Matamata-Piako District Council
Digital Enablement Plan
2016-2018

Approved 9 September 2015

Contents

1. Introduction

> *Our vision is for a community that understands, embraces and utilises technology to share information, grow our businesses and improve social interactions.*

In July 2015, Council sought investment in digital infrastructure in the communities under the Ultra-Fast Broadband 2 (UFB), Rural Broadband Initiative 2 (RBI) and Mobile Black Spot Fund (MBSF) programmes by submitting a Registration of Interest – Support (ROI) to the Ministry of Business, Innovation and Employment.

Given the strong level of business and community support for digital technology we observed during the preparation of the ROI, we have now developed this Digital Enablement Plan (DEP) in partnership with key stakeholders to direct how we can support usage and uptake should Council be successful in the ROI process.

The criteria set by the Government for assessing the areas to receive UFB, RBI and MBSF investment relate to economic growth and social objectives, such as enhancing business productivity, improving health and education outcomes, enhancing service delivery and increased social connectivity and inclusion.

Our proposed approach to facilitating deployment therefore focuses on reducing development barriers where practical, and providing a fair and accurate representation of the needs of Matamata-Piako communities. To this end, the ROI also includes an ongoing commitment to work with the successful suppliers to improve awareness and uptake of broadband services.

This DEP identifies ways to achieve economic and social benefits from these programmes and co-ordinates plans to maximise the use of digital infrastructure within our district. This DEP is intended to compliment the information and commitments set out in Council's ROI by providing information around projects to enhance digital engagement, digital literacy and promote uptake.

This DEP demonstrates that our communities are prepared to make very good use of the infrastructure. We have engaged with stakeholders to understand needs, objectives and initiatives of interest and value to them. This engagement process has also demonstrated there are a number of community partners who will actively support this DEP.

We've surveyed our community, and engaged individually with businesses, and discovered an enormous digital appetite. **The message to Council had has been very clear: We need UFB and we are ready!**

2. Community Engagement

Councils Economic Development Framework

Before UFB 2 was announced, our communities identified Ultra-Fast Broadband as a top priority.

On 25 February 2015 Council held a business think-tank to discuss the future direction of business and economic development. This think-tank event assisted Council in setting its economic development priorities, which has resulted in a new economic development framework. This framework will guide our economic development activities in the future. Of the four priorities outlined in the framework, **the number one priority identified by the community and Council is "connecting our communities to the world via world-class Information Communication Technology (ICT) services."**

Engagement With Our Communities

For our DEP to be successful it was important that we consulted with and listened to the views of the Matamata-Piako communities. In developing this DEP we talked to business leaders, community groups, schools, councillors, parents, social service agencies and elderly members of our community. Our aim was to understand how our communities use digital technology and hear about the issues and challenges they face. We have also taken a look at what other communities, towns, regions and countries are doing; researching digital issues and reviewing national and international digitisation projects and strategies.

During the preparation of the ROI, Council also led a consultation process which included amongst other things a district-wide self selected survey (completed by over 450 people) and stakeholder meetings.

88% of respondents to the survey in the Matamata-Piako District indicated that they wanted UFB, and 90% said they would use UFB.

About our business community specifically
25% of the survey respondents indicated that they were a business. **56% of business respondents indicated that their business was restricted by their existing broadband service**.

Insight Economics also used the findings of the Business Operations Survey which analysed the proportion of firms that are likely to be using fibre within one year of it coming available. They found that **towns in Matamata-Piako District are particularly eager for fibre upgrades**, with indications that 35% of employers in Matamata, Morrinsville and Te Aroha would be likely to have access to fibre within the first year of rolling it out[1]. Uptake is likely to be high in the district, with 65% of survey respondents indicating that they would pay to connect to UFB.

In our district we have three proactive and engaged Business Associations, collectively representing over 550 businesses. The Matamata Public Relations Association, the Morrinsville Chamber of Commerce and the Te Aroha Business Association have been

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[1] Economic Benefits of Improved Broadband, 11 August 2015 [Included within the ROI].

proactive in raising awareness of the UFB programme (in particular) and offered their support to Council in its ROI as well as during the preparation of this DEP.

These Business Associations are willing to lead by example; promote information through their existing communication channels and support Council with the delivery of projects in the DEP. We heard a clear message from the Business Associations that the businesses are ready and waiting for UFB, that the levels of digital literacy is high, and that businesses are very enthusiastic about the potential of UFB and RBI.

The Business Associations have committed to working with Council to make maximum use of digital technologies. **The message to Council had has been very clear: We need UFB and we are ready.**

Major businesses
The district has a presence of large primary industry with several large processing plants and factories being located in Waitoa and Waharoa in particular. Council has contacted some of the major businesses in the district during the development of this DEP. There is a mix of seasonal and permanent workforces, and through these businesses there are existing communication channels (such as newsletters and staff meetings). Some also host community meetings. The workforces of the major businesses are a potential target market for digital literacy improvement programmes on the basis that there are large numbers of employees in warehouse, factory and light industrial type roles who don't use computers frequently in their work. Some of these businesses have advised that they have previously conducted numeracy and literacy programmes for staff, and there is likely to be an appetite for digital literacy training.

Senior Citizens, Citizens Advice Bureaus and other social services
During our preparation of the ROI we recognised that a number of the community, especially elderly, have limited digital skills and therefore reduced opportunity to benefit from digital technology. There are many formal, existing networks that support the elderly in the district. Greypower groups, the Citizens Advice Bureaus (CABs) and other community organisations were contacted in preparation of this DEP, and these groups have existing communication channels (such as newsletters and committee meetings) through which they are happy to promote any relevant information.

Both the CABs and Greypower pointed to SeniorNet services as being the predominant digital training service for seniors. SeniorNet services exist in both Matamata and Te Aroha and Council staff have met with both during the preparation of the DEP. The SeniorNet service in Matamata is well supported by an active committee, servicing almost 60 members, but in Te Aroha the service is run solely by the efforts of one person and the sustainability of that service is particularly vulnerable as a result.

Work and Income (Morrinsville and Matamata) have advised that one of the biggest issues they observe with regards to digital literacy and uptake is the lack of access to computers. For example, time restrictions on terminals in libraries. They advised that lack of access is as much of an issue as is the need for skill development.

Rural development opportunities
Council has established relationships with the rural community and can use these networks to promote uptake and usage in these dispersed population areas. Unfortunately, our engagement indicates many in our rural community may not be aware of what options they have for internet services.

There are a number of formal, existing rural networks in the district to assist Council reach its rural communities. During the preparation of this DEP contact has been made with the

Federated Farmers branches, Rural Women and the Women's Institute. Direct contact has also been made with Fonterra. These organisations have indicated a willingness to promote information (as appropriate) through their existing communication channels.

Contact with these stakeholders indicates that the certainty and quality of supply is the more pressing matter, and that for some elderly members of the rural community there is limited computer use.

Te Manawhenua Forum Mo Matamata-Piako
To support Maori participation in Council decision making Council has a forum called Te Manawhenua Forum mo Matamata-Piako to facilitate manawhenua contribution to its decision making. This forum has appointed representatives from Ngati Haua, Ngati Rahiri Tumutumu, Raukawa, Ngati Maru, Ngati Whanaunga and Ngati Paoa.

Te Manawhenua Forum Mo Matamata-Piako (Forum) has requested a representative on any Digital Steering Group that is established by Council. Many of our Marae are located within rural areas and the Forum has noted uptake of broadband may support marae and papakainga development. The intention is for the Forum representative to help connect with marae and Iwi who can then provide information to others through their communication networks.

Working Regionally

The following councils in the Waikato region have discussed the opportunity to collaborate and to take a regional or sub-regional approach to promoting the uptake of UFB, RBI and Mobile Blackspot Infrastructure.

Hamilton City Council	Taupo District Council
Hauraki District Council	Thames Coromandel District Council
Matamata-Piako District Council	Waipa District Council
Otorohanga District Council	Waitomo District Council
South Waikato District Council	

Collaboration has potential to provide cost efficiencies and consistency across our combined areas. Discussions are at a very early stage and while no commitments have been agreed at this time, initiatives will be further explored during implementation of this DEP.

Initial discussions identified a varied range of possible shared deliverables including:
- industry/ Business events and workshops
- digital champion
- digital mentoring programme
- digital day – showcasing digital technology
- educational and awareness material
- engagement with the Waikato Chamber of Commerce and other stakeholders

Responses indicate favourable support to establish a digital working group to investigate the collaboration projects with representatives from each council.

3. Our Vision

Our vision
A community that understands, embraces and utilises technology to share information, grow businesses and improve social interactions.

Our goals
The goals reflect our vision by aiming to prepare and provide our businesses, schools, and community with the access, knowledge and skills to embrace a digital world. Our main goals are to: - Ensure our community has access to quality, affordable broadband and mobile coverage.   - Ensure our businesses are able to capitalise on the benefits and maximise the opportunities of the internet and its services.   - Promote an understanding of the benefits of being connected and the services that are available.   - Support opportunities that grow digital skills so that those who want to can utilise technology in a safe and beneficial way and support existing organisations in this role.   - Improve social connectivity and productivity in our rural communities in particular   - Provide everyone with the opportunity to access free internet.   - Grow our organisations and community so they can to capitalise on the benefits and maximise the opportunities of UFB.

Our challenges
- Some businesses/organisations need help to fully embrace digital opportunities and to understand which digital services will make an impact.   - Not all members of our community have the opportunity to access the internet and its services (improving digital access and skill levels).   - A number of the community, especially elderly, have limited digital skills and therefore little opportunity to benefit from digital technology.   - Effectively communicating with sparsely populated rural residents.

Our focus areas are as follows

Leadership	*Business growth*	*Community enablement*
Managing the plan and associated projects.	Projects that help businesses grow by improving their use of technology or online services.	Projects that use technology to help the community, or that help the community use technology.

Projects that support the achievement of our vision and goals are outlined on the following pages. All projects are subject to budgetary provision through the Annual Plan process. The timeframes of all projects will depend on the deployment decisions, timeframes and process.

4. Our Projects

Project Leadership

As a district we need to be in the 'driving seat' to fully understand the plans, influence future plans and keep our community informed on the broadband and mobile coverage programmes. We have proposed the following initiatives to support our project leadership:

Project	Timeframe	Organisation responsible	Estimated budget/ Council funding	UFB	RBI	MBSF	Additional notes
Establish a Digital Steering Group	2016-2018	Council, Business Associations, community representatives	Staff time and internal costs	✓	✓	✓	Leadership is an important component to ensure we implement a successful Digital Enablement Plan. The Digital Steering Group will drive the implementation of this plan. Council has not yet given consideration to the make-up of the Digital Steering Group and how this would operate but considers that a mix of Council, community, business and rural interests would be appropriate. Council's Te Manawhenua Forum Mo Matamata-Piako has also requested a representative for this Steering Group to help connect with marae and Iwi.
Digital Working Group	2016-2018	Representatives from Waikato councils	Staff time and internal costs	✓	✓	✓	The councils in the Waikato have discussed various potential collaborative projects which can be further investigated and explored once the Digital Working Group is established.
Digital Champion	2016-2018	Business Associations, Council	To be determined	✓	✓	✓	This would be a new role, on a fixed term basis, specifically dedicated to promoting/facilitating the use of UFB, RBI, and MBSF infrastructure and subject to agreement would be shared by the Waikato councils.

Project	Timeframe	Organisation responsible	Estimated budget/ Council funding	UFB	RBI	MBSF	Additional notes
							The digital champion will organise workshops and other events that promote digital technology and encourage good uptake in our community by having overall accountability for delivering this DEP. Council will promote this initiative amongst businesses and the community. This role would ensure overall leadership, coordination and accountability for the various DEP activities.
Communications/ Educational and awareness material, project update process	2016-2018	Council, community organisations	$5,000 overall communications budget	✓	✓	✓	Council is mindful of not duplicating existing information or the efforts of network suppliers or Internet Service Providers (ISP's) and will work with them to identify how best to assist in supporting community awareness. Council will provide educational resources/community awareness material about connectivity availability and the types of connection, and developing online information on Council's existing website or a new platform. We can develop online information with links to various providers, case studies about uses and benefits for the new technology etc, and links to information about training opportunities to improve digital literacy. Council will also engage with rural stakeholders such as Fonterra, Open Country Dairy, Tatua Dairy Co-Operative, RD1/Farm Source, and rural marae who have networks and connections in the rural sector to raise digital awareness. Council will keep the community informed about the

Project	Timeframe	Organisation responsible	Estimated budget/ Council funding	UFB	RBI	MBSF	Additional notes
							progress of the project through its communication channels. The various communications channels available are detailed in the ROI (pages 35-36).
Project leadership for mobile coverage	2016-2018	Council, Infrastructure providers, Hobbiton Tours Department of Conservation, Police Civil Defence	Staff time and internal costs			✓	If Council is successful in its application under the MBSF programme, Council will engage the various stakeholders to facilitate deployment and understand the issues present at the blackspot locations. For Hobbiton, Council can assist by identifying suitable locations for cell towers (in a manner fitting to the aesthetic qualities required for the tourism offering). Hobbiton would also be open to discussions about possible solutions for the coverage issues at their site. Council will to engage with Hobbiton Tours to maximise the use of the technology. This may involve working with a provider (i.e. if there is one provider that provides adequate coverage across the site) and Hobbiton Tours providing key staff on set with cell phones. It is noted that Hobbiton Tours are currently in the process of trying to improve their internet services by leveraging the existing fibre at Matamata College. They have the intention of providing guests with free Wi-Fi however this will depend on the success of the installation. If guest Wi-Fi is made available this will increase mobile phone usage as this will likely be the primary device used

Project	Timeframe	Organisation responsible	Estimated budget/ Council funding	UFB	RBI	MBSF	Additional notes
							for Internet access. Council will help ensure Civil Defence and emergency services are aware of opportunities to use mobile infrastructure, for communication channels, where appropriate. Council is part of the Thames Valley Civil Defence area and can assist with these discussions.
Monitor the DEP and measure success	2017-2018	Digital Steering Group	Staff time and internal costs	✓	✓	✓	Council has signalled a fixed-term implementation for the DEP therefore no formal review of the DEP is planned however Council/Digital Steering Group will review the DEP if required. In place of a DEP review Council will undertake a community and business survey to 'measure' or 'monitor' uptake 12-18 months after roll out (see also business projects). This could be done as an online survey, a market survey (potentially using Council's customer satisfaction survey) as a way of capturing connectivity rates). Engagement with major businesses has indicated a survey of their workforce could be used to gather information about levels of digital literacy and digital training needs.

Business Projects

The fibre rollout and the delivery of internet services are critical to the economic growth of Matamata-Piako. We need to proactively encourage greater digital absorption to grow the economy, open new markets and drive efficiencies through the use of digital services.

Rural businesses are developing an increasing dependence on the internet. Business efficiency gains and innovation can be lost due to slow or inconsistent broadband performance. Rural businesses, such as farming, also need quality internet access to manage their business/farming operations (including banking, marketing, accessing business information, shopping). We have therefore proposed a range of initiatives to promote broadband uptake in our rural and urban business community.

Projects	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
Engage with RD1/ Farm Source	Unknown at this time	Council	Staff time and internal costs	✓	✓		Council understands RD1/Farm Source are looking to establish a rural version of the BNZ business centres (a 'gumboot version') with increased digital connectivity. Council intends to engage with RD1/Farm Source on this initiative and see where it may align with Council plans and the rollout process.
Business Awards	2015-2018	Council	Within existing Council budgetary provisions	✓	✓	✓	Council holds business awards annually to recognise business success. Approximately 300 people attend this event. The business awards provide opportunities to raise awareness of digital technology, and/or potentially recognise good practice. Council will consider using guest speakers who can highlight digital opportunities to our business community during the rollout process. Council will also incorporate 'use of digital technology' into the criteria for businesses to be eligible to win the Business Excellence Award.

Projects	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
							The winner's efforts will be highlighted as part of the awards ceremony.
Engage with Waikato Chamber of Commerce	2015-2018	Council	Staff time and internal costs	✓	✓		The Waikato Chamber of Commerce is interested in being involved in collaborative projects. The Waikato Chamber has expressed an interest in coordinating business targeted hubs, information, education and doing this across the region working with other business associations and groups. We also understand the Waikato Chamber of Commerce are interested in the digital hub idea as it relates to building knowledge of online technologies and opportunities for business.
Industry/ Business events and workshops	2016-2018	Business Associations, Council, Digital Steering Group	$5,000	✓	✓		Inform businesses and organisations of the digital opportunities presented and how business transformation can occur through online services. Our local Business Associations and Digital champion will organise and support these events. Council will engage with rural stakeholders to seek buy-in for rural sector workshops, as appropriate; to discuss the different types of connectivity and broadband options. Council has established rural hall committees and these could provide a structure for engaging with the rural community. Council understands from discussion with some internet providers that

Projects	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
							groups of 100-150 people are needed to make rural events viable for providers to attend and present to. Council has a range of rural sector contacts and can use these to promote events and workshops.
Digital journey event promotion	2016-2018	Business Associations, Council	Included within the overall communications budget (refer page 9)	✓	✓		The 'digital journey' is a free online tool providing a free 'digital check up' for businesses to review their current use of digital services. Council will promote this tool via the Council website and 'Council in focus' (fortnightly newspaper advertisement). Our local Business Associations will also promote this through their communication with members. We also understand the Digital Office are about to launch the 'digital citizen' and this may provide a further tool for the wider community to use.
Digital mentoring	2016-2018	Business Associations, Council, other councils in the Waikato	Staff time and internal costs	✓	✓		Council will support existing Business Mentoring Programmes to see how they can promote digital use and raise awareness of what can be achieved online. Business Mentors may need to be identified from outside our district. This project will be advanced in collaboration with other Waikato councils where possible.
Digital Expo – showcase digital technology	2017-2018	Business Associations, Council, other councils in the Waikato	To be determined through Council budgeting process	✓	✓	✓	The Expo will help our community to be digitally connected and strengthen our information, communication and technology (ICT) position as part of the Waikato region and the world. The Expo will run workshops and vendor exhibits that will showcase 'techy' gadgets and

Projects	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
							applications that can be used over UFB and RBI and mobile applications. It is anticipated this would be a local expo and could move around the district. This is may be a joint project with other Waikato councils. The Expo will target small to medium-sized enterprises (SME), education & youth, senior and rural sectors to provide information and hands on experience around e-learning, business and entertainment applications running over UFB and other connectivity tools.

Community Enablement

Individuals that don't have the opportunity to access the internet run the risk of being excluded from possible social, educational, cultural and economic benefits. This may have adverse effects on their educational outcomes, employment prospects and other aspects of wellbeing; whether it is online shopping, accessing the increasing number of public services or simply sending an email and staying in touch with relatives. We have therefore proposed a range of initiatives that use technology to help the community, or that help the community use technology.

The rural sector is developing an increasing dependence on the internet. The Government's RBI/UFB programme will improve internet speed and quality for those who are within the Matamata-Piako coverage areas. Unfortunately, our engagement indicates many in our rural community may not be aware of what options they have for internet services. We have proposed the following initiatives to support community enablement:

Project	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
Extend UFB at local schools	2016-2018	Ministry of Education Network for Learning Rural schools	Staff time and internal costs	✓			Council will assist in facilitating businesses or organisations seeking improved broadband in the urban and rural area. We understand all schools in Matamata-Piako are connected to fibre. With support from schools, utilise the fibre delivered service at UFB schools to provide greater community access and extend the fast internet to the wider rural community. Hobbiton Tours have leveraged from the Matamata College fibre connection and there may be opportunities for other businesses or organisations to do the same.
Expansion of training opportunities/ Engagement with Morrinsville Training Centre	2016-2018	Council libraries	$5,000 Staff time and internal costs	✓	✓	✓	The Morrinsville Training Centre provides computer training to help people upskill to get into the paid workforce. Council (and/or the Digital CAhampion) will work with the Morrinsville Training Centre to explore the development of further training opportunities using the capacity that exists within their existing facilities (both in Morrinsville and their mobile classroom),

Project	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
							for the purposes of increasing the training offered to a broader segment of the community, and potentially targeted training for specific identified purposes. Council considers this project addresses business enablement and community development enablement goals.
Support SeniorNet branches	2016-2018	Council	Staff time and internal costs	✓	✓	✓	The SeniorNet community training network operates in Matamata and Te Aroha to grow digital skills amongst older people. Council is committed to engaging with SeniorNet where possible to help ensure this service continues to be provided in our area. Council will consider using its networks to identify additional volunteers (tutors) to support the local SeniorNet branches and promote their services. There may also be opportunities to partner with Volunteering Waikato, Work and Income (in Morrinsville). Council can also promote SeniorNet classes or meetings through its online events calendar (which includes community events).
Development of local digital hosts	2016-2018	Council	$5000	✓	✓		Council works closely with Hauraki District Council libraries which use community volunteers ("digital hosts") to provide basic computer skills training at the libraries. For example they may help with completing curriculum vitae's or making online employment applications. Council will engage with Work and Income and the Morrinsville Training Centre to see if this service can offer work experience opportunities that benefit both skill enhancement of others and satisfy the

Project	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
							requirements of work experience.
Engage with Ministry of Social Development and other Government stakeholders	2016-2018	Council	Staff time and internal costs	✓	✓		There is no Work and Income Service Centre in Te Aroha which can create challenges for people living there to access Work and Income services. There are a range of online tools that can help overcome the challenges of distance. Council will engage with the Ministry of Social Development (as it has done in developing this DEP) to see where it can help promote these online tools and ensure our community is aware of the increasing online functionality when interacting with government agencies. Council does not yet have any specific plans but will engage with the Ministry of Social Development and other government agencies to identify any suitable opportunities to promote digital uptake in Matamata-Piako.
Kōtui library database	2015-2016	Council libraries	Council has allocated $120,000 to develop and implement Kōtui	✓	✓		Kōtui is a shared library management and resource discovery service available to New Zealand public libraries on subscription. It enables public libraries from across New Zealand to collaborate regardless of geographical location. Council intends to have Kōtui in place by the end of 2015. Our library customers will benefit from using the resource discovery tools easily finding what they want from the library's physical and electronic content when searching from home, school, work or on their smartphone as well as from inside their library. This will provide a substantially improved service to our community and encourage the use of

Project	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
							digital technology through improved access to library resources.
Provision of E-books	2015-2018	Council libraries	$10,000	✓	✓		In the Long Term Plan 2015-25, Council has budgeted $10,000 per annum for E-books to increase provision of digital reading resources for our community.
Provision of free public Wi-Fi	2016	Business Associations, Council	Staff time and internal costs Council has budgeted $12,500 in 2017/2018 for high speed broadband improvements at the libraries	✓			There is an increasing expectation that people should have access to free internet in public spaces. Free public Wi-Fi received the largest support in the Councils community survey undertaking during preparation of the ROI. The three public libraries in the district have Wi-Fi access for studying and personal use. The libraries are currently reviewing opportunities to increase Wi-Fi provision from the existing APNK service to provide services beyond the library site (carpark areas etc). The 'booster' will increase Wi-Fi within the library environs – internally and externally. Both internal and external Wi-Fi access is patchy at present. Council will work with the three business associations to enable the expansion of Wi-Fi in the towns.
Civic Centre – Digital hub	2016-2018	Council	$6 million allocated for re-development	✓			Council plans to build a new 'Civic Centre' incorporating the Matamata Memorial Centre, library and our area office in Matamata. Council intends to fund and develop the $ 6million Civic Centre over three years [2015/16, 2016/17 & 2017/18]. Council will give consideration to increased provision for Wi-Fi and internet use in the library area and the integration of digital technology

Project	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
							as part of the project.
Council will increase computer access at libraries	2016-2018	Council	Council has budgeted $100,000 for the refurbishment of the Morrinsville (2018/19) and Te Aroha libraries (2022/23)	✓			Aotearoa People's Network Kaharoa (APNK) computers, screens, printers and wireless modems have been installed at each library. New APNK equipment is provided every three years and is covered by our annual $8,000 subscription with APNK. The libraries have a total of 15 computers, four each at Te Aroha and Matamata, and seven at Morrinsville. Council has budgeted $100,000 for the refurbishment of the Morrinsville (2018/19) and Te Aroha libraries (2022/23). Council will consider increasing the computer resources available and increased provision for digital technology as part of the refurbishment projects.
Engage on rural health strategy	Timeframes are currently unknown	Waikato District Health Board (DHB)	Staff time and internal costs	✓	✓	✓	Waikato District Health Board is developing a rural health delivery strategy. Council will engage with the District Health Board, Primary Health Organisations (PHO's) and local health providers such as GP's where possible to understand how digital technology use can be promoted through the health strategy and beyond. Modern technology and recent thinking about models of care offer opportunities to make health services more accessible. Rural health and disability services can lead the way in adopting initiatives that can overcome the challenges of distance. Advances in technology allow expert advice and support to be provided remotely from specialist centres.
Work with	2016-2018	Linkage,	Staff time and				Many of our smaller community groups do not have

Project	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
community groups to develop their online presence through Linkage		Council, Community organisations	internal costs		✓		an online presence. Council does not have the resources to provide web services externally but can work with groups to identify ways they can develop a greater online presence such as facebook pages and online discussion forums. Enhanced digital access can overcome the challenges of distance in rural areas and improve social connectivity. Council will work with Linkage (a navigation service funded by the Waikato District Health Board) who provide an online noticeboard which allows non-profit organisations and people to advertise local events, jobs and other opportunities for community involvement. Some smaller groups and services do not have the resources available to develop and maintain a web presence of their own, and therefore Linkage can enable them to have one.
Digital recycling or digital gifting		Council, Digital Steering group	$5,000-$10,000 (Waste minimisation budget)	✓	✓		Bring your Own Device (BYOD) is a non profit service aiming to match a business with a child in need of a digital device (http://byodforall.weebly.com/). Many schools now require students bring to school a portable electronic device that can run standard office applications, such as an ipad, a netbook, or a notebook. However not everyone can afford to purchase this technology. The BYOD service aims to refurbish old business computers and then provide them to school children who would otherwise not have a device to use.

Project	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
							Council will work with BYOD and the Business Associations to promote and support this digital recycling/digital gifting programme by helping secure suitable computers for refurbishment. Council also has waste minimisation funding available that could be used to support this service. The service may also help reduce the amount of 'E-waste' (electrical and electronic equipment that has or could enter the waste stream) going to landfill.
Mind lab teaching training		Council, Mind lab Schools	Staff time and internal costs	✓	✓	✓	The Mind Lab by Unitec is a unique education collaboration between a public education provider and a specialist education lab dedicated to enhancing digital literacy capability and the implementation of contemporary practice in the teaching profession. The aim is for teachers to become champions for digital technology within schools and influence change within the school environment. To date Mind lab have not provided trainings to teachers in the Matamata-Piako District. Currently classes are run with one four hour session per week over 16 weeks. The balance of the 32 week course is covered by online courses and discussions forums. Given the central location of the Matamata-Piako daistrict Mind lab staff could travel to offer the course. Council can promote Mind lab within our local schools and help gauge the level of interest. There may also be a possibility of using Mind lab to provide training to Council library staff (refer to project above). Mind lab is targeted towards

Project	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
							educational training but there may be opportunities to upskill library staff through this process.
Council website upgrades	2015-2018		Council has budgeted $75,000 per annum to increase transactions/ services that are available online	✓	✓	✓	Council's website receives on average over 5,700 visitors per month. Since its redevelopment in 2009, the website has become a key communication tool for Council. The number of users visiting the site for information continues to increase each month, as more people choose to access Council services online. The website is an effective tool for educating and informing the public of Council services at any time, as well as providing an interactive way for our stakeholders to communicate their ideas to Council. Council aims to provide residents and ratepayers the ability to access information and interact with Council at anytime, from anywhere. To achieve this, Council has an ongoing programme of website development that aims to build an effective, well managed online presence that will promote and encourage communication between Council, the community, and visitors to the district.
E-voting trial	2016 Council elections	Council, Community	Approximately $60,000 This cost would be shared with the Waikato Regional Council, 18-20%, District	✓	✓	✓	The Government have indicated their support for an online voting trial for the 2016 Local Body Election. Council has formally resolved to participate in online voting for the 2016 Local Body Elections. A Cabinet decision on which councils will be permitted to be part of the trial will hopefully be made in late September and the final decision on

Project	Timeframe	Organisation responsible	Estimated budget/Council funding	UFB	RBI	MBSF	Additional notes
			Health Board 30%				whether or not a trial will proceed is expected in early December 2015. Online voting also presents an opportunity to reverse the downward trend in voter turnout. If this e-voting trial proceeds, it will further promote use of digital technology for democratic participation.
Council will connect to Ultra-Fast Broadband	2016-2018	Council	Unknown	✓			Council also has a range of facilities dispersed across the district including pools, spas, water and wastewater treatment sites that have various internet and data needs. Council also has satellite offices in Morrinsville and Matamata and uses wireless technology to connect and transfer data between these sites and the head office. There are constraints with the current service for example the existing ADSL broadband could not support cloud-based computing. Subject to being cost effective for our ratepayers and data security Council will connect to UFB services. This would signal Councils leadership in the area of digital technology.
Council libraries will connect to Ultra-Fast Broadband	2016-2018	Council	Council has budgeted $12,500 in 2017/2018 for high speed broadband improvements at the libraries	✓			Libraries are now community hubs. UFB will enable each of our three libraries to offer services similar to larger metropolitan libraries and enhance our levels of service to the community. Subject to being cost effective for our ratepayers and data security Council will connect its libraries to UFB services. This would signal Councils leadership in the area of digital technology.
Promotion of fibre/data wiring - engage with surveyors,	2016-2018	Council	Staff time and internal costs	✓	✓		Under 'Project leadership' Council signalled it will provide educational resources/community awareness material including promoting house data/fibre wiring.

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builders, architects, electricians, planners							Lack of or incorrect wiring is a common cause of poor broadband services. Council is in a unique position of dealing with all applicants for building consent and can promote data wiring for new or renovated dwellings. Council has prepared an information flyer to go with the building consent information pack to remind people that this is the time to consider how a home can be ready for current and future Ultra-Fast Broadband technologies. Council has also included information on its website. Council also plans to engage with surveyors, builders, architects, electricians and planners to encourage them to install suitable wiring in buildings. Council's building department has annual meetings with local builders and could expand the scope of these meetings to include these other building professionals to help ensure our buildings are fibre-ready.