



**WHANGANUI
DISTRICT COUNCIL**
Te Kaunihera a Rohe o Whanganui

Whanganui District Council Youth Committee Terms of Reference

Introduction

The Whanganui District Council's Youth Committee is a forum for young people to act as advocates for youth in the Whanganui district. This is achieved by advising the Council, delivering activities and contributing to policy development. As a result, the Youth Committee provides a strong youth voice in Council decision making.

The young people on the committee are expected to 'speak up and be heard' on behalf of all youth in the Whanganui district.

Committee's purpose

To empower Whanganui young people to be the best they can be by providing the resources and opportunities that they need to succeed.

Committee's vision

To ensure that Whanganui is a vibrant, inclusive, empowering community, where young people love to be.

Background

The Youth Committee was formed in March 2006 to provide a specific platform for youth perspectives to be integrated into Council decisions and projects. This role is formalised within Council's official committee structure as a way of recognising the importance of the contributions our young people make and the significance with which Council views this engagement.

Approximately 8000 people aged 12 – 24 years live in the Whanganui District. They represent a very widespread group, with differing needs and a wealth of youth experience and knowledge. The Youth Committee members are their voice and are expected to connect with and inform these young people through their individual peer networks, the Youth Committee's activities and the use of social media.

The Youth Committee has expanded its influence and leadership capacity significantly since it was established, through specific training programmes relating to governance and leadership, and through the development of youth/community initiatives.

Standing orders

The Youth Committee is conducted in accordance with the Whanganui District Council's Standing Orders (adopted by the Council 8 March 2017 and amended 4 April 2017).

Key tasks

The role of the Youth Committee is to:

- Represent the community's young people
- Promote opportunities for youth participation
- Develop and monitor policy on youth issues
- Provide opportunities for youth to contribute to the decision-making of Council
- Advise the Council on matters of interest for youth in the Whanganui District

Membership

- The committee will consist of 14 members. Membership is open to all Whanganui district residents between the ages of 12 and 24 years.
- Recruiting will be run in accordance with the guidelines in the handbook.
- The new Youth Committee Members will be formally appointed by Council resolution.
- The committee's term is 3 yearly, after the election the council is invited to re-establish the youth committee and reappoint any existing members that wish to stay for another term.
- The Youth Committee elects two co-chairs on the understanding that their term will conclude after one year and a new election will be held

Council appointment

At the start of each Council term, the Mayor appoints a Whanganui District Councillor to the Youth Committee. This role is outlined in the Cr Appointment role description

Handbook

To support the effective operation of the Youth Committee Council Officers, Youth Committee Members, and the Cr appointment, will develop a handbook containing guidelines and procedures relating to the Youth Committee. This handbook will be provided to council.

Responsibilities

- When a youth committee member is appointed they are agreeing to meet the responsibilities outlined in both the Youth Committee handbook and the Whanganui District Council Code of Conduct.
- Resignation from the Youth Committee should be in writing to the Co-Chairs and the responsible Council Officer.

Reporting

The minutes of the Youth Committee formal meetings are received by Council and the Co-Chairs provide a direct report to Council as required. This should also include upcoming projects and other Youth Committee aspirations and initiatives to enhance information sharing between the Youth Committee and Council. Youth Committee Members may be invited to participate in Council workshops.

Financial responsibilities

- The Youth Committee has delegated authority of its annual budget. Council reviews the Youth Committee budget during the Annual Plan process and might change the contributions to the Youth Committee on an annual basis.
- The Youth Committee must develop a business plan each year that details how they plan to spend their budget.
- The Youth Committee will prepare an annual report at the end of each financial year detailing their performance against the business plan and how they spent their allocated budget.
- Youth Committee members are paid \$350 a year, paid monthly during February – November.
- Co-chairs receive \$800 per year, paid in the same format above.

Revision

The Terms of Reference will be reviewed by Council every three years after the election, alongside the wider council committee structure.