

Te Pae Pūkari
Te Pae Pūkari Youth Advisory Committee
AGENDA

Notice of Meeting:

An ordinary meeting of the Te Pae Pūkari Youth Advisory Committee will be held on:

Date: Thursday 1 July 2021
Time: 4.30pm
Venue: Committee Room 1, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Membership

Chairperson	Councillor Anne Galloway
Deputy Chairperson	Councillor Jake McLellan
Members	Councillor Melanie Coker
	Councillor Yani Johanson
	Young Person Representative Selwyn Gamble
	Young Person Representative Mia Sutherland

25 June 2021

Principal Advisor

John Filsell
Head of Community Support,
Governance & Partnerships
Tel: 941 8303

Simone Gordon
Committee and Hearings Advisor
941 6527
simone.gordon@ccc.govt.nz
www.ccc.govt.nz

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. If you require further information relating to any reports, please contact the person named on the report.

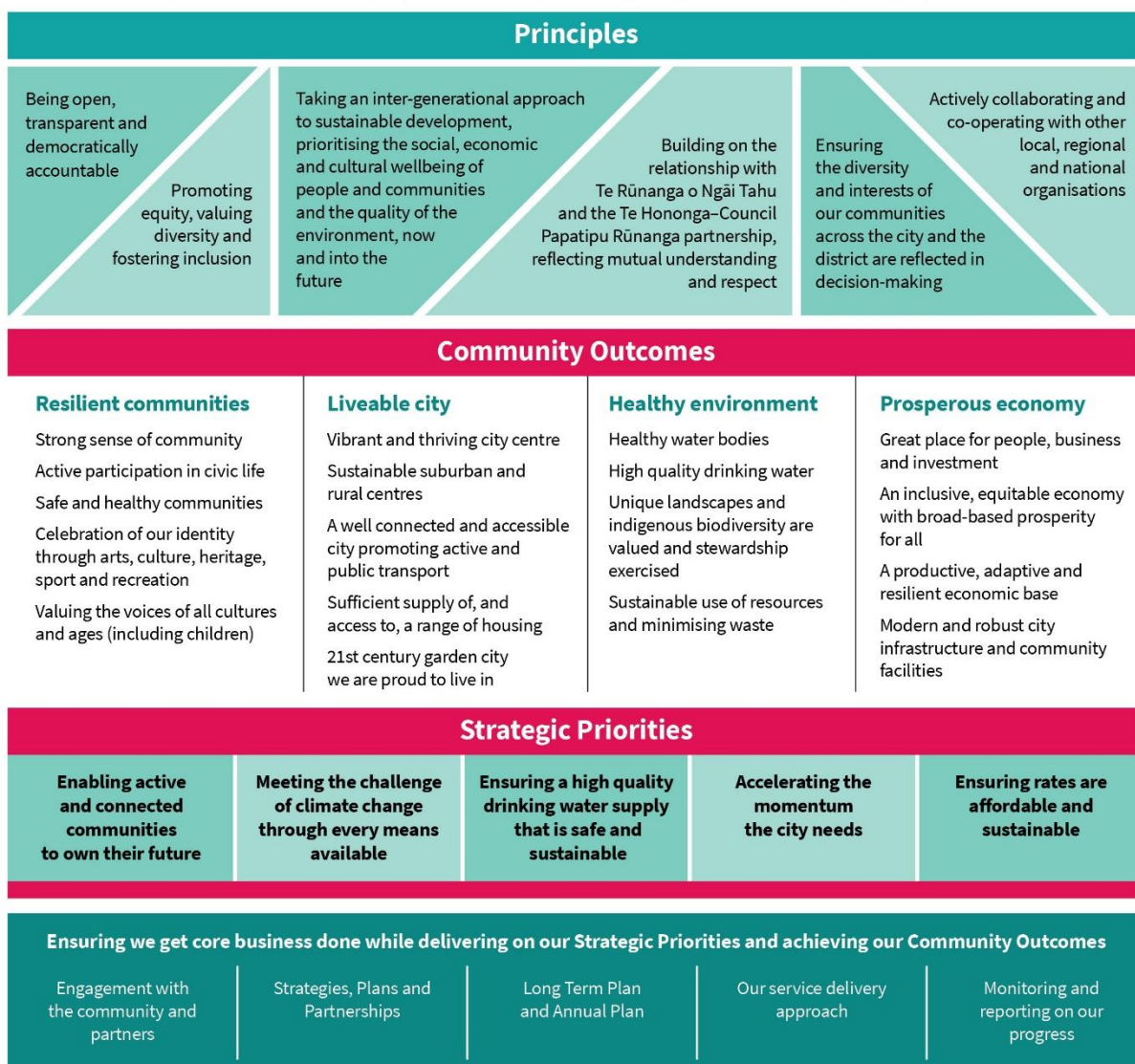
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TE PAE PŪKARI YOUTH ADVISORY COMMITTEE
NGĀ ĀRAHINA MAHINGA TERMS OF REFERENCE

Chair	Councillor Galloway
Deputy Chair	Councillor McLellan
Membership	Councillor Coker Councillor Johanson Young Person Representative (Ngāi Tahu) Young Person Representative (Ngāi Tahu) Young Person Representative (Christchurch Youth Council) Young Person Representative (Pacific Youth Leadership and Transformation Council)
Quorum	Until such time as two external members are appointed the quorum is three members. Following appointment of two external members the quorum will be: Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd. Must be one external and one elected member present.
Meeting Cycle	Quarterly
Reports To	Council

Areas of Focus

The purpose of Te Pae Pūkari is to consider issues of particular relevance to young people, as well as to create an internal pathway for youth voices on Council issues.

Te Pae Pūkari aims to:

- Promote positive youth development
- Involve young people in civic matters
- Provide a point of engagement for the youth sector with Council
- Simplify the process of collaboration with youth organisations and groups
- Build capacity within the youth sector to actively participate in civic life
- Collaborate with key youth organisations and groups

This Committee will be the formal medium through which the MOU between Council and the Christchurch Youth Council is reported to Council.

Te Pae Pūkari / Youth Advisory Committee

Ways of Working

Te Pae Pūkari is a new committee of the Council. As such, members and prospective members feel it important to emphasise the value in establishing how Te Pae Pūkari works together. The following values and statements are a starting point and can be featured on each agenda.

Draft Values:

Te Pae Pūkari:

- Upholds and values Te Tiriti o Waitangi and works in a bi-cultural manner
- Respects and values different cultures and diversity
- Advocates, supports and strives for a stronger voice for young people
- Is inclusive and encourages people to participate where possible
- Is collaborative and encourages groups to work together
- Is underpinned by mindfulness and respect of people, purpose and property
- Is empowering and supportive
- Is safe and ethical for everyone
- Is continuously improved
- Prioritises participation by young people

Te Pae Pūkari members and staff meeting:

For any Te Pae Pūkari related discussion or meeting whether face to face or via audio visual technology involving young people there is a requirement that the young people and Councillors/Staff are accompanied.

Involvement of External Parties:

During meetings open to the public external groups, young people and the wider community are encouraged to be present and join discussions on relevant topics. They may be invited to the table whilst relevant topics are discussed.

The Chairperson will be conscious of the fact that there is the potential for committee members who are young people to require additional time and opportunity to seek information from external parties to allow them to best consider how they will vote. The Chairperson will allow additional time for this to occur.

During publically excluded sessions the Chairperson and the Committee will take into consideration the decision-making needs of committee members who are young people whilst resolving who can remain in the meeting.

Other ways of working:

- Notable agenda items and key decisions will be shared through social media as well as email without prejudice to Council's legal and procedural obligations.
- Information will be shared with each member of the Committee in a timely manner, a minimum of 2 clear working days prior.
- Members will consider all available information and viewpoints including but not limited to the views of young people.
- The Chairperson and Deputy Chairperson will hand over the running of the meeting to a committee member who is a young person in order to build capacity in the youth sector; but will retain the overall responsibilities of Chairperson including that standing orders are followed. Note: This will include pre and post meeting responsibilities.
- From time to time the Chairperson may seek the approval of Te Pae Pūkari to suspend standing orders for a portion of any meeting.
- Members are expected to make a commitment to upskilling in youth participation and ethics / boundaries when working with young people, and, upskilling to the operation of a legally constituted Council Committee meeting under the requirements of LGOIMA and standing orders.
- Committee members who are young people are entitled to a Koha of \$50.00 for attendance at each meeting, a Koha of \$50.00 is also available to the young person who is supporting the external member at the meeting in a manner consistent with the Ways of Working, in order to cover costs.

Note: At the 10 December 2020 Council meeting the Council resolved the following:

1. Delegate to the Te Pae Pūkari / Youth Advisory Committee the ability to appoint up to four external members being young people recommended by Te Rūnanga Ngāi Tahu (two members), The Christchurch Youth Council Incorporated (one member) and Pacific Youth Leadership and Transformation Council (one member), for the remainder of the term. This is conditional on the Youth Advisory Committee following the appointment process detailed in section 3.8 of this report.

Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

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Karakia Timatanga

1. Apologies Ngā Whakapāha

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

2. Declarations of Interest Ngā Whakapuaki Aronga

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

That the minutes of the Te Pae Pūkari Youth Advisory Committee meeting held on [Wednesday, 10 March 2021](#) be confirmed (refer page 8).

4. Public Forum Te Huinga Whānui

A period of up to 30 minutes will be available for people to speak for up to five minutes on any issue that is not the subject of a separate hearings process. The public forum will commence approximately 4:30pm.

5. Deputations by Appointment Ngā Huinga Whakaritenga

Deputations may be heard on a matter or matters covered by a report on this agenda and approved by the Chairperson.

There were no deputations by appointment at the time the agenda was prepared.

6. Presentation of Petitions Ngā Pākikitanga

There were no petitions received at the time the agenda was prepared.

**Te Pae Pūkari
Youth Advisory Committee
OPEN MINUTES**

Date: Wednesday 10 March 2021
Time: 4.31pm
Venue: Committee Room 1, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Present

Chairperson	Councillor Anne Galloway
Deputy Chairperson	Councillor Jake McLellan
Members	Councillor Melanie Coker
	Councillor Yani Johanson

10 March 2021

Principal Advisor

John Filsell
Head of Community Support,
Governance & Partnerships
Tel: 941 8303

Jacqui Wilkinson
Committee and Hearings Advisor
941 6297
jacqui.wilkinson@ccc.govt.nz
www.ccc.govt.nz

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-
- Part A** **Matters Requiring a Council Decision**
Part B **Reports for Information**
Part C **Decisions Under Delegation**
-

Karakia Timatanga: Delivered by Councillor Galloway.

The agenda was dealt with in the following order.

1. Apologies / Ngā Whakapāha

Part C
Committee Decision

There were no apologies received.

2. Declarations of Interest / Ngā Whakapuaki Aronga

Part B
There were no declarations of interest recorded.

3. Public Forum / Te Huinga Whānui

Part B
There were no public forum presentations.

4. Deputations by Appointment / Ngā Huinga Whakaritenga

Part B
There were no deputations by appointment.

5. Presentation of Petitions / Ngā Pākikitanga

Part B
There was no presentation of petitions.

6. Appointment of External Members

Committee Comment

1. During discussion the Committee requested a priority item for the Committee Briefing to discuss a space for young people in the inner city and for there to be youth involvement in the Multi Use Arena.

Committee Resolved YTAC/2021/00001

The Committee accepted the Officer recommendations without change.

Part C

That Te Pae Pūkari/Youth Advisory Committee:

1. Approve the nomination of Mia Sutherland as the representative from the Christchurch Youth Council Incorporated (CYC) and appoint her as an external committee member on Te Pae Pūkari for the remainder of the term.
2. Approve the nomination of Selwyn Gamble as the representative from the Pacific Youth Leadership and Transformation Council (PYLAT) and appoint him as an external committee member on Te Pae Pūkari for the remainder of the term.

Councillor Galloway/Councillor McLellan

Carried

Karakia Whakamutunga: Delivered by Councillor Galloway.

Meeting concluded at 4.48pm.

CONFIRMED THIS 1ST DAY OF JULY 2021

**COUNCILLOR ANNE GALLOWAY
CHAIRPERSON**

7. Appointment of External Member

Reference Te Tohutoro: 21/782846

Report of Te Pou Matua: Joshua Wharton, Community, Partnerships & Planning Advisor,
Joshua.Warton@ccc.govt.nz

General Manager Mary Richardson, G.M. Citizens & Community,

Pouwhakarae: Mary.richardson@ccc.govt.nz

1. Purpose of the Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is to consider the nomination of Micah Heath as a representative of Te Rūnanga o Ngāi Tahu for external membership on Te Pae Pūkari / Youth Advisory Committee.
- 1.2 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by evaluating the costs and risks to Council of carrying out the decision, as well as the number of people affected, and level of impact to those affected. This report seeks to recommend an external member to a Council Committee under delegated authority. This recommendation was discussed with the Principal Advisor Ngāi Tahu Relationship.
- 1.3 This report is staff generated as a result of a Council resolution on 10 December 2020 CNCL/2020/00172, namely:
 - 1.3.1 Delegate to Te Pae Pūkari / Youth Advisory Committee the ability to appoint up to four external members being young people recommended by Te Rūnanga o Ngāi Tahu (two members), Christchurch Youth Council Incorporated (one member) and Pacific Youth Leadership and Transformation Council (one member), for the remainder of the term.

2. Officer Recommendations / Ngā Tūtohu

That Te Pae Pūkari Youth Advisory Committee:

1. Approve the nomination of Micah Heath as a representative Te Rūnanga o Ngāi Tahu, and appoint him as an external committee member on Te Pae Pūkari for the remainder of the term.

3. Reason for Report Recommendations / Ngā Take mō te Whakataua

- 3.1 The recommendation reflects an eligible nomination.
- 3.2 The recommendations have followed the appointment process approved by Council in that:
 - 3.2.1 Council's Ngāi Tahu Advisors have reviewed this nomination and believe it to be appropriate.
 - 3.2.2 A CV will be provided as a public excluded attachment containing sufficient information to allow members on the Committee to consider the eligible nomination on its merits in a fair and reasonable manner. The CV will remain confidential to protect personal information.

4. Alternative Options Considered / Ētahi atu Kōwhiringa

- 4.1 Te Pae Pīkari / Youth Advisory Committee declines the nomination.
- 4.1.1 This is not recommended as the nominee is eligible and the requirement of Council in the nomination process has been fulfilled.

5. Detail / Te Whakamahuki

- 5.1 Nominations were sought following adoption of an amended Terms of Reference (TOR) for the Committee, which was itself informed by an initial Youth Advisory Hui event in February 2020, and a number of subsequent events alongside key youth sector organisations.
- 5.2 Initially, Ngāi Tahu representation was not found. Consequently, advice was sought from Council's Ngāi Tahu Advisors, and the nomination of Micah was presented to the chair.
- 5.3 The TOR and associated committee membership changes both heed to the 'Ways of Working' document, a set of shared values and commitments co-developed with youth sector partners, governing how the Committee will work together. This document is attached as Attachment A.
- 5.4 Nominations will be for the balance of the term and for young people who are best able to represent a diverse range of young people and focus on young people's participation and voice in decision making.
- 5.5 One position representing Te Rūnanga Ngāi Tahu will remain available; nominations for this position will be sought through the Papatipu Rūnanga Committee and Te Kāhui Kahukura.

6. Policy Framework Implications / Ngā Hīraunga ā- Kaupapa here

Strategic Alignment / Te Rautaki Tīaroaro

- 6.1 This report supports the [Council's Long Term Plan \(2018 - 2028\)](#):
- 6.1.1 Activity: Governance & Decision Making
- Level of Service: 4.1.18 Participation in and contribution to Council decision-making - Percentage of respondents who understand how Council makes decisions: At least 42%
- 6.2 This report also supports [Council's Strengthening Communities Strategy \(2007-2017\)](#):
- 6.2.1 Goals 1, 2, 3, 4:
- Understand and document communities' trends, issues, and imperatives (1).
 - Promote collaboration among key stakeholders including government agencies, community and voluntary organisations, iwi and Māori, to identify and address community issues (2).
 - Enhance engagement and participation in local decision-making (3).
 - Help build and sustain a sense of local community (4).

Policy Consistency / Te Whai Kaupapa

- 6.3 This decision is consistent with the Council's Youth Policy (1998) and Social Wellbeing Policy (2000).

Impact on Mana Whenua / Ngā Whai Take Mana Whenua

- 6.4 The decision does not involve a significant decision in relation to ancestral land, a body of water or other elements of intrinsic value; therefore, this decision does not specifically impact

Mana Whenua, their culture or traditions. The nominee is a representative of the TUIA Programme and Te Rūnanga Ngāi Tahu and will contribute lived experience and a Mana Whenua perspective to the committee.

Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi

6.5 There are no climate change considerations associated with this decision.

Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

6.6 Te Pae Pīkari meetings will be held at a youth-friendly time to accommodate for youth representatives.

6.7 Meetings will be held at physically accessible locations to accommodate for all ability levels.

7. Resource Implications / Ngā Hīraunga Rauemi

Capex/Opex / Ngā Utu Whakahaere

7.1 There is no formal remuneration for external membership, however a koha is available to youth representatives to cover transport, parking, and other attendance costs. This will be \$50 per meeting, it will be reviewed annually and remain consistent with other groups. A koha is also available to a second young person supporting the external member at the meeting.

7.2 This koha will be sourced from operational budgets.

8. Legal Implications / Ngā Hīraunga ā-Ture

Statutory power to undertake proposals in the report / Te Manatū Whakahaere Kaupapa

8.1 This report is staff generated as a result of a Council resolution on 10 December 2020 CNCL/2020/00172. See section 1.3 of this report above.

Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

8.2 There are no legal contexts, issues or implications relevant to this decision as the report solely recommends the appointment of external members of Te Pae Pīkari / Youth Advisory Committee following delegated authority from Council.

8.3 This report has not been reviewed or approved by the Legal Services Unit.

9. Risk Management Implications / Ngā Hīraunga Tūraru

9.1 Council may face low-level reputational risk by sharing decision-making responsibilities with external members who are not democratically elected. This risk is considered low as a robust process with extensive sector engagement was followed in regard to external members.

9.2 There may be a risk of minor delays in committee processes, as external members will not have had the comprehensive training afforded to elected members. This risk is considered low as external members will be supported by Council staff and elected members already on the Committee.

Attachments Ngā Tāpirihanga

No.	Title	Page
A ↓	Te Pae Pīkari - Ways of Working	15

Additional background information may be noted in the below table:

Document Name	Location / File Link
Nil	

Confirmation of Statutory Compliance Te Whakatūtutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories Ngā Kaiwaitohu

Author	Joshua Wharton - Community Partnerships & Planning Advisor
Approved By	John Filsell - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Citizens & Community

Te Pae Pūkari / Youth Advisory Committee
Ways of Working

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