

19 December 2017

Luke Allen, Co-Chair
Aro Valley Community Council

Dear Luke

Re Funding for the coordination of early community engagement for the facilities upgrade

Thank you for the project description, outcomes and time-line for the coordination of early community engagement for the Aro Valley community centre upgrade project. This is an LTP project and funding is available over the next three years for planning and implementing the project.

The initial funding, \$30,000, is to support the coordination of early community engagement for the Aro Valley community centre upgrade project. The project description and agreed outcomes are outlined in Appendix One: Project description and outcomes, for timing from October 2016 through June 2017.

Please provide a tax invoice for \$30,000 (plus GST).

I look forward to regular updates on this project and please don't hesitate to contact me if you have any questions.

Yours sincerely



Jenny Rains
Manager Community Services
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Appendix One, September 31 2016

Project description and outcomes, for timing from October 2016 through June 2017:

This agreement is for coordination of early community engagement for the Aro Valley community centre upgrade project, which is a LTP project over the next three years, and implementing the WCC Community Facilities Policy 2010.

Phase 1 of the upgrade project (scoping) is supported as community engagement process – allowing people who use the space to participate forming objectives and design briefing for the site and building. The briefing document would be inspired by community needs and future vision, including looking at what physical resources contribute to and support a strong and connected social environment.

The AVCC has already gathered some initial feedback from the community, and is planning further evidence gathering and facilitated workshops from October to March to further develop a sense of the community vision for the site.

Concept designs will closely follow on from and be informed by this community engagement; these will be funded separately and carried out by an architect directly engaged by WCC.

The project aims to:

1. Build an understanding of the general interest, over the particular interest.
2. Bring focus to the belief that this project is about the people who make up this community.
3. Generate consensus towards the future use and form of the common spaces. This will inform a brief for the area.

Activities:

1. Aro Valley residency to interview people on site.
2. Youth engagement workshops with children.
3. Social media campaign to communicate and encourage participation, increase transparency and accessibility of the project to the wider community, and enable engagement by those unable to attend.
4. Festival of place workshop to include a wide range of participants to share, discuss, and give feedback.
5. Shared decision making workshop to work towards consensus and form the basis of a design brief.
6. Summary report describing the process, design brief, and a handover process of this information to design consultants.

Deliverables for the residency and workshops will be in the form of documentation and recorded outcomes.