



WHANGANUI DISTRICT COUNCIL

Te Kaunihera a Rohe o Whanganui

AGENDA

Youth Committee Meeting 9 November 2020

NOTICE IS HEREBY GIVEN that a Meeting of Youth Committee will be convened on:

Date: Monday, 9 November 2020

Time: 4.00pm

**Location: Council Chamber
101 Guyton Street
Whanganui**

**Kym Fell
Chief Executive**

**Youth Committee
Membership**

Yth Crs Louis Devine & Charlotte Hardy (Co-Chairs),
Brittanie Goodgame-Archer, Chez-Ashli Peters, Firooze Colaabavala, Jacob Brown, Miriama Joseph, Keisha Maniapoto, Myles Simpson, Nikita Ebbutt-Moorhouse, Rane Nikora-Rehu, Siobhan Sarkar, Sophie Archer, Tiana Absolum, Mayor Hamish McDouall.
Cr Josh Chandulal-Mackay (Councillor appointed to Youth Committee).

Terms of Reference**Purpose**

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

Vision

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

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

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- 1 REFLECTION**
- 2 APOLOGIES**
- 3 CO-CHAIR'S WELCOME**

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE YOUTH COMMITTEE MEETING HELD ON 28 SEPTEMBER 2020

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager

Stephanie Macdonald-Rose - Group Manager - Corporate

References: 1. Youth Committee Minutes 28th September 2020 

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

Recommendation

That the minutes of the Youth Committee Meeting held on 28 September 2020 are confirmed as a true and correct record.

The agenda for this meeting can be accessed at:

<https://www.whanganui.govt.nz/files/assets/public/agendas-amp-minutes/youth-committee-28-september-2020-agenda.pdf>



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

MINUTES

**Youth Committee Meeting
28 September 2020**

Order Of Business

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Youth Committee Meeting Minutes

28 September 2020

**MINUTES OF THE YOUTH COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI
ON 28 SEPTEMBER 2020 AT 4.08PM**

PRESENT: Yth Cr Louis Devine, Yth Cr Charlotte Hardy, Yth Cr Nikita Ebbutt-Moorhouse, Yth Cr Brittanie Goodgame-Archer, Yth Cr Miriama Joseph, Yth Cr Tiana Absolum, Yth Cr Chez-Ashli Peters, Yth Cr Jacob Brown (from 4.23pm), Yth Cr Ranee Nikora-Rehu, Cr Josh Chandulal-Mackay,

APOLOGIES: Yth Cr Siobhan Sarkar, Mayor Hamish McDouall, Yth Cr Myles Simpson

ABSENT: Yth Cr Firooze Colaabavala, Yth Cr Sophie Archer, Yth Cr Keisha Maniapoto

IN ATTENDANCE: Lauren Tamehana (Community Wellbeing Manager), Kate Barnes (Senior Democracy Advisor), Jasmine Hessel (Team Leader Policy), Nicole Grey (Youth Committee Project Support Officer)

1 REFLECTION

Yth Cr Miriama Joseph led the attendees in a quiz to illustrate the shortcomings of cultural stereotypes.

2 APOLOGIES

Apology

Committee Resolution YC/2020/18

Moved: Yth Cr Miriama Joseph

Seconded: Yth Cr Tiana Absolum

That the Youth Committee accepts the apology of Mayor Hamish McDouall and Yth Crs Siobhan Sarkar and Myles Simpson and grants leave of absence for this meeting.

CARRIED

5.2 COUNCIL'S LONG TERM PLAN CONTRIBUTIONS

Author: Nicole Grey - Youth Committee Project Support Officer

Jasmine Hessel - Team Leader Policy

Authoriser: Lauren Tamehana - Community Wellbeing Manager

Discussion

Page 3

Team Leader Policy asked Youth Committee members to consider their aspirations for Whanganui in 10 years' time. She gave a brief overview of the Long Term Plan process and the Leading Edge Strategy. She then outlined the consultation process currently underway. Members agreed this discussion could benefit from a future workshop.

Committee Resolution YC/2020/19

Moved: Yth Cr Miriama Joseph

Seconded: Yth Cr Chez-Ashli Peters

That the Youth Committee receive the report – Council's Long Term Plan Contributions.

CARRIED

References

- 1 Strategic Framework Update Powerpoint LTP Youth Committee Sept 2020

4.1 MINUTES OF THE YOUTH COMMITTEE MEETING HELD ON 10 AUGUST 2020

Author: Karyn Turner - Senior 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 YC/2020/20

Moved: Yth Cr Raneë Nikora-Rehu

Seconded: Yth Cr Charlotte Hardy

That the minutes of the Youth Committee Meeting held on 10 August 2020 are confirmed as a true and correct record.

CARRIED

3 REPORTS TO COMMITTEE**5.1 COUNCIL RELATED UPDATES SEPTEMBER 2020**

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager

Discussion

Various members of the Youth Committee updated their colleagues on recent activities:

- Raneë and Charlotte attended a climate change strategy workshop
- Louis presented to Council on 15 September

- Charlotte explained new initiative of planned social gatherings to ensure future workshops are business focused
- Chez is working to hold a general election related event
- Raneë noted limited progress from the social media working group

Co-Chairs Louis and Charlotte canvassed the committee on their preference for electronic or paper agendas. Arguments were presented for each approach and members gave their views. After a brief discussion, a show of hands indicated a preference for electronic agendas. Agendas will be circulated via email and Council officers will provide hard copies at meetings for members' use.

The Youth Committee Project Support Officer provided an administrative update to members. Planning is underway on an event to be attended by representatives of local iwi, councillors, and the Youth Committee.

Cr Josh Chandulal-Mackay provided updates on Council business, including Welcoming Communities accreditation, the Velodrome roof proposal, and his activities with LGNZ.

Members briefly discussed different options for engaging as a collective in future and also how to engage with more youth in Whanganui.

Committee Resolution YC/2020/21

Moved: Yth Cr Raneë Nikora-Rehu

Seconded: Yth Cr Miriama Joseph

That the Youth Committee receive the report – Council Related Updates September 2020.

CARRIED

5.3 COUNCILLOR APPOINTMENT ROLE DESCRIPTION

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager

Committee Resolution YC/2020/22

Moved: Yth Cr Charlotte Hardy

Seconded: Yth Cr Miriama Joseph

That the Youth Committee receive the report – Councillor Appointment Role Description.

CARRIED

The Meeting closed at 5.33pm.

The minutes of this meeting were confirmed at the Youth Committee Meeting held on 2 November 2020.

Youth Committee Meeting Minutes

28 September 2020

.....

CHAIRPERSON

5 REPORTS TO COMMITTEE

5.1 GEORGE ERVINE - YOUTH MENTAL HEALTH WORKER & YOUTH HUB VOLUNTEER

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager

Stephanie Macdonald-Rose - Group Manager - Corporate

References: Nil

Recommendation

That the Youth Committee receive the report – George Ervine - Youth Mental Health Worker & Youth Hub Volunteer.

Executive Summary

George Ervine has approached the Youth Committee and is excited about helping with the Youth Hub Project. He will share a bit of his current work, study and skills to enable Committee members to understand his background and potential role.

Key information

George's presentation will provide an introduction to who he is, what he is passionate about and how this links to his current work and the Youth Hub project.

5.2 COUNCIL RELATED UPDATES - NOVEMBER 2020

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager

Stephanie Macdonald-Rose - Group Manager - Corporate

References:

1. [Firooze Coolaabavala Resignation](#)  
2. [Business Plan Progress Report October 2020](#)  

Recommendation

That the Youth Committee receive the report – Council Related Updates - November 2020.

Membership Update

Firooze Coolabavala has resigned (Ref 1)

The leadership team will be making decisions about the reserves

Co-Chairs update – Louis Devine & Charlotte Hardy

Feedback from presenting to the Council meeting on 27th October 2020.

Governance and Administration Update – Nicole Grey

The most recent Youth Wellbeing Collective Meeting was awesome. It was a culmination of a lot of hard work and conversations about improving this space for our local youth sector to come together. It was well attended and mental health/Hinengaro was the focus. We heard sobering statistics and struggles from Paul, who works with SUPP under the DHB, discussed the many other challenges and contributors to our young people's mental health, especially this year. We agreed that long term relationships with young people make all the difference. There was an exciting outcome from this discussion of one organisation around the table having money and manpower to start up an initiative that will help to fill the gaps. Sport Whanganui also gave a great presentation of what they do in the youth space locally.

Te Pae Tata Ohakune – I visited the Tech Hub and was able to have a great conversation about how it all works and hear some of the vision, history, and what's ahead. The space, resources and concepts are incredible, but are sadly underused. This is a common pattern and something that is key for us to look further into as we get youth voice about a Youth Hub.

UPCOMING DATES

- Zoom meetings every Sunday 7:30pm – RSVP
- Meet the Councillors and Iwi - Tuesday 24th November 4pm
- Regular meetings
 - Monday 23rd November 4pm
 - Monday 7th December 4pm
 - Monday 21st December

- Council meeting Tuesday 8th December – Come along and support Louis and Charlotte as they present.
- First formal meeting of 2021 - 15th February
- Road trip to Youth Hubs – dates will be set for before Christmas for a smaller initial trip, more for team building purposes than a clear research angle and will most likely be in the New Plymouth direction. Nominate a member to help with organising.

BUSINESS PLAN PROJECT UPDATES

In Progress

Local Networking – Keisha Maniapoto

Verbal update to be provided on He Iere Rangatahi and UX Rescue progress and the Rangatahi Digital Village

General Election Event Update – Chez-Ashli Peters, Charlotte Hardy

Event was a great success, there are summary and feedback documents available.

Social Media – Raneë Nikora-Rehu, Siobhan Sarkar, Brittanie Goodgame-Archer

The team will give a verbal update

Youth Hub – All members

The Youth Hub Project Group are having their first meeting on the 10th November.

Business Plan Progress Status – Ref 2

Funding

Verbal updates will be provided at the meeting on the following areas

- \$600ships – Sophie Archer, Myles Simpson.
- Sports Project – Louis Devine, Sophie Archer, Myles Simpson.
- Diversity Project – Tiana Absolum, Siobhan Sarkar, Myles Simpson.
- Opportunity Project – Tiana Absolum, Myles Simpson.

Internal

Verbal updates will be provided at the meeting on the following areas

Handbook and Others – Miriama Joseph, Charlotte Hardy

Policy/Submissions – *Tiana Absolum, Brittanie Goodgame-Archer, Keisha Maniapoto, Charlotte Hardy*

Members in attendance at the zoom on 4th October gave comments on the Leading Edge strategy survey which were collated and given to the policy team. Some members who weren't present also filled in the survey separately.

Charlotte Hardy and another member attended the Climate Change workshop on 3rd November

Meet the Councillors and Iwi Event – *Chez-Ashli Peters, Nikita Ebutt-Moorehouse, Miriama Joseph*

- Date has been set
- Venue still to be confirmed
- Working with Iwi to progress meaningful relationship building opportunities

Merchandise – *Chez-Ashli Peters, Jacob Brown, Miriama Joseph, Brittanie Goodgame-Archer*

The team would like to get opinions on their plans for merchandise.

Council Update

The Councillor Appointment to Youth Committee, Cr Josh Chandulal-Mackay, will give a verbal update from the Council.

From: Firooze Colaabavala <firoozecola@gmail.com>
Sent: Saturday, 3 October 2020 9:50 PM
To: Nicole Grey <Nicole.Grey@whanganui.govt.nz>
Cc: Josh Chandulal-Mackay <Josh.Chandulal-Mackay@whanganui.govt.nz>
Subject: Youth Committee Resignation Letter

To the Youth Committee,

I feel I am incredibly lucky to have had the opportunity to gain the skills, experiences, and confidence that the youth committee has given me. However, after over a year and a half on the Committee, I can no longer invest the time into the youth committee that I feel does its work justice. As a result, I think it's time that a new youth councillor has access to the opportunities that have allowed for my personal growth and that have allowed me to try and positively impact the experience of the youth of this region in some way.

Like many youth councillors before me, I'd like to share a couple of things I've learnt in my time here. Firstly, never forget that we are lucky enough to have the support that allows us to have a real, tangible impact on Wanganui's youth. My understanding of the responsibilities of the youth committee is that we represent the youth of Wanganui and to aid the district council in improving Wanganui as a place where young live. The youth committee is an amazing opportunity for those, like us, that form the committee, but ultimately we must do our best for the youth in our region.

Secondly, remember that the youth committee is a team. Consider when to delegate and share responsibility so what is outlined above can be effectively done; many hands make light work and, each different committee member and therefore different background, experiences, and viewpoint, has something more to add to the youth committee's work

To everyone I've worked with, thank you for the advice we've shared and the fun we've had. I look forward to seeing what the youth committee does in the future.

Sincerely, Firooze Colaabavala

Business Plan Projects	Carryover	Budget	People				Percentage Complete	Deadline
In progress								
Local Networking - RDV		\$0.00	Keisha				5% Ongoing	
Local Networking - He Iere		\$0.00	Keisha				30% Ongoing	
Elections event		admin \$\$	Chez	Charlotte	Ranee		100% October 2020	
Social Media		\$500.00	Siobhan	Ranee	Britt	Jacob	5% Not Determined	
Carryover								
Rangatahi Digital Village	\$2,000		Nicole	Keisha				
Merchandise	\$1,500		Team below					
Youth Sector Appreciation	\$1,000		Nicole					
Youth Hub								
categories not defined		\$25,000.00	Everyone				5% Ongoing	
Funding								
\$600ships		\$3,600.00	Sophie	Myles			0% Ongoing	
Sports Project		\$1,300.00						0% September 2020
Diversity Project		\$1,300.00	Tiana	Siobhan	Myles		0% Not Determined	
Opportunity project		\$1,300.00	Tiana	Charlotte	Myles		10% March 2020	
Internal								
Orientation/Handbook		\$0.00	Miriama	Charlotte	Nicole		40% December 2020	
Policy/Submissions		\$0.00	Tiana	Britt	Keisha	Charlotte	30% Ongoing	
Terms of Reference Review		\$0.00	Leadership team	Sophie			70% December 2020	
Membership		Admin \$\$	Leadership team					
Meet the Crs & lwi event		Admin \$\$	Chez	Nikita	Miriama		30% November 2020	
Merchandise - shirts hats etc		\$2,000.00	Britt	Chez	Jacob	Miri	10% December 2020	
Admin/Staff								
Music Industry Gathering		admin \$\$	tbc				10% Not determined	
Internal running of committee		\$10,000.00	Nicole				na na	
Clarifying roles		\$0.00	Leadership team				60% Not determined	
Membership admin		\$0.00	Charlotte	Sophie			30% Not determined	

5.3 TERMS OF REFERENCE REVIEW

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager

Stephanie Macdonald-Rose - Group Manager - Corporate

References: 1. [Proposed Youth Committee Terms of Reference](#)  

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

Recommendation

That the Youth Committee recommends:

That Council

- a) adopts the proposed Youth Committee Terms of Reference
- b) sets the Youth Committee meeting frequency to a minimum of once per term

Executive summary

An updated Terms of Reference that is simpler and allows for more flexibility and effective working of the Youth Committee is proposed. Many of the previously included administrative details are removed and would be placed into a Handbook document. This also includes the key decision about formal meeting frequency.

Background

The current Youth Committee Terms of Reference contain a level of detail that can sometimes limit the Committee's responsiveness to changing needs and priorities. There is also a significant amount of duplication and some contradiction of existing procedures contained within Council's Standing Orders and Code of Conduct. Much of the administrative content could be better implemented in a Handbook format or made more general to allow for more effective work to be completed by the Youth Committee. The proposed changes would better reflect the format of other committees' terms of reference and allow for greater efficiency and flexibility.

The Youth Committee Co-chairs, Project Support Officer, Community Wellbeing Manager, Senior Democracy Advisor, and Youth Committee Cr Appointment have worked through and developed these suggested changes, and members were made aware that it was under review and suggestions or questions could be raised.

The Terms of Reference should allow clarity around key decisions, align with existing Council governance documents and enable enough flexibility to reflect the nature of working with young people through a legal committee structure.

Since the Project Support Officer role was created in September 2019, there has been staff evaluation of the high meeting frequency and the impact this has on the Committee. The clear opinion of officers is that the meeting frequency is higher than necessary and is not enabling the committee to be effective in achieving its key tasks. Further information is under the supporting information heading.

Key issues

Notable Changes

Payments to be distributed monthly rather than as a result of meeting attendance. This streamlines and simplifies the process, aligns with the payment structure of other public office holders and is a redistribution of the total amount of payments likely under the current structure.

- Youth Committee members are paid \$350 a year, paid monthly during February – November.
- Co-chairs receive \$700 per year, paid in the same format.

Membership timeframe and re-application process adjusted to align with Council term

Removal of some areas, most of which would be either copied into handbook or adjusted if necessary

- Recruiting process
- Membership finer details
- Meeting frequency, format and agenda

Meeting Frequency

The proposed Terms of Reference document would not include the specific meeting frequency to allow for Youth Committee to determine their own frequency and schedule. Meeting frequency would be in the Handbook document however it still requires the formal meeting process to be adopted and/or changed. This is also to ensure long-term relevance of the Terms of Reference without changes being needed during the Council Term.

A decision is additionally needed about the preferred formal meeting frequency for the Youth Committee

The current six weekly cycle is reflective of other council committees' structure and has a consistent degree of formal and public accountability. It also provides political experience for the members while allowing the public regular access through this forum to the Youth Committee.

A much lighter schedule of at minimum once a term formal meetings enables the meetings to be a worthwhile use of the time and processes required for a formal meeting and makes them a more significant event. It reflects the operational nature of the Committee members and the many other commitments they have, and allows the Committee to focus on getting the work done.

It should be noted that for the 2019 and 2020 years there were calendared seven meetings (local body elections and Covid-19 affected the actual number) and once a term frequency would be minimum 4 meetings a year. Additional meetings could be called if a significant decision was needed in a shorter timeframe, with further rationale for the meeting frequency to be located in the Handbook.

Options

Resolution part a)

1. The preferred option is that these changes are recommended by the Youth Committee and would then be submitted to the Council for adoption
2. The Youth Committee can suggest any changes, additions to the new Terms of Reference
3. Retain the status quo

Resolution part b)

1. The preferred option is that the Youth Committee adopts a meeting frequency of at minimum once a term
2. The Youth Committee can retain the status quo of 6 weekly formal meetings
3. The Youth Committee can decide on another meeting frequency that they would like to adopt

Summary of Considerations

Fit with purpose of local government

Supports democratic local decision-making and action by, and on behalf of, communities

[Section 10 of the Local Government Act 2002](#)

Fit with strategic framework

Select checkboxes to indicate whether the decision / report contributes, detracts or has no impact

	Contributes	Detracts	No impact
Leading Edge Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Long-Term Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Policies or Plans - Youth Committee Terms of Reference	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Leading Edge Strategy](#)

Risks

The recommended decision has a very minor degree of risk.

The following risks have been considered and identified:

- Financial** risks related to the financial management of Council and the ability to fund Council activities and operations, now and into the future
- Service delivery** risks related to the meeting of levels of service to the community

Engagement

[Significance and Engagement Policy 2018](#)

PRE-ENGAGEMENT Community groups / stakeholders	Date / Status	Techniques to engage

CONSULTATION Community group / stakeholder	Level of engagement on spectrum	Techniques to engage



**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.

5.4 OPPORTUNITY PROJECT ALLOCATION - OPEN ART STUDIOS EXHIBITION

Author: Nicole Grey - Youth Committee Project Support Officer

Authoriser: Lauren Tamehana - Community Wellbeing Manager
Stephanie Macdonald-Rose - Group Manager - Corporate

References: Nil

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

Recommendation

That the Youth Committee uses the \$1300 allocated in the Business Plan as the Opportunity Project for an Artists Open Studios Youth Exhibition

Executive summary

The Youth Committee Business Plan 20/21 included an Opportunity Project that could be allocated when an opportunity comes up. The idea of the Youth Committee facilitating a collaborative space for young people to exhibit their work during the Artists Open Studios event has been suggested by Youth Committee members and the Artists Open Studios team. It is suggested that the Opportunity Project funding is given to this project.

Background

The Project

The Youth Committee has been involved previously in providing space for young people during the Artists Open Studios Event.

Youth Committee members Charlotte Hardy and Tiana Absolum would work with volunteers, local young people, other stakeholders and the Artists Open Studios organisers to secure a 'studio' that can be filled with Whanganui Young People's Art as part of the Artists Open Studios Event in March 2021. The scope and further details of this project are not yet confirmed.

This project is well-suited to be allocated the funding because the Youth Committee has been aware that its current Business Plan does not have a large creative focus due to the priority of the Youth Hub concept project. The Opportunity Project allocation in the business plan was to provide exactly this kind of flexibility as an idea comes up.

Key issues

Some external organisational help for this project would need to be confirmed to ensure its success as it is still in the concept stage.

The cost of the Artists Open Studios project is currently unknown, however this decision would limit the Youth Committee's contributions to \$1,300. The project can either be completed within this budget, or other funding sources gained.

Options

1. The Youth Committee allocates the Opportunity Project funding to an Artists Open Studios project (preferred option)

The Artists Open Studios project is a good fit for the purpose of the Opportunity Project funding and a great opportunity for young people to present their artwork in a supportive environment. This project is unlikely to go ahead without funding support from the youth committee and the young people of Whanganui would miss out on this opportunity.

2. The Opportunity Project funding is not supported for the project (not the preferred option)

The Youth Committee can keep the Opportunity Project sum available for a future project, this would allow for continued flexibility over the remaining six months of the financial year. However as the focus is on the youth hub there may not be any additional projects identified and the youth will miss out on an opportunity to present their art in a well-supported community event.

Summary of Considerations

Fit with purpose of local government

This project would support social and cultural wellbeing.

[Section 10 of the Local Government Act 2002](#)

Fit with strategic framework

Select checkboxes to indicate whether the decision / report contributes, detracts or has no impact

	Contributes	Detracts	No impact
Leading Edge Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Long-Term Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Policies or Plans -	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Youth Committee Business Plan 20/21

[Leading Edge Strategy](#)

Risks

The recommended decision has a very minor degree of risk.

The following risks have been considered and identified:

- Financial** risks related to the financial management of Council and the ability to fund Council activities and operations, now and into the future
- Service delivery** risks related to the meeting of levels of service to the community
- Reputation / image** risks that affect the way the Council and staff are perceived by the community - nationwide, internationally, by stakeholders, and the media
- Legal compliance (regulatory)** risks related to the ability of management to effectively manage the Council, comply with legal obligations and avoid being exposed to liability
- Environmental** risks related to the environmental impacts of activities undertaken by the Council. Includes potential or negative environmental and / or ecological impacts, regardless of whether these are reversible or irreversible
- Health, safety and wellbeing** risks related to the health, safety and wellbeing of Council staff, contractors and the general public when using Council’s facilities and services
- Information technology and management** risks related to the integrity of the Council’s IT network, including security, access and data management
- Infrastructure / assets** risks related to the inability of assets to provide the required level of service in the most cost effective manner
- Project completion** risk of failure to complete on time, on budget and to plan

[Risk Management Policy](#)

Policy implications

There are no major policy implications.

<p>Financial considerations</p> <p>This funds for this project are already budgeted for.</p> <p><input type="checkbox"/> Nil <input checked="" type="checkbox"/> Approved in LTP / AP <input type="checkbox"/> Unbudgeted \$</p>
<p>Legislative considerations</p> <p>N/A</p>
<p>Significance</p> <p>The recommended decision is considered not significant as per Council's Significance and Engagement Policy.</p> <p>Significance and Engagement Policy 2018 https://hubble.whanganui.govt.nz/site/strat/ layouts/15/WopiFrame.aspx?sourcedoc=/site/strat/Strategic%20Planning/Guidelines%20on%20determining%20significance%20for%20reporting%20toolkit.pdf&action=default</p>
<p>Engagement</p> <p>This decision does not require engagement.</p> <p>Significance and Engagement Policy 2018</p>

