

Hastings District Youth Council



Civic Administration Building
Lyndon Road East, Hastings

Phone: (06) 871 5000

Fax: (06) 871 5100

WWW.hastingsdc.govt.nz

OPEN AGENDA

HASTINGS DISTRICT YOUTH COUNCIL MEETING

Meeting Date: **Wednesday, 7 March 2018**

Time: **3.45pm**

Venue: **Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Committee Members	Chair: Ella Hoogerbrug, (Havelock North) Councillor Dixon Rytasha Sekhon, Pelerosse Vaima'a, Kate Allen, Caroline Jones, Hena Dugh and Emilee Scarborough (HGHS); Cameron Young, Abigail Masengi and Hope McClelland (Karamu High); Matekairoa Butler (Flaxmere College); Dylan Bishop, Gurjas Sekhon and Cairo Smith (St Johns College); Connor Molloy (Napier Boys); Oscar Malpas (HBHS); Xinyi Chen (Iona); Charlotte Frogley (Woodford); Kaikohe Hutana (Te Aute); Samantha Anderson (Sacred Heart); Max Sharp (EIT); and Eleanor Matich
Officer Responsible	Youth Co-ordinator – Ryan Gardiner (Extn 5029)
Secretary:	Christine Hilton (Extn 5633)

Hastings District Youth Council – Terms of Reference 2018

Fields of Activity

The Hastings District Youth Council is established to be advocating and implementing the voice of youth for the Hastings District.

Membership

Chairman

Deputy Chairperson

1 Councillor appointed by the Council

Maximum of 22 young people between the ages of 15-19 who live or go to school in the Hastings District.

Quorum – 13 members Majority rules, but in the event of a tie, the Chairperson has the casting vote.

Meeting Frequency

Monthly meetings on the first Wednesday of each month from 3:45 – 5.30pm during the school term or when required.

Meeting Protocols

There is no texting or using of cell phones during meetings. All phones must be on silent.

A Chair and Deputy Chair will be elected for 2018.

Members are not allowed to speak out of order or over the meeting Chairperson.

All members should treat each with respect and use appropriate language.

Issues Raised

Issues raised at Hastings Youth Council meetings can be brought to Council through the Youth Co-ordinator.

Reporting Requirements

Minutes will be distributed within 7 days of the Hastings District Youth Council meeting.

General Procedures

Apologies go to the Youth Co-ordinator, the Chair or the Deputy Chair.

Missing more than 2 meetings without notice will mean forfeiting your place on the Youth Council.

Delegated Powers

To make recommendations to the Council on issues affecting youth in the Hastings District.

HASTINGS DISTRICT COUNCIL
HASTINGS DISTRICT YOUTH COUNCIL MEETING
WEDNESDAY, 7 MARCH 2018

VENUE: Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings

TIME: 3.45pm

A G E N D A

1. Apologies

At the close of the agenda no apologies had been received.

At the close of the agenda no requests for leave of absence had been received.

2. Confirmation of Minutes

Minutes of the Hastings Youth Council Meeting held Wednesday 25 October 2017. 1

3. Facebook Page Update

4. General Business

5. Hastings District Youth Council 2018 7

6. Youth Grants 2018 9

7. Council Committees 11

Hastings District Youth Council



*Civic Administration Building
Lyndon Road East, Hastings 4156*

Phone: (06) 871 5000

Fax: (06) 871 5100

www.hastingsdc.govt.nz

OPEN

MINUTES

HASTINGS DISTRICT YOUTH COUNCIL

Meeting Date: **Wednesday, 25 October 2017**

**Minutes of a Meeting of the Hastings District Youth Council held on
25 October 2017 at 3.45pm**

Table of Contents

<u>Item</u>	<u>Page No.</u>
1. Apologies	1
2. Confirmation of Minutes	1
5. Representation Review 2018	1
6. Youth Grants	2
3. Facebook page updates	3
7. Youth Council Annual Plan	3
4. General Business	3

HASTINGS DISTRICT COUNCIL

MINUTES OF A MEETING OF THE HASTINGS DISTRICT YOUTH COUNCIL HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON WEDNESDAY, 25 OCTOBER 2017 AT 3.45PM

PRESENT: Chair: Grace Peia (HGHS)
Councillor Dixon
Rytasha Sekhon and Pelerosé Vaima'a (HGHS); Bethany Cox, Liam Davies and Rueben Lyndon (Karamu High); Olivia Campbell, Eleanor Matich, Ella Hoogerbrug and Hamish Legarth (Havelock North); Dylan Bishop (St Johns); Samantha Anderson (Sacred Heart); and Max Sharp (EIT)

IN ATTENDANCE: Youth Co-ordinator (Ryan Gardiner)
Team Leader Youth Development (Paddy Steffert)
Committee Secretary (Annette Murdoch)

1. APOLOGIES

Max Sharp/Liam Davies

That apologies for absence from Antonia Richardson (Rudolf Steiner) be accepted.

CARRIED

An apology for the Councillor Meet and Greet from Councillor Lyons was noted.

2. CONFIRMATION OF MINUTES

Dylan Bishop/Eleanor Matich

That the minutes of the Hastings Youth Council Meeting held Wednesday 27 September 2017 be confirmed as a true and correct record and be adopted.

CARRIED

Samantha Anderson arrived at the meeting at 3.50pm

5. REPRESENTATION REVIEW 2018

Democratic Support Manager, Jackie Evans gave a presentation to Youth Council members and advised that Council are undergoing a representation review which involved looking at the Ward boundaries in the District.

Mrs Evans requested feedback from members as to the best way to consult with Youth regarding election and representation review issues. The following ideas were suggested:

- Establish Youth Council members appointments onto Council and Standing

Committees.

- Encourage and educate youth voting before they reach 18 years.
- Social media.
- Democratic Support Manager would be prepared to talk to students in a classroom situation, however this type of topic was not currently in a school curriculum.
- 18-25 year olds to be targeted – most people responding to consultation and attending meet the candidate forums are of a much older age group.
- Members returning to Youth Council in 2018 are keen to be involved in democratic issues.

Liam Davies/Max Sharp

- A) That the report of The Electoral Officer titled “Representation Review 2018” dated 25/10/2017 be received.**
- B) That the Youth Council consider how to best consult with Young People on the Council’s representation arrangements.**

CARRIED

Rytasha Sekhon left the meeting at 4.15pm

Jackie Evans left the meeting at 4.17pm

6. YOUTH GRANTS

It was agreed to establish a Youth Grant Working Group comprising: Hanna Wrigley, Grace Peia, Pelerosé Vaima’a, Eleanor Matich and Samantha Anderson.

It was noted there was approximately \$1,250.00 left in the budget.

Olivia Campbell/Eleanor Matich

- A) That the report of the Youth Co-ordinator titled “Youth Grants” dated 25/10/2017 be received.**
- B) That the Youth Council endorse the email responses from thirteen members - Antonia Richardson, Samantha Anderson, Eleanor Matich, Rytasha Sekhon, Dylan Bishop, Olivia Campbell, Hamish Legarth, Ella Hoogerbrug, Hanna Wrigley, Liam Davies, Bethany Cox, Max Sharp and Grace Peia (Chair) - regarding the allocation of funds from the Youth Grants budget as set out in C) below.**
- C) That \$250 be contributed, from the Youth Grants budget towards the unexpected cost incurred by Mr Karl Wairama, Tu Ake Academy as a result of partnering with the Youth Council in the delivery of Activity 5 “Inspiring Youth Speaker Series and Workshops” of the Youth Council’s Annual Plan 2017.**
- D) That the remainder of the available Youth Grants budget should be kept available for the Youth Grants process for 2017.**

CARRIED

3. FACEBOOK PAGE UPDATES

There were no updates to report.

7. YOUTH COUNCIL ANNUAL PLAN

It was noted that all Annual Plan Actions had been completed.

Dylan Bishop/Liam Davies

That the report of the Youth Co-ordinator titled “Youth Council Annual Plan” dated 25 October 2017 be received.

CARRIED

4. GENERAL BUSINESS

- It was advised that a survey would be sent out to Youth Council Members requesting honest feedback from members on what worked well and what did not work well with the 2017 Youth Council. Feedback would assist in the development of the 2018 Youth Council.
- Circulated at the meeting were introduction letters from two library staff members along with library advertising material.
- Councillor Dixon gave thanks to the Chair and Youth Council Members for their efforts for which the community appreciates. He wished members the best with their future education. Thanks were also given to Council Officers Paddy Steffert and Ryan Gardiner.
- Team Leader Youth Development, Paddy Steffert, advised members that acknowledgement letters will be sent out to those members who had regular attendance at Youth Council meetings.
- Acting Mayor, Sandra Hazlehurst gave a thank you speech and wished members well for their future.
- Following the meeting light refreshments were served with a Youth Council members ‘Meet and Greet’ with Mayor and Councillors.

The meeting closed at 4.37pm

Confirmed:

Chairman:

Date:

REPORT TO: HASTINGS DISTRICT YOUTH COUNCIL

MEETING DATE: WEDNESDAY 7 MARCH 2018

**FROM: YOUTH CO-ORDINATOR
RYAN GARDINER**

SUBJECT: HASTINGS DISTRICT YOUTH COUNCIL 2018

1.0 INTRODUCTION

Confirmation Of Chair And Election Of Deputy Chair

- 1.1 Election of a Chair for the 2018 Hastings District Youth Council was undertaken at the Planning Session held on Thursday, 22 February 2018 at the Baptist Church, Lyndon Road East, Hastings.
- 1.2 The Youth Council Chair for 2018 is Ella Hoogerbrug, who was elected via a written ballot.
- 1.3 A Deputy Chair will be elected at this first meeting of the Youth Council on 7 March 2018.

Annual Plan

- 1.4 The Hastings Youth Council Annual Plan was developed at the Planning Session, also held on Thursday, 22 February 2018 at the Baptist Church, Lyndon Road East, Hastings. The draft Annual Plan will be circulated via e-mail prior to the meeting for Youth Councillors to consider. This Plan can then be adopted at our next meeting in April.

Photographs of Youth Council members for Council's Website

- 1.5 Hastings District Council's website will include information about the Youth Council including photos of Youth Council representatives. Members have been asked to complete a small paragraph that can accompany the photo including name, age, school and year, interests/hobbies and what they would like to achieve during their time on the Youth Council.
- 1.6 An officer from Council's Communications Team will take individual photos of members at the commencement of the Youth Council meeting on 7 March 2018.

Endorsement of amendments to Terms of Reference

- 1.7 Given the frequency of meetings (first Wednesday of each month) and the increased number of members in the 2018 Youth Council (now 22) the Terms of Reference have been amended accordingly, as well as the quorum needed for each meeting (13 members). The Terms of Reference are on the inside page of each meeting agenda.

International Advisory Group

- 1.8 In recent years, the Youth Council has been invited to put forward a representative to the Council's International Advisory Group (IAG). This Group meets twice a year – the meetings scheduled for this year are on 16

May and 12 September 2018. If the Youth Council wishes to put forward a representative the name of this member can be forwarded to the Council Officer who looks after that Group.

- 1.9 Councillor Dixon, who is a member of the Youth Council is also a member of the IAG.

2.0 RECOMMENDATION

- A) That the report from the Youth Co-ordinator titled “Hastings District Youth Council 2018” be received.**
- B) That the election of Ella Hoogerbrug as the Chair of the 2018 Hastings District Youth Council by written ballot at the Planning Session on 22 February 2018 be confirmed.**
- C) That be elected as the Deputy Chair of the 2018 Hastings District Youth Council.**
- D) That the appropriate amendments to the Terms of Reference be endorsed to reflect that the meetings will be held on the first Wednesday of each month; the increased number of members (now 22); and the increased quorum (now 13).**

Attachments:

There are no attachments for this report.

REPORT TO: HASTINGS DISTRICT YOUTH COUNCIL

MEETING DATE: WEDNESDAY 7 MARCH 2018

FROM: YOUTH CO-ORDINATOR
RYAN GARDINER

SUBJECT: YOUTH GRANTS 2018

1.0 SUMMARY

- 1.1 The purpose of this report is to obtain a decision from the Youth Council on adding the Youth Grants activity to this year's Annual Plan.
- 1.2 This report concludes by recommending that the Youth Council adopt the Youth Grants as part of their 2018 Annual Plan.

2.0 BACKGROUND

- 2.1 The Youth Grants activity has been delivered by the Youth Council for the past 3 years. It has gained some recognition within the District, has proved to be a great way to increase awareness of the Hastings Youth Council but, most importantly, the grants have supported local youth to undertake some great activities.
- 2.2 The money spent on the Youth Grants comes directly out of the Youth Council budget, and the amount given each year has varied dependent on the balance of Youth Councils budget.

3.0 CURRENT SITUATION

- 3.1 The Youth Grants are currently not included in this year's Hastings Youth Council draft Annual Plan.

4.0 OPTIONS

- 4.1 There are 2 options for the Youth Council to consider:
 - A) The Youth Council adopt the Youth Grants activity and add it to the Annual Plan.
 - B) The Youth Council do not adopt the Youth Grants this year.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 This report and the recommendation within does not trigger the Significance and Engagement Policy.

6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 **Option A** – The Youth Council will set aside funds for the Youth Grants to be delivered nearer the end of the year. This would limit the budget we have available to complete other activities in the Annual Plan, but would require little effort and free up time to complete other activities.
- 6.2 The budget used for this activity to come from:

- Sponsorship through external stakeholders
- The delivery of another planned event (i.e. entry fee from a movie night)
- Alternative fundraising options

This option would not affect the Youth Councils annual budget allocation but would require more time and effort from Youth Councillors.

- 6.3 **Option B** – The Youth Grants will not be included in this year’s Annual Plan. This activity was not accounted for at the annual planning session and would tie up more resource and time which is already quite limited. However, the youth grants have been a successful and delivered by the last 3 Youth Councils. Cancelling them this year could affect the buy-in for next year’s Youth Council applications (we receive a number of Youth Council applications from Youth Council Grant recipients).

7.0 PREFERRED OPTION/S AND REASONS

- 7.1 Option A is the preferred option.
- 7.2 The Youth Grants have proven to be a popular deliverable from the Hastings Youth Council over the past 3 years and are relatively easy to manage should they be adopted to the Annual Plan.
- 7.3 The Youth Grants have the potential to be much more recognised, with significant grants able to be provided should the Youth Council wish to put in the time and effort required. For the past 3 years, Youth Council budget has been the only source of funding with no other funding options yet explored.

8.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Youth Co-ordinator titled “Youth Grants 2018” dated 7/03/2018 be received.
- B) That Youth Grants 2018 be adopted to the Youth Council Annual Plan.

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for local public services in a way that is most cost-effective for households and business.

Attachments:

There are no attachments for this report.

REPORT TO: HASTINGS DISTRICT YOUTH COUNCIL
MEETING DATE: WEDNESDAY 7 MARCH 2018
FROM: TEAM LEADER YOUTH DEVELOPMENT
PADDY STEFFERT
SUBJECT: COUNCIL COMMITTEES

1.0 SUMMARY

- 1.1 The purpose of this report is to inform the Youth Council about the committees within the Hastings District Council.
- 1.2 Youth Council members identified in their Planning session held 22 March sounded out involvement in other Council meetings and the possibility of being on other committees as a youth or Youth Council representative.
 -
- 1.3 There are 5 main committees within Council, referred as Standing Committees, Economic Development & Urban Affairs, Social & Cultural Development, Finance & Monitoring, Planning & Regulatory and Works & Services. There are also 8 sub committees and 2 rural committees within Council.
 -
- 1.4 Council committees are made up of elector members (Councillors) who are then delegated into the different committees. As part of that process a meeting Chair is also selected.
 -
- 1.5 The function of a committee is to receive information and then vote on a decision. Any decision will be informed by a Council Officer through a report that provides options, assessment of options and preferred options.
- 1.6 At this stage there is no process that permits a youth or Youth Council rep to participate in other committees with voting rights. Speaking rights to any committee maybe granted through the Chair and unless a meeting is closed to the public anyone may attend.

2.0 RECOMMENDATION

That the report of the Team Leader Youth Development titled “Council Committees” dated 07/03/2018 be received.

Attachments:

There are no attachments for this report.