



WHANGANUI DISTRICT COUNCIL

Te Kaunihera a Rohe o Whanganui

MINUTES

**Youth Committee Meeting
29 July 2019**

Order Of Business

1	Reflection	3
2	Apologies	3
3	Co-Chair's Welcome	3
4	Confirmation Of Minutes.....	4
4.1	Minutes of the Youth Committee Meeting held on 17 June 2019	4
5	Reports to Committee	4
5.2	Police Vetting Process	4
5.3	Strategy and Policy Update	5
5.4	Actions Arising from Previous Minutes - July 2019.....	5
5.5	Youth Committee Business Plan 2018/19 - Final Report	6
5.1	Youth Committee Child Protection Policy	6
5.6	Youth Committee Draft Business Plan 2019/20.....	7
5.7	Membership Update - Resignation - July 2019	9
5.8	Youth Committee Governance and Administration - July 2019	9
5.9	Council Update - July 2019	10
5.10	Have Your Say - July 2019.....	10
5.11	General Business - July 2019	11

**MINUTES OF THE YOUTH COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI
ON 29 JULY 2019 AT 4.12PM**

PRESENT: Yth Cr Ahimsha Saravanapavan (Co-Chair – in the Chair), Yth Cr Mia Perkins, Yth Cr Brianne Drefko, Yth Cr Charith de Silva, Yth Cr Firooze Colaabavala, Yth Cr Haris Khan, Yth Cr Jonty Tripe, Yth Cr Leah Aiono, Yth Cr Nikita Ebbutt-Moorhouse, Yth Cr Sophie Archer, Cr Josh Chandulal-Mackay

APOLOGIES: Yth Cr Ariana Cronshaw, Yth Cr Charlotte Hardy, Yth Cr Zach Anderson

IN ATTENDANCE: David Matthews (WRCB Chair), Kirsty Milham (Policy Advisor), Claudia Perkins (Youth Committee Administrator), Kim Fielder (Governance Officer)

1 REFLECTION

Youth Councillors responded to the question proposed by Yth Cr Brianne Drefko – “If you were to live without one of the five senses, which would you choose?”

2 APOLOGIES

Apology

Apologies for lateness from Yth Crs Mia Perkins and Jonty Tripe and early departure from Yth Cr Haris Khan were noted.

Committee Resolution 2019/13

Moved: Yth Cr Sophie Archer

Seconded: Yth Cr Leah Aiono

That apologies from Yth Cr Ariana Cronshaw, Yth Cr Charlotte Hardy and Yth Cr Zach Anderson are received.

CARRIED

3 CO-CHAIR’S WELCOME

After welcoming everyone present, including the Mayor, Youth Councillors responded around the table to the question – “What should be the goal of humanity?”

Mayor McDouall presented Yth Cr Nikita Ebbutt-Moorhouse with her declaration certificate and welcomed Yth Cr Nikita Ebbutt-Moorhouse on to the Youth Committee. The Mayor spoke briefly about the importance of diversity and everyone’s individual contributions to our community.

Yth Crs Mia Perkins and Jonty Tripe arrived at 4.19pm

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE YOUTH COMMITTEE MEETING HELD ON 17 JUNE 2019

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution 2019/14

Moved: Yth Cr Charith de Silva

Seconded: Yth Cr Firooze Colaabavala

THAT the Minutes of the Youth Committee Meeting held on 17 June 2019 are confirmed as a true and correct record.

CARRIED

5 REPORTS TO COMMITTEE

Item 5.1 was taken following Item 5.5 – Youth Committee Business Plan 2018/19 – Final Report.

5.2 POLICE VETTING PROCESS

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Claudia Perkins explained the intention of the police vetting process. Youth Councillors identified as currently aged 16 years and over and therefore required to undergo police vetting were Yth Crs Charith de Silva, Haris Khan, Ahimsha Saravanapavan and Zach Anderson.

ACTION – Kim Fielder

It was also noted that Youth Councillors that have their 16th birthday while in the Youth Committee would be required to undergo the police vetting process after turning 16 years of age.

Committee Resolution 2019/15

Moved: Yth Cr Jonty Tripe

Seconded: Yth Cr Sophie Archer

THAT the Youth Committee endorses the police vetting process established for all Youth Committee members over the age of 16.

CARRIED

5.3 STRATEGY AND POLICY UPDATE

Author: Kirsty Milham - Policy Adviser - Research and Engagement

Authoriser: Charlotte Almond - General Manager Strategy

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Kirsty Milham emphasised the importance of the Whanganui youth's perspective in the development of a Climate Change Strategy and reminded the Youth Committee that Policy staff were available to provide support. It was noted that the Youth Committee Business Plan 2019/20 included a Climate Change working party. They intended to work with the Consultation working party towards the Climate Change submission.

Committee Resolution 2019/16

Moved: Yth Cr Haris Khan

Seconded: Yth Cr Leah Aiono

THAT the information is noted.

CARRIED

Committee Resolution 2019/17

Moved: Yth Cr Charith de Silva

Seconded: Yth Cr Mia Perkins

THAT the Youth Committee engage with, and support Council's engagements with, youth in Whanganui to inform the development of a Climate Change Strategy.

CARRIED

5.4 ACTIONS ARISING FROM PREVIOUS MINUTES - JULY 2019

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution 2019/18

Moved: Yth Cr Sophie Archer

Seconded: Yth Cr Firooze Colaabavala

THAT the Youth Committee receive the report – Actions Arising from Previous Minutes - July 2019.

CARRIED

5.5 YOUTH COMMITTEE BUSINESS PLAN 2018/19 - FINAL REPORT

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Yth Cr Haris Khan left the meeting at 4.44pm

Further to the written working party updates provided in the agenda, the following verbal updates and discussion was had:

Youth Hub – The Youth Committee was reminded that discussions with Nga Tai o te Awa were in initial stages. Youth Councillors were reminded that any proposal must be presented to Council before final arrangements were agreed upon. It was requested that at least two Youth Councillors attend all meetings between Nga Tai o te Awa and the Youth Committee.

Advertising – No vibe volunteers were able to be sourced through Nga Tai o te Awa.

Cr Josh Chandulal-Mackay commended the Youth Committee for their achievements of the 2018/19 year.

The importance of commitment by all Youth Councillors was reiterated.

Claudia Perkins provided a brief summary explanation of the financial report in the agenda.

Committee Resolution 2019/19

Moved: Yth Cr Jonty Tripe

Seconded: Yth Cr Sophie Archer

THAT the Youth Committee receive the report – Youth Committee Business Plan 2018/19 - Final Report.

CARRIED

5.1 YOUTH COMMITTEE CHILD PROTECTION POLICY

Author: Kirsty Milham - Policy Adviser - Research and Engagement

Authoriser: Stephanie Macdonald-Rose - Policy & Governance Manager
Charlotte Almond - General Manager Strategy

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Youth Councillors were given ten minutes to read the Child Protection Policy, as the intention to review the Child Protection Policy at the compulsory retreat but did not occur due to the low attendance numbers of Youth Councillors.

Kirsty Milham responded to questions regarding the following:

- The supervision criteria of children under the age of 12, particularly for events such as vibe. and Youth Connect.
- The importance of advertising the supervision requirements for events such as vibe. to ensure public awareness of the expectations.
- At an event such as Youth Connect students were required to complete a permission form that included parent signature.
- The Mayor should be informed of events organised by the Youth Committee involving Whanganui youth.
- It was questioned if point '19' should state 'Council', rather than 'Mayor'.

ACTION – Kirsty Milham

- The police vetting process was explained, including the process followed when an individual's police report contained criminal records.

Committee Resolution 2019/20

Moved: Yth Cr Ahimsha Saravanapavan

Seconded: Yth Cr Brianne Drefko

THAT the Youth Committee endorse the proposed Youth Committee Child Protection Policy.

CARRIED

Meeting adjourned at 5.17pm

Meeting reconvened at 5.43pm

5.6 YOUTH COMMITTEE DRAFT BUSINESS PLAN 2019/20

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Claudia Perkins spoke to the tabled draft Business Plan 2019/20 (**Ref 1**) and noted the following:

- Fine-tuning of the Business Plan and budget was required, due to the retreat finishing the previous evening, technical issues and the expected costs of staffing and governance costs was soon to be available.

ACTION – Claudia Perkins and Kim Fielder

- The Beach Clean-up category had been replaced by 'Climate Change'.
- Leaders of the Youth Connect 2019/20 would be sought in early 2020 as the event was anticipated to be held mid-2020. It was noted that the Youth Connect currently being organised, with Yth Cr Mia Perkins as the working party leader, was carried over from the 2018/19 Business Plan.

- Ideas under the Art category were to be sought, however the Youth Committee anticipated working collaboratively with Riah King-Wall, Strategic Lead – Creative Industries and Arts. Yth Crs Brianne Drefko and Firooze Colaabavala requested to be in the working party.
- Advertising continued to focus on increasing public awareness of the Youth Committee, primarily via Facebook and Instagram as they both had different target markets. Yth Crs Brianne Drefko and Haris Khan would manage Instagram postings and Yth Crs Charlotte Hardy and Nikita Ebbutt-Moorhouse would manage Facebook postings. Yth Crs Brianne Drefko agreed to be the leader of the Advertising working party.
- Reduced budget had been allocated to Collaborative Community Events (CCE) funds due to a reduced number of applications. CCE would collaborate with Advertising to increase public awareness of the fund. Yth Crs Nikita Ebbutt-Moorhouse and Charlotte Hardy agreed to be the leaders of this working party.
- CY Support and Peer Support were new concepts. Confirming an action plan for these would be discussed at a future meeting.
- It was noted that the Youth Hub budget was \$200. It was considered sufficient to cover meeting costs as it's in the initial planning stage. Yth Cr Nikita Ebbutt-Moorhouse agreed to be a Youth Hub co-leader. The other co-leader was still to be confirmed.
- Administration budget had increased due to changes to the Governance Administrator role.
- Yth Crs Brianne Drefko, Firooze Colaabavala and Charith de Silva agreed to become vibe. working party leaders. The following sub -leaders of the vibe. working party were agreed:
 - Advertising – Yth Cr Charlotte Hardy
 - Stalls – Yth Cr Nikita Ebbutt-Moorhouse
 - Technical Support – Yth Cr Haris Khan
 - Music – Yth Cr Sophie Archer
 - Funding – Yth Cr Mia Perkins
 - Activities – Yth Cr Jonty Tripe
 - Health and Safety – Council officers

Committee Resolution 2019/21

Moved: Yth Cr Nikita Ebbutt-Moorhouse

Seconded: Yth Cr Firooze Colaabavala

THAT the Youth Committee approves the 2019/20 Business Plan.

CARRIED

Committee Resolution 2019/22

Moved: Yth Cr Nikita Ebbutt-Moorhouse

Seconded: Yth Cr Jonty Tripe

THAT the Youth Committee approves the working parties for the 2019/20 Business Plan, but are subject to change.

CARRIED

Committee Resolution 2019/23

Moved: Yth Cr Ahimsha Saravanapavan

Seconded: Yth Cr Jonty Tripe

THAT the Youth Committee gives permission to the Co-Chairs, Youth Administrator and Council's representative to make minor adjustments to the 2019/20 Business Plan.

CARRIED

References

- 1 Draft Business Plan 2019/20

5.7 MEMBERSHIP UPDATE - RESIGNATION - JULY 2019

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Committee Resolution 2019/24

Moved: Yth Cr Nikita Ebbutt-Moorhouse

Seconded: Yth Cr Charith de Silva

THAT the resignations from Yth Crs Emelye Brown and Leah Aiono are received.

CARRIED

Committee Resolution 2019/25

Moved: Yth Cr Firooze Colaabavala

Seconded: Yth Cr Mia Perkins

THAT Yth Crs Emelye Brown and Leah Aiono are thanked for their positive contribution towards youth development in Whanganui.

CARRIED

References

- 1 Yth Cr Leah Aiono's signed resignation

5.8 YOUTH COMMITTEE GOVERNANCE AND ADMINISTRATION - JULY 2019

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Claudia Perkins thanked Yth Crs Leah Aiono and Emelye Brown for their contributions and advised the Youth Committee of her intended resignation as Youth Committee Administrator to pursue full-time employment.

Committee Resolution 2019/26

Moved: Yth Cr Mia Perkins

Seconded: Yth Cr Sophie Archer

THAT the Youth Committee receive the report – Youth Committee Governance and Administration - July 2019.

CARRIED

5.9 COUNCIL UPDATE - JULY 2019

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Cr Josh Chandulal-Mackay spoke about the following:

- Acknowledged Yth Crs Leah Aiono and Emelye Brown for their contributions to the Youth Committee since both joining in May 2017.
- Acknowledged Claudia Perkins for her contribution as Youth Committee Administrator.
- Provided a Council update regarding the Housing Strategy, Climate Change and upcoming election.

Committee Resolution 2019/27

Moved: Yth Cr Nikita Ebbutt-Moorhouse

Seconded: Yth Cr Firooze Colaabavala

THAT the Youth Committee receive the report – Council Update - July 2019.

CARRIED

5.10 HAVE YOUR SAY - JULY 2019

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

David Matthews provided an update on Whanganui Rural Community Board (WRCB) issues and advised the Youth Committee of his intention not to stand for re-election on the WRCB. He

thanked the Youth Committee – congratulating them on vibe. and pledged his support of the Youth Hub. He also acknowledged the Youth Committee WCRB representatives, both past and present.

Cr Josh Chandulal-Mackay thanked David Matthews for his contributions to the WRCB and being the WRCB representative at Youth Committee meetings.

Cr Josh Chandulal-Mackay provided a brief update on the Welcoming Communities Advisory Group.

Committee Resolution 2019/28

Moved: Yth Cr Ahimsha Saravanapavan

Seconded: Yth Cr Sophie Archer

THAT the Youth Committee receive the report – Have Your Say - July 2019.

CARRIED

5.11 GENERAL BUSINESS - JULY 2019

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

The Whanganui Resource Recovery Centre may arrange a facilities tour and workshop for the Youth Committee if interested.

The Youth Committee have been invited present at Pātai on 8 and 9 August 2019. Claudia Perkins and the Co-Chairs would provide a 10 minute presentation about the Youth Committee and its activities, events and accomplishments.

The Meeting closed at 6.47pm.

The minutes of this meeting were signed by Whanganui District Council's Chief Executive and the Youth Committee's Co-Chairs in accordance with the Council Standing Order, Clause 25.4.

.....
CHIEF EXECUTIVE

.....
CO-CHAIRPERSON

.....
DATE

.....
DATE

.....
CO-CHAIRPERSON

.....
DATE