



AGENDA

Community Partnerships Subcommittee Meeting Thursday, 4 December 2025

Date Thursday, 4 December 2025

Time 1:00 pm

Location St John Community Room,
Jackson Street, Timaru

File Reference 1809316

Community Partnerships Subcommittee

Notice is hereby given that a meeting of the Community Partnerships Subcommittee will be held in the St John Community Room, Jackson Street, Timaru, on Thursday 4 December 2025, at 1:00 pm.

Community Partnerships Subcommittee Members

Mayor Nigel Bowen, Cllr Owen Jackson, Chris Thomas, Craig Chambers, David Duthie, Donna Lindsay, Gordon Handy, Greg Newton, Zoe Kirk, Joel Burgess, Julie Fosbender, Keith Shaw, Kally Katene, Kenny Diamond, Amanda Herewini-Wills, Margie Goldsmith, Merali Taylor, Nils Macfarlane, Rene Templeton, Rosie Chambers, Sue Matthews, Teresa May, Graham Dellow, Gavin List, Tina Kavanaugh, Tracey Miron, Vicki Walker, Angela Hall, Ewen Graham, Katy Houstoun, Maria Parish, Martin Winterson, Rawiri Morunga, Tim Barnett, Carol Murphy, Rebecca Grooby, Jane Sullivan, Jonathan Young.

Quorum – no less than 6 members including at least one Elected Member

Local Authorities (Members' Interests) Act 1968

Members are reminded that if they have a pecuniary interest in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and are advised to withdraw from the meeting table.

Stephen Doran

Group Manager Corporate

Order Of Business

1	Apologies	5
2	Identification of Items of Urgent Business.....	5
3	Identification of Matters of a Minor Nature	5
4	Declaration of Conflicts of Interest	5
5	Reports	6
5.1	Election of Deputy Chairperson	6
5.2	Community Partnerships Update - December 2025	8
6	Consideration of Urgent Business Items.....	12
7	Consideration of Minor Nature Matters.....	12

- 1 Apologies**
- 2 Identification of Items of Urgent Business**
- 3 Identification of Matters of a Minor Nature**
- 4 Declaration of Conflicts of Interest**

5 Reports

5.1 Election of Deputy Chairperson

Author: Jessica Hurst, Community Partnership Team Leader

Authoriser: Stephen Doran, Acting Chief Executive

Recommendation

1. That the Community Partnerships Subcommittee uses either:
 - (i) System A, or
 - (ii) System Bpursuant to clause 25 schedule 7 of the Local Government Act 2002 to elect one of its members as its Deputy Chairperson.
2. That the Community Partnerships Subcommittee elects one of its members as the Deputy Chairperson

Purpose of Report

- 1 To select a voting system for the election of one of its members as chairperson of the Community Partnerships Subcommittee. The Chairperson will call for nominations for the position of Deputy Chairperson.

Assessment of Significance

- 2 This matter has been assessed against Council's Significance and Engagement Policy as a matter of low significance. The Deputy Chairperson's election and accompanying process is a requirement under the Local Government Act 2002 (LGA) refer clause 25 schedule 7 of the LGA. The election of a Chairperson does not impact strategic assets, rates or levels of service.

Background

- 3 The Community Partnerships Subcommittee is required to elect one of its members as its Deputy Chairperson. The Deputy Chairperson performs the functions of the Chairperson when they are unavailable or unable to perform their usual role as Chairperson.

Discussion

- 4 There are two systems available to the Community Partnerships Subcommittee when electing a Deputy Chairperson for the Subcommittee, it must decide by resolution to use one of the following two voting systems as set out below (refer clause 25 schedule 7 of the LGA):
- 5 System A -
 - (a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and
 - (b) has the following characteristics:

- (i) there is a first round of voting for all candidates; and
- (ii) if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
- (iii) if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and
- (iv) in any round of voting, if two or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

6 System B -

- (a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and
- (b) has the following characteristics:
 - (i) there is only one round of voting; and
 - (ii) if two or more candidates tie for the most votes, the tie is resolved by lot.

7 Broadly, System A requires the successful candidate to have more than 50% of the votes of those present and voting. To attain that may require more than one round of voting. In contrast, System B will only require one round of votes and the successful candidate is the one with the most votes. In the event of an equality of votes between two candidates the successful candidate is resolved by lot.

Options and Preferred Option

- 8 There is only one practicable option available to the Community Partnerships Subcommittee, as there is a requirement to elect a Deputy Chairperson and the process for doing so is specified in the Local Government Act 2002.

Consultation

- 9 Consultation is not required as it is the members of the Subcommittee who elect and appoint the Deputy Chairperson.

Relevant Legislation, Council Policy and Plans

- 10 Local Government Act 2002
- 11 Timaru District Council Standing Orders

Financial and Funding Implications

- 12 There are no financial or funding implications for electing a Deputy Chairperson.

Other Considerations

- 13 There are no other considerations for electing a Deputy Chairperson.

Attachments

Nil

5.2 Community Partnerships Update - December 2025

Author: Jessica Hurst, Community Partnership Team Leader

Authoriser: Stephen Doran, Acting Chief Executive

Recommendation

That the Community Partnerships Subcommittee receive and note the Community Partnerships Update – December 2025 report.

Purpose of Report

- 1 To provide the Community Partnerships Subcommittee with an operational update on activities and progress across the Community Partnerships programme.

Assessment of Significance

- 2 This matter is deemed as low significance under the Council's Significance and Engagement Policy as this has ongoing but limited community interest and affects a small number of people in the community.

Discussion

- 3 The Community Partnership Team Leader (CPTL) continues to meet with various community agencies, groups, and stakeholders to build and strengthen relationships. This includes attending local meetings and events such as the launch of Tahi Pasifika, meeting with the General Manager of Women's Refuge and Arowhenua Marae, supporting the creation of the Geraldine Family Fun Day, and attending the recent Geraldine Community Expo.
- 4 The Whakanuia Awards were held on Saturday 15th November. This is the second time the disability prizegiving has been held, hosted by Timaru District Council and Parent to Parent. 24 young people living with disabilities, neurodivergence, and other health impairments received recognition on the day, with others unable to attend.
- 5 The awards were opened with waiata from the Idea Services kapa haka roopu group, with nominee Ben Sanders presenting a speech as keynote speaker. The awards affirm Timaru District Council's commitment to fostering inclusivity and celebrating diversity, and to creating a district where everyone feels valued and supported.
- 6 Te Kōtuitui Pūkeko (Disability Network Group) continues to hold regular meetings, with a wide range of agencies and community groups taking part. The Network (a representative from The Y and the CPTL) presented at the recent Who's Who in the Zoo Youth Sector Hui, and the CPTL will soon meet with the Y's facilitator to finalise the Terms of Reference, and work on next steps.
- 7 The Home Energy Audit Toolkit (HEAT), a collaborative project between Timaru District Council and Alpine Energy, being launched at the Community Partnerships Subcommittee meeting. Originally, two HEAT kits were purchased, each including an information pamphlet on how to use the tools. One kit will be used by Multicultural Aoraki and Family Works to

support their clients, while the other will be available for hire at the Timaru District Library. The intention was that two kits would later be purchased for both Temuka and Geraldine Library and Service Centres, however these have now been purchased and promotion around these will commence next year.

- 8 The 'Together Timaru' Community Services Online Directory (previously the Need Help Booklet) is almost complete. THE CPTL has worked closely with the IT team to make the website as accessible and easy to navigate as possible. The CPTL has input almost all of the content, which is a big piece of work. A communications plan will be created to ensure as much of the community is aware about the website as possible. Future expansion will be discussed in the new year.
- 9 In March 2024, the Safer Communities Subcommittee endorsed the establishment of the E Korowai Tamariki Whakamana au te Whānau (E Korowai) working group. Originally formed in 2020, it was agreed that the Community Partnership Team would facilitate quarterly governance meetings and provide administrative support.
- 10 In September 2025, the wider E Korowai network was advised that the governance group had resolved to place E Korowai into a period of recess. This decision followed extensive reflection, a community-wide survey, and a review of recent engagement and referral activity. Key factors influencing the decision included limited awareness and engagement, declining referrals and participation, and sector capacity and timing constraints.
- 11 The recess will be reviewed annually at a Community Partnership meeting, with any updates or proposals for reactivation communicated to the wider membership. In the interim, agencies are encouraged to continue fostering collaborative practice.

Age-Friendly Strategy

- 12 Two South Canterbury Age-Friendly Network working group meetings have been held recently. The network is now community-led, with the Community Partnership team providing administrative support.
- 13 The network has undertaken a review of the Age-Friendly Strategy. Members provided updates on existing actions to identify those that remain relevant, those completed, and those requiring further work. This information has been consolidated, and a revised action plan has been developed by the CPTL. The updated actions are more specific and closely aligned with the overarching outcomes and priorities outlined in the current strategy.
- 14 The draft action plan will be presented to the working group at its meeting on December 1 for consideration. Next steps include prioritising actions and activities and assigning responsibility to designated owners. Once confirmed, the CPTL will present the finalised action plan to the Community Partnerships Subcommittee and provide ongoing progress updates as required.

Welcoming Communities

- 15 The Aoraki Settling-In Collective continues to progress the development of the Welcoming Plan. Two additional elements of the Welcoming Communities Standard have now been completed: **Welcoming Communications** – ensuring people of all cultures and backgrounds feel included, heard, and well-informed through diverse communication methods that reflect varying needs and **Welcoming Public Spaces** – creating environments where newcomers and established communities feel welcome and comfortable using public spaces.
- 16 Only two elements remain: Inclusive Leadership and Culture and Identity. The Collective has committed to completing these by year-end, at the meeting scheduled for December 15. Next

steps include engaging further with leaders of ethnic community groups, reviewing all elements for cohesion, and prioritising actions with clear ownership assignments.

- 17 The CPTL has attended a number of meetings facilitated by Immigration NZ in relation to former refugees and the Meaningful Refugee Participation fund (MRPF), as well as facilitating the Timaru Refugee Network meetings which are held bi-monthly.
- 18 Youth participants from Timaru who attended the New Zealand National Refugee Youth Council leadership programme, delivered in collaboration with Timaru District Council and Refugee Settlement Services, have been issued a feedback survey (in Arabic). The survey seeks to understand their experience of the programme and gauge interest in progressing to Level 2. The CPTL and the Manager of Refugee Settlement Services have met with the Youth Council to discuss the structure and delivery of the next stage of the programme in Timaru.
- 19 The Y's Sakinah programme, funded by the MRPF, has successfully concluded. Designed to support and empower wāhine Muslim youth while fostering leadership opportunities, the programme was highly regarded by participants. Over the eight-week duration, sessions focused on key themes including faith, culture, self-esteem, empowerment, leadership, and community engagement. A second iteration of the programme is scheduled to commence in Term 1, 2026.
- 20 The MRPF has supported the establishment of an Arabic language school for former refugee children and youth. This initiative is coordinated by Refugee Settlement Services, with two former refugees volunteering as teachers. The tenth and final session of the initial programme has recently been completed. Both teachers and students have expressed a strong interest in continuing classes through the end of Term 4 and resuming again at the start of the 2026 school year.
- 21 Multicultural Aoraki are currently facilitating 'Take The Lead' a series of workshops funded via the MRPF. Three sessions have taken place where they've talked about both New Zealand culture and Syrian culture, what makes a good leader and different leadership qualities, and how to create budgets for events and apply for funding. More sessions are to come, as well as an event which the group will 'Take The Lead' and organise.
- 22 The CPTL hosted a Local Government workshop on 26 September, in collaboration with the Electoral Commission. The Council's Chief Executive Nigel Trainor presented at the workshop providing information to former refugees and migrants on the array of work that happens at Council. Attendees also learned about voting, and the importance of having a voice and making informed decisions. A number of attendees made a special vote and voted in local government elections for the first time. This event was funded via the MRPF.
- 23 The CPTL presented to one of the English Language Partners classes on November 26 – discussing the role of council, and of the community partnership role. Beneficial conversations were had about what the attendees enjoy about living in Timaru, and what improvements could also occur.
- 24 The CPTL attended the launch of the Tahī-Pasifika Collective on November 7. Tahī-Pasifika is a Pasifika Leaders Collective representing cultural leaders from Tongan Society South Canterbury Inc, Samoan Society Timaru Inc, the Kiribati Community Group, and leaders from the Niue, Kuki Airani, and Fijian communities. The Timaru District has a rapidly growing Pasifika population with well-established cultural groups and organisations, including churches. In response to a strong desire from these leaders to enhance their collective impact while retaining each group's cultural identity, the Pasifika Collective was formally established. Its

mission is to empower Pasifika to lead and support their communities, ensuring families have lifelong opportunities to thrive in South Canterbury. The Collective is committed to service, protection, advocacy, collaboration, knowledge-sharing, and promoting collective wellbeing across the Pasifika community.

Mayors Taskforce For Jobs

- 25 The new contract for the Mayors Taskforce For Jobs (MTFJ) programme started at the beginning of the new financial year. The Timaru programme will receive \$220,000 to support young people aged 16-24 years into employment.
- 26 The MTFJ Coordinator has already supported 22 clients into employment, 8 of which have been taken off a main benefit.
- 27 Two clients have completed their defensive driving course, one has passed their Class 1 license and a number have started driving for the first time. More than six clients have completed their Temporary Traffic Management course and training has commenced for three more.
- 28 There are an additional 18 clients registered at various stages of work readiness. These numbers represent a significant workload for the Coordinator – she provides hands-on practical and pastoral support ensuring youth receive guidance, encouragement, and the resources they need to thrive.

Community Funding

- 29 Seven funding rounds have run this year across the Community Funding, Local Arts, Youth Initiatives, Quick Response and NZ Youth Representative, and Thomas Hobson committees, with 51 applications received via SmartyGrants. Feedback from applicants has been largely positive, with only three requests for additional support. A survey will be sent to all applicants to identify areas for improvement.
- 30 The Community Partnerships Team will work on a comprehensive communications plan in early 2026 to ensure that the community has clear and accessible information about funding opportunities.

Attachments

Nil

6 Consideration of Urgent Business Items

7 Consideration of Minor Nature Matters