

Wednesday, 4 November 2020

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council**

**Hastings District Youth Council Meeting**

*Kaupapataka*

# Open Agenda

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*Te Rā Hui:*  
Meeting date: **Wednesday, 4 November 2020**

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*Te Wā:*  
Time: **3.45pm**

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*Te Wāhi:*  
Venue: **Landmarks Room  
Ground Floor  
Civic Administration Building  
Lyndon Road East  
Hastings**

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*Te Hoapā:*  
Contact: **Democracy and Governance Services  
P: 06 871 5000 | E: [democracy@hdc.govt.nz](mailto:democracy@hdc.govt.nz)**

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*Te Āpiha Matua:*  
Responsible  
Officer: **Acting Group Manager: Community Wellbeing & Services -  
Dennise Elers**

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[www.hastingsdc.govt.nz](http://www.hastingsdc.govt.nz)**

**HASTINGS DISTRICT COUNCIL**  
207 Lyndon Road East, Hastings 4122 | Private Bag 9002, Hastings 4156  
Phone **06 871 5000** | [www.hastingsdc.govt.nz](http://www.hastingsdc.govt.nz)  
**TE KAUNIHERA Ā-ROHE O HERETAUNGA**

## Hastings District Youth Council – Terms of Reference 2020

### **The purpose of the Hastings District Youth Council (Youth Council)**

The Hastings District Council recognises the positive contribution young people make to a strong, diverse, resilient and inclusive community. The Hastings District Youth Council is a vehicle in which young people can be actively engaged in local government planning and decision making relating to their city.

The Youth Council is responsible for creating dynamic engagement opportunities for young people to participate in, be heard and be involved in community activities and government decisions.

The Youth Council's objective is to canvas youth opinions on a range of topics, to then advocate and implement changes on behalf of the young people in Hastings.

### **Membership**

The Youth Council is made up of 19 young people who live, work, and/or attend school in the Hastings District. Members can be aged between 15 and 21 years of age.

Youth Council membership is for a period of one year running from February to December. Applications can be made to the Youth Connector to continue as a Youth Council member for consecutive years.

### **Recruitment and Selection of Youth Council Members**

Recruitment for Youth Council members runs January- February each year through local high schools, youth services and community groups, the Hastings District Council website and various social media accounts.

All applications must be submitted via the Hastings District Council's website. A shortlist of candidates is created, with those applicants asked to attend a 10 minute interview. The selection panel is made up of HDC Youth Development staff, a Councillor, and a young person under the age of 25.

### **Commitments of Youth Council members**

Youth Council members are required to

- Attend a Youth Council Training and Planning event, held at the beginning of the year. (After the Council members have been selected).
- Elect members to take on leadership positions such as (but not limited to) the Chair and Deputy Chairperson of the Youth Council for that year.
- Contribute to the Youth Council Annual Plan – that details the focus of the group and their activities for the year.
- Attend all official Youth Council meetings – held fortnightly on Wednesdays at Hastings District Council's main offices, with every second meeting being an informal meeting.
- Submit formal reports detailing their actions as a Youth Council member each month at the official Youth Council meetings.
- Attend other informal meetings throughout the year to work on upcoming projects – Members will be given no less than 2 weeks' notice of informal meetings.
- Attend Hastings District Council meetings for presentations as and when required – Members will be given no less than 4 weeks' notice of these presentations.
- Attend and support all youth, community and Council events determined in the Annual Plan and by the Youth Council as a whole.

**Meetings:**

Youth Council meetings are held at the Hastings District Council, from 3.45 to 5.30pm.

Meetings will continue as scheduled if they fall in the school holidays. It is expected that members will attend these meetings unless they tender their apologies.

The Youth Connector and a Hastings District Councillor, acting as a Council Liaison, will attend all official Youth Council meetings.

**Youth Council Roles and Responsibilities****Chairperson:**

- The Chairperson chairs each meeting and ensures everyone contributes to the discussion and that the views of young people from the whole district are considered when decisions need to be made.
- Keeps meetings, projects, planning and submission processes on track.
- Delegate's responsibilities to members, follows up and ensure the work gets done.
- Acts as the contact person for the Youth Council for the public, the media, and Council.
- Represents the Youth Council at public forums as required.
- Works with elected Youth Council members to manage the official Youth Council social media accounts.
- Takes action if members repeatedly do not attend meetings or deliver on actions they say they will undertake.

**Deputy Chairperson:**

- Works closely with, and provides support to the Chairperson.
- Will take over the Chair's responsibilities for running the meetings as required.
- Will represent the Youth Council at public forums as required.
- Works with elected Youth Council members to manage the official Youth Council social media accounts.

**Social Media Team Responsibilities:**

- Works closely with each other, the Chairperson and the Deputy Chairperson to actively drive traffic to the official Hastings Youth Council social media accounts.
- All posts are to be deemed appropriate under the official Youth Council Social Media Guidelines.
- To answer all comments and questions made on social media accounts in a timely and appropriate manner.
- To report anything of a concerning nature to the Youth Connector immediately.
- To promote the Youth Council activities, and activities/events and campaigns endorsed by Youth Council.
- Submit a monthly report detailing engagement.

**Youth Council members' Responsibilities:**

- Attend meetings appropriately prepared, including submitting their official monthly report of engagements and activities as a Youth Council member.
- Actively consult with your schools, community groups, and young people to find out what they need, want or are concerned about and bring this information to the Youth Council meetings.

- Support and promote Youth Council activities, events and campaigns and those endorsed by Youth Council.
- Participate in training opportunities as they arise.
- To take up leadership and teamwork opportunities to ensure Youth Council activities, events and campaigns are delivered successfully and to determined deadlines.

### **Meeting Process:**

Formal meetings are used for:

- Planning and scheduling Youth Council projects.
- Discussing issues that are affecting young people in the Hastings Community.
- Presentations and consultancy from external parties.
- Decision making about Youth Council participation and endorsement of community activities.
- Decision making about Youth Council events or projects.

### **Decision making:**

Decision making will follow Council's basic Standard Order process:

- Someone will need to move (propose) a recommendation – which then becomes a Motion;
- Someone will second the Motion, then;
- All members will vote on the Motion. If the Majority of members agree with the decision it is then carried (confirmed) and recorded as a Decision.
- If members cannot agree on a Decision, the Chairperson will have the deciding vote.

### **Quorum:**

A minimum of half of the Youth Council members must attend the meeting for it to proceed, 10 people make a quorum.

### **Agendas and minutes**

A final agenda (approved by the chairperson) is to be sent out to all members and Council representatives at least two working days prior to the meeting.

Official agendas and minutes will be produced by the Hastings Council's Democracy and Governance support team. Agendas and any attachments will be emailed to members a week before meetings. Minutes will be emailed to members no more than a week after official meetings.

### **Apologies:**

If a member is unable to attend an official Youth Council meeting they must tender their apologies to the Chairperson, the Youth Connector or the Democracy and Governance Advisor looking after the Youth Council no later than a week before the meeting.

It is expected the member will still submit their monthly report, detailing their activities related to Youth Council.

Missing more than 2 official meetings in a row without tendering apologies will result in the member forfeiting their place on the Youth Council.

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Wednesday, 4 November 2020

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council: Hastings District Youth Council Meeting**

*Kaupapataka*

# Open Agenda

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*Heamana*

**Chair:** Sophie Jones (Karamu High School)

Tawhirimakea Karaitiana and Tiaki Mildon (E.I.T.); Charlene Fun-nell, Thea Morton, Romona Wainohu, Keelan Heesterman, Brooke Hemmings and Ondre Hapuku-Lambert (Deputy Chair) (Karamu High School); Lucas d'Arbois de Jubainville and Finley Robert Duncan (Lindisfarne College); Olivia Omur-Mackenzie, Zoe Smith and Eva Harper (Hastings Girls High School); Matilda Ellis (Woodford House); Sam Wixon (HNHS); Louis Gaffaney (St Johns College); Daisy Hill (Iona); and Janicka Tei (Taradale High)

*Nga mema o te Komiti*

**Committee**

**Members:**

Council Liaison - Councillor Wendy Schollum

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*Tokamatua:*

**Quorum:**

10 members

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*Apiha Matua*

**Officer**

**Responsible:**

Acting Group Manager: Community Wellbeing & Services - Dennise Elers

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*Te Rōpū Manapori me*

*te Kāwanatanga*

**Democracy &**

**Governance**

**Services:**

Christine Hilton (Extn 5633)



## *Te Rārangi Take*

# Order of Business

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### **Apologies & Leave of Absence – *Ngā Whakapāhatanga me te Wehenga ā-Hui***

- 1.0** 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.
- 

### **Confirmation of Minutes – *Te Whakamana i Ngā Minitī***

- 2.0** Minutes of the Hastings Youth Council Meeting held Wednesday 30 July 2020.  
(Previously circulated)
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**3.0 Facebook Page Update**

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**4.0 General Business**

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**5.0 Draft Keirunga Gardens Reserve Management Plan 9**

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**6.0 Youth Council - Updates 13**

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Wednesday, 4 November 2020

Item 5

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council: Hastings Youth Council Meeting**

*Te Rārangi Take*

# Report to Hastings District Youth Council

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**Nā:**  
**From: Alex Mabin, Public Spaces Policy Planner**

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**Te Take:**  
**Subject: Draft Keirunga Gardens Reserve Management Plan**

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## **1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga***

- 1.1 The purpose of this report is to inform the Hastings District Youth Council of the availability of the Keirunga Gardens Draft Reserve Management Plan (the Draft Management Plan), which has been adopted for public consultation purposes.
- 1.2 Hastings District Council, as an administering body under the Reserves Act 1977, is obliged to prepare Reserve Management Plans for the reserves under its management. The Draft Management Plan was adopted by Council for public consultation purposes at their meeting on 15 October 2020.
- 1.3 This report recommends that the Draft Management Plan be received by the Youth Council for information purposes.

## **2.0 Recommendations – *Ngā Tūtohunga***

- A) That the report of the Public Spaces Policy Planner titled Draft Keirunga Gardens Reserve Management Plan dated 4 November 2020 be received.

## **3.0 Background – *Te Horopaki***

- 3.1 Keirunga Gardens covers a total area of 7.9 hectares, in two separate areas. Keirunga Gardens is well loved and visited by people from across the Hastings District and beyond. Visitors to Keirunga Gardens engage in passive recreation such as walking, dog walking (including in the dog exercise

area), visiting the children's playground and relaxing and enjoying the mature trees and diverse green spaces.

- 3.2 Two leaseholders operate facilities in Keirunga Gardens: Keirunga Gardens Arts and Crafts Society Incorporated who operate The Creative Hub, and Havelock North Live Steamers who operate Keirunga Park Railway. The Creative Hub is an umbrella organisation for a number of arts and creative groups, who are based in the three buildings in Keirunga Gardens. The Arts Centre building is owned by the Arts and Crafts Society; the Homestead and Cottage, Category II heritage buildings in Schedule 1 of the Operative Hastings District Plan, are leased by the Society for use by their member groups and for public hire. The Havelock North Live Steamers operate Keirunga Park Railway, a miniature railway that has been very popular with whānau/families since the early 1990s. There is one protected tree in Keirunga Gardens, a Scarlet Gum located to the east of the Homestead.
- 3.3 A Reserve Management Plan is a 10 year plan setting out how an administering body *"shall provide for and ensure the use, enjoyment, maintenance, protection, and preservation, as the case may require, and, to the extent that the administering body's resources permit, the development, as appropriate, of the reserve for the purposes for which it is classified..."* (section 41, Reserves Act 1977). Keirunga Gardens is classified as Local Purpose (Plantation and Cultural Artistic and Creative) (main park) and Recreation Reserve (separate land parcel to the south). The Draft Management Plan seeks to balance the protection of the natural resources on a reserve, against the recreational needs of the community.
- 3.4 The Act sets out the process to be followed in the preparation of a Reserve Management Plan. Council has adopted the following process, based on these requirements:
- Notification of intention to prepare a Reserve Management Plan
  - Invite suggestions from the public for consideration for inclusion in the Draft Plan
  - Prepare the Draft Plan, where necessary engaging specialist input and undertaking stakeholder workshops
  - Workshops with the Eco District Subcommittee and Council to consider the Draft Plan
  - Council adopts the Draft Plan for consultation purposes
  - Public notification of the Draft Plan (two month public consultation process)
  - Hearing of submissions and any required amendments
  - Obtain Minister of Conservation approval
  - Adopt Final Reserve Management Plan
  - Monitor and review Plan as required

#### 4.0 Discussion – *Te Matapakitanga*

- 4.1 Extensive public consultation was undertaken in June-July 2020 requesting suggestions for consideration for inclusion in the Draft Management Plan, resulting in 204 pieces of feedback. In summary, these responses requested the following improvements:
- Improved children's playground
  - Increased maintenance of the natural area of the park, including retention of the mature trees, tracks and weed management
  - Information about the history of Keirunga Gardens, from Māori settlement in the rohe to present day
  - Track, park amenity and wayfinding signage
  - Increased maintenance of the heritage buildings
  - New tracks & paths
  - Accessibility improvements
  - Various areas of revegetation
- 4.2 Engagement with park stakeholders and a number of specialist inputs were sought in the preparation of the Draft Reserve Management Plan.

4.3 The proposed Vision for Keirunga Gardens identified in the Draft Management Plan is *“The protection, management and enhancement of the natural, historic, cultural and artistic values of Keirunga Gardens.”*

4.4 The Goals and Key Actions identified in the Draft Management Plan are:

**Goal 1: Recreation and Leisure - The Gardens are well used by the community for a range of activities encouraging them to visit more often and stay longer**

*Key Actions:*

- Develop a larger playground for all ages and abilities
- Recognise the long term vision of the Keirunga Gardens Arts and Crafts Society Incorporated and Havelock North Live Steamers Incorporated
- Provide opportunities for enhanced passive recreation activities and enjoyment

**Goal 2: Development & Facilities - The Gardens are developed to ensure they are safe and accessible and that facilities meet the needs of people of all ages, abilities and interests**

*Key Actions:*

- Upgrade and maintain the heritage buildings and built landscape features in accordance with the Conservation Plan
- Enhance the main entrance and provide two way vehicle flow to enable the provision of the existing exit road for pedestrian access into the Gardens
- Optimise the capacity of the carpark and provide additional lighting for safety and amenity
- Provide legible entrances and additional parking at Tanner Street and Crabapple Walk/Poplar Flat, with a new path, seating and amenities in Crabapple Walk/Poplar Flat
- Construct new tracks to provide a loop track around the Gardens, access to the Knoll, and additional access between the playground and Arthur’s Path
- Resurface steeper sections of tracks and install steps to improve user experience
- Provide new toilet facilities adjacent to the children’s playground
- Work with the Arts and Crafts Society Incorporated to consider the future use of the heritage buildings to optimise public use

**Goal 3: Natural Values - The landscape, open space values and natural and heritage character are recognised and protected**

*Key Actions:*

- Conserve and enhance the unique woodland character around Arthur’s Path
- Undertake pockets of revegetation throughout the Gardens in accordance with the proposed Landscape Management Areas
- Implement the planting recommendations of the Conservation Plan, to protect and enhance the heritage values of the Homestead and Cottage and their gardens
- Conserve and enhance the open space character of The Knoll
- Manage shrub bed areas to minimise entrapment areas and enhance passive surveillance and safety

**Goal 4: Social & Cultural Values - The Gardens are rich in cultural and natural heritage. The landscape character and heritage features will be recognised, protected and preserved for future generations**

*Key Actions:*

- Be effective kaitiaki to ensure the protection and conservation of the historic values and features of the Gardens, including the heritage buildings and their gardens and the protected tree
- Manage and promote events in the Gardens
- Collect and interpret cultural, educational, historic and environmental information to promote the Gardens’ significance and importance, through information signage

- Support artists to undertake art installations within the Gardens and work collaboratively with mana whenua and leaseholders to design and install furniture features which encourage activity and participation

**Goal 5: Management & Partnerships - The Gardens are managed and maintained to meet community needs and aspirations**

*Key Actions:*

- Work collaboratively with the community and stakeholders to achieve the vision for the Gardens and aspirations of the Plan

## **5.0 Options – Ngā Kōwhiringa**

- 5.1 This report is for information purposes only and it is recommended that the Youth Council receive the Draft Keirunga Gardens Management Plan for information purposes.
- 5.2 Summary copies of the Draft Keirunga Gardens Management Plan will be made available to members of the Youth Council at the meeting. Full copies of the Plan can be viewed online at [www.myvoicemychoice.co.nz](http://www.myvoicemychoice.co.nz), in person at Customer Service Centre, Hastings District Council or Havelock North, Flaxmere or Hastings Library.

## **6.0 Next steps – Te Anga Whakamua**

- 6.1 The two month period of public consultation will close on Friday 18 December 2020. All submitters have the opportunity to be heard at a hearing, to be scheduled for early 2021, prior to the adoption of the Keirunga Gardens Management Plan.

### **Attachments:**

There are no attachments for this report.

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Wednesday, 4 November 2020

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Hastings Youth Council**  
**Meeting**

Item 6

*Te Rārangi Take*

# Report to Hastings District Youth Council

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*Nā:*  
**From: Pip Dixon, Youth Connector**

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*Te Take:*  
**Subject: Youth Council - Updates**

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## **1.0 Purpose and Summary – *Te Kaupapa Me Te Whakarāpopototanga***

1.1 The purpose of this report is to receive updates on the implementation of the Hastings District Youth Council Annual Plan (Attachment 1) and Council Sub-Committees.

1.2 Updates will be provided from each Youth Council Representative:

- **Daisy Hill** Health & Diversity Committee
- **Louis Gaffney** Art, Culture & Communications Committee
- **Janicka Tei** Rangatahi Co-Lab Committee
- **Sophie Jones** Environmental Committee
  
- **Council Sub-Committee updates:**
- **Matilda Ellis** Eco-Council Sub-Committee
- **Keelan Heesterman** District Development Sub-Committee
- **Finley Duncan** Greater Communities Sub-Committee
- **Tiaki Mildon** Active Transport Group Committee

## 2.0 Recommendations – Ngā Tūtohunga

- A) That the report of the Youth Connector titled Youth Council - Updates - dated 4 November 2020 be received.

## 3.0 Background – Te Horopaki

3.1 Youth Council's key objectives delivered through the Youth Council Annual Plan 2020 are;

- Health & Diversity
- Art, Culture & Communications
- Rangatahi Co-Lab
- Environmental

3.2 The Chairperson from each Committee will provide an update on Committee.

3.3 Youth Councillors are also represented on Council Sub-Committees;

- Eco-Council Sub-Committee
- District Development Sub-Committee
- Greater Communities Sub-Committee
- Active Transport Group Committee

3.4 Youth Council representatives will provide an update on Sub –Committees.

### Attachments:

1	<a href="#">RotoATara - Sponsorship Application</a>	COP-09-02-20-995
2	<a href="#">Youth Council Annual Plan 2020</a>	COP-09-02-20-981

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## Summary of Considerations - He Whakarāpopoto Whakaarohanga

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### Fit with purpose of Local Government - E noho hāngai pū ai ki te Rangatōpū-ā-Rohe

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

### Link to the Council's Community Outcomes – Ngā Hononga ki Ngā Putanga ā-Hapori

This proposal promotes the Local Public services which help meet the needs of young and old, people in need, visitors and locals, businesses and households in the present and for the future.

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### Māori Impact Statement - Te Tauākī Kaupapa Māori

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N/A

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**Sustainability - Te Toitūtanga**

N/A

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**Financial considerations - Ngā Whakaarohanga Ahumoni**

N/A

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**Significance and Engagement - Te Hiranga me te Tūhonotanga**

This decision/report has been assessed under the Council's Significance and Engagement Policy as being of low significance.

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**Consultation – internal and/or external - Whakawhiti Whakaaro-ā-roto / ā-waho**

N/A

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**Risks**

N/A

REWARD – Te Utu	RISK – Te Tūraru

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**Rural Community Board – Te Poari Tuawhenua-ā-Hāpori**

N/A

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Te Whare O Hapuku  
Teiti Hapuku  
c/o 29 Tasman St  
HAVELOCK NORTH 41320  
Email: [teitihapuku@gmail.com](mailto:teitihapuku@gmail.com)  
Cell: 02102917477

26 August 2020

Hastings District Youth Council  
HASTINGS

Nei ra te mihi ki ngā rangatahi o Heretaunga

On behalf of Te Whare O Hapuku, I am seeking sponsorship to the amount of \$2,000.00

**PROJECT      Te Roto a Tara**

**PURPOSE**

1. To develop a free Augmented Reality app for whanau – retelling the stories of Roto a Tara
2. To engage as many tamariki, rangatahi me ngā whānau
3. To retain the history ā hapuu me ā iwi o Te Whatuiapiti me Te Hapuku

Attached is a copy of the project plan, which is in it the final stages of development. Also, to note that because of Covid-19 an extension on the timeline was granted by Ministry of Education until September.

Throughout the development, I have sourced the expertise of rangatahi:

1. Pereka Hapuku-Karaitiana (Y8)  
(2019 NZ BlackBots team member – 2nd place winners in the Science and Project Award at the First Lego League Open World Championships)  
Pereka has designed the technical aspects to Te Whare O Hapuku website. He has also contributed to the video and audio editing of most of the clips that have been produced for the AR app.
2. Tawhirimakea Karaitiana (HDC Youth Council)  
Translation of 4 narratives from english to te reo Māori
3. Hemaima Pohatu (ex TKKM o Ngati Kahungunu ki Heretaunga)  
Te matau a Māui Secondary Schools Manukura wahine winner 2017 and 2019  
Narrator

**SPONSORSHIP REQUEST**

The sponsorship amount will be used for the purpose of prize money in a local art/ graphics competition that is intended for rangatahi – Y7 to Y13.



**HOW IT WORKS:**

- Competition
  - To create a visual story that will compliment 4 recorded narratives
  - Each narrative 1 to 4 will have it's own prize money
  - Each winner's visual will be uploaded to the Roto a Tara AR app
- Who is it open to?
  - Rangatahi in the age bracket of Y7 to Y13
  - Individual's, class or school
- How many recorded narratives are there?
  - 4
  - There is no set number of narratives to choose from
- What visual medium can be used?
  - Any medium you choose eg art, graphics, play etc
- Date
  - Opens Friday 29th August 2020
  - Closes Friday 26th September 2020
- Prize
  - Narrative 1 = \$500
  - Narrative 2 = \$500
  - Narrative 3 = \$500
  - Narrative 4 = \$500
  - Each winner's visual will be uploaded to the Roto a Tara AR app
- Judges
  - Papa Jerry Hapuku
  - Chance Rohe
  - Judges decision will be final

Please note that your decision to sponsor should not be reflective on the competition dates.  
However, if sponsorship is approved then final distribution of pānui, posters and flyers would need to include HDC Youth Council logo and sponsorship branding.

If you have any queries or questions, please do not hesitate to contact me.

No reira ra, ka pu te ruha ka hao te rangatahi

Noho ora mai

Teiti Hapuku

Project coordinator

The background of the cover is white, decorated with various colorful circles and arcs in shades of purple, orange, pink, green, blue, and light purple. A large, multi-colored circular arc frames the central text.

# 2020 HASTINGS YOUTH COUNCIL Annual Plan

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# WHAT IS HASTINGS YOUTH COUNCIL?

## SUMMARY

The Hastings District Council recognises the positive contribution young people make to a strong, diverse, resilient and inclusive community. The Hastings Youth Council is a vehicle in which young people can be actively engaged in local government planning and decision making relating to their city.

The Youth Council is responsible for creating dynamic engagement opportunities for young people to participate in, be heard and be involved in community activities and government decisions.

The Youth Council's objective is to canvas youth opinions on a range of topics, to then advocate and implement changes on behalf of the young people in Hastings.

## BACKGROUND AND RECRUITMENT

The Hastings Youth Council represents the voices of young people in Hastings and provides valuable input to Council on the needs of young people.

Positions for the Hastings Youth Council are advertised annually in February/March through local high schools, community groups, Facebook and at Council facilities.

Applications are made online through the Hastings District Council website. When submissions are closed the applications are reviewed by a panel made up of Hastings District Council Youth Development staff and the Councillor appointed to the Youth Council.

Applications were open to youth aged 15–21 years who live, work or attend school within the Hastings District.

The 2020 recruitment process included an online application questionnaire as well as a short video answering some key questions.

This year Youth Council is made up of 19 rangatahi, six of which are returning members.



# WHO ARE THE YOUTH COUNCILLORS?



**Thea Morton**  
Karamu High School

**Daisy Hill**  
Iona College



**Lucas d'Arbois de Jubainville**  
Lindisfarne College

**Charlene Fun-nell**  
Karamu High School



**Finley Robert Duncan**  
Lindisfarne College

**Brooke Hemmings**  
Karamu High School



**Tiaki Mildon**  
Eastern Institute Of Technology

**Louis Gaffney**  
St John's College



**Romona Wainohu**  
Karamu High School



# VALUES





# YOUTH COUNCIL GOALS 2020

## YOUTH ENGAGEMENT

Explore different types of engagement so youth have a large involvement with Youth Council Projects

## YOUTH PERSPECTIVE VALUED

There is a more positive view on youth voice, and that voice is being heard!

## Mental Health Support

Have a large focus on mental health. We want youth to have a greater awareness of mental health, and those in need are being supported. We will look at how we can help support youth through COVID-19.

## Community Promotion

A diverse range of people are aware of the Youth Council and believe in what we are doing.



# WHO CAN WE ENROL?

## COUNCIL

We'd like to engage with a range of both council employees and councillors who work well with our goals

## SCHOOLS'

We'd like to engage with all the different groups within our schools, from Principals, and senior management, to the students themselves

# WHAT IS BLOCKING US?

## **Reputation**

Often youth are perceived as incapable and ignorant. This means people don't value our opinion that much

## **Tokenism**

Often we are engaged with by groups so they can tick a box, and not for genuine reasons

## **COVID-19**

COVID-19 will create a large number of limitations which will change what we can do. We will have to explore how we can pivot to make the most of it.

## **Lack of support, systems, and resources**

To achieve our larger goals we are held back by the lack of help available to us



# WHAT COULD MAKE YOUTH COUNCIL BETTER?

## YOUTH COUNCIL REPS' ON COUNCIL SUBCOMMITTEES'

In order to have a youth perspective in Hastings District Council

## FOLLOW OUR PASSIONS AND STRENGTHS

Working on events and projects in our areas of strength and passion

## ACTIVE AND DIVERSE MEDIA PRESENCE

We will prioritise media output. In order to help validate the voice of the youth council with older generations, and to help raise awareness for issues related to youth. In particular mental health, and COVID-19.

# WHAT DON'T WE WANT?

## MEANINGLESS SPEAKERS

We don't want our time wasted on people who don't want or value our opinion

## INEFFECTIVE USE OF TIME

We don't want to do a large number of schemes if they have no enduring impact or aren't achievable given COVID-19 guidelines.

# RANGATAHI CO-LAB COMMITTEE

## Members



**Janicka**  
Chairperson



**Eva**  
Deputy Chairperson



**Tiaki**  
Member



**Tawhirimakea**  
Member

## Key Objectives

Auckland Uni Research

NCC Co-Lab for Youth Week with Zeal

International Youth Day (12<sup>th</sup> August)

Rangatahi Consultation (potentially in person)

Online Youth Week Activity

Working with Gina to see how we can help get a future Rangatahi Co-Lab to succeed

Develop an online/virtual youth co-lab platform



# Council Subcommittee

## 1. Great Communities Subcommittee

A Subcommittee of the Strategy and Policy Committee.

### Fields of Activity

The Great Communities Subcommittee is responsible for advising the Strategy and Policy Committee by;

Providing guidance to Council officers in respect of the drafting of Council's Community Strategies, and providing oversight of any relevant Special Consultative Procedures.

Providing oversight of the implementation of Council's Community Strategies.

Providing oversight of the implementation of Council's Community Plans, Fabulous Flaxmere, Safer Hastings, Civic Pride and Events, Youth Pathways, Keep Hastings Beautiful Strategies, Health, Cultural, Education, Sports, Arts and Heritage strategies.

### Membership

8 Councillors.

1 Heretaunga Takoto Noa Māori Standing Committee Member appointed by Council.

Chair appointed by Council.

Deputy Chair appointed by Council.

Quorum – 4 members

#### DELEGATED POWERS

- 1) To review and provide comment on draft new or revised Community Strategies and to recommend to the Strategy and Policy Committee the adoption of drafts for consultation.
- 2) To hear and consider all submissions received in respect of any Community Strategy proposal and to recommend responses to the Strategy and Policy Committee.
- 3) To recommend to the Strategy and Policy Committee the final wording of any new or reviewed Community Strategy for adoption by the Committee or Council.

# HEALTH & DIVERSITY COMMITTEE

## Members



**Daisy**  
Chairperson



**Sam**  
Deputy Chairperson



**Charlene**  
Member



**Zoe**  
Member



**Romona**  
Member

## Key Objectives

Pink Shirt Day Social Media Competition (May 4th)      Online Youth COVID-19 Q&A (date TBC)

Call a Grandparent Campaign on Elderly Abuse Day (1st June)

Create an online package with resources for mental health support that can be added to a digital youth co-lab platform

International Day of the Older Person (1<sup>st</sup> October)

# Council Subcommittee

## 1. District Development Subcommittee

A Subcommittee of the Strategy and Policy Committee.

### Fields of Activity

The District Development Subcommittee is responsible for advising the Strategy and Policy Committee by;

Providing guidance to Council Officers in respect of the drafting of Council's District Development Strategies and providing oversight of community engagement through the Special Consultative Procedures.

Providing oversight of the development of Council's District Development Strategy.

Providing oversight of the implementation of Council's Housing Development, Transport Development, Economic Development, Urban Zone Development and City Centre Revitalisation and Central Business Districts Development Strategies.

Providing oversight of the development of the Council's 3 Waters strategy.

Providing guidance to Council Officers relating to development of rating policies and the reviews of existing rating policy.

### Membership

8 Councillors.

1 Heretaunga Takoto Noa Māori Standing Committee Member appointed by Council.

Chair appointed by Council.

Deputy Chair appointed by Council.

Quorum – 4 members

#### DELEGATED POWERS

- 1) To review and provide comment on draft District Development Strategies, and to recommend to the Strategy and Policy Committee the adoption of draft Strategies for consultation.
- 2) To recommend to the Strategy and Policy Committee the final wording of any new or reviewed District Development Strategy for adoption by the Committee or Council.
- 3) To recommend to the Strategy and Policy Committee changes to rating policy for consideration for inclusion in the Long Term Plan and Annual Plan.



# ENVIRONMENTAL COMMITTEE

## Members



**Sophie**  
Chairperson



**Matilda**  
Deputy Chairperson



**Finley**  
Member



**Lucas**  
Member



**Thea**  
Member

## Key Objectives

NCC Co-Lab for Youth Week with Zeal

Lindasfarne Environment Club

Environment Week

Radio Kidnappers

- Awareness
- Tree Paintings
- Beeswax wrap session
- "Environmental initiatives you can start at home" video

World Environment Day (5th June)

Conservation Week (5th-13th September)

# Council Subcommittee

## 1. Eco District Subcommittee

A Subcommittee of the Strategy and Policy Committee.

### Context

The Eco District Strategy works in tandem with the District Development and Great Communities Strategies. This forms the environmental lens to our business, recognising that the other strategies have a more primary focus on both the Economic, and Social/Cultural wellbeing dimensions of the Local Government Act 2002.

It recognises that for real success environmental wellbeing cannot be traded for economic gain and that we want a future-focused district that plans and cares about the future, enhancing its natural and built environment. We need to rise to the challenges of the future and realise the benefits to society from creating clean energy, lowering carbon emissions and reducing our ecological footprint. Our response to changes in our economy, society and climate must leave our environment in a better place. A key role for Council is to grow our district in a sustainable way.

### Fields of Activity

The Eco District Subcommittee is responsible for advising the Strategy and Policy Committee by:

Providing guidance to Council officers in respect of the drafting of Council's ECO District Strategies and providing oversight of any relevant Special Consultative Procedures.

Providing oversight of the implementation of the Council's ECO District Strategies.

Providing oversight of the implementation of Councils Green Corridor, Reserve Management Plans, Climate Change, Coastal Hazards, Sustainability and Biodiversity strategies.

### Membership

6 Councillors.

1 Heretaunga Takoto Noa Māori Standing Committee Member appointed by Council.

Chair appointed by Council.

Deputy Chair appointed by Council.

Quorum – 3 members

#### DELEGATED POWERS

- 1) To review and provide comment on draft new or revised ECO District Strategies and to recommend to the Strategy and Policy Committee the adoption of draft Strategies for consultation.
- 2) To recommend to the Strategy and Policy Committee the final wording of any new or reviewed ECO District Strategy for adoption by the Committee or Council.
- 3) To review and provide comment on new or revised Reserve Management Plans and to recommend to the Strategy and Policy Committee the adoption of draft Reserve Management Plans for consultation.

# ART, CULTURE & COMMS COMMITTEE

## Members



**Louis**  
Chairperson



**Keelan**  
Deputy Chairperson



**Ondre**  
Member



**Brooke**  
Member



**Olivia**  
Member

## Key Objectives

To provide greater transparency with the public and youth of Hastings in regard to what the Youth Council aims to achieve this year. Key Performance Indicators of this are:

- Regular Youth Council column in a local paper (ie. My Hastings)
- Monthly radio appearances (ie. radio kidnappers, Breeze Hawkes Bay)
- An amplified social media presence (Instagram, Facebook, TikTok)
- Regular speaking slots for Youth Council members at school assemblies
- Presence in school councils and meetings with the Principal

Support the Hawkes Bay Arts Festival, especially in regard to youth engagement. Coordinate a series of 'Brain Dump' events across the Hastings District to develop a firm understanding of issues and opinions the Youth believe to affect them and their communities. This may be done via online methods. Furthermore, to relay this information to Counsellors during a formal meeting.

Facilitate and organise a 'NCEA Break-Up Concert' - whether in person should COVID-19 regulations permit such a gathering, or alternatively via livestream where we encourage small groups to meet and view a concert online to celebrate the closing of the academic year.

Run competitions (eg. arts & crafts, tik toks etc.) through our social media pages to boost engagement.



# Council Subcommittee

## 1. District Planning and Bylaws Subcommittee

A Subcommittee of the Strategy and Policy Committee.

### Fields of Activity

The District Plan Subcommittee is responsible for advising the Strategy and Policy Committee by;  
Providing guidance to Council officers with regard to the drafting of the District Plan (or sections thereof) and consultation on discussion documents and drafts.

Providing guidance to Council officers in respect of the drafting of Council's new or revised bylaws, and providing oversight of the Special Consultative Procedures.

Te Tira Toitū te Whenua – Hastings District Plan Cultural Values to consider and advise Council how the cultural values of Waahi Taonga and Waahi Tapu are to be integrated within the District Plan.

### Membership

6 Councillors.

3 Heretaunga Takoto Noa Māori Standing Committee Members appointed by Council.

1 externally appointed member with relevant qualifications and experience.

Chair appointed by Council.

Deputy Chair appointed by Council.

Quorum – 5 members including 3 Councillors

### DELEGATED POWERS

- 1) To review and provide comment on draft new or received District Plan provisions and to recommend to the Strategy and Policy Committee the adoption of drafts for consultation.
- 2) To hear and consider all submissions reviewed in respect of any District Plan proposal and to recommend responses to the Strategy and Policy Committee.
- 3) To recommend to the Strategy and Policy Committee the final wording of any new or reviewed District Plan provisions for adoption by Council.
- 4) To review and provide comment on draft new or reviewed bylaws, and to recommend to the Strategy and Policy Committee the adoption of drafts for consultation for onward recommendation to Council to hear submissions and formal adoption.
- 5) To recommend to the Strategy and Policy Committee the final wording of any new or reviewed bylaw for adoption by the Council.

# COVID-19 RECOVERY COMMITTEE

## Members



**Sophie Jones**  
Re-imagine Hastings  
Representative



**Brooke**  
Arts & Culture Plan  
Primary Representative



**Romona**  
Arts & Culture Plan  
Secondary Representative



**Thea**  
Community Environment  
Primary Representative



**Finley**  
Community Environment  
Secondary Representative



**Keelan**  
Economic Environment  
Primary Representative

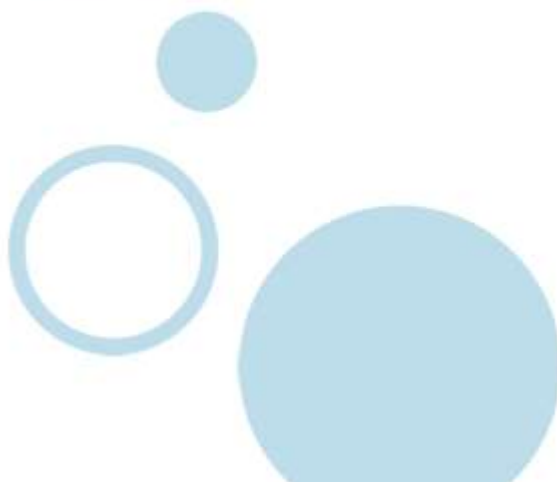


**Sam**  
Economic Environment  
Secondary Representative

## Key Objectives

Ensure the youth voice is heard  
during the planning and  
implementation of COVID-19  
response strategies

Report back to Youth Council



# MARCH – APRIL

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

M	T	W	T	F	S	S
		1	2	3 Gumboot Initiative	4	5
6 Pedal & Play Flaxmere Park	7 Pedal & Play Village Green	8 Pedal & Play Cornwall Park	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

# MAY – JUNE

M	T	W	T	F	S	S
				1	2	3
4 Pink Shirt Day	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

M	T	W	T	F	S	S
1 Elderly Abuse Day	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

# JULY – AUGUST

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12 Intl. Youth Day	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



# SEPTEMBER – OCTOBER

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

M	T	W	T	F	S	S
			1 Intl. Day of the Older Person	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

# NOVEMBER – DECEMBER

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

CG-14-33-00074

*Hastings District Youth Council  
Terms of Reference 2020*

**The purpose of the Hastings District Youth Council (Youth Council)**

The Hastings District Council recognises the positive contribution young people make to a strong, diverse, resilient and inclusive community. The Hastings District Youth Council is a vehicle in which young people can be actively engaged in local government planning and decision making relating to their city.

The Youth Council is responsible for creating dynamic engagement opportunities for young people to participate in, be heard and be involved in community activities and government decisions.

The Youth Council's objective is to canvas youth opinions on a range of topics, to then advocate and implement changes on behalf of the young people in Hastings.

**Membership**

The Youth Council is made up of 19 young people who live, work, and/or attend school in the Hastings District. Members can be aged between 15 and 21 years of age.

Youth Council membership is for a period of one year running from February to December. Applications can be made to the Youth Development Coordinator to continue as a Youth Council member for consecutive years.

**Recruitment and Selection of Youth Council Members**

Recruitment for Youth Council members runs January- February each year through local high schools, youth services and community groups, the Hastings District Council website and various social media accounts.

All applications must be submitted via the Hastings District Council's website. Candidates submitted answer to an online questionnaire as well as submitting a two minute video for review. The selection panel is made up of HDC Youth Development Staff, a Councillor, and a young person under the age of 25.

CG-14-33-00074

*Hastings District Youth Council  
Terms of Reference 2020*

**Commitments of Youth Council members**

*Youth Council members are required to*

*Attend a Youth Council Training and Planning event, held at the beginning of the year. (After the Council members have been selected)*

*Elect members to take on leadership positions such as (but not limited to) the Chair and Deputy Chairperson of the Youth Council for that year.*

*Contribute to the Youth Council Annual Plan – that details the focus of the group and their activities for the year.*

*Attend all official Youth Council meetings – held the first Wednesday of the month at Hastings District Council's main offices.*

*Submit formal reports detailing their actions as a Youth Council member each month at the official Youth Council meetings.*

*Attend informal meetings throughout the year to work on upcoming projects – Members will be given no less than 2 weeks' notice of informal meetings.*

*Attend Hastings District Council meetings for presentations as and when required – Members will be given no less than 4 weeks' notice of these presentations.*

*Attend and support all youth, community and Council events determined in the Annual Plan and by the Youth Council as a whole.*

**Meetings:**

*Youth Council meetings are to be held fortnightly at the Hastings District Council, from 4:00 to 5:30pm.*

*Meetings will continue as scheduled if they fall in the school holidays. It is expected that members will attend these meetings unless they tender their apologies.*

*Informal meetings will be held every second scheduled meeting.*

CG-14-33-00074

*Hastings District Youth Council*

*Terms of Reference 2020*

### **Youth Council Roles and Responsibilities**

#### **Chairperson:**

- The Chairperson chairs each meeting and ensures everyone contributes to the discussion and that the views of young people from the whole District are considered when decisions need to be made.
- Keeps meetings, projects, planning and submission processes on track.
- Delegate's responsibilities to members, follows up and ensure the work gets done.
- Acts as the contact person for the Youth Council for the public, the media, and Council.
- Represents the Youth Council at public forums as required.
- Works with elected Youth Council members to manage the official Youth Council social media accounts.
- Takes action if members repeatedly do not attend meetings or deliver on actions they say they will undertake.

#### **Deputy Chairperson:**

- Works closely with, and provides support to the Chairperson.
- Will take over the Chair's responsibilities for running the meetings as required.
- Will represent the Youth Council at public forums as required.
- Works with elected Youth Council members to manage the official Youth Council social media accounts.

#### **Social Media Team Responsibilities:**

- Works closely with each other, the Chairperson and the Deputy Chairperson to actively drive traffic to the official Hastings Youth Council social media accounts.
- All posts are to be deemed appropriate under the official Youth Council Social Media Guidelines.
- To answer all comments and questions made on social media accounts in a timely and appropriate manner.
- To report anything of a concerning nature to the Youth Development Coordinator immediately.
- To promote the Youth Council activities, and activities/events and campaigns endorsed by Youth Council.
- Submit a monthly report detailing engagement.



CG-14-33-00074

### *Hastings District Youth Council*

### *Terms of Reference 2020*

#### **Youth Council members' Responsibilities:**

- Attend meetings appropriately prepared, including submitting their official monthly report of engagements and activities as a Youth Council member.
- Actively consult with your schools, community groups, and young people to find out what they need, want or are concerned about and bring this information to the Youth Council meetings.
- Support and promote Youth Council activities, events and campaigns and those endorsed by Youth Council.
- Participate in training opportunities as they arise.
- To take up leadership and teamwork opportunities to ensure Youth Council activities, events and campaigns are delivered successfully and to determined deadlines.

#### **Meeting Process:**

Formal meetings are used for:

- Planning and scheduling Youth Council projects
- Discussing issues that are affecting young people in the Hastings Community
- Presentations and consultancy from external parties
- Decision making about Youth Council participation and endorsement of community activities
- Decision making about Youth Council events or projects.

#### **Decision making:**

Decision making will follow Council's basic Standard Order process

- Someone will need to move (propose) a decision, then;
- Someone will second the proposal.
- All members will vote on the decision. If the Majority of members agree with the decision it is then carried (confirmed) and recorded.
- If members cannot agree on a decision, the Chairperson OR Council representative will have the say.

#### **Quorum:**

A minimum of half of the Youth Council members must attend the meeting for it to proceed, 8 people make a quorum.

#### **Agendas and minutes**

A final agenda (approved by the chairperson) is to be sent out to all members and Council representatives at least two working days prior to the meeting.

Official agendas and minutes will be produced by the Hastings Council's Democratic support team. Agendas and any attachments will be emailed to members a week before meetings. Minutes will be emailed to members no more than a week after official meetings.

CG-14-33-00074

*Hastings District Youth Council*

*Terms of Reference 2020*

**Apologies:**

If a member is unable to attend an official Youth Council meeting they must tender their apologies to the Chairperson or the Youth Development Coordinator no later than a week before the meeting.

It is expected the member will still submit their monthly report, detailing their activities related to Youth Council.

Missing more than 2 official meetings in a row without tendering apologies will result in the member forfeiting their place on the Youth Council.

