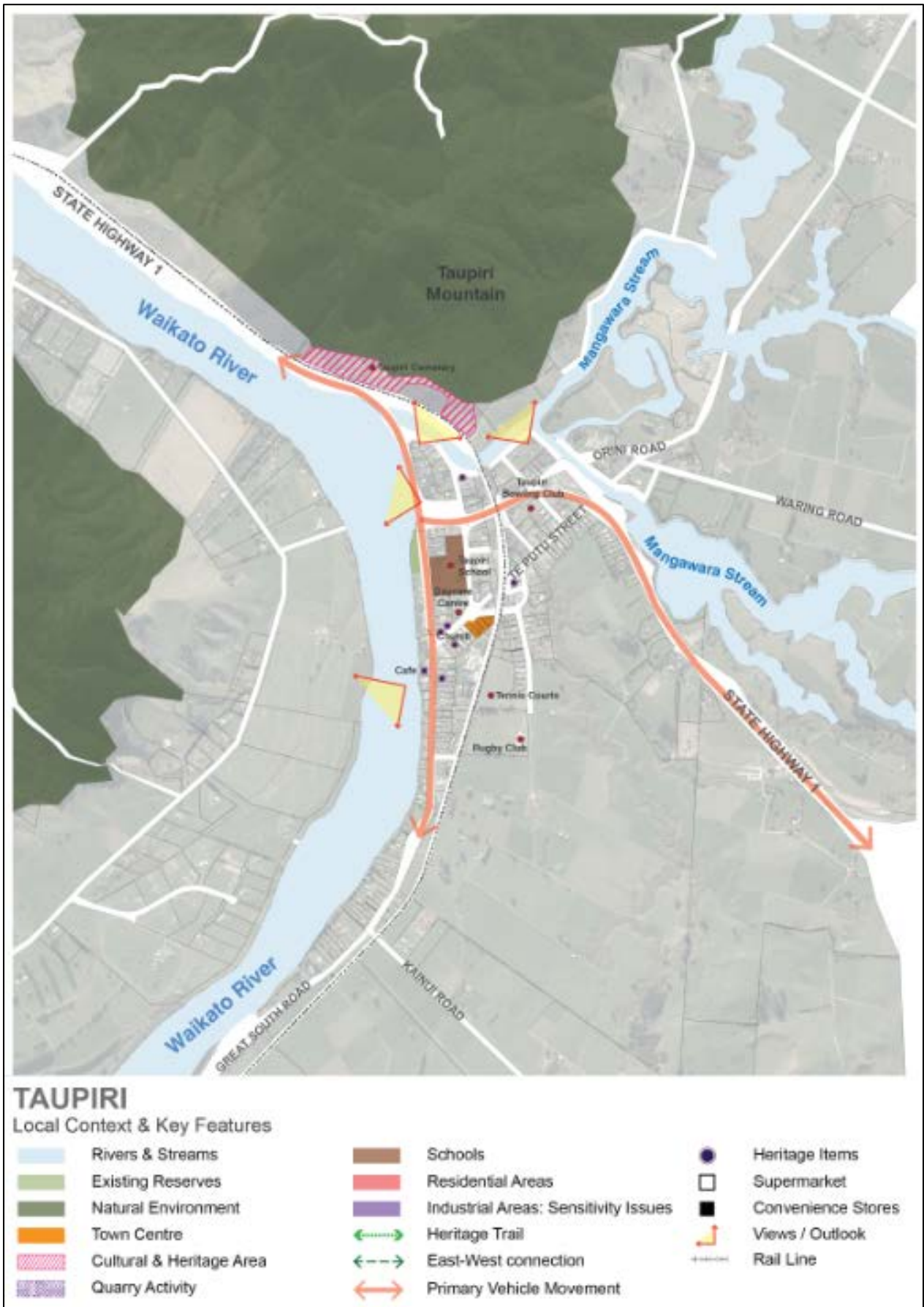


The rugby club and hockey fields provide good sporting facilities for the wider area.



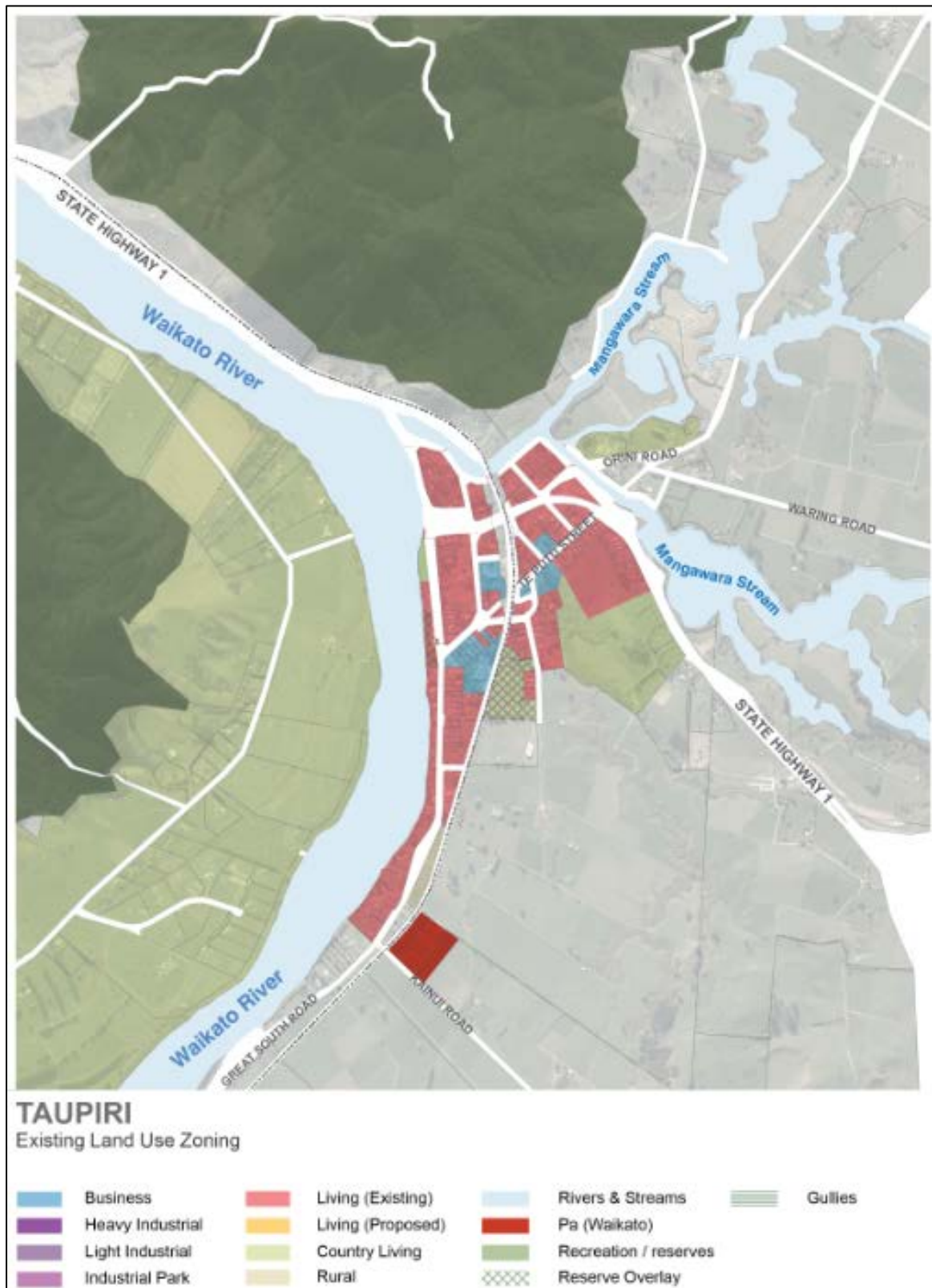
Characteristic residential street in Taupiri.

Figure 6. Taupiri – Local Context and Key Features



The existing Taupiri town centre is small with a mix of retail and service uses. The Church sits on a prominent site on the corner of the State Highway at the entrance to the town centre. There is a collection of education services to the north of the town centre that consists of a Primary School and a Daycare Centre. To the east of the town centre is an area of light industry that sits adjacent to the rail line (see Figure 6 above). Taupiri is zoned predominately for residential and country living with limited amounts of business, recreation and Pa zoning. Taupiri township is surrounded by land zoned 'Rural' (see Figure 7 below).

Figure 7. Current Waikato District Plan Land Use Zoning for Taupiri



2.4 Horotiu – Local Context and Key Features

Horotiu is a small settlement comprising a mix of residential and industrial activities located approximately 15 minutes' drive north of Hamilton and five minutes south of Ngaruawahia (see photographs and Figure 8 below). The settlement is strategically located on the northern edge of Hamilton at the junction of Great South Road, Horotiu Road and Horotiu Bridge Road (a key crossing point over the Waikato River). Horotiu has good accessibility with an interchange access to the Te Rapa By-pass motorway and is also located on the North Trunk Railway. In addition the popular Te Awa walk/cycle way connects Horotiu with Hamilton and will link through to Ngaruawahia too soon.

The settlement has a current population of approximately 800 people which is projected to grow due to the strategic location of Horotiu. An important focal point for residents is the primary school. Since 2011 Horotiu has been identified as a significant industrial node and is scheduled for significant industrial development with Ports of Auckland being a prominent anchor presence as a container handling facility with direct rail access.

Photographs of Horotiu



The dairy in Horotiu



The Horotiu Primary School



The mixture of business and residential in Horotiu



Industry in Horotiu



The skate park and dog exercise area



Splashy is a landmark business in Horotiu

Figure 8 Horotiu – Local Context and Key Features

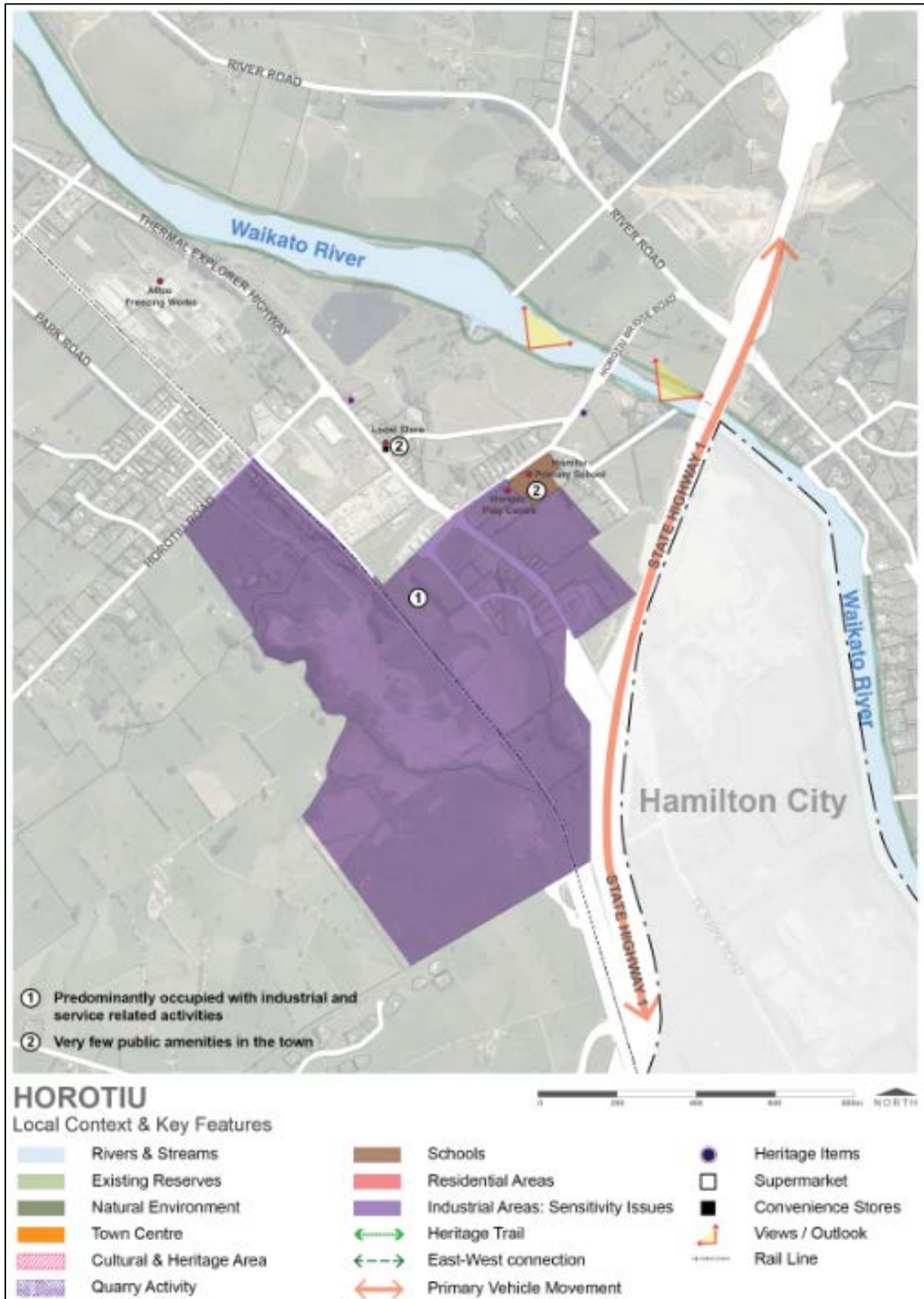
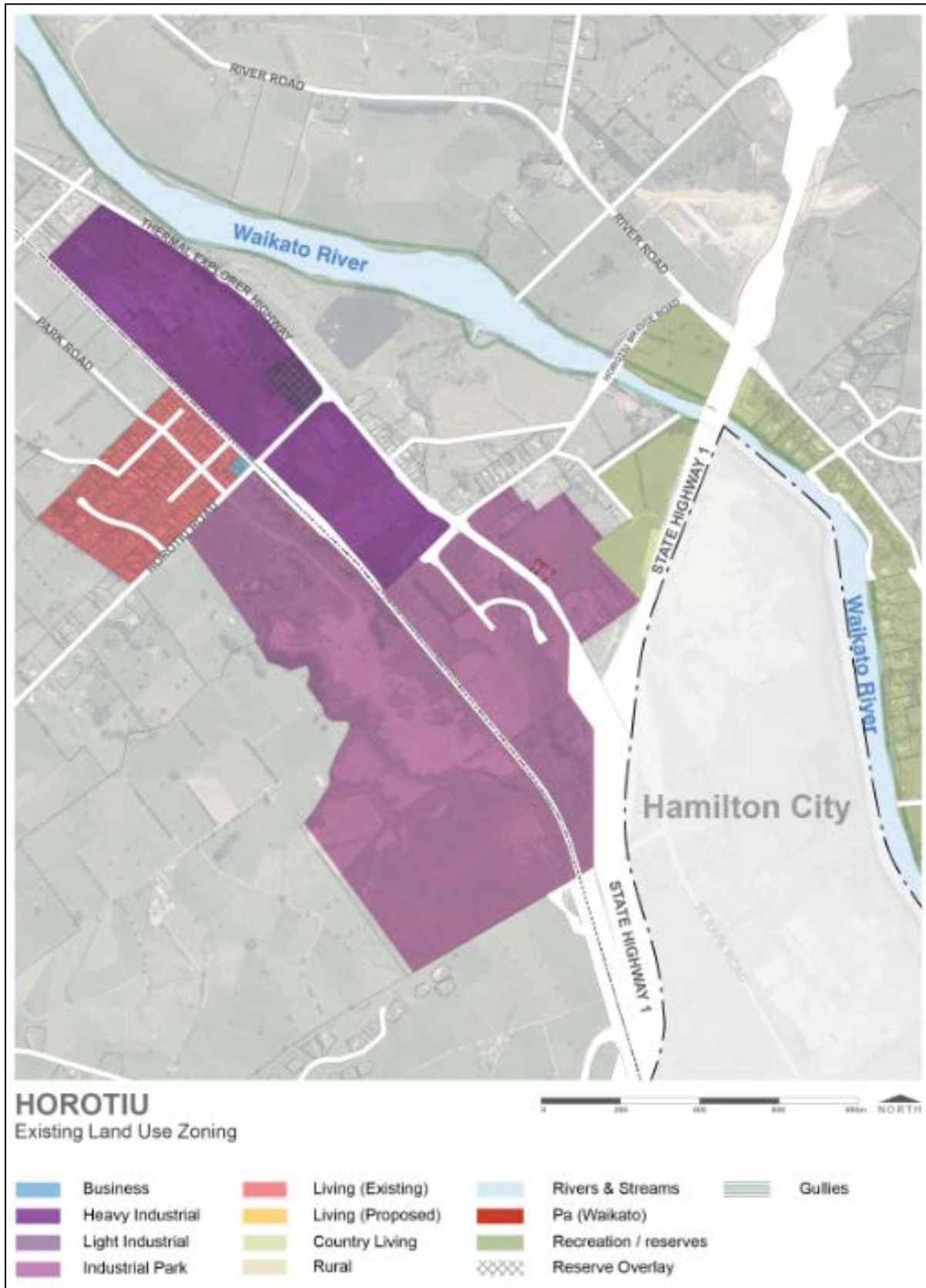


Figure 9. Current Waikato District Plan Land Use Zoning for Horotiu



2.5 Te Kowhai – Local Context and Key Features

Te Kowhai is located approximately 17 minutes' drive north-west of Hamilton City and about 10 minutes drive south west of Ngaruawahia. It presently has a country village identity and comprises a full primary school, fruit and vegetable store, dairy and takeaways, vehicle repair workshop, retirement village, and a large recreation park with a skatepark and playground (see photographs and Figure 10 below). Te Kowhai Airfield is situated on the southern periphery of the village. Since there are no reticulated water or waste water services available in Te Kowhai recent and current residential development is restricted to country living which has an on-site wastewater disposal requirement.

Photographs of Te Kowhai



Te Kowhai Primary School is a focal point for the village



Characteristic country living in Te Kowhai



Church in Te Kowhai



The playground in the village

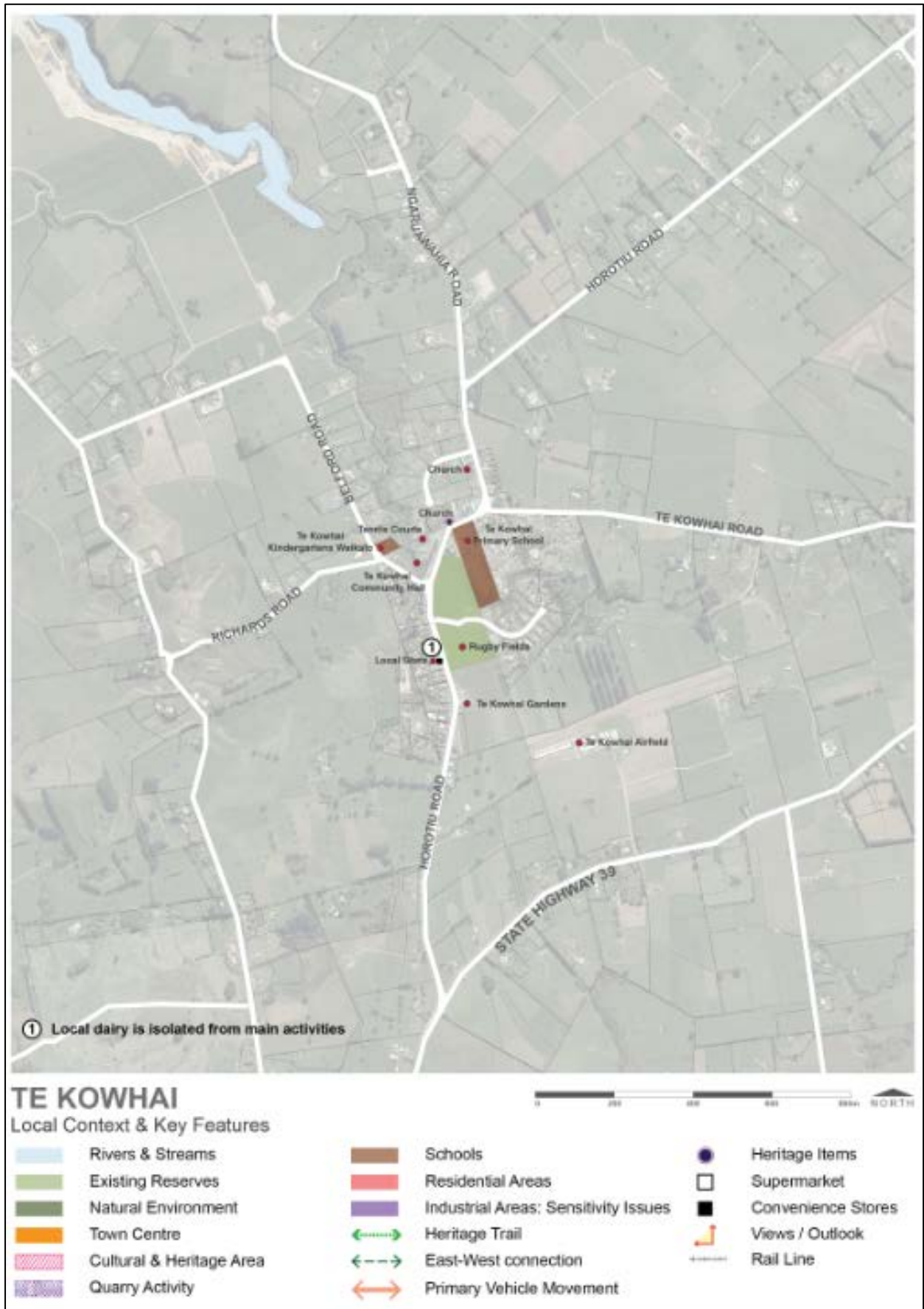


The local dairy



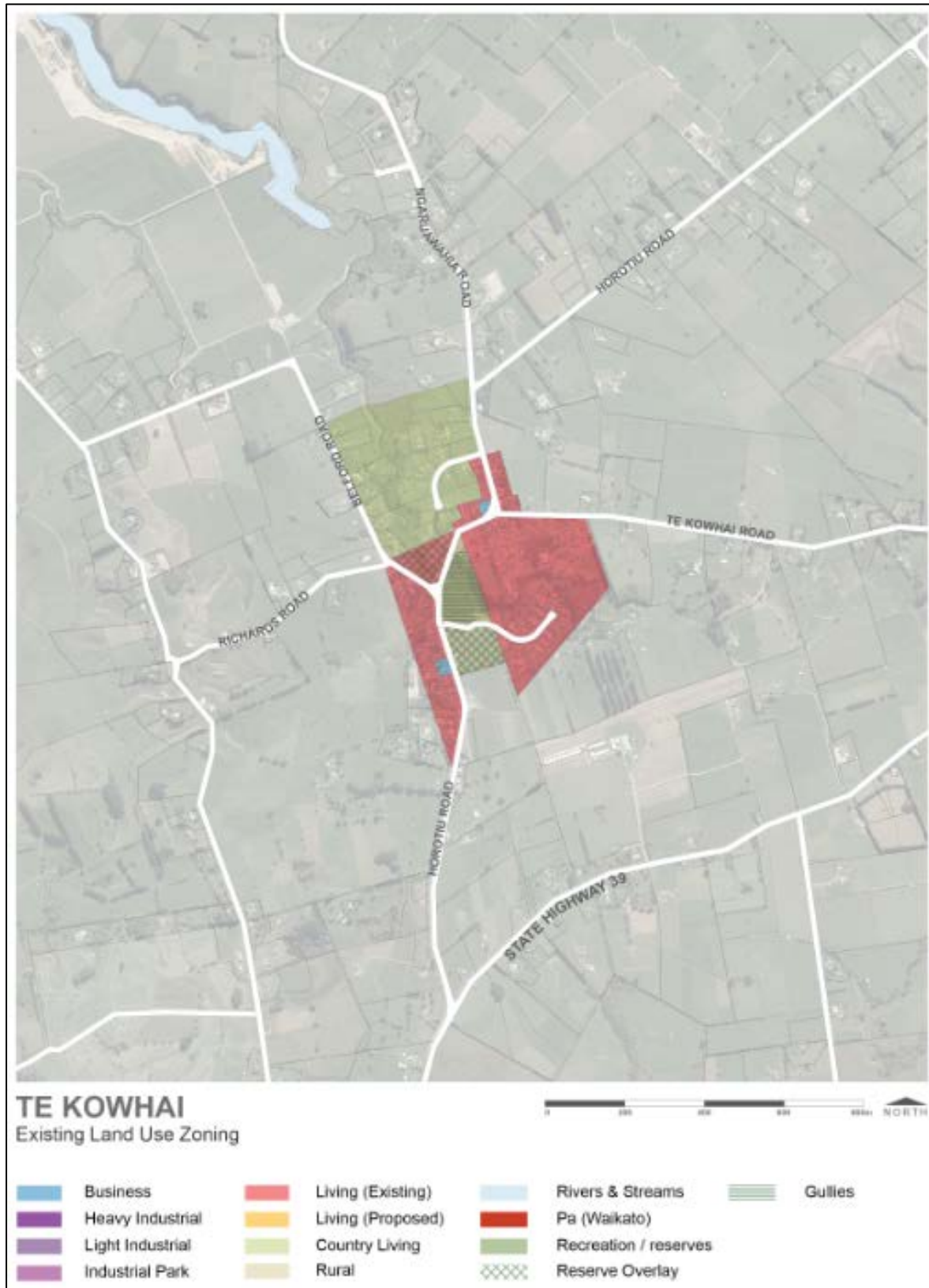
The only non retail business in the village

Figure 10. Te Kowhai – Local Context and Key Features



Te Kowhai is predominately zoned for residential activities. The township includes both the 'Country Living Zone' and an historic 'Living Zone', In addition it has a small number of lots zoned 'Business' (see Figure 11. below). The township is surrounded by a large expanse of land zoned 'Rural' on all sides. When Hamilton develops currently undeveloped Rotokauri Structure Plan greenfield area, the village will be a lot closer to urban development and reticulated services.

Figure 11. Current Waikato District Plan Land Use Zoning for Te Kowhai



2.6 Glen Massey – Local Context and Key Features

Glen Massey is a small village located approximately 12 minutes' drive west of Ngaruawahia and accessed via the winding Waingaro Road over the Hakerimata range. The village is a former coal mining settlement that grew and declined in response to the fortunes of the nearby former Wilton Colliery which developed in the early twentieth century and closed in 1958. Glen Massey is contained by the surrounding rugged hill country. A definite focus of the settlement is the Glen Massey Primary School which serves the wider surrounding farming community as well as the residents of the village (see photographs and Figure 12 below). The population of the village has been fairly static in recent times.

Glen Massey is zoned predominantly for residential and rural activities. Although not serviced by reticulated water and waste water, the village comprises land historically zoned for both 'Living' and 'Country Living' and is surrounded by 'Rural Zoned' pastoral farming activities (see Figure 13 below). There are no business activities in the village. The village is valued by its residents for its village and country lifestyle character. It has significant undeveloped 'Country Living' zoned land that is available for further residential development depending on market demand and landowner aspirations.

Photographs of Glen Massey



Glen Massey nestled in the surrounding hills



The playground at the school



Glen Massey Primary School



The rugged topography around the village



Entrance to Glen Massey



Houses in the village

Figure 12. Glen Massey – Local Context and Key Features

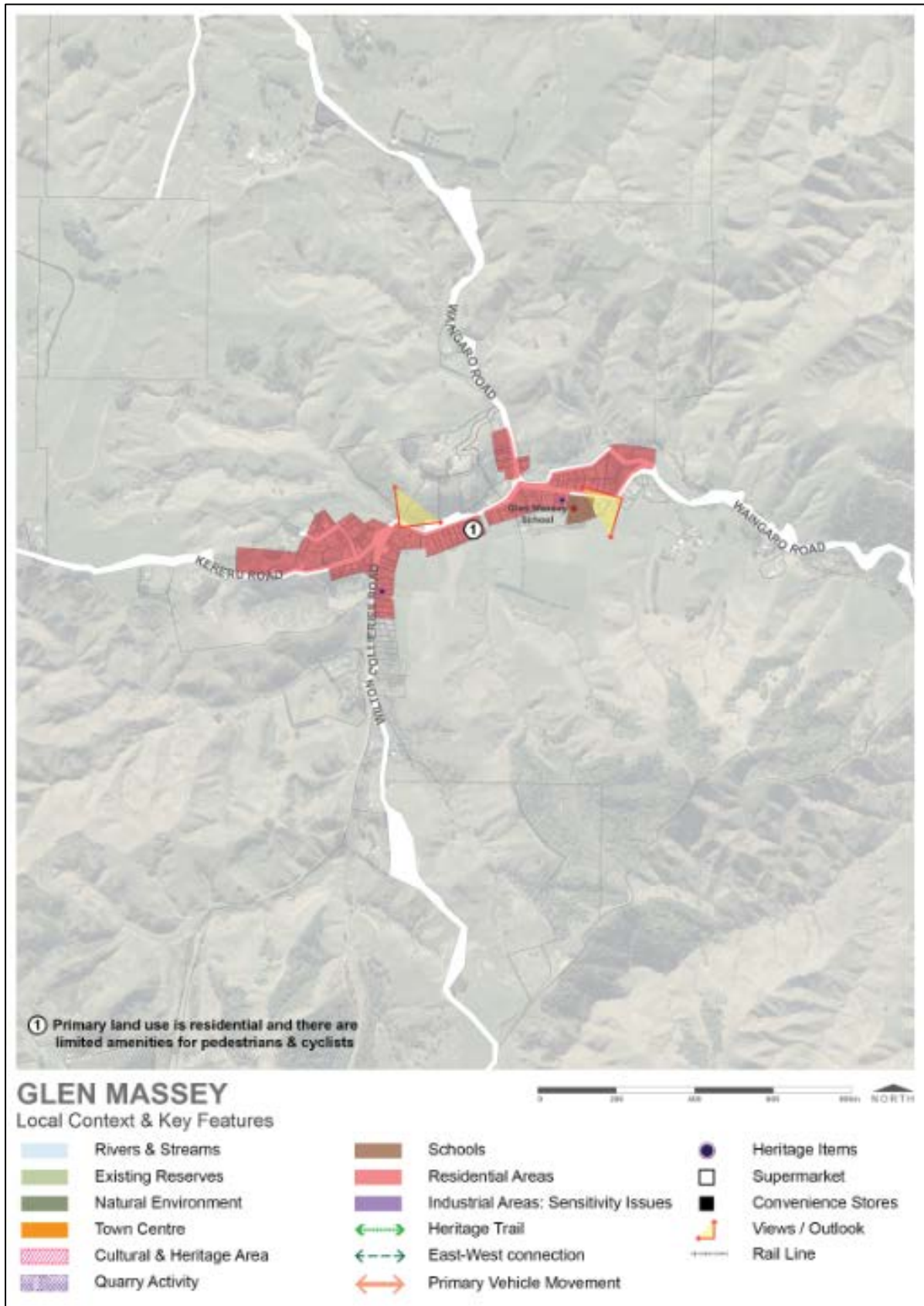
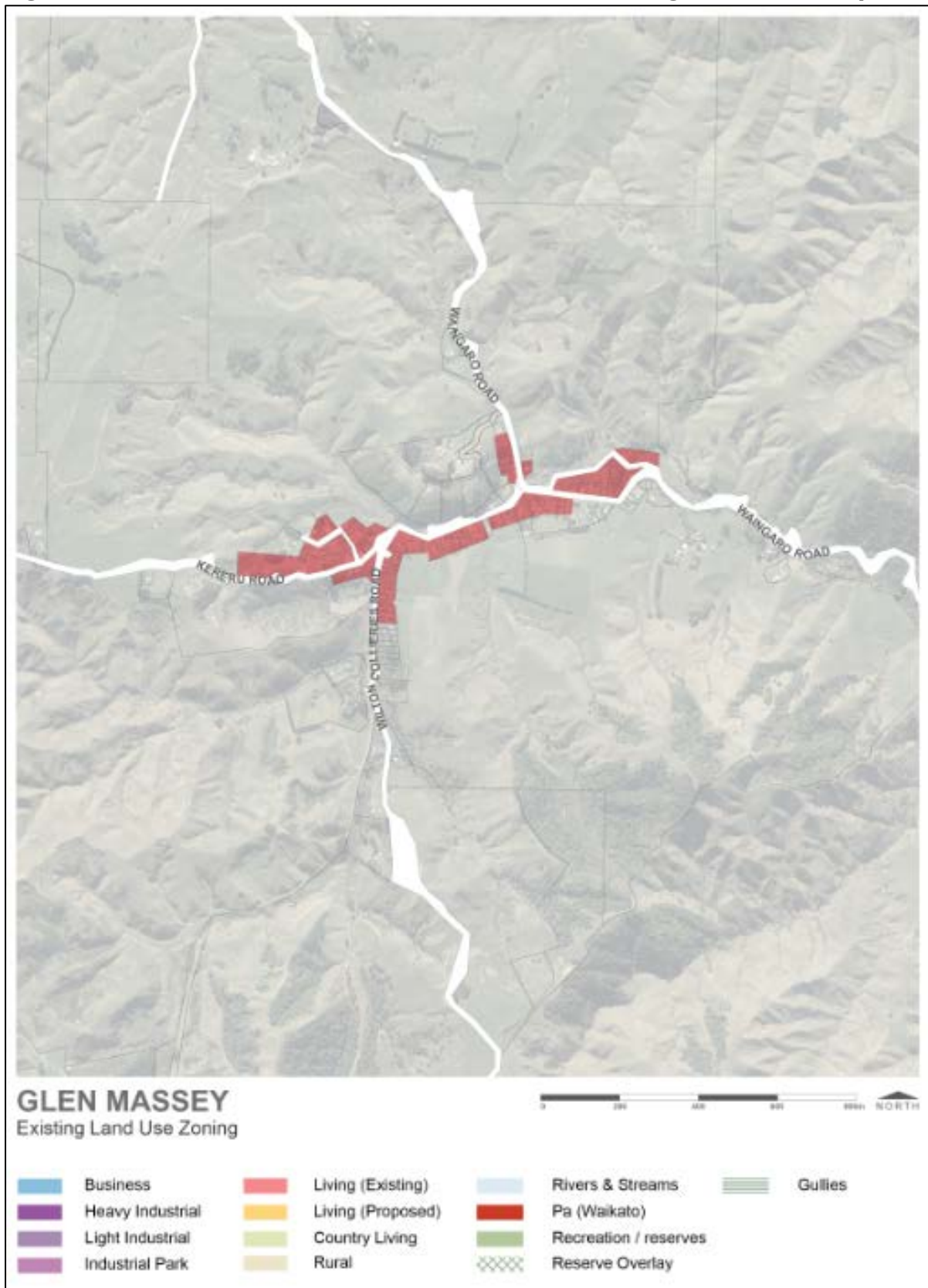


Figure 13. Current Waikato District Plan Land Use Zoning for Glen Massey



3. The Planning Process – Preparing the Structure Plan

3.1 Three Main Contributions

There have been three major contributions or inputs informing the preparation of the Structure Plan.

- **Background Information Assessment & Scoping Report** – This assessment drew upon existing information available to the planning team including the various community plans:
- **Vision of the Community** - This central contribution has drawn upon various consultation events such as community open days, a planning workshop, and stakeholder meetings. The purpose of the consultation was to learn of their issues and include their expectations and preferences for the future development of the settlements in the structure plan; and,
- **Specialist Consultants** - The third source of information comes from the findings of a number of consultants commissioned by Waikato District Council to provide expert assessments on a number of specialist topics.

Of the three inputs the 'Vision of the Community' is the most vital in ensuring that the structure plan best reflects the identity and character of the different settlements and their communities.

3.2 Assessment of Issues

A summary of key planning issues identified from the open days, planning workshop, stakeholder meetings and technical consultants included:

Key Issues

- Recognise and plan for an integrated and well connected system of trails, reserves and public open spaces for residents of the area;
- Provide for a greater variety of residential options: ranging from medium density town houses and above shop apartments around the Ngaruawahia town centre, to traditional suburban lots of 600- 700m³ for family households, to smaller lots and retirement village options for older people as well as providing more areas of country living but on smaller lots of approximately 2,500-3,000m³;
- Keep settlements consolidated while providing for the anticipated growth in population;
- Recognise and incorporate the significant cultural and heritage value of parts of each settlement, eg Turangawaewae Marae.
- Better connection of study area with its natural features such as the Waikato and Waipa Rivers and the Hakarimata Reserve.
- Support industrial & business development in Horotiu;
- Support the business development of the Ngaruawahia town centre;
- Plan for a connection from the Te Awa walk/cycle way to the Hakarimata walkway; and,
- Provide for residential and supportive business growth in Ngaruawahia, Taupiri and Horotiu as well as country living and business growth in Te Kowhai.
- Recognise and support the linkages between the structure plan settlements and Hamilton as the regional city and services hub.

In addition to these key planning issues, the key opportunities and constraints identified in the preliminary assessment stage are bulleted below:

Opportunities

- Ngaruawahia, Hopuhopu, Taupiri, Horotiu, Te Kowhai & Glen Massey 's population is growing ;
- There is space for growth;
- Proximity to the Waikato River and Hakarimata's for recreation and tourism ;
- Railway line through the area;
- Grow town around the centre to ensure good access;
- Ngaruawahia, Taupiri, Horotiu, Te Kowhai & Glen Massey offer good small town lifestyle;
- Good level of community and educational facilities;
- Hamilton and Horotiu provide employment;
- Space for industrial development in Horotiu;
- Space for commercial development in Ngaruawahia town centre; and
- Significant residential development is occurring on south side of Ngaruawahia.
- Proximity of Hamilton for higher order services and amenities.

Constraints

- Large areas of floodable land near the Waikato and Waipa Rivers;
- Areas of incised stream gullies in and around the settlements;
- Winding access road and steep topography around Glen Massey
- The odour sensitivity of some of the industries and business activities around Ngaruawahia and Horotiu;
- The poor quality of some of the residential development in Ngaruawahia;
- The loss of connection between the town and the river; and
- The awkward spatial layout of Ngaruawahia at the confluence of the Waipa and Waikato Rivers and divided by the railway line and former State Highway One corridor.
- Current limitations for growth due to water and wastewater capacity and reticulation limitations.

3.3 Compiling a Development Vision

The development vision for each of the settlements has been pieced together through an iterative process of consultation by the council planning team to engage the local community, iwi and key stakeholders in the structure plan preparation process.

Community Plans

The preparation of the structure plan has taken account of the community plans for **Ngaruawahia, Taupiri, Te Kowhai & Glen Massey**³ variously compiled between 2007 and 2011. These community plans were compiled to express each local community's vision for the future of their settlements. While most of the elements in these community visions relate to community activities that are beyond the scope of the structure plan, some aspects are of relevance to spatial development planning and have helped inform the preparation of this structure plan.

These elements are:

- The avoidance of small lot sizes for residential;
- Provisions of water and wastewater services to Te Kowhai;
- Traffic improvements for SH 39 through Te Kowhai
- Managed expansion of residential development for Taupiri
- Review Country Living Zone around Taupiri

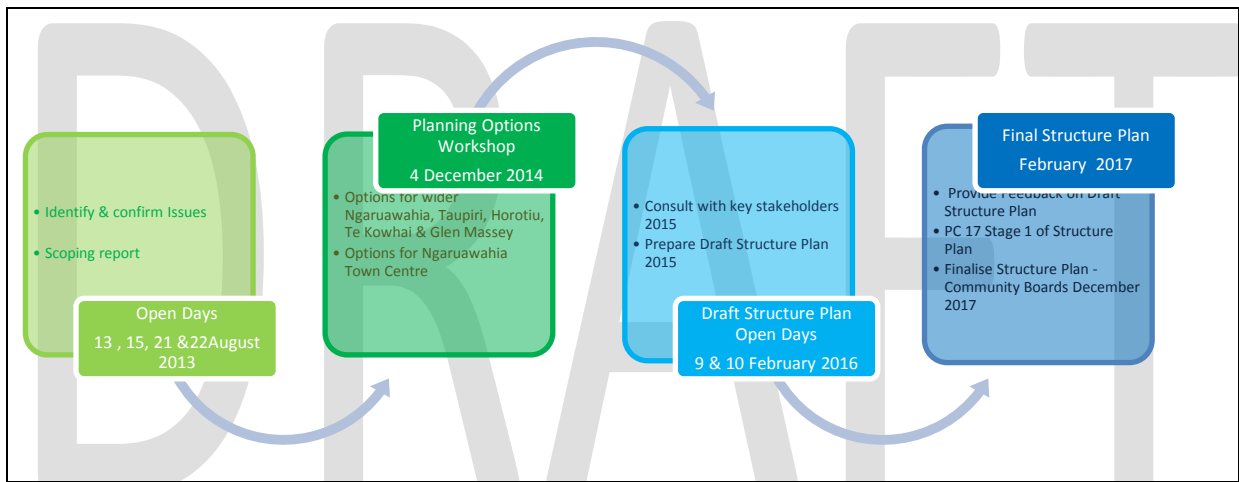
³ Horotiu and Hopuhopu do not have community plans but issues regarding road connections and safety around the school were identified from the community during consultation.

- Reduction of through vehicle traffic in Te Kowhai – ring road, parking;
- Pedestrian accessibility – road crossings;
- Design guidelines for development;
- Rezoning;
- Protect heritage and culture; and
- Best use of recreation and link walkways and cycleways.

Community Engagement in Preparing the Structure Plan (refer to Diagram 1)

The process of consulting and engaging with the local community, iwi and key stakeholders took place between 2013 and 2016 through a sequence of meetings, interviews, planning events including open days, and a planning options workshop. This engagement enabled an identification and confirmation of issues followed by an exploration of development options and finally the preparation of a draft structure plan.

The Iterative Community Consultation Process (Diagram 1)

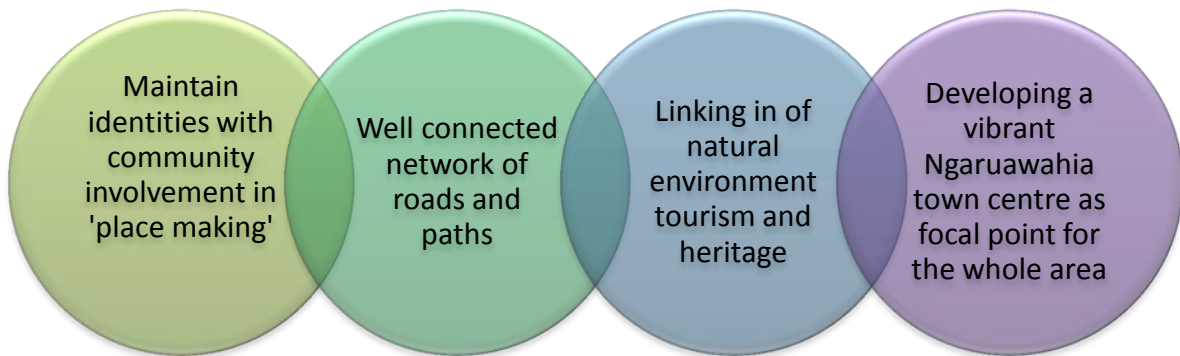


3.3 Options for Development and Concept Proposals

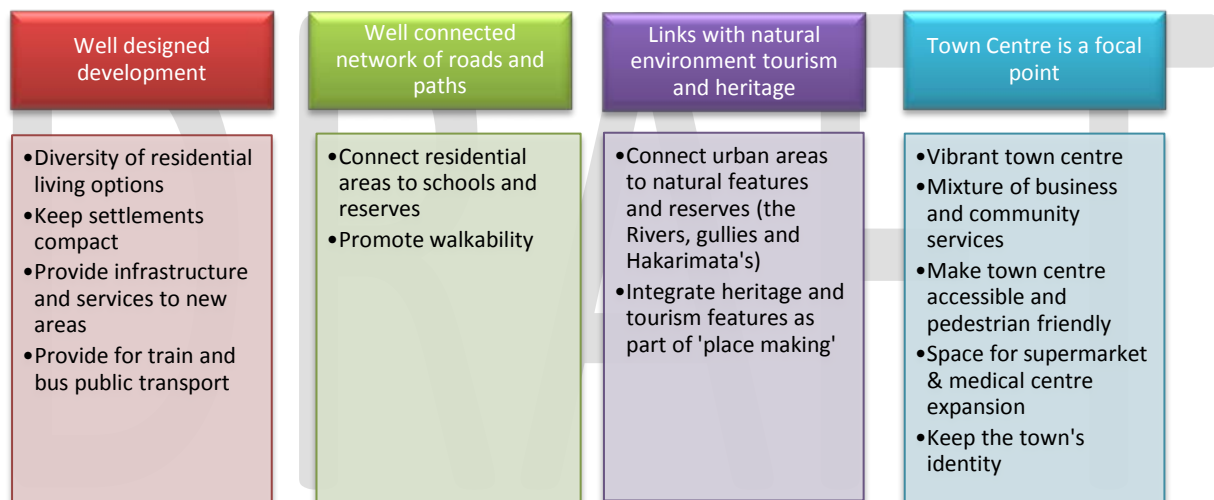
A confirmed vision for each area’s development was reached at a planning options workshop with members of the community on 4 December 2014. The purpose of the workshop was to consider preferred options for the development of each settlement. Appendix I contains the feedback from this workshop.

Key Principles

The following key principles have been identified by the planners based on the contribution of participants at the December workshop:



These four key development principles are expanded below using the key ideas contributed by community participants at the planning workshop on 4 December 2014.



3.4 The role of specialist consultants

Preparation of the draft structure plan has also been informed by the findings of the various specialist consultants appointed in early 2014 to provide expert information on key subject areas. In all, eleven subject areas were covered, which included:

- Geotechnical;
- Archaeology;
- Built Heritage;
- Cultural Heritage;
- Socio Economics;
- Urban Design;
- Stormwater Management;
- Landscape;
- Transport;
- Contaminated Land; and
- Water and Wastewater Services.

The information provided by these various studies has helped in refining the concept development plan proposals carried forward into the draft Structure Plan.

These reports also perform an important function in providing technical support for any statutorily regulated⁴ changes to the Waikato District Plan zoning or provisions triggered by the Structure Plan.

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⁴ Any changes to the Waikato District Plan are require compliance with a rigorous Schedule 1 process under the Resource Management Act (1991)

4. Key Moves and Outcomes of the Structure Plan

4.1 Key Moves – Development Objectives and Action Policies

There are five overall objectives for the structure plan and development of the six settlements.. These objectives are for the settlements to have Identity and Legibility; to be Integrated and Connected; to support Diversity and Flexibility; to have Resilience and Sustainability and lastly Managed Growth. The purpose of the objectives is to have a set of clear aims for the plan as informed by the vision of the six communities. Nested with each of the five objectives (see below) there are a number of supporting action policies. These policies provide direction for how the development objectives are to be achieved.

Development Objectives

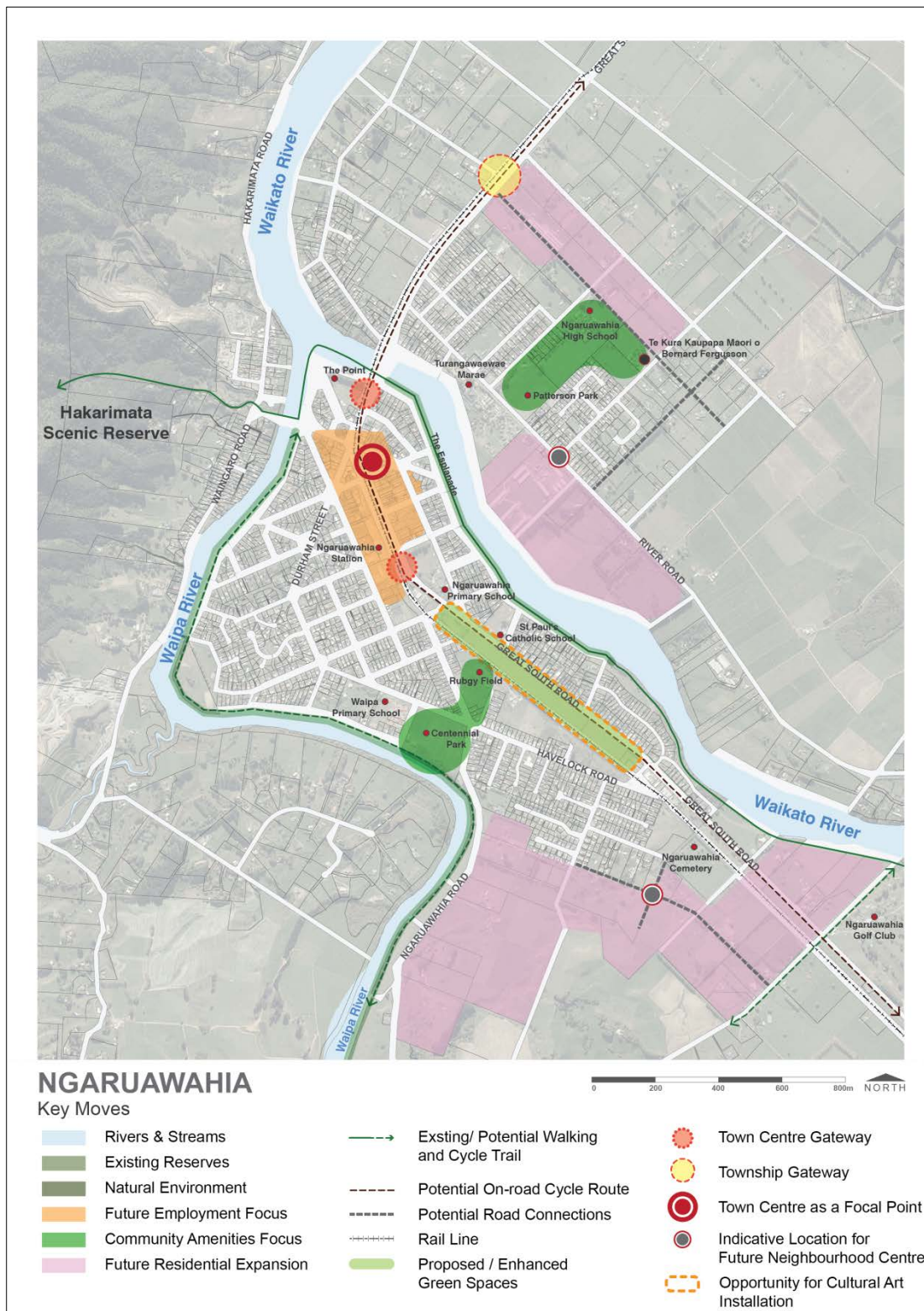
Action Policies



4.2 Key Moves for the Six Settlement Areas

The planners prepared a series of 'Key Moves' plans to outline a broad spatial framework for each of the six settlements in the structure plan. These plans were prepared using community inputs compiled from the open days, Ngaruawahia Community Board workshop on 8 July 2014, the 4 December 2014 planning workshop and the Ngaruawahia Community Board workshop on 14 July 2015.

Figure 14. Ngaruawahia Key Moves Plan



4.2.1 Key moves for Ngaruawahia

These are:

- New residential growth to the north and south
- Better connectivity between town centre, the point and Hakarimata walkway
- An improved walking and cycling network integrated with Te Awa cycleway
- Mark entrance ways to town
- Build identity on heritage and cultural aspects of the town with development of an arts centre
- Clear edge to the town with a rural buffer /green belt around the town
- New residential lots should be a minimum of 500/600m² and
- Public toilets at the Hakarimata carpark in Brownlea Avenue

Figure 13. Ngaruawahia Town Centre Concept Plan



Key moves for the town centre

- Better civic facility in town centre to include hall, meeting rooms and library
- Centrally located multi-purpose facility
- Link Jesmond Street and Market Street

4.2.2 Key Moves for Hopuhopu

These are not certain at this stage and will depend on what Waikato Tainui's vision and plans for the area are. The map below presents some ideas from the planners. One of the key ideas is to have improved connections with Tuapiri and Ngaruwahia via cycleway and walkway.

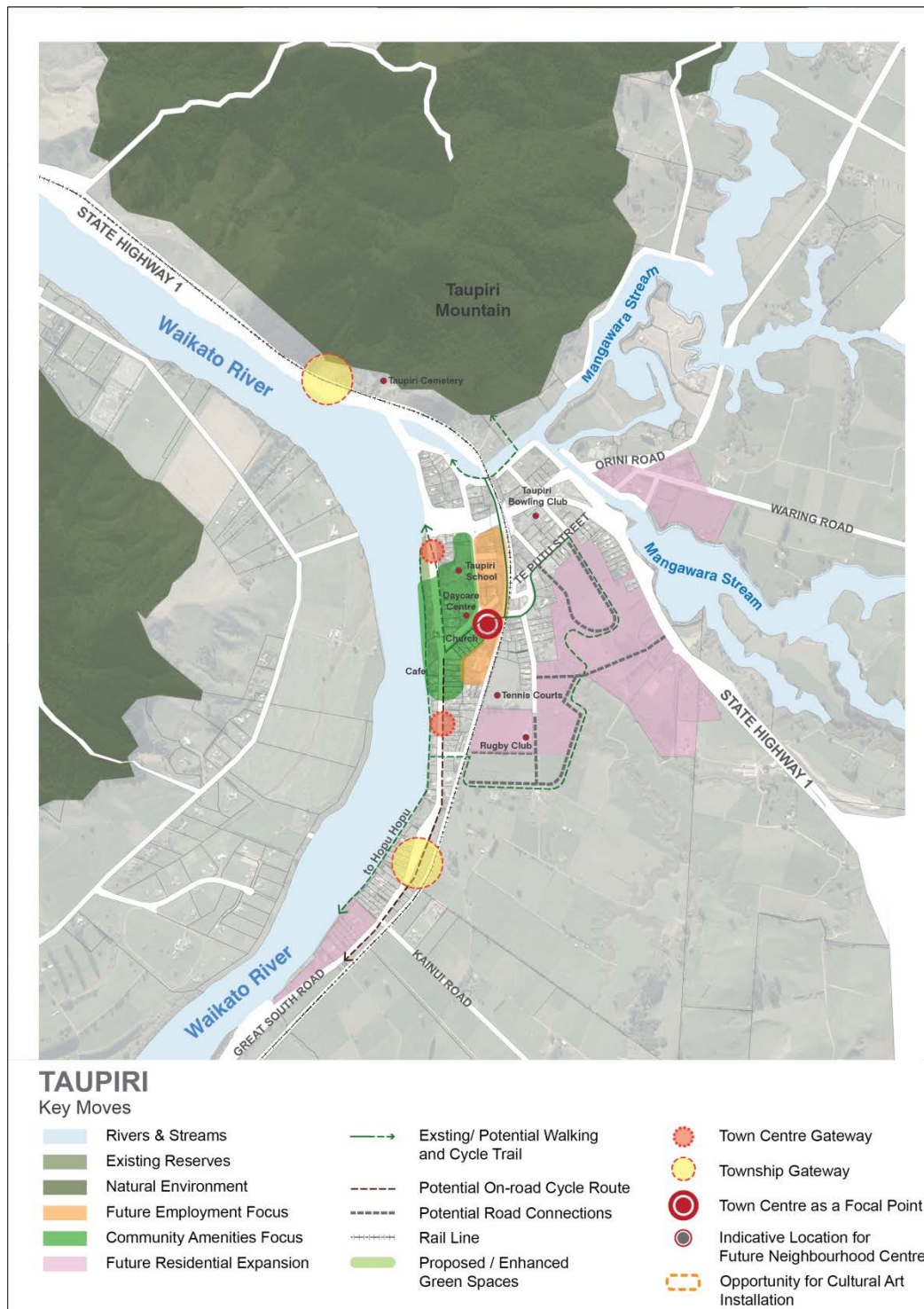
Figure 15. Hopuhopu Possible Key Moves Plan



4.2.3 Key moves for Taupiri

- Reconnect walkway / cycleway from Taupiri to Hopuhopu
- Pedestrian access over the railway line at the road bridge
- Pedestrian access to the Taupiri Mountain cemetery
- Make Putu Street the focus of the village
- Use farming and the sports park as themes and focal points for the village
- Add residential zoning to reflect opportunity for affordable housing close to expressway

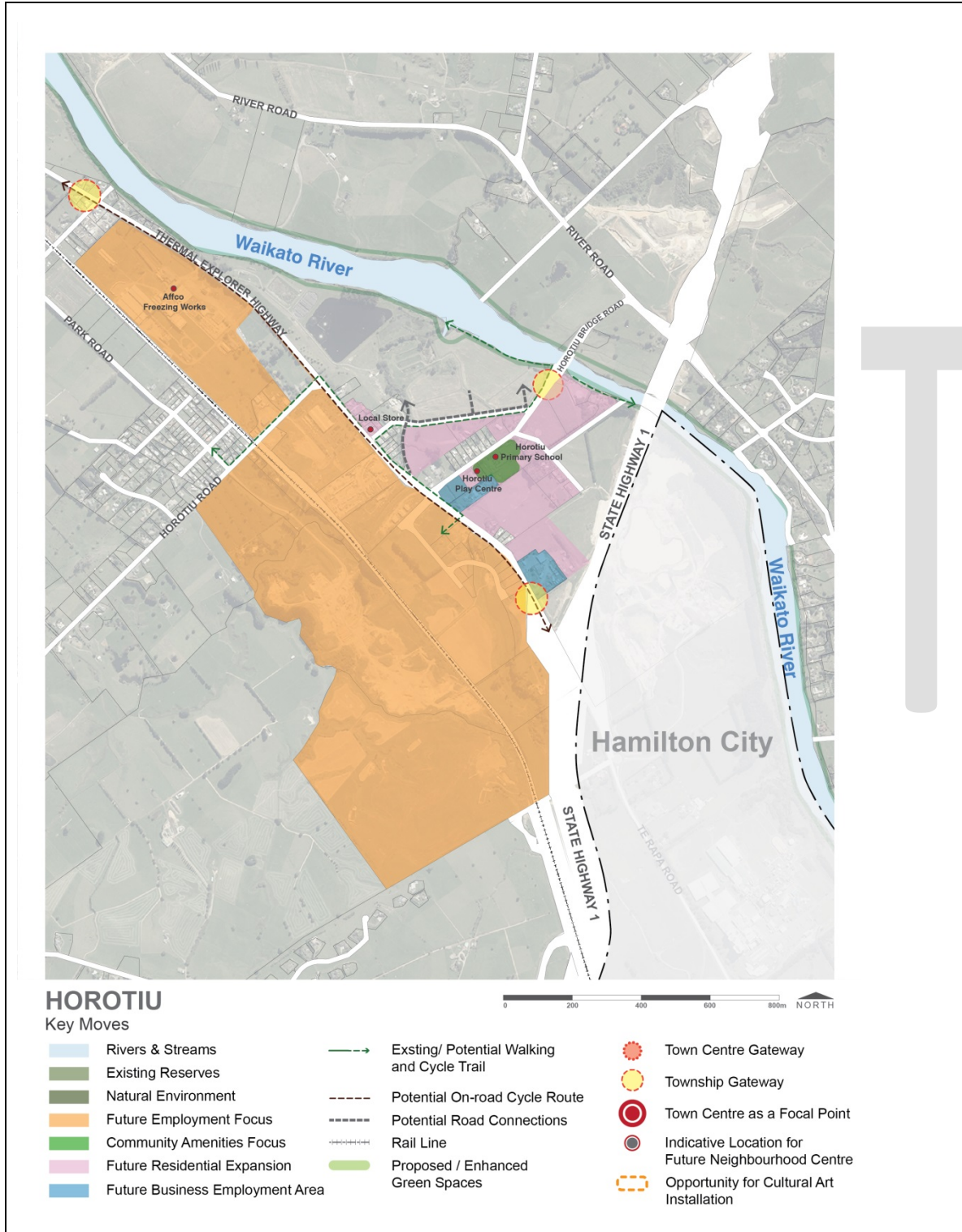
Figure 16. Taupiri Key Moves Plan



4.2.4 Key moves for Horotiu

- Rezone rural land between Horotiu Bridge Road and Washer Road to residential;
- Establish a retirement village near Horotiu
- Better walking and cycling connectivity through the settlement and
- Connect new residential to reticulated water and sewage services

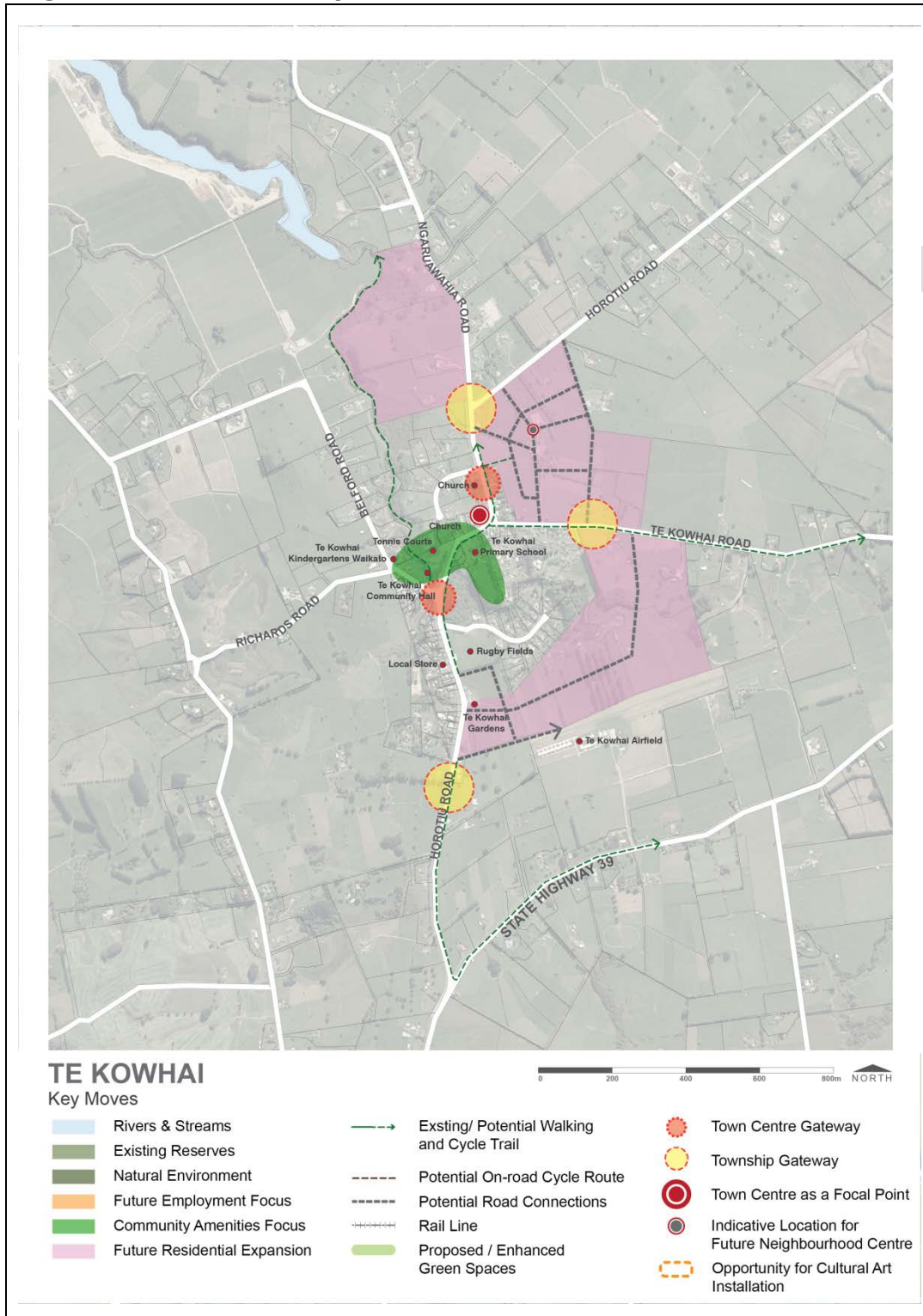
Figure 17. Horotiu Key Moves Plan



4.2.5 Key moves for Te Kowhai

- Footpaths connecting all areas through the village
- Cycleway to Hamilton
- Keep identity of the village
- Mark all entrance ways to the village
- Future lots should be no smaller than 900m² and up to 8000m² and
- Future country living residential areas could be to the north, east and a small area to the south
- A larger reserve for sports activities

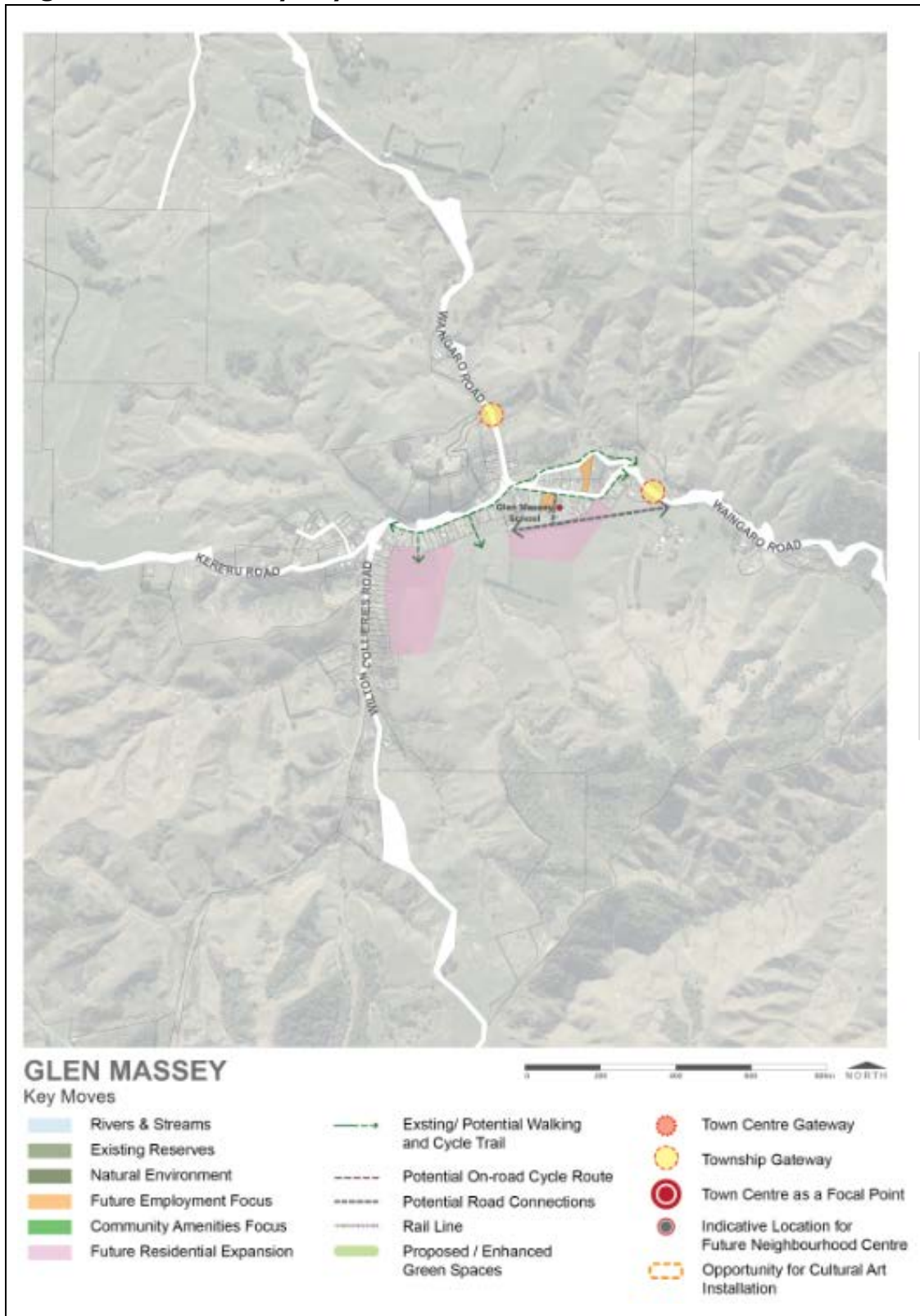
Figure 18. Te Kowhai Key Moves Plan



4.2.6 Key moves for Glen Massey

- o Footpaths connecting from the school through the village and along the Wilton Collieries Road
- o More recreational facilities and
- o Focus village identity on its coal mining heritage.

Figure 19 Glen Massey Key Moves Plan



4.3 Key Outcomes of the Structure Plan

Eight strategies to help deliver the community visions for the six settlements

Each settlement has a distinct identity as a place and a community. In compiling the structure plan, the consensus of view by residents, is that each settlement should retain its own particular identity into the future.

Although the structure plan cannot in itself fulfil this goal, the eight strategies listed below will assist the individual communities and developers in realising the community's vision. The strategies below are drawn from the development objectives and action policies listed in Section 4.1.



4.4 Urban Boundaries and Managing Growth

The urban boundary marks the transition between urban land uses and rural landuses. As urban areas expand to accommodate projected growth so the urban boundary will shift to mark this changing transition. To improve certainty for everyone affected from landowners, to developers and service providers it is helpful that changes to this urban boundary are planned and managed by the Council to sensibly match a staged release of new greenfield (formerly rural) land for urban development. One of the key purposes of this structure plan is to provide guidance in this regard.

The staged release of new greenfield areas also should be matched to demand for additional land capacity to accommodate the projected future growth in population. This staged approach will enable new development to be aligned with the establishment of the supporting infrastructure, water and wastewater services, power and telecommunications as well as the establishment of new parks and reserves required to meet the needs of new residents.

Due to strong interest from landowners and developers to see some immediate rezoning to accommodate growth demands currently being experienced in the structure plan area, Plan Change 17 has already been prepared to rezone the Stage 1 areas identified in the Structure Plan for urban⁵ development uptake.

A staged approach is particularly important for the Council in enabling it to carry out the required plan changes to the District Plan for rezoning and importantly to budget ahead in the Long Term Plan process for the required project work and capital expense to support development. Some of the new bulk infrastructure required (eg water and waste water main pipes) needs to be forward funded to un-lock development potential and enable the provision of developer funded local road infrastructure and the reticulation of utility services to occur.

Individual staging plans have been compiled for Ngaruawahia, Taupiri, Horotiu and Te Kowhai taking into account the views of local community groups and landowners. These staging plans are presented in the following sections 4.4.1 to 4.4.4. No new zoning is proposed in Glen Massey due to the existing latent zoning capacity present, the lack of population growth and absence of reticulated water and waste water services. In addition, no new zoning is proposed for Hopuhopu as there is similarly considerable zoning capacity present and development of the area will be contingent on the aspirations and plans of Waikato Tainui.

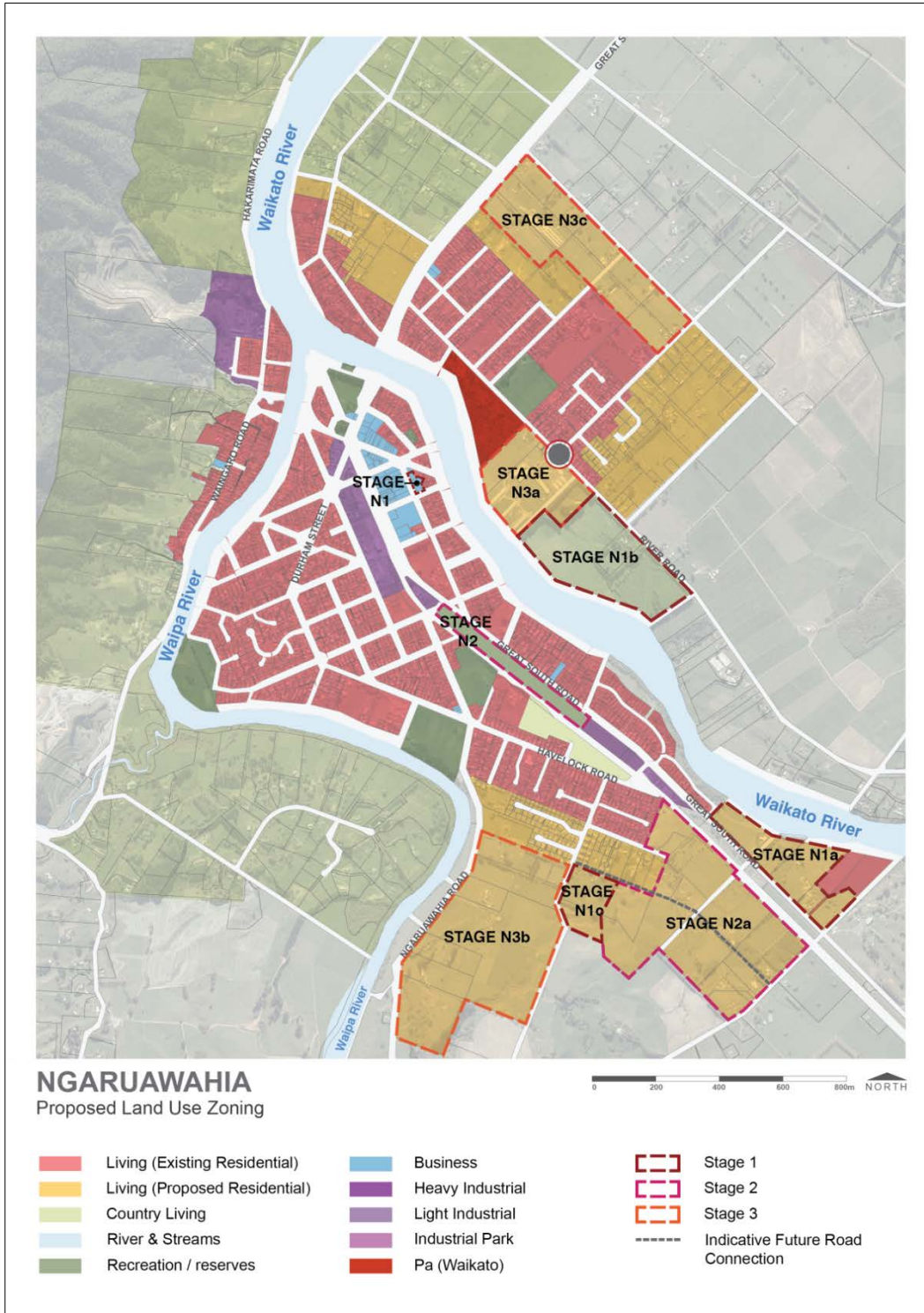
Since this structure plan is strategic, high level and long term, there are likely to be unforeseen changes occurring in the local and wider context during the next 30 years that necessitate the regular review and updating of all the key moves and outcomes contained in this structure plan document. Significant future changes to the Structure Plan may well also carry through into 'Plan Changes' to the zoning and provisions of the Waikato District Plan to better enable the achievement of these structure plan changes.

⁵ in advance of the comprehensive District Plan Review process which the Council has currently underway

4.4.1 Staging Plan for the Development of Ngaruawahia

The physical constraints of the two rivers, flooding and the Hakarimata range restrict future growth of the town to a southerly direction and northeasterly direction.

Figure 20 Development Staging Plan for Ngaruawahia



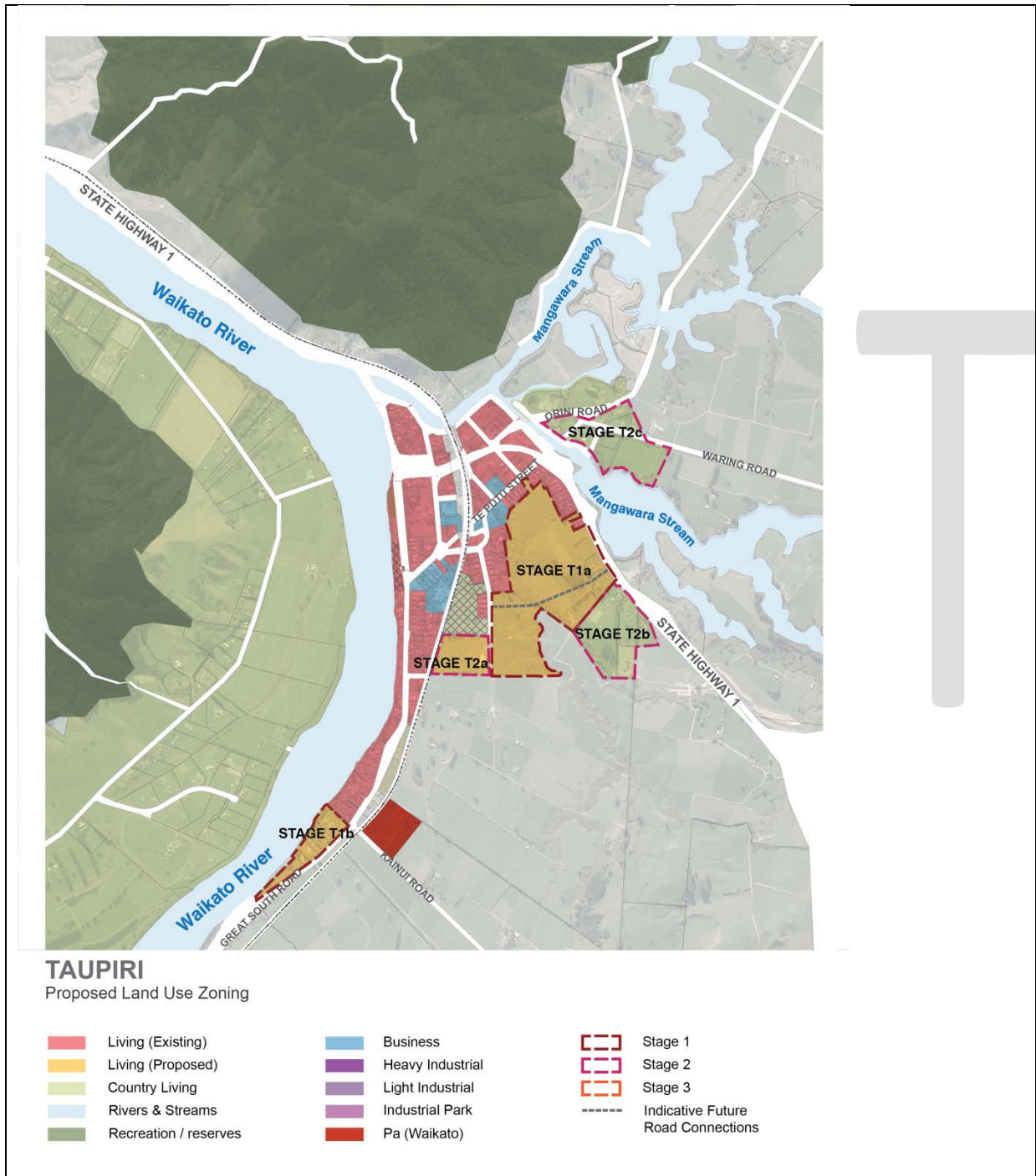
The staging presented here provides considerable capacity to meet projected population growth with a margin of additional growth allowed. Ngaruawahia is fortunate in having a good framework of established road infrastructure, reticulated utility services and community facilities that have capacity to accommodate growth in the short to medium term. The staging plan makes provision for a mix of Living and Country Living residential development to occur. There is considered to be sufficient existing Industrial land capacity and to support the improved performance of the town centre a small

addition of Business zoning is provided. Tables 2,3 and 4 outline the estimated development capacity provided for in the staging plan.

4.4.2 Staging Plan for the Development of Taupiri

Similar to Ngaruawahia, the physical constraints of rivers, flooding and topography restrict future growth in Taupiri to the south and north east.

Figure 21 Development Staging Map for Taupiri



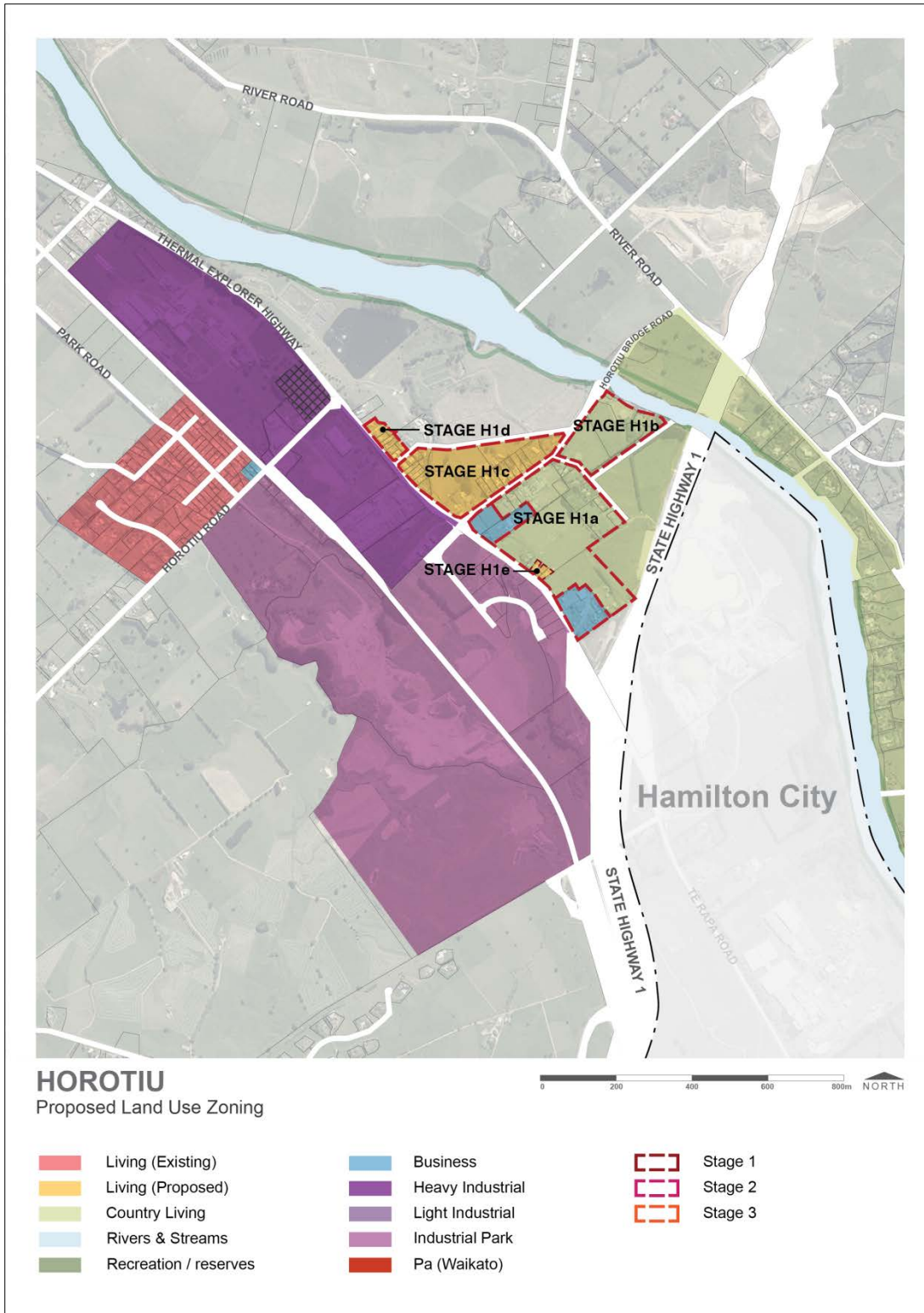
There is a generous margin of potential development capacity provided for in the two stage staging plan. The plan takes advantage of the capacity in the already established community facilities, road infrastructure and reticulated services present. The additional staged zoning of Living and Country Living residential land caters for a possible acceleration of growth due to proximity to the Waikato

Expressway and spill over effects from Auckland and Hamilton. Tables 2,3 and 4 outline the estimated development capacity provided for in the staging plan for Taupiri.

4.4.3 Staging Plan for the Development of Horotiu

In Horotiu, the staging plan proposes a fairly limited expansion of Business, Living and Country Living zones.

Figure 22 Development Staging Map for Horotiu



Much of the proposed zoning is to better reflect existing land uses and provide for the development of a more integrated urban settlement. Horotiu already has a potential focal point for developing at

the intersection of Great South Road and the Horotiu Bridge Road. There are a number of existing businesses and the primary school present for future development to centre on.

The biggest change is rezoning an existing mostly undeveloped area around the primary school from Industrial to Country Living. The reason for proposed change is due to wanting a land use zoning that is more compatible with the existing school and lifestyle residential present in this area. This form of land use would also be more compatible with the existing and proposed residential development on the northern side of Horotiu Bridge Road opposite the primary school. The allowance for some business land use on the eastern side of Great South Road also serves to retain the Great South Road corridors existing mixed use character and the transition to

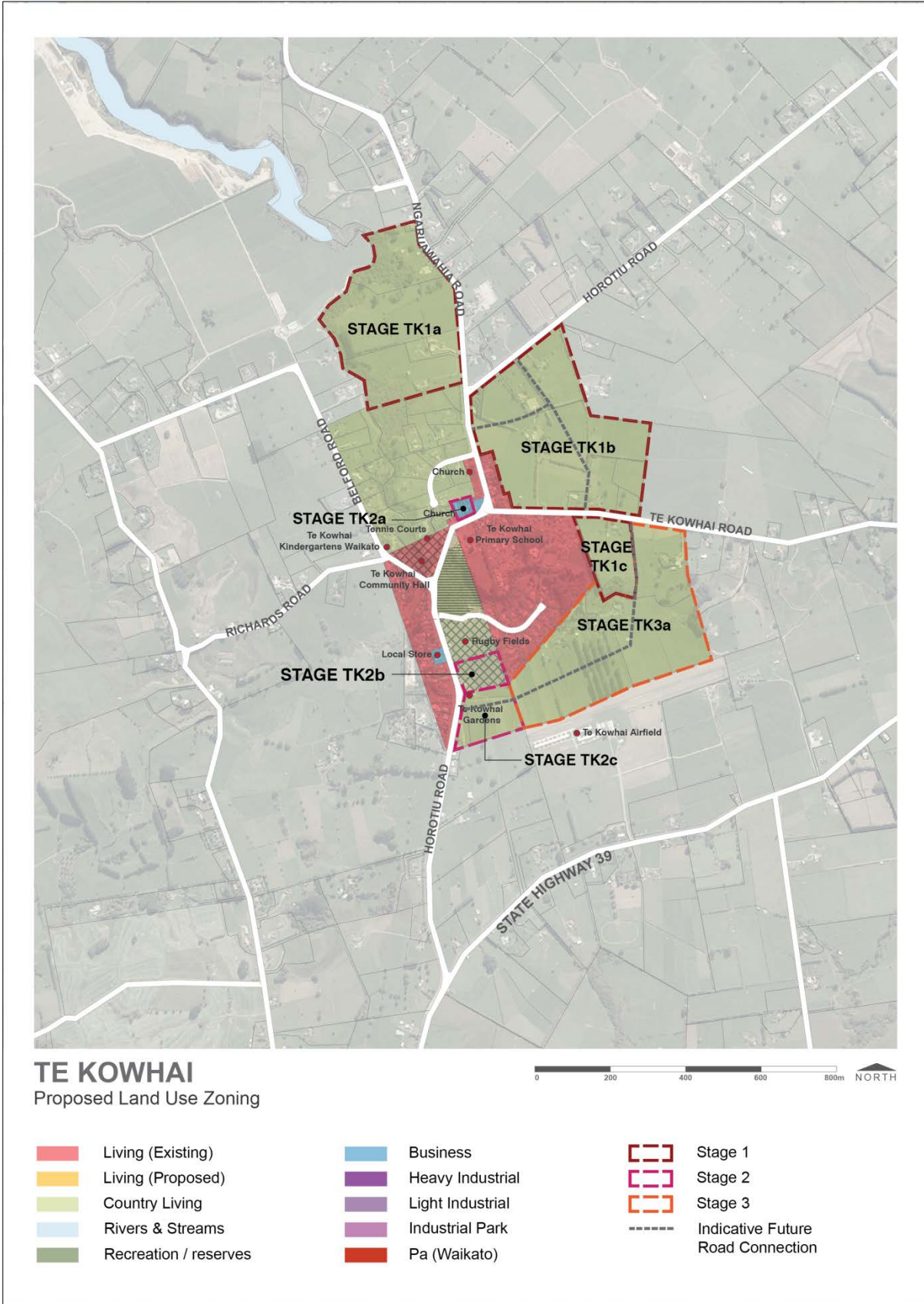
To address concerns about the loss of industrial zoned land There remains considerable undeveloped industrial zoned land on the west side of the Great South Road. Only two stages of growth are provided for in the staging plan due to the level of uncertainty as to the future long term development of this strategically situated area on the northern boundary of Hamilton. Tables 2, 3 and 4 outline the estimated development capacity provided for in the staging plan for Horotiu.

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4.4.4 Staging Plan for the Development of Te Kowhai

The staging plan for Te Kowhai provides for three stages of Country Living residential development and a small addition of Business in the village centre.

Figure 23 Development Staging Map for Te Kowhai



The provision for only Country Living residential reflects the absence of reticulated water and waste water services to Te Kowhai and the unlikelihood of these being provided in the foreseeable future. Tables 2, 3 and 4 below outline the estimated development capacity provided for in the staging plan for Te Kowhai.

4.5 Development Capacity – Resilience and Sustainability

A planned, staged and coordinated approach to the provision of development capacity within the structure plan area will enable new development to be sustainably aligned with the installation of supporting road and stormwater infrastructure, water and wastewater services, power and telecommunications, as well as the establishment of new parks and reserves required to meet the needs of new residents.

Table 2 Stage I Estimated development capacity yields

Cell No	Area	Proposed Zone	Net Developable Area and Density in dwelling units per ha	Average Household size/ Lots yielded	Population Yield
Stage I – 2016- 2026				2.7 people per household	
Taupiri					
Area T I a	20.4ha	Residential	65% developable 16.9ha x 12 du/ha	203 lots	548 people
Area T I b	2.9ha	Residential	40% developable 1.1ha x 12du/ha	13lots	35 people
Taupiri Stage I. Subtotal	12.6ha	Residential	9.5ha x 12du/ha	115 lots	583 people
Ngaruawahia					
Area N I a	11.2ha	Residential	75% developable 8.4ha x 12du/ha	101 lots	273people
Area N I b	15.0ha	Rural residential	80% developable 12ha x 3du/ha	36 lots	97 people
Area N I c	2.7ha	Residential	80% developable 2.2ha x 12du/ha	26 lots	70 people
Area N I d	0.2ha	Business	-	-	-
Ngaruawahia Stage I. Subtotal	13.9ha 15.0ha	Residential Rural residential	10.6ha x 12du/ha 12ha x 3du/ha	127lots 36 lots	343 people 97 people
Horotiu					
Area H I a	17.0ha	Rural residential	75% developable 12.7ha x 3du/ha	38 lots	102 people
Area H I b	5.7ha	Rural residential	75% developable 4.3ha x 3du/ha	13 lots	35 people
AreaH I c	9.0ha	Residential	50% developable 4.5ha x 12du/ha	54 lots	145 people
AreaH I d	1.0ha	Residential	20% developable 0.2ha x 12du/ha	2 lots	6 people
AreaH I e	0.3ha	Residential	50% developable 0.1 du x 12du /ha	1lot	3 people
Horotiu Stage I. Subtotal	1.3ha 10.3ha	Residential Rural residential	4.8ha x 12du/ha 18ha x 3du/ha	57 lots 54 lots	154 people 137 people
Te Kowhai					

AreaTK1a	13.8ha	Rural residential	80% developable 11.0ha x 3du/ha	33 lots	89 people
AreaTK1b	27.9ha	Rural residential	80% developable 22.3ha x 3du/ha	67 lots	180 people
AreaTK1c	4.6ha	Rural residential	80% developable 3.7ha x 3 du/ha	11 lots	29 people
Te Kowhai Stage 1. Subtotal	42.7	Rural residential	33.3ha x3du/ha@	100 lots	298 people
Stage 1: Estimated additional population provided for in Stage 1					1,886 people

Table 3 Stage 2 Estimated Development Capacity yields

Cell No	Area	Proposed Zone	Net Developable Area and Density in dwelling units per ha	Average Household size/ Lots yielded	Population Yield
Stage 2 – 2026- 2036				2.6 people per household	
Taupiri					
Area T2a	3.3ha	Residential	80% developable 2.6ha x12 du/ha	31 lots	81 people
Area T2b	7.2ha	Rural residential	75% developable 5.4ha x 3du/ha	16 lots	41 people
Area T2c	6.8ha	Rural residential	70% developable 5.4ha x3 du/ha	16 lots	41 people
Taupiri Stage 2. Subtotal	12.6ha 14ha	Residential Rural residential	9.5ha x 12du/ha 10.8ha x 3du/ha	31 lots 32 lots	81 people 82 people
Ngaruawahia					
Area N2a	39.2ha	Residential	75% developable 29.4ha x 12du/ha	353 lots	917people
Ngaruawahia Stage2. Subtotal	39.2ha	Residential	10.6ha x 12du/ha	127lots	917 people
Horotiu					
Horotiu Stage 2 Nil	Nil				
Te Kowhai					
AreaTK2a	0.4ha	Commercial	80% developable	-	-
AreaTK2b	2.6ha	Reserve		-	-
Area TK2c	33.4ha	Rural residential	80% developable 26.7ha x3du/ha	80 lots	216 people
Te Kowhai Stage 2. Subtotal	33.4ha	Rural residential	26.7ha x3du/ha	80 lots	216 people
Stage 2: Estimated additional population provided for in Stage 2					1,296 people

Table 4 Stage 3 Estimated Development Capacity yields

Cell No	Area	Proposed Zone	Net Developable Area and Density in dwelling units per ha	Average Household size/ Lots yielded	Population Yield
Stage 3 – 2036- 2046				2.5 people per household	
Taupiri					
Nil	-	-	-	-	-
Taupiri Stage 3. Subtotal	nil	-	-	-	-
Ngaruawahia					
Area N3a	12.2ha	Residential	75% developable 9.1ha x 12du/ha	109 lots	275people
Area N3b	40.2ha	Residential	65% developable 26.1ha x 12du/ha	313 lots	772 people
Area N3c	22.4ha	Residential	75% developable 16.8 ha x 12 du/ha	201 lots	502 people
Ngaruawahia Stage3. Subtotal	39.2ha	Residential	52ha x 12du/ha	623lots	1,549 people
Horotiu	Nil	-	-	-	-
Horotiu Stage 2 Nil	Nil	-	-	-	-
Te Kowhai	Nil				
Stage 3: Estimated additional population provided for in Stage 3					1,549 people

4.6 Connected Road, Footpath and Open Space network

An Integrated approach to new development planning should ensure that roads and footpaths are provided for in new urban development areas are well connected internally as well as with existing urban areas. The District Plan Review is giving attention to having development control provisions that support a more integrated approach to the planning and development of new urban areas. The aim is to establish a living environment that is more connected, flexible, sustainable and resilient that meets the needs of residents and enables these new urban areas to better accommodate future changes and requirements.

There also needs to be better links to other strategic instruments used by the Council to address the needs of new development. The meeting of Infrastructure and Servicing requirements will need to be addressed through the Council's Infrastructure Asset Management Plans and Long Term Plan while the development of the Open Space network will need to be picked up in the Council's Parks and Reserves Strategy.

Green spaces comprise a mixture of buffer spaces, ecological corridors and parks. Buffer spaces are important for separating new residential areas from the known reverse sensitivity effects of neighbouring land uses.

In addition to these buffers there are gully areas that are not suitable for development as they have overly steep slopes and contain streams with stormwater management requirements as outlined in the Ngaruawahia, Taupiri, Horotiu, Te Kowhai & Glen Massey Catchment Management Plan. These gullies provide an excellent opportunity to provide for the restoration of natural biodiversity within the town as well as open space amenity and recreational walkways, cycleways to link the various public open spaces of the town.

There will be a hierarchy of public open space parks and reserves in Ngaruawahia, Taupiri, Horotiu, Te Kowhai & Glen Massey to provide for the different sports, recreation and amenity needs of the residents. The allocation and development of these spaces will be guided by Waikato District Council's Draft Parks Strategy (2014), working in conjunction with the community.

The development staging maps for each settlement include some indicative road links that are considered important for ensuring connectivity is achieved to and through the new development areas in the structure plan.

4.7 Town, Village and Neighbourhood Centres and Community Facilities

The Waikato District Plan Review will need to assess the space required for the development of the Ngaruawahia town centre and local community village and neighbourhood centres to meet the needs of the local residents and enable the provision of supporting community facilities. It is important that the local community committees and boards monitor their local situations to identify needs and changes as and when they arise and liaise with the Council to address these needs. There are a number of other agencies other than the Council that will play a role in the planning for and provision of community facilities and services. These include; Ministry of Education, Ministry of Health, Ministry for Social Development, New Zealand Police, The New Zealand Fire Service, The Ministry of Civil Defense and Emergency Management, The Waikato Regional Council's public bus transport service etc. In addition there are numerous non-government agencies that play a vital supportive role in supplying numerous additional community and social services.

4.8 Residential Neighbourhoods

In keeping with small rural town and village character and community visions of Ngaruawahia, Taupiri, Horotiu, Te Kowhai & Glen Massey, residential development will be primarily low density with allowance for a range of housing options to cater for lifestyle choices and affordability levels.

The range of housing envisaged could range from Country Living on large lots with a minimum lot size of 3000m² and no reticulated services, to suburban Living residential on lots of 600 to 800m² that have access to reticulated services.

Small residential areas adjacent to the Ngaruawahia town centre and future neighbourhood centres could provide for comprehensively planned town housing options on small lots between 300 and 450m²

It is proposed that residential development be guided by the following planning and urban design principles:

- Walkable, easy-to-navigate and connected layout of residential block with block dimensions averaging 200 metres in length and 80m in width and no more than two lots deep;
- Minimum lot size of 600m² for detached housing to maintain outdoor and neighbourhood amenity;
- Avoidance of rear lots as a general rule;
- Residential blocks to be bounded by roads to improve accessibility, connectivity and informal surveillance of footpaths and local roads;
- All lots to have road frontage;
- Neighbourhood parks are to be bounded by roads;
- Stream gullies are integrated into neighbourhoods managed as natural open space areas with public access and walkways where practical;
- Residential amenity is supported by appropriate road layout and design; and
- Local roads shall be designed for low vehicle speed through carriageway width, on road parking, road-side trees and a narrowing of road corner curves at intersections.

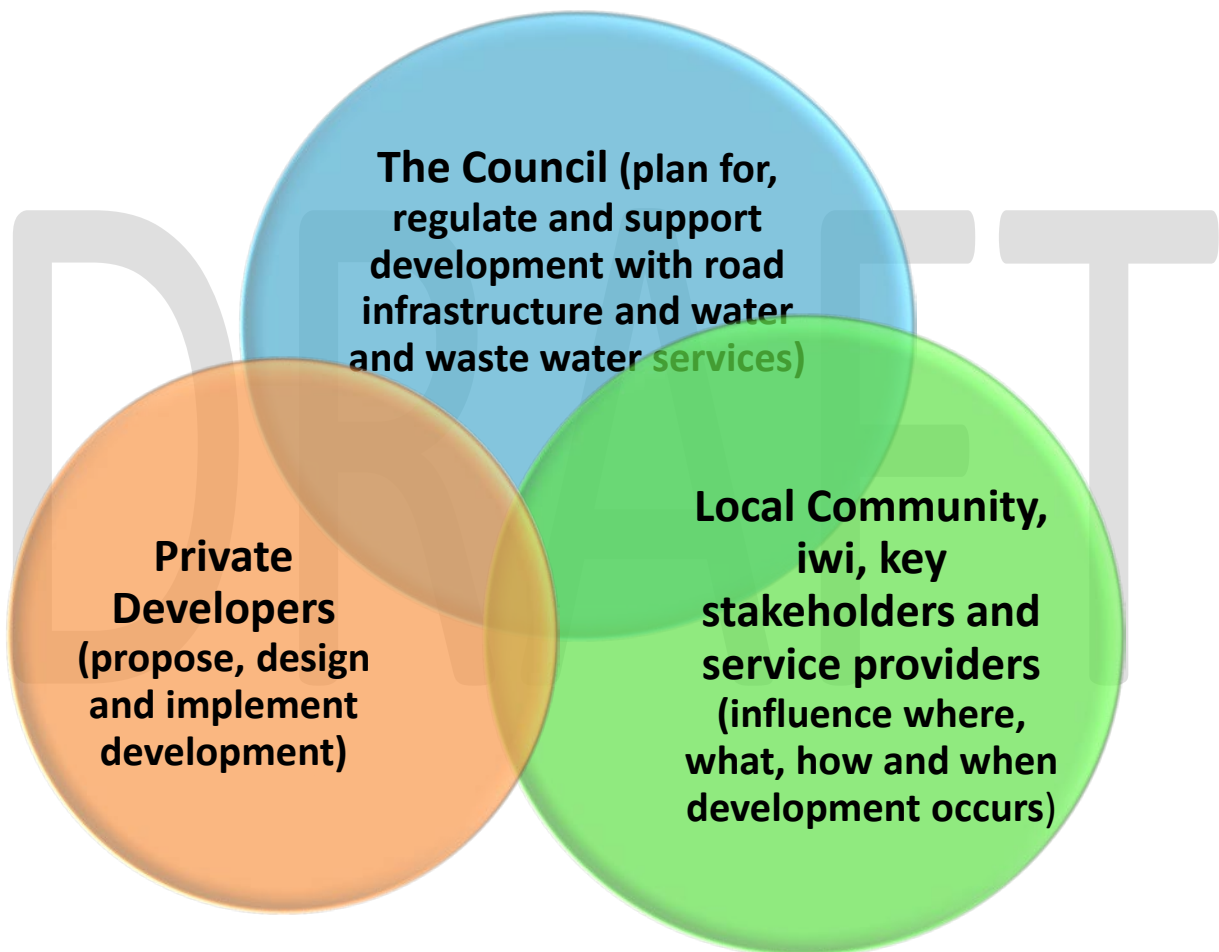
High quality on-site and neighbourhood amenity will be supported through the introduction of an appropriate set of development control provisions including minimum lot size, setbacks, active road frontage, height and coverage and an urban design guide in the Waikato District Plan.

Country Living development will have more relaxed design standards since the lots are larger and generally allow for greater private open space amenity. Nonetheless, there is still a need to ensure that neighbourhoods are walkable, with a connected road and footpath network.

5. Implementation Strategy

It is envisaged that development will be largely led and paid for by private sector developers. Waikato District Council, along with other service providers, will work with developers, iwi, local communities, key stakeholders and service providers to ensure that development is aligned with the structure plan and supported by key infrastructure and services (see diagram below). The key mechanism for funding the development of council's supporting infrastructure and services such as roads, three waters and parks will be through a levy of associated development contributions or through development agreements. Any shortfalls in existing levels of service or aspects not directly development-related will be funded through general rates.

The Development Implementation Process



5.1 Ngaruawahia

Development of the new residential areas will require extensions to existing water and wastewater reticulation system and consideration of the capacity constraints of the existing reticulation pipes. In some instances it may be necessary for existing pipe sections to be upgraded to accommodate the new extensions.

Development of the new residential area N1c and N2a zoned between Rangimarie Street and Saubrey Road will require both extensions to the existing road network and provision of key link connector roads as indicated in staging map for Ngaruawahia. Development of the stage N1a north of Great South Road should also have a road connection through to Croal Crescent. With regard to the intersection of Saubrey with Great South Road and new residential area to the north, the

integrated transportation assessment⁶ highlighted the need for an upgraded intersection in the form of a roundabout or signalised cross roads. This intersection would also serve to indicate entrance to Ngaruawahia and a lower speed environment.

Development of the Rangimarie Street to Saubrey Road area will additionally require restoration work on the main gully system to enable it to serve as both an important stormwater and amenity feature. In addition to the discharge of stormwater, the gully will be a significant natural open space area that should provide for a walking trail along the gully that links to the adjacent road and footpath network.

Where required in accordance with the Council's parks strategy, neighbourhood level parks and play grounds will be required to be developed in the new residential areas.

5.2 Taupiri

Development of the new residential areas will require extensions to existing water and wastewater reticulation system and consideration of the capacity constraints of the existing reticulation pipes. In some instances it may be necessary for existing pipe sections to be upgraded to accommodate the new extensions.

The development of the new residential area T1a between Murphy Lane and the Gordonton Slip Road will require at least one connecting link road across the gully as indicated in staging map. Development of this area will additionally require restoration work on the main gully system that enables it to serve both an important stormwater and amenity function. In addition to the discharge of stormwater the gully will be a significant natural open space area that provides for a walking trail along the gully and linking to the adjacent road and footpath network. Where required in accordance with the Council's parks strategy, neighbourhood level parks and play grounds will be required to be developed in the new residential areas.

5.3 Horotiu

Development of the new residential areas will require extensions to existing water and wastewater reticulation system and consideration of the capacity constraints of the existing reticulation pipes. Since there is no currently wastewater pipe through the new residential area, development of this area will be depending on the prior completion of the proposed new wastewater pipeline along Horotiu Bridge Road expected in 2018.

Development of the new residential areas should be mindful to include provision for good road and footpath connectivity to enable residents to walk through the area to gain access to services and amenities like the school, shop, playground and river. In addition to roadside footpaths a more informal walkway system should be developed where possible along the stream line and other open space areas through the new residential area. This trail system should link to the existing trail system on the south side of Great South Road along the gully system in the new industrial area.

5.4 Te Kowhai

Development of the TK1c and TK2c stages of new Country Living residential area south of Te Kowhai Road will require provision for a new link road through the development that can be extended in later Stage 2 development, to connect onwards through to Horotiu Road north of the Airfield. This road link is shown in the development staging map for Te Kowhai.

⁶ Aecom (2014) Integrated Transportation Assessment – Ngaruawahia and Surrounds Structure Plan

Similarly, the development of the Stage TK1b north of Te Kowhai Road will require provision of a connecting through road link between Te Kowhai Road and Ngaruawahia Road.

Development of the new Country Living residential areas should be mindful to include provision for good road and footpath connectivity to enable residents to walk through the area to gain access to services and amenities like the school, shop, park and playground. In addition to roadside footpaths a more informal walkway system should be developed where possible using gully lines and other open space areas through the new residential area. This trail system should link to the existing Te Otamanui Lagoon Walkway near the Hall. In particular the development of the TK1a stage will need to provide for walkway links to the Te Kowhai Stream gully and the Te Otamanui Lagoon Walkway.

The structure plan includes provision for expansion of the existing Te Kowhai Park in Stage TK2b in line with the Council's parks strategy. This expansion will require the Council's purchase of the land to enable the rezoning and development to occur.

5.5 Development Contributions

Development contributions are the fees charged by the Council on new developments for extra community and network infrastructure needed as a result of the additional demand created and cost to the wider community by the development projects.

Development contributions are levied by the Council in accordance with the Local Government Act 2002 Amendment Act 2014 for residential development such as new houses, non-residential development, subdivisions, and for some changes of land use.

Development contributions are assessed on cost implications for:

- Transport infrastructure such as roads and footpaths
- Water supply and wastewater infrastructure such as reticulation pipes and treatment plants
- Stormwater infrastructure such as pipework and treatment
- Parks and reserves acquisition and development
- Community infrastructure and facilities such as community halls, toilets and play equipment

5.1 Monitoring Strategy

The structure plan should have a performance review every five years and a more comprehensive review every ten years to align with the Long Term Plan and District Plan Review process. The ten-year review would look at macro level elements and whether changes to the structure plan are required due to changing circumstances. The five-year performance review would focus on whether some amendments would be helpful without jeopardising the overall objectives and outcomes of the plan.

Appendix One

Feedback from December 2014 workshop –

Held WDC, 4 Dec 2014

Glen Massey

- Heritage Trail of history (mining) – link to Pukemiro, Glen Afton, Glen Murray to Huntly at Puketrini
- Photo Static Museum (old doctors surgery) (Wilton Collieries)
- Footpath on Wilton Collieries Rd
- Council Reserve – more recreational opportunity for local children ie: bike ramps, BMX
- Preservation of history
- Entrance “event sign” ie: Te Akau complex

Te Kowhai

- Close to Hamilton
- Keep a green belt around the town
- Concerns regarding soil types and if the town was reticulated or not
- Not enough land for the school to expand
- Extend current reserve and put in facilities (toilets)
- Drainage board issues – Cr Smith is working on this
- Retain Airfield (important to village)
- Business precinct in town – marked purple

Taupiri

- Opportunity for affordable housing by expressway
- Residential zoning to reflect this opportunity
- Use of Waikato River
- Historical wharf replacement
- Potential construction of a jetty to replace the wharf
- More use (recreational/transportation) between Taupiri and Hamilton
- Taupiri mountain, a public walkway to the top/around the mountain
- Safety around railway lines (pedestrian crossing etc)
- Open school pool to public
- Increase public transport (bus/trains/water taxi)
- Provide B&B accommodation
- Beautify with trees, vegetable, signage
- Protect existing businesses
- Avoid adverse zoning to the growth of Taupiri businesses

Ngaruawahia

- No expansion of current town
- Cycling link on east bank
- Retention of large section sizes – not infill apartments etc
- Speciality shops “themed’ points of difference
- New pedestrian crossing
- Remove rail line and panel beaters
- Provision of multi-purpose community facilities
- How many sections in new residential areas
- Development of quarries as parks
- River tourism opportunities
- Council car parking cancelled, staff living here, staff travel environmentally friendly ways to work
- Galileo/Jesmond/Martin Street block - zone it all business
- Quarrying in community plan is unattractive to investors
- Hakarimatas – national park
- Quarry operators stick to consent conditions
- Tourism sport/shift greenspace onto floodplains just south on River Road
- Remove power pole in front of kingitanga house
- Link Waipa esplanade walkway to Te Awa
- Painted trails on existing routes
- Retention of heritage buildings – identification of historic one
- Bands and power on rotunda
- Question value of open space next to chicken sheds – could be residential
- Sort out old landfill
- Check location and ownership of new buildings
- Small sections for retirement
- CBD infrastructure/enhancement/business premises
- River is the main asset, connect Te Awa to other parts of community CBD?
- Parking
- Home occupation (working from home)
- Recycling centres
- Roundabout entrance Saalbrey Rd (talk to Sam Pemberton)
- Site for new medical centre
- More residential on Old Taupiri Road
- Improved social environment, café, restaurants, mobile coffee
- Quarries to mitigate visual impact
- Cycle sheds, lock up
- ***Ngaruawahia – centre of the area***
- Ngaruawahia is one of the oldest settlements in the Waiakto Region. It has considerable historical and cultural significance. Both as a historic river trading centre at the confluence of the Waipa and Waikato Rivers, and as the home for the Maori Kingitangi movement. The

first Maaori king was crowned here in 1857 and royalty is today centred on Turangawaewae and the king's residence.

- Present day Ngaruawahia is strongly bi-cultural with 54% of the town's population being Maaori. Despite the youthful character of the town's population with approximately 64% of people being of working age, the population of the town has been growing relatively slowly and commercial development within the town has been largely static over the last decade.
- Although Ngaruawahia is approximately 19kms or a 20minute drive north of the centre of Hamilton, Hamilton has been growing rapidly northwards in recent times and so in many important aspects the perceived distance between the two centres has been narrowing. Residents of Ngaruawahia are aware that it is only approximately 13kms or 14minutes drive to The Base shopping centre and a great deal of specialist businesses and services in Te Rapa. With improvements in road access with the completion of Te Rapa by-pass in 2013, Hamilton is becoming an ever easier commute for employment or services from Ngaruawahia.
- Probably due to the economic leakage to Hamilton, most of the commercial business in the Ngaruawahia town centre tends to be of a low order convenience nature and not well matched to the needs of the town's population.

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Appendix Two

Feedback from Community Board Workshops during 2014 and 2015

Workshop 1 with the Ngaruawahia Community Board for the Ngaruawahia and Surrounds Structure Plan

Date: 8 July 2014

Attendees: Trish Forsyth, James Whetu, Bryce Sheran, Jack Ayers, Cr Janet Gibb

Apologies: Marae, Wendy, Cr Solomon

Connectivity

- Connectivity between the Main CBD area and the point
- Connectivity to Brownlee Ave, the Hakarimata walkway
- Good walkway and cycleway connections
- Link between Jesmond Street and Market Street
- Link in with Heritage Trail
- Car parking
 - Te Awa River Ride at the point
 - Hakarimata walkway

Signage

- Entranceways to the town (seven)
- Theme of Cultural and Heritage for everything so there is consistency
- Information Board (The communication team are working on a strategy need to see how this fits in)
- Create a unique identity for the town
- Keep the current heritage theme (green lamp posts/green rubbish bins)
- Te Reo – Ngaruawahia should have a lot more Te reo signage than other places

Amenity

- Toilets at the Hakarimata Walkways (Brownlee Ave)
- Trees for Great South Road
- Naming of the Dump Site
- Retain the green belt
- Consistent planting across the town – Natives
- Section size – minimum 500/600m²
- Keep the mature established trees
- Areas for Play/Sports
 - Thomas Street
 - Keep Waipa Esplanade Park
 - Keep Horotiu Park
- Centralised sports facility for everything – Jackson Street

CBD – Jesmond Street

- Should attract factory shops out to Ngaruawahia like Otaki
- CBD theme – Hakarimata Range, Trees

- Heritage trail linkages

Council Facilities and Security

- Covered heated swimming pool
- Centralised sports fields
- Museum
- Gondola up the Hakarimatas
- Hall – needs a revamp
- Toilets at Hakarimatas
- Bus Stops
- Parking for council staff so they aren't on Galileo/Martin Streets

We never talked specifically about security? Have a think about what you would like to add here.

Library Site

- War memorial hall expanded
 - New Kitchen
 - Library
 - Meeting rooms
- Need somewhere to increase capacity
- Library needs ultra-fast broadband
- The 'L' shaped area on Jesmond/Great South Road around the pub and possibly the Waipa Tavern site as well. This would include the old Twin Rivers arts centre and the land in between.

Workshop 1 with the Taupiri Community Board for the Ngaruawahia and Surrounds Structure Plan

Date: 14 July 2014

Attendees: Elva Gouk, Fred Hansen, Ken Clewlow, Howard Lovell

Apologies: Julie Ross, Deane

Connectivity

- Cycleway/Walkway from Hopuhopu to Taupiri township (this used to be there school children use this link)
- Access across the railway (kiwi rail need to upgrade the bridge and have spoken to the community board where they presented options) his name is Robin Scott
- Access over SH1 to the cemetery
- Access down Orini Road
- A centre yellow line down the former SH1 for no passing
- Would like a barrier on the school side of the roundabout

Amenity

- Would like a farming theme
- Build on the sporting complex theme
- Car parking at the recreation centre and rugby club rooms is insufficient. The over spills from the netball goes into the Rugby site and this car park needs sealing. Even though it is private ownership council should look into this because they have not provided enough parking for the netball.
- Keep wide open spaces
- Toilets needed at the Gordonton Road cemetery
- Toilets at Bob Burn Memorial Park needs upgrading

Town Centre

- Main street should be Te Putu street
- Need more commercial
- Would like an information board
- Link the current businesses
- Make the town centre pretty
- Planting height restriction no flax/grasses
- Island at the end of Te Putu Street needs to be concrete

Signage

- New town signs (4 entrances)
- Information board
- The end if the road reflector is down on Murphy Lane
- Would like a sign at either end of Te Putu Street saying; Rec Reserve, Main Street, Pub, Cemetery
- Will the NZTA signage change now that it is no longer SH1 the entrance into Ngaruawahia has no English on it, this is not good

Heritage

- There is a lady called Gladis Button who is leaving town and has a lot of heritage information, think she has been in touch with Sheryl
- Elva dropped off a leather suitcase full of documents

Council Facilities

- Water and waste water extension is required

Former SH1

- Walkway to Hopuhopu required
- See signage notes and find out what is happening with the signage policy
- Beautification needs to be done

DRAFT

Workshop 1 with the Te Kowhai Community Group for the Ngaruawahia and Surrounds Structure Plan

Date: 8 September 2014

Attendees:

Apologies:

Connectivity

- Cycleway into Hamilton City
- Footpaths that lead from the centre of the village out to the edge of the village (e.g. footpath down the Horotiu road)
- Better roading connection into Hamilton

Signage

- Retain the existing wooden Te Kowhai signage into the village (currently 3 entranceways)
- Create a unique identity for the town
- Additional signage to the Te Otamanui lagoon walkway

Council Facilities

- Toilets required at the Reserve
- The reserve needs to have room to expand suggested land to the south
- The walkway between the reserve and the school needs some work (it was suggested that the part that needs work is on the Ministry for education's land)
- There was a suggestion for a Clubrooms at the reserve once it is expanded with seating to watch the sports and changing room and toilets

Heritage

- There is a Kowhai tree near the lagoon that could be protected
- What about the original Te Rapa school house
- The St Stephens Church has been left off the district plan heritage list and can this please be looked into

Other Matters

- The village should have reticulated water and waste water
- We should have the lagoon and surrounding gullies and waterways protected
- Future lot sizes should be no smaller than 900m² and could be as large as 8000m²
- Future areas where zoning could occur where to the north, east and a small area near the airport to the south. There was a lot of discussion around future residential zoning and this will need to be looked into with more detail
- Additional business zoning was also identified as a requirement but no location agreed upon
- It was noted that a workshop with the wider public should be held.

NGARUAWAHIA COMMUNITY BOARD WORKSHOP

14 July 2015 – 6:00pm at Ngaruawahia Community House

IN Attendance: Trish Forsyth (Chair), Moera Solomon , Janet Gibb, Jack Ayers, Noel Smith, Ken Clewlow, Howard Lovell , Elva Gouk, Kate Kohu, James Whetu (Facilitator)

Apologies: Marae Tukere, Bryce Sherson, Wendy Diamond, Fred Hansen, Julie Ross

AGENDA

Purpose : Primarily to establish value in working together

Item 1. What is a Structure Plan

- Clarify knowledge and expectations of Ngaruawahia Structure Plan

Item 2. What is our role? How do we fit?

-

- Share our list of ideas

- Identify priorities by measuring ideas against the Community Plan

Item 3. Existing projects

- Identify what is NGA community doing now

- Identify gaps (whats not being done)

Item 4. Actions

- Agree on actions for each member and the Board to do to respond to item 3.

MINUTES FROM WORKSHOP

Purpose

- Purpose written on whiteboard “Working Together”
- Outlined that the aim of workshop is to see if we can find value in working together collectively on all matters, which includes the proposed Ngaruawahia Structure Plan
- For the proposed Ngaruawahia Structure Plan, the workshop (and subsequent workshops) will aim to find matters to collective agreement on respective community ideas.
- For the proposed Ngaruawahia Structure Plan process, the aim of working together is to:
 - Bring collective awareness and understanding
 - Promote a united front at external workshops and meeting (on matters agreed)
 - Avoid having competing ideas at decision-making stage
 - Inform public and decision makers on matters agreed
 - Provide leadership to bring respective communities and ideas together
- Benefits for working together were identified:
 - Lots of ideas can be shared and discussed

Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	22 November 2016
Prepared by	Melissa Russo Corporate Planner
Chief Executive Approved	Y
Reference/Doc Set #	GOV0508
Report Title	Community Plan Template and Identification of Long Term Plan Priority Projects

I. EXECUTIVE SUMMARY

Every three years Council must prepare and adopt a Long Term Plan (LTP). The purpose of the LTP is to set the budgets and projects for the next 10 years.

Through this process, Council would like to give our communities the opportunity to think about projects that could be considered for funding through the LTP.

Ideally these should be projects that support the community vision and the issues within the community that need to be addressed. For this reason, and to ensure that Community Boards and Community Committees take ownership for developing community-level plans, Council staff have developed a simple one-page template for assisting Community Boards and Committees for developing their respective community plans and coming up with projects that can be considered through the LTP.

2. RECOMMENDATION

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

AND THAT the Community Board develops its community plan and identifies key projects to give effect to the plan and for consideration through Council's Long Term Plan process by using the template provided.

AND FURTHER THAT the completed community plan template be submitted to Council's Corporate Planner by 31 March 2017.

3. BACKGROUND

Every three years Council must prepare and adopt a Long Term Plan (LTP). The purpose of the LTP is to set the budgets and projects for the next 10 years.

Community Boards and Committees are also required to develop community plans. Some Community Boards and Committees already have these but some need to be reviewed.

Council is also cognisant of the time it can take for Community Boards and Committees to develop a community plan the last time (often up to a year). To help make the process more efficient and less resource-intensive and to ensure that the projects in the community plan are also considered for funding through Council's LTP, staff have developed a simple one page community plan template for use by Community Boards and Committees.

This template is to be used for the Community Board/Committee to firm up its vision for the community, identify key issues that are affecting the community and to come up with projects/initiatives to address these.

Since Council is not the only provider of services, it is conceivable that some community projects may be the responsibility of other government agencies (like the New Zealand Transport Agency (NZTA)). It is important therefore for all these to be listed in the community plan if it supports the vision for the community and addressing the issues afflicting it.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Through the LTP process Council will provide an opportunity for communities to submit community projects for consideration in the 2018-28 LTP. In order to streamline the process and ensure that projects relate to the vision for the community and address the issues afflicting it, a community plan template has been developed by Council staff. Through this, Community Boards/Committees can come up with projects that can be considered through the LTP process. The community plan (including associated projects) must be submitted to the Corporate Planner (melissa.russo@waidc.govt.nz) by 31 March 2017 using the community plan template that is attached to this report.

Following the submission of the community plan by the Community Board/Committee to the Corporate Planner, the projects will be considered by Council through the LTP process.

Staff will report back to the Community Boards/Committees on those projects that have received funding through the LTP process following its adoption in June 2018.

It is the responsibility of the Community Boards/Committees to engage with their communities on the projects they would like to be submitted for consideration through the LTP process.

5. CONSIDERATION

5.1 FINANCIAL

The financial impact of the priority projects will not be realised until the projects have received confirmation of funding from Council through the LTP process.

5.2 LEGAL

Council's Long Term Plan is developed in accordance with requirements of the Local Government Act.

5.3. STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Projects derived from the community plan will be considered for inclusion in the Long Term Plan.

5.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	<p>Community Boards and Committees are being empowered to develop their community plans and to use this to identify projects for consideration in Council's Long Term Plan 2018-2028.</p> <p>Community engagement could also extend to the 'empower' level of engagement, if the community choose to deliver the project with little Council involvement.</p>				

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

Planned	In Progress	Complete	
Y			Internal
Y			Community Boards/Community Committees
			Waikato-Tainui/Local iwi
Y			Households
			Business
			Other Please Specify

It will be the responsibility of the Community Boards to engage with their communities on those projects that the community would like to submit for consideration.

6. CONCLUSION

Community Boards and Community Committees are to engage with their communities on those projects they would like to see delivered over the next three years as part of the development of their respective community plans. Community plan (with projects) must be submitted for consideration by Council alongside the LTP 2018-18 process by 31 March 2017.

7. ATTACHMENTS

Attachment I – Community plan template

(Name of town/village) Community Plan 2016-2026

(Insert community logo if available)

Name of community	e.g. Pokeno
Ownership	e.g. Pokeno Community Committee

<p>Objective(s) of this plan</p> <p><i>State what this plan is seeking to achieve.</i></p>	
<p>Community snapshot (status quo)</p> <p><i>State a few facts about the community e.g. demographics, growth, key attractions etc. (some of this information can be provided by council on request)</i></p>	
<p>Key issues/problems</p> <p><i>What are the key issues faced by the community that this plan is seeking to address?</i></p>	
<p>Key stakeholders</p> <p><i>Who are the key stakeholders in the community that have been/will be engaged in developing and implementing this plan.</i></p>	

Key Actions ranked in order of priority (to be used to inform Council's Long Term Plan 2018-2028)

Action	Estimated cost	Funding source	Responsibility	By when

Note: It is the responsibility of the community board or committee to report on implementation. It is suggested that this be done on a two-monthly basis at the board or committee meeting.

Open Meeting

To	Ngaruawahia Community Board
From	S Duignan General Manager Customer Support
Date	1 December 2016
Chief Executive Approved	Y
DWS Document Set #	1643398
Report Title	Ngaruawahia Community Board Resolution/Action Register

1. EXECUTIVE SUMMARY

To update the Ngaruawahia Community Board Resolution/Action Register.

2. RECOMMENDATION

THAT the report of the **General Manager Customer Support** be received;

AND THAT the following items be added to the Register;

AND FURTHER THAT the following items be deleted from the Register:

3. ATTACHMENTS

Project	Action required	Refer to	Up-dated	Action
1 Ngaruawahia: A New Era/To The Point – The Development of a Community Plan [NCB02/41/2]	Ngaruawahia: A New Era/To The Point – The Development of these Community Plans are an ongoing projects	S&S	1 Nov 2014	<i>The plan was reviewed in 2009. It is being used to inform the Ngaruawahia Structure Plan process.</i>
2 Beautifying the Riverbank [NCB03/23/10]	Ngaruawahia Community Plan 'Clean up the river and riverbanks'. Planting on River Road side.	SD	1 Dec 2015	<i>As part of Joint Management Agreement 5 year commemorations, arrangements have been made to plant the river bank site around the Old Flour Mill in May 2016. The area has been cleared and sprayed for weeds. This is a joint Waikato-Tainui and Waikato District</i>

Project		Action required	Refer to	Up-dated	Action
					<i>Council project.</i>
3	Green Belt [NCB1304/06/6]	Investigate proposed green belt around township.	S&S	1 May 2016	<i>The Ngaruawahia Structure Plan provides a basis to ensure that the growth and development of the town proceeds in a sustainable manner within the town's urban limit boundary. Open spaces outside of the urban limit will continue to be protected or managed in a sustainable manner as per the rules in the District Plan. There is no need for a 'green belt' per se. Outstanding natural features and landscapes (such as the Hakarimata) are protected through the Landscape Policy Area in the District Plan.</i>
4	Centennial Park toilet [NCB1302/06/8]	Installation of toilet	SD	1 August 2015	<i>Councils Toilet Strategy shows 2019/20 the year when budget allocation for Centennial Park Toilet will be provided</i>
5	Hakarimata walkway and area development	It was suggested that a workshop could be arranged to discuss the management of the Hakarimata Range with DOC, Waikato Tainui and Waikato District Council. Council will co-ordinate this.	SD	9 August 2016	<i>Funding accessed for planting. The carving of the Waharoa has commenced with no completion date yet advised.</i>
6	Wedding Quarry	Wedding Quarry – over spraying of the quarry appears to be causing erosion and is visually unpleasant, is there anything that can be done about this?	CS	1 August 2015	<i>Council is unable to undertake any formal action for activity. There is no breach of the District Plan. We understand that it is for weed control purposes and is authorised by Waikato Regional Council. Slip noted and followed up via Works and Issues report.</i>
7	Heritage Walkway [NCB1304/06/6]	Investigate the possibility of connecting the heritage walkway with the Te Awa Cycleway. Final plan to go to Community Board, with signage example.	SD	9 August 2016	<i>Jennifer Palmer advises the funding and design are finalised for the bridge connection with construction over the summer period.</i>
8	Beach area on Waipa River in relation to launching canoes	A beach area on Waipa river is suggested to enable Waipa Primary	S&S	9 August 2016	<i>Mr Sherson and Mr Ayres to develop a plan and costings. Letter received from Waipa Primary School requesting a</i>

Project		Action required	Refer to	Up-dated	Action
	particularly for the Waipa School	students and the wider community access to the river for waka-ama and other water sports.			<i>pontoon on the river. Given the river sensitivities - Mr Shearson and Mr Ayres to further investigate with iwi. Advice to also discuss with Waikato Regional Council.</i>
9	Adult fitness centre	The adult fitness centre would install fitness equipment on the petanque court at the Point to encourage adults to exercise as part of the cycle way and the Hakarimata stairs.	SD	1 May 2016	<i>\$10K granted from the Community Wellbeing Trust. Discussion with Council regarding location needs to occur.</i>
10	Te Mana o Te Rangi Reserve development	The beautification of the old dump site to enable recreational enjoyment and to comply with the landfill aftercare management plan.	SD	9 August 2016	<i>A copy of the draft Aftercare Management Plan was emailed to the Community Board on 16 June 2016. There is no clear guidance in the document regarding what planting restrictions apply. A specialist study will be required to clarify this. Council's Parks & Reserves team may be able to do this in the next financial year; if the Board wants this work done sooner they will need to commission this work.</i>
11	The Point – photo frame	The Youth Action Group is investigating the opportunity to erect a giant photo frame at The Point.	S&S	9 August 2016	<i>Embrace the Future (ETF) met with staff from Waikato District Council who advised that ETF will need to consult with Iwi to ensure that ETF are not crossing any cultural and sacred boundaries.</i>